

**MINUTES**  
 Regular Meeting  
 Hummelstown Borough Council  
 Thursday, July 18, 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.*

1. **Call To Order-7:05**
2. **Devotions**
3. **Pledge of Allegiance to the Flag**
4. **Roll Call**

Mayor and Council Members:		
Mayor Dave Roeting	Christopher Black, President	Dee VanGavree, Vice-President
Robert Weber	Kelly Williamson-X	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	Isaac Underhill, HRG

5. **Announcements/Presentations**  
 There was an executive session held prior to meeting to address a personnel matter that lasted from 6:30pm -7:00pm.
6. **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.  
 -None

7. **Consent Agenda**
    - A. **Approval of the Agenda**
    - B. **Approval of the Minutes of the Following Meetings**
      - i. **Meeting of June 13, 2024**
      - ii. **Meeting of June 20, 2024**
    - C. **Approval of Bills Payable List dated July 18, 2024**
    - D. **Financial Overview Report as of June 30, 2024**
- General Fund Checking**
- |         |                |
|---------|----------------|
| Balance | \$2,069,356.25 |
| Revenue | \$1,957,788.38 |

Expenses (\$1,379,783.47)

**Sewer Fund Checking**

Balance \$988,364.42  
Revenue \$683,190.71  
Expenses (\$609,100.41)

**Capital Fund Checking**

Balance \$2,879,907.09  
Revenue \$158,497.84  
Expenses (\$225,097.86)

**E. Fire Company Report**

**F. Tax Collector Report**

**G. Tax Exemption & Exoneration Report**

**H. Zoning/Code Enforcement Officer Report**

Motion to **Approve** Consent Agenda as Presented made by Barb Miller and seconded by Dee VanGavree.

**8. Public Hearing -None**

**9. Additional Reports:**

**A. Manager Report**

-In addition to what was submitted, next week is the last week of Summer Rec Program and all invited to their end of summer event they are preparing for next Friday, July 26<sup>th</sup> at 10am. Also, public works will be visiting the Summer Rec children next Wednesday to show them some equipment as well as bringing them some kind of toys and hard hats.

**B. Police Report**

-During the past month the PD has received training from Officer Day who has been certified by the Municipal Police Officers Educational & Training Commission in Defensive Tactics which is a new PA requirement for all police officers on an annual basis. Officer Day will take over as our in-house instructor, saving the Borough from paying for outside training.

-The PD vehicle that was recently struck by a deer is scheduled to go into the body shop Friday, July 19<sup>th</sup>.

-The Borough has a new Co-Responder after swapping out with Harrisburg City which gives new co-responders insight into different areas and situations. Officer Liz Manning was welcomed two weeks ago by PD.

-6 years of shredding was completed to get up to date with record retention and replacement at the Dauphin County Recycling Center.

-PD has the opportunity to send an officer to an all-expenses paid 3-day training for Crisis Intervention in Indianapolis, IN. Officer Martin will be attending this training in late August.

**C. Mayor Report**

-Mayor acknowledged Chief Hess' ability to find training opportunities and deals saving the Borough money and resources, with the need for continuous ongoing training for the PD.

-Criterion Bike Race was this past Saturday and was a long day for everyone involved, with prep for the day beginning around 4:15am and lasting until around 6:00pm, Mayor thanked our PD along

with Lebanon Fire Police and everyone else involved in making the day successful and safe, although not all drivers chose to avoid barricades and blocked off areas.

-National Night Out will take place on August 6<sup>th</sup> from 7-9pm at Schaffner park for a mostly free event, the Borough will also be sharing in celebrating the 100 years of service for our PD.

-Fuzzy Few Festival will take place August 12-17<sup>th</sup> beginning around 6:00pm each night and goes to about 10:15, except on Friday & Saturday when it will last till around 11:00pm. On Saturday night the band Pentagon will be the entertainment, while completing their final year of touring.

D. Parks & Recreation Board

No Report

E. Emergency Management Oversight Committee

-Met last week and would like to publicly thank The Fuzzy Few for their \$500.00 donation on Memorial Day and will be used for much needed equipment.

F. Shade Tree Commission

No Report

G. COG Report

-Vice President VanGavree did not attend meeting this month, however Solicitor Miller was a speaker at meeting and shared a few remarks.

H. Communication Committee

-Committee met on July 16<sup>th</sup> and it's been 6 months since we partnered with Sojourn Media, who runs our HIH provided the Borough with some statistics from a 6-month analytic review with where we are with our social media platforms here in the Borough. The Borough has over 4K Facebook followers & 1600 Instagram followers. The Boroughs top hits on social media sites are Hummelstown, Hershey, Middletown, Harrisburg & Palmyra. Our most successful posts on social media to date were Winter Fling, Red/White/Blue Contest and Chicks Pulled Pork for EMA. A majority of followers are females and we have increased our reach from the same time last year at 66K to 71K followers.

-HIH did a short reel of downtown area for the 4<sup>th</sup> of July which alone brought in 1.6K views.

I. Engineering Report

-Nothing as far as projects.

-HRG is putting together a proposal for next month's meeting to address the stormwater & sinkhole issues that have been discovered on Parkside.

## **10. Volunteer Tax Credit Program**

### **Discussion on Ordinance 2024-05**

Vice President VanGavree agrees a motion should be made but thought Borough Council should come up with a dollar amount for next month's meeting, \$500 was recommended but since Fire Company has expanded its numbers so maybe \$300 limit would be a good amount to get the reimbursements to around \$10,000. Council Member Brubaker supported this same figure which would be in addition to the \$250 received from the County.

Motion to **Approve Advertising** Ordinance 2024-05 Establishing a Volunteer Tax Program for Volunteer Firefighters and Support Staff and **Establishing** a Public Hearing on August 15, 2024, made by Dee VanGavree and seconded by Jamie Brubaker.

Motion carried

## **11. EMA- Resolution 2024-R-09**

Motion to **Approve** Resolution 2024-R-09 Recommendation of the Appointment of Mark Mattern as Emergency Management Coordinator for the Borough of Hummelstown made by Dee VanGavree and seconded by Chris Weaver.

Vice President VanGavree stated last year the Borough recognized Bob “Bullit” Martindell for his 30 plus years of service with EMA, Bullit has been involved in preparing and executing trainings, fundraising, record keeping as well as monitoring police and fire calls. Bullit has been very instrumental in our community outreach including Winter Flings, Arts Festivals and National Night Outs. Bullit has been an important part of the EMA as well as FFO and the Elks Club. Borough Council wanted to acknowledge Bullit’s service to the Borough and hope to see his continued involvement. Borough Council wishes him a lot of success and happiness in his personal life and future endeavors. EMA felt it was just time for a change and requested to invite Mark Mattern to meeting in August to introduce himself to Borough Council. Chief Hess commended Bullit for his years of service and his love of Hummelstown.

## **12. Other Business**

-Council Member Miller mentioned the future of the Criterium Bike Race and whether it is beneficial to the Boroughs businesses, she also does not feel as though it is fair to our residents. As a whole the businesses did not benefit as well from the event, as well as keeping locals and regulars away due to the crowds and road closures. The size of the crowd was definitely smaller then past years and didn’t bring in as many visitors. Council Member Brubaker requested follow up with PWs and PD to see what all it entails to set up and how many hours Borough employees are contributing to the event. President Black suggested we advertise on social media as well as in the newsletter and by word of mouth to residents and business owners to be able to come in and address Borough Council with their suggestions and feedback of the race which led to Vice President VanGavree suggesting to Council Member Miller that maybe she could help set up the meeting with the help of Vice President VanGavree.

-The next Senior Lunch bunch is August 13<sup>th</sup> 11:45-1:00 which will include a visit from the nursery manager at Stauffers to discuss the planting of fall flowers/trees as well as a lite lunch.

## **13. Executive Session – none**

## **14. Adjourn-7:32**

### *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*