

JANUARY 19, 2022
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
S. Leiter Pryor, Director of Utilities
Zachary Rice, Solicitor (Salzmann Hughes, PC)
Matt Schmidt, Zoning/Code Enforcement Officer
Jim Sourbier, Police Chief
Chris Devers, Fire Chief

PLEDGE OF ALLEGIANCE: Mayor Starliper led those present in the Pledge of Allegiance. He also asked for a moment of silence in remembrance of Stephen Monn and Rick Bowser.

PRESENTATIONS/PROCLAMATIONS/RECOGNITIONS: None.

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

PERSONNEL COMMITTEE: No report.

PROPERTY AND PUBLIC SAFETY COMMITTEE: No report.

STREET COMMITTEE: Councilman J. Fleagle noted that the Street Committee met on 01/06 and discussed the following –

- Traffic Patterns on W. Third Street – An extensive discussion was held with representatives of the Waynesboro Area School District regarding several options pertaining to parents picking-up and dropping-off students at Fairview Avenue School. Staff will review their recommendations for further discussion at the next meeting.
- Multimodal Street Projects – It was noted that the Borough was not able to include the 30% required match in the 2022 budget due to the late award of this grant, so the following street projects will be delayed until 2023: (Curb/sidewalk

notices will be mailed out to property owners for repair/replacement, but this will give them more time to have the work completed.)

- Hamilton Avenue (W. Sixth Street to W. Eighth Street)
- W. Fifth Street (S. Church Street to S. Potomac Street)
- Virginia Avenue (E. Main Street to E. Second Street)
- W. Fifth Street Storm Sewer Project – Bid documents and drawings should be ready for distribution by the end of the month.
- Overhead Street Lighting Project (intersections and crosswalks) – The project will be going out to bid in mid-February.

The next Street Committee meeting will be held on 02/03 at 9:00 a.m.

ECONOMIC DEVELOPMENT COMMITTEE: Councilman P. Fleagle noted that the Economic Development Committee met on 01/04 and discussed the following –

- Proposed Zoning Change – Industrial/Commercial – Solicitor Sam Wiser will be drafting changes to the current Zoning Ordinance to present to Borough Council for advertising (change to include allowing commercial development in all current industrial-zoned areas and will make storage units a conditional use in those zones.)
- Rental Registration Ordinance – Completed a page-by-page discussion of the ordinance language as presented at the December 15, 2021 Borough Council meeting. Changes to be incorporated in new draft with final review by committee at the February 1st committee meeting.
- Mainstreet Waynesboro Update – Bill Kohler reviewed Mainstreet’s 2021 events and noted status of current new businesses. 137-139 W. Main Street – importance of working with the developer as design work continues.
- Street Light/Tree Update for Center Square – New lights have been installed in Center Square. Meter boxes have been painted and are ready for installation. Mr. Stains outlined the chronology of final phase of project to include cobra lighting at intersections and crosswalks.
- Economic Development 101 for Elected Officials – Committee viewed second segment of this seminar. Viewing will continue next month. Discussion centered around top taxable properties in the Borough and ways to encourage expansion of those businesses.

FINANCE COMMITTEE: No report.

RECREATION BOARD: No report. The next Recreation Board meeting will be held on 01/26 at 6:30 p.m.

RENFREW MUSEUM AND PARK REPORT: Becky LaBarre, Executive Director & CEO, presented a summary of her report dated January 14th. (Complete copy is on file at Borough Hall.) RCI will meet next on 01/19 for their annual reorganization meeting, at which time they will nominate and elect executive officers. An updated roster,

including officer positions and terms for all directors, will be presented to Council following the meeting.

MAYOR'S REPORT: Mayor Starliper reported as follows –

- On December 24th, I officiated at the marriage of Terrie Shreves and Jeffery Frank, Sr.
- On December 29th, I officiated at the marriage of Larry Steinberger and Astid Roedler.
- On December 30th, I officiated at the wedding of Brenda Boyer and Tim Crouse.
- On January 8th, I attended the Zoom meeting of the Pennsylvania State Mayors' Association.
- On January 12th, I attended the Chamber of Commerce meeting.
- On January 14th, I officiated at the wedding of Heidi Breneman and Zeke Stupelman.
- We wish all the very best.

SOLICITOR'S REPORT: No report.

DIRECTOR OF UTILITIES REPORT: S. Leiter Pryor reported as follows –

- Water Treatment Plant Upgrade – Filter 1 underdrain system is installed and tested. We are waiting on a media delivery to complete the filter rehabilitation. There are some outstanding punch-list items that still need to be addressed. Painting of the equalization basin will commence as soon as Filter 1 is back on-line. There is some remaining masonry work to be completed on the exterior of the building. This will be completed as soon as the weather breaks.
- Antietam Dam Update – The design for the auxiliary emergency spillway is 95% complete and all permits have been applied for. We are awaiting comments back from DEP and the Adams County Soil Conservation Office.

The WBA received notification from DEP that they received a grant from PEMA in the amount of \$213,070. This grant is a pass-through federal grant from FEMA. As a sub-recipient of the grant, the funds will be utilized for planning and design of the new spillway. This grant requires a 35% match. This is a multi-phase grant program and there will be future monies available for actual construction costs. Hopefully the Authority will be considered for this next phase of grant funding.

BOROUGH MANAGER'S REPORT: Jason Stains reported as follows –

- Right-to-Know requests were completed for the following:
 1. Jorge Colon – International Brotherhood of Electrical Works Local 126, Collegeville, PA

- a. Requested a copy of certified payrolls for the Street Lighting and Center Square Upgrade Project, copies of all applications for payment submitted by all contractors for the project, and a copy of the Notice-to-Proceed. This was approved.
 - 2. Andrew Holman – Commonwealth Foundation, Harrisburg, PA
 - a. Requested any and all collective bargaining agreements for each bargaining unit within Waynesboro Borough executed at any point between January 1, 2018 and January 13, 2022; any and all collective bargaining agreements executed before January 1, 2018; and any and all memoranda of understanding, side agreements, or any other agreements between Waynesboro Borough and any employee or labor organizations as those terms are defined in the Public Employee Relations Act, Public School Code, or Police and Firemen Collective Bargaining Act, concerning terms and conditions of employment that remain in force.
- We have submitted draw requests for the street light project to the Commonwealth Financing Authority and will be receiving a reimbursement of \$190,419.
- The Plymovent exhaust system at the Potomac Street Fire Station has been installed. We will be working to submit our reimbursement from FEMA in the amount of \$47,160.
- I have submitted all of our required state reports due as of April 1, 2021:
 - Municipal Elected and Appointed Officials
 - Municipal Tax Information Form
 - Municipal Survey of Financial Condition
 - Act 205 Pension Plan Report
- Wallover Aquatics presented to the Rotary Club of Waynesboro as part of our Pool Feasibility Study requirements. We will be holding a public, in-person, community meeting on 02/01 at 7:00 p.m. in Council Chambers.
- Per the requirements of our fire contract with Washington Township, I emailed an electronic copy of our budget to the Township Manager on 01/17.
- I am meeting with the Pennsylvania Department of Conservation and Natural Resources regarding our upcoming Pool Construction Fund Grant Request.
- We anticipate our HVAC RFP for Borough Hall to be released in February.
- We have distributed the first \$30,000 approved by Borough Council from the American Rescue Plan Act funds to New Hope Shelter. Additionally, we will be working with Waynesboro Community and Human Services to complete their sub-recipient agreement. I have also requested a check be created in the amount of \$180,000 for the Sewer Fund from our ARPA funds.
- We have received our first Transient Vendor License application for the year.
 - Fat Russ BBQ, Waynesboro, PA

Mr. Stains requested that Council consider adding Resolution No. 2022-01 recognizing Stephen Monn to the agenda, as well as the approval of updated departmental box

alarm cards. Councilman Royer made a motion to add those items to the agenda for this evening. Councilman P. Fleagle seconded; the motion passed unanimously.

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 Royer made a motion to approve the Consent Agenda, as follows:

A. Accept Reports --

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

B. Pay Bills – Check Detail(s) dated 12/31

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

Councilman J. Fleagle seconded; the motion passed unanimously.

UNFINISHED BUSINESS

CONSIDER ORDINANCE FOR ADOPTION RE: AMENDING CHAPTER 91 OF THE CODE OF THE BOROUGH OF WAYNESBORO RELATING TO ALCOHOLIC BEVERAGES: Mr. Stains noted that this ordinance has been advertised for Council's consideration at this meeting. If enacted, the ordinance will amend Chapter 91 of the Code of the Borough of Waynesboro to (i) remove an exception that permitted the use, consumption, and possession of alcoholic beverages at the Waynesboro Municipal Golf Course, and (ii) remove the prohibition against the use, consumption and possession of alcoholic beverages in privately owned parking lots, which are open to public use. If enacted, the ordinance will also clarify the penalties for the violation thereof.

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, AMENDING CHAPTER 91 OF THE CODE OF THE BOROUGH OF
WAYNESBORO, RELATING TO ALCOHOLIC BEVERAGES

Complete copy on file at Borough Hall.

NEW BUSINESS

APPROVAL OF RESOLUTION NO. 2022-01: Councilman Cermak made a motion to approve Resolution No. 2022-01 recognizing Stephen Monn. Councilman J Fleagle seconded; the motion passed unanimously. (Complete copy on file at Borough Hall.)

APPROVAL OF UPDATED BOX ALARM CARDS: Fire Chief Devers noted that an annual review of the current box alarm cards was conducted recently to ensure they are adequate to meet different call types in the first due areas. All parties involved in the review process (WFD chief officers, Franklin County Communications Center, Borough of Waynesboro officials, Quincy Township officials and Washington Township officials) were in agreement with the updated box alarms as presented. Councilman Cermak made a motion for approval. Councilman P. Fleagle seconded; the motion passed unanimously.

AUTHORIZE ADVERTISEMENT OF PROPOSED ORDINANCE RE: BORROWING FROM F&M TRUST AND WAYNSBORO BOROUGH AUTHORITY: Mr. Stains noted that, as part of the recent budget process, current loan rates and future needs were reviewed. Accordingly, the existing loan with ACNB will be refinanced and the Waynesboro Borough Authority has authorized a loan to the Borough to cover the expense of purchasing communications equipment for the Police and Fire Departments. This proposed ordinance will authorize the first steps in the process, which also includes a 45-day public comment period.

Councilman Cermak made a motion to authorize advertisement of the proposed ordinance as required. Councilman Royer seconded; the motion passed unanimously.

AUTHORIZE ADVERTISEMENT OF PROPOSED ORDINANCE RE: AMENDING THE BOROUGH ZONING MAP TO REZONE THE INDUSTRIAL (I) DISTRICT AS INDUSTRIAL COMMERCIAL (I/C) DISTRICT THEREBY ELIMINATING THE INDUSTRIAL COMMERCIAL (I/C) DISTRICT, AND AMENDING VARIOUS PROVISIONS OF CHAPTER 250, ENTITLED "SUBDIVISION AND LAND DEVELOPMENT" AND CHAPTER 295 ENTITLED "ZONING" OF THE CODE OF THE BOROUGH OF WAYNESBORO TO PROVIDE FOR GREATER CONSISTENCY AND CLARITY IN CODE REQUIREMENTS: Mr. Stains noted this proposed ordinance is a compilation of discussions and recommendations by several committees. Councilman Knott made a motion to authorize advertisement of the ordinance for consideration by Council at their next meeting. Councilman J. Fleagle seconded; the motion passed unanimously.

AUTHORIZE ADVERTISEMENT TO SELL PROPERTY AT 0 RIDGE AVENUE (.51 ACRES): Council members were provided with a map from the Franklin County parcel viewer showing a piece of property that the Borough currently owns on Ridge Avenue.

He requested Council's authorization to prepare the documents necessary to sell the property. Councilman J. Fleagle made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

CONSIDER REQUEST FOR TAX EXONERATION FOR 120 KRISTYN COURT: Mr. Stains noted that the Borough received a request from Franklin County to exonerate taxes for this property which was damaged in a fire some time ago. After some discussion, Councilman Knott made a motion to deny the request. Councilman Cermak seconded; the motion passed unanimously.

LAND DEVELOPMENT TIME EXTENSION REQUESTS: Kevin Grubbs presented requests for time extensions (due to COVID and supply issues) as follows –

- Samuel Campbell – five (5) townhouse units on Mt. Airy Avenue approved on 08/19/2020 (extension to 04/06/2022)
- Teresa Morningstar – eight (8) storage units at 317 Ridge Avenue approved on 02/17/2021 (extension to 03/02/2022)
- SANAN Properties, Dan Sandy – eight (8) unit apartment building on Dickinson Avenue approved on 10/21/2020 (extension to 03/02/2022)

Councilman Cermak made a motion for approval. Councilman J. Fleagle seconded; the motion passed unanimously.

FINAL LAND DEVELOPMENT PLAN (TRINITY UNITED CHURCH OF CHRIST): Mr. Grubbs presented a final Land Development Plan for Trinity United Church of Christ for additions to the rear of the church. The Waynesboro Planning Commission approved the plans on 01/10 and recommended Council's approval. Councilman P. Fleagle made a motion for approval. Councilman J. Fleagle seconded; the motion passed unanimously.

COUNCIL AND STAFF COMMENTS

Police Chief Sourbier reported that the two (2) individuals who were made conditional offers of employment did not pass their physical examinations. Both have since had corrective eye surgery and will be retested following their recovery period. All other background investigations have been completed. Provided they pass the physical reassessment, they could be reoffered the positions and would enter the Police Academy on 05/14.

Councilman P. Fleagle reported that the Summer Jubilee Board of Directors met recently and advised that the Hospital will not allow them to have the Summer Jubilee at their property on E. Main Street. He was requested to approach Council regarding the possibility of holding the event at Memorial Park. The matter will be discussed at the Recreation Board meeting to be held next week.

Councilman J. Fleagle commended the maintenance crew for their snow clean-up efforts during the last storm.

Having no further business to discuss, the meeting adjourned at 7:35 p.m. on a Royer/P. Fleagle motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Borough Secretary