

JUNE 19, 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

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  
Stuart Hannah, Police Corporal  
Jody Sanders, Deputy Fire Chief

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

**PRESENTATIONS/PROCLAMATIONS/RECOGNITIONS:** Bonnie Zehler, Executive Director of Valley Community Housing Corporation, was in attendance to discuss a program they implemented in Chambersburg and are proposing for Waynesboro. She provided information on VCHC – they were incorporated in 2002, they are a 501(c) 3 organization, they are one (1) of only eight (8) certified community housing development corporations in the state, and they are the designated one for Franklin County. They own and have already developed a number of properties in both Waynesboro and Chambersburg, one of which is through the first-time home buyer's program. She provided a slide presentation of some of their current projects in Chambersburg.

Ms. Zehler briefly explained the first-time home buyer's program, noting that the median income for Franklin County is \$76,400/year for a family of four (4). Four (4) single-family (3 BR, 1½ BA) homes were built, which were priced for sale to eligible families at \$119,000. (She noted that the homes cost "much more than that" to build.) Following construction and occupancy of those units, other improvements in the neighborhood began to occur. Funding for this project came from grant monies (\$500,000 HOME grant from DCED, \$50,000 CDBG grant from the Borough of Chambersburg, \$10,000 Franklin County Housing Trust grant and \$10,000 Elm Street grant) and sales of the completed homes.

The project began by meeting with Borough officials and the Elm Street Manager, and they assisted in identifying sites. Ms. Zehler noted that VCHC has already met with some of the Borough staff and Councilman Royer to discuss their proposed project(s) for Waynesboro.

Their goal is to identify blighted properties and create more homeownership in the area to assist in establishing a more stabilized neighborhood.

Several properties that could possibly be a “good match” would be: 242-244 W. Second Street and 246 W. Second Street. Although they don’t feel these properties are eligible for rehabilitation, they (VCHC) propose to work with the Borough to purchase, demolish and build two (2) new single-family homes to be sold to first-time home buyers. Ms. Zehler added that any homeowner participating in this program must attend home ownership counseling and have good credit. In this particular program, there will most likely be a HOME loan for the difference between their mortgage and the sales price of the home; and they must stay in the home as few as five (5) or as many as 15 years. A portion of the loan is then forgiven for each year they reside in the property.

**EXECUTIVE SESSION:** President Mumma noted that Council will hold an executive session after this meeting to discuss real estate and litigation. There may potentially be action taken afterward.

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

**PERSONNEL COMMITTEE:** Councilman Cermak made a motion to approve the updated Northside Pool staff list, as presented. Councilman Royer seconded; the motion passed unanimously.

**PROPERTY AND PUBLIC SAFETY COMMITTEE:** Councilman Royer reported that he attended PSAB’s conference from 06/09 – 06/11, during which blight was one of the main topics. He feels that Council should strongly consider the program presented by Ms. Zehler and VCHC, as it would be a tremendous asset to the community.

**STREET COMMITTEE:** Councilwoman Rolls noted that Otterbein Ministries, Inc. requested that the first four (4) handicapped parking spaces in front of the church on Park Street (beginning 45’ from the south curb line of W. Ninth Street and extending 80’ to the south) be removed, as all of their church services have been moved to their new location on S. Potomac Street. Accordingly, Councilwoman Rolls made a motion for approval. Councilman Cermak seconded; the motion passed unanimously.

Councilwoman Rolls noted that much discussion has been held regarding the intersection of Schier’s Way and N. Church Street, particularly because it is a one-way street with motorists travelling eastbound. The Engineering Department reviewed the site and recommended that a “Do Not Enter” sign be installed in front of the utility pole on the southwest corner of the intersection, the bent Schier’s Way street sign be replaced with “One Way” signs on both sides of the post, and the existing “One Way” sign/post that is currently located behind the utility pole be removed. In addition, Councilwoman Rolls made a motion to implement a “Right Turn Only” from Schier’s Way on N. Church Street for a six-month trial period. Councilman Royer seconded. It was noted that this will eliminate traffic turning left onto N. Church Street, as well as travelling straight onto Alley #1 North (behind the Library/Borough Hall). Discussion also followed regarding the difficulty of larger trucks entering Alley #1 off N. Church Street. Councilwoman Rolls and

Councilman Royer withdrew their motion and second, and it was agreed that the Street Committee would look at the truck traffic issue and bring the matter back to Council.

Councilwoman Rolls then made a motion to install “Hidden Intersection” signs on N. Church Street on each side of the intersection at Schier’s Way. Councilman Cermak seconded; the motion passed unanimously.

Councilwoman Rolls advised that a speed study was conducted on W. Third Street between Church Street and Philadelphia Avenue for potential speed violations. The study determined that the enforcement rating was LOW.

**ECONOMIC DEVELOPMENT COMMITTEE:** No report.

Councilman Fleagle reported that he attended the Franklin County Emergency Service Alliance meeting on 06/08. The Fire and EMS study is progressing well and should be completed in several months. The need to replace Motorola radios was discussed again, and they are considering a regional grant. He will keep Council apprised of any updates.

Councilman Fleagle noted that he is a member of the Waynesboro Bicentennial and WaynesboroFest Committee, and attended their meeting on 06/18. They are beginning operations for 2021 and are looking for volunteers.

Mr. Fleagle noted that he is also a member of the Library Board. They are in the process of painting and installing a handicapped accessible ramp on the second floor, as they are making modifications for the second floor to be devoted to adults and the first floor to children.

**FINANCE COMMITTEE:** No report.

**RECREATION BOARD:** Councilman Royer reported that the Recreation Board met on 05/22 and conducted a tour of the Mt. Airy Park. Existing equipment and the layout of the playground was assessed and will be discussed further at the next meeting. They also visited Northside Pool during the meeting.

The next Recreation Board meeting will be held on 06/26 at 6:30 p.m. at Northside Pool.

**RENFREW MUSEUM AND PARK REPORT:** Becky LaBarre, Executive Director of Renfrew Museum and Park, was in attendance. Her report was as follows –

- It is with great pleasure that I submit my first report as the newly-appointed Executive Director of Renfrew Museum and Park. I have been extremely impressed with the institutional stewardship, community enthusiasm, and overall warm welcome I have encountered since my arrival on May 20, 2019. It has been a joy settling into my new position and being introduced to many of the stakeholders, supporters, and friends of this fine institution. I look forward to serving you and the greater Waynesboro community in this important role. Below you will find a summary of the activities of Renfrew Museum and Park since your last meeting.

### General Operations

- Renfrew Committee, Inc. (RCI) last met on Monday, May 20, 2019. I have attached the meeting agenda for your reference. Minutes will be voted on for approval at the next RCI meeting scheduled for Monday, July 15, 2019 and regularly submitted with subsequent reports as they become available.
- Current operational activities include the transition of leadership and establishment of updated annual performance objectives for the Executive Director position by the RCI Board of Directors. The transition period has intentionally included a slight overlap in staffing so immediate past Executive Director, Dade Royer, could be available to provide training regarding daily operations to the new hire prior, as well as introductions to contacts affiliated with the museum. Mr. Royer's final day in the office will be Friday, June 21, 2019. Renfrew Museum and Park thanks Dade for his years of dedicated service and wishes him the very best on the eve of his retirement.
- Park use and Museum House tours have been steady with visits increasing as the weather has improved. Our younger guests will soon enjoy a brand-new swing set, currently being constructed by our maintenance staff in the area near the Lions Club Pavilion. Our educational partner, The Renfrew Institute for Environmental and Cultural Studies, reports another successful school season and will be kicking off its Summer Institute beginning Wednesday, June 19, 2019. They have also recently announced an impending name change to "The Institute at Renfrew, Inc." in conjunction with their thirtieth anniversary celebrations this calendar year. RCI continues to work closely with The Institute via an ad-hoc committee with representatives from both boards to address a variety of facilities needs so that each organization can best serve its target audiences and the community as a whole.
- Renfrew Museum and Park is actively engaging the public through our social media channels and has increased our reach significantly over the past month alone. With nearly 4,000 Facebook followers to date, we are very excited to be sharing relevant content to help even more people connect with Renfrew. Look for our new "Foodie Friday" posts, as well as occasional videos and livestream feeds of happenings around the park. We invite Council, staff, and the community to follow us on Facebook or Instagram to keep up on the exciting things going on at Renfrew.

### Programs & Events

- Renfrew Museum and Park kicked off its 2019 Summer Concert in the Park Series on Thursday, June 6, 2019 with a performance by Center of Gravity. The event was well-attended with about 125 people enjoying the evening's entertainment. Following this first concert of the season, the Renfrew Programs and Events Committee decided to re-title this annual program the "Judy Elden Memorial Summer Concert Series" for our late visitor services representative, Judy Elden, who we lost in March of this year. Judy loved music and was a staple at each event, greeting folks as they arrived, tapping her feet to the beat in her regular seat, and wishing concert guests well as they left for the evening. It seems a fitting tribute to honor her memory by dedicating this Renfrew favorite to a very special

lady. Renfrew's free summer concerts begin at 7:00 p.m. on the lawn behind the Museum House.

- Renfrew has also recently introduced a new meet-up group called the Historic Handiwork Circle. This free informal, drop-in gathering for crafters and handiwork enthusiasts is held the third Saturday of the month from 1:00-4:00 p.m. Participants are encouraged to bring their portable, historically-inspired projects to work on within our beautiful surroundings either on the Museum House Porch. Examples could include sewing, knitting, crochet, beadwork, weaving, spinning, sketching/drawing, wood whittling, paper quilling, crewelwork, needlepoint, embroidery – the possibilities are endless – and it's a great opportunity to spend a pleasant afternoon in the company of other creative folks.
- Mark your calendars for A Day in the Life of the Royer Children scheduled for Saturday, July 13, 2019 from 11:00 a.m. – 4:00 p.m. This free family-friendly event is sponsored by a grant from John and Deb Beck. It's a great day for kids to see how the Royer children lived, worked and played during the 1800's. Admission and food are free.
- Lastly, Renfrew is seeking Volunteer Chairs for both the 2019 Oktoberfest and Pumpkin Festival Committees. If you know of anyone who would be interested in serving in these very important leadership roles, please direct them to Associate Executive Director Kim Eichelberger at (717) 762-4723 or [kim@renfrewmuseum.org](mailto:kim@renfrewmuseum.org).

#### Collections Management & Development

- Renfrew Museum and Park's Accession Committee has been hard at work of late assessing the status of and organizing items currently housed in the upper level of the Visitor Center barn. Blacksmithing tools and equipment recently donated to the museum are being formally cataloged with interpretive plans under consideration. The committee is also reassessing farm implements and other cultural artifacts currently in storage for possible exhibit elsewhere on the property.
- Among the Accessions Committee's major initiatives is the development of the institution's long rifle collection. In order to bring awareness to the existing collection of six firearms and our desire to increase both the quantity and quality of the museum's holdings, Renfrew will be exhibiting at the 46<sup>th</sup> Annual Gettysburg Military Artifacts and Collectibles Show hosted by the Gettysburg Battlefield Preservation Association the weekend of June 28-30, 2019. Renfrew hopes to broaden its reach to the collecting community and general public through this temporary exhibit as well as promote our upcoming PA-KY Long Rifle Show and Sale scheduled for Sunday, November 3, 2019. Renfrew encourages anyone interested in the craftsmanship of locally-made antique long rifles to join us at the end of the month in Gettysburg or at our own show in November. Remember, you can always stop by the Visitors Center during regular hours as well to view a selection of these magnificent examples by talented Franklin County gun smiths.

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

- On May 16<sup>th</sup>, I attended the Waynesboro Area School District's Awards Night and presented five (5) seniors with scholarships from the Waynesboro Beneficial Fund Association.
- On May 17<sup>th</sup>, along with Chief Sourbier, I attended the Law Enforcement Appreciation Banquet in Chambersburg.
- On May 20<sup>th</sup>, I attended the Boy Scouts of America Patriotism Breakfast at the Waynesboro Country Club.
- On May 23<sup>rd</sup>, I attended the F&M mixer at Christine's Café.
- On May 24<sup>th</sup>, I attended the Franklin County Commissioners' meeting.
- On May 27<sup>th</sup>, I attended and participated in the Memorial Day Service. Many thanks to Kathy Schaffer and the Combined Veterans Council, along with the Wayne Band and all who participated.
- On May 29<sup>th</sup>, I attended the Waynesboro Area School District's Annual Meeting of all employees in reviewing the past year and the year to come.
- On May 30<sup>th</sup>, I attended the Open House and mixer for 1884 Market House.
- On June 5<sup>th</sup>, along with Chief Sourbier, I attended the School Safety Program at the Chambersburg Fire Headquarters.
- On June 9-12, along with Manager Stains, Councilman Royer and Mr. Rooney, I attended the PSAB's Annual Conference at the Hershey Lodge.
- On June 14<sup>th</sup>, I had the privilege of participating in the Eagle Scout Service Project of Wyatt Austin Sanders. Many long hours of work and financial support was needed and obtained. Great project at Renfrew with the new flag pole and flags.

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

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

- Water Treatment Plant Upgrade – Bids were opened for the project on June 11, 2019. There were two (2) bids for Contract 1 (General Contract), two (2) bids for Contract 2 (Mechanical Contract) and one (1) bid for Contract 3 (Electrical Contract). Pursuant to review of the submitted bids, the WBA took action during their meeting last evening to issue the Intent to Award Contracts 1, 2 and 3 to the apparent low bidders. Contract amounts are as follows:

Contract 1 – PSI Pumping Solutions	\$2,898,000
Contract 2 – W.C. Eshenaur & Sons	\$376,000
Contract 3 – PSI Pumping Solutions	\$483,000

Total construction costs are \$3,757,000. The WBA anticipates proceeding with awarding the contracts pending a favorable outcome of the July 17<sup>th</sup> PENNVEST board meeting.

- Billing & Accounting Software – Due to staffing issues in the front office that impacted the training scheduling and a minor “hiccup” with the credit card processor, we had to postpone the “go live” date for the billing software. We hopefully will be up and running with the new system by the end of the month.

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

- We received several Right-to-Know requests:
  - (a) Vileen Leung, Public Financial Management, Philadelphia, PA – Requested a copy of the proposal from Pennsylvania Economy League for the Five-Year Financial Plan through the Early Intervention Program. The request was granted.
  - (b) Renee Stuckey, Property Debt Research, Fort Myers, FL – Requested any unpaid special assessments not placed on property taxes; and any active/unpaid code violations, property maintenance, or nuisance violations on record for 115 E. Fifth Street, aka 115 E 5 Street. The request was granted.
  - (c) Kors v. Borough of Waynesboro was appealed to the Office of Open Records seeking records regarding a specific property. The Office of Open Records issued a final determination on June 12, 2019 stating, “The Agency proved that the records do not exist within the possession, custody or control of the Agency” and was denied.
- We have issued Transient Vendor Permits for the following:
  - (a) David Angeles, Gettysburg, PA, Tanios Mexican Restaurant (Food Truck)
  - (b) Jeff Paules, Hagerstown, MD, Sweet Dreams (Food Truck)
  - (c) Russell Conn, Waynesboro, PA, Fat Russ BBQ (Food Truck)
  - (d) Joseph Myerly, Jr., Hagerstown, MD, Brentwood Smokers (Food Truck)
  - (e) Gary McPherson, Smithsburg, MD, C&K Ice Cream (Food Truck)
  - (f) Brandon Stewart, Waynesboro, PA, Keystone Novelties Distributors, LLC (Fireworks Tent)
  - (g) Holly Stewart, Waynesboro, PA, Keystone Novelties Distributors, LLC (Fireworks Tent)
  - (h) Murray Rodney Cool, Jr., Waynesboro, PA, Brio Coffeehouse
  - (i) Ellyn Daniels, Waynesboro, PA, Dawn and Dusk Donuts
- During the Pennsylvania State Association of Boroughs conference, all 16 Resolutions offered for consideration were approved for PSAB’s Government Affairs Department to lobby in support of. Additionally, there were 17 Standing Resolutions from 2016 that the Association voted to continue to support. Copies of these Resolutions have been provided to you this evening.
- There was a delay in receiving vital information from BRINJAC Engineering for distribution among contractors for the Street Light Project. As a result, I issued a two-week extension for bids. Bids are now due on July 3, 2019 at 5:00 p.m.
- The Memorial Park Project is moving along well. All of the playing surfaces and walkways have either been resurfaced or created. All new fencing is installed and the restroom is under roof.
- The Fire Department will be conducting training exercises at homes along Roadside Avenue slated for demolition by WellSpan Health. Trainings began June 18<sup>th</sup> and will continue through July 11<sup>th</sup>. There will be no live fire evolutions, but there may be periods of time when smoke may be seen coming from the area. The Fire Department is also taking steps to limit traffic interruptions in the area. Information on these trainings was posted to social media.
- We will hold our kickoff meeting next week with the Pennsylvania Economy League for our five-year financial plan.

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

- A. Approve Minutes as Presented – April 17, 2019 (regular meeting)
- B. Accept Reports of the Police Chief, Fire Chief and Code Enforcement/Zoning Officer for the month of May, 2019
- C. Pay Bills – Check Detail(s) dated 05/20, 05/28, 06/03, 06/11 and 06/17

Councilman Knott seconded; the motion passed unanimously.

**UNFINISHED BUSINESS** – None.

### **NEW BUSINESS**

**APPOINTMENT OF DADE ROYER TO RENFREW COMMITTEE, INC. (RCI) BOARD:** Mr. Stains presented a request to appoint Dade Royer as a member of the RCI Board. Councilman Cermak made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

**STREET CLOSING REQUEST FROM ST. ANDREW THE APOSTLE CATHOLIC CHURCH FOR ANNUAL EUCHARISTIC PROCESSION ON JUNE 23, 2019 FROM 8:30 A.M. TO 10:00 A.M.:** Mr. Stains presented a request to close the bottom portion of Locust Street and Alley #1 (from N. Broad to Locust Streets) on Sunday, 06/23, from 8:30 to 10:00 a.m. for the annual St. Andrew Catholic Church Eucharistic Procession. Mayor Starliper commented that he can approve any street closings; however Solicitor Wiser disagreed, noting that the closure of a Borough street requires Borough Council's approval. Councilman Fleagle then made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

**RESOLUTION NO. 2019-09 AUTHORIZING REMOVAL OF THE BOROUGH AS BENEFICIARY ON EMPLOYEE LIFE INSURANCE POLICY:** Mr. Stains explained that, during transition of the Borough employees' deferred compensation plans from MetLife to MassMutual, it was discovered that Chris Eyler (a maintenance employee) had been paying for life insurance for many years that named the Borough as beneficiary to the policy. This resolution will correct that error. Councilman Cermak made a motion for approval. Councilman Knott seconded; the motion passed unanimously.



RESOLUTION NO. 2019-09

A RESOLUTION OF THE BOROUGH OF WAYNESBORO, FRANKLIN COUNTY,  
PENNSYLVANIA, AUTHORIZING CHRISTOPHER T. EYLER TO REMOVE THE  
BOROUGH OF WAYNESBORO AS THE DESIGNATED BENEFICIARY ON  
POLICY/CONTRACT NO. 52030016

Complete copy on file at Borough Hall.

**AUTHORIZATION FOR DCED TO PERFORM A POLICE REGIONALIZATION STUDY:**

Mr. Stains noted that the possibility of police regionalization has been discussed for many years between the Borough of Waynesboro and Washington Township. A regionalization study was performed many years ago for the southern half of Franklin County, and there is now interest in exploring whether this is a good option for this part of the County. DCED will provide a free study and recommendations thereafter. The Washington Township Supervisors have already approved a letter of intent, and they are requesting Borough Council to do the same. Councilman Fleagle made a motion for approval. Councilwoman Rolls seconded; the motion passed unanimously.

**AUTHORIZE CONTRACT FOR POOL CONSULTANT:**

Solicitor Wiser advised that a proposal has been received from Counsilman-Hunsaker, who specializes in pool consulting. They have provided a proposed professional services agreement for an initial cost of \$7,500, which covers a limited scope of work. Once they have conducted an on-site assessment, they feel they will be better equipped to provide a quote for additional costs to be incurred. Clarification has been requested regarding some of the ancillary costs and responsibilities for liability in the PSA should the proposed modifications not function as desired. Once those clarifications have been received, information will be provided to Council in order for them to take action at the July meeting.

**FOR INFORMATION ONLY**

**SUSQUEHANNA MUNICIPAL TRUST'S OPPOSITION TO HB 432 (PTSD PRESUMPTION FOR FIRST RESPONDERS):**

Mr. Stains noted that Susquehanna Municipal Trust is the Borough's workers' compensation carrier for all employees except the volunteer firefighters. HB 432 proposes to enact PTSD presumptions for first responders, which could drastically increase workers' compensation costs. SMT and the PSAB are opposed to this legislation and are requesting that municipalities contact their state representatives.

**ACT 14 NOTIFICATION OF SPECIALTY GRANULES, LLC'S PLAN APPROVAL APPLICATION SUBMISSION TO PADEP FOR WAYNESBORO PILOT PELLET PLANT AT 2 E. SIXTH STREET:**

Mr. Stains noted that the Borough received an Act 14 Notification regarding Specialty Granules' plan to establish a pilot pellet plant at 2 E. Sixth Street. Comments/questions should be forwarded to Jason Stains for response.

**SUBDIVISION PLAN (STUART PUGH, E. FOURTH STREET):**

Kevin Grubbs provided Council members with the proposed Subdivision Plan for Stuart Pugh, located on E. Fourth Street (at the end east of Clayton Avenue). The Waynesboro Planning Commission

reviewed the plans on 06/10 and requested several revisions. Those revisions have been completed and are included on the revised plans presented tonight. Mr. Grubbs noted that the staff is recommending approval, contingent upon the decision of the Zoning Hearing Board with regard to their requested variance. The ZHB hearing regarding this matter will be held on 06/27. Councilman Royer made a motion for approval as recommended by Mr. Grubbs. Councilman Cermak seconded; the motion passed unanimously.

**PRESS QUESTIONS:** None.

**COUNCIL AND STAFF COMMENTS:** Mr. Stains congratulated President Mumma for receiving PSAB's Cecil K. Leberknight Award for 10 years of service.

Councilman Cermak commended members of City Light Fellowship for their hard work on the community garden.

Councilman Fleagle noted that the Summer Jubilee is scheduled for 07/04. Their last organizational meeting will be held next week.

Councilwoman Rolls commended the YMCA and appropriate committee for their mini-triathlon, noting it was a great event.

Mayor Starliper reported that the Waynesboro Fire Police will assist at the Mont Alto Tractor Pull on 08/03, at Greencastle's "God Bless America" event on 07/02, and at the Waynesboro parade on 07/04.

Having no further business to discuss, Council adjourned to executive session at 7:51 p.m. They reconvened and adjourned the meeting at 9:10 p.m. on a Fleagle/Cermak motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott  
Borough Secretary