

**REGULAR MEETING MINUTES
CAMP HILL
BOROUGH COUNCIL
November 11, 2019**

**Call to Order
Pledge of Allegiance
Moment of Silent Reflection
Roll Call**

Richard Guerin
Peter Robelen
Carl Schultz
Leigh Twiford
Deb Donahue
Zach Williard
Erin Vroman

Robelen called the meeting to order at 7 pm. After the Pledge of Allegiance and a Moment of Silent Reflection, Borough Manager Dennis led roll call. All Council Members present.

MINUTES

Robelen called for a motion to approve the regular October 9, 2019, meeting and October 16, 2019, special meeting minutes. Guerin made a motion to approve the minutes. Donahue seconded; the motion passed with all in favor.

MAYOR'S REPORT

Mayor Simpson would give his report during the Public Safety portion of the meeting.

PUBLIC COMMENT

No public comment.

PUBLIC SAFETY

Donahue stated that she needed to verify the date and time of the next committee meeting.

Donahue asked the Mayor to provide the monthly police department report. The Mayor reported 956 police calls.

The Mayor also provided the monthly fire report. 27 fire calls (78 man hours, yearly 750 hours); and 122 ambulance calls in October 2019. The Mayor thanked all those who attended the Open House. The department provided fire-prevention demonstrations to all elementary and pre-school classes in the Borough over the past month.

BOROUGH MANAGER'S REPORT

Borough Manager Dennis provided his report and included that PennDOT MTF grant application paperwork for the streetscape was complete and submitted.

FINANCE

Williard discussed the refinancing bids, with RW Baird offering the winning bid. Williard stated the overall savings in interest to General and Sewer Funds to be \$740,000 over the course of almost 20 years. Williard thanked Borough Manager Dennis for his work on these time-consuming projects.

Williard made a motion to approve the payment of checks for September 2019 in the amount of \$1,900,797. Schultz seconded. Schultz questioned why the payments of checks are made in one motion for blanket approval, but the Public Works payments are broken down. Bonn provided an explanation with input from Borough Engineer Justin Mendinsky that the items under Public Works are contracts and should be reviewed individually. The motion then passed with all in favor.

Williard discussed action needed on the tax rate ordinance. Bonn spoke of changes to Borough code that went into effect in September 2019 that no longer requires Pennsylvania Boroughs to advertise tax rate ordinances in the newspaper if the rate is not to change. The tax rate in Camp Hill is not set to change, therefore Council agreed to adopt a resolution after the budget is adopted at the December Council Meeting that will keep the rates the same, rather than advertise ahead of that meeting.

Williard and Bonn led a discussion on the sewer rate ordinance. No changes in the code regarding sewer rate ordinances, regardless of change or no change in the rate. There is no change in the rate for Camp Hill. Williard made a motion to advertise the sewer rate ordinance ahead of the December Council Meeting; Donahue seconded. The motion passed with all in favor.

Williard made a motion to advertise the 2020 draft budget; Schultz seconded. The motion passed with all in favor.

Williard made a motion to approve the 2020 Tax Collector fee schedule; Schultz seconded. Borough Manager Dennis stated this fee schedule does not reflect an increase in the tax collector's compensation. The motion passed with all in favor.

PUBLIC WORKS

The Borough Engineer Justin Mendinsky provided the monthly report. Mendinsky discussed status of current Public Works projects. Twiford asked about Farhat and why work in Schaeffer and Beverly Parks has been so delayed and requested the engineers review contracts and dates and get back to Council with new projected end dates.

Vroman made a motion to approve change order #2 in the amount of \$2,602.00 to add a pole light at the Athol Street Pump Station; Guerin seconded. The motion passed with all in favor.

Vroman made a motion to approve Pay Application #8 for Pump Station Improvements Contract #1 in the amount of \$82,835.29; Guerin seconded. The motion passed with all in favor.

Vroman made a motion to approve Pay Application #6 for Pump Station Improvements Contract #2 in the amount of \$40,977.00; Twiford seconded. The motion passed with all in favor.

Vroman made a motion to authorize application for funding assistance through Commonwealth Financing Authority for a project to eliminate the Seibert Park pump station and upgrade the Creek Road pump station. Williard seconded. Discussion included mention of Siebert Park pump station being aged and inefficient. The motion passed with all in favor.

Vroman made a motion to approve Change Order #1 for the 2019 Paving project in the amount of - \$11,641.41 (decrease in contract price) Change order is to reconcile final construction quantities with the bid; Guerin seconded. The motion passed with all in favor.

Vroman made a motion to approve Pay Application #2 for the 2019 Paving project in the amount of \$207,752.25. This will be the final pay application for this project; Schultz seconded. The motion passed with all in favor.

Vroman made a motion to approve Pay Application #2 for the Compost facility in the amount of \$121,457.70; Williard seconded. The motion passed with all in favor.

Vroman made a motion to approve Pay Application #1 for the Drainage improvements project in the amount of \$99,673.04; Schultz seconded. The motion passed with all in favor.

Vroman made a motion to approve Change Order #1 for the Drainage improvements project in the amount of \$27,278.76. The change order includes a 13' extension of the Yale Street Culvert and additional temporary bracing for a PPL pole at the 26th Street culvert; Schultz seconded. The motion passed with all in favor.

Vroman made a motion to approve Pay Application #2 for the Parks projects in the amount of \$154,493.10; Schultz seconded. The motion passed with all in favor.

Vroman made a motion to approve Change Order #1 for the Parks projects in the amount of \$3,000. This change order adds the pavilion foundations to the excavation contractor's scope of work. The foundations are deleted from the pavilion supplier's scope of work, resulting in a \$3,100 reduction, for a net savings of \$100; Guerin seconded. The motion passed with all in favor.

Vroman made a motion to approve Pay Application #1 for the Goddard Trail project in the amount of \$136,543.88; Williard seconded. Borough Manager Dennis noted that the \$30,000 grant funding from Cumberland County was received and will be applied to this project. The motion passed with all in favor.

Vroman led a discussion on and made a motion to approve the ordinance for Lincoln and Logan Street to make the four-way stop enforceable. Williard seconded. Public comment was requested on this matter, as the item was not included in the published agenda, but added during the meeting. Bonn explained the ordinance had been advertised in prior meeting packets. The motion passed with all in favor.

COMMUNITY & BUSINESS RELATIONS

Mary Beth Brath provided the monthly report. Ms. Brath discussed the upcoming Luminary Walk on November 22 and added that this event was intended to get the professional and service-based business involved. Ms. Brath mentioned the success of gathering sponsorship and involvement from these types of businesses; she added that the Downtown Camp Hill Association has partnered with Arc as a project for their members to assist in creating the luminary bags.

PARKS & RECREATION

Twiford provided the monthly report. Twiford discussed the three current openings for the Recreation Commission and added applications for those are due by December 1. Twiford also mentioned the upcoming Toys for Tots Parade on December 7 and the Holiday Home Decorating Contest in partnership between Parks and Recreation and Blooms by Vickrey. Winners for the decorating contest will be selected and notified the week of December 9.

PLANNING & ZONING

Guerin provided the monthly report. There were 146 complaints last month and \$332,900 in construction permits. Guerin mentioned there will be one opening on Planning Commission after December 31. Applications for this position will be due by December 6 and will be announced on the website. Mr. Dennis added that board and commission openings will be advertised as well.

Guerin led a discussion on the proposed changes to Sign Ordinance. Additional revisions include limiting temporary signs (one per business) to a distance of five (5) feet from the sidewalk; requirements for externally lit signs to have the lights attached to the signs themselves with shields to limit light facing drivers as much as possible; a ban on future neon signs in windows; and banning future monument signs. All proposed changes are applicable to new signs. Existing signs on Market Street are grandfathered in. The new draft of the sign ordinance with these revisions will be posted for public comment.

PERSONNEL, POLICIES, PROCEDURES

No report.

BOROUGH/SCHOOL DISTRICT

Guerin reported there have been no additional meetings and no future meetings scheduled at this time. Guerin added that the School District has made a request for pricing to add electrical conduit from the Public Works Compost Facility to the School District's shed. Pricing to be provided.

COMMENTS FROM COUNCIL

Williard mentioned that if rates continue to remain so low, the Council will likely see future discussions on refinancing opportunities for the 2015 bonds.

Schultz said the Community and Business Relations Committee is currently reviewing the 2014 Camp Hill Strategic Plan. Town Halls will be held once again for public input, and more information on the progress will be put forth.

Robelen noted that he is pleased with the outcome of the recent election and congratulated the three newly elected council members, wishing them all the best.

PUBLIC COMMENT

Brett Miller: 848 Wynnewood Road: Ms. Miller questioned why the Borough continues to use Farhat for construction projects when they have been unreliable in the past and aren't completing current work according to schedules. Ms. Miller also asked if removing the pump station at Siebert Park would have negative consequences on the pool (it will not according to replies from Council). Ms. Miller also urged repairs and improvements be made to the path between the Siebert Park and Creek Road pump stations.

Chris Courogen: 3025 Mayfred Lane: Mr. Courogen expressed his concern that the public is not able to participate in meetings. Mr. Courogen stated that copies of the draft budget were not made available to the public prior to the Council Meeting, and that the public was not able to comment on drafts during the special council meetings recently held as no paper copies were supplied to residents in attendance. Mr. Courogen also urged the Planning Commission to wait until new Council members are seated in the near

year before appointing a new member. He also asked for details and design standards for the Market Street plan, and suggested that the Community and Business Relations Committee look into state grants as a way to gain funding for professional assistance for reviewing the last edition of the strategic plan.

Melissa Schoettle: 1915 Walnut Street: Ms. Schoettle requested information be made available to the public prior to meetings in an effort to get and keep the public engaged. Ms. Schoettle also asked that the distance for temporary signs be measured from the sidewalk and increased to 6 or 7 feet.

Mr. Kelly: 36 N. 27th Street: Mr. Kelly spoke of Borough ordinances and information from 2017 and how they are no longer available on the website. Mr. Dennis offered his contact information as a way to follow up and assist Mr. Kelly in finding the information he needed.

Kathy Diethorn: 25th Street: Ms. Diethorn reminded Council Members and the audience that many attendees are unable to hear during the meetings and asked that speakers be sure their microphones are turned on and they speak directly into them.

ADJOURNMENT

Robelen made a motion to adjourn at 8:29 p.m. for an executive session.

Vroman made a motion to adjourn the council meeting at 8:50 pm.