

SEPTEMBER 19, 2007
WAYNESBORO, PA 17268
REGULAR MEETING

Council President Craig Newcomer 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, Richard George, Craig Newcomer, Charles McCammon and Allen Berry

Mayor Richard Starliper

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

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

APPROVE MINUTES: Councilman McCammon made a motion to approve the minutes of the September 5, 2007 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 August, 2007; and the Police Chief reports for February and August, 2007, as presented. Councilman Berry seconded; the motion passed unanimously.

COMMITTEE REPORTS

PERSONNEL COMMITTEE: Councilman Berry noted that he will discuss several items during the “voting” section of the meeting, including the notice of retirement received from Fire Chief Ron Flegel.

PROPERTY AND PUBLIC SAFETY COMMITTEE: Councilman McCammon reported that the Property Committee met on September 12th. They discussed the proposed sale of the former “dump” property on Ridge Avenue, and are currently awaiting an appraisal. Mr. Hamberger noted that the appraisal was received earlier that day.

Mr. McCammon also stated that the Borough plans to participate in the Franklin County Council of Governments’ Municipal Auction in October. He will report on the equipment being sold later in the meeting.

STREET COMMITTEE: Councilman Porter noted that the Street Committee met on September 10th and discussed the following items –

- E. Second Street (past Senior High School) – the street remains open at all times (except when school officers are patrolling it); this seems to be working well.

- Numerous requests have been received for 25 mph speed limits on N. Garfield Street, Tritle Avenue and Frick Avenue – he will present a motion on the matter.
- Numerous complaints received about vegetative growth in alleys – Code Enforcement Officer Dan Sheffler is working vigorously on this issue.
- Complaints about sight distance at the intersection of N. Grant Street and Strine Alley – he will present a motion on the matter.
- Attempts to clear out items stored on the Rotary parking lot have been successful so far – the Police Department continues to work on the situation.
- Request to limit parking to 48 hours on the Rotary parking lot (as is done behind the Trinity Church) – he will present a motion on the matter.
- Complaints about large vehicles (buses, motor homes, trailers, etc.) interfering with visibility at certain intersections – the Police Department will be requested to work on the situation.
- A question arose regarding the possibility of developers assisting in costs for rebuilding streets when a new development is completed (Welty Road, in particular). Council had previously decided to wait until construction was completed on the new church, but new information is that the church construction will not begin until at least three (3) years from now. As additional traffic will be utilizing the street, resulting in further damage, Otterbein Church is being requested to assist with rebuild costs. They are considering the matter.

INTERGOVERNMENTAL COMMITTEE: Councilman Stains reported on channel changes to be made to Comcast’s Digital Cable line-up, effective October 8, 2007.

DOWNTOWN REVITALIZATION AND FINANCE COMMITTEE: Councilman Newcomer reminded Council and staff members that “budget time” is nearing. He and Mr. Hamberger will be meeting to review preliminary figures in preparation for Council’s upcoming budget meetings.

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

“On September 13th, Councilman Porter and I attended the reception and ribbon-cutting ceremony at the new Sheetz store at Washington Township Boulevard.”

SOLICITOR’S REPORT: No report.

PUBLIC COMMENT - ITEMS ON AGENDA: None.

VOTING ON ITEMS FROM COMMITTEE REPORTS: Councilman Berry made a motion to re-appoint Delores McCammon to a full term on the Waynesboro Health Board; said term would expire on November 1, 2012. Councilman George seconded; the motion passed unanimously.

Councilman Berry noted that he received a favorable performance evaluation for Darryll Wagaman, and made a motion to approve a step increase for him to salary level 10C. Councilman McCammon seconded; the motion passed unanimously.

Councilman Berry noted that he also received a favorable performance evaluation for Doug Layman, however no action on this matter was necessary.

Councilman Berry made a motion to accept Ron Flegel's retirement notice. Councilman McCammon seconded; the motion passed unanimously. Councilman George suggested that the Borough Manager write a letter to Mr. Flegel expressing Council's appreciation for the excellent job he has done. President Newcomer recommended that the Personnel Committee make a recommendation regarding the format by which Council will appoint his replacement. Mr. Hamberger explained that Council will need to decide if they want to hire a full-time Fire Chief/Driver or hire a replacement Fire Apparatus Driver and appoint a part-time Fire Chief. (He noted that they tried a full-time Fire Chief previously, but decided to return to a full-time Driver and part-time Fire Chief who is generally one of the drivers.) A civil service examination will be required in order to hire a Fire Apparatus Driver – and the testing/selection process takes approximately 4-5 months. Councilman George recommended that the Personnel Committee review the matter and make a recommendation to Council. Council concurred.

As an appraisal has been received, Councilman McCammon made a motion to authorize the Borough Manager to proceed with the sale of the former "dump" property on Ridge Avenue. Councilman George seconded; the motion passed unanimously.

Councilman McCammon reported that the following items are being offered for sale at the Franklin County COG Municipal Auction in October: 2002 Ford Crown Vic Police Interceptor (wrecked), 2003 Ford Crown Vic Police Interceptor, Emergency Overhead Lighting Systems and a 1995 Buntun Zero-Turn Mower. He made a motion to authorize the Borough Manager to proceed with selling these items. Councilman Berry seconded. Mayor Starliper questioned the Borough's plans for selling the old penny parking meters. Mr. Hamberger stated that he and the Solicitor are reviewing the matter to determine how they can be sold, and will discuss the matter with the Property Committee in the near future. After further clarification on several of the other items being sold, a vote was called and the motion passed unanimously.

Councilman Porter made a motion for 25 mph zones on the following streets: (1) Garfield Street from Brown Street to King Street; (2) Tritle Avenue from W. Main Street to King Street; and (3) Frick Avenue from W. Main Street to King Street. Councilman Berry seconded; the motion passed unanimously.

Councilman Porter made a motion to paint the curb at the intersection of Strine Alley and N. Grant Street for 15' to the north and south, on a trial basis. Councilman McCammon questioned if this is illegal; and Mr. Hamberger clarified that it is only an advisory and is not enforceable (but is not illegal). Mr. McCammon voiced his opinion that it is a "waste of paint". Councilman Porter responded that the Street Committee had considered making Strine Alley one-way eastbound, but would like to try painting the curb first. Councilman George then seconded the motion which passed 5-1 (Councilman McCammon opposed).

Councilman Porter made a motion to establish a maximum 48-hour time limit for parking in the same spot on the Rotary parking lot (or the vehicle will be towed). Councilman George seconded, but asked Police Chief Shultz if this is feasible. Chief Shultz noted that the vehicle would be legally parked if it bears current registration and inspection; and unless signs are posted otherwise, the car could not be fined or towed. Discussion ensued regarding placing signs at the entrances to the parking lot indicating these restrictions (as is done at the Trinity parking lot), and President Newcomer suggested the issue be tabled until Mr. Hamberger and Solicitor Dively have reviewed the legal aspects of the matter. Mayor Starliper recommended that the most economical way to "clean up" would be for the Maintenance Department to sweep the lot in quadrants four (4) times a month. This would enable the Police Department to see what cars remain and need to be tagged for towing. The previous motions were rescinded, and Councilman Porter made a separate motion to table the matter. Councilman George seconded; the motion passed unanimously.

UNFINISHED BUSINESS

BIDS FOR BOROUGH HALL ROOF: Mr. Hamberger noted that he and the Solicitor have discussed the roof bid results, and they recommend awarding the contract to the lowest bidder. Accordingly, Councilman McCammon made a motion to award the roof bids to Kelly Roofing and Insulating, Inc. of Chambersburg. Councilman Stains seconded; the motion passed unanimously.

NEW BUSINESS

CROP WALK: Mr. Hamberger reported that he received correspondence regarding the CROP Walk to be held on October 7, 2007, beginning at 2:00 p.m. Police Chief Shultz reviewed the matter and noted no problems with the event in the past. Councilman Porter made a motion to approve the request for the CROP Walk. Councilman Stains seconded; the motion passed unanimously.

MODIFICATION TO CIVIL SERVICE REGULATIONS: Mr. Hamberger informed Council that the contract with the police officers' union permits officers to live within a 15-mile radius of Waynesboro's Center Square; however, the civil service regulations require that they live within a 5-mile radius. The Civil Service Commission will need to meet and modify the 5-mile limit to 15. He added that Council can also request that they modify the requirements for fire apparatus drivers at the same time, if Council so desires. Councilman George made a motion to request that the Civil Service Commission modify the residency requirements in their regulations for police officers and fire apparatus drivers as discussed. Councilman Porter seconded; the motion passed unanimously. Councilman Berry asked if there were any candidates for the current vacancy in the Police Department. Mayor Starliper stated that he and Chief Shultz will be discussing a request received for an individual who wishes to be considered.

MAYOR'S PROCLAMATION - LIONS CLUB: Mayor Starliper read a Proclamation for the Lions Club declaring "White Cane Days" as September 21st and 22nd. He added that all proceeds from the fundraiser will stay in the community.

REVISION TO CHRISTMAS PARADE PLANS: President Newcomer noted that Council recently approved the Christmas parade to be held on December 1st, however the bands in the community will be attending a district competition on that date. Accordingly, the Chamber of Commerce has requested that the parade be approved for November 17th instead. Councilman Porter made a motion to approve the revision in the date for the Christmas parade, as requested. Councilman Stains seconded; the motion passed unanimously.

Mr. Hamberger added that the Chamber is also requesting assistance from the Borough in putting up Christmas decorations along Main Street. Councilman Stains made a motion to grant assistance, as requested. Councilman Berry seconded; the motion passed unanimously.

STREET CLOSING - MARKET DAY AND OKTOBERFEST: Councilman George noted that St. Andrews' Oktoberfest is scheduled for October 6th (as is Market Day), and he asked what their request entailed with regard to street closings. Mr. Hamberger noted that their request has not been received yet, but he can contact them for clarification. Due to the amount of foot traffic involved last year, Mr. George suggested that Main Street be closed at Clayton Avenue (instead of Broad Street). PENNDOT's permit has already been obtained for Market Day, but Kevin Grubbs noted there should be no problem in revising it for this reason. Councilman George made a motion to close Main Street, beginning at Clayton Avenue, for Market Day and Oktoberfest on October 6th. Councilman Stains seconded; the motion passed unanimously.

FINANCIAL MANAGEMENT/UTILITY BILLING SOFTWARE PACKAGE: Mr. Hamberger noted that money was placed in the 2007 budget for new financial management/utility billing software. Seven (7) proposals were received, ranging from \$40,000 to \$107,000. Members of the staff have reviewed the

proposals and are recommending the package offered by Dallas Data Systems (at a cost of \$63,000-\$65,000, depending on training and data conversion needed). They visited Upper Allen Township to view the system in-use. The users there reported it to be a very stable system.

Mr. Hamberger further explained that the proposed system is Windows-based (not DOS-based, as the current system is) and is multi-functional. He added that \$32,000 was budgeted for this software, and the Waynesboro Borough Authority has agreed to pay the additional cost. Council President Newcomer also noted that he has viewed the system and finds it to be very user-friendly. In addition, the company assured him that the reports required by Council can be easily generated.

Councilman Porter made a motion to approve the staff's recommendation for accounting/billing software from Dallas Data Systems. Councilman Berry seconded; the motion passed unanimously.

PUBLIC IN ATTENDANCE - NON-AGENDA ITEMS:

Richard Rose, 118 W. Fifth Street – Mr. Rose asked for an update on the engineering study being conducted to address flooding problems in his area. Kevin Grubbs advised that he spoke with Denny Black two weeks ago. He has contacted the aerial mapping company to discuss their progress on the project, and they noted their workload is very heavy at this time. President Newcomer suggested that they be reminded of their promise for a September completion date. Since the Borough has done some work in the area (installing a concrete drainage pipe, backflow preventers and water-tight manholes), Councilman George asked if any problems occurred during the most recent downpour. Mr. Rose noted there were no problems, but he feels that the rainfall was not adequate to truly test the equipment. He also asked if any progress had been made on the S. Church Street diversion project. Mr. Grubbs explained that, upon further review of the matter, it was determined that this would not be feasible due to the elevations; and other options are being explored. He added that this is the most aggressive approach the Borough has taken to address these problems to date – the problems did not happen overnight, and the solutions won't either. In addition, the Borough is "at the mercy" of other firms, whose jobs are very time-consuming and tedious.

Stephen Monn, 126 W. Main Street – Mr. Monn thanked Borough Council (and whatever other organizations were involved) in placing new trash cans in Center Square.

Frank Bittner, 842 Anthony Avenue – Mr. Bittner noted that he has been out-of-town for approximately a month; and since his return, things have changed drastically. Waynesboro now has new trash cans on Main Street, new banners, new flowers for fall, faux-brick on North and South Mulberry Avenue, a "Welcome to Waynesboro" sign has been installed (3 more are pending), M & T Bank's patio walkway has been completed, advertisements for cigarettes at Rutter's have been reduced, new signs have been installed at the Rotary Park, and an asphalt base for a basketball court which is forthcoming has been poured. Mr. Bittner noted that Borough Council deserves a hand of applause, and he encouraged them to "keep up the good work".

Ronald Martin, 66 State Hill Road – Mr. Martin asked if the appraisal for the Ridge Avenue property is public record. Mr. Hamberger noted that it cannot be distributed, as the appraisal forms a basis for bids on the property.

C. Harold Mumma, 147 W. King Street – Mr. Mumma asked for clarification on the bidding process for the Ridge Avenue property. Mr. Hamberger explained that sealed bids will be accepted on the property – bidding information will be publicized in *The Record Herald*.

FOR INFORMATION ONLY

GREATER WAYNESBORO CHAMBER OF COMMERCE MIXER EVENT (SEPTEMBER 20, 2007): Council members were invited to attend the Chamber's Mixer Event at Waynesboro Hospital on September 20th from 5:00 p.m. - 7:30 p.m.

TRI-COUNTY BOROUGH ASSOCIATION MEETING (SEPTEMBER 25, 2007): Information was provided to Council members on the upcoming Tri-County Boroughs Association meeting to be held in New Cumberland on September 25th.

GIRL SCOUTS IN THE HEART OF PENNSYLVANIA - WELCOME TO NEW CEO (SEPTEMBER 27, 2007): An invitation was also received for Council to attend an event to welcome the new CEO of Girl Scouts in the Heart of Pennsylvania on September 27th, from 4:30 p.m. to 6:00 p.m., at Wilson College.

GREATER WAYNESBORO CHAMBER OF COMMERCE ANNUAL DINNER MEETING (OCTOBER 4, 2007): Council members were invited to attend the Chamber's Annual Dinner Meeting to be held on October 4th at the Waynesboro Country Club. Those interested in attending were asked to contact Melinda Knott as soon as possible.

PENNSYLVANIA STATE ASSOCIATION OF BOROUGH FALL LEADERSHIP CONFERENCE (OCTOBER 19-21, 2007): The PSAB's Fall Leadership Conference will be held on October 19-21, 2007 in State College. Council members interested in attending were asked to contact Melinda Knott.

MINUTES OF SPECIAL COUNCIL MEETING RE: BUILDING CODE ISSUES: Mr. Hamberger noted that he provided minutes of the special Council meeting regarding Building Code issues (held on September 10th) for Council's review. Action can be taken at their next meeting.

PAY BILLS: Councilman Stains made a motion to approve Voucher List VL-07-26 for payment. Councilman Porter seconded; the motion passed unanimously.

COUNCIL AND STAFF COMMENTS: On behalf of Borough Council, Councilman Berry thanked Ron Flegel for his dedication to the position of Fire Chief over the past several years.

Councilman Porter echoed Councilman Berry's comments, adding that it has been wonderful to have things "go smoothly" in the Fire Department.

Councilman Stains noted that he has contacted the company who manufactures/installs lighted crosswalks, and a representative will be in touch with Mr. Hamberger in the near future to arrange a presentation/demonstration. He requested that Council consider adopting an ordinance to limit parking of buses, motor homes, etc. on certain streets in the Borough. He also asked the Street Committee to look at parking on Cleveland Avenue at Second and S. Grant Streets. In addition, he noted that discussion was held several months ago regarding crosswalks on Grant Street between Commerce Street and Grandview Avenue, however no action has been taken. Councilman Porter commented that crosswalks at that location have been studied extensively, and the matter will be discussed later in the meeting.

Councilman George thanked Ron Flegel for his service to the Borough, and the volunteers who have been watering the flowers downtown on a continual basis. He noted that the changes Frank Bittner listed earlier are very positive for the downtown, and he feels that Waynesboro is "moving in the right direction".

Mayor Starliper expressed a need for volunteer fire policemen. As many of the community's events require traffic control, he noted that the lack of volunteers may necessitate overtime within the Police

Department. He also thanked the citizens on Clayton Avenue for their actions in apprehending a burglar recently. He stressed the need for citizens to be aware of their surroundings ... the residents of Clayton Avenue did this and made a difference in this situation. The Mayor also invited the public to attend a service to honor and recognize emergency service workers at the Faith United Methodist Church on Sunday, September 23rd at 10:45 a.m.

Kevin Grubbs reported that the Street Committee discussed crosswalks on N. Grant Street several months ago. At that time he spoke with PENNDOT officials, who stated they will not permit a crosswalk at Brown Street due to the amount of traffic and activity at that location. Mr. Grubbs noted that they considered placing a crosswalk at Commerce Street, but also felt there would be a sight distance issue. Discussion followed regarding PENNDOT's permit requirements for mid-block crosswalks. Councilman George stated that a crosswalk at this location would be similar to the ones at Main Street/Fairview Avenue and Third Street/S. Church Street. He added that this may not be a perfect situation, but it would provide some security for pedestrians in the area. Council concurred, and Kevin Grubbs noted he will make application for the required permit. A member of the public, Harold Mumma, noted that PENNDOT had agreed in the past to remove the bank at the Armory to improve sight distance. Mr. Grubbs stated that they are waiting on Allegheny Power to relocate three (3) utility poles, and are hopeful that this will be completed before bad weather sets in.

Ron Flegel thanked Council members for their comments, noting that his decision to retire was not an easy one; he voiced his appreciation for their support over the past four (4) years. Mr. Flegel also invited interested individuals to attend Sunday's service at the Faith United Methodist Church for emergency service workers.

Council President Newcomer "dittoed" Council's remarks for Ron Flegel, noting that it takes a special person to provide dedicated service such as his to the community. He remarked that Council members were invited recently to attend a get-together and meeting with the Waynesboro Borough Authority at the Borough's water treatment facility. He was quite impressed with the facility and its staff. He also thanked Frank Bittner and Stephen Monn for their positive comments, but noted that it took a lot more people than just Borough Council to make the projects mentioned happen. He added that residents of the community have a lot to be proud of in Waynesboro.

Having no further business to conduct, the meeting adjourned at 8:40 p.m. on a McCammon/Stains motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Administrative Assistant