

**MINUTES**  
 Regular Meeting  
 Hummelstown Borough Council  
 Thursday, May 16, 2024  
 7:00 PM

*THIS MEETING IS BEING RECORDED FOR THE PURPOSE OF MINUTES  
 As a courtesy to others in attendance, we ask that you please silence mobile devices and limit  
 public comment to no more than five (5) minutes per person.*

**Call To Order**

**Pledge of Allegiance to the Flag**

**Roll Call-All Present**

Mayor and Council Members:		
Mayor Dave Roeting	Christopher Black, President	Dee VanGavree, Vice-President
Robert Weber	Kelly Williamson	Barbara Miller
Chris Weaver	Jamie Brubaker	
Also in Attendance:		
Theresa Eberly Borough Manager	Justin Hess Chief	David Willard Public Works Director
Traci Eismann Finance	Michael Miller Solicitor	

**1. Announcements/Presentations (none)**

**2. Public Comment**

*Any resident, business owner, and/or taxpayer of the Borough, or any representative of a non-profit organization serving the Borough wishing to address the Council must first be recognized by the President and then must identify him/herself by name and address.*

Approval was given by President Black to move the following item up in the agenda to be discussed under Public Comment.

Allen Detweiler, FFO was present and requested a conversation regarding Boro Park and their use of the park for FFO, particularly for football practice use. FFO has supported football in the Borough for 62 years and has donated a lot of time and money for renovations to the park during this time and would like to make sure they continue to have access to the park for football as well as FFO annual events. The concerns that BC shared were directed at trying to find a solution where the grass can “rest” in between events so that it can continue to look as great as it does after the work from PWs the past year. After talks with some members of BC as well as a meeting at Hummel Nature trail different options were discussed including portable lighting as well as the safety while driving in and out of parking lot with a possible walkway put in. FFO is looking to have access to both parks and a schedule that works for everyone once daylight savings time starts. FFO has agreed to use Nature Trail Park with portable lighting as long as daylight allows them to do so, then move to Boro park for some practices. President Black requested FFO gather pricing for lighting and suggestions on the best lighting for their needs for permanent lighting as well for other park needs. FFO also requested that the money they pay to the Borough each year for use of the parks be set aside for park maintenance and used for repairs and renovation for the parks, especially the upkeep of the grass.

### 3. Consent Agenda

A. Agenda

B. Resolution 2024-06

Authorizing designees President Chris Black and Borough Manager Theresa Eberly as officials to execute documents between the Borough of Hummelstown and Commonwealth Financing Authority for the Greenways, Trails, and Recreation Program Grant.

Motion to **Approve** Consent Agenda as presented made by Kelly Williamson and seconded by Jamie Brubaker.

### 4. Public Hearing -None Scheduled

### 5. Summer Recreation Program Counselors

A. Motion to **Approve** the following Summer Recreation Program Counselors effective May 20, 2024:

1. Makenzie Stoval @ 19/hour
2. Calib Mathias @ \$18/hour
3. Cadyn Eismann @ \$14/hour
4. Lilly Blaze @ \$14/hour
5. Rebecca Yeager @ \$16/hour
6. Megan Williamson @ \$16/hour
7. Cali Mease @ \$14/hour
8. Mianna Robinson- (as needed) @ \$14/hour
9. Ayla Treven- Volunteer Junior Counselor

Vice President VanGavree voiced her opinion that the offered rates were high, and she feels this is setting an expectation, but also understands times are different then they were in the past.

Motion to **Approve** made by Barb Miller and seconded by Dee VanGavree.

Council Member Williamson abstained from vote due to her daughter being one of the hired counselors.

Motion carried.

### 6. ARLE Grant Application

A. Discussion on the ARLE Grant Application

This item was discussed in more detail at the May 9<sup>th</sup> BC meeting, this is a grant that will allow the Borough to obtain radar detection at our stop lights as well as the battery backup. The system also will learn the Boroughs time schedule and be able to adjust to the heavier traffic patterns and times as well as counts and gap detection for different studies you may want done. Mayor asked if quote included engineering, Manager Eberly advised it does include engineering and that is estimated at \$5,000. The quote is per intersection which will include 4 detectors at the square and 3 at the underpass. Mayor Roeting asked if we would need to replace the poles at each light, since a few years ago you couldn't replace poles with the same and had to purchase different poles.

Motion to **Approve** the submission of the 2024 ARLE Grant for a total for a total of \$118,560 with a Borough match of 4% of \$5,000 was made by Bob Weber and seconded by Chris Weaver.

Motion carried.

### 7. Cyber Security

A. Discussion on the Cyber Security Policy quote by Coalition

This policy is in addition to our current insurance policy which does not include cyber security in it. After a review from Coalition, the Borough is in good shape and were given a very competitive price. A complete list of coverage was given to BC and Manager Eberly confirmed with Council Member Brubaker that the deductible amount is \$25,000 per event. Chief Hess was able to provide

information about the policy being approved by the Borough's IT Consultant and the importance of the different features.

Motion to **Approve** quote on a Cyber Security Policy by Coalition for an annual total of \$4,921 and a processing fee of \$185 was made by Jamie Brubaker and seconded by Dee VanGavree.

Motion carried.

#### **8. PW Part Time Summer Employee**

This position was budgeted at \$5,000, per PWs director Dave Willard position part time employee will be beginning work Mon-Thurs at noon after finishing as summer recreation counselor as well as 8 hours on Friday when there is no summer recreation program. This schedule is to begin 6/1 and run through the middle of September.

Motion to **Approve** the hire of Caleb Mathias @ 18/hour as the PW Part Time employee effective June 1, 2024, was made by Chris Weaver and seconded by Kelly Weaver.

Motion carried.

#### **9. CD Program with PLGIT**

This CD program was discussed in more detail at prior meetings but would guarantee a fixed interest rate for a specified amount of time for funds the Borough already has invested in PLGIT. President Black inquired if we are guaranteed the 5.45% and Manager Eberly confirmed this to be correct, it was also mentioned by President Black as a reminder that the Borough can't touch this money or will get penalized.

Motion to **Approve** investing revised amount of \$710,000 from \$750,000 for 12 month- CD from the Sewer Capital Fund in our PLGIT Account was made by Dee VanGavree and seconded by Barb Miller.

Motion carried.

#### **10. Field Request**

A. Discussion on use of fields/parks in the Borough of Hummelstown

Please refer to the Public Comment section of Notes.

#### **11. Public Relations Assistance- LM Gnazzo Promotion Strategies**

Discussion on the proposal submitted by LM Promotion Strategies for the DCED visit on June 6<sup>th</sup>.

This agreement will be to help promote the DCED visit that is now going to happen June 20<sup>th</sup>, including special guests coming to the Borough to visit and see what we have to offer and what they can offer to the different projects we have planned for the Borough. Visits will take place at two long-term businesses as well as two newer businesses in town and this proposal would help get promotions out to the public as well as the media for this upcoming visit. Vice President VanGavree shared that Tourism funds would be used, and Manager Eberly advised that for a fee of \$2,000 instead of \$1500 Gnazzo Promotion Strategies would be able to assist with a few requests that Manager Eberly negotiated with them.

Motion to **Approve** the proposal as submitted by LM Gnazzo Promotion Strategies

at a cost not to exceed \$2,000, increased from \$1,500 out of the Tourism Grant funds was made by Dee VanGavree and seconded by Kelly Williamson.

Motion carried.

#### **12. Other Business**

-Vice President VanGavree made mention of the new Senior Lunch Bunch Connect to reach out to our older population. The first event will be on June 11<sup>th</sup> at the Borough building from 11:45-1 and will include a lite lunch as

well as a tour of the building and the opportunity to meet the staff. A request was also asked to be published in The Sun.

-Mayor reminded all of Memorial Day parade, service and cards for the troops on Monday, May 27<sup>th</sup>. Lunch will be provided for free at the Legion following the service at the cemetery. The American Legion is also promoting a campaign called “Be the One to make a difference” focused on preventing veteran suicide.

**13. Executive Session (if needed)** Executive Session was held prior to the meeting to discuss personnel matters.

**14. Adjourn – 8:07**

Submitted by,

Traci Eismann – Finance and Bookkeeping

## **2024**

5-19 Chick’s Golf Tournament

5-20 Shade Tree Commission

5-22 Zoning Hearing Board Meeting

5-27 Red, White, & Blue Contest, Memorial Day Event and Cards on the Square for the Troops

### *Our Journey in 2024*

*Investing in Infrastructure and Connectivity\* Maintaining our Charm-Property Maintenance and Rental Property Program\**

*Improving Communication with Residents\* Investing in Economic Development\* Improving Sustainability /Efficiencies\* Supporting our Fire and EMA Partners*