

**CAMP HILL BOROUGH COUNCIL
MINUTES OF THE PRE-BUDGET MEETING
2145 WALNUT STREET, PROSSER HALL
CAMP HILL, PA 17011
October 4, 2012**

President McLemore called the public meeting to order at 5:10 p.m. Present were:

Burke McLemore
Donald Edwards, Jr.
Richard Guerin
Peter Robelen
Carl Schultz
Richard Woodard

Also present Police Chief Ammons, Deputy Chief Hockenberry, Fire Chief Simpson, Finance Director Raymond Madden, Accounts Receivable Clerk Nate Sterling, Codes and Zoning Officer Chris Miller, Borough Manager Gary M. Kline and Borough Secretary Anne Shambaugh. Allison Dougherty of the Patriot News was also present.

PUBLIC COMMENT

There was no public comment at this time.

MANAGER'S REPORT

Mr. Kline provided Council an overview of the proposed 2013 Budget which for the second straight year provides for a surplus. Mr. Kline explained the projected surplus for 2012 is \$450,000 and the proposed surplus for 2013 is \$160,000 in the General Fund.

Mr. Guerin asked about money for the storm water repairs and Mr. Kline stated those funds were in the Capital Improvement Fund.

Mr. Kline stated the Borough received the rating from Moody's earlier in the day for the 2012 bond and it is a "Aa2" which is the same as 2011. He stated the proposed interest rate should be 3.05% which is significantly better than the 4.15% in 2011.

Mr. Guerin stated \$350,000 was budgeted for the design/construction of a new concession stand at the pool and is this money included in the projected \$450,000 surplus in the General Fund. Mr. Kline stated the \$350,000 was budgeted out of the Capital Improvement Fund not the General Fund. Mr. Kline stated the available fund balance of "all" funds combined is approximately \$7.2 million. Mr. Schultz asked if those funds were available and Mr. Kline stated they are.

Mr. Kline presented the proposed Capital Improvement projects for 2013:

Street Paving - \$600,000

Mr. Kline stated we used this figure as a starting point based on the past two (2) years experience with the bids received from contractors. He stated the figure would be further refined based on the actual number of streets paved in 2013.

New Roof on the Administration Building - \$120,000

Mr. Kline stated we have continued to repair the roof but with the most recent rains there are additional leaks which we are unable to fix with a patch.

Pool Concession Stand - \$350,000

Mr. Kline stated the concession stand at the pool was not designed or constructed during 2012 and has been included in the 2013 budget.

Pick-Up Truck - \$40,000

Mr. Kline stated a new truck would replace the 1996 truck currently in use.

Sewer Cleaning/Televising - \$50,000

Sewer Repairs - \$50,000

Mr. Kline stated these are budgeted for the streets to be paved in 2013 as part of the ongoing infrastructure program.

Street Sweeper - \$33,000

Mr. Kline reminded Council of the street sweeper purchase in 2012 with a three-year term with payments of \$33,000 each year.

Mr. Kline stated he received requests to include \$50,000 for the Community/Business Development and \$1,000,000 for storm water repairs. He stated these have been added into the Capital Improvement Fund for review.

Mr. Guerin asked about money to purchase additional recycling containers throughout town at the parks, etc. Mr. Schultz explained the \$50,000 request for Business development would be used to improve the business climate and improve Market Street including parking opportunities, signage and a website for the businesses.

Mr. McLemore asked about the proposed \$1,000,000 for storm water improvements and repairs. Mr. Kline stated there will be approximately \$2.2 million left in the bond to spend on other capital improvements.

Mr. McLemore asked if the timeframe for the projects was two (2) years and Mr. Kline stated it is three (3).

Mr. Guerin stated the proposed repairs to 31st and Bramar is approximately \$750,000 as outlined by Mark Malarich.

Mr. McLemore asked how the money would be moved out of the Capital Improvement Fund. Mr. Kline stated a decision would be made at the committee level with a recommendation on the spending presented to all of Council at a public meeting.

Mr. Schultz asked about whether to spend the surplus or should the Borough use the fund balance and borrow less money. Mr. McLemore stated until the sewer system project is completed he recommends not spending the fund balance.

Mr. Kline stated the general rule of thumb is to keep 5% within the fund balance but the Borough is closer to 15-25%. He recommended the Finance Committee review the amounts going forward for the fund balances.

Mr. Guerin stated it would make more sense when doing the budget if each department was given a directive about the amount of increase and/or decrease to present to Council. Mr. Kline stated with a budget that has had a surplus for the last five (5) years it is not as important to dictate a specific increase/decrease for each department but to look at the overall budget to ensure spending is maintained.

Mr. Kline asked Mr. Guerin if he was still interested in placing cameras at Beverly Park for safety and security purposes. Mr. Guerin stated he is since a group of teenagers seem to be “hanging out” in the park at all hours of the night smoking and drinking.

Chief Ammons stated the Borough could install cameras at Beverly Park and could create a system to track from the Police Department. Mr. Guerin asked if the cameras could be purchased with Forfeiture Funds and Chief stated surveillance cameras were an allowable expense.

Mr. McLemore asked if it was necessary to include in the 2013 budget?

Mr. Robelen stated all personnel evaluations have been completed for 2012 and he will email members of council for specific comments.

Mr. Schultz requested the \$50,000 for the business community be added into the 2013 budget and Mr. Edwards requested \$25,000 for Willow Park be added so the sign and lighting could be purchased.

All of Council agreed to the requests.

Mr. Guerin asked about the \$50,000 in the Capital Improvement Fund to replace the carpeting and Mr. Kline stated we are still getting quotes and based on the numbers it may not be an option for 2013.

Chief Ammons requested approval to spend no more than \$6,000 on a new color copier for the Police Department. He stated the funds would be paid out of the Forfeiture funds for 2012. Council members approved his request.

There being no further business to discuss,

- Motion made by Mr. Guerin, seconded by Mr. Edwards, to adjourn. Motion passed unanimously at 5:50 p.m.

Respectfully submitted,

Anne Shambaugh