

**CAMP HILL BOROUGH COUNCIL
MINUTES OF THE REGULAR MEETING
2145 WALNUT STREET, PROSSER HALL
CAMP HILL, PA 17011
March 9, 2016**

President Peter Robelen called the meeting to order at 7:00 p.m. Council Members present were:

Mike Berney
Steve Brodie
Richard Guerin
Peter Robelen
Carl Schultz
Leigh Twiford
Kim Snell-Zarcone

Also present: Mark Simpson, Mayor & Fire Chief; Doug Hockenberry, Police Chief; Sam Robbins, Assistant Borough Manager & Director of Public Works; Steve Feinour, Solicitor; and Nate Sterling as recording secretary.

Present in audience: Michael Mehaffey, Borough Engineer; and Audrey Logar, Recreation Director.

MINUTES

The minutes of the Wednesday, February 10, 2016 regular meeting were presented.

- Motion made by Mr. Brodie, seconded by Mr. Schultz, to approve the minutes. Motion passed unanimously.

MAYOR'S REPORT

There was no report this month.

PUBLIC COMMENT

- Matthew Flinchbaugh, Country Club Road, Leukemia & Lymphoma Society (LLS) Man of the Year Candidate, came to formally request approval to hold a 5K run in the Borough on Saturday May 21, 2016 with a fundraising goal of \$150K for LLS. This was an agenda item to be discussed later during the Parks & Recreation portions of the meeting.

PUBLIC SAFETY

Mr. Brodie asked Mayor Simpson to present the monthly fire and police reports. Mr. Simpson reported as Fire Chief that the monthly fire department activities included vehicle rescue training and he also added that the new fire truck was on target for April and reports were in the packet.

MANAGER'S REPORT

Mr. Robbins stated the monthly Treasurer's Report for January 2016 was in the packet.

HEALTH and SANITATION

Mr. Schultz stated the monthly and engineer's reports were in the packet and requested approval for Change Order #1 in the amount of \$1,500.00 for the Appletree Road Storm Water Rehabilitation Project. The change was needed to include energy absorbing crash barriers that were required as part of the Highway Occupancy Permit (HOP). This change was required after the bid was awarded.

- Motion made by Mr. Schultz, seconded by Mr. Brodie, to approve Change Order #1 in the amount of \$1,500.00 for the Appletree Road Storm Water Rehabilitation Project. Motion passed unanimously.

GENERAL GOVERNMENT

Ms. Twiford read the list of announcements for upcoming meetings

FINANCE

Mr. Guerin presented vouchers for payment and motioned for the following:

- Motion made by Mr. Guerin, seconded by Mr. Brodie, to pay vouchers in the amount of \$636,373.67. Motion passed unanimously.

Mr. Guerin requested approval of the proposed changes in the Borough's Pension Plan which included changing the vesting period to 5-years and the retirement age to 62 for non-uniform employees as had been previously discussed and advertised.

- Motion made by Mr. Guerin, seconded by Mr. Berney, to authorize changing the Borough's Pension Plan for new hires implementing a retirement age of 62 and a 5-year vesting period. There was brief discussion where Mr. Guerin confirmed with Mr. Feinour that he was in approval with the proposed change. Mr. Feinour responded that he along with PMRS was in approval. Motion passed unanimously.

INFRASTRUCTURE

Mr. Guerin motioned for the following two payments items within the Infrastructure section:

- Motion made by Mr. Guerin, seconded by Ms. Twiford, to approve payment to Pipe Services Corporation in the amount of \$28,391.60 for work completed on sewer system televising in 2016. Motion passed unanimously.
- Motion made by Mr. Guerin, seconded by Mr. Schultz, to approve payment to Farhat Excavating, LLC in the amount of \$37,905.00 for work completed on the Appletree Road Storm Water Rehabilitation Project. Motion passed unanimously.

PERSONNEL, POLICIES and PROCEDURES

At this time Mr. Schultz requested approval for the hiring of Patrick Dennis as Borough Manager of Camp Hill Borough at an annual salary of \$93K plus benefits. Mr. Schultz explained that Mr. Robbins wanted to continue his focus on running the Public Works Department so the position of Borough Manager became open and had been advertised. The Borough received 21 applications and interviewed the top 3 candidates of which Mr. Dennis was chosen. Mr. Dennis's resume included a Master's Degree in Public Administration and seven years experience as the Borough Manger of Mechanicsburg Borough. Mr. Schulz concluded that Mr. Dennis had a passion and enthusiasm and would be able to make Camp Hill Borough a better place.

- Motion made by Mr. Schultz, seconded by Mr. Brodie, to approve the hiring of Patrick Dennis as Borough Manager at an annual salary of \$93,000 plus benefits. Motion passed unanimously.
- Motion made by Mr. Schultz, seconded by Mr. Guerin, to appoint Patrick Dennis as the Borough's Open Records Officer. Motion passed unanimously.

At this time Mr. Dennis was welcomed by Council and those present with applause. Mr. Dennis responded that he was excited to get started next Friday [March 18, 2016].

COMMUNITY AND BUSINESS RELATIONS

Mr. Schultz reported that Tap Tech Assistance Program would be coming to perform a 2-day study in the Borough in regards to Business Development Market Street corridor improvements.

PARKS and RECREATION

Ms. Twiford stated the monthly report is in the packet and informed Council that the Recreation subcommittee had decided to reopen Fiala Field on Sundays since it was determined that a day of resting the field was not as important of a factor as to not using the fields at all when they are wet. Coaches have been advised to not hold practice on the field when conditions are wet.

Ms. Twiford updated Council regarding the Eagle Scout project presented last month by Brad Harrington which involved the planting of 3 trees and a bench to honor Jack Schelhaus. She confirmed the tree type (Redbud) and the planting location had been approved by the Shade Tree Commission with the make and model of the bench to be approved by the Recreation Director.

Regarding the Eagle Scout project presented last month by Ian Gabig which involved the creation of a 5K running loop in Siebert Part the subcommittee was seeking additional information as to the location of markers, tree maintenance and placards locations within the park to which Ian would be providing.

Ms. Twiford requested approval for the following two 5K races [within a single motion]:

- Motion made by Ms. Twiford, seconded by Mr. Schultz, to approve the Camp Hill Junior Civic Club to host the Memorial Day Dash 5K Run on Monday, May 30, 2016; and to approve Mr. Matt Flinchbaugh's request to host an LLS 5K Run on Saturday, May 21, 2016. Mr. Brodie inquired with Mr. Flinchbaugh if he had experience hosting 5K runs. Mr. Flinchbaugh responded that Matt Dishner who was present with him had the credentials of 10-years experience hosting 5K runs. Motion passed unanimously.

Lastly, Ms. Twiford stated the Committee was in the process of reviewing the garden contracts.

PLANNING & ZONING

Mr. Brodie stated that the monthly report was in the packet.

PUBLIC WORKS

Mr. Brodie stated that the monthly report was in the packet and provided a brief update on the status of the composting facility. The staff had been trained on the proper use of the grinder and the facility would be reopened for use by the residents again on Monday, April, 4 2016. The hope was to be able to man the facility next year but residents would need to use the facility responsibly by only depositing appropriate yard waste items.

BOROUGH/SCHOOL DISTRICT

Mr. Guerin provided a brief update on Schaeffer School stating that the decision was made to not entertain any offers to purchase the property but to move forward with demolition as planned. The demolition plan was currently under review by the Borough Engineer. Another recent request for consideration came from Camp Hill United Methodist (CHUM) where they expressed interest in keeping just a certain section of the building to relocate their daycare service. Mr. Guerin felt it probably wouldn't be cost effective to demo only part of the building but would have CHUM discuss the matter further with Chris Miller.

PUBLIC COMMENT

- Ashley Egresitz, a MSW student attending the meeting for a class assignment, asked permission from Council to take their group picture at the conclusion of the meeting.

EXECUTIVE SESSION

Council recessed into executive session to seek advice from the Solicitor and to discuss personnel matters, and litigation at 7:25 p.m.

Council returned to Public Session at 7:34 p.m.

Mr. Robelen stated personnel and litigation matters were discussed along with receiving advice from legal counsel within the Executive Session.

There being no further business to discuss a motion for adjournment was made:

- Motion made by Mr. Brodie, seconded by Ms. Snell-Zarcone, to adjourn. Motion passed unanimously at 7:35 p.m.

Respectfully submitted,

Nathaniel Sterling