

MARCH 7, 2018  
WAYNESBORO, PA 17268  
REGULAR MEETING

Council President C. Harold Mumma 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 – Jarred Knott, Patrick Fleagle, Niccole Rolls,  
C. Harold Mumma, Chad Rooney and Michael Cermak

Mayor Richard Starliper

Borough Staff – Jason Stains, Borough Manager  
Dan Sheffler, Zoning-Code Enforcement Officer  
Kevin Grubbs, Head of Engineering Services  
Sam Wisner, Borough Solicitor (Salzmann Hughes, PC)  
S. Leiter Pryor, Director of Utilities  
Jim Sourbier, Police Chief  
Jody Sanders, Deputy Fire Chief  
Mike Benshoff, Maintenance Foreman

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

**EXECUTIVE SESSION:** President Mumma noted that Council held an executive session on 02/28 at 5:30 p.m. for the purpose of discussing personnel and legal matters. In addition, they will hold an executive session at the end of this meeting.

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

**PERSONNEL COMMITTEE:** Councilman Cermak acknowledged receipt of favorable performance evaluations for Tom Brennan and Chris Eyler; no action was required.

Councilman Cermak made a motion to approve a step increase for Gary Zentmyer to salary level 13D, effective 04/02/2018. Councilwoman Rolls seconded; the motion passed unanimously.

Councilman Cermak made a motion to approve the hiring of Michaela Shover as Concession Stand Supervisor at Northside Pool. Councilman Rooney seconded; the motion passed unanimously.

Councilman Cermak made a motion to appoint Dr. Scott Card as the Borough's representative on the Chambersburg Board of Health, with a term to expire on 12/31/2019. Councilman Rooney seconded; the motion passed unanimously.

**PROPERTY AND PUBLIC SAFETY COMMITTEE:** No report. Councilman Rooney noted that the next Property Committee meeting will be held on 04/05 at 6:00 p.m.

**STREET COMMITTEE:** No report. Councilwoman Rolls noted that the next Street Committee meeting will be held on 03/22 at 6:30 p.m.

**ECONOMIC DEVELOPMENT COMMITTEE:** Councilman Fleagle reported that the Economic Development Committee met on 03/06. Items discussed were as follows –

- Bill Kohler (Mainstreet Waynesboro, Inc.) discussed events and 21 E. Main Street
- Kathryn Gratton (Arts Alliance) discussed upcoming activities
- Tax base enhancement (without raising taxes) to cover increased cost of services – discussed possible use of LERTA, and will be working in conjunction with the School District
- Received update on street light upgrade
- Code enforcement issues, particularly on Main Street
- Economic development issues with BB&T building/fence and Wendy's at Waynesboro Mall

Bill Kohler reported that the Chocolate Extravaganza event was well-attended, they continue working to find financing for 21 E. Main Street, they are hoping to find a resolution to the "fence issue" at BB&T which is amenable to all property owners downtown, and are working with the American Legion to (hopefully) keep them in downtown Waynesboro.

Councilman Fleagle also noted that the Downtown Master Plan was reviewed. Many of the projected improvements have taken place – i.e. the lighting issue, safety and general appearance, community gathering places with mini parks, etc. They will also pursue the use of liquor licenses downtown, and Paul Gunder has been invited to the next meeting to provide his input. The next meeting will be held on 04/03 at 10:00 a.m.

**FINANCE COMMITTEE:** No report.

**RECREATION BOARD:** No report. Councilman Rooney noted that the next Recreation Board meeting is scheduled for 03/28 at 6:30 p.m. Councilman Fleagle noted that the Recreation Board should be involved with the upcoming Rotary Park enhancements.

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

- On February 22<sup>nd</sup>, I attended the Franklin County Commissioners' meeting.

- On February 27<sup>th</sup>, I attended the CFCBA meeting in Shippensburg.
- On February 28<sup>th</sup>, I attended a meeting in Gettysburg in reference to the Civil War Trails in Pennsylvania.
- Also on the 28<sup>th</sup>, I attended the Waynesboro Beneficial Fund meeting.
- On March 1<sup>st</sup>, I attended the Chamber's mixer at the Creative Hands Tattoo Shop.
- On March 3<sup>rd</sup>, I attended the annual Waynesboro Public Safety Awards Banquet and later, I attended the Chocolate Extravaganza event. Many thanks to all who helped with both events.

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

**DIRECTOR OF UTILITIES' REPORT:** No report.

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

- I had an excellent meeting with the Franklin County Conservation District on February 22<sup>nd</sup>. We reviewed some changes that they would like to see implemented on the drawings for the Memorial Park project. Subsequently, the changes were made and I have received written notification that we may proceed with the Memorial Park project. I anticipate bid packets will go out in the next two weeks.
- Right-to-Know Requests were completed for the following:
  - a. Claudine Anague – Various permit records. This request was denied due to not having the information in the format requested. Municipalities are not required to create a record, compile, maintain or format in a manner not currently utilized.
  - b. Anthony Donato – Various police reports. We have demanded a 30-day extension to review the information requested.
  - c. Kirk Leister – Copies of all records and checks from 08/16/16 to present related to fire damaged properties in the Borough related to Ordinance No. 1050. This request was granted.
  - d. Lender Consulting Services – Information related to 218 W. Fifth Street to include date connected to sewer, environmental, building, fire or zoning issues and underground storage tanks. Request was granted with what information we could provide.
  - e. Terradex, Inc. – Building permits for the addresses listed below. This request was granted.

727 S. Church Street	16 E. Ninth Street
12 E. Ninth Street	24 E. Ninth Street
20 E. Ninth Street	9 E. Ninth Street
22 E. Ninth Street	18 E. Ninth Street
732 Ringgold Street	2 E. Eighth Street
225 E. Ninth Street	734 Ringgold Street
614 Ringgold Street	E. Ninth Street
97 Old Mill Road	701 S. Church Street

Ringgold Street  
720 Ringgold Street  
Clayton Avenue  
705 S. Church Street  
713 S. Church Street  
657 Ringgold Street  
711 S. Church Street  
E. Eighth Street  
14 E. Ninth Street

729 S. Church Street  
W. Ninth Street  
703 Ringgold Street  
E. Sixth Street  
S. Church Street  
731 S. Church Street  
730 Ringgold Street  
719 S. Church Street

- A draft Street Opening Ordinance has been presented to you for discussion this evening.
- I will be attending the PA Municipal League's Public Employer Labor Relations Advisory Service conference next week in State College.

**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. Award of Contract – Cold Patch (New Enterprise Stone & Lime Co., Inc.)
- B. Approve Minutes as Presented – February 7, 2018 (regular meeting) and February 21, 2018 (regular meeting)
- C. Pay Bills – Check Details dated 02/27 and 03/06

Councilwoman Rolls seconded; the motion passed unanimously.

### **UNFINISHED BUSINESS**

#### **RECOMMENDATION FOR APPOINTMENT OF ADMINISTRATIVE SERVICES**

**COORDINATOR:** Mr. Stains noted that the Borough's administrative structure has been evaluated as part of DCED's peer consultant program. After receiving his recommendation, Council created an Administrative Services Coordinator's position. Approximately 70 applications were received, the applications were reviewed and four (4) interviews were held. Based on the applicants' qualifications and those interviews, a recommendation was made for the appointment of "Candidate #3, Chad Rooney" to the position. Councilman Cermak made a motion for approval. Councilwoman Rolls seconded; the motion passed 5-0 (Councilman Rooney abstained).

**NORTHSIDE POOL RULES AND REGULATIONS:** The Recreation Board reviewed the final draft of changes to the Northside Pool Rules and Regulations at their last

meeting and has given authorization to proceed. Councilman Rooney made a motion for approval. Councilman Cermak seconded; the motion passed unanimously.

## **NEW BUSINESS**

**REQUEST FROM MAINSTREET WAYNESBORO, INC. RE: FREE ONE (1) HOUR PARKING ON MAIN STREET FOR DOWNTOWN FARMERS MARKETS – MAY 26 THRU OCTOBER 6, 2018:** Mr. Stains presented a request from Mainstreet Waynesboro, Inc. to authorize one-hour free parking on Main Street, from Church to Walnut Streets, on Saturdays from 8:00 a.m. to 12:00 noon from May 26 thru October 6, 2018 for Farmers Markets to be held in the Main Street Park. Councilman Knott made a motion for approval. Councilman Cermak seconded; the motion passed unanimously.

**REQUEST FROM MAINSTREET WAYNESBORO, INC. RE: CLOSING MAIN STREET FOR CIVIL WAR RE-ENACTMENT ON CENTER SQUARE:** Mr. Stains presented Mainstreet Waynesboro, Inc.'s request to hold a Civil War Re-enactment on 08/11 from 10:00 a.m. to 12:00 noon in Center Square. They wish to close Main Street from Walnut to Potomac Streets for this event. President Mumma suggested that the matter be tabled for discussion at the next Street Committee meeting. He added assurances that Council will be supportive when the details are worked out.

**PROPOSED ORDINANCE REGULATING STREET OPENINGS AND EXCAVATIONS:** Mr. Stains presented a draft ordinance regulating street openings/excavations by utility companies on newly-paved streets in the Borough. The intent of the ordinance is to hold utilities accountable to obtain permits and provide a financial guarantee for the streets to be repaired satisfactorily. Kevin Grubbs noted that notice is historically provided to the appropriate utility companies when streets have been approved for reconstruction/resurfacing, in order to provide them adequate time to make any necessary repairs and/or upgrades. After much discussion, the matter was tabled and referred to the Street Committee for review/comment at their next meeting scheduled for 03/22 at 6:30 p.m., with tentative approval by Council at their 04/04 meeting.

**REQUEST FROM WAYNESBORO YMCA WAVES SWIM TEAM TO USE NORTHSIDE POOL FOR MORNING PRACTICE:** Mr. Stains presented a request from the YMCA WAVES Swim Team to utilize Northside Pool for morning practices (prior to swim lessons at Northside) during the months of May and June. He noted that the YMCA's pool is not available at that time; and they previously used the Country Club's pool, however it is no longer available. Councilman Fleagle made a motion to approve the request, contingent upon the Recreation Board's recommendation that they provide their own lifeguard and liability insurance. Councilman Rooney seconded; the motion passed unanimously.

**REQUEST FROM FAITH UNITED METHODIST CHURCH TO HOLD EASTER EGG HUNT AT NORTHSIDE PARK (MARCH 24, 2018 AT 1:00 P.M.):** Mr. Stains presented a request from the Faith United Methodist Church to hold an Easter egg hunt at

Northside Park on 03/24 at 1:00 p.m. Councilman Cermak made a motion for approval. Councilwoman Rolls seconded; the motion passed unanimously.

**REQUEST FROM DENNY MARTIN TO CONTINUE “HOMETOWN HEROES” BANNERS FOR THREE (3) ADDITIONAL YEARS (2018-2020):** Mr. Stains presented a request from Denny Martin to continue the “Hometown Heroes” banner program for three (3) additional years. Councilman Cermak made a motion for approval. Councilman Fleagle seconded; the motion passed unanimously.

### **FOR INFORMATION ONLY**

**FREE WAYNESBOROFEST/BICENTENNIAL CONCERT BY WAYNE BAND AT GRACE BRETHREN CHURCH (MARCH 18, 2018 AT 2:00 P.M.):** Mr. Stains announced that the Wayne Band will present a WaynesboroFest/Bicentennial Concert at the Grace Brethren Church on 03/18 at 2:00 p.m. The public is invited to attend this free event.

### **PRESS QUESTIONS:**

Jennifer Fitch, Herald Mail

Question – Was someone in to evaluate the Fire Hall floor?

- Jason Stains – that will be done tomorrow (03/08).

Question – Is Waynesboro’s peer consultant from DCED from a Borough or Township?

- Jason Stains – he is from a Borough in Franklin County.

Question – When will Mr. Rooney start in the new position?

- Chad Rooney – most likely at the end of March or beginning of April. Resignation from Council will be at the next meeting (03/21).

Question – What is the salary for Mr. Rooney?

- Jason Stains – Salary level 18A, \$64,000/year.

Question – Ms. Fitch asked Mr. Rooney to provide information regarding his professional background.

- Chad Rooney – worked for Abraxas Youth & Family Services for almost 15 years (held entry level, supervisory and trainer positions); and Borough Council.

Dustin Haluska, Record Herald

Question – Mr. Haluska asked Mr. Rooney what his current position is at Abraxas.

- Chad Rooney – Training Supervisor.

Mr. Stains explained the protocol for appointing a new Councilperson, as the position needs to be filled within 30 days once Mr. Rooney vacates his position on Council. It was clarified that the appointee would fill the balance of Mr. Rooney's term until the next municipal election, during which someone would be elected to complete the remaining two-year term.

**COUNCIL AND STAFF COMMENTS:** Mr. Rooney noted that he is “flattered to be considered for this position” and thanked Council for their confidence in his abilities.

Many congratulatory comments were voiced to Mr. Rooney by staff and fellow Council members.

Councilwoman Rolls reminded Council and the public of the upcoming “Night at the Races” event to be held at Green Grove Gardens on 03/17.

Mayor Starliper noted that a constituent has suggested that items to be voted on by the Council committees should be included on the agenda and Borough's website. He also noted that, many years ago, Waynesboro was considered one of the cleanest communities in Franklin County. He suggested that Council look at various ordinances (and enforcement thereof) to return Waynesboro to that recognition.

Having no further business to discuss, Council adjourned to executive session at 8:45 p.m. to discuss code enforcement issues. They reconvened at 9:07 p.m. and adjourned the meeting at 9:08 p.m.

Respectfully Submitted,

Melinda S. Knott  
Borough Secretary