

JULY 19, 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 and Michael Cermak (Dade Royer was absent)

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: None.

EXECUTIVE SESSION: Council President Mumma noted that an executive session will be held at the end of the meeting to discuss personnel and litigation items. No voting is anticipated at the conclusion of the executive session.

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:

John Spurlock and Carla Warne, 255 Garfield Street – Mr. Spurlock and Ms. Warne discussed several issues of concern, as follows: (1) Light out at the end of Garfield Street, which Councilman J. Fleagle advised West Penn Power is working on; (2) Were asked to move their RV from the front of their property, but their house doesn't front on Garfield Street; and they would like to discuss a change in address; (3) Northside Pool patrons are walking through their yard where the RV was originally parked; and (4) Unregistered, uninspected cars and junk on the property (and blocking driveways) across from them.

President Mumma advised the residents to work with Zoning-Code Enforcement Officer Matt Schmidt regarding the zoning and with Police Chief Jim Sourbier regarding the illegally parked vehicles. Mr. Schmidt noted that he had presented a variance option to the residents, but did not hear back from them regarding proceeding. After further discussion, Councilman J. Fleagle suggested that the Planning Commission discuss the situation and pass it on to the Zoning Hearing Board, if necessary. He suggested that the property was addressed in that manner years ago, with the assumption that Eden Avenue would be extended at some point in time.

STAFF COMMENTS AND WRITTEN REPORTS

MAYOR: The Mayor's Report was as follows –

- On June 15th, along with other members of Council, I attended the Open House at the new Washington Township Office.
- On June 17th, I attended the Car Show downtown and helped to judge my choice.
- I had the privilege of having lunch with Chris Cap, the Executive Director of the PA State Association of Boroughs, on June 21st.
- On June 22nd, along with Council members, I attended the ground-breaking at the Main Street Park.
- On June 29th, I attended the Chamber's Breakfast Mixer.
- On July 1st, I attended the PA State Mayors' Association meeting by Zoom.
- On July 4th, I participated in the Brothers of the Brush parade.
- On July 11th, I attended the Fire Police meeting.
- On July 15th and 17th, I performed two (2) weddings.

RENFREW MUSEUM AND PARK: No report.

ANTIETAM HUMANE SOCIETY: Kacie Morrell, Executive Director of the Antietam Humane Society, provided June's Animal Report to Council, which was included in their meeting packets.

BOROUGH SOLICITOR: No report.

DIRECTOR OF UTILITIES: Mr. Pryor's written report was included in Council's meeting packets.

BOROUGH MANAGER: Mr. Stains reported that Melinda Knott is working on setup and implementation of the new BambooHR software.

OFFICE MANAGER: No report.

FIRE CHIEF: A written report was included in Council's meeting packets. Chief Devers noted that he will be going to Bird in Hand the following day to work on the new fire truck with the vendor. He added that the vehicle will probably be ready in late August or early September.

POLICE CHIEF: A written report was included in Council's meeting packets. Chief Sourbier noted that the new body cameras and MVRs have been deployed.

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. Mr. Schmidt reported that he continues to work on code violations and the Rental Registration Program. An advertisement was placed for the part-time position of Assistant Zoning-Code Enforcement Officer – 51 applications were received and are currently under review.

HEAD OF ENGINEERING SERVICES: Mr. Grubbs reported that four (4) driver feedback signs have been received and he is working with Police Chief Sourbier on locations to place them. He described the data to be obtained from the signs, which will be in operation 24/7. He noted they will be attached to speed limit signs, which is a requirement.

MAINTENANCE FOREMAN – REPAIR REPORT: A written report was included in Council's meeting packets.

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

- A. Approve Minutes as Presented – June 14, 2023 (regular meeting) and June 29, 2023 (special 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

- Accept the resignation of Michael Bock, PT Firefighter, effective 08/01/2023 - Councilman J. Fleagle made a motion for approval. Councilman P. Fleagle seconded; the motion passed unanimously.
- Acknowledge the promotion of Diedra Cordell from Cashier to Cashier Supervisor at Northside Pool, effective 07/02/2023 - Councilman J. Fleagle made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

B. Property and Public Safety Committee – Councilman Cermak noted that the Property Committee continues to investigate the possibility of a public safety building. He will keep Council members updated on any progress.

C. Street Committee - Councilman J. Fleagle noted that the Street Committee met on 07/06 and minutes of the meeting were provided to Council. The following items require Council's action:

- (1) Approve the Special Event Request for the Clean Water Kenya Event on Saturday, August 26, 2023, from 7:30 a.m. to 10:00 a.m., Contingent on Verification of a Certified Flagger List** - Councilman J. Fleagle noted that Jeff Rock is organizing the event again this year, which will mostly take place between Memorial Park and Renfrew. Since the runners will be crossing Clayton Avenue, certified flaggers will be required. The Mayor and Recreation Board have given their approval, and Kevin Grubbs will take care of the required paperwork to PENNDOT for the road crossing. Councilman J. Fleagle made a motion to authorize the event, contingent on verification of a certified flagger list. Councilman P. Fleagle seconded; the motion passed unanimously.
- (2) Approve Crosswalk Painting on the West Side of the Intersection of E. Third Street and S. Broad Street and on the North Side of S. Broad Street, and Addition of this Crosswalk to the Borough's Master Street Painting List** – Councilman J. Fleagle noted that this was requested by a resident who was concerned regarding pedestrians crossing E. Third Street on their way to/from Memorial Park. Councilman J. Fleagle made a motion for approval of the crosswalk painting and installation of the appropriate signs on E. Third Street. Councilman Knott seconded; the motion passed unanimously.
- (3) Approve the Request for ADA Reserved Parking in the Vicinity of 19 S. Franklin Street** - Councilman J. Fleagle made a motion for approval. Councilman Knott seconded; the motion passed unanimously.
- (4) Update the Borough Fee Schedule to Reflect the Cost of Materials for ADA Parking Spaces (General ADA Spaces will cost \$343.00 and Reserved ADA Spaces will cost \$357.00) – Resolution No. 2023-17 –**

Councilman J. Fleagle noted that the materials used for ADA parking spaces has increased significantly and he recommended changing the cost for residents requesting such to \$343.00 for a General Accessible Parking Space and \$357.00 for a Reserved Accessible Parking Space. This change is reflected in proposed Resolution No. 2023-17 (2023 Fee Schedule). Councilman Knott seconded; the motion passed unanimously.

Complete copy on file at Borough Hall.

- (5) Approve the Grandview Avenue Street Extension Project being Conducted by a Private Contractor** – Councilman J. Fleagle reported that six (6) lots on Grandview Avenue were sold recently and are being developed by Craig McCleaf. He noted that Grandview Avenue was ordained in 1940 from Grant Street to the old railroad right-of-way, so there is a section approximately 400' that needs to be built. The developer will install curbing on both sides of the street, with a 5' sidewalk on the south side only. Mr. Fleagle stated that Council should approve the street drawing of Grandview Avenue, and the street ordinance should be revised to reflect this change.

It was noted that the Borough will be responsible for providing street lights on this additional section of street. Kevin Grubbs will submit a work request to West Penn Power and ask for a cost estimate.

Councilman J. Fleagle made a motion to approve placement of a 5' sidewalk on the south side of Grandview Avenue, as described. Councilman P. Fleagle seconded; the motion passed unanimously.

Mr. Fleagle noted that the next Street Committee meeting will be held on 08/03 at 9:00 a.m.

D. Economic Development Committee – No report.

Councilman P. Fleagle noted that the next Economic Development Committee meeting will be held on 08/01. The Walnut Street Corridor will be on the agenda for discussion. Mr. Grubbs added that since they will be using Multi-modal Funds for the street lights, a new price estimate is required.

E. Finance Committee

- (1) Pay Bills** – Councilman Knott made a motion to approve the payment of Check Details dated 06/13, 06/19, 06/27, 07/03 and 07/11. Councilman P. Fleagle seconded; the motion passed unanimously.

F. Recreation Board

- (1) Approve the Request from the Waynesboro Area Middle School to Hold their Annual Walk-a-Thon at Memorial Park on Friday, September 29,**

2023, from 9:30 a.m. to 2:00 p.m. (This will include a dunk tank and food trucks parking along the curb on Memorial Park Drive.) - Councilman J. Fleagle made a motion for approval of this annual event. Councilman P. Fleagle seconded; the motion passed unanimously.

Councilman P. Fleagle mentioned that the Rotary Club is considering installing two (2) pickleball courts at the Rotary Park. They already have \$10,000 committed of the \$40,000 needed, and he asked Mr. Stains if he was aware of any grant funding that could be utilized for this purpose. Mr. Stains advised that the Recreation Board has discussed pursuing funding for an inclusive playground at the Rotary Park, and he suggested that the Rotary Club coordinate their efforts for this project with the Recreation Board.

UNFINISHED BUSINESS

CONSIDER ORDINANCE FOR ADOPTION (AMENDING ORDINANCE NO. 1166 REGULATING OPENINGS AND EXCAVATIONS IN OR UNDER THE STREETS AND HIGHWAYS OF THE BOROUGH OF WAYNESBORO): Mr. Stains noted that this ordinance has been discussed at several Street Committee and Borough Council meetings in the recent past, and it has been duly advertised for Council's consideration at this meeting. Councilman J. 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 ORDINANCE NO. 1166
REGULATING OPENINGS AND EXCAVATIONS IN OR UNDER THE STREETS
AND HIGHWAYS OF THE BOROUGH OF WAYNESBORO

Complete copy on file at Borough Hall.

NEW BUSINESS

APPROVE RESOLUTION NO. 2023-15 CREATING A SPECIAL EVENTS COMMITTEE: Manager Stains noted that the Borough receives numerous requests for races and other events. The Street Committee, Recreation Board and various staff weigh-in on these requests ... and there are issues at times when items are turned in at the last moment and/or are missed. He suggested that a Special Events Committee be created to receive/review requests and to meet with the requesting organization to ensure all requirements are in order before forwarding the request to the Recreation Board, Street Committee and ultimately Council for approval. Proposed Resolution No. 2023-15 will create this committee.

Councilman Cermak made a motion for approval. Councilman Knott seconded. Mayor Starliper noted that he would like to be on the committee. Councilman Knott asked if a timeline should be included in the resolution and after additional discussion, Solicitor

Wiser recommended that the following language be included: “Each request must be administratively complete and received not less than six (6) months prior to the special event. Each request must meet approval requirements not less than three (3) months prior to the special event.” Councilman Cermak amended his motion for approval to include the language recommended by the Solicitor. Councilman Knott seconded; the motion passed unanimously.

RESOLUTION NO. 2023-15

A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WAYNESBORO,
FRANKLIN COUNTY, PENNSYLVANIA, CREATING A SPECIAL EVENTS
COMMITTEE

Complete copy on file at Borough Hall.

APPROVE RESOLUTION NO. 2023-16 SUPPORTING REMOVAL OF MILLAGE CAP FOR FIRE AND RESCUE SERVICE TAXES: Manager Stains reported that in Pennsylvania, millage is capped at 3 mills for Fire tax and .5 mill for EMS/Rescue tax, which provides approximately \$215,000 and \$35,000 respectively to the Borough. He noted that workers’ compensation for the volunteers costs approximately \$34,000/year, which utilizes almost all of the Rescue tax revenue.

Senator Frank Farry has proposed legislation seeking to amend the Borough Code, as well as any other municipal code with a millage cap on taxes related to Fire and EMS services, to remove these millage caps on taxes related to Fire and EMS services. If approved, this resolution will be forwarded to the PA State Association of Boroughs for inclusion in their legislative priorities and to Representative Schemel for his support.

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

RESOLUTION NO. 2023-16

A RESOLUTION OF THE BOROUGH OF WAYNESBORO, FRANKLIN
COUNTY, PENNSYLVANIA, IN SUPPORT OF LEGISLATION WHICH
WOULD AMEND THE BOROUGH CODE AND OTHER MUNICIPAL CODES
TO REMOVE THE MILLAGE CAPS ON TAXES RELATED TO FIRE AND
EMS SERVICES

Complete copy on file at Borough Hall.

APPROVE THE REQUEST FROM THE MENTAL HEALTH ASSOCIATION OF FRANKLIN AND FULTON COUNTIES TO HANG AWARENESS RIBBONS FOR THE MONTH OF SEPTEMBER: Councilman Knott made a motion for approval of this annual event. Councilman P. Fleagle seconded; the motion passed unanimously.

COUNCIL COMMENTS: Mayor Starliper announced that Manitowoc donated six (6) new office chairs to the Police Department for its officers, and he expressed their appreciation.

Having no further business to discuss, Council adjourned at 7:41 p.m. for a brief recess prior to executive session. They reconvened to regular session at 8:44 p.m. and adjourned the meeting on a P. Fleagle/Knott motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Borough Secretary