

**CAMP HILL BOROUGH COUNCIL
MINUTES OF THE REGULAR MEETING
2145 WALNUT ST. PROSSER HALL
CAMP HILL, PA 17011
October 12, 2005**

Vice President Keys called the public meeting to order at 7:01 PM. Present was:

Jeff Smith
Debbie Keys
Richard McBride
Burke McLemore
David Buell
Liesl Beckley
Brian Musselman

Also present were Police Chief Jan Ammons, Mayor Douglas Morrow, Solicitor J. Stephen Feinour, Interim Borough Manager John Bradley and Borough Operations Manager Anne Shambaugh. (President Smith arrived late due to a previous commitment.)

MINUTES

The minutes of the September 14, 2005 council meeting were presented. Ms. Beckley had changes to the minutes under the PPP section, regarding the employment package being offered to the new Borough Manager. Mr. McBride also noted the date on the September minutes should reflect the correct date of September 14, 2005.

- Upon a motion by Mr. McLemore, seconded by Mr. Buell, the Minutes of the Council meeting of September 14, as amended, were approved unanimously.

MAYOR'S REPORT

Mayor Morrow spoke about the Grand Opening of the new Giant in the Borough that morning. Several Borough Departments including Parks and Recreation, Police, and Fire all received \$1,000 donations. In addition, several other community organizations also received \$1,000 donations, totaling \$10,000 to the community. Mayor Morrow wanted to publicly thank the Giant for their generous donations to the community.

Mayor Morrow wanted to make special recognition to Mary Achilles who will be speaking later in the meeting. Mary is an advocate of domestic violence and rape crisis and has worked with the Mayor on several projects promoting this worthy cause.

Mr. McLemore requested a letter be drafted by the Borough Manager to the management of Giant Foods expressing our sincere gratitude for the donations and wishing them the best of luck with their new store. Mr. Bradley acknowledged Mr. McLemore's request and stated he would indeed get a letter drafted. Mr. McLemore also requested all Council members sign the letter.

PROCLAMATION

Mr. McBride read a proclamation for Mr. Norman Hoffer at the September 14th meeting and requested he be invited to the October 2005 meeting. Mr. McBride told Council Mr. Hoffer was very appreciative of the proclamation, but he had previous plans and would not be able to attend the meeting. As such, Mr. McBride will hand-carry the proclamation to Mr. Hoffer at a later date.

MARY ACHILLES PRESENTATION

Mary Achilles, of the YWCA's Rape Crisis/Sexual Assault program, presented Council with information on the new satellite office in Camp Hill Borough. The office is located at 2120 Market Street in Camp Hill and the counselors are available to help both men and women. Of the 219 victims seen in the West Shore Office, 39 of them were residents of Camp Hill. Sexual violence transcends economic and geographic boundaries within the County.

Mary reminded Council the YWCA is a non-profit organization and she was not here to ask for money, but rather exposure to raise awareness. Many of the businesses in Camp Hill have brochures displayed prominently in their offices and residents have commented on them and their availability. Crisis intervention is provided as well as accompaniment to the police station to report an attack or to the hospital if requested.

Mary outlined the differences between Domestic Assault and Rape Crisis intervention. She shares an office with Deb Donahue, Domestic Assault, and they can work as a team if needed. Domestic Assault deals with violence in intimate relationships and occasionally these areas do cross over.

Mary left a supply of brochures to be placed in the Borough's office and she will send Mrs. Shambaugh an article for inclusion in the upcoming Camp Hill Newsletter.

PUBLIC COMMENT

Public comment included:

- Rick Logan commented on the water spot on the road at 15th and Market Street in the West-bound lane. It looks as though it is a water leak. Mr. Bradley responded he would look at the sight in conjunction with someone from our Public Works department. Mr. McBride asked Mr. Logan if there was any flooding in Shaffer Alley with the 4 inches of rain in the last few days. Mr. Logan responded there was none.

- Mayor Morrow mentioned that 12 months ago Manor Care was discharging their condensate line onto Market Street. Now, on North 17th Street, it is starting to erode the street from the excess water. Mr. Smith instructed Mr. Bradley to review the site.
- Lou Thiebelmont requested an update on the abandoned property on North 24th Street. Mr. Bradley showed a non-criminal citation to be issued to the property owners. On the advice of the Borough Solicitor, we are taking them to court and if the District Justice gives us the right to go onto private property and cut the grass and weeds, the Borough will do so and we will lien the property for the expenses. Once the District Justice makes a ruling, we will provide an update.
- Floyd Focht inquired about the spurring in Lemoyne, across 17th Street. He wants to know if or how it will affect traffic. Mr. Bradley said he would make a phone call to find out additional information regarding this project. Ms. Beckley suggested calling Perry Albert for assistance at the West Shore COG.
- Walt Emery inquired about the low hanging branches throughout the Borough. Mr. Bradley announced that 600 letters had been sent to residents regarding these branches. The Borough purchased several tree-trimmers that could be borrowed by the residents to trim the branches.
- Bill Botenaire inquired about the Market Street Design Review Board and the willingness of the Borough to get behind additional growth and getting Market Street to its full potential. Mrs. Keys mentioned that Brian Musselman was the Council's representative on the committee and the Economic Development Group was developed to work with local businesses to promote Market Street.

INTERIM MANAGER

Mr. Bradley presented a proposed Budget Schedule to adopt the budget with proposed Budget Workshop meetings on October 26 and November 2.

- Mrs. Keys moved and Mr. Buell seconded a motion to approve the Budget Schedule and to advertise the Budget Workshop meetings. The motion was passed unanimously.

Mr. Bradley presented Council with a list of "fast check" items that would be paid off-cycle or in between Council meetings. Mr. Buell asked for clarification on the following requests: CTSI and CitiStreet. Mr. Bradley explained that CTSI is the phone company contract and CitiStreet is the investment company for deferred compensation. Checks paid through the "fast-check" process will be listed on the monthly finance report.

- Mr. McBride moved and Mrs. Keys seconded a motion to approve the "fast check" list on a cost-not-to-exceed basis. The motion was passed unanimously.

Mr. Bradley announced that the Borough has received 44 resumes for the position in Public Works and 28 resumes for the Finance position. The posting closes at close of business on Friday, October 14, 2005.

Mr. Bradley requested authorization to advertise the Request for Proposal for third party reviewers. Mr. Bradley told Council the Solicitor already reviewed the proposal and made minor changes.

- Mr. McLemore moved and Ms. Beckley seconded a motion to approve the advertisement of the Request for Proposal for additional Third Party Reviewers. The motion passed unanimously.

Mayor Morrow expressed concern that the problems experienced by the Borough are not unique to the Borough. With the adoption of the UCC Building Code, all review firms are backlogged because the new code is so comprehensive. The Mayor applauded the Borough's efforts to provide residents and builders with more than one reviewer but wanted to mention the larger problem with the UCC code itself.

HEALTH AND SANITATION

Mr. Buell provided a monthly report of Public Works activities related to sewer maintenance and flows. The Lemoyne Municipal meeting was cancelled due to lack of quorum and has been rescheduled for October 18, 2005 at 12:00 PM. At this point, Mr. Buell stated Mr. Malarich would discuss the remainder of the items.

Mr. Malarich reported on the repairs needed at an interceptor in Lemoyne. Mr. Buell and Mr. Malarich met with the Lemoyne Authority and offered several alternatives for on the repairs and the next meeting is scheduled for October 18th. A 12" force main that need to be repaired and Mr. Malarich is suggesting the main be moved at the same time it is repaired.

In addition, there was a lightning strike at the Creek Road Pump Station. There will be additional discussions on how to prevent the possibility of another lightning strike in the future.

GENERAL GOVERNMENT

Mrs. Keys read meeting announcements.

Mrs. Keys attended a meeting with West Shore Tax Bureau and there is discussion regarding the way in which monies are collected from the municipalities. Currently, money is collected based on the amount of money collected from the municipality and some delegates believe the municipalities should pay based on the number of bills rather than the amount collected. If this were the case, Camp Hill Borough would realize a savings of approximately \$3,500. Mrs. Keys is attending a meeting on October 19th to discuss this matter further and will keep Council updated regarding any developments.

- Mr. Buell volunteered to participate on the Elementary Evaluation Team as the Borough Council representative.

FINANCE

Mrs. Keys presented vouchers for payment in the amount of \$163,843.58.

- Upon a motion by Mr. Musselman, seconded by Ms. Beckley vouchers for payment were unanimously approved for payment.

PERSONNEL, POLICIES, and PROCEDURES

Ms. Beckley announced that Gary Kline has accepted the position of Borough Manager.

- Upon a motion by Ms. Beckley, seconded by Mrs. Keys, Gary Kline was appointed Borough Manager by a unanimous vote.

Ms. Beckley announced that Mr. Bradley's tenure with the Borough would end on October 20, 2005. She expressed thanks to John for his assistance during his time with the Borough. Mr. Bradley thanked Council for the opportunity.

- Upon a motion by Ms. Beckley, seconded by Mrs. Keys, Gary Kline was unanimously appointed Borough Treasurer.

INFORMATION TECHNOLOGY

Mr. Buell has received multiple requests to put links on the Borough's website and Mr. Buell requested guidance in placing links on the website. Mr. Smith stated the Information Technology committee should approve the community, government, and local business links and all other requests should be brought to Council for review.

PUBLIC SAFETY

Mr. McBride presented reports from the Camp Hill Police Department, Fire Police and Fire Company.

PARKS AND RECREATION

Ms. Beckley thanked the Camp Hill Swim Club for their \$1,000 donation. She requested a letter be sent to the Swim Club for Council President's signature. Ms. Beckley presented the Parks and Recreation Report. She reminded everyone of the Halloween Parade on October 25 at 6:00 p.m. and Trick or Treat night on Thursday, October 27.

PLANNING & ZONING

Mr. McLemore presented the monthly Planning and Zoning Report. There were 10 building permits processed and 17 zoning permits issued.

- Mr. McLemore moved and Mr. McBride seconded a motion to establish November 9, 2005 as the hearing date for the conditional use application for 3001 Market Street at 6:00 p.m. The vote was unanimously accepted.

- Mr. McLemore moved and Mr. McBride seconded a motion to that the Planning Commission's approval for 1910/1912 waiver of subdivision of preliminary plan transfer be approved by Borough Council. The vote was unanimously accepted.

PUBLIC WORKS

Mr. Musselman provided a report from the Public Works Committee. Mr. Musselman discussed Shaffer Alley and a recent meeting between homeowners, Mr. McBride and Mr. Bradley. It is the recommendation of this committee that Mr. Bradley pursue some of the alternatives discussed during the meeting as a consultant.

Mr. McLemore discussed the possible need for a Borough-wide evacuation plan in the event of a situation like Katrina or September 11th. Chief Ammons noted that a Cumberland County plan is already in place and Mayor Morrow is part of the Emergency Management Team. Mr. Smith requested this be referred to Mr. McBride and the Public Safety Committee.

EXECUTIVE SESSION

Council recessed at 8:00 PM for an Executive session to discuss legal matters.

At 9:07 PM, Council reconvened and adjourned.

Respectfully Submitted,

Anne Shambaugh, Secretary