

Minutes  
Workshop Meeting  
Hummelstown Borough Council  
Thursday December 12, 2019  
7:30 PM

The December 12, 2019 Workshop Meeting of the Hummelstown Borough Council was called to order at 7:30 PM by Council President, Brian Foster. Members in attendance included; Bob Weber, Dee VanGavree, Chad Lister, Ryan Taggart, Patti Krow, and Randy Lutz. Also in attendance were Mayor Dave Roeting, Chief William Ryan, Finance Director Deb Hummer, Asst. Zoning Officer Steve Wyld, Borough Manager Mike O'Keefe, Solicitor Jon Yost, Alexandra Sacavage of McNees, Wallace & Nurick and Mike VanGavree of Ghost Brewing LLC.

**Review of scheduled public hearing and proposed resolution for an application by Ghost Brewing LLC for the Intermunicipal transfer of a retail restaurant liquor license (No. R-9447) (should be placed on agenda for regular meeting) – Alexandra Sacavage, McNees Wallace & Nurick.**

Ms. Sacavage explained that due to the composition of the investors in the brewery project it was decided that it would make things a little more seamless from a licensing standpoint to procure and apply for the transfer of a restaurant liquor license. There will be an application for a brewery license and a restaurant license. The LCB calls this a couplet. This permits a business to manufacture and retail at the location.

Mike O'Keefe reported that Ms. Sacavage called him right before Thanksgiving and told him that this would be coming up and she had to give an indication to the LCB that this would be put on the Regular Meeting agenda. Mike talked to Jon Yost and they did some legal advertising under the assumption it would be okay with council to get this on because of the deadline.

*Recommendation to put this on the December 19<sup>th</sup> agenda made by Bob Weber and Patti Krow.*

**Review of changes to Proposed 2020 Budget – Deb Hummer**

Deb Hummer reported she had made some changes but those changes did not make a significant difference in any of the ending balances.

**Review of Proposed Ordinance No. 2019-5 approving the Real Estate and Occupation Tax Rates for 2020 (same rates as 2019)**

*Recommendation to put proposed Ordinance No. 2019-5 on the December 19<sup>st</sup> agenda made by Bob Weber and Chad Lister.*

**Review of Proposed Resolution No. 2019-5 Fixing the rate for refuse collection in 2020 (increasing the rates by \$3.00 per quarter)**

*Recommendation to put proposed Resolution No. 2019-5 on the December 19<sup>st</sup> agenda made by Patti Krow and Ryan Taggart.*

**Review of Proposed Resolution No. 2019-6 Fixing the rate for sewer rentals in 2020 (same rate as 2019)**

*Recommendation to put proposed Resolution No. 2019-6 on the December 19<sup>st</sup> agenda made by Dee VanGavree and Chad Lister.*

**Review of Proposed Agenda for January 6, 2020 Reorganization Meeting (newly elected officials must sign affidavit of Residency prior to swearing in ceremony)**

Mike O'Keefe explained that after the Reorganization meeting council will adjourn and then conduct the January 9, 2020 Workshop meeting.

**Review/discussion of proposed Ordinance (prepared by Attorney Steve Stine) approving collection procedures and adopting a schedule of attorney fees to be added to the amount collected as part of municipal claims for delinquent sewer.**

Mike O'Keefe explained that there are several delinquent accounts with the largest being over \$6,000. Steve Stine has been successful in collecting a large amount of delinquent accounts for Lower Paxton Township. The plan is to start with the largest delinquent account and see how it goes. The Borough will be responsible for paying the attorney fees upfront but will be reimbursed for all fees once the property goes up for sheriff sale.

*Motion to authorize the advertising of the proposed ordinance as presented made by Bob Weber, second by Patti Krow. Motion carried.*

**Review/Discussion of proposed agreement to confirm participation in the CAPCOG Joint Board of Appeals (Council authorized preparation of an ordinance at last meeting – No ordinance needed – only approval of the agreement)**

*Motion to approve the proposed agreement to confirm participation in the CAPCOG Joint Board of Appeals made by Ryan Taggart, second by Bob Weber. Motion carried.*

**Appointments to Various Boards and Commissions (Term expires 12/31/19)**

<u>Name</u>	<u>Board/Commission</u>	<u>Agrees to New Term</u>
Paul Zavinsky	Planning Commission	Yes
Tom Blefko	Planning Commission	No (Due to work)
Jim Titus	Zoning Hearing Board	Yes
Steve Relken	Zoning Hearing Board	Yes
Greg Seitz	Zoning Hearing Board	Yes
Lynn Patton	Shade Tree Commission	Yes
Charlie Stevens	Shade Tree Commission	No (Moved)
Kelly Williamson	Recreation Board	Yes
Ellen Perry	Recreation Board	Yes

Mike O’Keefe reported that he talked to Ben Mader and he would be willing to serve on the Planning Commission.

*Recommendation to put the appointment of individuals to various boards and commissions on the December 19<sup>st</sup> agenda made by Bob Weber and Patti Krow.*

**Review of proposal from HRG dated November 21, 2019 to prepare the Borough’s MS4 Annual Report for a fee not to exceed \$11,000 (same fee as last year’s report last year’s report was completed under budget.**

Mike reported that because HRG was awarded the contract in July and the report needed to be filed September 30<sup>th</sup> HRG did not complete all the necessary reports. Due to this fact the work was completed for \$4,300 (\$6,700 under budget.) In 2020 HRG plans to file all the required reports.

*Recommendation to put proposal from HRG on the December 19<sup>st</sup> agenda made by Bob Weber and Ryan Taggart.*

**Other Business**

Dave Roeting invited everyone for a drink after the December 19<sup>th</sup> meeting.

Patti Krow thanked everyone for their help with Holiday Happenings.

**Executive Session – Personnel Matter**

Council rose into executive session at 8:00 PM to discuss a personnel matter. The meeting was reconvened at 8:10 PM

*Motion to approve the agreement between the Hummelstown Borough Police Department and Hummelstown Borough Council for the period January 1, 2020 to December 31, 2022 made by Chad Lister, second by Dee VanGavree.*

*Motion carried.*

There being no further business, the meeting adjourned at 8:15 PM.

Respectively submitted,

Deb Hummer, Finance Director