

Minutes
Workshop Meeting
Hummelstown Borough Council
Thursday, June 9, 2022
7:00 PM

The Thursday, June 9, 2022, workshop meeting of the Hummelstown Borough Council was called to order by Vice-President Bob Weber at 7:00 PM. Members in attendance included Dee VanGavree, Randy Lutz, Chad Lister, Chris Black and Kelly Williamson. Also in attendance were Theresa Eberly, Borough Manager, Michael Miller, Solicitor, Justin Hess, Police Chief, Deb Hummer, Finance Director, and Zoning/Codes Officer Steve Wyld.

Presentation

Susan Davis updated council on the progress the Master Gardeners are making with their project in Schaffner Park, Voices in the Garden. They have made recordings using 5 voices, one of which is Herb Schaffner's daughter, Colleen Schaffner. Susan played that recording for council. All the recordings give a portion of Hummelstown's history. The group's last step in promotional planning is an unveiling of the project August 19th at the park.

Citizens Hearings

There were no citizens in attendance who wished to make any comments.

Administration

A. Discussion on the appointment of Elliot Shibley to Shade Tree Commission

Manager Eberly told council that there will be two vacancies and Mr. Shibley will be filling one of them. Dee VanGavree said she may know someone that might be interested in filling the second spot.

Dee VanGavree and Kelly Williamson recommended that Mr. Shibley's appointment be put on next week's agenda.

B. Short Term Rentals

i. Ordinance 2022-3, Discussion on proposed revisions

Steve Wyld reviewed the proposed revisions suggested by the Planning Commission that worked closely with Tri-County to come up with these changes. After Steve had finished highlighting the proposed revisions there was discussion and a few of the comments will be taken into consideration when completing the final draft.

Resolution 2022-R-8, Discussion on Resolution establishing annual permit fee for Short Term rentals

This resolution must be adopted to set the license fee of \$1,000 for Short Term rentals.

Dee VanGavree and Chris Black recommended this be placed on next week's agenda.

C. Hummelstown Municipal Authority

i. Discussion on the Hummelstown Authority and the need to appoint five (5) members to serve on the Authority

Five members need to be appointed to this Authority for the remainder of 2022. In 2023 they will be appointed for staggered terms. Members must be a resident of the Borough, taxpayer or local business owner. This Authority will oversee the Stormwater fee program and will act as the financial conduit. Solicitor Miller said it would be nice if council would have suggestions for appointees before the next meeting.

D. Resolution 2022-R-9, Reimbursement Agreement

i. Discussion on proposed Resolution established to provide for the allocation and reimbursement of funding for stormwater projects in the amount of \$320,000

Manager Eberly stated that this is an administrative resolution. Funds will need to be secured to complete scheduled stormwater projects. This resolution will allow the Borough to pay for these expenses before securing the funding earmarked for the project.

Bob Weber and Dee VanGavree recommended to put this on next week's agenda.

E. Camp Counselor

- i. **Motion: to approve the hiring of Cambden Cooney as camp counselor at a rate of \$14/hour effective June 10, 2022**

Motion made by Kelly Williamson, seconded by Chris Black. The motion was carried.

F. Stephen Wyld

- i. **Motion: to accept the resignation submitted by Steve Wyld effective July 1, 2022**

Motion made by Kelly Williamson, seconded by Chris Black. The motion was carried.

G. Strategic Management Planning program bid proposal

- i. **Discussion on the bid proposal seeking submission for preparing a multi-year financial and operational plan along with establishing short and long term objectives.**

Manager Eberly explained that a request for proposal will be sent out looking for a consultant that will do a financial and operational analysis of the Borough along with aiding in implementing a multi-year plan. This will not only aid Council in making budget decisions but also be used for grant funding.

Chris Black and Dee VanGavree recommended to put this on next week's agenda.

Police

Chief Hess reported that he is working on a project with ABC 27 to have a camera installed in the square. This camera will be used during the weather report to show local conditions. It will be focused on the Arch in the square. Not only will this show off the square, but any footage could be used by the police in any necessary investigations.

Other Business

EMA Director Bob Martindill said that he is planning on attending more council workshop meetings. The Hummelstown Community Foundation and FFO have applied for grants to get 2 AEDs. The EMA will be reimbursing these entities the \$150 application fee. These additional AEDs will bring the total number to five, one which will be at the Borough public works building and the rest in all the parks.

On April 20, 2023 there will be some type of county-wide drill.

Last year Act 127 grant funds were used to order three chrome books. These were never received and the grant funds have now been used to purchase two computers and a pop-up tent with sides.

Isaac Underhill of HRG gave council an overview of the stormwater meeting that was held June 1st. He also updated them on the Bullfrog Valley project. June 20th bids will be opened. The detour plan is being reviewed by PennDOT and the detour should be put into place in about a month. Plans for the Quarry Road sidewalk project are being held up right now by PennDOT. They have an issue with the reimbursement agreement. They want the Borough to pay for the entire project and then request reimbursement.

Deb Hummer informed council that the lock-in price for gasoline for the July 1, 2022 to June 30, 2023 contract period is approximately \$5.75 at the moment. She was looking to council for guidance. After some discussion she was instructed to have the gasoline topped off at the end of June at the current contract price. This would be for emergency use only. The Borough would then secure gas for public works and the police department with a fleet card. Deb Hummer agreed to look into fleet accounts.

Adjourn

There being no further business, the meeting was adjourned at 8:30 pm.

Respectfully Submitted,

Debra Hummer

