

JANUARY 18, 2023  
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  
Sam Wiser, Borough Solicitor (Salzmann Hughes)  
Matt Schmidt, Zoning-Code Enforcement Officer  
Chris Devers, Fire Chief  
Jim Sourbier, Police Chief

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

**PRESENTATIONS/PROCLAMATIONS/RECOGNITIONS:**

- **Presentation of “Academy of Music” Retirement Plate to Christopher Eyler** - Manager Stains recognized Christopher Eyler for his retirement after 34+ years of dedicated service in the Borough’s Maintenance Department.

**EXECUTIVE SESSION:** President Mumma noted that an executive session will be held at the end of this meeting to discuss real estate, litigation, personnel, code enforcement and contractual agreements. Voting is anticipated afterward.

**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 January 7<sup>th</sup>, I attended the Pennsylvania State Mayors’ Association Zoom meeting.

- On January 11<sup>th</sup>, I attended the Chamber Board meeting.
- On January 13<sup>th</sup>, along with the Borough Manager, I attended the ribbon cutting for the new properties on W. Second Street.

**RENFREW MUSEUM AND PARK:** Becky LaBarre, Executive Director and CEO, provided Council with a written report. (COMPLETE COPY ON FILE AT BOROUGH HALL.)

She noted that the Board of Directors of Renfrew Committee, Inc. (RCI) held its regular bi-monthly meeting on January 16<sup>th</sup> at which time the board reorganized its slate of officers as follows: Laurie Hovermale, President; Bruce McLaughlin, Vice-President, Kari Saavedra, Secretary; and Patti McLaughlin, Treasurer.

In addition, RCI is seeking reappointment for both C. Harold Mumma (Borough seat) and Kari Saavedra (Trust seat); both would serve four (4) year terms expiring on December 31, 2027. Councilman Royer made a motion for approval. Councilman Cermak seconded; the motion passed 5-0 (Councilman Mumma abstained).

**BOROUGH SOLICITOR:** No report.

**DIRECTOR OF UTILITIES:** Mr. Pryor provided the following written report –

- Water Treatment Plant Upgrade – Gannett Fleming is in the process of issuing substantial completion certificates for the general and electrical contracts. The only outstanding item for the project is the problem with the phone system. Gannett is sending a representative from their office to meet with a manufacturer's representative on January 18<sup>th</sup> to hopefully resolve the ongoing issues with the phone system. In the interim, the general contractor has installed Wi-Fi boosters throughout the building to enable the plant operators to call out if necessary on their cell phones.

I have been working with DEP on finalizing payment for the FEMA High Hazard Dam grant.

- Sewer Plant Update – Work continues on the NPDES permit renewal. Plant staff are currently compiling the annual operational data to be included in the permit application submission.
- Franklin County IMPACT Grant Award – We are currently waiting for the funding agreement to arrive from the County ... hopefully by the end of the month. The anticipated flusher truck delivery date is early February of 2023.
- Water Meter Replacement Program – 500 new water meters arrived at the maintenance center the first week of January, along with the new meter reading equipment. We anticipate beginning the meter replacement program by the end of the month.

**BOROUGH MANAGER:** Mr. Stains provided the following report –

- We are working on several additional Right-to-Know Requests.
- Emergency Services Building – Our architect presented a third draft to the Property Committee, Police Chief and Fire Chief and it is under review. The committee is meeting with WellSpan next month to continue discussions and feedback on the proposal.
- Waynesboro Area School District approved the intergovernmental agreement for the Borough to pave a connection from the high school to the Ed Miller Walking Trail at cost plus 10%.
- We have been working with our auditors to begin the 2022 financial audit and it will begin February 20, 2023.
- At our last meeting, the Waynesboro Volunteer Fire Department provided a document to and addressed Borough Council. I responded to the volunteer department the following day with a letter answering the questions they asked of Council. You were provided with copies of that letter last month.
- I am asking that Borough Council consider adding two (2) items of urgency to their agenda this evening, as we found out about the items within the last 24 hours.
  - Resolution No. 2023-02 would authorize the Borough to apply for \$1,000,000 through the FEMA Assistance to Firefighters Grant for the purchase of apparatus, tools, equipment and personal protective equipment. Due to the Borough's population, we would be responsible for a match of 5% for any amount awarded. The grant just opened and closes on February 10, 2023 prior to our next meeting.
  - Consider sending a letter to the Commonwealth asking for an extension for our Multimodal Fund for Pedestrian Safety. This grant has been used for the new street light heads, and is to be used for Alley #1 North and Walnut Street. The grant expires on June 30, 2023 and we are eligible for a one (1) year extension.

Councilman P. Fleagle made a motion to add the aforementioned items to this meeting's agenda, as information just became available regarding the matters. Councilman J. Fleagle seconded; the motion passed unanimously.

**APPROVAL OF RESOLUTION NO. 2023-02 EXPRESSING COMMITMENT TO THE PREPARATION AND SUBMISSION OF A GRANT APPLICATION REQUESTING FUNDS FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY ("FEMA") ASSISTANCE TO FIREFIGHTERS ("AFG") GRANT PROGRAM:** Councilman P.

Fleagle made a motion for approval. Councilman J. Fleagle seconded; the motion passed unanimously. (COMPLETE COPY ON FILE AT BOROUGH HALL.)

**CONSIDER REQUESTING AN EXTENSION FOR THE MULTIMODAL FUND GRANT FOR PEDESTRIAN SAFETY:** Councilman J. Fleagle made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

**OFFICE MANAGER:** No report.

**FIRE CHIEF:** A written report was included in Council's meeting packets, however Chief Devers noted that final 2022 year-end breakdowns will be provided within the new few weeks.

**POLICE CHIEF:** A written report was included in Council's meeting packets. Chief Sourbier expanded on year-end statistics for his department and noted that the MVR's that were ordered are finally coming in.

**AMBULANCE SQUAD CHIEF:** A written report was included in Council's meeting packets.

**CODE ENFORCEMENT/ZONING OFFICER:** A written report was included in Council's meeting packets.

**HEAD OF ENGINEERING SERVICES:** No report. Several items are on the agenda for discussion 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 – December 21, 2022 (regular meeting)

Councilman J. Fleagle 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**

- Approve the reappointment of Denise Blake to a full term on the Recreation Board; said term to expire on 12/31/2027 - passed unanimously on a Royer/Cermak motion
- Approve the reappointment of Dave Thompson to a full term on the Recreation Board; said term to expire on 12/31/2027 - passed unanimously on a Royer/Cermak motion

- Approve the reappointment of Lee Layman to a full term on the Borough Authority; said term to expire on 01/01/2028 - passed unanimously on a Royer/Cermak motion
- Approve the reappointment of Steven Barry to a full term as an Alternate on the Zoning Hearing Board; said term to expire on 01/01/2028 - passed unanimously on a Royer/Cermak motion
- Approve the reappointment of Gary Florence to a full term on the Zoning Hearing Board; said term to expire on 01/01/2028 - passed unanimously on a Royer/Cermak motion

**B. Property and Public Safety Committee** – Councilman Cermak noted that the committee continues work on the emergency services building, which the Borough Manager mentioned in his report.

**C. Street Committee** - Councilman J. Fleagle noted that the Street Committee met on 01/05. Several items require Council's action.

**(1) Reject W. Fifth Street Stormwater Project Bids** – It was noted that the low bid for this project came in at twice the amount that was projected. Accordingly, Councilman J. Fleagle made a motion to reject the bids. Councilman Cermak seconded; the motion passed unanimously.

**(2) Request to Level Grass Area on the Elder Avenue Roundabout** – The Franklin County Housing Authority requested the Borough to consider lowering the grass area inside the roundabout level with the curb, as they are concerned regarding safety for their residents. The FCHA will be requested to cover the cost for signage (so vehicles don't run over the curb), delineator posts and continual maintenance of the area. Discussion followed regarding various options and Councilman J. Fleagle made a motion to approve lowering the hump in the roundabout, subject to favorable negotiations with the FCHA. Councilman Cermak seconded; the motion passed unanimously.

Councilman J. Fleagle noted that discussion was also held regarding implementing a route to be used for all parade events in the Borough. The proposed route will begin on W. Main Street at the intersection of C. V. Avenue and continue east, then turn right onto S. Broad Street, crossing over Third Street and disbanding on Memorial Park Drive. By modifying the route, this will allow for a normal flow of traffic coming from the east, and Clayton Avenue/SR 997 can be utilized as the detour route. In addition, this would reduce the number of certified flaggers required, as dump trucks could be used to block main intersections (which would need to be manned, but not by certified flaggers). Council members were requested to review the drawing provided and present any questions or comments to Councilman J. Fleagle or Kevin Grubbs for further discussion.

Councilman J. Fleagle also advised that he has received preliminary drawings for the stormwater lines in the C. V. Avenue and King Street area. Concerns regarding cost have been discussed, and it was suggested that the Borough's maintenance crew (or private individuals) could be utilized to reduce expenses. Much of the work involved will be in grass areas and through the Frick Company property, but there will not be a lot of street construction work required.

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

**D. Economic Development Committee** – No report. Councilman P. Fleagle noted that the next meeting will be held on 02/07 at 10:00 a.m.

**E. Finance Committee**

**(1) Pay Bills** – Councilman Knott made a motion to approve the payment of Check Details dated 12/22 and 12/30. Councilman Royer seconded; the motion passed unanimously.

**F. Recreation Board** – No report. Councilman Royer noted that the Recreation Board's next meeting will be held on January 25<sup>th</sup> at 6:30 p.m. at Borough Hall.

**UNFINISHED BUSINESS**

**APPROVAL OF RESOLUTION NO. 2023-01 AUTHORIZING THE TRANSFER OF LOTS 1 AND 2 LOCATED AT 0 CEMETERY AVENUE TO THE WAYNESBORO BOROUGH AUTHORITY AND DESIGNATING OFFICIALS TO EXECUTE ASSOCIATED DOCUMENTS:** Mr. Stains presented this resolution as the last document required to finalize this property transfer. Councilman Cermak made a motion for approval. Councilman Knott seconded; the motion passed unanimously. (COMPLETE COPY ON FILE AT BOROUGH HALL.)

**NEW BUSINESS**

**APPROVAL OF THE 2023 FRANKLIN COUNTY AREA TAX BUREAU BUDGET:** Mr. Stains noted that this arrived after Council's last meeting but requires action. Council members received the Franklin County Area Tax Bureau's Proposed 2023 Operating Budget, which reflects an 11.75% increase over projected 2022 expenses resulting primarily from increases in salaries and related benefits. Councilman Royer made a motion for approval. Councilman J. Fleagle seconded; the motion passed unanimously.

**RETROACTIVE APPROVAL OF THE APPOINTMENT OF REPRESENTATIVE AND ALTERNATE TO THE FRANKLIN COUNTY AREA TAX BOARD:** Mr. Stains noted that the Board's by-laws require that each member's governing body annually appoint a representative and alternate to the Franklin County Area Tax Board. The current representative is Jason Stains and the alternate is Jarred Knott. Councilman Royer

made a motion for approval of the same individuals for this year. Councilman J. Fleagle seconded; the motion passed unanimously.

It was noted that the FCATB will be moving its office this year from the Chambersburg School District building to Grant Street near the County Annex.

**APPROVAL OF THE APPOINTMENT OF REPRESENTATIVE AND ALTERNATE TO THE FRANKLIN COUNTY EMERGENCY SERVICE ALLIANCE:** Mr. Stains noted that the current representative is Pat Fleagle and the alternate is Jody Sanders. Councilman P. Fleagle noted that he would accept the position as representative, adding that there has been no need for an alternate in the past. Councilman J. Fleagle made a motion for approval to appoint Pat Fleagle as the representative for this year. Councilman Royer seconded; the motion passed unanimously.

**APPROVAL OF FINAL SUBDIVISION PLAN FOR VISIONARY CRAFTERS, LLC:** Kevin Grubbs presented the final subdivision plan for Visionary Crafters, LLC (Joe Daniels), which was reviewed by the Waynesboro Planning Commission on 01/09. They determined at that time that the plan meets all requirements of the Zoning Ordinance, Subdivision/Land Development Ordinance and the Stormwater Management Ordinance and recommended approval by Borough Council. Councilman Knott made a motion for approval. Councilman J. Fleagle seconded; the motion passed unanimously.

#### **FOR INFORMATION ONLY**

**WAYNESBORO CIVIL SERVICE COMMISSION'S ANNUAL REPORT FOR 2022:** The Civil Service Commission's Annual Report for 2022 was presented for Council's review.

**PRESS QUESTIONS:** None.

**COUNCIL COMMENTS:** Councilman J. Fleagle noted that there are a lot of projects planned for the Borough in the upcoming year, including –

- Street paving beginning in June
- Stormwater projects on C. V. Avenue and King Street
- Sanitary sewer work on the north end of town
- Water line replacement in Wayne Heights
- Alleys that need to be paved
- Street light project on Walnut Street
- Street light project on Main Street (overhead lights at intersections and crosswalks)

Mr. Stains noted that he will ask the Maintenance Department's foremen to prepare a chronologic plan for these projects.

Mayor Starliper asked Kevin Grubbs to provide an update on the school crossing lights on E. Main Street. Mr. Grubbs noted that all parts have arrived with the exception of the

pole (there is a supply and demand issue, but he is hopeful that it will arrive next week). He added that the Borough received a \$49,000 ARLE grant for the three (3) additional lights and feedback signs.

Councilman adjourned to executive session at 7:29 p.m. They reconvened to regular session at 9:03 p.m.

Councilman P. Fleagle made a motion to add the following two (2) items to the agenda, as the information was discussed by counsel and staff in executive session. Councilman Royer seconded; the motion passed unanimously.

**ENTER INTO AN AGREEMENT WITH FRANKLIN COUNTY FOR THE USE OF REMOTE ALERTING APPLICATIONS:** Councilman Cermak made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

**ACCEPT SEALED BIDS FOR THE SALE OF PROPERTY OWNED BY THE BOROUGH OF WAYNESBORO ON RIDGE AVENUE:** Councilman Cermak made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

Having no further business to discuss, Councilman Royer made a motion to adjourn the meeting at 9:05 p.m. Councilman J. Fleagle seconded; the motion passed unanimously.

Respectfully Submitted,

Melinda S. Knott  
Borough Secretary