

Workshop Meeting Minutes
Hummelstown Borough Council
May 10, 2018
7:30 PM

The Thursday, May 10, 2018 workshop meeting of the Hummelstown Borough Council was called to order by President Brian Foster at 7:30 PM. Members in attendance included Bob Weber, Amanda Donohue, Dee VanGavree, Patti Krow, Ryan Taggart and Randy Lutz. Also in attendance were Mayor Dave Roeting, Mike O'Keefe, Borough Manager, Deb Hummer, Finance Director, and Jon Yost, Solicitor.

Administration

Discussion of Proposed Open House/Dedication of Borough Building on May 29, 2018

Mike O'Keefe reported that the Open House will be held May 29th. This date was selected so that the County Commissioners would be able to attend. A program has been drafted and the invitation list has been started, which includes prior council members. An ad will be put in The Sun for 2 weeks. The building will be open from 5:30 pm to 8:00 pm for tours. The dedication ceremony will take place at 6:30 pm.

Continued Review of Proposed Resolution requested by "Fair Districts PA" regarding Legislative and Congressional Redistricting

This topic has been tabled until the next workshop meeting on June 14th. Some council members did not have an opportunity to read the resolution and did not feel comfortable approving this. Though it has been titled a resolution it is more of a letter of support stating that the Borough Council supports legislative efforts to amend the PA Constitution to assign the decennial task of both legislative and congressional redistricting. Although the Borough may support this it is ultimately a decision to be made by the legislators.

Review of proposal submitted to COG members from the Cohen Law Group (CLG) for Cable Franchise Renewal Services (Comcast)

Mike O'Keefe reported that the Borough's current Franchise Agreement with Comcast is expiring. CLG would perform a franchise fee audit for each municipality to make sure all revenue to which they were entitled under their current contract has been received. They will also negotiate a new franchise agreement. These projects will take approximately 16 – 24 months to complete. The fee for this service is based on population and the number of participating municipalities. 16 municipalities have signed up to date. The cost to the Borough would be \$6,375. If 18 – 25 municipalities participate the Borough's cost would drop to \$6,000.

Motion to place on the May 17th agenda made by Bob Weber, second by Amanda Donohue.

Planning/Zoning

Review of meeting with a member of the Hershey Trust and their traffic consultant regarding Hershey West traffic studies.

Mike O'Keefe reported that he met with these two gentlemen April 30th. They informed him that they will not extend the traffic studies into the Borough. Council discussed the issues regarding increased traffic into the Borough and the hazards this could cause. Mike stated that council could make a request to PA DOT that a traffic study be done for Quarry Road. If PA DOT agrees that a study should be done then Hershey West will be mandated to conduct a study. Brian Foster said the school would be on board for this and he is sure would provide a letter of support.

Motion to authorize staff to submit request to PA DOT requesting that a traffic study be done for Quarry Road and related intersections to be placed on the May 17th agenda made by Bob Weber, second by Ryan Taggart.

Status Reports

Square Traffic Signal

Mike O'Keefe reported the decorative base is in production and may be shipped in 4 – 6 weeks. There are approximately \$20,000 in additional costs related to replacing the signal. This information has been forwarded to the insurance company for consideration of reimbursement. These costs have already been paid by the Borough.

Expansion of Salt Storage Facilities

Mike O'Keefe reported that plans are still being worked on and continue to evolve.

2018 Resurfacing Project

Mike O'Keefe reported the bids are due by May 15th at noon. Three sets of specs were handed out. Two addendums were issued. One addressed prevailing wages. If a job is over \$100,000 prevailing wages must be paid. The other addendum stated the contractor did not need to be pre-approved by PA DOT. This was verified with Scott Lehman of PA DOT.

Underpass Resurfacing Project

Mike O'Keefe reported the project should be completed May 11th.

Hummel Nature Trail Stormwater Project

Amanda Donohue reported she had communicated with Tom Wilson that council approved K & W to perform previously discussed engineering services. He forwarded a copy of the contract to her and she will review it along with Jon Yost. She also confirmed with Tom that the data that is collected belongs to the Borough. The Borough has 30 days to review and return the signed contract to K & W.

Street Sweeping

Mike O'Keefe reported that the sweeper had to be taken for repairs. Repairs were covered under warranty.

Other Business

Amanda Donohue commented on how nice the CVS store looks and what an improvement it is to that corner.

Executive Session – Real Estate Matter

Council rose into executive session at 8:15 pm

Adjourn

Council reconvened at 8:45 pm

Meeting was adjourned at 8:45 pm

Respectfully submitted,

Abra M. Hummer