

NOVEMBER 20, 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

Junior Councilperson(s) – William Young

Mayor Richard Starliper

Borough Staff – Jason Stains, Borough Manager
Zachary Rice (Salzmann Hughes), Borough Solicitor
Chad Rooney, Administrative Services Coordinator
Matthew Schmidt, Zoning-Code Enforcement Officer
S. Leiter Pryor, Director of Utilities
Shawn Adolini, Fire Chief
Jody Sanders, Deputy Fire Chief
James Sourbier, Police Chief

FLAG CEREMONY/PLEDGE OF ALLEGIANCE: Cub Scout Pack 97 conducted a Flag Ceremony and led those present in the Pledge of Allegiance.

EXECUTIVE SESSION: President Mumma noted that Council would hold an executive session at the end of the meeting to discuss real estate and litigation issues.

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

PERSONNEL COMMITTEE: Councilman Cermak noted that he received favorable performance evaluations for Kyle Adolini and Kimberly Green; no action was required.

Councilman Cermak made a motion to approve a step increase for James Sourbier to salary level 22B, effective 09/12/2019 (retroactive pay will apply). Councilman Royer seconded; the motion passed unanimously.

Councilman Cermak made a motion to approve a step increase for Gary Smith to salary level 11D, effective 10/10/2019 (retroactive pay will apply). Councilman Royer seconded; the motion passed unanimously.

Councilman Cermak made a motion to approve a position reclassification for Robert Luchs to Water Treatment Plant Technician, salary level 8A, effective 11/17/2019. Councilman Royer seconded; the motion passed unanimously.

Councilman Cermak made a motion to approve a step increase for Gordon Cruickshanks to salary level 20C, effective 11/25/2019. Councilman Royer seconded; the motion passed unanimously.

Councilman Cermak made a motion to approve a step increase for Stacie Noll to salary level 11C, effective 12/17/2019. Councilman Royer seconded; the motion passed unanimously.

PROPERTY AND PUBLIC SAFETY COMMITTEE: No report.

STREET COMMITTEE: Councilwoman Rolls reported that there was much discussion at the 11/14 Street Committee meeting regarding enforcement of the 15-minute parking space in the southeast quadrant of Center Square (in front of Brio), particularly on Sundays. Councilwoman Rolls made a motion to remove the 15-minute parking meter and install a 15-minute parking only sign. Councilman Cermak seconded; the motion passed unanimously.

The next Street Committee meeting will be held on 12/12 at 9:00 a.m.

ECONOMIC DEVELOPMENT COMMITTEE: Councilman Fleagle reported on the 11/12 meeting, as follows –

- Franklin County Redevelopment Authority (Chris Gulotta Presentation Recap) – Reviewed slide presentation of Chris Gulotta concerning new legislation on Land Banks.
- 21 East Main/Other Main Street Developments – Greg Duffey presented drawings of the property and the layout for the new building project.
- Street Light Upgrade (Status from Street Committee) – Per Jason Stains, bid package to go out this week.
- Other Business – Chad Rooney outlined plans for Borough-wide walking trails. Dan DeDonna agreed to present the trails initiative to Waynesboro Vision 2030 group for review and suggestions.

The next Economic Development Committee meeting will be held on 12/03 at 10:00 a.m.

FINANCE COMMITTEE: No report.

RECREATION BOARD: No report. The next Recreation Board meeting will be held on 01/22 at 6:30 p.m. in Borough Hall's second floor conference room.

RENFREW MUSEUM AND PARK REPORT: Becky LaBarre, Executive Director of Renfrew Museum and Park, was in attendance and provided a summary of her written report, which was as follows –

- For your reference, please find below a summary of the current activities of Renfrew Museum and Park as of November 2019.

General Operations

Renfrew Committee, Inc. (RCI) last met on Monday, September 16, 2019. RCI's next meeting is scheduled for Thursday, November 21, 2019. Renfrew Museum and Park is also hosting a "Team Meeting" on November 21, 2019 for RCI board members, staff, appointed members of Renfrew Executive Committee (REC), and all working committees to cover internal operations, review the strategic plans, and make plans for the 2020 season.

Museum House tours have concluded for the season, but the grounds and Visitors Center remain open for guests to enjoy. As we wrap up our fall programming, our attention turns to updates in the Visitors Center Gallery including new exhibits and improving existing amenities for better guest experience. In the off-season we are also planning winter presentations, workshops, and gearing up for Renfrew's 45th Anniversary Celebration in 2020! Stay tuned for more information. Winter will also allow time for the staff to overhaul docent training materials and collections maintenance procedures.

Facilities

Collections Lock-Up/Upper Barn: Construction of a new storage loft in the leftmost bay at the northern end of the Upper Barn has been completed and is now in use by The Institute at Renfrew. Items in the lock-up continue to be sorted with the goal of emptying out anything that is not related to collections management activities. A formal assessment of collections storage will take place in the coming months. Discussions with Institute staff regarding RI's needs related to storage of institutional documents and inventoried historic artifacts used in educational programming have indicated the necessity for these items to remain in the lock-up for the near-term. This will be permitted as long as temporary storage is limited to only items of an archival nature and ownership is clearly defined within the space dedicated to the Institute's use. No programming materials for either organization may remain in the space in order to limit exposure to or introduction of any possible environmental factors which may adversely affect artifacts in our care.

Buckey Trail Construction: As you are aware, Phase I of the Buckey Trail is complete and open to the public! We have already heard from visitors how nice it is to have a continuous path from Memorial Park to Renfrew's Humpback Bridge. Bicycles are now permitted at Renfrew, as this was the main thrust

behind Franklin County supporting the project as its comprehensive plan identifies a trail system for both bicycle and pedestrian traffic as a priority for our region. Bicycles may only be ridden on this new paved surface, the gravel of Fahnestock Lane, and paved path through the picnic area near the lower lot. Updated policies and signage are forthcoming.

A pre-permit preparation meeting for Phase II of the trail took place on Tuesday, November 19, 2019 to review wetland conditions. Representatives were present from Renfrew, the Borough of Waynesboro, Triad Engineering, the Franklin County Conservation District, the Army Corps of Engineers, and PA Department of Environmental Protection. It was determined that the maximum width to accommodate construction vehicles will be no more than ten (10) feet and the total area of disturbance will remain below one (1) acre. Permits will be prepared and submitted for review soon in the hopes that approval may be given so work can tentatively take place from May through October 2020. We eagerly await the completion and dedication of this important trail at Renfrew!

Fahnestock Barn: Six (6) of the very best examples of our large farm equipment have been moved from storage in the lower barn horse bay, cleaned, treated, and are now on display in the overhang of the upper barn. Special thanks to maintenance staff John Frantz and John Curfman for their beautiful work in moving, cleaning, and conditioning these artifacts! The items on exhibit include three (3) plows, our 1850s flop-over hay rake, corn sheller, grain shovel, and a fodder cutter. Interpretive signage to follow for the 2020 season. Three antique harvest benches found in the barns have been installed for use by the Institute during classes and for seating during museum programs. Work to clear the lower barn has ceased for the winter, but solutions for an alternative location for the Institute's gardening equipment is still under consideration. Our goal remains to open the lower barn for viewing by visitors within the next year or so. Investigation into ways to sensitively illuminate the Fahnestock Barn also continues for its use as a regular programming space.

Ed Miller Administration Building: Our zoning map amendment application was reviewed by the Washington Township Planning Commission on Monday, October 14, 2019 and ultimately tabled. Official review comments from the Township Engineer recommended that, rather than a map amendment from Agricultural to Commercial zoning, the municipality should consider a text amendment to the ordinance. Currently, a use like Renfrew is neither defined nor included as a "use permitted by right" or "conditional use" in the Township's zoning ordinance. Because of this, the engineer feels it is difficult to provide a firm determination of conformity with zoning regulations. Dealing with the inadequacies in the zoning ordinance would address both Renfrew's concerns as well as larger land use considerations in the township. After much discussion with municipal officials at a staff work session following the Board of Supervisors' business meeting on Monday, October 21, 2019, it was decided that Renfrew would request permission from its governing bodies (RCI and Waynesboro

Borough Council) to withdraw the application as submitted and allow the Township to work on a satisfactory solution via a zoning text amendment. RCI gave their consent for withdrawal via an email vote on Thursday, October 24 and Waynesboro Borough Council voted to permit withdrawal of the application on October 30, 2019. The township will move forward with proposing a zoning text amendment after the first of the year when the Planning Commission has been disbanded in favor of a Planning Committee comprised of members of the Board of Supervisors. More updates to follow as they become available.

Grist Mill: The Mill Committee last met on Wednesday, October 2, 2019 to review the draft feasibility study prepared for us by architect Don Smith of firm Bushey Feight Morin Architects, Inc. The final study is now complete and will be presented to RCI at its next meeting on November 21, 2019. If adopted by RCI, the study will be forwarded to the Borough of Waynesboro Council for consideration. Once adopted, Renfrew would begin the design and review phase with the Washington Township Planning Committee for a land development plan and building permits.

Traffic Calming Efforts: In an effort to slow vehicular traffic and ensure safety on Renfrew's main driveway and in our parking lot, new signage has been installed. Reflective tablet-style speed signs designating a 5 mile-per-hour speed limit are now located in three locations. Additionally, the driveway to the Ed Miller House has been closed and all traffic into and out of Renfrew, with the exception of emergency vehicles and special circumstances, is being directed to the main entrance. Renfrew asks our guests to please observe the new speed limit and encourage others to slow down when entering or exiting the property.

Visitors Center: Work in the Visitors Center has progressed significantly over the last few months. We have made room for installation of the longrifle case by removing shelving, books, and other materials from the northern end of the gallery space. The area is now temporarily filled with a holiday vignette, but we are working with the Nicodemus Center for Ceramic Studies to develop a permanent exhibit for the collection of John Bell pottery currently on display in the Changing Gallery of the Museum House and any other artifacts that may be transferred to our care in the future. The proposed case would be an extruded aluminum and glass curtain wall storefront system matching those already in place in the Visitors Center gallery. We anticipate the new case could possibly be installed within the 2020 calendar year contingent upon approvals from the respective boards and funding availability.

In cooperation with Renfrew Institute, the wood floor in the Wagon Shed Room is being refreshed with Rubio Monocoat Oil, a natural linseed oil product. Work commenced on Friday, November 15 with the finish hand-applied by Rodney Hoffman and Mark Blair of Rod's Flooring. Conditioning and buffing of the wood floor will produce a finish which will last in this high-traffic area for about two years.

Programs & Events

Longrifle Show & Sale: Renfrew's Accessions Committee hosted a Pennsylvania-Kentucky Longrifle Show & Sale on Sunday, November 3, 2019 from 11:00 a.m. to 4:00 p.m. The show highlighted the craftsmanship of Waynesboro-area and Cumberland Valley gunsmiths of the nineteenth century. Admission was \$5 for adults, \$2 for children ages 12-17, and free to children under age 12 as well as Renfrew Museum and Park members. We welcomed about 150 guests on a crisp fall Sunday afternoon. Many in attendance also chose to tour the Museum House and partook in refreshment offerings from two food truck vendors. A formal dedication of our new custom-built longrifle display case took place at 2:00 p.m. which honored Wayne Martz and Bob Crouse for their work in constructing the new home for our longrifles. Renfrew's hope was that this special event featuring the beauty of the longrifle as a historic tool and artform would inspire both appreciation for the artifacts and, hopefully, additional gifts to our growing longrifle collection. As a result of the show, Renfrew has already received the donation of a high-quality reproduction rifle for use in interpretation along with a Henry Knoll rifle from the collection of Dennis and Curtis Koons on permanent loan!

Holiday Programming: As the calendar year winds to an end, Renfrew Museum and Park has several holiday activities planned now through December. We will have a booth at **Main Street Waynesboro's Holiday Marketplace** in the parklet on Friday, November 22 from 5:00 p.m. to 8:00 p.m. and on Saturday, November 23 from 11:00 a.m. – 4:00 p.m. where we'll feature select items from our gift shop. We'll also be selling tickets to Christmas on the Farm (see below) along with **luminary sponsorships** at \$5.00 per bag. Donations will supply Renfrew with waxed luminary bags filled with sand and two tealight candles to light the way of our many guests during our three-day event. Sponsors may include a special dedication in honor or memory of whomever they wish.

Renfrew Museum and Park will once again host the **Greater Waynesboro Chamber of Commerce December Mixer** on Thursday, December 5 from 5:00 – 7:00 p.m. Chamber members, as well as Renfrew volunteers and docents, are invited to enjoy light refreshments and tour the Museum House before it's open to the public.

Lastly, Renfrew's annual holiday event **Christmas on the Farm** returns the first weekend of December! Guests are invited to rediscover the simple joys of Christmas past at Renfrew Museum and Park this holiday season by walking back in time through over 200 years of celebration. As always, follow the soft glow of flickering luminaries and the fiery blaze of torches to the beautifully decorated Museum House where this year you'll encounter how treasured traditions evolved over the centuries with new interpretative vignettes. Explore some of our historic outbuildings, enjoy songs and stories around a cozy

warming circle, or step out of the chill into the festive atmosphere inside our Visitors Center where even more family fun awaits. Enjoy a goodie and warm beverage, make a craft, or shop for that special gift. We invite you to join us at Renfrew this December for an unforgettable holiday experience and make memories that will last a lifetime. Admission is \$12 for adults, \$10 for seniors ages 65+, \$6 for children ages 7-18, and free for kids under 6 and for Renfrew Museum and Park Members. Christmas on the Farm takes place Friday, December 6 from 5:30 – 8:30 p.m.; Saturday, December 7 from 2:00 – 8:00 p.m.; and Sunday, December 8 from 1:00 – 5:00 p.m.

MAYOR'S REPORT: Mayor Starliper introduced Andrew Stansfield, who was in attendance for a high school civics class.

The Mayor's Report was as follows –

- On October 31st, I attended the Franklin County Legislative Breakfast at The Orchard's. Very good program.
- On November 1st, I attended the First Start Annual Meeting held at the Waynesboro Country Club.
- Also on the 1st, I attended the ribbon cutting for the Early Learning Center and Wellspan Clinic at the Waynesboro Area School District.
- On November 3rd, I had the privilege of participating in the WCCA, honoring our military personnel.
- On November 8th, I attended the Chamber's breakfast with Randy Scott from Chick-Fil-A as the speaker.
- On November 9th, I attended the Waynesboro Lions Club 90th Charter Night and presented them with a proclamation for the event.
- On November 11th, I attended the dedication of the plaques at the Memorial Bridge in honor of our veterans.
- On November 12th, I attended the Franklin County Commissioners' meeting.
- On November 15th, I had the privilege of having lunch with Chris Cap, Executive Director of PSAB.
- On November 17th, I attended the dedication of the 44th Habitat Home in Franklin County. This one is on Dickinson Avenue.
- On November 18th, I attended the Board of Directors meeting for Burns Hill Cemetery.
- On November 20th, I attended the Council of Governments meeting and also the Board meeting for the Waynesboro Beneficial Fund Association.

SOLICITOR'S REPORT: No report.

DIRECTOR OF UTILITIES' REPORT: Mr. Pryor presented his report as follows –

- 2020 Utility System Budgets – The WBA took action during their November 19th meeting adopting the 2020 Borough Water and Sewer Utility System budgets by resolution, as required by the 2019 Management Agreement.

- The WBA also adopted a water rate increase of 15%, effective January 1, 2020. This increase is needed to fund the Water Plant Upgrade Project and the Antietam Dam Emergency Spillway Project. To the average water customer using 15,000 gallons of water, this increase equates to about \$13.34 per quarter or \$4.45 per month. In looking at the water rates in surrounding communities, with this increase we are still one of the lowest water service providers in the area!

The WBA increased the penalty amount for delinquent water and sewer accounts from 5% to 10%, effective January 1, 2020.

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

- Right to Know requests were received from the following:
 - a) Irish Torcuator – BuildZoom, San Francisco, CA – “All building permits from July 22, 2019 through September 3, 2019. This was granted.
 - b) Brian Bush – Amguard, Ellwood City, PA – “Current list of all first and last name of employees and subcontractors, positions held and current salary either in a form of Payroll, Employee contact information, audit purpose or insurance or any workers comp.” This request was denied as we are not required to create a list in a format that does not exist. Mr. Bush appealed the decision to the Pennsylvania Office of Open Records and on appeal we created the list as it was more costly to fight the request. The information was provided to Mr. Bush and we received notification of his appeal being withdrawn.
 - c) Peter Hein – Indecomm Global Services, St. Paul, MN – “Any open code violations, liens or any open/expired building permits for 223 Fairview Ave.” The request was approved and there were no open code violations or liens on the property.
 - d) Kareen Lynah – PropLogix, Sarasota, FL – “For the property located at 49 Clayton Avenue, please provide copies of the following: any open or outstanding building permits and associated invoices. Any open or outstanding nuisance code violations (tall grass, junk in yard, etc.) and associated invoices.” The request was granted and they were provided with information related to a lien of \$267.93 for Borough utilities.
 - e) Janeen McChesney – Resident, Waynesboro, PA – “Full name and address of complainant who contacted the Borough of Waynesboro with a complaint about the grass length by mailbox and boxes sitting alongside of house for trash day on September 4, 2019. Complaint was handled by Matthew Schmidt, Zoning and Code Enforcement.” The request was denied because a record of an agency relating to a non-criminal investigation, including complaints to an agency are exempt from disclosure.
 - f) Hank Shepardson – Collegeville, PA – “I am requesting copies of all Certified Payrolls for the electrical work being done by GRC General

Contractor, Inc. on the Main Street Streetlight Project (Prevailing Wage #19-04909) along Main Street in the Borough of Waynesboro, Franklin County, PA.” This request was denied as the contractor was never awarded the bid.

- Transient Licenses were issued to the following:
 - a) Renewal by Anderson Windows, Mechanicsburg, PA
- I attended the Pennsylvania State Association of Boroughs’ Fall Conference in State College on October 11-12, 2019. During the conference we learned about:
 - a) Pride, Poise and Team
 - b) Complete Streets Programs
 - c) Sharing Services and Money Savings
 - d) Land Use Law Updates
 - e) Community Policing
- I attended the International City/County Management Association’s Annual Conference in Nashville, TN on October 18-23, 2019. There were over 6,000 managers from around the world at the conference. During the conference we learned about:
 - a) Business and Technology with the use of Artificial Intelligence
 - b) Cultivating Trust in the Digital Age
 - c) The Future of the Profession
 - d) Best Practices to Bring Solar to Low- and Middle-Income Communities
 - e) Rediscovering the Value of Public Service in Local Government
 - f) Leading through Tragedy
 - g) Overcoming Obstacles in Leadership
 - h) Use of Artificial Intelligence to Solve Public-Sector Problems
 - i) Cultivating the Value of Parks
 - j) Facing the U.S. Identity Crisis on Immigration
 - k) Emerging Regulatory Areas
- I have been asked to testify before the Senate Intergovernmental Operations Committee on Thursday, December 12, 2019. If Council would like me to address any specific issues, please contact me.
- Borough staff met with the Army Corps of Engineering, Franklin County Conservation District, representatives from Renfrew and the Department of Environmental Protection to discuss the final leg of the walking trail through Renfrew. Our permit applications will be submitted by the end of the year and we anticipate finishing the project by connecting to Otterbein Park in the summer of 2020.

- I am meeting with the Washington Township Manager and School District Superintendent early next month to discuss how we can improve our respective Local Economic Revitalization Tax Assistance Acts (LERTA).

Mr. Stains welcomed Ambulance Squad members. He noted that they met recently to discuss a potential cooperative for training options for our Fire Apparatus Drivers who are EMT's. Additionally, the Ambulance Squad has agreed to begin submitting monthly activity reports to Council (similar to those of the Fire Chief, Police Chief and Code Enforcement Officer).

Mr. Stains also noted that Amy Kronenberg, Executive Vice President and Director of Economic Development with GMS Funding Solutions was present to provide their annual report to Borough Council. (A copy of the report is attached hereto as "Attachment 1".)

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:

Wayne Bartholow, 35 N. Grant Street – A member of The Wayne Band, Mr. Bartholow reported on their upcoming engagement dates:

- Saturday, November 23 at 2:00 p.m. – Waynesboro Christmas Parade
- Sunday, December 1 from 1:00 to 3:00 p.m. – Community Christmas Concert at Church of the Apostles/United Church of Christ, 336 Barnett Avenue, Waynesboro, PA – Free and open to the public
- Monday, December 9 at 7:00 p.m. – Christmas Concert at SpiriTrust Lutheran/The Village at Luther Ridge, 2700 Luther Drive (off of Black Gap Road), Chambersburg, PA
- Monday, December 16 at 7:00 p.m. – Christmas Concert at Hess Room/Minnich Manor, Quincy Village, 6596 Orphanage Road (in the village of Quincy Village)
- Monday, December 23 at 7:00 p.m. – Christmas Concert at Bryson Room/Colestock Center, Quincy Home, 6596 Orphanage Road (off of Orphanage Road, in the village of Quincy)

He added that all concerts are free and open to the public.

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

- A. Award Contract for Snow Removal Services (D. L. George & Sons Construction Co.)

- B. Award Water Treatment Chemical Bids (per recommendation from Director of Utilities)
- C. Award Sludge Hauling/Land Application Bids (Martin Brothers Custom Farming)
- D. Approve Minutes as Presented – August 7, 2019 (special meeting)
- E. Accept Reports of the Police Chief, Fire Chief and Code Enforcement/Zoning Officer for the month of October, 2019
- F. Pay Bills – Check Detail(s) dated 11/04 and 11/11

Councilman Knott seconded; the motion passed unanimously.

UNFINISHED BUSINESS

REJECT BID – 2019 CDBG COLD IN-PLACE RECYCLING STREET PROJECT (CONTRACT #B-2019-16): Kevin Grubbs reported it is the staff's recommendation that the bid received for the 2019 Cold In-Place Recycling for W. Third Street between S. Church and S. Potomac Streets be rejected and the project be rebid. Councilwoman Rolls made a motion to reject the bid in accordance with the staff's recommendation. Councilman Knott seconded; the motion passed unanimously.

NEW BUSINESS

FAIR HOUSING RESOLUTION: Mr. Stains presented the annual Fair Housing Resolution, No. 2019-20, for Council's consideration. Councilwoman Rolls made a motion for approval. Councilman Cermak seconded; the motion passed unanimously.

RESOLUTION NO. 2019-20

RESOLUTION OF THE BOROUGH COUNCIL OF THE
BOROUGH OF WAYNESBORO, FRANKLIN COUNTY, PENNSYLVANIA,
NOTIFYING ALL RESIDENTS ABOUT FAIR HOUSING RIGHTS

Complete copy on file at Borough Hall.

AUTHORIZE SUBMITTAL OF 2019 CDBG APPLICATION TO DCED (RESOLUTION NO. 2019-21): Mr. Stains noted that a required public hearing was held the previous day at 3:00 p.m., however no member of the public was in attendance. The application for FY 2019 CDBG funding was presented to Council for approval. He noted they plan to do additional paving on Third Street between Fairview Avenue and S. Price Avenue with these funds. Councilman Cermak made a motion for approval. Councilwoman Rolls seconded; the motion passed unanimously.

RESOLUTION NO. 2019-21

RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF
WAYNESBORO, FRANKLIN COUNTY, PENNSYLVANIA, AUTHORIZING
SUBMITTAL OF AN APPLICATION FOR THE PA COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) FUNDS FOR THE FISCAL YEAR 2019

Complete copy on file at Borough Hall.

APPROVAL OF 2020 FRANKLIN COUNTY AREA TAX BUREAU BUDGET: Mr. Stains presented the 2020 Franklin County Area Tax Bureau budget for Council's consideration. He noted that their annual budget is provided to every school district and municipality in Franklin County for voting. Councilman Knott made a motion for approval of the FCATB budget, as presented. Councilman Cermak seconded; the motion passed unanimously.

APPOINT REPRESENTATIVE AND ALTERNATE TO FRANKLIN COUNTY AREA TAX BOARD: It was noted that the current representative is Jason Stains and the alternate is Jarred Knott. Councilman Royer made a motion to appoint the same individuals for the upcoming year. Councilwoman Rolls seconded; the motion passed unanimously.

APPROVAL OF LIGHTS FOR MEMORIAL BRIDGE: Mr. Stains noted that discussion was held some time ago with Washington Township officials regarding the lights at Memorial Bridge. A quote in the amount of \$6,964.20 has been obtained from Schaedler Yesco Distribution for the lights, as well as a quote in the amount of \$3,200 from GW Electric for the electrical work involved in the installation. These costs will be split 50/50 between the Borough and Washington Township. Councilman Royer made a motion to approve the Borough's portion of the costs for the Memorial Bridge lights, as presented. Councilman Cermak seconded; the motion passed unanimously.

It was noted that Kevin Grubbs is currently working with UGI to obtain the required utility easement to run power on the bridge, and he has already received approval from PENNDOT for the LED low wattage lights.

APPROVE ACCREDITED SERVICES' 2020 FEE SCHEDULE: Mr. Stains noted that Borough Council is required each year to acknowledge/approve the Building Code Inspection Agency's fee schedule. He presented the 2020 Fee Schedule for Accredited Services for Council's consideration. Councilwoman Rolls made a motion for approval. Councilman Knott seconded; the motion passed 5-0 (Councilman Cermak abstained).

REVISED SCHEDULE OF FEES (RESOLUTION NO. 2019-22): Mr. Stains presented proposed Resolution No. 2019-22, which revises the Borough's Schedule of Fees for 2020. Councilman Knott made a motion for approval. Councilwoman Rolls seconded; the motion passed unanimously.

RESOLUTION NO. 2019-22

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.

APPROVAL OF JOB DESCRIPTION FOR POLICE PATROL OFFICER: Mr. Stains provided Council members with a proposed job description for Police Patrol Officer, which has been updated by the Police Chief and reviewed by the Solicitor. Councilman Cermak made a motion for approval. Councilman Royer seconded; the motion passed unanimously.

FOR INFORMATION ONLY

ARTWORK DONATION IN MEMORY OF ROBERT HASLE: Mr. Stains advised that Julie Fulton has donated artwork created by her father (Robert Hasle) of Waynesboro's Center Square in his memory. The artwork has been framed and will be hung on Borough Hall's second floor. Council noted their appreciation.

PRESS QUESTIONS: None.

COUNCIL AND STAFF COMMENTS:

Police Chief Sourbier noted, as indicated in his October report, violent crimes have continued to decrease and the arrest rate is up 18%. He warned citizens that "porch pirates" have been cruising the area ... and they should consider having packages delivered at a time when they will be home or can be retrieved by a friend or neighbor.

Casey Rock noted that, on behalf of the Ambulance Squad, he met with Borough Manager Stains recently and provided him with a great deal of data regarding their activity and response to calls for assistance.

Council then adjourned to executive session at 7:23 p.m. President Mumma noted there was a possibility of voting being held afterward. In addition, a budget meeting will also be conducted following the executive session.

Council reconvened to regular session at 8:30 p.m. Councilman Fleagle made a motion to authorize that \$5,000 be designated for an engineering review to ensure that specifications for the proposed street light project are in compliance with federal standards so that TA Set-Aside Grant monies can be utilized. Councilman Cermak seconded; the motion passed unanimously.

After discussion regarding the General Fund, Councilwoman Rolls made a motion to approve the tentative 2020 Operating Budget. Councilman Cermak seconded; the motion passed unanimously.

Having no further business to discuss, Councilman Cermak made a motion to adjourn the meeting at 9:12 p.m. Councilwoman Rolls seconded; the motion passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Borough Secretary