SHIPPENSBURG BOROUGH COUNCIL

July 5, 2016
7:05 p.m.

Present at the Council Meeting: Andrea Lage
Kathy Coy
Joe Hockersmith
Angela Facchinei
John Alosi
Bruce Hockersmith, Mayor
Sam Wiser, Solicitor (arrived at 7:30 p.m.)

INVOCATION: Kathy Coy

PLEDGE OF ALLEGIANCE: COUNCIL

PUBIC COMMENT: No public comment.

BUSINESS:

CONSIDERATION TO APPROVE THE MINUTES FROM THE JUNE 21, 2016, MEETING

Kathy Coy moved to approve the minutes of the June 21, 2016, meeting as written. Motion seconded by Angie Facchinei. Motion carried 5-0.

CONSIDERATION TO APPROVE RESOLUTION #I6-013 APPROVING PARTICIPATION OF THE SHIPPENSBURG FIRE POLICE TO ASSIST WITH THE FAYETTEVILLE VOLUNTEER FIREMAN'S CARNIVAL JULY 13-18, 2016

Kathy Coy moved to approve Resolution 16-013. Motion seconded by John Alosi. Joe Hockersmith stated that he is assuming that Fayetteville has some sort of reciprocal thing with us just like West Penn or whoever else that we participate in their carnivals? Manager Epley stated that last year they declined to help them because they did not have the manpower. Mr. Epley reported that he also followed up with the fire police because there is no use in approving it if they are not able to help and after speaking to Bill Shirley via email he received the following response: "Council should approve in case any fire police want to go and help but as an organization we cannot commit to assist them". President Lage stated that possibly they should do an amendment to the resolution that recognizes that this is not a commitment of our fire police but it enables anyone who wishes to attend, but not a promise that we will have manpower there. Motion carried 5-0.

CONSIDERATION TO PROVIDE A LETTER OF ACCEPTANCE OF A GRANT AWARD FROM THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION'S GREEN LIGHT-GO PROGRAM

Manager Epley reported that as part of the grant application they request that the municipality provide a letter accepting the grant. Joe Hockersmith moved to accept the grant for the Green Light Go Program. Motion seconded by Kathy Coy. Motion carried 5-0.

CONSIDERATION TO APPROVE RESOLUTION #16-014 AUTHORIZING AND ASSIGNING A DESIGNATED AGENT TO EXECUTE AND SIGN DOCUMENTATION FOR A GRANT AWARDED TO THE BOROUGH OF SHIPPENSBURG UNDER THE 2015 PENNSYLVANIA DEPARTMENT OF TRANSPORTATION'S GREEN LIGHT-GO PROGRAM

Joe Hockersmith moved to approve Resolution 16-014. Motion seconded by Kathy Coy. President Lage stated that in the paperwork she saw that there was a plan to have our 50% match as all in being kind services which are the labor of our staff and after talking with the Manager he had mentioned liquid fuels. President Lage asked if we had an idea of how that split may go and do we need to put that on the documents? Kevin Plasterer, Street Foreman, explained that his planning on purchasing all LED's for all the signals first and then his manpower will replace them and we will put that towards our matching funds. Kevin reported that he will then need to hire a firm to put in the emergency backup units at five intersections that he has chosen and then that will come out of our matching fund as well. Kevin stated that our matching fund will come out of liquid fuels and some in house funds. President Lage also stated that it has been stated this is a PennDot project so she wanted to be sure that our employees are approved to do the work. Kevin stated that once he installs the backup units he will then have to add that to our signal permits and the LED's can be replaced anytime with no special permission. Motion carried 5-0.

CONSIDERATION TO APPROVE A REQUEST BY THE MEMORIAL LUTHERAN CHURCH TO CLOSE TRAFFIC ON S. PENN ST. FROM E. ORANGE ST. TO LUTZ AVE. ON SATURDAY, AUGUST 13, 2016, FROM 3 P.M. TO 8 P.M ., FOR THE 8TH ANNUAL BLESSING OF THE BACKPACKS EVENT

Joe Hockersmith moved to approve the request of Memorial Lutheran Church to close the street for the blessing of the backpacks. Motion seconded by Kathy Coy. Motion carried 5-0.

CONSIDERATION TO APPROVE A STREET CLOING REQUEST FROM THE SHIPPENSBURG KIDS EVENT COMMITTEE FOR A HALLOWEEN PARADE SCHEDULED FOR SATURDAY, OCTOBER 22, 2016, FROM 6 PM TO 9 PM (RAIN DATE WOULD BE SCHEUDLED FOR TUESDAY, OCTOBER 25, 2016, FROM 6 PM TO 9 PM)

Kathy Coy moved to approve the street closing request of the Kids Event Committee for the Halloween Parade. Motion seconded by Angie Facchinei. Kevin Plasterer asked what would happen if Interstate 81 would be closed right before or during one of these events and he wondered if we would be able to go to the committee and tell them that the event is cancelled? Kathy Coy stated that fire police would probably route them down Orange Street. Kevin stated that with the parked cars they

would not be able to do that. Joe Hockersmith stated that public safety would dictate that you cancel the parade. Kevin stated that Nicole said that it is filed with a permit with Orange Street as the alternate route. President Lage stated that to close down King Street they would have to obtain a PennDot permit so she would think that there would be language in that would have contingencies for emergencies. Kathy Coy stated that she would assume that the Fire Department and the Police would have it under control. Motion carried 5-0.

CONSIDERATION TO APPROVE A REQUEST BY THE SHIPPENSBURG POLICE DEPARTMENT TO INSTALL STREET CAMERAS AT SPECIFIC INTERSECTIONS WITHIN THE BOROUGH OF SHIPPENSBURG.

Joe Hockersmith asked how long it will take to be ready to install the cameras? Chief Scott stated that it will be months. Joe stated his feeling is that Council can go ahead and move on the authorization for the purchase and schedule installation and then we have until the next meeting or two to work on the language of the policy manual. President Lage stated that they could do approvals to purchase but installation could wait until they have a final approved policy. Kevin stated that it is going to be rough to make it even happen this year. Chief Scott stated that his biggest thing for this is to be able to get the grant. President Lage asked if the policies are part of the grant? Chief Scott stated, no it was just Council's condition. President Lage stated that she is fine with it as long as they condition it on no installation until they have a policy in place. Joe Hockersmith stated that he feels the department needs to be involved in that along with the Solicitor so that they are not creating Pandora's Box. Chief Scott explained that he thinks that the Right to Know is the big kicker with what you do now with policies.

Joe Hockersmith moved to approve the purchase of the cameras but hold off on the installation until they have an approved policy in place. Motion seconded by Kathy Coy. Mayor Hockersmith stated that he feels it would be appropriate to consult with PSAB to see if they have any specific policy programs and if not we can work with them to develop a policy for other Borough's which would be extremely beneficial. Chief Scott stated that in most Boroughs the businesses purchase the cameras so they are owned by the public business and no policy is necessary. He stated that he checked with both Chambersburg and Carlisle and both municipalities stated that the cameras are owned by the businesses and not the police department. Motion carried 5-0.

CONSIDERATION TO SUBMIT USDA GRANT ON BEHALF OF THE SHIPPENSBURG POLICE DEPARTMENT FOR PURCHASE OF ADDITIONAL STREET CAMERAS

Joe Hockersmith asked who submits the grant? Manager Epley explained that Chief Scott was going to the last time but it came through the borough and the grant was modified because we had a lot of questions such as would PennDot even allow us to put cameras on the poles, etc., so it all got tabled. Mr. Epley stated that they went through with the vehicle purchase but they will have re-submit for the camera system. President Lage asked if he would be expecting money that has not been budgeted to go towards this? Chief Scott stated that no, he has money set aside for the cameras and what money he

doesn't use on the cameras from the grant he can use for something else. Joe Hockersmith asked if the grant is necessary to do what they just approved? Chief Scott stated no.

Joe Hockersmith moved to approve the submission of the USDA grant for the purchase of the additional street cameras. Motion seconded by Kathy Coy. Nicole Bard asked the Chief to re-state how the financing will go. Chief Scott stated that right now the money is set aside, which is $27,000 that has come in from donations. Nicole asked what the grant will be for? Chief Scott stated that it will be a matching grant. President Lage asked if the $27,000 will be going to purchase the cameras that were in their packet? Chief Scott stated that yes; it will cover all of it. He stated that he has three phases for the cameras and however much money he receives from the grant is how much he will do of the phases. He stated that if he does not receive any grant money he will do it all himself but if he receives grant money that is less money he will have to take out of his donations for the cameras. Nicole asked if he gets the grant what will he do with the donation money? Chief Scott stated that they will only give him up to 50% of the total cost, but if he doesn't get that he has to make up the difference. Nicole asked if he receives the 50% grant what will he do with the donations? Chief Scott stated that he will go back to the VFW and Minnequa and ask if he can use that money for something else. President Lage stated that they are basically acknowledging that he has up to $27,000 to put towards cameras and if he gets the grant they are acknowledging that he may take some of the existing donation money and put it to another use provided that the donors agree that it can be reallocated. Chief Scott stated yes. Motion carried 5-0. Mayor Hockersmith asked if it is his understanding that they have approved the installation of street cameras providing a proper policy is developed and workable? Joe stated that they have approved the purchase of the cameras but have delayed the installation until they have the policy in place. Mayor Hockersmith stated that he thinks a final approval for installation and authorizing operation should be approved by Council at a later date. President Lage stated that she feels they would need to approve as final the policy, and then following that they would approve installation. Chief Scott stated that the draft of the policy has been reviewed by Solicitor Wiser and what he put in the packet was with the corrections that were made by the Solicitor. Kathy Coy stated that she will be glad to also look over the policy to see if there is anything that jumps out at her that could pose any possible issues. President Lage stated that if anyone wants to email their thoughts to her about the policy they can work to bring those ideas to the Chief and Sam. President Lage asked Manager Epley to contact PSAB for any policies they may have in place, and asked Council to have a rough approximation of their questions by next Tuesday so they can figure out where they are. Solicitor Wiser stated that his understanding of the camera system is that it is not capable of manipulation other than to zoom directly in on something. Chief Scott stated that he can make it larger but not zoom in. Angie Facchinei stated that some are mounted to the arm and some are mounted to the pole and wanted to know what the difference would be. Chief Scott stated that the arm is straight down the street, sidewalk to sidewalk and the pole is for the side streets.

EXEUTIVE SESSION

President Lage stated that they will be going into Executive Session to discuss personnel and contractual matters. Council went into executive session at 7:36 p.m. and returned at 8:37 p.m.

OTHER BUSINESS

Manager Epley reported that the bid opening will be July 15, 2016, at 3 p.m. here at the Borough Office for the Rowe Road Project. Mr. Epley stated that Tower Point is a company that tries to buy out your cell tower leases and he told the salesman that he would be it in front of Council to look at but he is not looking for any action or conversation about the request. President Lage stated that the cell tower on Reservoir Hill is owned by the Borough Authority. Mr. Epley reported that he received the revised Rowe Road signal light maintenance agreement today and wanted to know if they wanted to look at it and put it on for action at the next meeting? Council agreed to delay it for now.

Mayor Hockersmith stated that several months ago he sent a communication to Council about observing a handicapped person trying to get around a light pole on East Orange Street at the Old Dutch graveyard and has heard nothing since the email. Bruce stated that he thought for handicapped access the utility company has some responsibility? President Lage stated that it was her understanding that we were going to call the utility company and ask them. Mayor Hockersmith stated that this woman had a terrible time and almost fell off her motorized scooter trying to get around the pole and there are a number of other locations in town that are difficult to get around and not handicapped accessible. President Lage stated that she feels it is reasonable to say to them that when they put in a pole they need to make sure there is the minimum access. Solicitor Wiser stated that the minimum access is now 5 feet so that two wheelchairs can pass but they could be constrained by whatever the right of way width may be there. Manager Epley stated that usually the poles are put on the right of way lines. President Lage stated that it was her understanding that we were looking into making sure there is access on one side of the pole or the other that suited handicapped access. Manager Epley stated that he will look into it.

ADJOURNMENT

There being no further business, Joe Hockersmith moved to adjourn the meeting. Kathy Coy stated that she received a complaint about a tree at the park that the limbs are hanging very low, by the dead end of Park Place by the ball field by the last house on Park Place East. Manager Epley stated that he will mention it to Tyler Fairchild. Joe Hockersmith stated that he has received a complaint about the personal use diesel trucks that leave a trail of black smoke and wondered if there is anything they can do about that? Manager Epley stated that diesels are exempt from any emissions testing. Motion seconded by Kathy Coy. Motion carried 5-0. Meeting adjourned at 8:45 p.m.

Secretary