

**REGULAR MEETING MINUTES  
VIRTUAL COUNCIL MEETING  
CAMP HILL BOROUGH  
JUNE 9, 2021  
7:00 PM**

**Call to Order**

Bonnie Bentz  
Richard Guerin  
Alissa Packer  
Carl Schultz  
Zach Williard

**Roll Call**

- Mr. Schultz called the meeting to order at 7:03 p.m. All were present except for Ms. Twiford.

**MINUTES**

- Ms. Packer made a motion to approve the regular May 12, 2021 Meeting Minutes and the May 26, 2021 Special Meeting Minutes. Mr. Guerin seconded. ***The motion passed with all in favor.***

**ACCEPTANCE OF RESIGNATION OF COUNCIL MEMBER ERIN VROMAN**

- Ms. Packer moved to approve Ms. Vroman's resignation. Ms. Bentz seconded. Mr. Schultz shared that her term would have run through 2023. Council will interview people to serve the rest of the term through 2021. During the election, each party will nominate a candidate to go on the ballot for that 2 year term. Anyone interested in serving the remainder of the 2021 term should submit a resume to Ms. Gibson by June 23<sup>rd</sup>. Council will schedule a public meeting to interview candidates. Ms. Gibson shared that the appointment must be made within 30 days of acceptance of the resignation. ***The motion passed with all in favor.***

**PUBLIC COMMENT**

- **Jennifer Hoover, 127 S. 31<sup>st</sup> Street** – Ms. Hoover thanked Ms. Hill for her work on the Summer Soiree. She gave her best wishes to Ms. Vroman. She expressed some concern from parents regarding background checks for the crossing guard discussion that is further on the agenda and asked Chief to address that. She noted that the Planning & Zoning minutes were not included in the packet.

**PUBLIC SAFETY**

- Mayor Simpson shared that the police ran 734 calls in the month of May.
- Trainings – Officer Moench and Officer Sellers attended the Crisis Intervention Team Training. All officers attended the Fair and Impartial Policing Training. Officer Sellers is currently going through the Bike Patrol School.
- The fire station responded to 734 calls in May and spent 66 hours on those calls.
- There is a Chicken BBQ this Saturday at 11 a.m.
- Chief Margeson recommended entering into a contract with All City Management, LLC for crossing guards. He shared that it has been very difficult to keep crossing guards staffed since last year and that police officers have had to fill in. He received two quotes and has received good reviews on the recommended company. The company would like to hire any existing crossing guards that are already employed. There are state standards for all crossing guards that would have to be done and no standards would be lowered if this agency is hired. Mr. Williard added that they budgeted \$65,000 for crossing guards. The new proposal is for \$81,000, but the savings will come from the \$40,000 officer time that is being used for fill in crossing guards, not to mention overtime hours. The district will still be billed for half. The Creston Road/ bypass intersection is not currently accounted for a crossing guard, since there was approval for a no-right turn sign to go up at Creston. Mr. Hess will follow up with Mr. Lanman to have the sign go up since it should have been delivered to public works. Mr. Williard made a motion to approve All City Management Services, LLC for their crossing guard services. Ms. Packer seconded. ***The motion passed with all in favor.***
- Mr. Williard made a motion to appoint of Deb Donahue as Deputy Emergency Management Coordinator. Mr. Guerin seconded. Mr. Miller shared that he and Mr. Simpson are the two current deputies. Ms. Donahue has

been very helpful in emergency services and they feel she would be a great addition to fill that emergency deputy spot. ***The motion passed with all in favor.***

#### **BOROUGH MANAGER'S REPORT**

- Ms. Gibson shared that Ray Madden retired. She has engaged an accounting Firm, RKL, to help bridge the gap. Current staff members have picked up a lot of the responsibilities in the interim. She is accepting Finance Director Applications to [sgibson@camphillborough.com](mailto:sgibson@camphillborough.com) through June 11. She congratulated Ms. Logar for accomplishing the certification of a Park and Recreation Professional.
- Ms. Gibson turned in the American Rescue Plan Act Application today. Camp Hill Borough has been designated to receive \$827,410.12. The first half should be in by the end of this June and the other half would come next June. The Borough has 4 years to use the funds.
- The 2020 Audit was completed today. The final audit will be presented to Council at the July 14 meeting.
- There is room for 1-2 more volunteers for the Climate Action Plan Committee. It will be a yearlong project. Anyone interested should email [sgibson@camphillborough.com](mailto:sgibson@camphillborough.com). Committee members will be voted on at the next Council Meeting.
- Ms. Gibson and Ms. Logar will be participating on the Steering Committee for the development of the Conodoguinet Greenway Feasibility Study for the Walking and Biking Trail.

#### **FINANCE**

- Mr. Williard made a motion for payment of checks for May 2021 in the amount of \$568,282.47. Ms. Packer seconded the motion. ***The motion passed with all in favor.***
- Mr. Williard shared that they are working on some cyber security training for staff.
- The Borough is transitioning to joining bills.com to make paying bills simpler and easier.
- The budget timeline will be sent in the next week or two. It is typically 3 meetings in August and 3 in October.

#### **PUBLIC WORKS**

- Ms. Bentz shared that HRG will begin the bidding process on a sewer line problem at 34<sup>th</sup> and Walnut Street.
- 19<sup>th</sup> and Chestnut Pedestrian Refuge Island Project:
  - Ms. Bentz made a motion to approve Change Order No. 2 in the amount of negative (-\$434.35). Ms. Packer seconded. ***The motion passed with all in favor.***
  - Ms. Bentz made a motion to approve the final payment in the amount of \$18,920.42. Mr. Guerin seconded. ***The motion passed with all in favor.***

#### **COMMUNITY & BUSINESS RELATIONS**

- Mr. Schultz shared that the application for the PennDOT Highway Occupancy Permit (H.O.P.) for the Streetscape Project was submitted today.
- He thanked Ms. Logar for all of the work that was put into the Memorial Day Ceremony.
- He stated that the Summer Soiree went well and that there was a Plein Air aspect to it. A moveable mural was unveiled and is on the website to view. Postcards of the mural are available at Cornerstone.
- Staff had a website kickoff meeting with Revize.

#### **PARKS & RECREATION**

- The pool is open, as of Memorial Day weekend.
- Camps and programs are set to begin with necessary COVID precautions.
- Ms. Packer made a motion to approve two Memorial Tree Requests to go in Siebert Park from Katie Manning and Girl Scout Troop 11470. Mr. Guerin seconded. Plaques are able to be purchased if they would like to. Mr. Baumann, the chair of the Shade Tree Commission, will help pick and plant the trees. ***The motion passed with all in favor.***
- Schaeffer Park Grand Opening will be on Wednesday, June 16 from 6:30 – 8:00 p.m. There will be a ribbon cutting, followed by a concert by “No Show Ponies.” Papa Johns, Ritas and Isaacs will be there. The food is cash only and will benefit the Earl Besch Fund. Donated items and cash donations may be received as well for the Earl Besch Fund.

- Mr. Williard asked if a Trick or Treat Rain Policy could be created. Ms. Logar and Ms. Gibson will come up with a plan and take it to the Recreation Committee.

#### **PLANNING & ZONING**

- Mr. Guerin shared that a lot of additions are being done in town. There were a lot of notices for weeds and tall grasses, so he encouraged residents to keep their lawns manicured.
- He shared that they expect the Fire Ordinance and Noise Ordinance to go before Council to vote to advertise at the July meeting.
- The Sign Ordinance and Short Term Rental Ordinance will be reviewed by the committee and hopefully be brought to Council to advertise at the August meeting.
- A traffic study count was done at the Quattro Development. The engineers gave a couple of traffic improvement options that was posted on the website for feedback from residents. This will be voted on at the July meeting.
- The Zoning Ad-Hoc Committee has completed their work.
- They will find out next month if the Climate Action Plan was approved for the program. Mr. Guerin made a motion to participate in the State Local Climate Action Plan. Ms. Packer seconded. Mr. Guerin shared that there is no financial commitment until they decide what they would like to implement. If approved, the Borough would be paired with a college student in the fall and then next summer a plan would be presented to Council to be adopted by resolution. *The motion passed with all in favor.*

#### **PERSONNEL**

- Ms. Packer suggested that Council hold the July meeting in person. There will be an option for residents to Zoom-in to view the meeting. If residents would like to make a public comment, they are encouraged to attend in person or to email their comment to [sgibson@camphillborough.com](mailto:sgibson@camphillborough.com) by noon the day of meeting. In person or online committee meetings will be at the discretion of the committee chair until the Declaration of Disaster Emergency is lifted.

#### **COMMENTS FROM COUNCIL**

- Mr. Guerin shared that he hopes for good weather for graduation.
- Ms. Packer thanked Ms. Hill and the Downtown Association for the Summer Soiree and thanked Ms. Logar for the work put in for the Memorial Day Ceremony.

#### **PUBLIC COMMENT**

- **Jennifer Hoover, 127 S. 31<sup>st</sup> Street** – Ms. Hoover asked that if they do add the 9<sup>th</sup> crossing guard location for Creston Road if that would add to the contract price. Mr. Williard answered that if they need to add that location, they can add it at a later date and it would be an additional cost. Ms. Packer believes we can get the sign up before the contract would go into effect. Ms. Hoover shared that the Greenway Feasibility Study is accepting donations for the purposes of matching grants, so she encouraged people to check it out if they would like to donate.

#### **ADJOURNMENT**

- Ms. Packer made a motion to adjourn the meeting. The meeting adjourned at 8:10 p.m.