

JUNE 15, 2005
WAYNESBORO, PA 17268

Council President Charles McCammon 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 – Richard George, C. Harold Mumma, John Cook, Charles McCammon and Lorena Newcomer

Mayor Louis M. Barlup, Jr.

Borough Staff – Lloyd R. Hamberger, II, Borough Manager
Ron Flegel, Fire Chief
Ray Shultz, Police Chief
D. Lloyd Reichard, II, Borough Solicitor
Denny Benshoff, Maintenance Superintendent
Kevin Grubbs, Head of Engineering Services

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

NEW COUNCIL PERSON: Councilman Mumma made a motion to appoint Stephen Monn as Councilman to fill the vacant seat in the third ward. Councilman Cook seconded; the motion passed unanimously.

Mayor Barlup administered the Oath of Office and Loyalty Oath to Mr. Monn. Council President McCammon thanked those individuals who applied for the vacancy and were in attendance this evening to show their interest in the position.

APPROVE MINUTES: Councilman George made a motion to approve the minutes of the April 14th Town Meeting, the May 11th public hearing, and the May 18th regular meeting, as written. Councilman Mumma seconded; the motion passed unanimously.

ACCEPT REPORTS: Councilman George made a motion to accept the reports of the Code Enforcement Officer and Fire Chief, as presented. Councilman Cook seconded; the motion passed unanimously.

COMMITTEE REPORTS

PERSONNEL COMMITTEE: Councilman Mumma noted that the Personnel Committee is recommending step increases be granted to Melinda Knott (to salary level 10D) and Goldie Kauffman (to salary level 10D). He added that a favorable evaluation was received for Stanley Pryor, however no action was necessary at this time.

Councilman Mumma also noted that he will recommend hiring Brian Benedict as a Summer Maintenance Worker with the Borough's Maintenance Department.

In addition, the following police officers have received satisfactory evaluations and recommendations from the Chief to be removed from probationary status and placed on Patrolman I level, effective July 5th: Travis Carbaugh, Robert Stansfield, David Haugh and Bryan Chappell, Jr.

STREET COMMITTEE: Councilman George reported on the following items discussed at the June 6th Street Committee meeting –

1. Request from the Waynesboro Hospital for installation of pedestrian crossing flashing lights in front of the hospital on Main Street – will be discussed further at the July meeting
2. Request from St. Andrews Catholic Church to close Main Street from Clayton Avenue to Broad Street for a church fair – will take action at this meeting
3. Report on street reconstruction projects – Kevin Grubbs was asked to provide an update:

Mr. Grubbs reported that the reconstruction contract has been awarded to Fayetteville Contractors for Park Street, Homewood Avenue, W. Second Street and Ridge Avenue. Work will begin no later than July 1st. The concrete work is almost complete.

Regarding the resurfacing contract, eight streets will be done. Bids will be opened and awarded in two weeks. Hopefully work on these streets will begin by August 1st.

4. Reviewed street funding – Lloyd Hamberger was asked for an update:

Mr. Hamberger reported that the Borough was awarded a loan for 1.3 million dollars through PENNDOT's Infrastructure Bank (documents will be presented for Council's approval later in the meeting). Interest is fixed at 3% for 10 years. A special meeting will be held on June 29th to award street resurfacing bids, as well as other items. Bond counsel will have appropriate documents prepared for loan close-out at that time.

Councilman George thanked Mr. Hamberger for his efforts to secure this loan.

5. Agreed to recommend placement of a convex mirror on S. Church Street and Alley #1 – will have a recommendation for Council's consideration
6. Discussed signs needed at Memorial Park – will have a recommendation for Council's consideration at a later date
7. Discussed status of alley abandonment as per Hospital request – Kevin Grubbs will provide information on this matter later in the meeting
8. Preparation of a list of street projects proposed for 2006 – will be presented for Council's consideration at their July meeting
9. Received request for white centerline on S. Broad Street – will have a recommendation
10. Discussed concern that "No Turn on Red" signs are not very visible – new signs will be erected in the near future
11. Discussed replacement of parking meters – will have a recommendation
12. Request for a trash container to be placed on Second and Virginia Avenue – suggested that the individual contact the School District regarding this matter

13. Request for speed limit signs on Dickinson Avenue – Committee will review this matter further
14. When construction on Sunnyside Avenue was done, the driveway ramp at 701 E. Main Street needed to be repaired – this matter has been taken care of
15. Acknowledged receipt of a request for a handicapped parking space at 221 Dickinson Avenue
16. Received a letter from Rod Cauffman – will discuss at the July meeting
17. Received a telephone call from Marc Denchfield regarding truck traffic on Elder Avenue – will be discussed at the July meeting
18. Received a call from Katina Miller regarding an alley request – will be discussed at the July meeting

INTERGOVERNMENTAL COMMITTEE: No report.

DOWNTOWN REVITALIZATION AND FINANCE COMMITTEE: No report. Councilman Cook reported that the Committee's next meeting will be held on June 22nd at 7:00 p.m.

MAYOR'S REPORT: No report.

PUBLIC COMMENT - ITEMS ON AGENDA: Gary Washburn, 149 E. Fifth Street, questioned why it has taken so long for the various signs recently approved for E. Fifth Street to be erected. Kevin Grubbs noted that traffic studies needed to be conducted; and the signs were ordered, but were just recently received. Those will be installed the beginning of the following week.

VOTING ON ITEMS FROM COMMITTEE REPORTS: Councilman Mumma made a motion to approve the hiring of Brian Benedict as a Summer Maintenance Worker. Councilman Cook seconded; the motion passed unanimously.

Councilman Mumma made a motion to remove the following police officers from probationary status and place them on Patrolman I level, effective July 5th: Travis Carbaugh, Robert Stansfield, David Haugh and Bryan Chappell, Jr. Councilman Cook seconded; the motion passed unanimously.

Councilman Mumma made a motion to grant a step increase for Melinda Knott to 10D. Councilman Cook seconded; the motion passed unanimously.

Councilman Mumma made a motion to grant a step increase for Goldie Kauffman to 10D. Councilman Cook seconded; the motion passed unanimously.

Councilman George made a motion that Council approve the placement of "No Parking" signs on the north and south sides of Main Street from Clayton Avenue to Broad Street on October 1st for a church fair at St. Andrews. He clarified that the street will not be closed – only parking areas are being closed for use by vendors. Councilman Cook seconded; the motion passed unanimously.

Councilman George made a motion to direct the Borough Manager to submit a three-year plan to replace the parking meters in the downtown area. Councilwoman Newcomer seconded; the motion passed unanimously.

UNFINISHED BUSINESS

PENNSYLVANIA INFRASTRUCTURE BANK LOAN DOCUMENTS: Mr. Hamberger presented proposed Resolution #2005-09 for Council's consideration. Councilman Cook made a motion to adopt the resolution. Councilman George seconded; the motion passed unanimously.

RESOLUTION NO. 2005-09

WHEREAS, The Council of this Borough has determined to authorize the issuance and delivery of a proposed General Obligation Note, Series of 2005, in the aggregate principal amount of One Million Three Hundred Thousand Dollars (\$1,300,000) (The "Note"), to provide funds for and toward a capital project consisting of financing, designing, acquisition and construction of opening and improving streets, culverts and utilities facilities of the Borough; and

Complete copy on file at Borough Hall.

GOLF COURSE RATE MODIFICATION: Mr. Hamberger noted that Council adopted "single-rider" cart rates (for weekdays only) at their last meeting. The Recreation Board has clarified, however, that their recommendation was to include weekends and holidays also. Accordingly, Councilman George made a motion to approve single-rider cart rates at the golf course. Councilman Cook seconded; the motion passed unanimously.

NEW BUSINESS

AFFIRMATION OF RESOLUTION NO. 2005-08 (REIMBURSEMENT FOR POLICE OFFICER TRAINING): Mr. Hamberger noted that, in order for the Borough to receive reimbursement for Derek Lange's training at the Police Academy, a resolution is needed. As Council only meets once per month during the summer, however, Council President McCammon signed the resolution; and Council's affirmation is now required. Councilman Cook made a motion to affirm the execution of Resolution No. 2005-08. Councilman Mumma seconded; the motion passed unanimously.

RESOLUTION NO. 2005-08

AND NOW, this 4th day of May, 2005, the Borough of Waynesboro, of Franklin County, Pennsylvania, being desirous of obtaining reimbursement of monies for expenses incurred for officer Derek Matthew Lange, pursuant to the training provisions of the Municipal Police Officers' Education and Training Act, Act 120 of 1974, hereby enacts the following RESOLUTION:

Complete copy on file at Borough Hall.

ORDINANCE NO. 1028 RE: FRANKLIN COUNTY COUNCIL OF GOVERNMENTS: Mr. Hamberger presented proposed Ordinance No. 1028 authorizing the Borough to join the Franklin County Council of Governments. Councilman Cook made a motion to adopt Ordinance No. 1028. Councilman Monn seconded; the motion passed unanimously.

ORDINANCE NO. 1028

AN ORDINANCE AUTHORIZING INTERGOVERNMENTAL COOPERATION BY ESTABLISHING MEMBERSHIP IN THE FRANKLIN COUNTY COUNCIL OF GOVERNMENTS AND ESTABLISHING THE CONDITIONS OF SAID MEMBERSHIP PURSUANT TO THE REQUIREMENTS OF PENNSYLVANIA CONSOLIDATED STATUTES, TITLE 53, SECTIONS 2301 THROUGH 2315, COMMONLY KNOWN AND

REFERRED TO AS ACT 180, INTERGOVERNMENTAL COOPERATION LAW, AS AMENDED, OF THE COMMONWEALTH OF PENNSYLVANIA.

Complete copy on file at Borough Hall.

REPORT ON HEALTH INSURANCE MEETING: Mr. Hamberger reported that a meeting was held several weeks ago with various municipalities to discuss the feasibility of joining/forming a self-insured type of organization. There are several throughout the state which are working well and saving the communities money. Additional information will be obtained, and Mr. Hamberger will report back to Council in several months.

MIRROR AT ALLEY #1: Councilman George made a motion to approve the installation of a convex mirror at Alley #1 and N. Church Street. Councilman Cook seconded; the motion passed unanimously.

ITEMS FOR APPROVAL FROM WAYNESBORO PLANNING COMMISSION MEETING: Kevin Grubbs presented a subdivision plan for Millard & Donna Lowans at 38 N. Broad Street, which is the subdivision of an existing duplex unit. The matter was reviewed and recommended for approval by the Waynesboro Planning Commission on Monday night. (It had been previously reviewed and revisions made; a variance was also required because one lot was smaller than the minimum required square footage.) Councilman Monn made a motion to approve the subdivision. Councilman Cook seconded; the motion passed unanimously.

Kevin Grubbs presented a proposed subdivision plan for the Borough of Waynesboro at 141 E. Fifth Street. The plan was presented to the Waynesboro Planning Commission and recommended for approval. Councilman Cook made a motion to approve the subdivision. Councilman Mumma seconded; the motion passed unanimously.

Kevin Grubbs presented a proposed subdivision plan for Beulah Mentzer, 209 E. Third Street. He explained that this is a lot addition, which involves no construction on either lot. He added that there is a transferrable declaration which is recorded with the deed. Councilman George made a motion to approve the subdivision. Councilwoman Newcomer seconded; the motion passed unanimously.

Kevin Grubbs presented a proposed "re-subdivision plan" for Zaiger Builders (Cold Spring Estates) on W. Third Street. He explained that there is no change in the number of lots or dwelling units – simply a reconfiguration of several lots for aesthetic purposes. The plan was reviewed by the Waynesboro Planning Commission and recommended for approval. Councilman Mumma made a motion to approve the re-subdivision. Councilman Cook seconded; the motion passed unanimously.

Kevin Grubbs presented a proposed subdivision plan for M & H Construction on N. Broad Street. He explained that they are subdividing townhouse units into two separate units, with separate water/sewer facilities. He added that there is adequate off-street parking, and the building meets all setback requirements. The Waynesboro Planning Commission reviewed the plan and recommended approval. Councilman Mumma made a motion to approve the subdivision. Councilwoman Newcomer seconded; the motion passed unanimously.

Kevin Grubbs presented a proposed land development plan for the Borough of Waynesboro for the Rotary Club's Wayne Gardens Park. He noted that the Stormwater Management Plan has been completed, and all approvals have been obtained from the Soil & Conservation District. The Waynesboro Planning Commission reviewed the plan and recommended approval. Councilman George made a motion to approve the land development plan. Councilman Cook seconded; the motion passed unanimously.

HEALTH OFFICER POSITION: Mr. Hamberger reported that Elsie Melville is planning to retire, and the position of part-time Health Officer was advertised. The Health Board conducted interviews, as well as the Personnel Committee. It is their recommendation to offer the position to Kay Barkdoll, a full-time registered nurse with the South Mountain Restoration Center. Her yearly salary would be approximately \$3,500.00/year (an hourly rate will be calculated). Councilman George made a motion to offer the position to Ms. Barkdoll, as recommended by the Borough Manager. Councilman Mumma seconded; the motion passed unanimously.

SPECIAL BOROUGH COUNCIL MEETING ON JUNE 29TH: Mr. Hamberger suggested that Council hold a special meeting on June 29th, beginning at 6:00 p.m., for the purpose of opening street resurfacing bids, authorizing loan documents, and any other business. Council concurred.

SALE OF PROPERTY AT 141 E. FIFTH STREET: Since the subdivision has been approved, Mr. Hamberger requested permission to proceed with sale of the property at 141 E. Fifth Street. He suggested that an Open House be scheduled for July 9th, and bids could be opened at Council's meeting on July 20th. Councilman Cook made a motion to approve the advertisement for bids. Councilwoman Newcomer seconded; the motion passed unanimously.

CENTER SQUARE PLANS: Mr. Hamberger reported that he received a proposal from PENNDOT for the street lights in Center Square. A diagram was publicly presented for Council's review.

Discussion followed regarding the elimination of some parking spaces, and Mr. Hamberger stated that the parking will be basically the same as it is presently. PENNDOT's main concern was traffic flow, and this plan is the only way they can get the synchronization to work. He added that the lights will be digital and controlled through a central location in Borough Hall. All traffic lights, including Third Street, will be part of the new system.

Councilman George made a motion that the proposed plans be made available for public review at Borough Hall, from June 16th to June 29th, during regular business hours. Public comments regarding the plan could be received at Council's June 29th special meeting, and a vote on the matter can be held following the comment period. Councilman Cook seconded; the motion passed (Council President McCammon opposed).

REQUEST FROM LANDIS US RE: ABANDONMENT OF STREETS AND RIGHT-OF-WAYS WITHIN FENCED AREA: Kevin Grubbs explained a request received from Landis US to vacate the street rights-of-way within their fenced-in area located off E. Ninth Street at Ringgold Street and a portion of E. Eighth Street at Walnut Street. It was suggested that Council members view the actual site in preparation for further discussion. Councilman Mumma made a motion to refer the matter to the Street Committee for review. Councilman Monn seconded; the motion passed unanimously.

REQUEST FROM WAYNESBORO HOSPITAL TO VACATE AN ALLEY OFF DICKINSON AVENUE: Kevin Grubbs reported that he has received a request from Waynesboro Hospital to vacate an alley off Dickinson Avenue, north of Roadside Avenue (a sketch plan was provided). He explained that the Hospital had recently acquired a portion of the property for additional parking spaces, and they are now requesting that the alley (currently a grass opening) to the rear of the property be vacated. He added that this alley is not currently used – in fact, it is unpassable by cars. The procedure for alley vacation was reviewed, and Solicitor Lloyd Reichard noted that a formal petition must be presented prior to any further action by Council. Councilman George made a motion to table the matter. Councilman Mumma seconded; the motion passed unanimously.

ADOPTION ON 2003 INTERNATIONAL PROPERTY MAINTENANCE CODE: Kevin Grubbs noted that the Waynesboro Planning Commission has been reviewing the feasibility of adopting the 2003 International Property Management Code, and they are recommending that Council proceed. Councilman Cook made a motion that the Borough Solicitor be authorized to prepare an appropriate ordinance for adoption. Councilwoman Newcomer seconded; the motion passed unanimously.

PUBLIC IN ATTENDANCE - NON-AGENDA ITEMS:

Gary Washburn, 149 E. Fifth Street – voiced his concerns regarding trash removal. His scheduled pick-up day is Tuesday, however many weeks his trash is not collected until Wednesday morning. Mr. Hamberger noted that a new director was recently hired for the Waynesboro route – he will discuss the matter with him and insist on a resolution to the problem. Mr. Washburn also noted that the sidewalk in front of the Borough's property at 141 E. Fifth Street is in need of repair. He questioned when that work will be done. Mr. Hamberger stated that it will be completed this summer.

Amos Miller, 309 W. Fifth Street – questioned where the Christmas tree will fit into PENNDOT's plans for the Square. Mr. Hamberger noted that the tree in Center Square has been illegal for a long time. He will ask several organizations (Chamber of Commerce, Vision 2015 and Main Street Inc.) to come up with some ideas to incorporate into the new design plans. President McCammon added that the traffic signals won't be in operation until 2007, and the tree will remain in Center Square for as long as possible until then.

Caryl Stalick, 15 W. Third Street – asked if anything can be done about the excessive noise from car stereos. Councilman Cook responded that the Downtown Revitalization/Finance Committee will discuss this issue at their meeting on June 27th.

Councilman George returned to the subject regarding trash pick-up. He questioned if the Borough Manager has ever corresponded, in writing, about Waste Management's failure to maintain an appropriate schedule. Mr. Hamberger stated that he has verbally indicated the Borough's displeasure, but will forward written documentation to them during the upcoming week. He also recommended that a penalty clause be included in the new trash collection contract.

FOR INFORMATION ONLY

MUNICIPAL NOTIFICATION (NPDES APPLICATION - FRICK COMPANY SUBDIVISION/LAND DEVELOPMENT): Kevin Grubbs reported that he received a municipal notification of an NPDES Application for the Frick Company property (West End Development). He noted that the Waynesboro Planning Commission is currently reviewing the land development plan, and a list of revisions is being required. The matter will be discussed further at the Planning Commission's next meeting.

RIBBON CUTTING CEREMONY AND PHOTO OP (ADVANCED FINANCIAL PLANNING AND INSURANCE PROFESSIONALS): Council received an invitation to a ribbon cutting ceremony and photo-op at Advanced Financial Planning and Insurance Professionals, 17 E. Main Street, on June 17th at 2:00 p.m.

INVITATION TO BAY SUPPER FUNDRAISER (RENFREW INSTITUTE): Council also received an invitation to a Bay Supper Fundraiser for Renfrew Institute on July 1st at 6:00 p.m.

MUNICIPAL SUMMIT: Mr. Hamberger presented an invitation for Council to attend a Municipal Summit sponsored by the Franklin County Commissioners on September 15th, from 8:30 a.m. to 4:30 p.m., at the Franklin Fire Hall. The theme of the meeting is "Land Use in Franklin County". Mr. Hamberger noted this meeting would be appropriate, due to the fact that the Waynesboro Planning Commission and the Washington Township Planning Commission voted recently to explore the

possibility of preparing a joint comprehensive plan, in recognition of the fact that the two entities are one economic unit.

HANGING FLOWER BASKETS IN CENTER SQUARE: Mr. Hamberger noted that, several months ago, Vision 2015 applied for a grant to provide hanging baskets in the downtown area and Council approved their request for permission. Unfortunately, the grant monies for this project have not come forth yet. Della Koons, owner of a local nursery, has offered to provide (and maintain) hanging baskets in Center Square. Councilman Mumma made a motion to approve installation of the hanging baskets in Center Square. Councilman Monn seconded; the motion passed unanimously.

STREET LIGHTS/TREES: Councilwoman Newcomer noted that Council has discussed the plan for additional street lights/trees. The original plan indicated that the lights/trees would be installed as far as the Antietam Creek; however, after consideration of the matter and the Ambulance Squad construction in the area, it was decided that they should only go to Tritle Avenue. Councilwoman Newcomer made a motion to affirm this decision, as discussed. Councilman Cook seconded; the motion passed unanimously.

PAY BILLS: Councilman Cook made a motion to approve the payment of Voucher Lists VL-05-15, 16 and 17. Councilman Mumma seconded; the motion passed (Councilwoman Newcomer abstained).

COUNCIL AND STAFF COMMENTS: Councilman Stephen Monn noted that he is pleased to be serving on Council.

Solicitor Lloyd Reichard welcomed Mr. Monn.

Regarding the street light issue, Fire Chief Ron Flegel stated that he hopes controls will be placed in the system for emergency vehicles. Council replied in the affirmative.

Councilman George thanked candidates for the Council vacancy for their interest in serving the community.

Councilman Cook also welcomed Mr. Monn to Borough Council, and thanked those who applied for the position. He is hopeful that they will continue to be interested in any future openings.

Mayor Barlup noted it is quite gratifying to know that there are people in the community who are willing to step forward and apply for any vacancies.

Council President McCammon added that there is still a vacancy on the Zoning Hearing Board. Anyone interested was asked to contact Borough Manager Lloyd Hamberger.

Having no further business to discuss, the meeting adjourned at 8:55 p.m.

Respectfully Submitted,

Melinda S. Knott
Administrative Assistant