

NOVEMBER 3, 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 - Richard George, C. Harold Mumma, John Cook, Charles McCammon, Ardie Winters and Andrew Benchoff

Mayor Louis M. Barlup, Jr.

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

Dan Sheffler, Zoning-Code Enforcement Officer

Kevin Grubbs, Assistant Director of Borough Engineering

D. Lloyd Reichard, II, Borough Solicitor

Ron Flegel, Fire Chief

Denny Benshoff, Maintenance Superintendent

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

APPROVE MINUTES: Councilman George made a motion to approve the minutes of the October 20th public hearing and regular meeting, as written. Councilman Cook seconded; the motion passed unanimously.

DISCUSSION ON EMERGENCY SERVICES: Don Ringer (Borough Emergency Management Coordinator) and Donald Eshelman (Franklin County Department of Emergency Services) were present to discuss the newly-established county program entitled "CERT", or Community Emergency Response Team.

Mr. Eshelman explained that this concept was developed and implemented by the Los Angeles City Fire Department in 1985, when major disasters such as the California earthquakes and Florida hurricanes underscored the area-wide threat to a community. These events also confirmed the need for training of civilians to meet their own immediate needs, and to aid and support the emergency services' first responders. The program has been recognized and is supported by the Federal Emergency Management Agency (FEMA). Franklin County initiated the CERT program on January 1, 2004, and by year-end, will have over sixty (60) individuals trained throughout the county.

A complete copy of Mr. Eshelman's presentation, which includes basic rules and regulations for the CERT program, is included with these minutes.

Mr. Eshelman noted that the program is growing throughout the community, mainly through "word of mouth". However, informational newsletters and various handouts are also available. The CERT program is a 20-hour course, which includes basic safety and disaster training activities. Participants must be over the age of 18. It is a community-based organization and has been known to encourage individuals to provide further assistance on an emergency services level. Mayor Barlup endorsed the program, adding that there may be rooms available for training purposes through the school district or local fire companies.

COMMITTEE REPORTS

PERSONNEL COMMITTEE: No report.

PROPERTY AND PUBLIC SAFETY COMMITTEE: No report. Councilman Benchoff noted that the Property Committee will hold a joint meeting with the Personnel Committee on Monday, November 15th, beginning at 7:00 p.m.

STREET COMMITTEE: Councilman George reported that handicapped parking spaces at the following locations have been removed: 9 W. North Street, 121 E. North Street and 262 Park Street. A

handicapped parking space has been installed at 132 Cleveland Avenue, and four (4) spaces will be installed at the Grace Brethren Church for Sunday services only.

The Street Committee received a request to install a steel post at the rear of 435 Scott Avenue (at the alley next to this residence). There has been a problem with trucks running onto the grass area when making this turn in the alley. Councilman George made a motion to approve the installation of a steel post at the rear of 435 Scott Avenue, as described. Councilman Cook seconded; the motion passed unanimously.

Mr. George acknowledged that many streets in the Borough are in need of immediate attention. He made a motion that a public meeting be held at 6:45 p.m. on Wednesday, November 17th, (prior to the next Council meeting) to provide citizens the opportunity to give input and obtain information on the financial burden funding such street repairs will involve. Councilman Cook seconded; the motion passed unanimously.

INTERGOVERNMENTAL COMMITTEE: No report.

DOWNTOWN REVITALIZATION AND FINANCE: Councilman Cook reported that the Downtown Revitalization and Finance Committee held a meeting on October 25th. Scot Orndorff of Smith Elliott Kearns and Company was present at that meeting to discuss the Borough's most recent audit, as well as newly-adopted GASB-34 requirements. Health insurance issues were also discussed, and several companies' proposals were reviewed. It is the Finance Committee's recommendation to continue with Blue Cross, as their increase (26-28%) was less than the others quoted. Mr. Hamberger is also obtaining information on various life insurance proposals - Council will be reviewing that information at their next meeting.

MAYOR'S REPORT: The Mayor's Report was as follows -

"Waynesboro displayed itself proudly on the recent WITF Hometown special. The sponsors, videographers and all participants are to be recognized for a great public relations piece for Waynesboro. Public enthusiasm and appreciation is evident from the amount of money raised by the telethon.

An individual who also deserves our recognition and thanks is Joe Stewart for being named Business Person of the Year. He is the driving force behind the annual Summer Jubilee and an active Rotarian promoting community projects.

Another volunteer organization has joined the ranks of groups seeking to make a difference in our area. Helping Hands with Heart, Inc., known as HHH, is a non-profit, tax exempt, community service organization engaged in providing handy-man assistance to needy neighbors. It provides services within the boundaries of Franklin County. We wish them well in their endeavor.

As a member of the Hagerstown Community College Foundation Board, I recently served on the review group following a visit by the Middle States Commission on Higher Education. They regularly evaluate educational institutions and I'm confident we can all be proud of the service that HCC provides for many students of Waynesboro."

PUBLIC COMMENT - ITEMS ON AGENDA: None.

UNFINISHED BUSINESS

REQUEST FOR LIQUOR LICENSE TRANSFER (JOHN & BARBARA PERSUN): Mr. Hamberger noted that Borough Council held a public hearing regarding this matter at their last meeting. Council must render a decision by the 45th day after receipt of the request (which is November 5th) on whether they wish to grant the transfer. Councilman Cook made a motion to approve the transfer. Councilman George seconded. Mr. Hamberger presented Resolution #2004-18, which must be adopted in order to approve the transfer. Councilman Cook modified his motion to include the approval of Resolution 2004-18. Councilman George seconded the modified motion; the motion passed unanimously.

RESOLUTION 2004-18

WHEREAS, John and Barbara Persun have proposed the intermunicipal transfer of an existing liquor license, License No. 12-15914, from the Borough of Chambersburg to the Borough of Waynesboro;

Complete copy on file at Borough Hall.

GASB 34 AUDIT REQUIREMENTS: Mr. Hamberger noted that new auditing standards were adopted several years ago, and are known as GASB 34 requirements. Under these requirements, the Borough must direct a survey of fixed assets valued over \$1,500. An update of the existing appraisal can be conducted, and Mr. Hamberger noted he will contact the appraisal firm regarding the matter. Councilman Benchoff made a motion to authorize the recommendations presented by the Borough Manager to bring the Borough into GASB 34 compliance. Councilman Cook seconded; the motion passed unanimously.

REVISED COMPREHENSIVE PLAN: Mr. Hamberger noted that the Borough's Comprehensive Plan was last revised in the early 1990's, and it is due to be revised again. The state has a grant program to recover 50% of the revision costs, but they encourage multi-jurisdictional comprehensive plans -- he noted that Washington Township may be agreeable to participate. Mr. Hamberger suggested that the matter be forwarded to the Planning Commission for review and recommendation. Councilman George made a motion to refer the matter to the Planning Commission, as recommended by the Borough Manager. Councilman Winters seconded; the motion passed unanimously.

HEALTH OFFICER: Mr. Hamberger reported that the Borough's Health Officer has served in that capacity for approximately 15 years, but has announced her plans to "step down". She has noted her willingness, however, to serve until a replacement is found. Mr. Hamberger noted that it may be difficult to locate a replacement, as a certain level of education is required, as well as the need to pass a certification test.

The Health Officer inspects local restaurants and other food establishments in the Borough. Mr. Hamberger explained these inspections can be conducted by the state if a local Health Officer is not found. It was noted there is no compensation to the state involved if they do the inspections.

Mr. Hamberger also reported that the state will provide a certification seminar for non-profit organizations on food safety guidelines. The seminar has been scheduled for November 30th at 6:00 p.m., in the South Potomac Street Fire Hall. Information on the seminar has been mailed to various organizations, and a notice will be placed in *The Record Herald*.

Councilman George made a motion to advertise the Health Officer's position. Discussion followed regarding the benefit, if any, of conducting inspections (vs. the state conducting them). Councilman Mumma seconded the motion; the motion passed unanimously.

PUBLIC IN ATTENDANCE - NON-AGENDA ITEMS: None.

BIDS FOR COLLECTION AND DISPOSAL OF REFUSE AND RECYCLABLES: Mr. Hamberger noted that the Borough's refuse/recyclables collection and disposal contract expires the end of the year. He reported that the following bid prices were received:

IESI - PA Corporation Recycling - \$1.30/month/dwelling unit

P.O. Box 399 Garbage, Ashes & Rubbish - \$9.85/month/dwelling unit

Scotland, PA 17254 Handicapped Collection - \$9.85/month/dwelling unit (no addl. chg.)

Excess of Maximum Limit - \$3.00/container

Clean-Up Week (Extra Work)

\$75.00/hour (packer with driver)

\$30.00/hour (driver)

\$20.00/hour (helper)

Waste Mgmt. of PA, Inc. Recycling - \$1.51/month/dwelling unit

4300 Industrial Park Road Garbage, Ashes & Rubbish - \$8.46/month/dwelling unit

Camp Hill, PA 17011 Handicapped Collection - \$1.00/month/dwelling unit

Excess of Maximum Limit - \$2.00/container

Clean-Up Week (Extra Work)

\$115.00/hour (any size packer with driver)

\$100.00/hour (roll-off truck with driver)

\$45.00/hour (pick-up truck with driver)

\$50.00/hour (supervisor)

\$25.00/hour (other personnel)

Mr. Hamberger noted that Waste Management was the low bidder. Their bid includes a 47% increase from their current fees. It is a one-year contract, renewable at our option for two (2) additional years. He recommend awarding the contract to Waste Management.

Councilman George made a motion to award the contract for refuse/recyclables collection and disposal for 2005 to Waste Management. Councilman Benchoff seconded; the motion passed unanimously.

Mr. Hamberger added that when Council adopts the 2005 budget in December, revised refuse rates will be included.

BUDGET MEETING: Council President McCammon noted that, following this portion of the regular meeting, Council will reconvene to the first floor conference room for the purpose of conducting a budget meeting. This meeting will take the place of the meeting originally scheduled for the following evening.

PAY BILLS: None.

COUNCIL AND STAFF COMMENTS: Kevin Grubbs reported that the curb work on Sunnyside and Prospect Avenues has been completed, and the paving should be done next week (weather permitting).

Councilman George echoed Mayor Barlup's comments on the production, *Our Town: Waynesboro*.

Having no further business to conduct, the meeting adjourned to a budget meeting in the first floor conference room at 8:07 p.m.

Respectfully Submitted,

Melinda S. Knott

Administrative Assistant