

**CAMP HILL BOROUGH COUNCIL  
MINUTES OF THE REGULAR MEETING  
2145 WALNUT STREET, PROSSER HALL  
CAMP HILL, PA 17011  
June 11, 2014**

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

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

Also present Chief Hockenberry, Mayor Simpson, Solicitor Stephen Feinour, Borough Engineer Mark Malarich, Interim Borough Manager Anne Shambaugh and Nathaniel Sterling. Mr. Brodie was excused from the meeting.

**MINUTES**

The minutes of the May 13, 2014 special meeting were presented.

- Motion made by Mr. Robelen, seconded by Ms. Edwards, to approve the minutes as presented. Motion passed unanimously.

The minutes of the May 14, 2014 regular meeting were presented.

- Motion made by Mr. Guerin, seconded by Mr. Woodard, to approve the minutes as presented. Motion passed unanimously.

**MAYOR'S REPORT**

Mayor Simpson stated Don's Snack Shack opened on May 23<sup>rd</sup> and the turnout was fantastic. He thanked everyone who assisted with the opening for their hard work to make it a success.

**PUBLIC COMMENT**

- Dick Martin, 2022 Market Street, stated there are 14 properties not paying sewer bills. He wants to know why the School District is paying 1 EDU rather than 14? He stated he made an offer to the Borough to exempt the six veterans currently living in the Borough but since they did not take his offer, he will continue to pursue his quest for fair and equitable sewer rates. He asked why the General Fund is not contributing to the Sewer Fund. He stated he will provide a signed petition to Council members prior to the July 2014 regular meeting requesting a formal study be completed to analyze the sewer rate fees.

- Scott Stager, 400 North Front Street, Harrisburg, requested Borough Council approve the amendments to the Zoning Ordinance without the changes to the alternative energy section. He stated there are properties that cannot be sold or rented because the zoning will change and it is “holding up” the prosperity of these properties. He asked Council to advertise the Ordinance and pass it as it exists and then open it at a later date and re-advertise.
- Suzanne Martin, 217 S 16<sup>th</sup> Street, asked about the cones currently placed in Sheaffer Alley and a timeline for the completion of the work. Mr. Robelen stated there is a sinkhole in the alley which makes it a dangerous location which is why the cones are placed around the area. She asked about a timeline for completion and Ms. Shambaugh stated two (2) weeks after the work order was placed.

### **PRESENTATION BY MAHER DUESSEL**

Ms. Tracey Rash presented the 2013 Audited Financial statements to Council. She provided a brief summary stating the opinion is unmodified and the materially correct. She stated the MD&A is unaudited and the management letter is an internal document.

Mr. Woodard stated Ms. Rash met with the Finance Committee to discuss the audit and the Borough is in excellent financial condition.

- Motion made by Mr. Woodard, seconded by Ms. Twiford, to approve the 2013 Audited Financial Statements as presented by Maher Duessel. Motion passed unanimously.

### **PUBLIC SAFETY**

Mayor Simpson stated the police report is in your packet.

Chief Simpson read the fire report for the month.

- Motion made by Ms. Edwards, seconded by Mr. Guerin, for Borough staff to advertise the Request for Proposal for the security system at the new Siebert Park stadium. Motion passed unanimously.

Chief Hockenberry stated there are very few cars parking against traffic and he assumes the transition will be smooth in August when formal citations will be issued. Ms. Edwards stated an article will be in the August newsletter reminding residents that citations will start to be issued.

### **MANAGER’S REPORT**

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

Ms. Shambaugh stated the Tax Collector has requested an increase in fees for tax certifications. Ms. Shambaugh stated the current fee is \$5.00 per certification (real estate and school district) and Ms. Neiper is requesting an increase to \$7.50 per certification.

- Motion made by Mr. Schultz, seconded by Mr. Guerin, to approve the resolution increasing the fees for tax certifications from \$5.00 each to \$7.50 each. Motion passed unanimously.

Ms. Shambaugh stated a Sinking Fund must be created in conjunction with the Borough's new bank loan for the Siebert Park project. She stated this fund will be used for the payment of the loan amount only. She stated \$20,000 (the first year's payment) will initially be placed into the fund. For years going forward, she stated the amount would be discussed and approved during the budget process.

- Motion made by Mr. Guerin, seconded by Mr. Woodard, to create a sinking fund in conjunction with the Siebert Park Project loan with an initial deposit of \$20,000. Motion passed unanimously.

### **HEALTH and SANITATION**

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

### **GENERAL GOVERNMENT**

Ms. Twiford read the meeting announcements.

### **FINANCE**

Mr. Woodard presented vouchers for payment.

- Motion made by Mr. Woodard, seconded by Mr. Schultz, to pay vouchers in the amount of \$1,534,261.24. Motion passed unanimously.

### **INFRASTRUCTURE**

Ms. Shambaugh stated the Borough previously televised approximately 50% of the sewer lines within the Creek Road Basin and it is necessary to televise the remainder of the Basin. She stated she is requesting authorization to issue Work Order #1 to Pipe Services Corporation to begin the televising.

- Motion made by Mr. Woodard, seconded by Mr. Schultz, to issue work order #1 to Pipe Services Corporation for the televising the remainder of sewer lines within the Creek Road Basin. Motion passed unanimously.

Ms. Shambaugh requested approval to advertise for the 2014 Street Paving project which includes the paving of all the roads where the new sewer force main was installed in 2013.

- Motion made by Mr. Guerin, seconded by Ms. Edwards, to advertise the 2014 Street Paving project. Motion passed unanimously.

## **PERSONNEL, POLICIES and PROCEDURES**

Ms. Twiford stated there is no report this month.

## **COMMUNITY AND BUSINESS RELATIONS**

Mr. Woodard stated the next meeting will be held June 30 at 6:00 p.m.

## **PARKS and RECREATION**

Ms. Edwards stated the monthly report is in your packet.

- Motion made by Ms. Edwards, seconded by Ms. Twiford, to allow Alice Charland and the McDonald family to plant memorial trees in Willow Park in honor of Kathleen Ann Boulanger and Hal T. McDonald respectively. Motion passed unanimously.
- Motion made by Ms. Edwards, seconded by Mr. Guerin, to approve the use of the community room by the Woman's Club on October 17 for a dinner in honor of Columbus Day. Motion passed unanimously.
- Motion made by Ms. Edwards, seconded by Mr. Schultz, to approve payment of \$3,850.00 to East Coast Contracting for work completed on the Snack Shack. Motion passed unanimously.

Ms. Edwards stated she would be making a recommendation during the 2015 budget workshops to put money aside to replace additional trees within Siebert Park that were taken down as a result of the new construction. Mr. Robelen stated this is a great idea and asked Ms. Shambaugh to put something in the next budget for these trees.

- Motion made by Ms. Edwards, seconded by Mr. Woodard, to approve the Central Penn Field Hockey Club to hold its Annual 5K race through the Borough on October 26 at 2:00 p.m. Motion passed unanimously.

Ms. Edwards presented copies of a design for American Civil War markers to be placed within Willow Park. She stated she was contacted by the Camp Curtin Historical Society to place two (2) separate war markers within the Park. After a brief discussion, she requested further discussion and a vote be tabled until the next meeting.

- Motion made by Ms. Edwards, seconded by Mr. Guerin, to authorize a special meeting of council on Wednesday, June 25 at 7:00 p.m. to discuss sign options for Willow Park. After a brief discussion regarding samples to be provided during the meeting, the motion passed unanimously.

As a follow-up Ms. Edwards requested approval for Borough staff to apply for a grant to pay for the sign at Willow Park. She stated notice must be made immediately after the July council meeting and was looking for approval before the meeting so we do not miss the deadline.

- Motion made by Ms. Edwards, seconded by Mr. Woodard, to authorize Borough staff to get the information together for a Community Grant for the sign at Willow Park. Motion passed unanimously.

## **PLANNING & ZONING**

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

## **PUBLIC WORKS**

Mr. Guerin stated the monthly report is in your packets.

## **BOROUGH/SCHOOL DISTRICT**

Mr. Guerin presented items for the Siebert Park project. Mr. Shyk stated the project is on schedule and the stadium and track will begin construction in July as both are built from the inside out. Mr. Guerin again stated the Park will be closed to visitors and residents during construction.

- Motion made by Mr. Guerin, seconded by Mr. Woodard, to approve payment to Rogele, Inc. in the amount of \$158,661.99 for work completed on the Siebert Park project through May 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 \$13,701.31 for work completed on the Siebert Park project through May 31, 2014. Motion passed unanimously.

Mr. Guerin stated the Borough received a change order for \$6,950.00 for the turf previously approved. Mr. Guerin explained there was an error on the bid sheets submitted by the turf company and Rogele, Inc. because the numbers were transposed. He explained the compromise presented to Rogele was the Borough would agree to pay the actual difference between the turf selections [the \$6950] but would not agree to pay the contractor's mark-up. Rogele agreed to the compromise.

- Motion made by Mr. Guerin, seconded by Mr. Schultz, to approve change order #3 in the amount of \$6,950 as the difference between the price of the turf selected and approved. Motion passed unanimously.

Mr. Guerin stated the Borough received a change order for \$14,962.50 to add blue turf in the end zones. Mr. Guerin stated there are several options to cover the increase in cost. The first is if the project comes in on- or under-budget the contingency will be used to cover the expense. If the contingency amount is needed, either Borough Funds or other funds or donations would be used to cover the expense.

- Motion made by Mr. Guerin, seconded by Mr. Schultz, to approve change order #4 in the amount of \$14,962.50 to insert blue turf into the end zones. Motion passed 5-1 with Ms. Edwards dissenting.

**PUBLIC COMMENT**

There were no comments made.

**EXECUTIVE SESSION**

Council recessed into executive session to obtain legal advice from the solicitor, discuss legal matters as well as collective bargaining issues at 8:12 p.m.

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Borough Council returned to public session at 10:22 p.m.

There being no further business to discuss,

- Motion made by Mr. Woodard, seconded by Mr. Schultz, to adjourn. Motion passed unanimously at 10:22 p.m.

Respectfully submitted,

Nathaniel Sterling