

**CAMP HILL BOROUGH COUNCIL
MINUTES OF THE BUDGET WORKSHOP
2145 WALNUT STREET, PROSSER HALL
CAMP HILL, PA 17011
October 15, 2014**

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

Terri Edwards
Richard Guerin
Peter Robelen
Leigh Twiford
Richard Woodard

Also present were Police Chief Hockenberry, Mayor Mark Simpson, Borough Manager Anne Shambaugh, Finance Director Raymond Madden, Recreation Director Audrey Logar, Codes Enforcement Officer Chris Miller, and Sewer Billing Clerk Nate Sterling as recording secretary.

Ms. Shambaugh presented the 2015 draft budget stating the focus of this meeting would be on the General Fund (minor Funds would be addressed at the workshop next week). She mentioned the "Budget on One Page" section showing the proposed budget had no property tax or Penn Waste refuse fees increases.

Chief Hockenberry responded to questions from Council regarding the use of the Police Forfeiture Fund. Chief explained that it traditionally has been reserved for special purchases and special needs that arise throughout the year that were non-budget items for the CHPD but the money could be spent however Council decided.

Mr. Guerin questioned why the spending for crossing guards was lower. Mr. Madden explained that Fire Police will not be doing parking and traffic control for the Camp Hill Football games at Siebert Park any longer. Chief Hockenberry stated he wished to eliminate the Borough paying for a crossing guard at 21st & Walnut Streets.

Ms. Shambaugh explained that the quarterly Borough Newsletter is now almost a break even item since the advertising placement has been outsourced to Graphtech. Also, Ms. Shambaugh stated the budget called for an increase in permitting fees in order to be more in line with the fees of neighboring municipalities.

Chief Hockenberry stated the CHSD would no longer be using the Code Red notification but would be switching to the Black Board service and anticipated the Borough being able to share the service and costs with the CHSD. He also stated Code Red would not provide the Borough/CHPD with the contact database so it would have to be recreated and updated.

Ms. Shambaugh noted some anticipated variance in expenses such as a decrease in legal fees due to the resolution of prior legal matters; a slight increase in expenses due to the number of officers

increasing but could be offset by a decrease in overtime. There would also be a decrease in FICA payments due to the Fire Police no longer working the football games.

Mayor/Chief Simpson requested an increase to annual the CHFD donation up to \$95,000 which would be separate from the \$20,000 allocated for the kitchen remodeling.

Ms. Shambaugh stated \$25,000 was the budget request for a new codes enforcement vehicle. Council discussed the possibility of allocating the money to a new public works vehicle instead and transferring a fleet truck for use as the codes officer vehicle. Mr. Miller explained why a truck was not the preferable option for instances of animal control/transportation and for the security of his personal inspection equipment he uses on behalf of the Borough.

Ms. Shambaugh explained how the public works cost centers were reflected different on the new budget due to the inclusion of additional full time employees and the Public Works director position. She also made Council aware that many of the older Public Works vehicles are having significant issues. As a positive, the Borough would be receiving an increase in funding from the state to the Borough's Liquid Fuels fund.

Ms. Shambaugh stated under Parks & Recreation instructor fees would be slightly decreased due to changes in camp curriculum but camp supplies would see an increase due to the purchase of iPads or tablets for use within the department. There would also be some new capital expenses such as the dog waste bags dispensers and the Gator cart to replace the aging golf cart.

Ms. Shambaugh summarized by stating this would be the first budget without a surplus and that was due almost completely to the transfer of three public works employees from part time to full time and the related cost of increased wages and fringe benefits as well as the additional police officers.

Council requested Ms. Shambaugh prepare multiple year projections to address the anticipated annual budget shortfall of \$250,000.

The budget discussion portion of the workshop ended at 7:15 p.m. Council continued discussing other matters related to the stadium user agreement and the Borough/CHSD agreement. After discussion the consensus was the agreement should be modified to state that a Borough Stadium Manger was required for every rental of the stadium that fee or stipulation could not be waived.

- Motion made by Mr. Guerin, seconded by Ms. Edwards, to adopt the Stadium User Agreement as amended to include a mandatory stadium manager for each rental/use. Motion passed unanimously after additional discussion on the topic.

There being no further items to discuss, the meeting adjourned at 7:56 p.m.

Respectfully submitted,

Nathaniel Sterling