

JUNE 4, 2020  
WAYNESBORO, PA 17268  
SPECIAL MEETING

Council President C. Harold Mumma called the special meeting (telemeeting via the Zoom computer platform) of the Waynesboro Borough Council to order at 11:30 a.m. with the following in attendance:

Borough Council Members -- Jarred Knott, Patrick Fleagle, Jon Fleagle, C. Harold Mumma, Dade Royer and Michael Cermak

Mayor Richard Starliper

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

Others – Shelly Chilcote and Amy Kronenberg (GMS Funding Solutions)

**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.

**NEW BUSINESS**

**APPROVAL OF AN RFP FOR SPECIAL COUNSEL FOR THE CREATION OF A DEFINED CONTRIBUTION PLAN FOR FIRE APPARATUS DRIVERS AND NON-UNIFORMED EMPLOYEES:** Manager Stains reported that provisions were placed in the most recent Fire Apparatus Drivers' Collective Bargaining Agreement to provide that new hires will be placed in a Defined Contribution Plan instead of the pension plan. Two (2) new Fire Apparatus Drivers were hired in February of 2020 and will need to be placed in such a DCP (and the Borough has until 12/31/2020 to fund that). In the meantime, Mr. Stains is requesting that Borough Council authorize an RFP for special counsel who is specifically inclined to financial investments and the creation of DCP's. He added that all non-uniformed employees hired after 01/01/2021 would also go into the DCP instead of the pension plan; and the Borough would still receive funding from the state in order to fund these plans.

Councilman Jon Fleagle made a motion to authorize the Borough Manager to proceed with issuing an RFP for special counsel for the creation of a Defined Contribution Plan for Fire Apparatus Drivers and non-uniformed employees hired after 01/01/2021. Councilman Pat Fleagle seconded. A roll call vote was as follows: Jarred Knott –

abstained, Patrick Fleagle – yes, Jon Fleagle – yes, Dade Royer – yes, C. Harold Mumma – yes. The motion passed 5-0 (Councilman Knott abstained).

**APPROVAL OF A SMALL BUSINESS GRANT AND LOAN PROGRAM THROUGH THE CDBG CARES ACT:** Mr. Stains noted that the Borough of Waynesboro is the only municipality in Franklin County to receive money through the CDBG CARES Act for the creation of a Small Business Loan Program. This program will benefit small, for-profit businesses that have experienced negative impacts as a result of the COVID-19 pandemic. Businesses must be located within the Borough of Waynesboro’s municipal boundary.

In order to be an eligible for a zero-interest loan, the applicant must demonstrate the following criteria:

- Disruption due to the COVID-19 crisis
- Evidence of viability prior to the crisis
- Will create or retain at least one (1) full-time equivalent job with the loan assistance, as defined by the program guidelines
- Up-to-date on taxes or payment plan in place
- At least one (1) year of business operations and/or one (1) year of tax returns
- 100 or fewer employees worldwide

Eligible expenses are:

- Payroll
- Rent/Mortgage
- Utilities (for example: oil, gas, electric, water/sewer, internet, phone)
- Supplies needed for day-to-day operations up to 90 days
- Equipment purchases needed to “prevent, prepare for, and respond to the coronavirus”
- Insurance
- Accounting
- Legal
- Advertising

A Review Committee will be established to review applications. The committee will be comprised of the Borough Manager and representatives from the Waynesboro Area School District, Wellspan Health, F&M Trust, and the Franklin County Area Development Corporation.

Amy Kronenberg noted that many details still need to be worked out for the program, but hopefully the loans will help to provide some relief to Borough businesses. The funding amount is \$78,000, and details will be considered by the Review Committee with regard to a cap per business. Ms. Kronenberg added that she envisions this to be a revolving loan program, if that is acceptable by DCED. It was also clarified that GMS’s costs for assistance with this program will be covered by their existing retainer.

Councilman Jon Fleagle made a motion to approve the Small Business Grant/Loan Program as outlined by the Borough Manager. Councilman Knott seconded. A roll call vote was as follows: Jarred Knott – yes, Patrick Fleagle – yes, Jon Fleagle – yes, Dade Royer – yes, C. Harold Mumma – yes. The motion passed unanimously.

**MAINSTREET WAYNESBORO CAR SHOW:** Councilman Jon Fleagle reported that MSW has canceled their Car Show scheduled for 06/20, but are hoping to reschedule it for later in the summer. With Council's approval, they would like to move it to the Rotary parking lot (instead of closing off Main Street for the event). If no concerns are voiced with this concept, they will make a formal presentation with additional details at a future Council meeting.

No objections were noted. Council members were in agreement that the Rotary parking lot has been under-utilized for a long time, and this would be an excellent location for the Car Show.

**EXECUTIVE SESSION:** Solicitor Wiser noted that, immediately prior to this meeting, Council held an executive session for the purpose of discussing real estate matters. They will continue the executive session following this meeting to discuss a personnel matter. There will be no voting afterward.

Council adjourned to executive session at 12:00 p.m. They reconvened at 12:50 p.m. and adjourned the meeting.

Respectfully Submitted,

Melinda S. Knott  
Borough Secretary