

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

President McBride called the public meeting to order at 7:01 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 February 8, 2006 council meeting were presented.

- Upon a motion by Mr. Musselman, seconded by Mr. Weber, the minutes of the Council meeting of February 8th were approved unanimously.

MAYOR’S REPORT

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

COMMISSION APPOINTMENTS

Ms. Beckley recommended the appointment of Pat Baumann to the Shade Tree Commission. Mr. McBride provided Mr. Baumann’s background to Council and thanked him for his willingness to volunteer.

- Upon a motion by Ms. Beckley, seconded by Mr. Buell, the appointment of Pat Baumann to the Shade Tree Commission was approved unanimously.

PUBLIC COMMENT

There was no public comment at this point in the meeting.

PROCLAMATION

Mr. Musselman presented Mrs. Myra Gons with a proclamation for her years of hard work and dedication to the Borough on the Market Street Design Review Board. Mr. McBride noted Mrs. Gons dedication was unquestionable and thanked her for her continued support.

PRESENTATIONS

Donna Morelli, Alliance of the Chesapeake Bay, presented the concept plan for the Willow Park Stream Restoration plan. A public meeting will be held on Thursday, March 16th at 7:00 p.m. to inform the residents and request feedback regarding how the park should look and what changes should be made.

An RFP for the design phase of the project was sent to Environmental Engineers and will be sent to the Borough and selected within the next 45 days. The Borough will be looking for help and input from the residents as the project progresses.

Jim Vance, K. Hovnanian Homes, recently settled on the 17th Street property from Rhoads Development. Mr. Weber asked if the company knew the history of the property and Mr. Vance said they received the core samples from the previous owner and also sent their own people out for additional samples.

Mr. Vance presented a brief history of K. Hovnanian Homes. They have been in business for forty (40) years and are currently the 8th largest builder in the Country and will be delivering 25,000 homes and in 17 different states. The price for the homes is estimated to be in the upper \$300,000 range.

MANAGER'S REPORT

Mr. Kline presented Resolution 04-2006, DAP Form 2, Agent of Authority for PEMA/FEMA for approval. Previously, Jeff Smith was named as Agent of Authority and as such, a new agent must be appointed.

- Upon a motion by Ms. Beckley, seconded by Mr. Buell, Council approved Resolution 04-2006 naming Borough Manager Gary Kline as w the Agent of Authority. The motion passed unanimously.

Mr. Kline requested approval to re-file DAP Form 1 listing the new Agent of Authority for the PEMA/FEMA projects.

- Upon a motion by Mr. Buell, seconded by Ms. Beckley, Council approved the request to re-file DAP Form 1. The motion passed unanimously.

Mr. Kline requested approval for the Lion's Club to place a 10' x 14' shed on the property near the horseshoe pit. Mr. Hostetter of the Lion's Club presented Council with background regarding the need for the shed which will hold their equipment used throughout the year at various fundraisers. The Lion's Club will place the shed on crushed stone and will be able to be

re-located if needed. Borough approval is required because the shed would be located on Borough property. The Borough solicitor requested a letter of indemnification from the Lion's Club since the Borough is responsible for the shed or its contents. In addition, the Lion's Club is offering to paint the existing structure on the location.

- Upon a motion by Ms. Beckley, seconded by Mr. Musselman, Borough Council granted approval to place the shed on Borough property provided proof of insurance and a letter of indemnification is received and reviewed by the Borough solicitor. The motion passed unanimously.

PLANNING & ZONING

Mr. Tom Ritchey addressed Council regarding the PennDOT refurbishment project of Routes 11/15 and 581 which is anticipated to begin in 2009. Cedar Shopping Center approached PennDOT with the idea to do the work directly in front of the Shopping Center now with the understanding that Cedar Shopping Center will enter into an agreement with the Borough and PennDOT to get this project started now. The developer will fund the design phase and would seek reimbursement from the Borough once the project has been certified complete.

The project involves adding a dedicated southbound lane from Trindle Road to the 581 entrance ramp. In addition to the lane, lengthening of the northbound lane will also be part of the project. The storm water issues will also be addressed during this project to ensure current issues are improved.

Mr. McLemore asked about an assignability provision and Mr. Richtey noted there would be a letter of credit with PennDOT and the amount required will be determined by PennDOT.

The Borough Solicitor, Mr. Stephen Feinour, reviewed the proposed agreements and with the exception of a few minor comments, they are in order. The Borough Engineer, Mr. Mark Malarich, reviewed the proposed plans and all engineering comments have been addressed. Police Chief Ammons also reviewed the proposed plans and noted it would make the traffic flow much easier through the intersection.

Mr. Ritchey agreed to fund all of the work required for this project to ensure it get done now rather than in the future. Mr. Ritchey anticipates the work will be done prior to the end of 2006.

- Upon a motion by Mr. Sledzinski, seconded by Ms. Beckley, Borough Council granted approval of the HOP plans with the stipulation that agreements are subject to approval of the Borough Solicitor and review of the HOP application. The motion passed unanimously.

PRESENTATION OF 2004 AUDIT

Mr. John Bonawitz presented the 2004 Audit to Council. Mr. Bonawitz discussed the changes between the 2003 audit as dictated by new federal regulations. A copy of the audit is included in these minutes.

HEALTH & SANITATION

Mr. Buell presented the monthly report to Council.

During the monthly meeting, the committee discussed the Act 537 plan as well as the joint conveyance initiative. As discussed at the February meeting, Mr. Buell returned an offer to Lemoyne Municipal Authority for the repair of a section of pipe. The Municipal Authority has postponed action on this offer until the long-term planning meeting scheduled for March 9, 2006.

Mr. Buell presented the Engineer's report included in the Council packets.

As a side note, Mr. McBride told Mr. Malarich when he spoke to Cedar Shopping Centers they were very complimentary of his knowledge and assistance on the project. Mr. McBride thanked Mr. Malarich for his efforts.

GENERAL GOVERNMENT

Mr. McLemore read the meeting announcements.

FINANCE

Mr. McBride presented vouchers for payment in the amount of \$240,010.04.

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

PERSONNEL, POLICIES, and PROCEDURES

Ms. Beckley requested permission to advertise for the Codes/Zoning Officer position.

- Upon a motion by Ms. Beckley, seconded by Mr. Sledzinski, Council approved the request to advertise for the Codes/Zoning Officer position. The motion passed unanimously.

Ms. Beckley requested re-appointment of Anne Fruth to the Shade Tree Commission.

- Upon a motion by Ms. Beckley, seconded by Mr. McLemore, Council approved the re-appointment of Anne Fruth. The motion passed unanimously.

Mr. McLemore emphasized the need to enforce the Borough's shade tree ordinance and regulations.

Ms. Beckley requested approval of the hiring of an Account Receivable Clerk at a salary of \$11.50 an hour, a three-month probationary period, fifteen (15) vacation days, and full health benefits subject to the background check.

- Upon a motion by Ms. Beckley, seconded by Mr. Buell, Council approved the hiring of the Accounts Receivable Clerk with the following stipulations: \$11.50 an hour, a three-month probationary period, fifteen (15) vacation days, and full health benefits subject to a background check. The motion passed unanimously.

Ms. Beckley recommended Council establish a policy regarding the submission of Council Agenda items. All business for Council review must be submitted to Council no later than Noon on the Wednesday before the meeting in question.

INFORMATION TECHNOLOGY

Mr. Weber provided the monthly report to Council. The committee is currently developing on-line applications which can be submitted via the website. As such, the committee will be working on policies and procedures governing this process.

Mr. Weber requested approval of a website link for CHEDG on the Borough's website.

- Upon a motion by Mr. Weber, seconded by Mr. Buell, Council approved the placement of a link to the CHEDG website on the Borough's. The motion passed unanimously.

Mr. Weber thanked Council for their help and support of the CHEDG meeting held on Tuesday, March 7th.

PUBLIC SAFETY

Mr. McBride presented the Police Department report for the month of February 2006. Chief Simpson presented the Fire Department report for February 2006.

Mr. McBride thanked the volunteers for their help and assistance.

Mr. McBride requested approval of a temporary handicap parking space at 20 N 17th Street. This resident temporarily relocated into the Borough due to a fire in another municipality.

- Upon a motion by Mr. McBride, seconded by Mr. Musselman, Council approved the installation of a temporary Handicap Parking Space at 20 N 17th Street. The motion passed unanimously.

Mr. McBride requested approval of the Fire Police to assist with traffic flow at Boscov's. Mr. Moul explained it will be between 11 a.m. and 3 p.m. and the officers will be paid \$15.00 per hour.

- Upon a motion by Mr. McBride, seconded by Mr. Buell, Council approved the Fire Police to assist Boscov's on April 1, 2006. The motion passed unanimously.
- Upon a motion by Mr. McBride, seconded by Ms. Beckley, Council approved the establishment of the hourly rate of \$15.00 for the Fire Police when they assist other organizations with traffic issues. After a brief discussion, the motion passed unanimously.

Mr. McBride received a letter from the Borough of Mechanicsburg regarding assistance of the Fire Police for Jubilee Day and the Halloween Parade. Mr. McBride will forward this request to Mr. Moll for review and it will be discussed in further detail at the April 2006 meeting.

Chief Ammons requested approval in developing the Borough's Code Red Emergency process. This is an emergency phone system that allows the Borough to contact all commercial and residential homes within the Borough in the event of an emergency. Chief Ammons recommended a 6-member committee including 2 representatives from the Fire Department, 2 representatives from the Police Department and 2 representatives from the Borough Administration office.

Cedar Shopping Center has donated \$10,000 to the Police Department for this program's first year.

- Upon a motion by Ms. Beckley, seconded by Mr. Weber, Council approved the establishment of a committee to finalize procedures for this program to be used by the Police, Fire, and Borough administration. The Borough solicitor will review the Code Red contract. The motion passed unanimously.

Once the program is ready to be implemented, the Borough will do a full-blown public relations to present this program to the media.

PARKS & RECREATION

Ms. Beckley presented the monthly report.

- Upon a motion by Ms. Beckley, seconded by Mr. McLemore, Parks and Recreation requests approval of the CHBBA Banner for the Spring Stroll. The motion passed unanimously.
- Upon a motion by Ms. Beckley, seconded by Mr. Weber, Parks and Recreation requests approval to send street closing request to PennDOT for the Memorial Day Parade. The motion passed unanimously.

- Upon a motion by Ms. Beckley, seconded by Mr. Buell, Parks and Recreation requests approval of a Banner from the Camp Hill School District for the May Fair. The motion passed unanimously.

PLANNING & ZONING

Mr. Sledzinski presented the monthly report in the packet.

At the monthly committee meeting, the Planning Commission recommended the Borough's Comprehensive Plan be reviewed and updated. Mr. Sledzinski attended the Cumberland County Planning Commission meeting and found that grant money is available for this project. After a brief discussion, it was agreed that the grant should be applied for and work on the total cost of the project. If needed, we can withdraw our grant request.

Mr. McLemore discussed revising the Zoning Permits and would like to see this project get moving within the next few months.

PUBLIC WORKS

Mr. Musselman presented the monthly report.

Mr. Musselman met with Mr. John Bradley regarding an update on Shaffer Alley. A list of recommendations for this will be forthcoming to Council.

PUBLIC COMMENT

- Molly Robertson asked when the 17th Street project will begin building. Council stated no building permits have been submitted at this time, but Council would make it known when they have requested approval.
- Molly Robertson asked how phone numbers are received for the Code Red program and Chief Ammons said we would get the numbers from the County 9-1-1 system.
- Lou Thiebelmont commented on the turnout of the CHEDG meeting and how it was a great meeting and response and thanked Council.
- Tammy Brinkely thanked Council for approving the Spring Stroll Banner.

Mr. McBride thanked Myra Gons again for her help and support and welcomed Pat Baumann to the Borough.

EXECUTIVE SESSION

Council recessed at 8:41 p.m. for an Executive session to discuss legal matters.

At 11:01 p.m., Council reconvened and adjourned.

Respectfully Submitted,

Anne Shambaugh, Secretary