

**CAMP HILL BOROUGH COUNCIL
MINUTES OF THE REGULAR MEETING
2145 WALNUT ST. PROSSER HALL
CAMP HILL, PA 17011
February 8, 2006**

President McBride called the public meeting to order at 7:00 p.m. Present were:

President Richard McBride
Vice-President Burke McLemore
Elizabeth "Liesl" Beckley
David Buell
Brian Musselman
Aubrey Sledzinski
Wayne Weber, Jr.

Also present were Police Chief Jan Ammons, Solicitor J. Stephen Feinour, Fire Chief Mark Simpson, Borough Manager Gary Kline and Borough Secretary Anne Shambaugh.

MINUTES

The minutes of the January 8, 2006 council meeting were presented.

- Upon a motion by Mr. McLemore, seconded by Mr. Buell, the minutes of the Council meeting of January 8th meeting were approved unanimously. Mr. McBride abstained from the vote.

The minutes of the January 24, 2006 special council meeting were presented.

- Upon a motion by Mr. Musselman, seconded by Ms. Beckley, the minutes of the Special Council Meeting of January 24th were approved unanimously.

MAYOR'S REPORT

The Mayor was not at the meeting; therefore, there was no report.

PUBLIC COMMENT

Public comment included:

- Ms. Bernadette Miller asked permission from Council for her daughter to have a "drop-off" spot for a clothing drive being held in conjunction with the YWCA on May 13, 2006 between 9:00 a.m. and Noon. The original request was modified to state the outside of

the building would be used rather than the lobby. Ms. Beckley mentioned the Parks and Recreation Committee recommended approval of this request.

- Upon a motion by Ms. Beckley to approve Alexandra Miller's request to use the Borough Building on May 13, between 9:00 a.m. and Noon, seconded by Mr. McLemore, the motion passed unanimously.
- Rick Rovegno from the Cumberland County Commission provided an overview of the Corridor One rail project. In addition, he discussed the Penn Rail Freight Advisory and how Cumberland County is working with the PA Department of Transportation on an I-81 corridor coalition.

Mr. McBride thanked Mr. McLemore for presiding over the January 2006 meeting in his absence. Mr. McBride also welcomed Fire Chief Simpson to the meeting and explained he would be attending the meetings in the future.

MANAGER'S REPORT

Mr. Kline presented a draft Request for Proposal (RFP) for the designer for the Willow Park Stream Restoration project. A copy of the RFP was distributed in the Council packets.

- Upon a motion by Ms. Beckley to send out the proposal for the Willow Park Stream Corridor for rehabilitation project, seconded by Mr. Musselman. The motion passed unanimously.

Mr. Kline presented a contract for approval between the Alliance for the Chesapeake Bay and the Borough of Camp Hill for the administration of Phase I of the Willow Park Stream Restoration project.

- Upon a motion by Ms. Beckley, seconded by Mr. Musselman and a brief discussion, the motion passed unanimously.

Mr. Kline presented information regarding the Robert C. Edwards Scholarship. A \$1,000 scholarship is available through the Pennsylvania State Association of Boroughs (PSAB). Additional information will be available at the Borough office as well as on our website.

Mr. Kline requested permission for Borough staff to apply for the Growing Greener II grant for Phase II of the Willow Park Stream Restoration project. The second phase will include restoration of the remainder of the park, not the stream.

- Upon a motion by Ms. Beckley, seconded by Mr. Musselman, Council authorized the Borough Manager to apply for the grant. The motion passed unanimously.

Mr. McBride asked Mr. Kline to notify the high school of the scholarship availability.

PLANNING & ZONING

Mr. Sledzinski noted the monthly report was provided in the Council packets.

Mr. Tom Ritchey addressed Council regarding the Preliminary/Final Land Development Plan for the L.A. Fitness project. He commented how the project has been successful for every one involved in the project. Mr. Ritchey introduced Mr. Craig Bachik of Kairos Design Group to discuss the plan presented. After a discussion regarding the Borough Engineer's and Fire Chief's comments/concerns plans presented to Council, a motion was made to grant a waiver of the requirement to file a preliminary plan.

- Upon a motion by Ms. Beckley, seconded by Mr. Sledzinski, Council granted a waiver of the requirement to file a separate preliminary plan. The motion passed unanimously.
- Upon a motion by Mr. Sledzinski, seconded by Ms. Beckley, Council granted approval of the LA Fitness plan as submitted provided the necessary approvals are secured from the Cumberland County Conservation District which are currently in the works. Mr. McLemore asked Mr. Bachik to please change the contact name on the first sheet for the Public Utilities changed from William Yentzer to Borough Manager and the applicable phone number and e-mail address. The motion passed unanimously.

Mr. Sledzinski presented a request to Council to send follow-up letters to Borough residents who did not trim their tree branches as requested in September 2005.

- Upon a motion by Mr. Sledzinski, seconded by Mr. Musselman, Council authorized Borough staff to send follow-up letters to residents to trim their trees within the street right-of-way. The motion passed unanimously.

Mr. Sledzinski introduced Mr. Rick Trynoski who proposed developing a checklist to be used when a submission is made to the Planning Commission for review and approval. The checklist would provide a complete list of items needed for submission. Mr. Sledzinski recommended a committee develop the checklist to be used and suggested the following: Borough Manager, Borough Engineer, Borough Solicitor, a representative from the Tri-County Planning Commission, a representative from Council, and a representative from the Planning Commission.

After further discussion regarding the process, Mr. McBride asked Mr. Sledzinski to spearhead the committee and report back to Council on the progress of the checklist.

HEALTH & SANITATION

Mr. Buell presented the monthly report to Council.

Mr. Malarich presented the Engineer's report which discussed the joint conveyance project regarding the stretch of pipe that needs to be repaired. Lemoyne Municipal Authority initially presented three options; however, the Authority withdrew option #2.

Mr. Malarich outlined the project and the options available to the Borough: Option 1) the current pipe will be replaced with 12 inch pipe at no cost to the Borough. Option 3) two existing lines will be combined into one increased pipe size and the cost will be split between the Authority and the Borough.

The Health & Sanitation committee met to discuss the options and present a recommendation to Council. The committee recommended an alternate proposal to offer the Authority \$315,000 to increase the pipe from 12" to 16". After extensive discussion, Mr. Buell asked permission to present the Authority with the counter-offer of \$315,000 for this project.

- Upon a motion by Mr. Buell, seconded by Mr. Weber, Council approved the Health & Sanitation chair to propose a counter-offer of \$315,000 to increase the pipe from 12" to 16". The motion passed unanimously.

Mr. Malarich presented the Engineer's report in the Council packets.

GENERAL GOVERNMENT

Mr. McLemore read the meeting announcements. A brief discussion was held regarding the alternate member to the West Shore COG. Ms. Beckley will speak to Mayor Morrow regarding his interest in continuing as alternate.

FINANCE

Mr. McLemore presented vouchers for payment in the amount of \$257,429.00.

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

PERSONNEL, POLICIES, and PROCEDURES

Ms. Beckley discussed the openings on Borough Committees and Boards and thanked everyone for their interest and willingness to participate. Ms. Beckley proposed the following candidates be appointed to the Zoning Hearing Board as voting alternates: Lee Lentz – Alternate 1, Kurt Twiford – Alternate 2, and Jeff Criss – Alternate 3.

- Upon a motion by Ms. Beckley, seconded by Mr. Buell, Council approved the appointments to the Zoning Board unanimously.

Ms. Beckley discussed the current vacancy on the Market Street Design Review Board proposed Jack Huskin to replace Myra Gons.

- Upon a motion by Ms. Beckley, seconded by Mr. McLemore, Council approved the appointment of Jack Huskin. The motion passed unanimously.
- Upon a motion by Ms. Beckley to have the Borough Solicitor draft an ordinance amending the Zoning Ordinance to permit seven (7) members on the Market Street Design Review Board. After a brief discussion, the motion passed unanimously.
- Upon a motion by Ms. Beckley, seconded by Mr. McLemore, Council appointed Steven Knaub to the Shade Tree Commission. The motion passed unanimously.

Mr. McBride thanked Ms. Beckley, Mr. McLemore, and Mr. Kline for their time and efforts in conducting interviews to fill these vacancies.

INFORMATION TECHNOLOGY

Mr. Buell presented a power point presentation showing Council the new reporting available as a result of moving to a new Web Hosting service. Copies of the slides have been incorporated into the minutes.

The committee will meet with Borough staff and our webmaster to determine what additional items, links, options could be added onto the web site in the coming months. Camp Hill Economic Development Group (CHEDG) has requested a link from our website to theirs and the committee will be looking into this possibility.

Mr. Weber talked with Chief Ammons regarding a 1-1-9 service that would allow the Borough to alert residents in the event of an emergency. The committee will research availability of grant monies for this project and will report back to Council with their findings.

Mr. Weber opened discussion for the Borough to use EFT payments when making payments. Mr. Weber and the committee will continue to research this option and report back to Council.

The Borough Solicitor provided feedback on the use of EFT payments and transactions and after additional discussion, Mr. Weber will report back to Council on options.

PUBLIC SAFETY

Mr. McBride presented the Police Department report for the month of January 2005.

Chief Simpson presented the Fire Department report for January and reminded Council that not all calls listed in the report are within the Borough as the department helps others Townships and Municipalities with emergency calls.

The Chief mentioned to Council that January/February is when annual certifications are updated including the HAZMAT training.

Mr. McBride thanked Chief Simpson and all the volunteers within the Department.

- Upon a motion by Mr. McBride, seconded by Mr. Musselman, Council approved the payoff of the 2005 Chevrolet unmarked sedan in the amount of \$14,416.26 utilizing the Federal Forfeiture funds. The motion passed unanimously.
- Upon a motion by Mr. McBride, seconded by Mr. Buell, Council approved the replacement of five (5) in-car computers and mounts at an estimated cost of \$ 2,350 plus installation per unit utilizing the Federal Forfeiture funds. The motion passed unanimously.
- Upon a motion by Mr. McBride, seconded by Mr. Buell, Council approved the purchase of the Police Department computer network server at an estimated cost \$23,500 utilizing the Federal Forfeiture funds. The motion passed unanimously.
- Upon a motion by Mr. McBride, seconded by Mr. Musselman, Council approved the purchase of a new four-wheel drive vehicle for \$32,000 and an in-car camera for \$5,000 and installation of equipment and vehicle graphics for \$1,500 utilizing the Federal Forfeiture funds. These cars will replace the D.A.R.E. vehicle and the Jeep. After brief discussion, the motion passed unanimously.

PennDOT recently approved the 19th and Market and 21st and Market exclusive pedestrian phases. The cost to activate these two intersections will be approximately \$500.

- Upon a motion by Mr. McBride, seconded by Ms. Beckley, Council to move forward with the exclusive pedestrian cycles. The motion passed unanimously.

PARKS & RECREATION

Ms. Beckley presented the monthly report.

- Upon a motion by Ms. Beckley, seconded by Mr. McLemore, Parks and Recreation is requesting approval for Life Lion to land in the Borough at Siebert Field for an activity for Siebert Park Day camp. The motion passed unanimously.
- Upon a motion by Ms. Beckley, seconded by Mr. Buell, Parks and Recreation requests approval for the Susquehanna Rovers Volksmarch to use the Borough Hall lobby and restroom facilities on June 24-25, 2006. The Rovers have provided a \$75 donation to cover any costs associated with this request. The motion passed unanimously.

- Upon a motion by Ms. Beckley, seconded by Mr. Buell, Parks and Recreation requests approval to offer a \$40.00 gift certificate for a Borough program to be used during a raffle. The motion passed unanimously.
- Upon a motion by Ms. Beckley, seconded by Mr. Weber, Parks and Recreation requests approval to hold a 5K walk/run throughout the Borough June 10, 2006 between 8:00 a.m. and 12:00 p.m. No Borough assistance is requested. The motion passed unanimously.

The Camp Hill Business Group would like permission to hold a Spring Stroll similar in nature to the Annual Candy Cane walk held in November. They are requesting permission for carriage rides and an Alpaca outside one of the businesses. Ms. Beckley and Chief Ammons are recommending the carriage route from Blooms on Market Street to 19th Street to Chestnut Street then back up 22nd Street and down Market Street to Blooms. Market Street will not be closed however, no parking signs will be placed along the route for safety purposes.

- Upon a motion by Ms. Beckley, seconded by Mr. Buell, requesting approval for the Spring Stroll with a designated route for the carriage rides and the Alpacas be kept in an enclosed area. Motion passed unanimously.

Ms. Beckley presented a recommendation for the Borough Manager to solicit a Facilities Study of the Pool through a Request for Proposal (RFP). The Borough Solicitor recommended an RFP as the process.

- Upon a motion by Ms. Beckley, seconded by Mr. McLemore, requesting the Borough Manager to solicit a Pool Facilities Study for upgrades and/or repairs. The motion passed unanimously.

PUBLIC WORKS

Mr. Musselman presented the monthly report and mentioned that a list of Cumberland County recycling programs is now listed on the Borough of Camp Hill's website.

Mr. Malarich provided an update on Shaffer Alley. Hampden Township volunteered to televise the sewer system surrounding Shaffer Alley and confirmed no additional blockage within the area.

Mr. McBride commented to the audience that work will be done on the audio system within the Borough Hall. Mr. McBride explained that occasionally when a cell phone is on vibrate it can interfere with the audio system and that may account for some of the interference.

PUBLIC COMMENT

- Jackie Magaro inquired about a possible link for Camp Hill businesses on the website. Mr. Weber agreed this is feasible.
- Carl Silverman inquired about the website and the possibility of a mailing list so agendas or newsletters could be sent out automatically. He also inquired about the possibility of setting

up sewer bills on a direct deposit draft. Mr. Kline said he would look into the feasibility/possibility of this process. The Borough is looking at several different software vendors and if this is a utility, it will be reviewed. Mr. Silverman voiced concern about the donation to St. Theresa's. He was not comfortable with the reference to a donation and believed it should be referenced as an advertising expense.

Mr. Buell announced the Camp Hill Economic Development Group would be holding a "Town Hall" type of meeting on Tuesday, March 7th at 5:30 p.m. in the Borough Hall. Mr. Weber requested members of Council and Chief Simpson attend the meeting if possible to show support for this group.

EXECUTIVE SESSION

Council recessed at 9:25 p.m. for an Executive session to discuss legal matters.

At 11:05 p.m., Council reconvened and adjourned.

Respectfully Submitted,

Anne Shambaugh, Secretary