

**MINUTES**  
 Regular Meeting  
 Hummelstown Borough Council  
 Thursday, September 19, 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 – 7:00**
- 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	Barbara Miller
Chris Weaver	Jamie Brubaker	
Also in Attendance:		
Theresa Eberly Borough Manager	Justin Hess Chief	Traci Eismann Finance
Michael Miller Solicitor		

- 5. Announcements/Presentations**  
 President Black-Executive session was help last evening after Budget Meeting to discuss personnel issues.
- 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 August 8, 2024**
    - ii. Meeting of August 15, 2024**
  - C. Approval of Bills Payable List dated September 19, 2024**
  - D. Financial Overview Report as of August 31, 2024**

**General Fund Checking**

**Balance: \$2,140,287.80**  
**Revenue: \$2,492,756.33**  
**Expenses: (\$1,850,275.35)**

**Sewer Fund Checking**

**Balance: \$1,023,302.06**  
**Revenue: \$1,034,759.41**  
**Expenses: (\$897,865.93)**

**Capital Fund Checking**

**Balance: \$2,843,343.85**  
**Revenue: \$180,094.76**  
**Expenses (\$283,258.02)**

**E. Fire Company Report**

**F. Tax Collector Report**

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

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

Motion to Approve Consent Agenda As Presented made by Dee VanGavree and seconded by Kelly Williamson.

**8. Public Hearing**

None

**9. Additional Reports:**

A. Manager Report

-As Presented.

B. Police Report

-As Presented.

C. Mayor Report

-Arts festival was run well and had a great attendance, it was a long day and involved many volunteers.

-Another pedestrian crossing enforcement was held today that the Mayor participated in with the Police Department, detail lasted about 6 hours and there were 22 violations.

-Bingo Blast will be held on October 29<sup>th</sup> at the Fire House.

-October 8th Senior Lunch Bunch will be held from 11:00-12:30 at the Fire House along with a visit from Representative Mehaffie.

-October 10<sup>th</sup> is the Spaghetti Dinner at the Fire House from 4-8 and will support the Fire Company, which is the same time as the Auto Show, and they hope to bring in a nice crowd from this event.

D. Parks & Recreation Board

-Attended the arts festival and oversaw the crafts in the kiddy area, which had over 300 participants.

-Fall basketball program began on September 11<sup>th</sup> and will run through October 30<sup>th</sup> every Wednesday evening at LDMS, and all are welcome.

E. Emergency Management Oversight Committee

-Met August 26 and reviewed event planning as well as budget.

-Chicken BBQ held on the 16<sup>th</sup> went well and thanks to all volunteers and supporters.

F. Shade Tree Commission

-Lisa Mackley presented information regarding the Commission working on updating ordinance regarding whether a tree is removed it must be replanted and if it is removed due to a sidewalk needing repairs or replaced it must be completed within 12 months. They have also been working with a new vendor for plaques in the hope that if the pricing was reduced there would be more residents interested in memorializing the trees in the right of ways, currently the cost is \$250.00 and will decrease to \$150-\$175 depending on size. Looking ahead at Arbor Day next year there is discussion if Shade Tree should allow residents to purchase tree and plaque or if they would choose people on their own, they would like feedback from Borough Council on which direction they would like to see this process go. Shade Tree is also looking into fundraising and would like to purchase an Auger for Public Works to use for the tree planting, so they don't have to continue to rent one.

#### G. COG Report

-Vice President VanGavree did not attend golf outing but will be attending a training on Tuesday, September 24<sup>th</sup> being offered which will focus on social media.

#### H. Communication Committee

-Committee met on September 17<sup>th</sup> and will have a very busy October with a lot of events. Arts festival video with footage from last year was shared on social media and received almost 8000 views, this great PR for Hummelstown Borough as well as the Arts Festival.

#### I. Engineering Report

-None

### 10. Hummelstown Criterium Bike Race

#### Discussion on the bike race to be held in 2025

Borough Council collected feedback from residents as well as businesses and has since had a meeting public meeting as well as a meeting with the organizers of the race to discuss concerns and suggestions moving forward to improve the event as well as the experience for the people of Hummelstown Borough. Loren Barisch, one of the organizers, shared that they to suggestion to attend Arts Festival where they were able to reconnect with as well as meet new individuals especially nonprofits. While the bike race does already offer a free family experience as well as a free children's race, they are going to offer a significant refund of registration fee to any participants with a 17036-zip code. President Black reminded all in attendance that there were 8 key suggestions that needed to be met by organizers but also, that Borough Council must help with opening doors and new relationships for them. While Council Members Brubaker, Weaver, VanGavree, Black and Williamson felt that they deserve another year to try and work on improving the race and placing suggestions into action, council members Miller and Weber would not like to see the race continue in the Borough. A vote was taken and with a 5/2 vote it was decided to allow the race to take place in 2025 and readdress any concerns after another year of improvements.

Motion to **Approve** the 2025 Criterium Bike Race Event made by Dee VanGavree and seconded by Kelly Williamson.

#### 11. Volunteers:

##### A. Agreement

#### Discussion on the volunteers' agreement

Each volunteer of the Borough would be asked to sign an agreement to protect themselves and the Borough. Solicitor Miller agrees this would cover both parties in the event of injury while volunteering.

##### B. Insurance

#### Discussion on volunteers' insurance.

Insurance policy to cover volunteers would be through Philadelphia Insurance and costs \$2.91/person up to 300 volunteers, at this time Vice President VanGavree stated there would only be a handful of volunteers covered but the different boards and commissions of the Borough should be contacted.

Motion to **Approve** volunteers' agreement & insurance made by Barb Miller and seconded by Jamie Brubaker.

### 12. Schaffner Park Survey

Discussion on the HRG proposal for additional costs to survey Schaffner Park

With the Stormwater project at Parkside requiring a survey it was suggested that the entire park be surveyed for future grants and improvements and HRG will submit an agreement to the Borough. While the cost for the surveying will be assigned to the Stormwater Fund this additional survey cost would be assigned to the General Fund.

Motion to **Approve** the HRG proposal for additional costs to survey Schaffner Park made by Bob Weber and seconded by Chris Weaver.

**13. Derry Township Proposal – Division Street**

Update the Derry Township proposal – Division Street

Derry Township approached the Borough about working together to pave Division Street which is partly owned by each and would be able to be completed internally by Derry Township employees which would decrease the cost for the Borough. At this time, it was also discussed about completing Division/Quarry the whole way to Hanover since the issue at Parkside had also been discovered, by completing both at the same time the Borough would be able to save some money. Derry Township has postponed the project until next year, giving the Borough time to get Parkside project underway and the costs will be discussed in 2025. Derry Township inquired whether the Borough would be updating our curbs and sidewalks with ADA ramps, Manager Eberly advised Council this is something we should probably think about doing and Jamie Brubaker volunteered to talk to LDHS this coming week about the paving around their back entrance to the school. Manager Eberly will get pricing on what the costs would be for the Boroughs to replace curbs and sidewalks and present it at next meeting. Mayor Roeting has been in contact with Veolia and the water main that runs along Parkside, they are planning on replacing this as well and will work with the Borough in coordinating this from about Hanover to Water Streets.

**14. Pension Plans: 2025 Minimum Municipal Obligation (MMO)**

Discussion on the Pension Plans 2025 MMO

The Borough must submit this form every year which provides the State and the Borough with the amount of funds required to meet the MMO for the year. The worksheets with the formulas as well as a memo put together by the Boroughs consultant were provided to Borough Council. Solicitor Miller also explained in detail where the numbers are pulled from and a little more understanding of the process. The reasoning for this being an item on the agenda and not presented as part of the consent agenda is due to the significant increase in the amount needed in 2025.

B. Motion to **Acknowledge** the Pension Plans 2025 Minimum Municipal Obligations in the amount of \$106,301 for the Police Pension Plan, and \$ 156,450 for the Non-Uniform Employees' Pension Plan made by Jamie Brubaker and seconded by Kelly Williamson.

**15. Park and Ride Lot**

Discussion on the use of the Park and Ride lot

Chief Hess stopped by the lot today and pointed out that there is some changes to signage that is needed. The lot has 40 parking spaces and should be painted (yellow for restricted and white for open to the public), leaving approximately 33 spots open to the public and would allow overnight parking by permit only. Mayor Roeting reminded everyone that this could always change and if for any reason Council decided too they could revoke the parking privileges. Borough Council decided to forgo a 90-day trial and implement the new changes. This item will be added to next month's meeting for a Motion.

**16. Other Business - None**

**17. Executive Session (if needed) - None**

18. Adjourn – 7:48

**SEPTEMBER 2024**

9/23 Hummelstown Community Foundation- 6pm

*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*