

MINUTES
Workshop Meeting
Hummelstown Borough Council
Thursday, April 13, 2023
7:00 PM

The Thursday, April 13, 2023, Workshop Meeting of the Hummelstown Borough Council was called to order by President Brian Foster at 7:00 PM. Members in attendance included Robert Weber, Dee VanGavree, Chad Lister, and Kelly Williamson. Also in attendance were Mayor Dave Roeting, Theresa Eberly, Borough Manager, Justin Hess, Police Chief, David Willard, Director of Public Works, Laura Miller, Code Enforcement and Zoning Officer, Brett Flower, Solicitor, and Isaac Underhill, HRG.

Presentations/Announcement

Quality of Life (or Community) Program – Jeffrey Gardner, Jeffrey Gardner, BCO, CZO, IPMC, Barry Isett and Associates. Mr. Gardner discussed the importance of developing an overall code enforcement program and the benefit of implementing a Quality-of-Life ticketing program.

Citizens Hearings

Mr. Panko stated that the presentation on Quality of Life was interesting. He expressed concern about implementing the program with those individuals who do not have the ways or means to address property maintenance issues.

Dave Weaver, organizer of Javapalooza event in Hershey, on June 24th spoke about the upcoming event and invited first responders, police and emergency responders for free coffee and donuts.

Steve Kienzle, Fire Chief, Hummelstown Fire Company, stated he came before Borough Council in January, to express concerns about fire alarms and traffic/parking issues in the square. At that time he talked about the potential to eliminate parking in areas in the square and asked the Borough about doing a traffic study. Manager Eberly stated that as directed, staff contacted PennDOT to find out what input they would have on the situation, given it is a state road. District 8 came to the Borough and worked with staff. It was determined by the PennDOT Traffic Information Repository, that SR 2018 (Main Street) is classified as a Minor Arterial. Further it was stated that if the distance from the center line to curb on Main Street in the area of the square is less than 18' feet, Borough Council has the discretion to determine how to handle parking. The distance on Main Street is between 17'- 16.5'. Manager Eberly concluded by sharing a short video and stated that was all the information that was gathered on the issue.

Mr. Foster indicated the road is the same width down most of Main Street, so they will have the same situation down Main Street. Chief Kienzle said that it is a little tighter around the area of the Square. He also suggested that we could talk to a traffic engineer to find out if making changes to the preemption device would help clear out the traffic. Manager Eberly stated that there is another preemption device coming as part of the Green Light Go Grant. Brian Foster said that we will need to look into this further.

Mayor Roeting indicated that the town fought for parking spaces. He wanted to know how many accidents have happened in the part of Main Street. Chief Kienzle indicated zero. Mayor thought that the issue should have been included as an agenda item.

Administration

1. Resolution 2023-R-06 Fire Alarm Fee Resolution

Motion to **Approve** Resolution 2023-R-06 was made by Robert Weber and seconded by Dee VanGavree; Motion was carried and approved by all present Council Members.

2. Delinquent Trash-Sewer- Storm water bills

Several collection options were discussed for overdue (120+ days) trash, sewer and stormwater bills. Options include: 1) do nothing or 2) pursue third party collections, 3) place liens on properties. It was determined that staff should prepare a draft Ordinance for Borough Council to review at May Workshop meeting.

3. Job Description- Part Time Administrative Assistant

Motion to **Approve** job description for Part Time Administrative Assistant and establish an hourly rate of \$18.50 was made by Robert Weber and seconded by Dee VanGavree; Motion was carried and approved by all present Council Members.

4. Ricker Development

Mr. Ricker indicated he met with PPL, Robert Weber, staff, and PPL on site, and it was determined that PPL did not require the pole to be moved. Solicitor Flower indicated that a motion needed to be made to remove the condition on the proposed Ricker Development to move the PPL pole.

Motion to **Amend** the original condition to move the PPL poles, as recommended by PPL was made by Robert Weber and seconded by Chad Lister; Motion was carried and approved by all present Council Members.

5. Laura Miller, new Code Enforcement and Zoning Officer

There was discussion on the Zoning Ordinance summary chart prepared by Laura Miller. Manager Eberly stated that Laura Miller has hit the ground running, met with residents and has developed processes and forms for all the zoning and code work flow. Dee VanGavree stated that she appreciated the summary and asked for a copy of the zoning map. Chad Lister indicated that it is important to understand that Ms. Miller is enforcing the codes and ordinances as has been approved by Borough Council. Further, he said that if there is an issue, Borough Council must make those changes. He said that it is important to enforce equally.

4. Engineer Update

Isaac Underhill, HRG indicated that they have been out to complete the survey the Quarry Road Sidewalk and have the base map completed. The transportation team is working on the project and is on schedule. Robert Weber asked when we will see a preliminary design of the sidewalk. Mr. Underhill it would be 2 months to see a drawing.

The traffic signal on Quarry Road is being installed. Poles are up and the project should be completed when the roundabout is fully constructed. This should be done by June.

Duke and High Streets Project has preliminary design done in the next few weeks.

Hummel Nature Trail designs have been submitted to staff and permit has been submitted to DEP. They have 90 days to respond.

Bullfrog Valley Stream Restoration Project is completed.

Other Business

Mayor Roeting stated that the County does have funds for blighted properties. Also, he mention that for those residents who may not be able to take care of their own property maintenance that Trinity Church is starting up program to help those in need.

Dee VanGavree said that she had the opportunity to work with Officer Mason on an issue and she said he was extremely efficient and pleasant. He followed up quickly and was great to work with on this issue.

With no other business to discuss, the meeting was adjourned to Executive Session to discuss legal and personnel issues at 8:30 PM.

Respectfully submitted,

Theresa Eberly