

**CAMP HILL BOROUGH COUNCIL  
MINUTES OF THE REGULAR MEETING  
2145 WALNUT ST. PROSSER HALL  
CAMP HILL, PA 17011  
FEBRUARY 9, 2005**

Council President Smith called the public meeting to order at 7:05 PM. Present were:

Jeffrey Smith, President	Brian Musselman
Debbie Keys	Richard McBride
Burke McLemore	Liesl Beckley
Dave Buell	

Also present were Mayor Doug Morrow, Police Chief Jan Ammons, Solicitor J. Stephen Feinour, Borough Manager Nan Balmer, and Borough Engineer Mark Malarich. Between 20 and 25 local residents also attended.

Mr. Smith presented the Minutes of the January 12, 2005 Council Meeting:

- Motion was made by Mr. McLemore to approve the minutes. Second by Ms. Keys. Unanimously approved.

Mr. Smith presented Minutes of the January 18, 2005 Special Council Meeting:

- Motion by Ms. Beckley to approve the minutes. Second by Ms. Keys. Unanimously approved. Mr. Buell inquired about whether a statement he had submitted prior to this Council meeting was publicly read. Mr. Smith responded that it was not.

#### **MAYOR'S REPORT**

Mayor Morrow had no report.

#### **MANAGER'S REPORT**

The Manager reported on the Borough's transition to new management, including the inventory of Borough business issues, and organization of the Borough's administrative infrastructure (new personnel, information technology, telephone, website, office procedures and filing). The Manager reported that as routine operations and the backlog of business were addressed, her next priority would be the Borough's budget and financial management practices.

#### **PUBLIC COMMENT**

Public comment included:

- Helen Sarraf asked the Borough to complete consideration of her complaint about storm water that she believes is flowing from a neighboring property and negatively impacting her property. Borough staff was directed to clarify the Borough's authority in this matter and, if the Borough had no authority, to contact the Neighborhood Dispute Settlement program. Borough staff will inform Council members about how Ms. Sarraf's problem is addressed.

- Floyd Focht of 16<sup>th</sup> St. discussed long-term flooding problems off of State St. near the lawnmower shop and Shaffer Alley. The Borough Engineer reviewed the alternatives for remediation of the flooding involving both routine maintenance and costly solutions. Mr. Focht was informed of line flushing that was done in late 2004. Borough staff was directed to review the status of and schedule for routine maintenance of the stormwater drainage in the area in Shaffer Alley and to determine if PennDOT was contacted about maintenance in this area. Staff will report to Mr. Focht and update Council. In another matter, at the request of Mr. Focht, staff was directed to have the functioning of the public address system assessed.
- Rick Logan of S. 15<sup>th</sup> St. confirmed the problems with flooding and asked that the Borough repair potholes between Columbia and State St. Ms. Beckley noted that the Borough was not responsible for most alleys in the Borough and asked whether these were alleys for which the Borough was responsible. Staff and Solicitor were to look into this.
- Aubrey Sledzinski commented on the approved Rhodes land development plan, including curbing, sidewalks and the positioning of the townhouses relative to the existing neighborhood. Council discussed with Mr. Sledzinski the basis of its decisions, particularly what the Borough could require of the developer and what it could only request in its efforts to act in the best interests of the community.
- Molly Robertson expressed her opinion that the developer could have been persuaded by the Borough to do more for the neighborhood.
- Jack Sellers discussed variances for curbing requirements that the Borough granted to the Rhodes Development. These variances were granted on the Borough Engineer's recommendation that no curbing at this location was in the best interest of the neighborhood.

## **HEALTH AND SANITATION**

Mr. Buell presented a Monthly Report, documenting sanitary sewer maintenance and presented the Minutes of the Lemoyne Municipal Authority: January 5, 2005. Mr. Buell presented a draft Ordinance for publication that would create a "Food Code" for the Borough of Camp Hill.

- Motion by Mr. Buell, second by Ms. Keys to advertise the proposed Ordinance. Mr. Smith invited comments. Three amendments were proposed and will be drafted by the Solicitor. These amendments will address: (1) a revision to the preamble to replace "*Health Inspector*" with "*Board of Health or Health Officer*", (2) a change to Section 118.7 (B) adding "*Except as otherwise provided in state or federal law*" after "*he/she shall serve upon the proprietor of such establishment a notice setting forth the violation and directing that it be corrected within ten (10) days*", and (3) adding Section 118.7 (C), providing for a fee to the restaurants for inspection and re-inspection that will be set from time to time by the Borough through Resolution. These amendments were acceptable to the makers of the amendment. The motion to advertise as amended was unanimously approved.

Mr. Buell also requested authorization to submit to the PA Department of Environmental Protection a Task Activity Report for a Sewage Facilities Planning Study pursuant to development of an Act 537 Plan and requested authorization for Council President Smith to sign the Task and Activity Report. The Borough Engineer explained the work that would be approved, indicating that the work would take 4 months and completion was planned for June,

2005. Sean Sparks, a resident, asked whether sewage facilities planning would address all projected EDU's and expressed his concern about inaccurate reporting. Mr. Malarich responded that the plan should reflect all proposed development.

- Motion was made by Mr. Buell, seconded by Mr. Musselman to submit to the PA Department of Environmental Protection a Task Activity Report for a Sewage Facilities Planning Study pursuant to development of an Act 537 Plan and authorized Council President Smith to sign the Task and Activity Report. Motion unanimously passed.

Mr. Malarich presented his Monthly Engineer's Report. Mr. Buell distributed minutes to the Health and Sanitation Committee.

## **GENERAL GOVERNMENT**

Ms. Keys announced upcoming meetings and presented for consideration Ordinance # 1019 to authorize the real estate tax collector to provide the public with tax certifications and charge a fee as determined by the Borough.

- Motion made by Ms. Keys, seconded by Ms. Beckley to adopt this ordinance. Motion passed unanimously upon the following roll call vote:

Jeffrey Smith, President	Yes	Brian Musselman	Yes
Debbie Keys	Yes	Richard McBride	Yes
Burke McLemore	Yes	Liesl Beckley	Yes
Dave Buell	Yes		

Ms. Keys presented a Resolution allowing the elected tax collector to charge a fee of \$5 for each tax certification requested.

- Motion by Ms. Keys made to adopt the resolution allowing the tax collector to charge a \$5 fee for tax certifications. Motion seconded by Ms. Beckley. Motion passed unanimously.

Ms. Keys presented a request to appoint Dr. Frederick Newton to the Board of Health for a 5 year term through 2009.

- Upon a motion by Ms. Keys, seconded by Mr. Buell, Dr. Newton was unanimously appointed by Council to the Board of Health for a 5-year term.

Ms. Keys presented for payment vouchers in the amount of \$175,611.89.

- Motion made by Ms. Keys, seconded by Mr. McBride to approve the vouchers for payment. Motion passed unanimously. Mr. McBride brought to Council's attention an error in the Statement of Revenue and Expense. Ms. Balmer will make the correction.

## **PUBLIC SAFETY**

Mr. McBride presented Monthly Reports from the Camp Hill Fire Company and Camp Hill Police Department. He also explained and presented for consideration an addendum to the Agreement between the Camp Hill Police Association and the Borough of Camp Hill effective until 1/1/09 that would set employment terms for the next four years.

- Motion was made by Mr. McBride, seconded by Ms. Keys, to approve the addendum to the agreement between the Borough and the Camp Hill Police Association. Motion passed unanimously.

In other Public Safety Business, Mr. McBride discussed with Council a budgeted lease/ purchase of a new patrol vehicle for the police department. Council agreed that the lease/purchase should be made in accordance with proper purchasing procedure. Mayor Morrow publicly thanked firefighters from Harrisburg for their assistance with a recent fire on March Drive. A letter of thanks will be sent to Mayor Reed.

## **PARKS & RECREATION**

Ms. Beckley presented the Monthly Report and announced that Recreation Director Audrey Logar was recognized for a statewide award for her new program "Evening under the Stars". Ms. Beckley also requested authorization for an unbudgeted expenditure to replace the log cabin door at a cost of \$2,844.

- Motion made by Ms. Beckley, seconded by Ms. Keys to approve repair of the log cabin doors. An amendment was proposed to use Park and Recreation Fund to pay for this cost. The amendment was acceptable to the makers and the motion as amended was unanimously approved.

## **PLANNING & ZONING**

Mr. McLemore noted that the Borough had committed in November, 2004 to review the effectiveness of the sound system and asked that staff review the system. He presented the Planning Commission Minutes of January 18, 2005. Mr. McLemore reported that he and Ms. Keys interviewed 3 excellent candidates to serve on the Planning Commission. Candidates will be presented for consideration in March after members' terms and the requirement for staggering terms were determined. Mr. McBride suggested that Council consider the merit of including a member of Borough Council on the Planning Commission. Staff was directed to research this question. Mr. McLemore also reported that, at the request of the Market St. Design Review Board, he asked the Solicitor will draft a zoning ordinance amendment regarding the Board's role in reviewing signs.

## **PUBLIC WORKS**

Mr. Musselman presented a Monthly Report. He presented a Resolution to apply for \$1,798 in available County Liquid Fuels Tax funds for materials for road repairs and repaving.

- Motion made by Mr. Musselman, seconded by Mr. Buell to approve the resolution applying for County Liquid Fuels Aid. Motion unanimously approved.

Mr. Musselman confirmed several budgeted purchases including purchase of a 2005 Chevrolet pick-up under the Pennsylvania Capital City Contract at an estimated purchase price of \$33,000, purchase of a Kubota Mower under state contract at a purchase price of \$10,185, replacement of the Chemical Building at the pool at an estimated total project cost of \$7,800, replacement of a mower deck at \$2,326. Council agreed the purchases should be made through appropriate purchasing procedure.

Mr. Musselman also requested authorization of an unbudgeted expense to repair a bridge railing at Willow Park at an estimated cost of \$3,149.

- Motion made by Mr. Musselman, seconded by Ms. Keys, to repair the bridge railing. An amendment to the motion was proposed to fund this purchase from the Park and

Recreation Fund which was acceptable to the makers. Amended motion passed unanimously.

Mr. Musselman requested authorization of an unbudgeted expense to replace portable fuel tanks at an estimated cost of \$3,780 for tanks, \$1,077 for concrete pad, and \$1,171 for an emergency shut-off switch in order to comply with applicable regulations.

- Motion made by Mr. Musselman, seconded by Mr. Buell to approve replacement of the fuel tanks and related items. Motion passed unanimously.

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Mr. Smith opened discussions on the Borough's advertising practices, indicating that Council had received requests from residents to publish its notices in the Harrisburg Patriot rather than the Sentinel. Publishing is now done in the Sentinel to contain advertising costs. It was the consensus of Council to advertise in the Patriot for the remainder of 2005 and review advertising costs again in the 2006 budget.

Ms. Crosley, a resident, asked Council to respond to a report that the Mayor planned to hold a "Town Meeting". The Mayor, Council and a resident agreed that monthly Borough Council meetings, rather than a special meeting, were the appropriate forum for residents to discuss their concerns with elected officials.

Molly Robertson, a resident, asked that Council discuss with the School Board a possible sale of property. It is her understanding that the advice of Council is required for the School District to sell property. Solicitor was asked to look into this assertion.

#### **EXECUTIVE SESSION**

Borough Council recessed for an executive session at 9:10 PM to discuss legal matters.

The meeting reconvened and then immediately recessed at 9:58 PM.

Respectfully Submitted,

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Nanette Balmer, Secretary