

**CAMP HILL BOROUGH COUNCIL
MINUTES OF THE SPECIAL MEETING REGARDING SIEBERT PARK
2145 WALNUT STREET, PROSSER HALL
CAMP HILL, PA 17011
November 26, 2013**

President McLemore called the meeting to order at 5:14 p.m. Present were:

Terri Edwards
Burke McLemore
Peter Robelen
Carl Schultz
Leigh Twiford – *via telephone*
Richard Woodard

Also present Borough Manager Gary M. Kline, Chief Hockenberry, Mayor Simpson, Solicitor Stephen Feinour and Borough Secretary Anne Shambaugh. Mr. Guerin was excused from the meeting.

Mr. McLemore asked for an update on the pool concession stand project.

Mayor Simpson stated the contractor is laying the masonry walls and the concrete work is approximately 60% complete and all plumbing is complete. He stated it should be substantially complete by the end of December 2013.

Mr. McLemore asked which direction Council wants to go with the signage at Willow Park.

Mr. Robelen stated Council discussed the signage about a month ago and wanted to see the cost for the different options for signs. Mr. McLemore asked Chief Hockenberry and Chief Simpson what type of sign would benefit the Police and Fire Departments and both stated a sign that could be programmed with updated information.

After a brief discussion, it was agreed that some type of conclusion should be agreed upon and installed by the end of 2014. As such, Mr. McLemore assigned the task to the Parks and Recreation Committee for review.

Mr. Robelen asked for a motion regarding the Siebert Park renovation project.

- Motion made by Mr. Robelen, seconded by Mr. Woodard, to authorize the engineering contract with K&W Engineering based on impending conditions.

Mr. Robelen stated he understands the need to move forward with preliminary engineering on the project but is not sure if Council should approve the work since the project as a whole has not been approved or authorized by Council. Ms. Twiford stated she spoke to Marc Kurowski of K&W Engineering (K&W) and he stated the contract is a work/pay contract. The Borough will only be responsible for and

billed for work that is completed by K&W. She stated there is a verbal commitment from the School District to pay for 50% of the engineering expenses.

Mr. Schultz asked if the Borough can select which items within the K&W contract we want and/or need. Ms. Twiford stated the survey as well as permitting should be started immediately in order to meet any deadlines in 2014.

Mr. Schultz asked about adding a “termination” clause for stoppage at any time while Mr. McLemore asked about added a “mother may I” clause which would require permission from the Borough to move from task A to B, and so on.

Ms. Edwards stated she understands the contract could be billed on time & materials versus work completed and thinks this is the best approach.

Mr. Schultz asked for the process to look at and approve the entire project. Ms. Twiford told K&W to be prepared to do another town hall meeting in the future and stated the Borough can set-up the bid as a base with several alternatives to be either added or deleted for the project.

Mr. Schultz asked given the schedule pressure when will Council make these decisions?

Ms. Twiford stated the surveying and permitting process takes the longest.

Ms. Edwards stated she agrees with all of the concerns presented and is also concerned with the speed of the project and the overall cost.

Mr. Woodard stated he is aligned with the concerns of the project and thinks the members [of council] attending the meetings has done a terrific job.

Mr. McLemore asked the Manager and Solicitor if the Borough can borrow an additional \$3.5 million.

Mr. Kline stated most of the Borough’s existing debt is classified as “self-liquidating” and will not be considered within the Borough’s borrowing capacity. Mr. Kline stated he did not know the Borough’s borrowing limit but would research and provide the response to Council in an email.

Mr. McLemore asked Mr. Kurowski if the Borough signs the contract and pulls out or decides not to move forward can we stop the entire project?

Mr. Kurowski stated the contract is an “addendum” to the original feasibility study contract signed previously. He noted the Borough will only be billed for services performed on a monthly basis and can cancel the contract at any time.

Mr. Robelen modified his original motion to include...approve the contract subject to be able to put “stops” in place for work done and work billed. Motion passed unanimously.

Mr. McLemore told Mr. Kurowski that Mr. Feinour would contact him regarding changes to the contract.

Mr. Robelen asked if Council was going to discuss the contract for a temporary Public Works supervisor.

- Motion made by Ms. Twiford, seconded by Mr. Robelen, to sign the contract with MuniTemps for a Public Works Supervisor. Motion passed unanimously.

Ms. Twiford stated the contract allows MuniTemps to begin the search for candidates for this position and does not guarantee the hiring.

Mr. Woodard asked if all members of Council will be at the Borough building at 3:00 p.m. on December 7 for the private show with the String Band and Centric Bank. All stated they would be in attendance.

There being no further business to discuss,

- Motion made by Mr. Woodard, seconded by Mr. Robelen, to adjourn. Motion passed unanimously at 5:54 p.m.

Respectfully submitted,

Anne Shambaugh