

MAY 4, 2016
WAYNESBORO, PA 17268
REGULAR MEETING

Council President C. Harold Mumma called the regularly scheduled meeting of the Waynesboro Borough Council to order at 7:30 p.m. with the following in attendance:

Council Members – Delmos Oldham, Patrick Fleagle, Niccole Rolls, C. Harold Mumma, Chad Rooney and Michael Cermak

Mayor Richard Starliper

Borough Staff – Jason Stains, Borough Manager
Denny Benshoff, Maintenance Superintendent
Dan Sheffler, Zoning-Code Enforcement Officer
Kevin Grubbs, Head of Engineering Services
Sam Wisner, Borough Solicitor (Salzmann Hughes, PC)
Jim Sourbier, Police Chief

PLEDGE OF ALLEGIANCE: Mayor Starliper led those present in the Pledge of Allegiance.

COMMITTEE REPORTS AND VOTING ON ITEMS FROM COMMITTEE REPORTS (AS NEEDED)

PERSONNEL COMMITTEE: Councilman Cermak made a motion to hire Julianna Smith as Assistant Pool Manager, at the rate of \$9.55/hour. Councilman Rooney seconded; the motion passed unanimously.

Councilman Cermak made a motion to hire Charles Cooley as Assistant Pool Manager, at the rate of \$9.85/hour. Councilman Rooney seconded; the motion passed unanimously.

Councilman Cermak made a motion to hire Jarrett Rolls as Head Lifeguard, at the rate of \$9.05/hour. Councilman Rooney seconded; the motion passed 5-0 (Councilwoman Rolls abstained).

Councilman Cermak made a motion to hire Kyle Dinterman as Head Lifeguard, at the rate of \$9.20/hour. Councilman Rooney seconded; the motion passed unanimously.

PROPERTY AND PUBLIC SAFETY COMMITTEE: Councilman Rooney noted that the 04/21 Property Committee meeting was canceled, due to the lack of new business. The next meeting is scheduled for 05/19 at 6:00 p.m. The Official Map will be on the agenda for discussion at that time.

STREET COMMITTEE: Councilwoman Rolls reported on the following items discussed at the last Street Committee meeting –

- TREE TRIMMING ON S. PRICE AVENUE -- The Homeowners' Association on S. Price Avenue has agreed to be responsible for trimming trees on the street. They are continuing to look for a solution on S. Phillips Avenue.
- TRAFFIC CONCERNS ON OLD MILL ROAD – Review of the concerns voiced by Monty Westmyer continues. No resolution yet.
- STREET LIGHTS – Preliminary quotes will be presented at the next Street Committee meeting for overhead LED cobra lights that are being considered for installation at certain intersections and crosswalks along Main Street. Clarification was made that, to date, there has been no cost to the Borough for the efforts to solve the lighting problem downtown.
- SCHOOL ZONE SIGNS ON E. SECOND STREET – Councilwoman Rolls made a motion to approve the installation of school zone signs on E. Second Street from Myrtle Avenue to the intersection at Rt. 16. Councilman Cermak seconded; the motion passed unanimously.
- SITE DISTANCE ISSUE AT S. PRICE AVENUE/MAIN STREET – Councilwoman Rolls made a motion to extend the no parking zone on the south side of W. Main Street at S. Price Avenue an additional 27' (for a total of 46'). Councilman Rooney seconded; the motion passed unanimously.
- REQUEST FOR PENNDOT TRAFFIC STUDY ON ROUTE 316 AT ARMORY BUILDING – Councilwoman Rolls noted that Darwyn Benedict has approached PENNDOT regarding conducting a traffic study on Route 316 at the Armory Complex, for the purpose of reducing speeding in that area. As a letter from the Borough is required, Councilwoman Rolls made a motion to authorize the Borough Manager to provide such a letter. Councilman Rooney seconded; the motion passed unanimously.
- SCHOOL DISTRICT REQUESTS -- The installation of a three-way stop at the intersection of E. Third Street and Myrtle Avenue was suggested, and the Engineering Department will report back on the matter at the next Street Committee meeting. In addition, they requested the installation of a "School Entrance Only, No Thru Way" sign at the gated entrance to E. Third Street at Myrtle Avenue. Discussion was also held regarding the possibility of installing speed humps on the gated portion of E. Third Street between Myrtle Avenue and the high school parking lot in order to control speeding..
- REQUEST FOR HIDDEN DRIVEWAY SIGN AT QUAIL RUN DEVELOPMENT – The Quail Run Homeowners' Association requested the installation of hidden driveway signs on S. Welty Road to advise motorists of the entrance to their development. Pricing details will be discussed at the next Street Committee meeting.

The next Street Committee meeting will be held on 05/25 at 9:00 a.m.

INTERGOVERNMENTAL COMMITTEE: No report.

DOWNTOWN REVITALIZATION COMMITTEE: Councilman Fleagle reported on the following items discussed at the Downtown Revitalization Committee meeting on 05/03

- MAINSTREET WAYNESBORO UPDATE – The search for a Manager continues. Interviews will be held on 05/09.
- PLAZA – Efforts are being made to have the remaining tenants removed so the buildings can be demolished. Discussion continues regarding future activities for the area. Stormwater solutions are taking place. Kevin Grubbs will monitor the work.
- ADMINISTRATIVE SEARCH WARRANTS – Discussion was held regarding the use of administrative search warrants for enforcing the International Property Maintenance Code. They want to ensure that everyone is on-board with the same rules and parameters, and requested a staff meeting to discuss the matter with the Borough’s Solicitor.
- REPORT ON STREET LIGHTS – A report was given on progress with the street light issue. Suggestions were passed on to the Street Committee.
- HEALTH BOARD UPDATE – Solicitor Wisner has forwarded the proposed agreement to the Chambersburg Borough Council, but has not heard back yet.
- ARCHWAY ON MULBERRY STREET – An update was given on the proposed archway on the south end of Mulberry Street. It was noted that discussions are being held with property owners on the north end also.
- FLOWER PATROL – Hanging baskets will be hung on the light poles on Main Street on 05/13, and the “flower patrol” will water them to October.

The next Downtown Revitalization Committee meeting will be held on 06/07 at 10:00 a.m.

FINANCE COMMITTEE: No report.

RECREATION BOARD: Councilman Rooney reported that Ethan Hanesek is looking to do an Eagle Scout project, and will be working to build the Borough’s first “book house” for Northside Pool.

Councilman Rooney made a motion to allow the “Movies in the Park” series sponsored by the Waynesboro Rotary Club as follows: 06/07 at Rotary Park, 07/12 at Northside Park (with a free swim beginning at 7:00 p.m.) and 08/09 at Memorial Park. Councilman Cermak seconded; the motion passed unanimously.

Councilman Rooney made a motion to permit Borough employees to install new playground equipment (donated by the Rotary Club) at the Rotary Park, with the stipulation that the Borough’s certified playground inspector (Scott Crum) inspect the installation. Councilman Cermak seconded; the motion passed unanimously.

MAYOR’S REPORT: The Mayor’s Report was as follows –

“On April 21st, I attended the Chamber’s mixer at the Waynesboro Day Care Center.

On April 22nd, I had the privilege of presenting to Eagle Scout Alec Danyluk a certificate of achievement. Alec is a member of Troop 97.

On April 24th, I had the privilege of awarding Applebees’ first trophy for their Cruise-In Event, benefitting the Fisher House.

On April 27th, along with Manager Stains and all of Council, I attended the CFCBA meeting in Chambersburg.

On April 29th, I attended the COG’s legislative forum. Among the topics discussed were Open Records, Electronic Recycling, PENNDOT Traffic Control on Signs and Lack of Signs in the Area of Speeding at Schools, and Act 600.”

SOLICITOR’S REPORT: No report.

PUBLIC COMMENTS – AGENDA ITEMS: Visitors desiring to comment on a particular agenda item will be recognized by the President to speak when the topic is being discussed.

PUBLIC COMMENTS – NON-AGENDA ITEMS: None.

CONSENT AGENDA: Councilman Fleagle made a motion to approve the Consent Agenda, as follows –

A. Award of Contracts

(1) Constable Services

B. Routine

(1) Approval of Minutes – April 6, 2016 (regular meeting) and April 20, 2016 (regular meeting)

(2) Pay Bills – Check Details dated 04/25 and 05/03

C. Previously Discussed Items – None.

Councilman Oldham asked for clarification that the constables working for the Borough will be independent contractors and provide their own insurance. Solicitor Wisner responded affirmatively. The motion then passed 5-0 (Councilman Cermak abstained).

UNFINISHED BUSINESS: None.

NEW BUSINESS

AMENDMENT TO WATER PURCHASE AGREEMENT: Council was presented with a proposed amendment to the Water Purchase Agreement between Borough Council, Waynesboro Borough Authority, Washington Township Supervisors and the Washington Township Municipal Authority to place seven (7) customers on Welty Road into the Borough's direct water service area. WBA Chairman Jon Fleagle was present to answer any questions. Councilman Oldham made a motion to approve the amendment. Councilman Rooney seconded; the motion passed unanimously.

POTENTIAL LINE-OF-CREDIT: Manager Stains recommended Council's approval to secure a line-of-credit in anticipation of the costs involved with the Fairview Avenue and Welty Road projects. Funds have been set aside for the Borough's 30% share of the costs, however there is a waiting period involved with receiving PENNDOT's reimbursement for the remaining 70%. Councilman Cermak made a motion to proceed with the required line-of-credit. Councilman Rooney seconded. Solicitor Wiser advised that the first step would be to solicit proposals from financial institutions. The motion passed unanimously.

SOCIAL MEDIA POLICY: Mr. Stains noted that he received information at the last two legal conferences he attended regarding the adoption of social media policies. The policy would establish guidelines for various staff members posting information as representatives of the Borough and in their personal use of social media as Borough employees. The proposed policy is recommended for adoption by the Borough Solicitor and will be provided to all current and future employees as an amendment to the Employee Handbook. Councilman Rooney made a motion to approve the adoption of the Social Media Policy as presented. Councilman Cermak seconded; the motion passed unanimously.

SUMMER COUNCIL MEETING SCHEDULE: Mr. Stains noted that Council typically goes to a summer meeting schedule during the months of June, July and August. During this revised schedule, they meet on the third Wednesday of the month and the meeting on the first Wednesday of the month is held only at the call of the President. Councilman Oldham made a motion to proceed with the summer meeting schedule beginning in June. Councilwoman Rolls seconded; the motion passed unanimously.

Mr. Stains added that Council members will be attending a private tour of the Borough's water and wastewater facilities with members of the Waynesboro Borough Authority on 06/01, beginning at 6:00 p.m.

FOR INFORMATION ONLY: None.

PRESS QUESTIONS: None.

COUNCIL AND STAFF COMMENTS: Councilman Rooney noted that he met recently with the Assistant Principal at the High School to explain the Junior Councilperson

Program. Flyers will be posted and applications provided to interested students. Applications are due to the Borough by 06/01, interviews will be held in June and July, and a motion will be made to appoint a Junior Councilperson and alternate during the August Council meeting.

Councilman Rooney asked the public to show appreciation to all teachers (and acknowledge those who made a difference in their lives) during Teacher Appreciation Week, May 2-6.

Councilman Cermak reported that the two (2) remaining tenants at 21 E. Main Street will vacate the premises by 10:00 a.m. on 05/16.

Denny Benschhoff noted that the Hometown Heroes banners will be hung on 05/12 and the hanging flower baskets on 05/13.

Kevin Grubbs provided information to Council members regarding the land development plans for six (6) apartment units on S. Church Street. The original land development plans were approved by Council in 2014. Since that time, several time extensions were granted and the property changed ownership from Darwyn Benedict to Craig McCleaf (Marsh Run Properties, Inc.) Accordingly, the developer's agreement was revised to reflect the change in ownership. Councilman Cermak made a motion to authorize execution of the revised developer's agreement, which requires financial surety in the amount of \$110,000 and an escrow account in the amount of \$1,000 for administrative and legal fees incurred by the Borough during the course of the project. Councilman Oldham seconded; the motion passed unanimously.

Mr. Grubbs noted that bids were opened for cold in-place asphalt recycling (Fairview Avenue and Welty Road projects), however award of the contract must be delayed until the executed Reimbursement Agreement from PENNDOT has been received. Discussions have been held with the low bidder, and there is no problem with this delay. They anticipate starting the projects during the last week of June or the first week of July, and both projects should be completed within 4-6 days. It was noted that approval of the bids will be on Council's agenda for the next meeting.

Solicitor Wisner asked for confirmation from Police Chief Sourbier of several items regarding the Constable Services contract(s). In summary, he confirmed that the Request for Proposals was advertised in *The Record Herald* on 04/11. Constables under contract with the Borough will transport prisoners when the WPD has insufficient manpower, which will save the Borough money vs. paying officers overtime. Only Constable Michael Cermak and Constable Jason Stains responded to the Request for Proposals. Chief Sourbier will have exclusive supervisory authority over establishing the policy and conduct of constables while they engage in their endeavors for the Borough of Waynesboro.

Chief Sourbier advised Council that the entry-level Patrolman's examination is scheduled for 05/13, the Sergeant's promotional examination is scheduled for 05/20,

and the Corporal's promotional examination is scheduled for 06/03. In addition, he expects that background investigations will be completed for the previous Patrolman's eligibility list by the end of the week; and he hopes to approach the Civil Service Commission and Borough Council with hiring recommendations.

Waynesboro Police Department was represented at various health and safety fairs recently in an effort to be proactive by providing education materials in the community.

Stephen Monn, Chairman of the Waynesboro Planning Commission, was asked for an update on revisions to the Zoning Ordinance and Subdivision/Land Development Ordinance. He noted that updated copies will be provided to each Council member for review in the near future, along with a request to schedule a meeting for in-depth discussion. Council will then be required to hold a public hearing regarding the revisions.

Councilman Oldham thanked the public for their attendance.

Councilwoman Rolls reminded the public of the "Spring Clean Our Town" event on 05/07 from 9:00 a.m. to 12:00 noon. She noted that approximately 50 people have committed to participate.

Mayor Starliper reported that the Waynesboro Fire Police will be assisting the Calvary Assembly of God with an event on 05/06-05/08 and the South Mountain Volunteer Fire Department at their Gun Bash on 07/16.

President Mumma thanked the public for their attendance.

Having no further business to discuss, the meeting adjourned at 8:26 p.m. on a Fleagle/Oldham motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Borough Secretary