

**Agenda**  
 Regular Meeting  
 Hummelstown Borough Council  
 Thursday March 16, 2023  
 7:00 PM

1. **Call To Order**
2. **Devotions**
3. **Pledge of Allegiance to the Flag**
4. **Roll Call**

Council Members:		
Brian Foster, President ■	Robert Weber, Vice-President ■	Mayor Dave Roeting ■
Christopher Black ■	Chad Lister ■	Dee VanGavree ■
Kelly Williamson ■	Randy Lutz	
Also in Attendance:		
Theresa Eberly ■ Borough Manager	Justin Hess ■ Chief of Police	David Willard ■ Public Works Director
Issac Underhill HRG representative	Michael Miller ■ Solicitor	

5. **Announcements** (None)
6. **Approval of the Agenda**  
 Motion to approve agenda made by Robert Weber and seconded by Dee VanGavree. Motion carried.
7. **Approval of the Minutes of the Following Meetings**
  - A. Regular Meeting of February 16, 2023  
 Motion to approve agenda made by Robert Weber and seconded by Kelly Williamson. Motion carried.
  - B. Workshop Meeting of March 9, 2023  
 Motion to approve agenda made by Dee VanGavree and seconded by Kelly Williamson, with the correction brought forward by Robert Weber to change motion listed under Alexander Park from Robert Black to Chris Black. Motion carried.
8. **Public Hearing** (none)
9. **Presentations** (none)
10. **Citizen Hearings**  
 Mr. Rob Panko expressed appreciation to Borough Council and Borough Manger for addressing the issue in the neighborhood that was raised at the Workshop meeting.

## 11. Staff Reports:

### A. Manager's Report

Code Enforcement /Zoning Officer, Laura Miller, started with the Borough on Monday. STMP interviews are underway. This is part of the grant that will provide financial and operational reviews on the borough. They start by conducting interviews with staff and will be interviewing Borough Council Members in the next couple of weeks. In addition, they are developing a community survey that will be available for the residents to provide feedback on a variety of topics. The Hummel Nature Trail project is still underway. It is a bigger project than anticipated and want to acknowledge the hard work that they are doing to get the project completed.

### B. Zoning/Code Enforcement Officer's Report ( report attached)

### C. Police Report

The Chief stated that this past month has been busy. Not only have the citation and warning card numbers been higher, but there has been significant progress made in open criminal cases. He said the human trafficking is a growing problem across the US and the Hummelstown Borough is not exempt from nationwide problems. Within the past month, the department has dealt with a human trafficking victim that intended on committing suicide. Patrol Officers working in conjunction with our Co-Responder were able to diffuse the situation and talk this young woman into seeking mental and addiction help. She is currently in an undisclosed safe house designed for people in her situation and is receiving treatment.

Another day, two of our Patrol Officers were able to perform CPR and administer the AED to effectively bring a patient back to life. Unfortunately, he passed away a day later while in the hospital.

We have completed a large volume of training as well. The entire Department completed bi-annual First Aid/CPR training. Three Officers completed Overdose Network training. One Officer completed Standardized Field Sobriety Testing refresher course, one attended a Search and Seizure Case Law training, one officer completed Social Media in Criminal Investigations training, and another completed a Tactical Communications training. Our School Resource Officer attended Driver Safety Instructor training as well.

On February 23<sup>rd</sup> the Chief attended a nationwide FEMA Flooding tabletop exercise at Dauphin County EMA.

On March 8<sup>th</sup>, the Chief was honored to be the guest speaker for the Rotary Club. He was able to provide them with advancements to the Department as well as insight into our current crime trends and the new challenges law enforcement faces daily.

Finally, the Chief discuss the Officer Tony Gonzalez who was hired as a part-time Police Officer in 2022. The Chief indicated that Officer Gonzalez has specialized skills related to electronic data analysis and is a certified cell phone examiner. Officer Gonzalez has been committed to assisting Patrol Officers with in-depth investigations that are technology driven and very time-consuming. Since his hiring, he has executed over two dozen search warrants in active investigations. The combined diligent work of Officer Gonzalez and Patrol Officers has brought closure to victims in a dozen lengthy and significant investigations. The role Officer Gonzalez fills with the Department is that of a Detective. Our existing command structure and General Orders allow the Chief of Police to assign the designation of Detective. The assignment of Detective is not a rank and does not involve a raise in pay or compensation. The Chief is assigning Officer Gonzalez to the designation of Detective, effective today March 16, 2023. He would like to commend Officer Gonzalez on his new role within the agency, while commending our Patrol Officers on their commitment to working on cases jointly.

D. Fire Company Report (see attached)

E. Mayor's Report

This time of the year seems to be busy for me although won't be as busy as our police department. They have their hands busy day in and day out and do a wonderful job. Events start tomorrow, March 17<sup>th</sup> to help kick off the mini thon at Lower Dauphin High School. Tuesday is the *3-21 For Life* Event at Rubber Soul and is always a good time. It is an all-day event. Thursday, March 23<sup>rd</sup>, planning has already started for the Memorial Day parade and service. Tuesday, March 28<sup>th</sup> will be at the State of the County Address. Saturday, April 1<sup>st</sup> is the Easter Egg Hunt at the American Legion at 1PM. The evening of April 1<sup>st</sup> is the annual fire company banquet and awards.

F. Financial Report

Motion to approve report made by Robert Weber and seconded by Chad Lister. Motion carried.

G. Tax Collector's Report

Motion to approve report made by Kelly Williamson and seconded by Dee VanGavree. Motion carried.

H. Tax Exemption & Exoneration Report (none)

I. Parks & Recreation Board

Kelly Williamson indicated that the brick fund raiser is going well. The plan is to push back ordering bricks online until the second quarter of the year. The Computer Recycling event is April 22<sup>nd</sup> from 9am to 11am in the Park and Ride parking lot. Items that will be recycled are keyboards, laptops, computers, monitors, and phones. Mission Central in Mechanicsburg will take these and refurbish them for others to use. There was a short note in the newsletter asking for those with any interest in starting a parent-child playgroup once a week to reach out to Parks and Recreation. May 20<sup>th</sup> is the Connecting Our Community event in Schaffner Park. Rain date May 21<sup>st</sup>. The event will provide information on the organizations in our community. We are waiting to hear back from the Falcon Foundation grant application this week for summer rec program.

J. EMA

Dee VanGavree provided information on the EMA activities/meetings. There was a meeting held on March 7<sup>th</sup> to discuss Norfolk Railroad service, contacts and commodities being transported through Hummelstown. There was discussion on evacuation routes and lessons learned from the train derailment in East Palestine, OH. Planning a train derailment exercise in the fall. EMA wrapped up its annual fundraiser on March 13<sup>th</sup> and made over \$2,200. Grateful for the public's support, the volunteers who worked the event and last but not least Lonnie Blough, owner of Chick's Tavern, for ongoing support of EMA. April 12<sup>th</sup> EMA has a quarterly meeting and April 20<sup>th</sup>. EMA is going to participate in Dauphin County-wide exercise next month.

K. Shade Tree Report (none)

L. COG Report (none)

M. Communication Committee

Dee VanGavree stated the committee met on 2-21 to discuss spring events. Reviewed changes on the website. Thank you to Kelly for identifying needed changes. Discussed the Tourism Grant and will meet again on 3-21.

## **12. Alexander Park (DCNR Grant) Playground Equipment Purchase**

A. Discussion on Playground Design and Equipment Purchase

Mr. Black asked about payment options and which one the Borough was electing to use. Manager Eberly indicated that all purchases over \$5,000 must be paid in full. She further indicated that the Mayor suggested we look into picking up the playground instead of paying shipping to have it delivered.

B. Motion to **Approve** playground equipment at a total cost of \$68,236 from BCI Burke Company was made by Chris Black and seconded by Robert Weber. Motion carried.

**13. Resolution 2023- R- 5: Signer for Hummel Nature Trail DCNR Grant Submission**

A. Discussion on DCNR grant submission. None

B. Motion to **Approve** Resolution 2023-R-5 authorizing the Borough Manager to sign documents associated with the grant submission. Grant submission is for \$600,000 with the borough portion of \$300,000 to be offset by a donation of \$107,000 and in-kind service credit \$42,635 and previous commitment of \$158,000 made by Chad Lister and seconded by Chris Black. Motion carried.

**14. Sewer/Trash/Stormwater Billing Service**

A. Discussion on the cost of a service provided by UPS.

B. Motion to **Approve** billing service of .22/mailling made by Robert Weber and seconded Dee VanGavree. Motion carried.

**15. Shop Garage Doors Purchase**

A. Discussion on purchasing three (3) garage doors with remotes from Baker Door Company

B. Motion to **Approve** purchase of three (3) garage doors at a cost of \$15,134.54 from Baker Door Company made by Dee VanGavree and seconded by Robert Weber. Motion carried.

**16. Tarp and Coal Shute Purchase**

A. Discussion on the purchase of one (1) tarp system and one 3-chute tail gate. None

B. Motion to **Approve** purchase from Stevenson Equipment at a total cost of \$6,512.98 made by Kelly Williamson and seconded by Chris Black. Motion carried.

**17. Transit Purchase**

A. Discussion on purchase of transit. None

B. Motion to **Approve** transit purchase from Service Supply at a total cost of \$1229.86 from the Stormwater Fund made by Chris Black and seconded by Robert Weber. Motion carried.

**18. Sewer/Stormwater Camera Purchase**

A. Discussion of the purchase of the Aries TR 3320 camera.

Dee VanGavree raised concerns about the jet truck as the piece of equipment used with the camera system. She noted the jet truck is old and wanted to know if it will need to be replaced. PW Director Dave Willard stated that the replacement of the jet truck was on the capital improvement plan for replacement in 2025. Ms. VanGavree asked how much a jet truck would cost to replace and Director Willard stated it would cost around \$500,000 to \$600,000. Mr. Lister stated that he thought the purchase would allow the borough to start performing preventative maintenance. Ms. VanGavree asked whether we could rent a jet truck. Mr. Foster stated that the plan was for the jet truck to last another 5 years. Manager Eberly asked if we can function without a jet truck and Mr. Willard indicated that that you could.

B. Motion to **Approve** purchase of an Aries TR3320 sewer/stormwater camera with 3200 GVW trailer at a total cost of \$129,975 from Golden Equipment made by Chad Lister and seconded by Robert Weber. Motion carried.

## 19. 2022 Year End Report

A. Discussion on the 2022 Year End Report.

Manager Eberly indicated that the submitted yearend report was very thorough and provided the status of how the borough performed with actual expenses vs. budget. It also provides explanations on key categories and line items where there were either shortfalls or overages. Mr. Weber indicated that he reviewed the report and stated that it was very informative, especially with the comments on why we are either over or under. He said it further supports all the work that was done in the fall to make the budget workable and readable. Manager Eberly indicated that the report was completed to show complete transparency, starting with the establishing year-end goals. She said also included in the report were analytics that show via graphics how we performed over the last several years.

## 20. Street Sweeping Agreement

Manager Eberly indicated there was an agreement approved in 2012 to provide street sweeping services with 2<sup>nd</sup> Street Realty. Given it is now time to perform those services, the agreement is brought forward for Borough Council to review.

A. Motion to **Extinguish** Street Sweeping Agreement between the Borough of Hummelstown and 2<sup>nd</sup> Street Realty Associates, LP made by Robert Weber and seconded by Chad Lister. Motion Carried.

## 21. Other Business

Dee VanGavree wanted to ask a follow up question on the subject of the jet truck. She asked if we budgeted the purchase of the jet truck. It was stated that the 5-year Capital Improvement Fund ear marked a potential purchase in 2025. Ms. VanGavree stated she has concerns about it.

Dee VanGavree said she has hole sponsor forms for the Chicks Golf Outing. Money raised from the event goes towards summer rec program and several other non-profits in the borough.

Mayor Roeting asked Dee VanGavree for the date of the next 2<sup>nd</sup> Friday. She said it will be held on May 12<sup>th</sup> and it will go year-round. We want to promote people coming to town and to shop and eat.

Meeting adjourned at 7:35 PM to Executive Session to discuss legal and personnel issues.

Respectively submitted,

Theresa Eberly  
Borough Manager