

**Minutes**  
Regular Meeting  
Hummelstown Borough Council  
Thursday, March 14, 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** – Meeting called to order at 7:01
2. **Devotions**
3. **Pledge of Allegiance to the Flag**
4. **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	Brett Flowers Solicitor	Isaac Underhill, HRG

**5. Announcements/Presentations**

- A. Welcome new Borough Council Member Jamie Brubaker

New Council Member, Jamie Brubaker was welcomed by President Black on behalf of all of Borough Council acknowledging what a significant addition he is with his years of experience and knowledge as well as serving on the Planning Commission for 14 years.

- B. Bark for Life on April 20<sup>th</sup> from 10am-1pm @ Indian Echo Caverns: Suzanne Fisher and Jim Anderson-Greenover, Leads.

The Bark for life was started for our “fury” dog family after several years of successful Relay for Life’s held at Lower Dauphin HS for our loved ones who have fought a battle with cancer in some form. Both events will be taking place this year and vendors and walkers are encouraged to sign up. The Bark for Life will include over 30 vendors, a 1 mile walk as well as several dog competitions. Relay for Life will return this year to LDHS on Friday, June 7<sup>th</sup> @ 3:00 PM until Saturday, June 8<sup>th</sup> @ 9:00 AM. The event will include a survivor dinner, 18 hour walk and events. For more information or to register as a vendor for Bark for Life or to register as a team or individual walker for Relay for Life you can reach out to Suzanne Fisher at teddybear32269@aol.com.

**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. Regular Meeting of February 8, 2024**

**ii. Regular Meeting February 15, 2024**

**C. Approval of Bills Payable List dated March 14, 2024**

**D. Financial Overview Report as of February 29, 2024**

**General Fund Checking**

Balance		\$1,182,671.74
Revenue	\$405,161.32	
Expenses	(\$376,954.60)	

**Sewer Fund Checking**

Balance		\$903,475.03
Revenue	\$307,847.16	
Expenses	(\$190,131.72)	

**Capital Fund Checking**

Balance		\$2,762,147.26
Revenue	\$20,720.19	
Expenses	(\$69,620.69)	

**E. Fire Company Report**

**F. Tax Collector’s Report**

**G. Tax Exemption & Exoneration Report (none)**

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

**I. Approval of Theresa Eberly, Borough Manager, as the Voting Delegate and President Black as the Alternate Delegate for the purpose of electing the PSAB Officers and voting on proposed resolutions and policies at the Annual Conference.**

**J. Resolution 2024-R-05 Signature Approval for Hummel Nature Trail Grant**

Motion to **Approve** Consent Agenda as presented made by Dee VanGavree and seconded by Kelly Williamson. Council Member Miller requested a correction be made to the minutes from February 8, 2024, referring to Vice President thanking her for her work on Alexander Park roof project, Vice President VanGavree advised Council Member Miller that the minutes were recorded correctly. Motion carried.

**8. Public Hearing – none**

## 9. Additional Reports:

### A. Manager's Report

Hummelstown Borough, Derry Township Municipal Authority & HRG received recognition for the Bull Frog Valley Stream Restoration Project and were rewarded with the 2024 Premier Project Award for that work.

### B. Police Report

Report as submitted per Chief Hess, with the addition of adding that our Co-Responder sustained an injury at an offsite location while working for the Borough and police department currently has a substitute filling in for an unknown amount of time to cover.

### C. Mayor's Report

3/15 at noon Mayor Roeting will be attending Marvelous Manners at Nye Elementary followed by Mini Thon at LDSH. Saturday Mayor will be involved in EMA fundraiser at Chicks from 11am-2pm, ornaments will also be available to purchase. Over the past few weeks Mayor has reached out personally to about 75 residents who were delinquent on their utility bills, by doing so about half of them were able to make payment to bring their account current, reducing the number of accounts that went to collections by almost half.

### D. Parks & Recreation Board

Adult Rec Basketball has been brought back and is held at LDMS on Wednesday evenings from 8-10. Computer Recycling event will be held on 8/20 from 9-11am at the Park & Ride, items that can be donated will be available in the Borough Newsletter.

### E. Emergency Management Oversight Committee

EMA has been very busy, they have their pulled pork fundraiser Saturday, March 16th at Chicks and tickets are \$15, 132 of the 150 tickets available have been purchased but there will also be walk ups available. A special thanks was given by Vice President VanGavree to Lonnie Blough at Chicks for all of his help and support as well as everyone who purchased or sold tickets for this fundraiser. EMA will also be holding part two of their training exercise on 3/15. EMA is partnering with Hummelstown Fire Company to purchase smoke alarms to have as inventory for residents in need of them. Anyone needing one can call the Borough, one will be provided. Next meeting is 4/10.

### F. Shade Tree Commission

ST is expecting the delivery of the Bare Root trees on 4/8 and looking to plant them around stormwater pond within a week or two of delivery. Arbor Day will be taking place 4/27 from 10:30am-1pm at Schaffner Park, there will be food trucks as well as live music. Past Council Member Randy Lutz as well as First Responders will be recognized at Arbor Day.

### G. COG Report

Vice President VanGavree announced she had not attended last meeting and unfortunately next meeting is the same night as EMA training on 3/18 and she won't be able to attend. Next meeting is 5/20 and she plans to attend that meeting.

### H. Communication Committee

The committee meets on 5/19 from 11-12 while continuing to onboard Sojourn Media, which is going extremely well. 2024 Tourism Grant has been submitted and the Borough should receive response in the next month or two. Borough Council along with Mayor, PW Director, Chief, etc. will be having their pictures taken which has never been done before.

### I. Engineering Report

HRG met this week with Manager Eberly and Dave Willard about preparing a emergency maintenance contract to be on hand for smaller jobs, instead of having to go out for bid you would be able to get In Kind pricing and be able to reach out as supplies are needed for smaller jobs. A proposal is being prepared for next meeting by HRG.

## **10. Ordinance 2024-02: Sidewalk Ordinance Revision**

A. Discussion of Ordinance 2024-02 amending Chapter 22, Part 6, Section 609 and Chapter 25, Part 1, Section 105.

ST commission met recently to discuss Borough Councils recommendations to change the width in the Right of Way from 2 feet minimum requirement to 3 feet minimum requirement. ST agrees the 3 feet seems to be more in line for the geography and design of our streets. President Black asked if an assessment of the entire Borough has been completed, ST has only covered certain areas and President Black would like to see a complete assessment covering all of the Borough as far as width of planting areas and planting strips also with a suggestion of possibly have districts or zones. ST presented their approved/recommended list of trees and sizes that are available as options with the smallest trees being able to be planted in the 3 feet area then other options for medium and large trees. ST would like to get funding this year or next to do a tree inventory. ST would take into consideration the width outside of the Right of Way in resident's yards. This is a work in progress and overview since the current ordinance states minimum as 6 feet, other changes and verbiage would need added later. Council Member Weber's concern is the trees spreading too far into streets and lack of maintenance and would like the tree options to reflect this. Mayor Roeting pointed out a discrepancy in how the ordinance reads and Solicitor Flowers is going to make corrections. Stump grinding was also addressed briefly by Elliot from ST and why the 6 inches was chosen. ST Commission is willing to go out and talk to residents and offer suggestions. Vice President VanGavree thanked Elliot for all his time and work on this as well as President Black pointing out that Elliot is a landscape architect and ST is utilizing his schooling, career and skills. President Black is requesting more discussion and possibly meeting with planning committee to make some adjustments.

B. Motion to **Table** Ordinance 2024-02 as discussed in meeting made by Bob Weber and seconded by Dee VanGavree.

Motion carried

## **11. Ordinance 2024-04: Short-Term Rental Due Date Update**

A. Discussion on the update to the STR Ordinance, changing the annual due date from March to June. This amendment is to move the Short-Term Rental until June to align with the Rental Registration, public hearing opened by President Black. Manager Eberly announced this would change the due date from March until June to help with our billing and administratively.

B. Motion to **Approve** Ordinance 2024-04 made by Dee VanGavree and seconded by Bob Weber.

Motion carried. Ordinance was adopted and public hearing was closed by President Black.

## **12. Resolution 2024-R- 04: Resolution Requestion that PSBA Adopt a Resolution Relating to the Expansion of Options for Boroughs to Meet DEP Pollution Reduction Plan (PRP) Requirements**

A. Discussion on draft Resolution

Mayor Roeting would like to promote a resolution to provide Boroughs with opportunities to earn PRP credits rather than having to join other municipalities to do stream restoration. This is an opportunity to propose this idea to PSAB. Resolution asks for consideration for the expansion of options for Boroughs to meet DEP reduction credits. A lot of times we just don't have a project sizeable enough to qualify for approval and this resolution would help with that.

B. Motion to **Approve** Resolution 2024-R-04 made by Jamie Brubaker and seconded by Bob Weber.

Motion carried

## **13. Quarry Road Sidewalk: Quarry Road Design Extension to August 31, 2024**

A. Discussion on the Quarry Road Design Extension Request

HRG is finalizing to go to PennDOT for review and ECMS (PennDOT system) deadline is May 1, 2024.

HRG is requesting an extension till August 31, 2024, to make sure the Borough has enough time to complete. Without extension if not completed by PennDOT by May 1, 2024, the job would be cut off. This is just as a precaution and HRG is still planning on bidding this spring. Project delay is in PennDOT's hands at this point.

B. Motion to **Approve** HRG's Quarry Road Design Extension Request to August 31, 2024 made by Bob Weber and seconded by Dee VanGavree.

Motion carried

#### **14. Stipulation Agreement- Hoak**

A. Discussion on the Agreement between the Borough and Justin E Hoak and Amiee L. Hoak Solicitor Flowers announced this is related to Docket #2023-CD-8143 and related to an appeal from ZHB decision.

B. Motion to **Approve** the Stipulation to Settle and Compromise Agreement between the Borough and Justin and Aimee Hoak made by Barb Miller and seconded by Bob Weber.

Motion carried

#### **15. Other Business**

Council Member Weber shared that he has had requests from residents for Pickle Ball courts. Some different options and ideas were shared by Borough Council to "test" and see how popular the courts would be.

Council Member Williamson reminded everyone that the Spring Bash will be held on 4/13 and you can still pick up tickets at Borough building. Smooth like Clyde will be the entertainment.

#### **16. Executive Session was held prior to the meeting to discuss litigation and legal matters.**

#### **17. Adjourn – 8:54**

### **March 2024**

03/16	EMA Fundraiser, 11:00 AM -2 PM
03/18	HAHS , Parish House Presentation 7-9 PM
03/14	Borough Council, 7 PM
03/19	Shade Tree Commission, 5 PM
03/21	Borough Council, 7PM
03/26	Hummelstown Community Foundation, 6 PM
03/27	Zoning Hearing Board, 7 PM

#### **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*