

**CAMP HILL BOROUGH COUNCIL
MINUTES OF THE REGULAR MEETING
2145 WALNUT STREET, PROSSER HALL
CAMP HILL, PA 17011
May 13, 2015**

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

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

Also present were Borough Manager Anne Shambaugh, Solicitor Steve Feinour, Borough Engineer Michael Mehaffey, Codes & Zoning Officer Chris Miller, Recreation Director Audrey Logar and Nate Sterling as recording secretary. Mayor Mark Simpson arrived at 7:19pm.

MINUTES

The minutes of the April 8, 2015 regular meeting were presented.

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

PROCLAMATION FOR THE CIVIC CLUB

Representatives of the Camp Hill Civic Club were present to receive a proclamation on their anniversary date for 103 years of service. The news was bittersweet as the decision had been made to officially close the organization due to lack of membership and funds. Members briefly shared some of their most memorable experiences in working with Borough Council throughout the years and presented a plaque to Council and requested that it be displayed in the hallway.

PUBLIC COMMENT

- Floyd Focht, 237 South 16th Street, [regarding the ongoing situation with Shaffer Alley] questioned Council about setting up a meeting time to which Mr. Robelen responded that meeting dates would be provided. Ms. Shambaugh stated that Mr. Mehaffey had met with Rogele regarding the matter and Mr. Mehaffey responded that there were still some items to be investigated but they should be addressed in about a week's time.

- Emily Bremer, 2200 Parkside Road, stated that she had not received a letter explaining the marks on her sidewalk and she was unaware of the requirements of what was to be repaired. She also questioned what would occur if a property was not compliant in making repairs. Ms. Shambaugh stated that letters were being sent to clarify the arrow markings and Mr. Miller spoke briefly on the sidewalk repair process, markings, and requirements.
- Bonnie Bentz, 3019 Columbia Ave, asked if surrounding properties have been notified about the Zoning Hearing scheduled for May 27 and if also included were properties that would have a visual sight line to the proposed electronic billboard. If not, she requested it be done.
- Joe Delellis, 417 Appletree Road, was concerned about handicapped parking and wheelchair accessibility around the girls' softball field at Siebert Park and also expressed concern that there are no speed limit signs within the park itself. Ms. Shambaugh informed Council about a collapsed outtake pipe connected to a natural spring affecting proper drainage in the area and repair solutions. She also stated Mr. Miller was working with Vector Control to protect this area as well as related to mosquito and West Nile concerns around the standing water.

PRESENTATION OF THE 2014 FINANCIAL AUDIT

Ms. Tracey Rash from Maher Duessel presented the 2014 Financial Audit to Council. There were a few items of question or clarification by Council. Mr. Shultz inquired about the future payments from Camp Hill School District for the Siebert Park Stadium being listed as an asset to which Ms. Rash explained although seeming unusual was the proper accounting for this circumstance. Mr. Woodard inquired about the overall strength of the Borough financially. Ms. Rash responded that having six months of capital reserve is considered to be financially good. Mr. Brodie questioned how best to handle the \$48,000 of common stock. Ms. Rash [had already] stated that it was not typical or advised for a municipality to purchase common stock so it should be divested soon after due diligence regarding it was completed. After this brief discussion and the presentation concluded Mr. Woodard made the following motion:

- Motion made by Mr. Woodard, seconded by Mr. Guerin, to accept the 2014 Financial Audit as presented by Ms. Tracey Rash of Maher Duessel, CPAs. Motion passed unanimously.

MAYOR'S REPORT

Mayor Simpson provided a brief update on the Mayor's Challenge for Safer People & Safer Streets Initiative stating that there was a good turnout for the first meeting and future meetings will be held.

PUBLIC SAFETY

Ms. Edwards stated that the Camp Hill Police Department Monthly Report was in the packet.

Chief Simpson summarized the monthly Fire Department report calls and also stated that Engine Replacement Committee had recently met.

MANAGER'S REPORT

Ms. Shambaugh stated the Treasurer's report for April 2015 was included in the council packets and then led a brief discussion with Council on the current fee schedule for services provided by the Borough Tax Collector. There were no matters of concern expressed with the current fees. Next, Ms. Shambaugh requested a motion for the following agenda items:

- Motion made by Mr. Brodie, seconded by Ms. Edwards, to request approval for Resolution 2015-3 adopting the Cumberland County Hazard Mitigation Plan in conjunction with FEMA and PEMA. After brief discussion motion passed unanimously.
- Motion made by Mr. Schultz, seconded by Mr. Guerin, to request approval of Resolution 2015-4 designating approved individuals, i.e. President and Vice President, as signators for Borough approved projects and contracts with Penn Dot and/or multimodal transportation funds. After clarification by Ms. Shambaugh motion passed unanimously.
- Motion made by Mr. Guerin, seconded by Mr. Woodard to approve the advertisement of the 2015 Street Paving contract. Motion passed unanimously.

HEALTH and SANITATION

Mr. Guerin stated the monthly report and engineer's report was included in the council packet and requested the following payment approval:

- Motion made by Mr. Guerin, seconded by Ms. Twiford to request approval to pay PSI Pumping Solutions, Inc. \$12,435.18 for work completed on the pumping station enhancement project at Creek Road through May 1, 2015. Motion passed unanimously.

GENERAL GOVERNMENT

Ms. Twiford read the list of announcements for upcoming meetings.

FINANCE

Mr. Woodard presented vouchers for payment.

- Motion made by Mr. Woodard, seconded by Ms. Twiford, to pay vouchers in the amount of \$980,116.77. Motion passed unanimously.

INFRASTRUCTURE

Mr. Guerin stated there was nothing to report this month.

PERSONNEL, POLICIES and PROCEDURES

Ms. Twiford stated there was nothing to report this month.

COMMUNITY AND BUSINESS RELATIONS

Mr. Schultz stated there was nothing to report this month.

PARKS and RECREATION

Ms. Edwards stated the monthly report is in the packet and stated annual Halloween Parade would be held on Tuesday, October 27 and Trick or Treat Night in the Borough would take place on Thursday October 29 which would be that same as the surrounding municipalities.

Ms. Edwards called to motion approval the following agenda items:

- Motion made by Ms. Edwards, seconded by Mr. Woodard to request approval for the Cleve J. Fredricksen Library to hold the annual Library 5K on at 7 a.m. on Saturday, July 25, 2015. Motion passed unanimously.
- Motion made by Ms. Edwards, seconded by Mr. Woodard to request approval for the planting of two (2) memorial trees in Willow Park in honor of John K. Black and Patricia Anastasio. After the question and response that the tree types had been approved by the Shade Tree Commission the motion passed unanimously.
- Motion made by Ms. Edwards, seconded by Mr. Woodard to request approval for the Camp Curtain Historical Society to hold a Civil War Enactment/Encampment in Willow Park June 12 – 14, 2015. Motion passed unanimously.

Lastly, Ms. Edwards reminded those present about the upcoming Borough events including the annual Kite Festival, the Memorial Day Parade and activities, and Movie Night showing Lego Movie during the pool party.

PLANNING & ZONING

Mr. Brodie stated the monthly report is in the packet and announced a Zoning Hearing on Wednesday, May 27th at 6:00 p.m. for appellant Crossroads Commercial Real Estate seeking relief under section 200-51B to have an electronic sign change advertisements faster or more frequently than the interval of time permitted by the Borough Code. Another matter to be heard was the owners of the Masonic Lodge building at 2215 Market request for a variance on the number of parking spaces required.

Next Mr. Brodie called to motion approval the following agenda items:

- Motion made by Mr. Brodie, seconded by Mr. Woodard to request approval of an Ordinance Opening, Vacating and Closing Locust Court as discussed by Council and duly advertised. Motion passed unanimously.

- Motion made by Mr. Brodie, seconded by Mr. Woodard to request approval of an Ordinance Opening and Vacating a portion of unopened North 15th Street as discussed by Council and duly advertised. Motion passed unanimously.

Mr. Brodie opened discussion on the requests from Matthew Campbell, 235 North 17th Street, and Brian Usko, 229 North 17th Street to open and vacate a certain portion of North 15th Street in the same manner as above (and as done for Michael Coons at 253 North 17th Street). There was mixed opinion among council members as to proceed this way for each individual property as requested or attempt to contact all of the property owners subject to the situation and address all the properties at once. The final consensus was to continue granting individual requests. Due to the increase in property taxes/assessment on each property for the additional land they would absorb it was thought best to be seen as not coercing property owners into making that decision. After this discussion the following two motions were made:

- Motion made by Mr. Brodie, seconded by Mr. Woodard to request approval to proceed to address the requests to Open and Vacate a portion of North 15th Street related to the following properties: Matthew Campbell at 235 North 17th Street, and Brian Usko at 229 North 17th Street. Motion passed unanimously.
- Motion made by Mr. Brodie, seconded by Ms. Edwards to hold a public hearing on the above matter during the June 10, 2015 regular council meeting. Motion passed unanimously.

PUBLIC WORKS

Mr. Brodie stated the monthly report is in your packet.

SCHOOL DISTRICT

Mr. Guerin presented the revised Stadium Usage Agreement for discussion and review.

- Motion made by Mr. Guerin, seconded by Ms. Twiford to approve the revised Stadium Usage Agreement. After brief discussion motion passed unanimously.

PUBLIC COMMENT

- Floyd Focht, 237 South 16th Street, questioned if Lemoyne Borough or Lower Allen Township was contacted yet by the Borough. He also requested that the neighborhood be notified when work was to start in order that parked cars could be moved out of the way.
- Bonnie Bentz, 3019 Columbia Ave, questioned Ms. Shambaugh as to whether a correction was made to Part 2 Section 28 of the new Zoning Ordinance as mentioned in an email.

EXECUTIVE SESSION

Council recessed into executive session to discuss personnel matters, litigation, and to seek advice from the Solicitor at 8:10 p.m.

There being no further business to discuss,

- Motion made by Mr. Woodard, seconded by Mr. Robelen, to adjourn. Motion passed unanimously at 9:07 p.m.

Respectfully submitted,

Nathaniel Sterling