JULY 20, 2022
WAYNESBORO, PA 17268
REGULAR MEETING

Council President C. Harold Mumma called the regularly scheduled meeting of the Waynesboro Borough Council to order at 6:36 p.m. (following a brief executive session to discuss real estate matters) 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
Sam Wiser, Borough Solicitor (Salzmann Hughes)
S. Leiter Pryor, Director of Utilities
Chris Devers, Fire Chief

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

PRESENTATIONS/PROCLAMATIONS/RECOGNITIONS: Mike Eyler, a member of the Board of Directors of the Owls Club, was in attendance and presented the Borough with checks totaling $12,350 to assist with their endeavor to build a stage at Memorial Park. The Owls Club was thanked for their gracious assistance.

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.

STAFF COMMENTS AND WRITTEN REPORTS

MAYOR: The Mayor's Report was as follows –

- On June 18th, I had the privilege of helping to judge the Car Show in downtown. Over 200 vehicles were in attendance.
- On June 27th, along with Chief Sourbier, I met with Congressman Dr. John Joyce to discuss issues of importance to the Borough
- On June 2th, I delivered the medical supplies that were collected to the First Church in Chambersburg.
- On July 1st, I attended by Zoom the PSMA meeting.

- On July 4th, I rode in the 4th of July parade. Thanks to the Brothers of the Brush for sponsoring the parade.
- On July 8th, I had the privilege of speaking at the Arts Alliance's 10th Anniversary.
- On July 10th, I attended the Wayne Band concert.
- On July 12th, I attended the Fire Police meeting.
- Also, on the 13th, I attended the Chamber's Board meeting.
- On July 15th, I had the privilege of marrying Tommy Houpt and Candi Smith. We wish them the very best.
- NOTE: Council should be thinking about Junior Councilpersons.

RENFREW MUSEUM AND PARK: Becky LaBarre, Executive Director & CEO, provided Council with a written report of the organizational activities of Renfrew Museum and Park for the month of July, 2022. (COMPLETE COPY IS ON FILE AT BOROUGH HALL.) In her absence, Councilman Royer reported on upcoming activities at Renfrew to include a Chamber Mixer on August 4th from 5-7 pm. and the 7th Annual Oktoberfest Fundraiser on September 17th from 12-4 p.m.

BOROUGH SOLICITOR: No report.

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

- Water Treatment Plant Upgrade – The general and electrical contractor is continuing with site clean-up and working on finalizing punch list items. The representative from PSI indicated during our job meeting on Monday that they anticipate completing the general contract items by the end of the month. The masonry contractor is still working on repairing the leaks on the back side of the building.
- Sewer Plant Upgrade – The subdivision request has been submitted to the Waynesboro Planning Commission for consideration at their August meeting. Work has begun on the NPDES permit renewal for the main plant.

BOROUGH MANAGER: Jason Stains gave an update on various grants and projects being pursued, including a Bare Root Tree grant for large and small canopy trees, a National Park grant for the Northside Pool project, a change in the scope of work for the Street Light project to include additional areas, and a proposed partnership with WellSpan Health for an emergency services facility (this will be discussed later in the meeting).

Mr. Stains also noted that a large banner has been placed on the front of Borough Hall in an attempt to attract potential employees. There are currently openings at both the Water and Wastewater Plants for Operator/Technician/Trainee. Additional information is available on the Borough's website.

Additionally, Mr. Stains recommended only awarding the Multimodal Street Project (Virginia Avenue) to be discussed later in the meeting, as the bids came in higher than

anticipated. Staff will work with the CDBG consultants and modify budgets to come up with the difference in costs for the W. Third Street and Westview Avenue projects.

OFFICE MANAGER: No report.

FIRE CHIEF: Fire Chief Chris Devers reported that the civil service process continues for the position(s) of Firefighter/EMT. They are still waiting on results from the written portion, but have completed the physical agility and oral portions of the examination. They are hoping to have a final list of eligible candidates by Monday (07/25) and can then proceed with background checks, etc. He is hoping to hire three (3) individuals from this round of testing, who will then attend the Fire Academy beginning in mid-August.

Chief Devers noted that Council members received the monthly reports for May and June, which are tracking much the same as this time last year. EMS continues to be a large portion of the calls and he anticipates that trend will continue to grow. At some point in time, he feels it will be necessary to have a transport vehicle in station. He also added that all the current career firefighters are at the EMT level or above. Chief Devers also noted that there has not been a single day when the WFD couldn't respond due to lack of manpower over the last year. He commended the staff and volunteers for their service and dedication.

Chief Devers also mentioned that they are looking to change the Department patch to include the Borough logo in some fashion. Additional information will be forthcoming.

POLICE CHIEF: Chief Jim Sourbier was not attendance, but his written report was provided to Council in their meeting packets.

AMBULANCE SQUAD CHIEF: Chief Casey Rock was not in attendance, but his written report was provided to Council in their meeting packets.

CODE ENFORCEMENT/ZONING OFFICER: Matt Schmidt was not in attendance, but his written report was provided to Council in their meeting packets.

HEAD OF ENGINEERING SERVICES: No report. Kevin Grubbs noted that there are several items on the agenda for action later in the meeting.

APPROVAL OF ROUTINE ITEMS: Councilman P. Fleagle made a motion to approve the following routine items –

A. Approve Minutes as Presented – November 17, 2021 (regular meeting) and June 15, 2022 (regular meeting)

B. Award Contracts

(1) Multimodal Street Project (Virginia Avenue) -- awarded to RECON Construction Services, Inc.
(2) CDBG Street Project (W. Third Street) – to be awarded to RECON Construction Services, Inc. contingent upon obtaining additional funding
(3) Line Painting – awarded to Alpha Space Control Company, Inc.

Councilman Knott seconded; the motion passed unanimously.

COMMITTEE REPORTS AND VOTING ON ITEMS FROM COMMITTEE REPORTS

A. Personnel Committee

(1) Acknowledge and Approve Personnel Matters as Presented

- Acknowledge a favorable performance evaluation for Trevor Carbaugh, Firefighter/EMT
- Acknowledge a favorable performance evaluation for George Leissler, Firefighter/EMT
- Acknowledge a favorable performance evaluation for Stacy Stine, WWTP Building & Grounds
- Acknowledge a favorable performance evaluation for Kevin Grubbs, Head of Engineering Services
- Approve a longevity increase of 1% (5 years of service) for Robert Doverspike, Firefighter/EMT, effective 04/06/2022 (retroactive pay will apply) – Councilman Royer made a motion for approval. Councilman Cermak seconded; the motion passed unanimously.
- Accept the notice of retirement from Christopher Eyler, Driver/Operator-Laborer, effective January 6, 2023 – Councilman Knott made a motion for approval. Councilman Cermak seconded; the motion passed unanimously.

B. Property and Public Safety Committee – Councilman Cermak noted that the Committee has been exploring options for an emergency services building for some time. Manager Stains gave a presentation on their potential partnership with WellSpan Health on this endeavor. The Borough has outgrown the current facilities for its Police and Fire Departments and it is their goal to construct new facilities that will meet the emergency service needs of the Borough for the next generation. The property located at 500 E. Main Street (owned by WellSpan Health) would allow for an emergency service campus with the goal of housing Police, Fire and WellSpan Health services. The partnership with WellSpan would be ideal in that it would provide space for WellSpan services and the proximity of emergency services to the hospital campus. The partnership would include an interest in the real estate (lease or other form) for the facility and maintaining the helipad on the property. Next steps include entering into a Letter of Intent to continue to explore the potential partnership, the Borough will continue to refine its needs with its design professional, and WellSpan will identify its space needs.

Roxanna Gapstar and Melissa Dubrow, WellSpan CEO and President respectively, were in attendance to voice their support and enthusiasm for this potential partnership and project. Councilmen and staff also noted their appreciation for WellSpan's collaborative efforts in this project (and hopefully others in the future).

(1) **Approve a Letter of Intent with WellSpan to Explore Building an Emergency Services Building at 500 E. Main Street** – Councilman Cermak made a motion for approval of the Letter of Intent with WellSpan as noted. Councilman J. Fleagle seconded; the motion passed unanimously.

(2) **Authorize SGS Architects of Carlisle, PA to Perform a Site Analysis, Including Cost to Build at 500 E. Main Street for the Purpose of Building an Emergency Services Building and at 57 E. Main Street for the Purpose of Renovation of the Existing Police Department for Other Municipal Uses ($24,300) –** Councilman J. Fleagle made a motion for approval. Councilman Royer seconded; the motion passed unanimously. Mr. Fleagle added, however, that he would like to see more detail on the deliverables as well as additional elevation views. It was noted that this cost will be paid from ARPA funds received.

(3) **Approve Resolution No. 2022-11 Authorizing the Filing of a Formal Application and Business Plan for a Redevelopment Assistance Capital Program Grant in the amount of One Million Dollars ($1,000,000) on Behalf of the Renfrew Museum and Park for the Renfrew Gristmill Reconstruction Project and Designating Officials to Execute all Associated Application and Grant Documents –** Councilman Royer made a motion for approval. Councilman Knott seconded; the motion passed unanimously. (COMPLETE COPY ON FILE AT BOROUGH HALL.)

C. Street Committee

(1) **Authorize Bidding for the Fifth Street Stormwater Project** – Councilman J. Fleagle noted that the engineering work is completed and they are ready to bid the project. Councilman Cermak made a motion for approval. Councilman Royer seconded; the motion passed unanimously.

Aaron Lake, owner of Lake House Distillery at 218 W. Fifth Street – Mr. Lake noted that this area has a major problem with stormwater, which has resulted in significant damages to his property. He asked for information regarding commencement and completion of this project.

(2) **Authorize Closing the Alley Behind Waynesboro Community and Human Services on the First Tuesday of Each Month for the Fresh Express Event –** Councilman J. Fleagle noted that Waynesboro Community and

Human Services gives out free food, etc. on a monthly basis and many people attend. Closing the alley behind their property would assist in the traffic flow, and individuals directing traffic could accommodate any residents from the area who would need access during this time. Councilman J. Fleagle made a motion for approval. Councilman Cermak seconded; the motion passed unanimously.

(3) Approve the Request from Mainstreet Waynesboro, Inc. to hold a "Walk a Mile in Her Shoes" Event on October 14, 2022, including the Closing of Main Street between Broad and Potomac Streets from 6:00 p.m. to 7:00 p.m. – Councilman J. Fleagle explained that participants will raise pledges and walk a mile on Main Street to raise funds for Women in Need. Councilman J. Fleagle made a motion for approval. Councilman Cermak seconded; the motion passed unanimously.

(4) Proposal for Removal of Parking Meter(s) at 247 W. Main Street – Councilman J. Fleagle noted that this item will be returned to the Street Committee for further discussion.

Councilman J. Fleagle also mentioned that a crosswalk will be added on E. Second Street at the Middle School. The Waynesboro School District will fund the expenses. Kevin Grubbs stated that they are hoping to complete the crosswalk prior to school beginning in August.

Councilman J. Fleagle added that Mainstreet Waynesboro, Inc. is pursuing the possibility of a Halloween parade. Their initial plans are not to close Main Street, but for the route to begin on Walnut Street and end at the Rotary parking lot, where a Trunk-or-Treat event would be held. More information will be forthcoming.

Councilman J. Fleagle noted that Mainstreet Waynesboro, Inc. is also working on upgrading the trash receptacles in Center Square. Additional information will be provided at a later date.

The Street Committee's next meeting will be held on 08/04 at 9:00 a.m.

(5) Approve Request from Mental Health Association of Franklin and Fulton Counties to Place Blue and Teal Ribbons on Parking Meters along Main Street during the Month of September, 2022 – Councilman Royer made a motion for approval. Councilman J. Fleagle seconded; the motion passed unanimously.

(6) Approve Request from Cumberland Valley Breast Care Alliance (CVBCA) to Place Pink Ribbons on Parking Meters along Main Street during the Month of October, 2022 – Councilman Royer made a motion for approval. Councilman J. Fleagle seconded; the motion passed unanimously.

D. Economic Development Committee – Councilman P. Fleagle noted that the Economic Development Committee met on 07/05 and discussed the following:

- New Businesses/21 E. Main/137-139 W. Main Updates – Bill Kohler noted that 21 E. Main Street project bids were higher than expected and that the project will probably have to be done in phases. No report on 137-139 W. Main Street. Committee requested that Jason Stains contact principals to see if the committee can assist with planning.
- Main Street Lighting/Walnut Street Lighting Plan – Materials on order for Main Street lighting fixtures. Still waiting for a waiver in DCED grant to allow use of funds to include Walnut Street lighting.
- Marketing and Branding – Extensive review of successes of projects in developing the community. Discussed need for marketing Waynesboro to provide quality of life improvements, including a plan to brand the assets of the Waynesboro area to attract businesses.

E. Finance Committee

(1) Pay Bills – Councilman Knott made a motion to approve the payment of Check Details dated 06/21, 06/29, 07/06 and 07/14. Councilman Royer seconded; the motion passed unanimously.

(2) Request from Fire Chief to Reallocate Funds from the 2022 Fire Department Budget – Chief Devers submitted a request to transfer funds within several accounts in the Fire Department's budget to keep accounts from being in a deficit. He noted there was no way they could have anticipated the type of increases for services as they have seen since the 2022 budget was prepared last September. (Complete copy of his memo dated 07/15/2022 is on file at Borough Hall.) Councilman Knott made a motion for approval. Councilman J. Fleagle seconded; the motion passed unanimously.

F. Recreation Board

(1) Approve the Request from Franklin County Housing Authority for the Use of Mt. Airy Park on August 9, 2022 from 10:00 a.m. to 12:00 p.m. for a Resident Appreciation Day – Councilman Royer made a motion for approval. Councilman Cermak seconded; the motion passed unanimously.

Councilman Royer noted that the Recreation Board's next meeting will be held on 07/27 at 6:30 p.m. at the Franklin Street Park.

UNFINISHED BUSINESS: None.

NEW BUSINESS

A. **Review Draft Ordinance Amending Chapter 207, Section 207-6 of the Code of the Borough of Waynesboro to Increase the Penalty for Tampering with or Removing the Public Property of the Borough of Waynesboro –** Manager Stains noted that this proposed ordinance would increase the penalty amount for violations of Chapter 207 of the Borough's Code which prohibits the tampering, defacing or removal of any public property of the Borough of Waynesboro from $100 to $1,000. Councilman Royer made a motion to authorize advertisement of the proposed ordinance for consideration at the next Council meeting. Councilman Cermak seconded; the motion passed unanimously.

(4) Approve Resolution No. 2022-10 Authorizing the Filing of an Application for the Franklin County Impact! Grant Program as the Applicant and Administrator of the Project – Mr. Stains noted that this grant would assist with the stormwater project on the west end of the Borough encompassing C. V. Avenue, W. King Street and N. Franklin Street. The total project is estimated at $672,740. After match requirements, $336,370 will be requested from this grant program. Councilman J. Fleagle made a motion for approval. Councilman Knott seconded; the motion passed unanimously. (COMPLETE COPY ON FILE AT BOROUGH HALL.)

FOR INFORMATION ONLY

A. **Discontinuation of Ambulance Services of Waynesboro Area Advanced Life Support Unit, Inc. (Medic 2) –** Mr. Stains noted that this is a formal step in the process of Medic 2's dissolution. Effective at 12:00 a.m. on October 15, 2022, Medic 2 will stop providing ambulance services and WellSpan EMS, LLC will begin providing emergency advanced life support services. Additional information will be received from WellSpan EMS, LLC in the near future.

B. **Electronic Recycling Event at Maintenance Center (September 17, 2022, 8:00 a.m. to 12:00 p.m.) –** Mr. Stains announced at the Borough's electronic recycling event will take place at the aforementioned date/time/location.

PRESS QUESTIONS: None.

COUNCIL COMMENTS: None.

Having no further business to discuss, the meeting adjourned at 7:50 p.m. on a Royer/Cermak motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Borough Secretary