

APRIL 17, 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, Patrick Fleagle, Niccole Rolls, C. Harold Mumma, Dade Royer and Michael Cermak (arrived late)

Junior Councilperson – Mya Graves (alternate)

Mayor Richard Starliper

Borough Staff – Jason Stains, Borough Manager
Sam Wiser, Borough Solicitor
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

MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE: Mayor Starliper asked that those in attendance observe a moment of silence for the people in France (due to near destruction of the Cathedral by fire). He then led them in the Pledge of Allegiance.

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

PERSONNEL COMMITTEE: Councilman Royer made a motion to approve the promotion of Tom Simmers to Chief Sewer Plant Operator at salary level 13D, effective 04/14/2019. Councilman Knott seconded; the motion passed unanimously.

Councilman Royer made a motion to approve the reclassification of Mike Benshoff to Maintenance Foreman II at salary level 17C, effective 04/14/2019. Councilman Knott seconded; the motion passed unanimously.

Councilman Royer made a motion to approve the Salary Schedule for Selected Part-Time Positions, as presented. Councilman Fleagle seconded; the motion passed unanimously.

Councilman Royer made a motion to approve the hiring of 2019 Northside Pool Staff, 2019 Concessions Staff, 2019 Administration Intern and 2019 Summer Maintenance Employee, as presented. Councilman Knott seconded; the motion passed unanimously.

PROPERTY AND PUBLIC SAFETY COMMITTEE: Councilman Royer noted that the Property Committee met recently with Valley Community Housing representatives to discuss blighted property problems in the Borough and how they might be able to assist with that challenge. Bonnie Zehler (Executive Director of Valley Community Housing) intended to give a presentation this evening, however her father passed away suddenly. She plans to be in attendance at an upcoming meeting to discuss the matter further.

STREET COMMITTEE: Councilwoman Rolls made a motion to approve the removal of a handicapped parking space at 120 W. Second Street. Councilman Royer seconded; the motion passed unanimously.

ECONOMIC DEVELOPMENT COMMITTEE: Councilman Fleagle reported on the Economic Development Committee meeting held on 04/09, in which they discussed –

- Multi-Family Inspection Ordinance – bids are in for the inspection services and any properties under contract after 04/01 would need to adhere to the ordinance.
- Opportunities for synergy on the corner of S. Potomac and Main Streets – a new brew pub is coming! Discussed ways the Borough could help them (i.e. lighting, parking, etc.)
- Bill Kohler (Mainstreet Waynesboro, Inc.) reported that the DCED contract for 21 E. Main Street came in the mail today.
- Update on street lighting – Manager Stains reported that the bid documents are being sent to Council for review, and the advertisement for bids will be going out next week. A pre-bid meeting will be held in May. It was noted that the lights will be as close as possible (in design) to the current lights.
- Tree maintenance and sidewalk update – There are currently seven (7) problem trees that are targeted immediately for replacement with container trees. There was also concern that the Borough was changing vendors for tree trimming. Mr. Stains noted that an RFP will be sent out for the work to be done in November/December (after the leaves have dropped).
- Vision 2035 outlined efforts they are taking for the opioid problem.

FINANCE COMMITTEE: Councilman Knott reported that the Finance Committee reviewed the Borough's financial situation with regard to the budget. Moving forward, they plan to do this on a quarterly basis to ensure the Borough is staying on-point and within the budget constraints, especially due to the recent need for a tax increase. In addition, they reviewed the proposed RFP for interim financing for the park, pool and street projects. Those will be sent out next week.

RECREATION BOARD: Councilman Royer reported that the Recreation Board met on 03/28 and discussed the following –

- Tyler Hannasek gave a presentation on his proposed Eagle Scout project. He would like to re-make benches at Memorial Park, as the paint is chipped off and many of them are in very bad condition. He met recently with Chad Rooney and they marked benches that are in need of replacement; almost all of them need to

be repainted. He is seeking donations from local businesses to purchase the needed materials. The project has already been approved by the Scout Committee, and he is hoping to start as soon as possible. Councilman Royer made a motion to approve the project as described. Councilwoman Rolls seconded; the motion passed unanimously.

- Denzel and Sarah Nunemaker asked for approval to hold Amtgard events in a small area of the Rotary Park on Saturdays from May thru September from 12:00 to 5:00 p.m. This request was recommended for approval by the Recreation Board. It was noted that the group will provide the appropriate Certificate of Insurance. Councilman Royer made a motion for approval. Councilwoman Rolls seconded; the motion passed 5-0 (Councilman Cermak abstained).
- No change in the daily rates for Northside Pool is recommended at this time.
- Chad Rooney noted he is pursuing signage for the urban walking trail, and the matter will be discussed further with the Recreation Board.
- Request from YMCA to use the volleyball courts at Memorial Park and Northside Park on Monday and Thursday evenings from 6:30 to 9:00 p.m. from 06/10 to 08/15. Councilman Royer made a motion for approval. Councilman Knott seconded; the motion passed unanimously. Mr. Stains noted that the Memorial Park Project may impact this schedule.
- Request from YMCA Swim Team to use Northside Pool for swim practice in the mornings and (potentially) evenings. It was noted that their practice will not conflict with normal operations at the pool. Councilman Royer made a motion for approval. Councilman Cermak seconded; the motion passed unanimously.
- Exploring the possibility of an inclusive playground at one of the Borough parks.

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

- On March 28th, a county-wide mixer was held at the Franklin County Visitors' Bureau.
- On April 4th, I attended the Over the Rainbow event held at The Loft in Chambersburg.
- On April 8th, I participated in the Waynesboro Community Concert Association opening program honoring first responders.
- On April 9th, along with Chief Sourbier, I attended the School Safety Meeting at Shippensburg Fire Company.

SOLICITOR'S REPORT: No report.

DIRECTOR OF UTILITIES' REPORT: No report.

MANAGER'S REPORT: The Manager's Report was as follows –

- Requests for Proposals have been sent for the Early Intervention Program. Proposals are due May 9, 2019. Our team met with DCED in Harrisburg on April 4, 2019 and had a very favorable response from DCED. Melinda and I have

been working with Matt Loper at GMS to finalize our submission to DCED. Part of the submission will include the resolution on the agenda this evening.

- We are making a few changes to the building plan for the Memorial Park restroom. AAA Paving, the general contractor for the Memorial Park project, may begin work as early as next week.
- Our team met with a representative from Renfrew and the Franklin County Conservation District regarding extension of the paved walking trail through Renfrew. The Conservation District requested that the Army Corp of Engineers look at the Blue Heron Trail, between the bridge and Otterbein Park. We will meet with them on May 16, 2019.
- Quincy Township has paid their 2018 bill for fire service.
- The remainder of my items I will discuss in executive session and consist of personnel, real estate and litigation matters.

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: Julia Lehman, 1806 Alexander Avenue, Chambersburg, PA introduced herself. She is running for County Commissioner and is very excited about the things that are happening in Waynesboro.

CONSENT AGENDA: Councilman Fleagle made a motion to approve the Consent Agenda, as follows –

A. Award Contracts

- (1) Cold Patch – New Enterprise Stone & Lime Co., Inc.
- (2) Indoor Floors at Northside Pool – Renew It All, Inc.

B. Approve Minutes as Presented – February 27, 2019 (regular meeting) and March 27, 2019 (regular meeting)

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

D. Pay Bills – Check Detail(s) dated 04/02, 04/08 and 04/16

Councilwoman Rolls seconded; the motion passed unanimously.

UNFINISHED BUSINESS

REQUEST FOR RELEASE FROM IMPROVEMENT BOND (WAYNESBORO G.F. LP – WAYNESBORO MALL & MARTIN'S FOOD STORE PROJECT): Kevin Grubbs presented a request for release from a \$37,500 improvement bond from Waynesboro G.F. LP (for the Waynesboro Mall and Martin's Food Store project). All requirements

under the appropriate ordinances have been met and they are requesting that Council release the bond. Councilman Fleagle made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

NEW BUSINESS

RESOLUTION NO. 2019-04 (REVISED FEE SCHEDULE): Mr. Stains presented proposed Resolution No. 2019-04 to update the current Fee Schedule. The only change is the addition of a \$10.00 fee for Rental Certificates. Councilwoman Rolls made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

RESOLUTION NO. 2019-04

WHEREAS, the Borough of Waynesboro, from time to time, may adopt new fees and/or change fees charged for Borough services, and

WHEREAS, many of the enabling Ordinances permit the adoption of fees by Resolution,

Complete copy on file at Borough Hall.

RESOLUTION NO. 2019-05 (AUTHORIZING THE BOROUGH MANAGER TO APPLY FOR THE COMMONWEALTH OF PENNSYLVANIA'S EARLY INTERVENTION PROGRAM): Mr. Stains noted that Council passed a similar resolution previously, however DCED requires that the Borough's financial commitment of \$50,000 be included. Councilman Cermak made a motion for approval. Councilman Royer seconded; the motion passed unanimously.

RESOLUTION NO. 2019-05

A RESOLUTION OF THE BOROUGH OF WAYNESBORO, FRANKLIN COUNTY, PENNSYLVANIA, AUTHORIZING THE BOROUGH MANAGER TO APPLY FOR AND SIGN ANY AND ALL DOCUMENTS RELATED TO THE COMMONWEALTH OF PENNSYLVANIA EARLY INTERVENTION PROGRAM

Complete copy on file at Borough Hall.

REQUEST FROM WAYNESBORO COMMUNITY AND HUMAN SERVICES FOR 3RD AND 4TH QUARTER, 2018 PAYMENTS: Mr. Stains noted that donations to various community organizations were removed from the 2019 budget, however this request from Community and Human Services for their 3rd and 4th quarter allocations (in the total amount of \$5,000) was received following closeout of the Borough's 2018 financial books. Councilman Cermak made a motion for approval. Councilman Knott seconded; the motion passed 5-0 (Councilwoman Rolls abstained).

REQUEST FROM MAINSTREET WAYNESBORO, INC. TO OFFER FREE PARKING ON E. MAIN STREET FOR FARMERS' MARKETS (MAY 25TH THRU OCTOBER 5TH):

Mr. Stains presented a request from Mainstreet Waynesboro, Inc. for "free parking" at the metered spaces along Main Street from Center Square to Walnut Street from 8:00 a.m. to 12:00 p.m. on Saturdays from May 25th thru October 5th. Councilman Knott made a motion for approval. Councilman Fleagle seconded; the motion passed unanimously.

REQUEST FROM ADMINISTRATIVE SERVICES COORDINATOR TO MODIFY NORTHSIDE POOL BUDGET TO ALLOW PURCHASE OF ADDITIONAL GAS METERS:

Mr. Stains presented a request from Chad Rooney to purchase additional gas meters for use by the Maintenance, Water, Sewer and Engineering Departments (at a total cost of \$8,740 for four). Council budgeted \$5,300 and a \$1,000 safety grant was received from Susquehanna Municipal Trust, however there is still a shortage of \$2,440. As the pool bottom will not be done in 2019, the plan was to purchase a new vacuum. Mr. Rooney feels that the vacuum will make it through this season, and he is recommending transferring the money budgeted in the Pool Fund for a vacuum to the General Fund for the shortage needed to purchase the additional gas meters. Councilman Fleagle made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

PRESS QUESTIONS: None.

COUNCIL AND STAFF COMMENTS: Council members thanked Tyler Hannasek for his upcoming Eagle Scout project at Memorial Park.

Bill Kohler (Mainstreet Waynesboro, Inc.) reminded Council and the public of the upcoming events as follows: Beer, Wine and Cider Festival on 05/18 from 12:00 to 4:00 p.m. at the Main Street Park; preceding that is the CFAR 10K on 05/18 at 9:00 a.m.; and the Farmers Markets at the Main Street Park will begin on 05/25. MSW has prepared a new property brochure, which lists available properties downtown (including square footable, rent and contact numbers) in hopes of bringing new businesses to Waynesboro. The "one-brick-at-a-time" project in the walkway next to Zoe's is almost completed. MSW is also starting a Main Street podcast, the first of which will be on Friday (04/19) at Brio; they will be available on the MSW website and the RSS feed as soon as next week.

Police Chief Sourbier reported on the upcoming Community Health Day screening program in Waynesboro, sponsored by Keystone Health, to be held in May. He also noted that the end of last quarter marked the end of the fourth year the Waynesboro Police Department has provided a drop-off box for discarded prescription medications and other "unlawful, illegal substances" ... to date, they have collected 2,040.8 pounds. In addition, once a quarter, he also disposes of 10-12 gallons of discarded needles/syringes, etc.

Chad Rooney reported that the Maintenance Department will be placing “no parking” cones on Main Street from Walnut to Center Square, as they will be working on the water service for the American Legion beginning next week. In addition, he noted that next month is Mya Graves’ last meeting as Junior Councilperson; and she will be graduating next month.

Mayor Starliper advised that the Waynesboro Fire Police will be assisting the Brothers of the Brush at their Easter Egg Hunt at Renfrew Park on 04/20. He will also be authorizing the Fire Police to increase their membership from 20 to 30 people.

Having no further business to discuss, the meeting adjourned at 7:20 p.m.

Respectfully Submitted,

Melinda S. Knott
Borough Secretary