

JANUARY 17, 2007  
WAYNESBORO, PA 17268

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

Borough Council Members – Allen Porter, Jason Stains, Craig Newcomer, Richard George, Charles McCammon and Allen Berry

Mayor Richard Starliper

Borough Staff – Lloyd R. Hamberger, II, Borough Manager  
Denny Benschhoff, Maintenance Superintendent  
Dan Sheffler, Zoning-Code Enforcement Officer  
Kevin Grubbs, Head of Engineering Services  
Melissa Dively, Borough Solicitor (Salzmann Hughes, PC)  
Ray Shultz, Police Chief  
Ron Flegel, Fire Chief

Prior to the Pledge of Allegiance, President George requested that those in attendance join in a moment of silence in remembrance of Councilman Porter's wife, Phyllis, who passed away this week.

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

**APPROVE MINUTES:** Councilman McCammon made a motion to approve the minutes of the January 3, 2007 public hearings and regular meeting, as written. Councilman Stains seconded; the motion passed unanimously.

**ACCEPT REPORTS:** Councilman McCammon made a motion to accept the reports of the Code Enforcement Officer and Fire Chief (for December) and the Police Chief (for October), as presented. Councilman Berry seconded; the motion passed unanimously.

### **COMMITTEE REPORTS**

**PERSONNEL COMMITTEE:** Councilman Berry noted that he will present information on two (2) items later in the meeting – (1) resignation of a Recreation Board member; and (2) recommendation for retaining Brian McDowell as the 2007 Pool Manager, at a salary of \$7,500 for the season. He added that it was also the Recreation Board's recommendation that the Assistant Managers be invited to return.

**PROPERTY AND PUBLIC SAFETY COMMITTEE:** Councilman McCammon reported that he will present a motion regarding a conflict on the Zoning Hearing Board (an individual was appointed to the Board who is already serving on another board). In addition, he will present a motion regarding modification of the 2007 salary schedule for non-uniformed and maintenance employees.

**STREET COMMITTEE:** No report – the January Street Committee meeting was canceled.

President George noted that correspondence was received from Richard Rose regarding the possibility of placing stand-alone signs in several of the crosswalks on Main Street. Kevin Grubbs stated that he has contacted PENNDOT regarding the matter, and they forwarded information

(including requirement/regulations that pertain and studies they recommend). The matter will be discussed at the Street Committee's next meeting.

**INTERGOVERNMENTAL COMMITTEE:** No report.

**DOWNTOWN REVITALIZATION AND FINANCE COMMITTEE:** No report. Councilman Newcomer noted that he will discuss the request by Police Chief Shultz regarding a School Resource Officer for the Waynesboro Area School District later in the meeting.

**MAYOR'S REPORT:** No report. Mayor Starliper requested that Council hold an executive session immediately following the regular meeting to discuss a personnel issue.

**SOLICITOR'S REPORT:** No report.

**PUBLIC COMMENT - ITEMS ON AGENDA:** None.

**VOTING ON ITEMS FROM COMMITTEE REPORTS:** Councilman Berry made a motion to accept the resignation of Ronald Berger from the Recreation Board. Councilman McCammon seconded; the motion passed unanimously.

Councilman Berry made a motion to retain Brian McDowell as Pool Manager for 2007, at a salary of \$7,500/season. Councilman Porter seconded; the motion passed unanimously.

Councilman McCammon made a motion to remove Michael Forney from the Zoning Hearing Board. Councilman Porter seconded. Mr. Hamberger noted that he had contacted Mr. Forney regarding the appointment conflict mentioned earlier in the meeting; and Mr. Forney stated his intention to submit his resignation. It was further explained that Council was in error when Mr. Forney was appointed to the Zoning Hearing Board. A vote was then called, and the motion passed 5-0 (Councilman Newcomer abstained).

Councilman McCammon made a motion to adopt the proposed salary schedule (as discussed at Council's recent work session). Councilman Newcomer seconded; the motion passed unanimously. Councilman McCammon made a further motion to adopt the salary roster for non-uniformed employees, as presented by the Borough Manager. Councilman Newcomer seconded; the motion passed unanimously.

## **UNFINISHED BUSINESS**

**CONSIDER ORDINANCE AMENDMENT RE: EMERGENCY AND MUNICIPAL SERVICES TAX (EMST):** Mr. Hamberger noted that the proposed ordinance reiterates the ability for employers in the Borough to deduct the EMST over four (4) pay periods. Councilman McCammon made a motion to adopt the ordinance, as presented. Councilman Porter seconded; the motion passed unanimously.

### **ORDINANCE NO.**

AN ORDINANCE OF THE BOROUGH OF WAYNESBORO, FRANKLIN COUNTY, PENNSYLVANIA, AMENDING ORDINANCE NO. 1058.

Complete copy on file at Borough Hall.

## **NEW BUSINESS**

**AWARD BIDS (DUCTILE IRON PIPE AND GOLF CART RENTAL):** Mr. Hamberger presented Council with results from the bid opening held on January 16<sup>th</sup> for ductile iron pipe and golf cart rental. He noted it is the staff's recommendation that the ductile iron pipe bids be awarded to L/B Water Service, Inc. Councilman Porter made a motion as such. Councilman Berry seconded; the motion passed unanimously.

In addition, Mr. Hamberger noted that the bids for golf cart rental should be awarded to Golf Cart Services, Inc., based on their bid of 42% of net receipts. He added that this amount has decreased 13% since the current contract was negotiated. Councilman Porter made a motion to award the contract to Golf Cart Services, Inc., as recommended by the Borough Manager. Councilman Stains seconded; the motion passed unanimously.

**RESOLUTION NO. 2007-01 (RE: POLICE PENSION PLAN DEDUCTIONS):** Mr. Hamberger presented proposed Resolution No. 2007-01 which, he explained, is required annually by the police contract to note that no deductions will be made from the pay of police officers for contribution to the Police Pension Plan. Councilman McCammon made a motion to approve Resolution No. 2007-01, as presented. Councilman Porter seconded; the motion passed unanimously.

#### RESOLUTION 2007-01

WHEREAS, the Waynesboro Borough Council has been advised that, for the present time or for the twelve (12) month period beginning January 1, 2007, the Waynesboro Police Pension Plan is solvent without deduction, and that it will not be necessary for police officers to contribute to said plan.

Complete copy on file at Borough Hall.

**APPOINTMENT OF DIRECTORS AND ALTERNATES (RENFREW COMMITTEE, INC.):** Mr. Hamberger noted that correspondence was received from John Keller, President of RCI, requesting the Borough's action on their nominees to the RCI Board of Directors for the 2007-2008 year. Those individuals currently serving as Borough appointees are:

Douglas Tengler (Alternate - Jacqueline Barlup)  
David Hykes (Alternate - Louis Barlup)  
Alison Kohler (Alternate is needed)

It was noted that a replacement is needed for Delmos Oldham, who resigned recently as a director. There was also some confusion regarding his alternate (it was thought to be Richard Starliper); and that information will be researched/confirmed.

Councilman McCammon made a motion to appoint those directors and alternates named as the Borough's appointees. Councilman Porter seconded; the motion passed unanimously.

#### PLANNING COMMISSION ITEMS

**CEMETERY PLAN (RONALD MARTIN):** Kevin Grubbs presented Council with information regarding a cemetery plan on State Road for Ronald Martin. The plan was reviewed by the Waynesboro Planning Commission and approval granted contingent upon several minor revisions being made. Those revisions have been completed – the first was the requirement for a special exception (which has been granted); the second was the addition of a provision that the Martin family (or the current owners) would maintain the plot at all times, and the plot would be located on the Land Development Plan in relationship with the existing property lines. The proposed plan was also approved by the Franklin County Planning Commission. Councilman McCammon made a motion to approve the cemetery plan for Ronald Martin, as presented. Councilman Stains seconded.

Ronald Martin noted concern regarding the cemetery location requested by the Planning Commission. He would like to be able to place the cemetery where he wants it, as it is only an area of 14x24' on a 13.85 acre lot. On a subdivision plan, a house can be located anywhere within the building setback lines; and he doesn't understand why it has to be said that the cemetery "goes here". Kevin Grubbs explained that the Subdivision/Land Development Ordinance permits a developer to submit a written request to the Planning Commission for revisions to an existing approved plan. The revision is then forwarded to Borough Council for final approval. If Mr. Martin would like to change the location of the cemetery at some time in the future, it could be done in this manner.

A vote was then called and the motion passed unanimously.

**WEST END DEVELOPMENT:** Kevin Grubbs presented Council with information regarding a Re-Subdivision Plan for West End Development (Lots 40-49). The plan was reviewed and approved by the Waynesboro Planning Commission contingent upon several minor revisions being made (to correct typographical errors). The plan meets all applicable requirements, and was approved by the Franklin County Planning Commission. Councilman McCammon made a motion to approve the Re-Subdivision Plan for West End Development, as presented. Councilman Berry seconded; the motion passed unanimously.

**UPDATE ON S. POTOMAC STREET REPORT:** Kevin Grubbs reported that he has been in frequent contact with Denny Black regarding his report on the S. Potomac Street flooding situation. Information will be presented to Council for consideration at their next meeting regarding additional information that is needed. Drawings of the system, etc. were submitted for Mr. Black's review; and the Engineering Department will begin their physical inspection of the storm sewer the following week. (This was postponed last week due to the threat of rain.)

At their meeting the previous evening, Mr. Grubbs noted that the Waynesboro Borough Authority discussed precautionary methods that could be utilized to prevent another sewer back-up on Fifth Street. They subsequently approved the installation of backflow preventers on sewer laterals for that area. The project will commence in the near future.

**MAIN STREET MANAGER: Carole Malin, Main Street Manager, was present to provide an update to Council and the Mayor on progress made during her three (3) months on-the-job. She added that she has no recommendations or requests at this time.**

**Ms. Malin noted that she has spent most of her time getting acquainted with the many intricacies of Waynesboro. She was involved with planning the Christmas and Yuletide activities downtown, which included many varied activities. She feels that a lot of work will be required to get people from the community and outside the community to "come and see what Waynesboro has to offer".**

**Ms. Malin has been very welcomed by the retail businesses downtown, many of whom are excited for someone to hear their concerns and direct them to the appropriate entities for action. She met recently with the Mayor and Borough Manager, who agreed about the importance of keeping the communication lines open.**

**She has spent time with various committees of Main Street Inc. A tentative schedule of activities for 2007 has been developed, and the Design Committee has begun work on approximately 16 projects. A grant has been obtained for a flower beautification project which will begin in May; and they are currently recruiting volunteers and exploring bids for a motorized vehicle, flowers, etc. for use in the project.**

Ms. Malin noted that, to be successful in her position, she must have a close working relationship with Borough Council, the Chamber, staff, and other organizations; and she is actively working to become acquainted with all those people. She has also met with individuals who are interested in opening businesses downtown through Senator Punt's grant opportunity. She added that some concerns have been expressed to her that would deter potential businesses (as well as foot traffic in the downtown area), such as loitering, and she will work with the appropriate officials to correct these conditions. She is optimistic, however, that Waynesboro can become more vital than what it is at the present time.

Several planned activities were mentioned, including events in May and June (with vintage cars and entertainment), as well as the 3<sup>rd</sup> Market Day/craft show and scarecrow display in October. In addition, plans have already begun for Christmas 2007.

Mr. Hamberger informed Council members that he will meet with Ms. Malin and MaryBeth Hockenberry (Executive Director of the Chamber of Commerce) on Friday, January 26<sup>th</sup>, at 12:00 noon. He invited interested members to attend. He also noted that information will be forthcoming from Ms. Malin regarding progress being made on Senator Punt's Downtown Incentive Grant mentioned earlier.

Mayor Starliper reminded the public that the community (not just Borough Council) needs to "pitch in" to make these events and activities successful. Mr. Hamberger noted his appreciation to Ronald Martin for his donation of equipment utilized for installing this year's Christmas decorations.

#### ADDITIONAL AGENDA ITEMS

SCHOOL RESOURCE OFFICER (WAYNESBORO AREA SCHOOL DISTRICT): Councilman Newcomer noted that he will wait to discuss this matter after Council's executive session.

INVITATION TO ANNUAL MEETING OF THE FRANKLIN COUNTY COOPERATIVE EXTENSION ASSOCIATION: Council members received an invitation to attend the 89<sup>th</sup> Annual Meeting of the Franklin County Cooperative Extension Association to be held on Friday evening, January 26<sup>th</sup>, at the Kauffman Community Center.

INFORMATION RE: PENNSYLVANIA STATE ASSOCIATION OF BOROUGHS SPRING LEGISLATIVE CONFERENCE (MARCH 18-20, 2007): Mr. Hamberger reminded Council members of the upcoming PSAB Spring Legislative Conference to be held on March 18-20, 2007 in Grantville. Individuals interested in attending were asked to contact Melinda Knott.

PUBLIC IN ATTENDANCE - NON-AGENDA ITEMS: Frank Bittner asked for clarification on Carole Malin's last name.

PAY BILLS: Councilman Newcomer made a motion to approve the payment of Voucher List VL-07-01. Councilman Porter seconded; the motion passed unanimously.

COUNCIL AND STAFF COMMENTS: Councilman Berry offered his personal condolences to Councilman Porter on the loss of his wife. He also thanked the public (and the community as a whole) for their support in recognizing Sgt. Edward Shaffer at his memorial services held recently.

Mayor Starliper added his condolences to Mr. Porter, noting that his wife will be missed. He also stated that Sgt. Shaffer's family greatly appreciated the community's support.

The meeting adjourned at 8:04 p.m. After a brief recess, Council convened to executive session at 8:13 p.m. They reconvened to regular session at 8:38 p.m.

Councilman McCammon made a motion not to participate in the School Resource Officer Program, as presented to Council by Police Chief Shultz. The motion died for lack of a second.

Councilman Porter made a motion to review and consider the program, with a definitive answer being given at Council's next meeting. It was noted, however, that the School District needs a reply from Council by January 24<sup>th</sup> in order to submit the appropriate grant information by the deadline. Councilman Porter withdrew his motion.

Councilman Newcomer then made a motion to forward a letter of support and cooperation, however stating that the letter will not guarantee the Borough's participation in the program if approved (as many questions need to be answered prior to a final commitment). Councilman Stains seconded; the motion passed 5-1 (Councilman McCammon opposed).

Having no further business to discuss, the meeting adjourned at 8:43 p.m.

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**Respectfully Submitted,**

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**Melinda S. Knott**  
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**Administrative Assistant**