

FEBRUARY 18, 2004

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 - John Cook, Charles McCammon, Ardie Winters and Andrew Benchoff (Jahnathan Cain and Richard George were absent)

Mayor Louis M. Barlup, Jr.

Borough Staff - Lloyd R. Hamberger, II, Borough Manager

Denny Benshoff, Maintenance Superintendent

Kevin Grubbs, Assistant Director of Engineering

D. Lloyd Reichard, II, Borough Solicitor

Jody Sanders, Deputy Fire Chief

Ray Shultz, Police Chief

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

**APPROVE MINUTES:** Councilman Cook made a motion to approve the minutes of the February 4, 2004 meeting, as written. Councilman Winters seconded; the motion passed unanimously.

**ACCEPT REPORTS:** Councilman Winters made a motion to accept the reports of the Building Inspector, Fire Department and Police Chief, as presented. Councilman Cook seconded; the motion passed unanimously.

## **COMMITTEE REPORTS**

**PERSONNEL COMMITTEE:** No report.

**PROPERTY AND PUBLIC SAFETY COMMITTEE:** Councilman Benchoff noted that the Deputy Fire Chief positions were on the agenda for tonight's meeting. Because of the absence of several Council members, however, he made a motion to defer the matter until the next meeting so that full Council could act on it. Councilman Cook seconded; the motion passed unanimously.

**STREET COMMITTEE:** No report.

**INTERGOVERNMENTAL COMMITTEE:** No report. Council members received an invitation to a Municipal Summit to be held on March 18<sup>th</sup> at the Franklin Fire Company in Chambersburg. Those interested in attending were asked to contact Melinda Knott no later than March 4<sup>th</sup>.

**DOWNTOWN REVITALIZATION AND FINANCE COMMITTEE:** Councilman Cook noted that the Downtown Revitalization and Finance Committee held its meeting the previous evening, at which time information was received on a state program known as "Keystone Opportunity Zones". Additional information on the program will be forthcoming. In addition, Mr. Cook (and several other representatives from Waynesboro) attended a seminar in Chambersburg, sponsored by the PA Downtown Center. Information was provided on different aspects of a downtown and what should be pursued for the future. Specific items will be discussed at the next meeting of the Downtown Revitalization and Finance Committee, which was scheduled for February 23<sup>rd</sup> but will be postponed until March.

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

**BUS SERVICE (CTA) REPORT:** Councilman Winters noted that the CTA Board will hold a meeting the following day in Chambersburg, at which time they will review their Recovery Plan. Mr. Hamberger noted he will attend the meeting and briefly note Council is in favor of the bus service and plan, and are hopeful that the program can be continued with PENNDOT's assistance. He will stress, however,

that they cannot rely on Waynesboro for additional money. It was also noted that there are several vacant positions on the CTA Board. An advertisement will be placed in the newspaper for anyone interested.

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

### **UNFINISHED BUSINESS**

**DEPUTY FIRE CHIEF POSITIONS:** This matter was deferred during the Property Committee report.

**SCHEDULE SECOND CDBG HEARING (MARCH 17, 2004):** Mr. Hamberger noted that Council previously held a public hearing for the purpose of obtaining input on proposed uses for the 2004 CDBG funds, and correspondence regarding funding was received last week from Franklin County Legal Services. He has prepared a recommended list of proposed uses for Council's consideration:

Administration \$ 36,320

Downtown Revitalization \$ 60,533

Streets \$ 60,000

Rehabilitation \$ 44,926

TOTAL \$201,779

He recommended that the second public hearing be held on March 17<sup>th</sup> at 7:15 p.m., and an advertisement be prepared to indicate these proposed uses. He added that Council can make modifications to the budget at a later date, if they so desire. Mayor Barlup expressed concern that more money be allocated for street work (and possibly less for the housing rehabilitation program, as it has been exceedingly more difficult to qualify homeowners because of the new lead-based paint requirements). Mr. Hamberger noted that he is meeting with SCCAP representatives the following week to discuss the program and will report back to Council following that meeting.

Councilman Cook made a motion to proceed with the advertisement for the second CDBG hearing to be held on March 17<sup>th</sup> at 7:15 p.m. Councilman Winters seconded; the motion passed unanimously.

**ORDINANCE RE: PARKING VIOLATION FEES:** Police Chief Shultz stated that he was asked several months ago to review the current parking meter violations and fines, and make a comparison with those in effect in other municipalities. His recommendations for fine revisions are included in the proposed ordinance provided to Council. He added that the parking ticket appearance and format will also be changed. Councilman Benchhoff asked about state maximums and Chief Shultz noted these fees are within those limits.

Councilman Cook made a motion to authorize advertisement of the proposed ordinance for consideration at Council's next meeting. Councilman Benchhoff seconded; the motion passed unanimously.

**RENFREW COMMITTEE, INC. APPOINTEES:** Mr. Hamberger noted that current RCI directors have been contacted to see if they are interested in continuing to serve. Based on their responses, though, alternates will still be required. The following individuals have agreed to serve as directors: Doug Tengler, Delmos Oldham, David Hykes and Ardie Winters. Councilman Benchhoff made a motion to appoint these individuals as RCI Board directors. Mayor Barlup stated that he also agreed to be an alternate for David Hykes, and Councilman Benchhoff amended his motion to include Mayor Barlup's appointment as an alternate. Councilman Cook seconded the amended motion; the motion passed unanimously.

## **NEW BUSINESS**

**ORRSTOWN BANK SUBDIVISION PLAN:** Kevin Grubbs presented information on a proposed subdivision plan for Orrstown Bank on State Road. The Waynesboro Planning Commission has recommended approval of the plan. Councilman Cook made a motion to approve the Orrstown Bank subdivision as presented. Councilman Benchhoff seconded; the motion passed unanimously.

**REQUEST FOR USE OF ROTARY PARKING LOT (ROUZERVILLE LIONS CLUB):** Mr. Hamberger reported that the Rouzerville Lions Club has requested use of the Rotary parking lot on May 31<sup>st</sup> for a circus. The request has been reviewed by Police Chief Shultz and the Chamber of Commerce, and they report no conflicting events (except the Memorial Day parade). Mr. Hamberger added his only concern is that they will need to place holes in the blacktop in order to pitch the circus tent. He will insist that the blacktop be repaired after the event in the proper manner. Councilman Cook made a motion to approve the Rouzerville Lions Club's request for use of the Rotary parking lot. Mr. Hamberger noted that the permit issued requires that they clean-up after the event, submit a certificate of insurance, and provide a guarantee for the necessary repairs. Councilman Benchhoff seconded; the motion passed unanimously.

**CTA MEETING:** This item was discussed earlier in the meeting.

**PROJECTS AND REQUESTS FOR GRANTS FROM SENATOR ARLEN SPECTER:** Mr. Hamberger reported that Senator Arlen Specter will be accepting applications for available grant monies. The Borough will request funding for the Fire Department's new building and various other projects previously requested from Senator Punt and Congressman Shuster, including the expansion of Borough Hall for the Police Department. The Waynesboro Borough Authority also plans to request funding for water source development for a filtration system on a proposed well site. Grant applications must be submitted by March 15<sup>th</sup>.

**AWARD SLUDGE HAULING BIDS:** Bids for sludge hauling and land application were received on February 12<sup>th</sup>, and Council received correspondence from Leiter Pryor outlining his recommendation. He recommends awarding the contract to Little Enterprises at a rate of \$1.75/gallon and appointing S & L Enterprises as an alternate for the contract at a rate of 1.8¢/gallon. Councilman Benchoff made a motion to award the contract for hauling and land application of biosolids to Little Enterprises, Inc. at price of \$1.75/gallon and further, to designate S & L Enterprises as an alternate contractor at the rate of 1.8¢/gallon. Councilman Winters seconded; the motion passed unanimously.

**BANK SIGNATURES:** As new officers have been appointed for the Borough, the banks are requiring new signature cards and resolutions. Mr. Hamberger presented the following proposed Resolutions for this purpose: #04-03, #04-04, #4-05, #04-06, #04-07 and #04-08. Councilman Cook made a motion to approve the resolutions as presented. Councilman Winters seconded; the motion passed unanimously.

***(Complete copies of the resolutions are on file at Borough Hall.)***

**COMMUNITY SIGN:** Mr. Hamberger noted that representatives of the Rotary Club were in attendance at the Property Committee's meeting held last Tuesday. They are proposing the placement of a community sign at the "triangle" created when Virginia Avenue was re-aligned. The sign will be an LCD-type display sign and will be brick-cased. Such a sign, however, is not permitted in the current Zoning Ordinance. He and Solicitor Reichard are recommending they seek a variance for the sign, and that the variance fee of \$200.00 be waived. Councilman Cook made a motion to waive the \$200.00 variance fee required for the community sign. Mr. Hamberger added that the Rotary Club will bear the costs for erection and maintenance the sign, and the Chamber will update the sign with upcoming events. Some uncertainty exists, though, regarding ownership of the property. Mayor Barlup commended the Rotary Club for their dedication to actively pursue both the community sign and Wayne Gardens Park projects. Councilman Benchoff commented that the sign will be of very high

quality, utilizing the latest computer technology. Councilman Benchoff then seconded the motion made by Councilman Cook. It was clarified that the sign will be non-moving, and will advertise only non-commercial community events. The motion passed unanimously.

**PUBLIC IN ATTENDANCE - NON-AGENDA ITEMS:** Robin Keist, 354 W. Second Street. Ms. Keist noted she is speaking on behalf of several parents of students at the Fairview Avenue Elementary School. They are wondering what can be done about the parking situation (for parents who pick up their children) since the "No Parking between 3-4 p.m." signs were installed on W. Third Street. They are suggesting that the vacant grassy lot be established as a parking lot for the teachers and the upper lot be reserved strictly for parents. It was noted that the signs were erected at the request of the School District, and that their concern should be addressed to the School Board. Ms. Keist noted that she was instructed by the school to bring the matter to Borough Council. Discussion followed regarding the avenues to take for making any changes, and Councilman Cook stated that the School Board and Council need to work together on the matter. It was suggested that Ms. Keist attend the Street Committee's next meeting to discuss the matter further. On a related matter, Councilman Winters commended the school crossing guard at that location for their excellent job he does with a difficult situation.

Mike Cermak, 135 E. Second Street. Mr. Cermak noted he is President of the ASCCA. He stated that Act 45 (the Uniform Construction Code passed in PA) goes into effect on July 9, 2004, requiring that all new construction and remodeling conform to certain standards. The Borough has received a copy of their business license and certificate of insurance, and he urged them to permit Doug Pyle (Building Inspector) to conduct the inspections with their assistance, when needed. Mr. Hamberger noted that the Borough has already contracted with him and is planning to "opt out" of the state's inspection program. Several staff members have also begun the appropriate training for this purpose.

Delmos Oldham, Waynesboro Tax Collector, 28 E. Main Street. Mr. Oldham complimented the maintenance crew for the clean-up conducted on Main Street. He noted that Council is considering increasing parking violation fines; but, with regard to parking meter requirements, questioned what is considered a "legal holiday". Mr. Hamberger explained that "legal holidays" are those which are observed by the Borough Office.

Vicki Huff, 28 E. Main Street. Ms. Huff noted that the proposed Lions Club circus is a great idea, but asked if they plan to use the entire parking lot. If so, where should the volunteer firefighters park their vehicles? She added that, even during the annual firemens' carnival, sufficient space is reserved for that purpose. Mr. Hamberger stated he will inform the Lions Club to coordinate the parking situation with the Deputy Fire Chief.

**FOR INFORMATION ONLY**

**TRI-COUNTY BOROUGH ASSOCIATION MEETING:** Mr. Hamberger reported that the Tri-County Boroughs' Association meeting originally scheduled for January 27<sup>th</sup> was rescheduled because of snow. The meeting will be held on Tuesday, February 24<sup>th</sup>, in Greencastle. Those interested in attending the rescheduled meeting were asked to contact Melinda Knott as soon as possible.

**CIVIL SERVICE TESTING FOR POLICE OFFICER:** Mr. Hamberger reported that the civil service examination for Police Officer has been scheduled for March 19<sup>th</sup>. Appropriate advertisements will be published in the newspaper and applications accepted thru March 9<sup>th</sup>.

**PAY BILLS:** Councilman Cook made a motion to approve the payment of Voucher Lists VL-04-04 and 05. Councilman Benchoff seconded; the motion passed unanimously.

**COUNCIL AND STAFF COMMENTS:** Kevin Grubbs informed Council that he and Scott Crum discovered an original map of the Borough, prepared by "Durand" in 1853, in the engineering vault recently. The map was framed by Councilman Cook and has been placed on display in Council Chambers.

Police Chief Shultz requested a brief executive session with Council, following the regular meeting, for the purpose of discussing a personnel matter.

Councilman Cook reported that he heard many positive comments from the public on the maintenance crew's job with the latest storm.

Council adjourned to executive session at 8:33 p.m. They reconvened and adjourned the meeting at 8:41 p.m.

Respectfully Submitted,

Melinda S. Knott

Administrative Assistant

