

Minutes
Regular Meeting
Hummelstown Borough Council
Thursday July 21, 2022
7:00 PM

The Thursday, July 21, 2022, regular meeting of the Hummelstown Borough Council was called to order by President Brian Foster at 7:00 PM. Members in attendance included Dee VanGavree, Randy Lutz, Chris Black, Robert Weber, and Kelly Williamson. Also in attendance were Theresa Eberly, Borough Manager, Chief of Police Hess, Mayor Dave Roeting, Erika Brown and Debra Hummer.

5. Announcements

None

6. Approval of the Agenda

Motion moved by Dee VanGavree and Second by Chris Black. The motion was carried.

7. Approval of the Minutes of the Following Meetings

A. Regular Meeting of June 16, 2022

Motion moved by Bob Weber and second by Kelly Williamson. The motion was carried.

B. Workshop Meeting of July 14, 2022

Motion moved by Dee VanGavree and second by Kelly Williamson. The motion was carried.

8. Public Hearing

None

9. Presentations

None

10. Citizen Hearings

None

11. Staff Reports:

A. Manager's Report, Theresa Eberly reported that:

- The Borough was the recipient of the Green Light Go Grant of \$38,000
- Strategic Planning RFPs were received
- Storm water ordinance requires updated in order to comply DEP requirements and HRG will assist with the needed updates.
- Last day of summer camp is tomorrow and Amy Reinhart was acknowledged for the fantastic work that was done on camp and thanked Borough Council for help, including Chad Lister
- Benches donated by the Barb Miller were installed at the parks by the Public Works employees. The Borough is also investigating manufacturers of swing sets and will summarize options available.
- Debra Hummer was thanked for her outstanding work and commitment to the borough. Great efforts were made to ensure that the Borough was in fiscally sound. Council Members also thanked Debra Hummer for her devotion to the Borough.

B. Zoning/Code Enforcement Officer's Report

- None

C. Police Report

- Was accepted as submitted.

D. Fire Company Report

- None

E. Mayor's Report

- Was accepted as submitted.

F. Financial Report

- A motion to accept the financial report was made by Dee VanGavree and seconded by Bob Weber. The motion was carried

G. Tax Collector's Report

- A motion to accept the financial report was made by Bob Weber and seconded by Kelly Williamson. The motion was carried

H. Tax Exemption & Exoneration Report

- None

I. Parks & Recreation Board

- Was accepted as submitted.

J. Emergency Management Oversight Committee

- Was accepted as submitted.

K. Shade Tree Commission

- None

L. COG Report

- None

M. Communication Committee

- None

12. RTP-HATS Regional Transportation Plan Implementation Grant Program

A. Theresa Eberly discussed the opportunity of a submission of an application for funding estimated at \$500,000 for Pedestrian Safety Improvements to complete the balance of the downtown improvement project. Lauren Zumbrun discussed the HATS RTP grant opportunity and discussed how it will be an 80/20 grant. She stated a pre application meeting was held with Tri-County Staff and Manager Eberly concerning the potential of two projects opportunities for grant funding. The projects included the Pedestrian Safety Improvements Project; which includes improvements Downtown on Main Street to Railroad Street and Main Street to Quarry Road. The other project is a borough-wide bike and pedestrian plan.

B. Lauren Zumbrun also discussed the scope of work and the funding streams that HRG would apply for which are due by 7/31/22, and the two grant applications would not exceed \$8,700 (for both). Council had further discussion and questions of the grants which were all answered by Manager Eberly and Lauren Zumbrun.

C. Bob Weber moved to approve two grant submissions estimated at \$560,000 and the scope of work cost of \$8,700 by HRG for the submission of the application to include Pedestrian Safety Improvement Projects and Hummelstown Safety and Mobility Study; seconded by Chris Black. The motion was carried.

13. Appointments:

A. Chris Black moved to appoint Erika Brown as the Assistant RTK Officer and Alternate Delegate to the Dauphin County Tax Collection Committee; seconded by Bob Weber. The motion was carried.

B. Chris Black moved to appoint Theresa Eberly as the Delegate to the Dauphin County Tax Collection Committee; seconded by Bob Weber. The motion was carried.

14. Retirement: Donna Spittle

A. Bob Weber moved to approve the retirement of Donna Spittle as of December 9, 2022; seconded by Kelly Williamson. The motion was carried.

15. DCIB Loan Application

A. Dee VanGavree moved to Approve the finalization of the DCIB loan application for an amount of \$1,551,000 for a term of 15-years. This loan will fund the dryer replacement, Bullfrog Valley and two Borough storm water project; seconded by Bob Weber. The motion was carried.

16. Hummelstown Municipal Authority

A. Kelly Williamson moved to approve the following Board Members to the Hummelstown Municipal Authority for terms expiring on December 31, 2022:

1. Brian Foster
2. Robert Weber
3. Chris Black
4. Chad Lister
5. Joseph Popp

seconded by Dee VanGavree. The motion was carried.

17. Resolution 2022-R-10 Reimbursement Agreement

A. Randy Lutz moved to approve Resolution 2022-R-10 for the purpose of allocating a portion of proceeds to the payment of \$388,350 for certain expenditures to be made toward certain projects; seconded by Kelly Williamson. The motion was carried.

18. Shade Tree Commission Member

A. Chris Black moved to approve Mike Danilowicz to the Shade Tree Commission for a term to expire June 30, 2025; seconded by Kelly Williamson. The motion was carried.

19. Borough Community Special Events

A. Discussion on establishing suggested fees related to staff use for special events:

- Police: \$65/\$85per hour
- Police PT: \$25/per hour
- Public Works: \$55/\$65 per hour
- Police Vehicle: \$45/hour
- PW Vehicle \$65/hour
- Permit Planning \$95/hour

20. Conditional Use Application – 2022-CU-2:

A. Bob Weber moved to advertise and set the Public Hearing for August 18, 2022, at 6:00PM for the C.U. Application from Terrence Vaughan for Short-Term Rental at 449 Walton Ave; seconded by Chris Black. The motion was carried.

21. Conditional Use Application – 2022-CU-3:

Bob Weber moved to advertise and set the Public Hearing for August 18, 2022, at 6:30PM for the C.U. Application from Talisman 7 Ventures, LLC for Demolition Permit for 33 N. Hanover Street. ; seconded by Kelly Williamson. The motion was carried with Dee VanGavree abstaining from the vote.

22. Public Works Supervisor Position

Dee VanGavree moved to approve the change in status to Exempt with the new title of Public Works Director with an annual salary of \$75,000; seconded by Bob Weber. The motion was carried.

23. Approval of Bills Payable List dated July 21, 2022.

A motion was made by Kelly Williamson and seconded by Bob Weber. The motion was carried.

24. Other Business

None

25. Executive Session

None

26. Adjourn

8:25 pm

Respectively submitted

Erika Brown, Finance Director