

MARCH 27, 2019
WAYNESBORO, PA 17268
REGULAR MEETING

Council President C. Harold Mumma called the regularly scheduled meeting of the Waynesboro Borough Council to order at 6:30 p.m. with the following in attendance:

Borough Council Members – Jarred Knott, C. Harold Mumma, Dade Royer and Michael Cermak (Patrick Fleagle and Niccole Rolls were absent)

Junior Councilpersons – Jacob Gearhart and Mya Graves (alternate)

Mayor Richard Starliper

Borough Staff – Jason Stains, Borough Manager
Sam Wiser, Borough Solicitor (Salzmann Hughes, PC)
Kevin Grubbs, Head of Engineering Services
Chad Rooney, Administrative Services Coordinator
Matt Schmidt, Zoning/Code Enforcement Officer
S. Leiter Pryor, Director of Utilities
Jim Sourbier, Police Chief
Jody Sanders, Deputy Fire Chief

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

EXECUTIVE SESSION: President Mumma noted that Council will hold an executive session at the end of this meeting to discuss real estate, code enforcement and personnel issues. They anticipate there to be voting afterwards.

PRESENTATIONS/PROCLAMATIONS/RECOGNITIONS: Mayor Starliper presented a Proclamation to Kevin Grubbs, Head of Engineering Services, designating April as “Safe Digging Month”.

Lamar Showalter, representing the City Light Christian Fellowship Church located at 127 C.V. Avenue, made a presentation on their proposal for a Community Garden at the Borough’s Franklin Street Park. He introduced Jared Martin, who would serve as Project Manager, and Galen Weber, who would promote the program through website development and social media. The program would encourage community revitalization and connecting with other people. Mr. Showalter noted that the Church would cover all expenses (start-up and ongoing) and would also offer educational sessions for children. They would start by building several raised beds and add more as the demand increases, plus provide a small tool shed on-site for gardening equipment as well as a sign outlining the program and providing contact information. The Church would be

responsible for keeping the area neat and well maintained and would require written parental consent for children to participate. Church members have volunteered to be available to assist during scheduled times, and the produce would be distributed among those who participate (with an excess being donated to the local food bank).

Discussion ensued regarding two (2) trees on the property which would limit space for growing (because of the lack of sun to the crops), and President Mumma stated that the Borough's Maintenance Department could remove them. Additionally, watering options were discussed including the installation of a rain barrel for collection and/or hauling. Councilman Cermak (who owns the car wash on W. Main Street to the rear of the Franklin Street Park) offered the use of water at his location.

Solicitor Wisner asked if the Church has a suggested set of rules and a plan for the allocation of space and distribution of produce. Mr. Showalter noted that he provided a proposed participation form (which includes the basic rules) to Chad Rooney. He explained that the first year would be a teamwork program until they see what interest there is in the community, and they are still working on a plan for the produce distribution.

Discussion also followed regarding the need for liability insurance, naming the Borough as additional insured. Mr. Showalter agreed that the Church would pursue that requirement.

President Mumma stated that this has been discussed recently with the Street Committee and Councilwoman Rolls, although absent tonight, has expressed her support also.

It was also noted that anyone providing supervision or the direction of children would be required to have the appropriate clearances.

The possibility of installing fences was also mentioned, as there has been vandalism at the park in the past.

Councilman Cermak made a motion for approval, contingent upon receipt of the appropriate paperwork as recommended by the staff and solicitor. Councilman Royer seconded; the motion passed unanimously.

COMMITTEE REPORTS AND VOTING ON ITEMS FROM COMMITTEE REPORTS (AS NEEDED)

PERSONNEL COMMITTEE: Councilman Cermak acknowledged receipt of a favorable performance evaluation for Gary Zentmyer. No action was required.

Councilman Cermak made a motion to approve a step increase for Tom Simmers to salary level 12D, effective 04/10/2019. Councilman Royer seconded; the motion passed unanimously.

Councilman Cermak made a motion to approve the appointment of Brett McFerren as a part-time Relief Driver for the Fire Department. Councilman Royer seconded; the motion passed unanimously.

PROPERTY AND PUBLIC SAFETY COMMITTEE: No report.

STREET COMMITTEE: In Councilwoman Rolls absence, Manager Stains reported on the Street Committee's recent meeting. They discussed the following –

- YMCA Triathlon – Recommended approval and the item is on Council's agenda for approval at this meeting.
- Bike Night at Main Street Park – The matter was discussed with Mainstreet Waynesboro, Inc. and Councilwoman Rolls requested that it be discussed at the April Council meeting when all Council members are present.
- Parking Lot Sign for Library - Linda May (Library Director) is working with Kevin Grubbs to develop a "mock" directional sign which will be visible to motorists traveling in both directions on Main Street. The Library will pay for the sign. Councilman Cermak made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

Mr. Stains added that several public comments were received regarding the aesthetics of mini cell antennas. He stated that the brackets had not been previously painted, but the cell company has now painted them all to match the poles.

The next Street Committee meeting is scheduled for 04/11 at 9:00 a.m.

ECONOMIC DEVELOPMENT COMMITTEE: No report.

FINANCE COMMITTEE: No report.

RECREATION BOARD: No report.

The Recreation Board's next meeting is scheduled for 03/28 at 6:30 p.m. in the second floor conference room of Borough Hall.

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

- On March 2nd, along with Chief Sourbier, members of the Police force and Council members, I attended the annual Awards Banquet held at the Mont Alto Fire Hall.
- Also, later, I attended the Chocolate Extravaganza. Thanks to Mainstreet.
- On March 4th, I attended the ribbon cutting for a new business on Center Square, the Terrie Hall Photography Office.
- On March 7th, I attended the Franklin County Area Development Corporation's Breakfast in reference to the state of Franklin County. Congressman Dr. John Joyce was the main speaker.

- On March 8th, I attended the ribbon cutting for the new Royal Family Restaurant.
- On March 21st, I attended the Greencastle Chamber's Breakfast, with Senator Ward and Representative Schemel as speakers on different issues in the state.
- Also on the 21st, I attended the Waynesboro Chamber's mixer.

SOLICITOR'S REPORT: No report.

DIRECTOR OF UTILITIES' REPORT: The Director of Utilities' Report was as follows –

- Water Treatment Plant Upgrade – The 90% design drawings and specifications are completed and currently under review and comment by the WBA and staff. We are moving forward with the PENNVEST application and will be submitting it May 1st. The WBA authorized the advertisement for bids during their last meeting. The contracts will be advertised mid-April and the bid opening mid-May.
- 2018 Wasteload Management Report – The 2018 Wasteload Management Report has been completed, submitted and accepted as complete by DEP. The hydraulic and organic loadings to the sewer plant remained significantly under our NPDES limits of 1.8 MGD and 3,245 lbs. BOD/day. There are no hydraulic or organic overloads anticipated within the next 5 years.
- Billing and Accounting Software – We are progressing with the Muni-Link billing software. The staff has had several Webex meetings with Muni-Link and the second round of data conversion is underway. After researching several options for credit card processing for both over the counter and online payments, it appears that Muni-Link would be the best fit for our billing system. They interface directly with the Muni-Link billing system and they also offer very competitive transaction fee rates. (Utility rate 1% if we absorb the cost, 2.5% if passed on to the customer.)

MANAGER'S REPORT: Manager Stains noted that Council members received a copy of Renfrew's Calendar of Events this evening. The Wayne Band is holding concert on 03/31 at 2:30 p.m. at the Grace Brethren Church. He added that the Borough is finalizing transition of the employee 457(b) plans from MetLife to MassMutual and the Borough's audit is moving along well.

PUBLIC COMMENTS – AGENDA ITEMS: Visitors desiring to comment on a particular agenda item will be recognized by the President to speak when the topic is being discussed.

PUBLIC COMMENTS – NON-AGENDA ITEMS: None.

CONSENT AGENDA:

Josh Mummert (a local realtor in the audience) addressed Council regarding the third party rental inspections. He noted that the ordinance is to take effect on 04/01, however

contracts have not yet been signed with third party inspection agencies and the short timeframe doesn't allow for inspections to be arranged and conducted.

After discussion, Councilman Royer made a motion to clarify Council's interpretation that the Rental Inspection Ordinance will only impact property sales that came under agreement after April 1, 2019. Councilman Knott seconded.

For the record, Mr. Stains advised that only two (2) inspection agencies gave proposals; and any company moving forward that meets requirements of the ordinance may still be added at a later date by Council's resolution. At this point in time, the two (2) companies permitted to do these inspections are Accredited Services of Waynesboro, PA and Fox Mountain Property Inspections of Boonsboro, MD.

A vote was then called and the motion passed 3-0 (Councilman Cermak abstained).

Councilman Cermak then made a motion to approve the Consent Agenda, as follows –

A. Award Contracts

- (1) Random Curb and Sidewalk
- (2) Stone
- (3) Sodium Hypochlorite
- (4) Paving Materials
- (5) Ductile Iron Pipe
- (6) Third Party Rental Inspection Services

B. Approve Minutes as Presented – January 16, 2019 (regular meeting)

C. Accept Reports of the Police Chief, Fire Chief and Code Enforcement/Zoning Officer for the month of February, 2019

D. Pay Bills – Check Detail(s) dated 03/04, 03/11, 03/18 and 03/25

Councilman Knott seconded; the motion passed unanimously.

UNFINISHED BUSINESS: None.

NEW BUSINESS

REQUEST FROM WAYNESBORO VOLUNTEER FIRE DEPARTMENT TO HOLD EASTER EGG HUNT AT MEMORIAL PARK (APRIL 20, 2019): Councilman Cermak made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

REQUEST FROM WAYNESBORO VOLUNTEER FIRE DEPARTMENT AND BLUE RIDGE FIRE DEPARTMENT TO USE BARRICADES AND TRAFFIC CONES FOR 4TH ANNUAL GUN BASH (JUNE 1, 2019): Councilman Knott made a motion for approval. Councilman Cermak seconded; the motion passed unanimously.

SPECIAL EVENT REQUESTS:

- YMCA 5th Annual Triathlon (June 8, 2019) – Kevin Grubbs reported that all paperwork requirements have been met. Councilman Knott made a motion for approval. Councilman Royer seconded; the motion passed unanimously.
- Summer Jubilee Firecracker 5K Race (July 4, 2019) – Kevin Grubbs reported that all paperwork has been completed, with the exception of the list of certified flaggers (some are taking an upcoming training session). Councilman Knott made a motion for approval, contingent upon receiving the list of flaggers. Councilman Royer seconded; the motion passed unanimously.
- July 4th Parade (July 4, 2019) – Kevin Grubbs reported that all paperwork has been received, and the Waynesboro Fire Police will be handling traffic control. Councilman Cermak made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

REQUEST FROM WAYNESBORO POLICE DEPARTMENT TO HOLD “NATIONAL NIGHT OUT” EVENT AT MEMORIAL PARK (AUGUST 6, 2019): Councilman Knott made a motion for approval. Councilman Royer seconded; the motion passed unanimously.

FOR INFORMATION ONLY: None.

PRESS QUESTIONS: None.

COUNCIL AND STAFF COMMENTS

Councilmen Royer, Cermak and Mumma thanked members of the City Light Christian Fellowship Church for their proposal on the Community Garden.

Deputy Fire Chief Jody Sanders thank Council members for the use of Memorial Park and barricades/traffic cones for their Gun Bash.

Police Chief Jim Sourbier noted his appreciation to the VFW and Owls Club for their donations which purchased ballistic helmets and face shields for the Police Department.

Having no further business to discuss, Council adjourned to executive session at 7:26 p.m. They reconvened to regular session at 9:28 p.m.

Councilman Cermak made a motion to ratify the suspension of a uniformed employee implemented by the Mayor, provided the employee enter into an unpaid leave of absence agreement with the Borough in a form acceptable to the Borough. In the

absence of said agreement, the employee shall be relieved of duty. Councilman Royer seconded; the motion passed unanimously.

Councilman Royer made a motion to authorize the lease of the Golf Course property in 2019, with the exception of the area needed for a solar array, to William Martin for the amount of \$1,000. Councilman Cermak seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 9:30 p.m.

Respectfully Submitted,

Melinda S. Knott
Borough Secretary