

**CAMP HILL BOROUGH COUNCIL  
MINUTES OF THE PRE-BUDGET WORKSHOP  
2145 WALNUT STREET, PROSSER HALL  
CAMP HILL, PA 17011  
October 1, 2014**

The workshop began at 6:00 p.m. Present were:

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

Also present were Police Chief Hockenberry, Mayor Mark Simpson, Borough Manager Anne Shambaugh, Finance Director Raymond Madden, and Sewer Billing Clerk Nate Sterling as recording secretary.

The meeting started with a brief discussion on the proposed adoption of the International Property Maintenance Code (IPMC). Codes Enforcement Officer Chris Miller had prepared a summary document and a comparison study of an actual violation and how the current code addressed it versus how the IPMC would address the same violation. Steve Finour would be drafting the proposal with needed modifications for the November 2014 council meeting.

Ms. Edwards asked Chief Hockenberry about any Police Department budget requests. Chief Hockenberry responded that with recent hiring of new officers and the previous vehicle and equipment purchases there were no additional or special needs other than the usual Police Department annual budget items.

Ms. Edwards mentioned some “outside of the box” ideas for the Recreation Department such as new camps and the introduction of more academic/non-sports programs as well as the incorporation of iPads/tablets for use at the camps and for technology training. Council consensus was to purchase about 10 iPads or tablets along with the charging cart apparatus.

Mr. Woodard discussed the possibility of acquiring the property/land associated with the vacant Deissler’s Flowers property for use as parks/green space. Discussion continued regarding what available land the Borough owned potentially for the same purpose.

Ms. Edwards listed Ms. Logar’s requests for the Recreation as follows: a replacement golf cart at \$7,000; a cart to contain/move the P.A. sound system at \$400; Disposable dog waste bag system for the parks at \$100-200 per dispenser. There was a consensus to purchase these items. Later in the meeting Ms. Shambaugh proposed instead of a golf cart that a Gator-type vehicle be purchased which could seat 4-6 with a small truck bed and also be used on the new turf as well.

Mr. Schultz discussed with council and Chief Hockenberry some different ideas for signage, crosswalks, and indicators to attempt to slow down traffic on Market Street for pedestrians for safety and to assist with some of the objectives related to the Strategic Plan.

Chief Hockenberry stated that Camp Hill School District will no longer be using the Code Red call notification system but would be switching to the Black Board system and the Borough would be able to share the service and cost with them as with the Code Red system.

Additional items discussed at this time were the logistics and pro/cons of a gate and/or pass system for entering the yard waste debris at the Public Works facility. Additional requests for the budget included the following: \$10,000 for new recycling containers throughout the Borough and parks, \$5,000-\$7,000 for a storage container shed at Siebert Park, a tennis practice machine for the new tennis courts at \$2,500-\$7,500, stadium supplies such as lacrosse nets and sticks and discussion on possibilities for upgrading/repairing the stone pathway to the creek at Siebert Park.

Ms. Twiford expressed interest in the creation and implementation of an Economic Development Officer initially as a contractor and possibly as an employee for a fee of \$75,000 in addition to the budget line item for economic development of \$50,000 with an additional \$25,000 for implementation and initial expenditures.

Mayor Simpson as Fire Chief listed a kitchen remodeling in the firehouse as the only special budget item request for the Fire Department

Ms. Shambaugh's requests were for the following: replacement trees at Siebert Park of which the cost estimate would be provided by Jeff Shyk; the refurbishment of signs through Siebert costing \$11,000; and an electronic document scan/storage service with ARC for the plans and documents the Borough is required to maintain at a cost of \$36,000 that could be paid over three years.

Ms. Shambaugh also proposed bringing the operations of the concession service at Don's Snack Shack in-house which would include the hiring of the required management and staff. She estimated there would be a slight net profit as there would be a learning curve the initial year; however, it would be a much better option than attempting to contract the operations out again.

Remaining items discussed were upgrading Public Works mowers to have shorter decks, allocating \$10,000 for Skelly & Loy to update the Willow Park Plan, and replacing the codes enforcement officer vehicle.

Additionally Ms. Twiford & Mr. Schultz requested that official recognition be given to Jim Brock as an appreciation for his efforts and assistance with the Strategic Plan at the final meeting.

- Motion made by Mr. Schultz, seconded by Ms. Twiford, that recognition be given to Jim Brock at the final Strategic Planning meeting. Motion passed unanimously.

The first budget workshop session will be Wednesday, October 15 at 6:00 p.m.

There being no further items to discuss, the meeting adjourned at 7:45 p.m.

Respectfully submitted:

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Nathaniel Sterling