

OCTOBER 20, 2021
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, Jon Fleagle, C. Harold Mumma, Dade Royer and Michael Cermak

Mayor Richard Starliper

Borough Staff – Jason Stains, Borough Manager
Kevin Grubbs, Head of Engineering Services
Matt Schmidt, Zoning/Code Enforcement Officer
S. Leiter Pryor, Director of Utilities
Sam Wisner, Salzmann Hughes (Borough Solicitor)
Jim Sourbier, Police Chief
Chris Devers, Fire Chief

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

EXECUTIVE SESSION: Council adjourned to executive session at 6:31 p.m. for the purpose of discussing a personnel issue. They returned to regular session at 6:48 p.m.

COMMITTEE REPORTS

PERSONNEL COMMITTEE: No report.

PROPERTY AND PUBLIC SAFETY COMMITTEE: No report.

STREET COMMITTEE: Councilman J. Fleagle noted that the Street Committee met on 10/07. He reported on the following –

- Winter Storm Response Plan – On agenda under “New Business” for Council’s action at this meeting.
- Update on Alley Paving Projects – All done except Gay Street, which will be on top of the list for next year.
- Center Square Street Light Project – Project has begun and should be completed in time for the tree lighting in November.

Mr. Fleagle noted that, to date, approximately \$200,000 of the \$300,000 DCED grant has been spent. With the remaining funds, he would like to install 11 new

lights on Main Street, from Franklin Street to Fairview Avenue, at a cost of approximately \$28,989. He added that the Borough would be required to pay a match of \$10,000. Councilman J. Fleagle made a motion to approve including this area, as presented, in the DCED lighting grant project. Councilman P. Fleagle seconded; the motion passed unanimously.

Mr. Fleagle also noted that he has received a number of comments from people about removal of the trees from Center Square. He clarified that trees will be planted in the Square again in early spring.

ECONOMIC DEVELOPMENT COMMITTEE: Councilman P. Fleagle noted that the Economic Development Committee met on 10/05. He reported on the following –

- Concert in the Park – P. Fleagle noted that the WaynesboroFest Concert in the Park at Memorial Park was a big success and discussed possibilities of expanding the use of the park for events such as Summer Jubilee. Also suggested researching the building of a band shell in the park for concerts.
- Mainstreet Waynesboro Update – Bill Kohler reported the front of 21 East Main Street is finished and they are awaiting the engineering design to enter Phase 1B of the buildout. Building is anticipated in late spring. Tenants are committed to the site. Also noted the start of a new business on West Main Street, Nikki's. J. Stains reported that GMS, Borough's grant consultant, was investigating electric vehicle charging stations for downtown.
- Street Light/Tree Update for Center Square – Walkthrough for the Center Square Project took place with GRC on October 4. P. Gunder requested that Linden trees not be planted due to sap on bricks that the trees generated. Trees will be removed in coming weeks.
- News Organization – D. DeDona briefed the committee on an organization which will be known as Local.news which will be a local news outlet available for approximately \$5.00 per month.
- Economic Development 101 for Elected Officials: Due to technical difficulties, this video presentation was postponed and will be shown at the next meeting.

Councilman P. Fleagle recommended moving forward with the zoning change from I (Industrial) to I/C (Industrial/Commercial). Solicitor Wisner noted that once a draft ordinance is prepared, it must be sent to the Franklin County Planning Commission and Waynesboro Planning Commission for review prior to holding a public hearing and adoption by Council. Councilman P. Fleagle then made a motion to authorize the drafting of an amendment to the zoning code to incorporate an Industrial/Commercial zone. Councilman Royer seconded. Stephen Monn, a member of the audience, requested that Council consider excluding storage units in these areas. The motion passed unanimously.

FINANCE COMMITTEE: No report.

RECREATION BOARD: Councilman Royer reported the following –

- The Dog Swim raised \$1,000 for the Dog Park.
- The Memorial Park Rededication Ceremony took place on 09/10 and was well attended.
- Recreation Board will be considering applications for the Pool Manager's position.

The next Recreation Board meeting will be held on 10/27.

RENFREW MUSEUM AND PARK REPORT: Becky LaBarre, Executive Director at Renfrew Museum and Park, presented a summary of her report dated October 15th. The complete report follows –

- Below is a report of the organizational activities of Renfrew Museum and Park for the month of October, 2021:

General Operations

The board of directors of Renfrew Committee, Inc. (RCI) held its most recent business meeting on Monday, September 20, 2021. Attached is RCI's Balance Sheet as of September 30, 2021. (On file at Borough Hall.)

We have also included a link to a recent e-blast for your reference: <https://mailchi.mp/renfrewmuseum/fall-in-love-with-renfrew>

Winter Hours Begin October 17, 2021: Seasonal Farmstead Tours conclude Saturday, October 16, 2021 as Renfrew transitions to its wintertime hours. The Visitors Center will now be open Monday through Friday from 9:00 a.m. to 4:00 p.m., with public access to the gift shop and exhibit galleries only. The Museum House and outbuildings will be closed. Park grounds remain open daily from dawn to dusk. After October 16th, tours of select areas of the farmstead will be available during special events including the annual Chamber Mixer (December 2), Christmas on the Farm (December 3 & 4) and Holiday Farmstead Taste & Tour (December 7, 10, 14 and 17). Farmstead tours will resume April 9, 2022. Please check our website at www.RenfrewMuseum.org for additional information.

Upcoming Board Vacancies: Two of our longtime board members, Doug Parks who serves as Vice President of RCI, and Doug Burkholder who serves as Treasurer, will complete their respective terms at the end of 2021. Both positions are Trust appointments. RCI's Personnel & Nominating Committee is currently compiling a list of nominees to present for consideration at the November board meeting. We will keep Council apprised on the selection process.

Facilities

Buildings & Grounds: Renfrew's staff and volunteers continue to refresh landscaping and flowerbeds around the Royer Farmstead. Both historic gardens are being cleared in anticipation of winter with the last of the cool weather crops including heirloom lettuces, celery, and onions being harvested for use during our final Historic Hearth Cooking Lessons this month. The maintenance staff is hard at work preparing the park and buildings for the cold weather season.

Holiday Decorations & Family Photos: Christmas lights and decorations will begin appearing in the park around the first of November with completion scheduled for the Wednesday before Thanksgiving. Renfrew invites the community to take advantage of the holiday décor around the farmstead for family photo opportunities. Please kindly remember the non-income-producing photo sessions for one's own use are permitted at Renfrew at no charge, but that professional shoots from which income is derived requires an annual Photography Membership at a cost of \$125. This fee allows unlimited sessions during regular public hours and helps support Renfrew's operations, including keeping the farmstead picture-perfect all year long. Professional photographers and their clients may review Renfrew's Photography Policy at <https://www.renfrewmuseum.org/photography-membership/>.

George Buckey Trail Dedication: On Friday, October 8, 2021, Renfrew was pleased to formally dedicate the recently completed trail connecting the Borough's Ed Miller Memorial Trail on our western boundary, through the southern end of Renfrew Park, all the way to our boundary with Otterbein Park. This paved trail takes a scenic path, winding past the cornfield, through the Fahnestock Farmstead, past the Pennsylvania German Four Square Garden, Royer grist mill ruins, over the humpback bridge, and along the Little Antietam Creek. We are grateful for the support of the Borough of Waynesboro in administering a generous grant from the Franklin County Commissioners, and to the Waynesboro Area School District, Otterbein Church, Borough of Waynesboro Recreation Board, GMS Funding Solutions, and all those who helped make the trail a reality.

The trail has been named in honor of Mr. George Buckey, former board member and longtime supporter of Renfrew Museum and Park. A small dedication ceremony and ribbon cutting took place at the Fahnestock Farmstead, with remarks made by Borough Manager Jason Stains, Renfrew Executive Director Becky LaBarre, Franklin County Commissioner Dave Keller, Borough Mayor Richard Starliper, and the guest of honor, George Buckey. Distinguished guests included members of Borough Council, the Recreation Board, RCI board members, school district administrators, community business leaders, friends, neighbors, and supporters of Renfrew.

Mill Project: RCI and the Mill Committee is pleased to report that our Land Development Plan has been granted conditional approval by the Washington Township Board of Supervisors. Our team of design professionals is currently

transitioning to preparing building permit drawings for submission within the next several months.

Re-zoning Application: RCI has submitted its official request to Washington Township for reclassification of the Renfrew parcel from the “A” Agricultural District to the newly-created “H” Historic District. We anticipate notification from the Township regarding the advertising of public meetings and hearings in the next several weeks. Waynesboro citizens may review the uses permitted by right and special exception in the Township’s Historic District by visiting: <https://ecode360.com/36635257?highlight=historic&searchId=4946838537985352#36635257>

Programs and Events

Historic Site Spotlight Series: Renfrew Museum and Park has been pleased to present its new Historic Site Spotlight series during the 2021 season. This bi-monthly program features fellow historic sites with similarities to Renfrew. Drawing on shared themes from architecture and preservation to artifact collections, ethnic and agricultural heritage, community engagement and more, we’ll explore the vast landscape of the exciting things happening in our region and across the country together – virtually. In a time of great difficulty and challenge for local museums, Renfrew is committed to partnering with peer institutions in the field to increase awareness, interest, outreach, and support. Travel with us on this virtual adventure and discover new historic sites that you’re sure to love!

Cost is \$5.00 per person with free admission for Friends of Renfrew members. Guests can choose to attend online via Zoom (*link and recording will be emailed*) or in-person for a livestream watch party in the Visitors Center (*Limit 20; masking and appropriate distancing required*). Registration information can be found at <http://www.renfrewmuseum.org/presentations-and-workshops/> or guests may RSVP by phone to (717) 762-4723.

Our final Historic Site Spotlight of the season will be **Garfield Farm & Tavern Museum, Campton Hills, IL; Tuesday, October 19, 2021 at 7:00 pm:** “Go west, young man” and explore Garfield Farm and Tavern Museum in Campton Hills, IL with Renfrew this fall – virtually! Join Executive Director, Jerome “Jerry” Johnson, and Assistant Site Manager, Joseph Coleman, for a fascinating look at Garfield Farm Museum, a 366-acre farmstead with preserved wetlands, savanna and prairie land located 40 miles west of Chicago. Cost is \$5 per person and free to Friends of Renfrew members. Guests may attend online via Zoom (*link will be emailed*) or a live in-person watch party at Renfrew (*limit 30 guests*). Please indicate preference when registering. More information can be found at <http://www.renfrewmuseum.org/presentations-and-workshops/>

Sixth Annual Oktoberfest, Saturday, September 18, 2021 from 12:00 pm to 7:00 pm: Come enjoy a fun-filled day at Renfrew's Sixth Annual Oktoberfest! This seasonal favorite is held at our beautiful historic farmstead to take full advantage of the scenic autumnal views in a unique period setting. As always, this traditional signature event will have a distinctive Renfrew feel as we honor the German roots of the Royer family that worked this land.

It's fun for everyone with a one-of-a-kind family-friendly celebration of history and the harvest! Your admission includes entry into the festival featuring live traditional music, first floor tours of the 1812 Royer House, historic trade demonstrations, retail and food vendors, silent and oral auctions, family fun area, farmstead activities, and so much more! Relax in our fenced, tented Biergarten and sample local craft beer offerings. With so much to do, you're bound to have a great time! Show your support for Renfrew's German heritage as we celebrate Oktoberfest together. General admission is \$10 for adults/\$5 for children ages 7-18; kids ages 6 and under are free. Biergarten tokens are \$5 each (*limit 4 per guest, ages 21+ only, must present valid photo ID, purchased on-site only*). View full event schedule and pre-purchase admission at: <http://www.renfrewmuseum.org/oktoberfest/>

Midcentury Christmas: Reservations are now being taken for our virtual program Midcentury Christmas presented by Dr. Leslie Goddard, Ph.D. on Tuesday, November 23, 2021 at 7:00 pm. Kick off the holiday season with Renfrew as we remember back to the era of our last private residents, Edgar and Emma Nicodemus!

Christmas in America from the 1940s through the 1960s meant aluminum trees, department store Santas, and cartoon specials on TV. Every kid in the suburbs had to have an Easy-Bake Oven, a G.I. Joe, or a Slinky. The coolest houses had rotating color wheels for their trees.

Historian Leslie Goddard explores this optimistic era in a new illustrated lecture, using photographs, advertisements, greeting cards, and catalogs to explain why this era was such a turning point for how we celebrate the holidays. Cost is \$5 per person and free to Friends of Renfrew members. Guests may attend online via Zoom (*link will be emailed*) or a live in-person watch party at Renfrew (*limit 30 guests*). Please indicate preference when registering. More information can be found at <http://www.renfrewmuseum.org/presentations-and-workshops/>

Christmas on the Farm: Save the dates for Renfrew's annual holiday favorite, Christmas on the Farm, to be held **Friday, December 3, 2021 from 3:00 pm to 8:00 pm, and Saturday, December 4, 2021 from 12:00 pm to 8:00 pm.** Rediscover the simple joys of Christmas past at Renfrew Museum and Park this holiday season! "Walk Back in Time" through over 200 years of celebration at our annual *Christmas on the Farm* event. Follow the soft glow of flickering lanterns and the fiery blaze of torches to the beautifully decorated Museum

House where you'll encounter how treasured traditions evolved over the centuries.

Explore some of our historic outbuildings where period-attired interpreters will share even more holiday cheer! Enjoy a cozy warming circle while you wait to take a horse-drawn wagon ride down Fahnestock Lane or enjoy a goodie or warm beverage from one of our vendors. Step out of the chill into the festive atmosphere inside our Visitors Center where even more family fun awaits. Peruse our gallery, then browse Renfrew's Museum shop and *Christkindmarkt* for that special gift. Your ticket also includes live music, crafts, and more! We invite you to join us at Renfrew this December for an unforgettable holiday experience and make memories that will last a lifetime at Christmas on the Farm. Cost is \$10 per person/\$5 for children ages 3-12; free admission for kids ages 2 and under; free admission for Friends of Renfrew members. More information can be found at <http://www.renfrewmuseum.org/christmas-on-the-farm/>

MAYOR'S REPORT: Mayor Starliper reported as follows –

- On September 23, I attended the open house and mixer at Alma's House.
- On September 24 and 25, I attended and officiated at the wedding of Ben Bender and Haley Wagaman. We wish the Benders the very best.
- On October 2, I attended the Market Days event. Great crowd. Hats off to Mainstreet.
- Attended the Franklin County Commissioners' meetings.
- Attended by Zoom the PA State Mayors' Association meetings.
- On October 8, I attended the ribbon cutting of the new George Buckey Walking Trail.
- On October 9, I visited with a Girl Scout troop at the Liberty Baptist Church.
- On October 12, along with the Chief, I attended the Fire Police meeting.
- On October 13, I attended the Chamber's meeting.
- On October 15, I officiated a wedding for Jessica Bowman and Michael Burdyn.
- On October 16, I officiated a wedding for Crystal Deibert and Joshua Etter. We wish the Burdyns and Eters the very best.
- On October 19, along with Manager Stains, I attended the CFCBA meeting.
- On October 20, I attended the ribbon cutting and mixer at the new Buchanan Auto Sales.
- Also on October 20, I attended a meeting with Penn State Mont Alto officials to strengthen town and community relationships.

SOLICITOR'S REPORT: No report.

DIRECTOR OF UTILITIES' REPORT: S. Leiter Pryor reported on the following --

- Water Treatment Plant Upgrade – The new underdrain system for Filter #2 has been installed. Unfortunately, there is a problem with the filter media. The pre-shipment lab reports did not match the post-shipment lab reports. The material

onsite was tested again and does not meet the specifications. New material has been ordered by the vendor and we are awaiting a ship date.

The masons are continuing with the repair work on the back side of the building. The electricians have been working on completing the minor punch list items.

BOROUGH MANAGER'S REPORT: Jason Stains noted that item #9C ("Issue Letter to the Zoning Hearing Board in Support of the Requested Variance for 137-139 W. Main Street") has been removed from the agenda. Additionally, he noted that Council will hold a budget meeting following this meeting.

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: Stephen Monn asked for additional information regarding the item that was removed from the agenda. Manager Stains stated that the request for a variance was withdrawn. Mr. Monn commented that, from what he has seen of the proposed project for this lot, it is a "bad fit". He doesn't feel that a building that tall should be placed on a block with other buildings of a historic nature.

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

A. Accept Reports --

- (1) Police Chief – September, 2021
- (2) Fire Chief – September, 2021
- (3) Ambulance Chief – September, 2021
- (4) Code Enforcement/Zoning Officer – September, 2021

B. Pay Bills – Check Detail(s) dated 09/28, 10/06 and 10/12

C. Acknowledge and Approve Personnel Matters – Recommended by the Personnel Committee

D. Update Agreement with Accredited Services to Reflect that Routine Inspections will be Performed with No Charge

Councilman Royer seconded; the motion passed 5-0 (Councilman Knott abstained).

UNFINISHED BUSINESS

CONSIDER PROPOSED ORDINANCE REPEALING AND AMENDING PARTS OF CHAPTER 195 OF THE CODE OF THE BOROUGH OF WAYNESBORO TO ENSURE COMPLIANCE WITH ACT 34 OF 2021 (RE: TRANSIENT LICENSES): Mr. Stains

noted that this ordinance has been advertised for Council's consideration at this meeting. Councilman P. Fleagle made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

ORDINANCE NO.

AN ORDINANCE OF THE BOROUGH OF WAYNESBORO, FRANKLIN COUNTY, PENNSYLVANIA, REPEALING AND AMENDING PARTS OF CHAPTER 195 OF THE CODE OF THE BOROUGH OF WAYNESBORO TO ENSURE COMPLIANCE WITH ACT 34 OF 2021

Complete copy on file at Borough Hall.

NEW BUSINESS

APPROVE WINTER STORM RESPONSE PLAN: Mr. Stains stated that this final document came from discussions with the public and Main Street businesses, and essentially memorializes the work by the maintenance crews to clear the streets throughout the Borough. The document was reviewed by the Street Committee, and once approved by Council, will be posted on the Borough's website and provided to downtown businesses for information and planning purposes. Councilman J. Fleagle made a motion for approval. Councilman Cermak seconded. Mayor Starliper commented that he would like to declare an emergency at 4" (regardless of what the Governor does) and would also like S. Potomac Street extended to Fifth Street as a snow emergency route. The motion then passed unanimously.

APPROVE RESOLUTION NO. 2021-17 WAIVING EMPLOYEE CONTRIBUTIONS TO THE BOROUGH OF WAYNESBORO POLICE PENSION PLAN: Mr. Stains noted that, due to contractual obligations with the Waynesboro Police Officers Association, the Commonwealth of PA requires that this resolution be passed on an annual basis. It confirms that no contributions are required by the police officers to the police pension plan for the year 2022. Councilman Cermak made a motion for approval. Councilman Royer seconded; the motion passed unanimously.

RESOLUTION NO. 2021-17

A RESOLUTION WAIVING EMPLOYEE CONTRIBUTIONS TO THE BOROUGH OF WAYNESBORO POLICE PENSION PLAN

Complete copy on file at Borough Hall.

APPROVE RESOLUTION NO. 2021-18 AUTHORIZING SUBMITTAL OF AN APPLICATION FOR THE PA COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR THE FISCAL YEAR 2021: Mr. Stains noted that this is an annual requirement of the CDBG program. Councilman Royer made a motion for approval. Councilman Cermak seconded; the motion passed unanimously.

RESOLUTION NO. 2021-18

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 2021

Complete copy on file at Borough Hall.

APPROVE RESOLUTION NO. 2021-19 NOTIFYING ALL RESIDENTS ABOUT FAIR

HOUSING RIGHTS: Mr. Stains noted that this is another annual requirement of the CDBG program. He added that this notice was also mailed out to owners of all the rental properties in the Borough this year. Councilman Cermak made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

RESOLUTION NO. 2021-19

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.

FOR INFORMATION ONLY

REPORT ON CDBG PUBLIC HEARING HELD ON OCTOBER 18, 2021 AT 3:00 P.M.:

Mr. Stains announced that a public hearing on the 2021 CDBG program was held on 10/18. The recommendation for those funds is that \$134,811 be used for Street Improvements to West Third Street (from Fairview Avenue to its terminus) and \$29,592 be used for General Administration.

BUDGET MEETING AT CONCLUSION OF COUNCIL MEETING: Mr. Stains reminded Council that a budget meeting will be held at the conclusion of this meeting.

COUNCIL AND STAFF COMMENTS: Mr. Stains also reminded Council that an executive session will be held at the conclusion of this meeting (prior to the budget meeting) to discuss matters regarding litigation and contracts. He anticipates no voting afterward.

Fire Chief Devers mentioned several items of importance in his monthly report including the fact that, in September, they averaged 4.8 personnel assigned to every incident (3.6 were on the apparatus). More than half of the Fire Department's current call volume is EMS related (particularly COVID), and he noted his concern regarding the danger and possible occurrence of natural gas leaks. He is working on information to be provided to the public about the importance of installing CO detectors in their homes.

Additionally, fire drills and a review of their emergency plans have been completed in all the district's schools. He commended the school district on being well prepared.

Police Chief Sourbier reported on the following –

- The accreditation grant request came through for \$45,000. The project is approximately 75% complete.
- The Solicitor's office is reviewing the User Agreement with the County for the \$29,000 grant received from PCCD for body worn cameras, and then the project will move forward.
- The ballistics vest grant from the Department of Justice was approved again for this round of funding.
- Working on a USDA grant request for communications equipment.

Zoning/Code Enforcement Officer Matt Schmidt reported, as a follow-up regarding discussion on the self-storage units, currently in the Industrial/Commercial, Industrial and General Industrial districts, it is a use by right.

Head of Engineering Services Kevin Grubbs thanked Council for the recent salary increase provided to non-uniformed employees.

Mayor Starliper announced that the WCCA concert will be held on 11/07 to honor veterans (active, retired and families) who will be admitted free-of-charge.

Council then moved to executive session at 7:46 p.m. Following the executive session, Council moved on to a budget meeting with no further action.

Respectfully Submitted,

Melinda S. Knott
Borough Secretary