

MINUTES
 Regular Meeting
 Hummelstown Borough Council
 Thursday, January 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**-Meeting called to order at 7:15 after Executive Session.
2. **Devotions**
3. **Pledge of Allegiance to the Flag**
4. **Roll Call**

Mayor and Council Members:		
Mayor Dave Roeting <input type="checkbox"/>	Christopher Black, <input type="checkbox"/> President	Dee VanGavree, Vice-President <input type="checkbox"/>
Robert Weber <input type="checkbox"/>	Chad Lister <input type="checkbox"/>	Kelly Williamson <input type="checkbox"/>
Barbara Miller <input type="checkbox"/>	Chris Weaver-Called In	
Also in Attendance:		
Theresa Eberly <input type="checkbox"/> Borough Manager	Justin Hess <input type="checkbox"/> Chief	Isaac Underhill, HRG <input type="checkbox"/>
Traci Eismann <input type="checkbox"/> Finance	Michael Miller <input type="checkbox"/> Solicitor	

5. **Announcements/Presentations**

Announcement was made by President Black that an executive session was held prior to Borough Council meeting to discuss legal matters.

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.

Resident Robert Panko requested Borough Council explain what item “G” under Item 9 (Additional Reports) is. Borough Manager Eberly stated that a tax exemption is provided to individual to reduce taxable income and a tax exoneration is a means to show that assessed taxes are not owed.

7. **Consent Agenda**

Manager Eberly explained to all present that we would be using a new format for the Agenda and what the purpose of the Consent Agenda is. This change was implemented to help streamline the process and group all items together that don’t usually require deliberation. If discussion is needed on an individual matter that item could be pulled from the consent agenda and discussion would be had.

A. Approval of the Agenda

B. Approval of the Minutes of the Following Meetings

i. Regular Meeting of December 21, 2023

ii. Reorganization Meeting of January 2, 2024

- C. Approval of Bills Payable List dated January 18, 2024
- D. Financial Overview Report
- E. Fire Company Report
- F. Tax Collector’s Report
- G. Tax Exemption & Exoneration Report
- H. Zoning/Code Enforcement Officer’s Report

I. Resolution No: 2024-R-2 HMA Appointments and Terms

Member	Term (years)
Chad Lister	3
Chris Black	2
Joe Popp	4
Bob Weber	1
Brian Foster	5

Motion to Approve Consent Agenda was made by Dee VanGavree and seconded by Bob Weber. Motion carried.

8. Public Hearing –None Scheduled

9. Additional Reports:

A. Manager’s Report

Manager Eberly reported staff reached out for bids for liability insurance and the cheapest quote came from Selective Insurance with a \$30,851.00 savings for the Borough. The Borough received a check from Benecon for health insurance reimbursement for FY 2023 in the amount of \$19,334.52.

B. Police Report

Police Chief Hess acknowledged the police department is busier than normal for the beginning of the year, however the officers have still been able to take advantage of additional training opportunities during this time.

C. Mayor’s Report

Mayor Roeting let Borough Council know that he continues to be involved in as many outside meetings as possible and plans to continue this in 2024. The Hummelstown Fire Company will hold its annual swearing-in of officers which Mayor Roeting will lead. Winter Fling is scheduled for January 26th & 27th and additional details can be found online.

D. Parks & Recreation Board

Kelly Williamson was invited by the Rotary Club on January 10th to discuss parks and recreation; in addition, the Rotary Club is making a donation to the Historical Society on behalf of P&R.

E. Emergency Management Oversight Committee

Dee VanGavree announced the first meeting of the year was held on January 10th. There will be two training sessions, the first being a tabletop emergency drill on February 4th from 6:30-8:30 and the second will be an emergency simulation held at the Borough building on February 12th from 6:30-9:00. EMA will have a booth set up at Winter Fling with different giveaways and all are invited to stop by.

F. Shade Tree Commission

None

G. COG Report

Manager Eberly attended the annual dinner this year where the quest speakers were the State Police, much useful information was given for resources very important for police departments.

H. Communication Committee

A new agreement has been reached with Sojourn Media, who will be our new Communication Coordinators. Sojourn Media will be leading Hummelstown is Happening, Facebook & Instagram websites. They are the same company who did such a great job on our communication video released back in the fall. The communication committee will meet January 24th. Manager Eberly is currently working on a new Tourism Grant which is due February 1st.

I. Engineering Report

Duke & High-is completed and a walk through was done last week and everything looks good even with it being the day after all the rain and snow and everything held up, there was a small section of curb that was completed as of yesterday. Will be working on processing their final application for payment and should have it for February meeting.

Quarry Road Sidewalk-Working on finalizing some final bidding documents and plans which will go to PennDOT for review probably the end of February. Following PennDOT’s review and any changes they recommend. The project should be prepared to go out for bid by this spring. In addition, when the walk through was completed in the fall, there was discussion about having a stamped color section area to keep people walking on sidewalk area and not curb, a color needs to be selected and samples were given to Borough Manager Eberly. A sample will be provided by the construction company of color chosen before the job is started.

10. New Purchase Signature: 2023 Chevy Tahoe Police Vehicle

A. Motion to **Authorize** Chief Hess to sign for the purchase of the 2023 Chevy Tahoe police vehicle. Motion made to **Authorize** Chief Hess made by Chad Lister and seconded by Bob Weber. Motion carried

11. Ordinance-2024-01: Tax Ordinance

A. Motion to **Approve Ordinance 2024-01** to increase Real Estate mil rate to 3.75. Before the motion was made a discussion was held to discuss this item per suggestion from Solicitor Miller. President Black began with recognizing the many healthy debates Council has had regarding the tax increase. He also thanked all staff for all the work done on the multiple drafts. President Black, Vice President VanGavree and Council Woman Miller all stated they were not in favor of such a large increase but also realize the vote was already taken previously and changing it now would be very expensive for the Borough, as well as confusing to the residents. A roll call vote was taken and votes as follows:

President Black	YES
Vice President VanGavaree	YES
Robert Weber	YES
Chad Lister	YES
Kelly Williamson	YES
Barbara Miller	YES
Chris Weaver	YES

Vote was unanimous. Motion carried.

Resident Rob Panko was permitted to address Borough Council as he wanted comment on the tax increase. Mr. Panko acknowledged while a smaller increase was recommended in 5-year plan Strategic Plan, he recognizes, given the meetings he has attended, that the increase was needed. He thanked Mayor Roeting for all his hard work and explanations on Swatara Township Sewer

Dryer project. Public Works was also addressed for their hard work and making the Borough “a darn nice town”. President Black thanked Mr. Panko for his positive comments and for attending the meetings.

Motion to **Approve** Ordinance **2024-01: Tax Ordinance** was made by Bob Weber and seconded by Chad Lister.

Motion carried

12. 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.

The purpose of the ordinance would be to remove stumps when trees are removed. Shade tree requested the this be tabled until February. Solicitor Miller explained only motion is needed.

B. Motion to **Table** Ordinance 2024-02 until February was made by Dee VanGavree.

Motion carried

13. Ordinance 2024-03: Delinquent Collections

A. Discussion of draft Ordinance concerning cost recovery language required by a third party for debt collection on unpaid sewer, stormwater, and trash bills.

Manager Eberly noted this reads that 3rd party can receive their money from recovering uncollected sewer/stormwater and refuse bills from residents and businesses.

B. Motion to **Approve** Ordinance 2024-03 was made by Kelly Williamson and seconded by Bob Weber.

Motion carried

14. Communication Services Agreement- Sojourn Media

A. Discussion of the Agreement with the Borough and Sojourn Media for communication services.

The agreement includes work and monthly agreement as well as the Borough retaining ownership of anything they produce for the Borough. Dee VanGavree said the agreement was reviewed and ready to be approved.

B. Motion to **Approve** the Communication Services Agreement between the Borough and Sojourn Media for a monthly charge of \$1080 with a one-time set-up fee of \$240 was made by Dee VanGavree and seconded by Kelly Williamson

Motion carried.

15. Appointment to ZHB Open Seat

A. Discussion on the applicants for the ZHB

President Black announced Borough Council interviewed 4 excellent candidates prior to meeting at Executive Session and thanked them all for coming. Vice President VanGavree also thanked candidates.

B. Motion to **Approve** Terrence Vaughan to serve on the ZHB for a term to expire on 12-31-2028 was made by Barb Miller and seconded by Bob Weber.

Motion carried

Council Member Chad Lister requested to be abstained form vote since he was not present at Executive Session.

16. Resolution No: 2024-R-1 2024 Fee Schedule

A. Discussion on the 2024 Fee Schedule.

Manager Eberly requested all comments and suggestions be submitted prior to the February meeting so that everyone’s suggestions can be included in the next draft. President Black announced fee schedule will be added to February’s meeting for a vote to Approve.

17. Plan Review Comments and Recommendations – Wawa Convenience Store in Swatara Twp

A. Discussion on the Planning Commission recommendations on the proposed Wawa Plan at the Hoss’s Restaurant site.

A lengthy discussion was led by Robert Weber showing the plans being shared and presenting issues. Several concerns were discussed including the project location in the Flood Plain requiring the area with the parking lot to be raised, an no deceleration lane coming off of Rt. 322 and the need to restrict truck traffic turns out of the site. He also indicated that they need to address the tight curve that will go into the gas pump area and its potential of backing up traffic. Another concern would be the diversion of delivery truck traffic through town so the suggestion was made to put in a higher curb so trucks couldn’t turn in that direction. The letter will be sent to Swatara Township providing all concerns and recommendations. The memo is in the Borough Council packet. There are several other areas that Wawa is also in conversation with including Derry Township, West Hanover, Swatara Township and East Hanover. All are welcome to attend Planning Commission meetings the 1st Thursday of each month.

B. Motion to **Approve** Planning Commission’s recommendations on the Wawa Plan was made by Bob Weber and seconded by Dee VanGavree.

Motion carried.

18. Other Business

Mayor Roeting declared as required that he officiates weddings even though he does not keep money he donates it.

Council Member Chad Lister addressed Borough Council with his notice of resignation from Borough Council effective January 19, 2024. He plans to remain on the Hummelstown Municipal Authority Board. Council Member Lister expressed his gratitude to the Borough and said he has enjoyed all the friendships he has made. President Black shared that while everyone on Council has a role, Chad is the analytical one, the one who researches and everything thoroughly. He said we will all miss him greatly. Vice President VanGavree seconded the comments made by President Black and is disappointed to see him resign.

19. Executive Session (if needed) – A Second Executive session was held to discuss personnel matters.

20. Adjourn – Meeting adjourned at 8:00pm

Respectfully Submitted,
Traci Eismann-Finance

February 2024

02/01 Planning Commission, 7 PM
02/06 Parks and Recreation, 6 PM
02/08 Borough Council, 7 PM

02/09 2nd Friday Event, 6-8 PM
02/13 Hummelstown Municipal Authority, 5 PM
02/14 Happy Valentine's Day
02/15 Borough Council, 7 PM Held If Needed Please Check Website
02/19 President's Day, Office Closed
02/20 Shade Tree Commission, 5 PM
02/26 Hummelstown Community Foundation, 6 PM
02/28 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*