

**CAMP HILL BOROUGH COUNCIL
MINUTES OF THE REGULAR MEETING
2145 WALNUT STREET, PROSSER HALL
CAMP HILL, PA 17011
September 10, 2014**

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

Steve Brodie
Terri Edwards
Richard Guerin
Peter Robelen
Carl Schultz
Leigh Twiford
Richard Woodard

Also present Chief Hockenberry, Mayor Simpson, Solicitor Steve Feinour, Borough Engineer Mark Malarich, Interim Borough Manager Anne Shambaugh, Code Enforcement & Zoning Officer Chris Miller, and Nate Sterling as recording secretary.

Mr. Robelen reported that Borough Council met in Executive Session twice last week to discuss matters of litigation and personnel.

MINUTES

The minutes of the August 20, 2014 regular meeting were presented.

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

The minutes of the August 26, 2014 special meeting were presented.

- Motion made by Mr. Woodard, seconded by Ms. Twiford, to approve the minutes. Motion passed unanimously.

MAYOR'S REPORT

Chief Hockenberry informed Council that there is now a used needle box next to the used medical drop box in the lobby. Also, Chief Hockenberry and the success of the medical drop box program were mentioned in the New York Times.

Mayor Simpson swore in new Police Officer Ryan McClure.

PUBLIC COMMENT

- Skip Focht, 237 S 16th Street, stated a meeting with the attorney is scheduled and questioned whether a special committee was formed to address the matters with the S 16th Street alley.
- Monica Rhodes, 1706 Lincoln Drive, requested that speeding traffic be addressed near her home by an increased police presence there. Also, she was willing to take photographs of the traffic infractions.
- Nancy Richards, 133 N 25th St, commended Tanya Rhen for running the food service at Don's Snack Shack.

PUBLIC SAFETY

Mayor Simpson stated the police report is in your packet and reminded Council of the CHFD Chicken BBQ date of September 20, 2014 11am to 7pm.

- Motion made by Ms. Edwards, seconded by Mr. Woodard, to approve an Agreement between the Camp Hill Police Association regarding modifying the scheduling system as outlined with the Collective Bargaining Agreement. Motion passed unanimously.

MANAGER'S REPORT

Ms. Shambaugh stated the treasurer's report for August is in your packet. She stated it includes all financial transactions from the month of August 2014.

Ms. Shambaugh presented the 2015 Minimum Municipal Obligation estimates for the Police Pension Plan and Non-Uniform Pension Plan for review.

Ms. Shambaugh presented a resolution detailing how Professional Services are chosen for the Borough's pension plans in order to comply with Act 44 and the Auditor General's recommendation. Ms. Shambaugh stated this resolution needs to be a written resolution and it was included in the packet.

- Motion made by Mr. Brodie, seconded by Mr. Schultz, to approve the resolution detailing how Professional Services are chosen for the Borough's pension plans in order to comply with Act 44 and the Auditor General's recommendation. Motion passed unanimously.

Ms. Shambaugh stated the 2014 Street Paving project was awarded to Penny Supply in the amount of \$626,494 pending review of bonds and insurances by the Solicitor.

- Motion made by Ms. Twiford, seconded by Ms. Edwards, to award the 2014 Street Paving project to Penny Supply in the amount of \$626,49. Motion passed unanimously.

HEALTH and SANITATION

Mr. Guerin stated the monthly report and engineer's report are in the packet.

- Motion made by Mr. Guerin, seconded by Ms. Twiford, to authorize the Borough solicitor, staff, and engineer to begin work on the Appletree Road Stormsewer Rehabilitation Project and negotiate rights of way needed for the project. Motion passed unanimously.

GENERAL GOVERNMENT

Ms. Twiford read the meeting announcements and reminded Council that the October 2014 Council meeting would be held on Tuesday October 7, 2014 instead of the usual Wednesday due to the Ribbon Cutting event at Siebert Park occurring on Wednesday October 8, 2014.

FINANCE

Mr. Woodard presented vouchers for payment.

- Motion made by Mr. Woodard, seconded by Mr. Guerin, to pay vouchers in the amount of \$1,035,110.35. Motion passed unanimously.

INFRASTRUCTURE

There was nothing to report this month.

PERSONNEL, POLICIES and PROCEDURES

Ms. Twiford requested approval for increasing the pay scale of Patrolman Joseph Capers as planned due to his years of experience serving on the West Shore Regional Police force.

- Motion made by Ms. Twiford, seconded by Ms. Edwards, to approve increasing the pay scale of Patrolman Joseph Capers. Motion passed unanimously.

Ms. Twiford requested approval for the promotion of Ms. Shambaugh from Interim Borough Manager to Borough Manger.

- Motion made by Ms. Twiford, seconded by Mr. Schultz. Motion passed unanimously.

COMMUNITY AND BUSINESS RELATIONS

Mr. Schultz presented the Strategic Plan included in the packet for adoption.

- Motion made by Mr. Woodard, seconded by Ms. Twiford. Motion passed unanimously.

Mr. Schultz offered thanks to many individual who were intricate to the creation of the Strategic Plan. Also, Mr. Schultz and Ms. Twiford recommended formal recognition be given to Jim Brock for all of his efforts which would be presented to him at the final Strategic Plan meeting.

Mr. Robelen stated he received a resume and request from a resident seeking to serve as Borough Representative on the Library Board. Mr. Feinour stated this was in fact the first instance of this request serving as Borough Solicitor so he would do further research in order to advise Council.

PARKS and RECREATION

Ms. Edwards stated the monthly report is in your packet and reminded Council of the Ribbon Cutting event on October 8, 2014 at Siebert Park.

- Motion made by Ms. Edwards, seconded by Mr. Guerin, to approve the use of the Cabin in Siebert Park by Camp Hill Pack 51 during October 18-19, 2014 for a camp outing with the rental fees waived. Motion passed unanimously.
- Motion made by Ms. Edwards, seconded by Mr. Guerin, to approve the request for a 2015 Pool Membership to be donated to the Lion Foundation for their silent auction on January 31, 2015. Motion passed unanimously.
- Motion made by Ms. Edwards, seconded by Mr. Guerin, to approve the use of Prosser Hall by Camp Hill Soccer Club on Friday September 12, 2014 with rental fees waived. Motion passed unanimously.

Council discussed annual fees for tennis passes and track access passes for Borough residents.

- Motion made by Ms. Edwards, seconded by Mr. Woodard, to not change the annual tennis fees of \$15.00 for adults and \$8.00 for children and to include a \$5.00 card replacement fee. Motion passed unanimously.
- Motion made by Ms. Edwards, seconded by Mr. Woodard, to establish annual track access fees of \$5.00 per resident with a \$5.00 card replacement fee. Motion failed 3-4.
- Motion made by Ms. Edwards, seconded by Mr. Woodard, to establish annual track access fees as free to all residents with a \$5.00 card replacement fee. Motion passed unanimously.

Chief Hockenberry stated Council may want to consider reviewing and updating the ordinances such as park curfew and trespassing that would allow the Police Department to enforce park and track enforcement policies. The consensus was current enforcements policies do need improved and should be discussed at the next council meeting.

Ms. Edwards stated a recent request was made by Good Shepard to hold Playoff Championships on the new field and they would be willing to pay a fee for use of the field. Ms. Edwards

expressed the difficulty of making this decision was there is currently no precedence or field usage fees established yet but hoped a one-time deal could be made to accommodate this request.

- Motion made by Ms. Edwards, seconded by Mr. Woodard, to charge a one-time fee of \$500.00 plus extra for additional fees if needed. Motion passed with five votes in favor and two votes opposed. Opposing votes took issue with the ambiguity of the potential additional fees.

Mr. Robelen stated recently there were some concerns brought up about ownership of Willow Park as a single tax parcel has been inadvertently assigned to both Willow Park and the Mount Calvary Episcopal Church. Mr. Feinour assured Council this was a clerical error at the County and it would be fixed to show two separate tax parcels with proper ownership.

PLANNING & ZONING

Mr. Schultz stated the monthly report and engineer's report are in your packets.

Mr. Schultz presented the Proposed Zoning Ordinance for approval to advertise stating it was not in fact new but had just been under review and on hold for a long time pending the outcome of the Schaeffer School plan(s).

- Motion made by Mr. Schultz, seconded by Mr. Twiford, to approve to advertise the Proposed Zoning Ordinance. Motion passed unanimously.

Mr. Schultz lead discussion on the request to advertise to change the Borough's Ordinance to adopt the International Property Maintenance Code (IPMC). Questions were directed to both Mr. Feinour and Mr. Miller regarding the differences of the current Property Maintenance Code and the proposed IPMC. In conclusion, Mr. Shultz suggested an informative summary sheet of the basic questions and answers about the IPMC be created for the next council meeting.

PUBLIC WORKS

Mr. Guerin stated the monthly report is in your packets. He also stated the Eagle Scout Monument project is moving forward.

BOROUGH/SCHOOL DISTRICT

Mr. Jeff Shyk provided an update on the Siebert Park project stating there was a slight increase of 1.5% on contingency change orders and that the project was still on schedule for an October 8, 2014 completion date. He stated work on the track would begin on Monday September 15, 2014 and the tennis courts would be completed last.

- Motion made by Mr. Guerin, seconded by Mr. Schultz, to approve payment to Rogele, Inc. in the amount of \$1,354,273.29 for work completed on the Siebert Park project through August 31, 2014. Motion passed unanimously.

- Motion made by Mr. Guerin, seconded by Mr. Schultz, to approve payment to K&W Engineers, Inc. in the amount of \$8,723.35 for work completed on the Siebert Park project through August 31, 2014. Motion passed unanimously.

Mr. Guerin presented the sponsorship agreement between Centric Bank and the Borough for the scoreboard at Siebert Park for approval stating it had been vetted by the appropriate parties.

- Motion made by Mr. Guerin, seconded by Mr. Woodard, to approve the Stadium Scoreboard Sponsorship Agreement with Centric Bank. Motion passed unanimously.

PUBLIC COMMENT

There were no additional public comments made.

EXECUTIVE SESSION

Council recessed into executive session to discuss legal and personnel matters at 8:33 p.m.

Borough Council returned to public session at 8:53 p.m.

There being no further business to discuss,

- Motion made by Mr. Woodard, seconded by Mr. Guerin, to adjourn. Motion passed unanimously at 8:55 p.m.

Respectfully submitted,

Nathaniel Sterling