

MINUTES
 Workshop Meeting
 Hummelstown Borough Council
 Thursday, July 11, 2024
 7:00 PM

Call To Order

Roll Call – 7:04

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	Brett Flower Solicitor	

1. Agenda Approval

2. Presentations/Announcement

President Black announced there was an executive session held prior to meeting regarding employee matter. The Borough Council will be returning to 2 meetings per month, the first being the “Workshop Meeting” and the second being the Regular Meeting beginning in July.

Girl Scouts

Five young ladies from our local Girl Scout troop were at the meeting to present Borough Council with a presentation needed to be able to receive their first award as a Girl Scout which is their “Bronze Award” as Junior Scouts. Part of their Bronze award is educating the community on the knowledge they are trying to share about the benefits of putting a butterfly and bat house at the Hummel Nature Trail which were both built by the Girl Scouts. The young ladies presented a Google slide show that they have prepared as well as a viewing of the houses they have built. Along with the houses they asked permission to use their own funds to purchase a butterfly tree that can be planted next to the butterfly house.

Gail Kulp- Historical Properties

Resident Gail Kulp, a founder of the Hummelstown Area Historical Society presented Borough Council with her concern for the preservation of properties throughout the Borough. Mrs. Kulp along with resident Joan are looking for assistance from Borough Council in preserving properties that qualify. There are 13 barns and outbuildings in the historic area that are pre-1945, three of which will be demolished due to negligence. On July 10th, Frank Greenbine from the PA State Historic Preservation Agency, also a former resident, came to meet with Gail and Joan showing much interest in our town. Gail is requesting a preservation committee be formed and work to save these properties with the support of Borough Council. Vice President VanGavree noted it would be beneficial for Mr. Greenbine to visit and talk to Borough Council and felt this would be a good next step.

3. Citizens Hearings – None

4. Invitation for Sealed Bids for the Collection/Disposal of Solid Waste and Recycling

Discussion on the Draft Bid

The Borough Council was presented with a bidding package put together by the trash committee balancing price and service after meeting five times over the past few months. Everything with this bid will be using “carts” and all refuse must be able to fit inside, with three different size containers being available. Residents will still be able to place one large bulk item out weekly, yard waste pick-up four times a year as well as Christmas tree pick-up around the holidays. All problems or complaints will be handled directly by the hauling company for both refuse and recycling. Our new hauler will be able to choose their own days for pick-up, except for Fridays and the time frame of 5:00 am to 3:00 pm is being requested by the Borough. The Borough staff will still be doing all the billing as well as payment collection. Each hauler will have the option of choosing how they pick up whether it be manually or not depending on alleys and other locations throughout the Borough. The largest size container will be delivered to all residents, with the option of being able to exchange it for a smaller size should they choose. Manager Eberly confirmed that the price of refuse will be increasing next year and that any bids received can be rejected by the Borough should they not choose to accept. The distribution will happen July 15th, there will be a required pre submission meeting to drive the Borough and to answer any question any company placing a bid might have on August 12th at 10:00 am with a Submission Deadline of August 27th at 10:00 am. The bid acceptance is scheduled for September 12th.

Motion to **Approve** the Invitation for Sealed Bids for the Collection/Disposal of Solid Waste and Recycling made by Bob Weber and seconded by Kelly Williamson.

Motion carried

5. Trees on the Square

Discussion on the request by 1762 to trim back Zelkova

Typically trimming in the downtown area around the square is done every two years, however with anticipation of starting the Downtown Pedestrian Improvement the trimming has not been done, since construction would not be until 2025-2026. The 1762 Restaurant is looking for a solution sooner. Goods Tree Service is the only quote we received since they are the only company who has dealt with trimming our trees for years. President Black along with Council Member Miller suggested receiving 2-3 other quotes from certified arborists. Manager Eberly noted that 1762 has been asking for the trimming for some time and it is due to damage being caused to the building by squirrels as well as access to the building by them, in response Vice President VanGavree suggested completing the trimming for 1762 now and requesting quotes from other companies for the remaining 17 trees in downtown. The proposal from Goods shows 4 feet off of building, 15 feet height off of the street and 12 feet height off of the sidewalk.

Motion to **Approve** quotes submitted by Goods Tree Service to Trim 2 trees outside of 1762 with a cost of \$864 was made by Dee VanGavree and seconded by Bob Weber.

Motion carried

6. Volunteer Tax Credit Program

Discussion on Ordinance, Resolution and forms concerning the volunteer tax credit program.

The purpose of this program is to provide tax relief to first responders as well as nonprofits providing services to municipalities either through Real Estate taxes or Earned Income Taxes for volunteers. After learning of this program from Cumberland County, Vice President VanGavree met with County Commissioners Hartwich and Pries, and they loved it. In January of 2024 a Real Estate tax credit in the amount of \$250 was passed for all of Dauphin County. To date our volunteer fire company has had 199 calls and by implementing our own tax credit relief this would be a way to give back to our volunteers as well as showing appreciation. The Boroughs tax credit would provide two ways to achieve a tax credit, one being from owning property with a Real Estate credit the other being if you rent property in the Borough. All Firefighters, fire police as well as social members being eligible. Currently for Real Estate the Borough has 4 homeowners, 1 Fire Police, 7 couples and 17 Support Member. For Earned Income Credit the Borough currently has 16 Firefighters and 4 Support Members. Volunteers would have to achieve certain qualifications using a point system to be entitled for this

reimbursement. The Fire Company was present and very appreciative of these efforts and thankful for any amount that is decided on. The amount that will be decided by Borough Council would be in addition to the \$250 already being received by the County.

Motion to **Add** to the July 18th meeting agenda was made by Jamie Brubaker and seconded by Dee VanGavree.
Motion carried

7. Public Works Building Construction

Discussion on the project and submitted quotes

Renovations have been in the works and discussed back in February with an agreement to purchase materials at an estimated cost of \$13,700 and work performed by Public Works staff along with guidance from Council Member Weber. At last month's meeting President Black had suggested reaching out to a third party to complete the job and free up time for the Public Works staff due to them being extremely busy. Three bids for the job have been received not to exceed \$4,000, Manager Eberly explained the bids were just providing an hourly rate, President Black also suggested maybe we could do a hybrid agreement where the third-party company does the "heavy lifting" part of the job, mainly the framing and Public Works would then be able to add the finishing touches. She further explained that the job would require stamped drawings. Council Member Weber explained the job was being more aimed toward a fall timeframe and that this time of the year is not the best time of the year regarding ventilation and for duct work. Council Member Williamson would like to see Public Works complete this job and sees no rush to complete it right now, Public Works has already put time into as well as Council Member Weber putting time into doing the plans for the renovations. Council Member Brubaker agreed that the Borough would benefit from hiring a third party when it comes to freeing up time for Public Works to complete other projects.

Motion to **Add** to the July 18th meeting agenda made by Dee VanGavree and seconded by Barb Miller.
Motion carried

8. 2024-2025 Local Shares Municipal Grant Application: Hummelstown Chemical Fire Company No. 1

Discussion on the sponsorship request for the Local Shares Municipal Grant Application from the Fire Department in the amount of \$75,000 toward the yearly debt payment for the new ladder truck.

The Hummelstown Fire Company submitted a request to support their application for a grant. Vice President VanGavree would be happy to support it.

Motion to **Approve** sponsoring the 2024-2025 Local Shares Municipal Grant Application request from the Hummelstown Chemical Fire Company No. 1 of \$75,000 that will go towards the debt service payment for the new ladder truck made by Dee VanGavree and seconded by Kelly Williamson.

9. 2024-2025 Local Shares Municipal Grant Application: Hummelstown Borough

Discussion on the 2024-2025 Grant Application

The Borough is starting to prepare the application for Gaming Grant and current practice for the Borough is to request financial support to offset the debt service payments owed by the Borough each year. Correction to amount listed on agenda to \$173,477 from \$179,245. DCIB Loan portion for 2025 would be \$121,342 and \$52,135 for 2025 Debt Service Payment for the new Hummelstown Municipal /Public Safety Building.

Motion to **Approve** the grant application request in the amount of \$ 173,477 for the DCIB debt service and loan payment made by Jamie Brubaker and seconded by Dee VanGavree.

Motion carried

10. 2024 Borough Goals

Discussion on the 2024 Goals

The Borough Council was presented with an updated list of 2024 goals and the status of each since the beginning of the year. The Borough Manager requested guidance from Borough Council regarding New Rental Inspection Program and whether the Borough would like to move forward with the process in 2024 or push it back. Borough Council is requesting a copy of the ordinance and the specifications that were decided on and possibly readdress some of the items that were decided in the past. Council Member Brubaker requested a status update from Zoning Officer Miller regarding training and her schedule to learn the new inspection system.

11. 2025 Budget Schedule

A. Discussion and confirmation of budget meeting dates for the discussion of the 2025 Budget as the follows:

- September 9th @ 5:30 pm First Draft-~~Corrected to September 18th @ 5:30 pm~~
- October 9th @ 5:30 pm Second Draft
- October 24th @ 5:30 pm Third Draft
- November 6th @ 5:30 pm Special Meeting (if needed)
- December 12th @7 pm Budget Adoption at the Borough Council meeting

12. Detective Gonzalez

Motion to **Ratify** effective date of 6-22-24 for the change in hourly rate to \$16.50 for Detective Gonzalez made by Dee VanGavree and seconded by Kelly Williamson.

Other Business

-Chief Hess reminded Borough Council and residents that the Criterium Bike Race will take place on Saturday, July 13th. Chief, Seargent Spencer and Mayor set up the barricades and detour routes, Mayor Roeting will also be meeting with PD staff and Fire Police Saturday morning prior to race at 4:30 am. Chief Hess recognized the hard work that the Mayor puts into the Borough including meeting with PD staff almost daily, numerous events almost every weekend, assisting PD with grant opportunities and so much more. Mayor Roeting added that in just the month of May he attended 35 meetings and events and last Saturday was only the 7th Saturday he had off from working with Borough events.

-Manager Eberly announced that back in 2022 we submitted a grant for Quarry Road sidewalk construction. She said that the design was completed, at the time the estimate for the construction to be completed was \$557,133. We were able to receive a grant to cover construction costs with no match needed from the Borough. The Borough is now ready to continue the work and the new estimate for construction came in at \$997,937, Manager Eberly was able to work with Steve Deck and Tri-County and money left over from TASA and was able to get the entire job covered with these funds. Borough Council was very excited about this news and thankful to Steve Deck and his team for making this happen.

Executive Session (if needed)

Adjourn-8:39