

MARCH 8, 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 Wisner, Borough Solicitor (Salzmann Hughes)  
S. Leiter Pryor, Director of Utilities  
Matt Schmidt, Zoning-Code Enforcement Office  
Chris Devers, Fire Chief  
Jim Sourbier, Police Chief

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

**PRESENTATIONS/PROCLAMATIONS/RECOGNITIONS**

- **Introduction and Year-end Statistics** – Kacie Morell introduced herself as Director of the Antietam Humane Society since 2018. She provided Council with a copy of their Mission Statement and presented statistics for 2022 year-end, as well as January and February 2023. She also gave an explanation of the services they provide to the community.
- **Emergency Services Complex** – Borough Manager Jason Stains noted that an agreement was entered into with WellSpan Health last summer to pursue a feasibility study for a joint venture to build an emergency services complex across from the current hospital location. Meetings have been held with the Borough's Property Committee, WellSpan Health, the Police Chief, Fire Chief, and the Borough's architect, to develop proposed plans. No specific design will be presented this evening however, as Mr. Stains noted they are still meeting with WellSpan regarding those details.

Mr. Stains added that Council will be taking action later in the meeting on a proposed resolution to express support for the Emergency Services Complex Project and to authorize staff and representatives to pursue public funding opportunities to support the construction phase of the project. (A COMPLETE

COPY OF THE PRESENTATION IS ATTACHED HERETO AND MADE A PART OF THESE MINUTES.)

**EXECUTIVE SESSION:** President Mumma noted that an executive session was held prior to this meeting to discuss properties and potential litigation.

**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:** Kris Martin, 11695 Terra Cotta Drive, was in attendance and posed several questions, as follows. (When questioned in what capacity she was asking, Ms. Martin stated “as a citizen ... not representing the Fire Department whatsoever”.)

1. Council minutes are posted for public viewing on the Borough’s website, but she questioned why various reports provided to Council are not included. Mr. Stains advised that the minutes are not an exact transcript of the meeting, and those reports are referenced but not included in the minutes.
2. Does the Fire Department have a 1-year, 3-year, 5-year or 10-year plan and does it include the volunteers? Solicitor Wiser commented that, to his knowledge, the Fire Department doesn’t have a written strategic plan but they have been in existence and operation for many, many decades. Ms. Martin noted that times are changing and there is now a career Fire Chief and more career personnel; and a plan should be in place to describe how things will function, work and move forward with everyone involved. Manager Stains noted he doesn’t disagree, but stated that if the career Fire Chief would be able to focus on some of the bigger picture items than what has recently been going on, he could probably develop something like that.
3. Ms. Martin noted that Mr. Stains said he would not be presenting any specific drawings this evening, but stated at the last meeting that they were on the third draft of the architect’s plans. Mr. Stains explained that there are no final drawings to be presented publicly, because WellSpan has not given their approval; and it would be “bad business” to show something before their partner has made a final decision. Once they (WellSpan) give final approval, plans will be shared.
4. Ms. Martin asked if there is a projected cost for this proposed building. Mr. Stains responded that they know it will be over \$12,000,000.

### **STAFF COMMENTS AND WRITTEN REPORTS**

**MAYOR:** The Mayor’s Report was as follows –

- On February 16<sup>th</sup>, I attended the Franklin County Mayors' Association meeting where Representative Rob Kauffman was our guest.
- On February 18<sup>th</sup>, I attended the Chamber Expo and Lions Breakfast.
- I attended Franklin County Commissioners' meetings.
- On February 24<sup>th</sup>, I officiated at the wedding of Jason Wherley and Heather Wagaman.
- On February 28<sup>th</sup>, along with Council members and Borough Manager, I attended the Cumberland-Franklin County Boroughs' Association dinner with Chief Sourbier speaking.
- On March 2<sup>nd</sup>, as Mayor and Rotary member, I read to first graders and kindergarten kids at Mowrey School.
- On March 8<sup>th</sup>, I attended the Board meeting of the Chamber of Commerce.

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

**BOROUGH SOLICITOR:** No report.

**DIRECTOR OF UTILITIES:** Mr. Pryor's written report was included in Council's meeting packets. He added that the Myrtle Avenue sewer line is finally underway.

**BOROUGH MANAGER:** No report.

**OFFICE MANAGER:** No report.

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

**POLICE CHIEF:** A written report was included in Council's meeting packets. Chief Sourbier also gave a verbal report on the Co-Responder program for the previous month in which he stated that 653 individuals are being serviced, 3,768 contacts were made to those individuals and 71% have taken advantage of the opportunity to continue in additional services to suit their circumstances and needs. He also advised that a press release will be released during the week of March 20<sup>th</sup> regarding two (2) young girls who have been missing for three (3) years.

**AMBULANCE SQUAD CHIEF:** A written report was included in Council's meeting packets. D. J. Ott, Assistant Chief, was in attendance at the meeting to provide any additional information.

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

**HEAD OF ENGINEERING SERVICES:** No report.

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

- A. Approve Minutes as Presented – February 15, 2023 (regular meeting)

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**

- Approve step increase for Thomas Brennan, Chief Water Plant Operator, to salary level 16E, effective 03/22/2023

### **B. Property and Public Safety Committee –** Councilman Cermak noted that the committee continues discussions regarding the proposed emergency services building.

He then made a motion to approve Resolution No. 2023-04 (Expressing Support for the Emergency Services Complex Project and Authorizing Staff and Representatives to Pursue Public Funding Opportunities to Support the Construction Phase of the Project). Councilman Royer seconded; the motion passed unanimously. (COMPLETE COPY OF RESOLUTION NO. 2023-04 ON FILE AT BOROUGH HALL.)

### **C. Street Committee -** Councilman J. Fleagle noted that the Street Committee met on 03/02 and minutes of the meeting were provided to Council. The following items require Council's action.

**(1) Recommendation to Approve the Spring Market Day on Saturday, May 6, 2023 from 10:00 a.m. to 4:00 p.m. –** Councilman J. Fleagle made a motion for approval, with the closure of Main Street/SR16 between Broad and Potomac Streets from 9:00 a.m. to 5:00 p.m. Councilman P. Fleagle seconded; the motion passed unanimously.

**(2) Recommendation to Approve the Memorial Day Parade on Monday, May 29, 2023 from 9:00 a.m. to 10:30 a.m. –** Janeen McChesney, President/Secretary of the Combined Veterans Council, was in attendance. Councilman J. Fleagle noted that two (2) parade routes were mentioned in

regard to the request and he suggested that they table the matter until the April meeting in order to have clarification on the route they have chosen.

Ms. McChesney noted that their request included permission to allow military units from surrounding bases to bring military vehicles/equipment and participate in the parade. Afterwards they would park the vehicles at the end of the route at Memorial Park, on the paved road, for attendees to view as they are entering/exiting the ceremony. She asked for Council's immediate decision regarding this request in order to allow for sufficient time to coordinate with the military units. Councilman J. Fleagle made a motion to permit rubber-tired vehicles only (no steel track vehicles are permitted on the streets). Councilman Cermak seconded; the motion passed unanimously.

**(3) Recommendation to Approve the 8<sup>th</sup> Annual Waves/YMCA Strokes, Spokes and Strides Triathlon on Saturday, June 10, 2023 from 7:45 a.m. to 12:00 p.m.** - Councilman J. Fleagle made a motion for approval, with the closure of the following streets:

- a. E. Second Street (E. Main Street to Myrtle Avenue)
- b. Myrtle Avenue (E. Second Street to E. Third Street)
- c. E. Third Street (Myrtle Avenue to Clayton Avenue)
- d. E. Second Street (Clayton Avenue to Myrtle Avenue)

Councilman Knott seconded; the motion passed unanimously.

**(4) Recommendation to Submit a Letter of Request to the Franklin County Metropolitan Planning Organization Asking PENNDOT to Pave East and West Main Street (SR16) and North Grant Street (SR316)** – At Manager Stains' suggestion, Councilman J. Fleagle made a motion to authorize the submission of the request for these paving projects in the Borough. Councilman Cermak seconded; the motion passed unanimously.

**(5) Authorize Staff to Prepare and Advertise Bids for Reconstruction of Roadside Avenue from Main Street to the Entrance at the WellSpan Waynesboro Hospital** – Councilman J. Fleagle made a motion for approval. Councilman Cermak seconded; the motion passed unanimously.

**(6) Authorize the Purchase of a Milling Attachment for the Borough's Bobcat Skid-Steer Using Highway Aid Funds in the Amount of \$22,220** – Councilman J. Fleagle noted that the Borough's maintenance crew does an excellent job with the equipment they have, but when they pave alleys, the edges are ragged. In order to get a cleaner edge, a milling attachment is needed. He then made a motion to approve the purchase of the attachment for a total cost of \$22,220. Councilman Knott seconded; the motion passed unanimously.

The next Street Committee meeting will be held on 04/06 at 9:00 a.m.

**D. Economic Development Committee** – No report. Councilman P. Fleagle asked if an updated project report can be provided as the summer months go on.

**E. Finance Committee**

**(1) Pay Bills** – Councilman Knott made a motion to approve the payment of Check Details dated 02/07, 02/14 and 02/23. Councilman Cermak seconded; the motion passed unanimously.

**F. Recreation Board** – Councilman Royer reported that the Recreation Board met on 03/01. Their annual reorganization was conducted at that meeting and Denise Blake was voted President, with Sarah Stains voted Secretary. Most of the discussion centered around Northside Pool rates, operating schedules and food prices in the concession stand. Interviews for pool staff have begun for the upcoming season.

The next Recreation Board meeting will be held on 03/22 at 6:30 p.m. in Borough Hall.

Mayor Starliper asked if action had been taken on the Faith United Methodist Church's request to hold their annual Easter Egg Hunt at Northside Park on 04/01 from 2:00 p.m. to 4:00 p.m. (rain date on 04/08). Councilman Royer noted he didn't recall receiving the request but saw no problem with Council taking action, as there have been no issues with the event in the past. He then made a motion for approval. Councilman Cermak seconded; the motion passed unanimously.

**UNFINISHED BUSINESS**

**TIME EXTENSION REQUESTS FOR LAND DEVELOPMENT PLANS:** Mr. Grubbs presented time extension requests for the following land development plans. He noted that time extensions were granted in the past and are expiring, but the developers are moving forward on the projects.

**(1) Samuel Campbell – Five (5) Townhouse Units on Mt. Airy Avenue** – The current time extension expires on 03/15/2023; the new time extension request is for an additional 166 days beginning on 03/08/2023 to 09/20/2023. Councilman J. Fleagle made a motion for approval. Councilman Royer seconded; the motion passed unanimously.

**(2) SANAN Properties, LLC (Dan Sandy) – Eight (8) Unit Apartment Building on the Southwest Corner of Dickinson Avenue and Mt. Airy Avenue** – The current time extension expires on 03/10/2023; the new time extension request is for an additional 196 days beginning on 03/08/2023 to 09/20/2023. Councilman

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

- (3) **Teresa Morningstar – Eight (8) Storage Units at 317 Ridge Avenue** – The current time extension expires on 03/15/2023; the new time extension request is for an additional 196 days beginning on 03/08/2023 to 09/20/2023. Councilman Knott made a motion for approval. Councilman J. Fleagle seconded; the motion passed unanimously.

## **NEW BUSINESS**

**REQUEST FROM MENTAL HEALTH ASSOCIATION OF FRANKLIN AND FULTON COUNTIES TO PLACE GREEN AWARENESS RIBBONS ON THE PARKING METERS ALONG MAIN STREET DURING THE MONTH OF MAY:** Councilman Royer made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

**FINAL SUBDIVISION PLAN (EDGEMONT INVESTMENTS):** Kevin Grubbs presented a final subdivision plan for Edgemont Investments at 202 and 202½ Park Street. They are subdividing an existing duplex and the water/sewer lines were previously installed as individual services. Several variances are required, and a hearing before the Zoning Hearing Board for those is scheduled for later this month. The Waynesboro Planning Commission has reviewed the plans and recommended several revisions, all of which have been completed. Accordingly, the Planning Commission is recommending approval of the plans, contingent upon approval by the Zoning Hearing Board of the required variances. Councilman Cermak made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

**PRELIMINARY SUBDIVISION PLAN (COLD SPRING BUILDERS, LLC):** Kevin Grubbs presented a preliminary subdivision plan for Phase 10 of Cold Spring Estates. They are planning to extend the end of W. Third Street into a cul-de-sac and develop five (5) single-family residential lots. The existing 6” water line in W. Third Street will need to be extended and Mr. Zaiger will meet next week with the Waynesboro Borough Authority to negotiate that matter. At this time, the plans meet all applicable ordinances. Councilman P. Fleagle made a motion for approval, contingent upon successful agreement with the WBA regarding the water line extension. Councilman Cermak seconded; the motion passed unanimously.

**RESOLUTION NO. 2023-04 EXPRESSING SUPPORT FOR THE EMERGENCY SERVICES COMPLEX PROJECT AND AUTHORIZING STAFF AND REPRESENTATIVES TO PURSUE PUBLIC FUNDING OPPORTUNITIES TO SUPPORT THE CONSTRUCTION PHASE OF THE PROJECT:** Councilman Cermak noted that this matter was taken care of earlier in the meeting when he presented the Property and Public Safety Committee Report.

**RESOLUTION NO. 2023-05 REQUESTING THE PENNSYLVANIA STATE ASSOCIATION OF BOROUGHES TO ADD TO THEIR LEGISLATIVE PRIORITIES ENABLING LEGISLATION FOR ALL MUNICIPAL POLICE TO USE THE SAME MOTOR VEHICLE SPEED-TIMING EQUIPMENT AS THE PENNSYLVANIA STATE POLICE:**

Mr. Stains presented a resolution for Council's consideration. He noted that Pennsylvania is the only state in the country that doesn't allow the use of radar by municipal police departments. Councilman Cermak made a motion for approval. Councilman Knott seconded; the motion passed unanimously. Mayor Starliper noted that he is not in favor of this resolution. (COMPLETE COPY OF RESOLUTION NO. 2023-05 ON FILE AT BOROUGH HALL.)

**RESOLUTION NO. 2023-06 REQUESTING THE PENNSYLVANIA STATE ASSOCIATION OF BOROUGHES TO ADD TO THEIR LEGISLATIVE PRIORITIES THE CREATION OF A BLIGHT REMEDIATION GRANT PROGRAM, MANAGED BY THE PENNSYLVANIA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT:**

Mr. Stains presented a resolution for Council's consideration. He noted that this grant program would be funded through an additional \$5.00 fee added to each building permit issued in the Commonwealth, and the fee would be required to be remitted to the state to fund this grant program. Councilman Knott made a motion for approval. Councilman J. Fleagle seconded; the motion passed 5-1 with Councilman Cermak opposing. (COMPLETE COPY OF RESOLUTION NO. 2023-06 ON FILE AT BOROUGH HALL.)

**RESOLUTION NO. 2023-07 REQUESTING THE PENNSYLVANIA STATE ASSOCIATION OF BOROUGHES TO ADD TO THEIR LEGISLATIVE PRIORITIES THE REMOVAL OF THE ADVERTISING IN A NEWSPAPER OF GENERAL CIRCULATION REQUIREMENT FROM THE PENNSYLVANIA BOROUGH CODE:**

Mr. Stains presented this resolution for Council's consideration. It requests that the PSAB lobby that advertising be permitted on a webpage and social media page administered by the municipality and/or in a database administered by the Commonwealth of Pennsylvania. He added that Waynesboro spends approximately \$11,000 to \$13,000 each year on advertising costs. Councilman J. Fleagle made a motion for approval. Councilman Cermak seconded; the motion passed unanimously. (COMPLETE COPY OF RESOLUTION NO. 2023-07 ON FILE AT BOROUGH HALL.)

**FOR INFORMATION ONLY**

**COUNCIL COMMENTS:** Councilman J. Fleagle requested an update on the cobra light heads for Main Street. Kevin Grubbs explained that the hold-up last year was with PENNDOT's approval. After approval was received, all the materials were ordered and should be received in the near future. He spoke with the contractor last week, but he wasn't able to provide an anticipated start date at this point in time. Mr. Grubbs will keep Council apprised as he learns more.

Mayor Starliper reiterated his requests for replacement of the front doors at the Police Department entrance of Borough Hall and a Fire Code for the Borough.



Having no further business to discuss, the meeting adjourned at 7:32 p.m. on a P. Fleagle/Knott motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott  
Borough Secretary