

AUGUST 16, 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, Michael Cermak and Dade Royer (via Zoom)

Mayor Richard Starliper

Borough Staff – Jason Stains, Borough Manager
Sam Wisner, Borough Solicitor (Salzmann Hughes)
S. Leiter Pryor, Director of Utilities
Matt Schmidt, Zoning-Code Enforcement Office
Chris Devers, Fire Chief

MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE: Mayor Starliper requested a moment of silence for victims of the Hawaii wildfires. He then 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 this meeting to discuss personnel and code enforcement items. No voting is anticipated at the conclusion of the executive session. He also noted that Council will hold an executive session the following day (08/17) at 9:00 a.m. with department heads to discuss personnel issues.

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:

Mike Hess, 503 Clayton Avenue – Mr. Hess noted that he has recently spoken with each Councilman regarding a situation with his daughter (Isabel) , who was employed at Northside Pool this summer. He discussed a letter presented by Borough Manager Stains for his daughter’s signature, following her being placed on administrative leave. He noted he requested that Mr. Stains amend the letter so she could return to work, but he received no response regarding his request. To this day, she has never had a meeting with Mr. Stains (and an opportunity to defend herself) concerning her administrative leave. He stated that he is proud of his daughter for standing up for

herself and not signing the letter. Mr. Hess noted the only request he has of Borough Council is that they don't let this happen to another child.

Jeff Franklin, 403 E. Fourth Street – Mr. Hess was present with other residents/neighbors to address an issue with erosion and run-off from a construction site at 399 E. Fourth Street. He noted that when it rains, he has experienced flooding in his driveway and run-off onto E. Fourth Street. This has resulted in everything being covered in mud throughout the entire summer. Mr. Hess noted that there are silt socks in place; however when they connected to the water main, they disconnected the silt sock on the back corner of the property, and the erosion has now risen over the silt sock. He added that the property is elevated on a mound, has a metal roof, and the downspouts are directed down toward the hill.

Mr. Hess noted he has addressed the issue with Zoning/Code Enforcement Officer Matt Schmidt and provided him with photos/videos. Mr. Schmidt contacted the property owner (Ronnie Martin), and a skid-steer loader was used to scrape mud off the driveway. Mr. Hess noted, however, that this has not solved the problem because mud is still running off the driveway and onto E. Fourth Street when it rains.

Solicitor Wisner advised that the Franklin County Conservation District is responsible for erosion and sedimentation “policing”, and he suggested that Mr. Hess contact them regarding the issue. They will inspect the erosion controls in place and must approve those types of controls to ensure that silt and sediment doesn't get into the waters of the Commonwealth.

STAFF COMMENTS AND WRITTEN REPORTS

MAYOR: The Mayor's Report was as follows –

- On July 25th, I attended the Waynesboro Chamber of Commerce meeting.
- On July 31st, I attended the new Coffee Roaster business.
- On August 1st, I attended the National Night Out hosted by the Police Department.
- On August 5th, I attended the PSMA Zoom meeting.
- On August 16th, I attended the WASHS Opening Celebration.

RENFREW MUSEUM AND PARK: Becky LaBarre, Executive Director and CEO, was present and provided Council with highlights from her written report dated August 10, 2023, which was included in their meeting packets

ANTIETAM HUMANE SOCIETY: No report.

BOROUGH SOLICITOR: No report.

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

BOROUGH MANAGER: Mr. Stains noted he is working on the updated Master Project List and 2024 budget schedule, and will forward that information to Council members in the near future. He will discuss additional items during Council's executive session following this meeting.

OFFICE MANAGER: Mrs. Knott's report was included in Council's meeting packets.

FIRE CHIEF: Chief Devers' written report was included in Council's meeting packets.

POLICE CHIEF: Chief Sourbier's written report was included in Council's meeting packets.

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.

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

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

A. Approve Minutes as Presented – July 19, 2023 (regular meeting)

Councilman P. 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

- Acknowledge favorable performance evaluation for Tyler Grove, Dual Certified Operator (Water & Sewer) – No action required.
- Approve an increase to step 2 (per CBA) for Trevor Carbaugh, Firefighter/EMT, effective 04/02/2023 (retroactive pay will apply) –

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

- Approve the advancement of Brian Diller to Water Plant Technician, salary level 8E, effective 08/30/2023 – Councilman Cermak made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

- Affirm acceptance of the following Northside Pool resignations –
 - Jacob Robinson, Pool Manager (per letter of resignation dated 07/31/2023)
 - Catherine Robinson, Assistant Manager (per text dated 07/31/2023)
 - Isabel Hess, Lifeguard (per message through Northside Pool GroupMe App dated 08/01/2023)

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

B. Property and Public Safety Committee – Manager Stains noted that the Property Committee is hoping to have a cost estimate for a proposed emergency services building within several weeks. That information will be forwarded to Council when it is received.

C. Street Committee - Councilman J. Fleagle noted that the Street Committee met on 08/03 and minutes of the meeting were provided to Council. The following items require Council's action:

(1) Approve Request from Mainstreet Waynesboro, Inc. for Walk-A-Mile Event on Friday, September 22, 2023, to Include Closure of East and West Main Street/SR0016 Between Walnut and Potomac Streets and North Church Street/SR0997 Between Alley No. 1 North and Main Street/SR0016, from 5:45 p.m. to 7:15 p.m. - Councilman J. Fleagle noted that all the required paperwork has been submitted for this event. He added that the event last year raised over \$13,000. Councilman J. Fleagle made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

(2) Deny Request for an ADA Reserved Accessible Parking Space at 204 W. Third Street – Councilman J. Fleagle noted it has been determined that the applicant already has a Reserved ADA Accessible Parking Space at this location (approved on 03/02/2021) and only one (1) space at the same location is allowed under the same placard number. Accordingly, the application fee paid will be refunded. Councilman J. Fleagle made a motion to deny the request. Councilman Knott seconded; the motion passed unanimously.

(3) Approve the Placement of a “No Parking Here to Corner” Sign Beginning on the West Curb Line of Park Street and Extending 25’ to the West Along the South Side of W. Third Street - Councilman J. Fleagle noted that when the Engineering Department was checking into the ADA parking space at this location, they noticed a sight distance issue at the corner of Park and Third Streets. When a car is parked at that area, vehicles are unable to see oncoming traffic from the west when pulling out of Park Street onto W. Third Street. They are recommending the installation of a “No Parking Here to Corner” sign beginning on the west curb line of Park Street and extending 25’ to the west along the south side of W. Third Street. Councilman J. Fleagle made a motion for approval. Councilman Cermak seconded; the motion passed unanimously.

(4) Approve Request for an ADA Reserved Accessible Parking Space at 111 E. North Street – Councilman J. Fleagle made a motion for approval. Councilman Cermak seconded; the motion passed unanimously.

(5) Approve Revised Walnut Street Layout for Street Lights and Entrances – Councilman J. Fleagle noted that Council approved the lighting plan for Walnut Street at their special meeting on 06/29, however Kevin Grubbs has recommended adding two (2) additional lights (for a total of 11). A revised plan was presented for Council’s review, and Mr. Fleagle noted there is money available for the extra lights and concrete base being proposed. Councilman J. Fleagle made a motion for approval of the revised plan, as presented. Councilman Knott seconded; the motion passed unanimously.

Mr. Fleagle noted that the next Street Committee meeting will be held on 09/07 at 9:00 a.m.

D. Economic Development Committee – Councilman P. Fleagle thanked the Street Committee for following through with the lighting situation on Walnut Street, as this will be a major asset to the economic development plan for that area. He provided a written report of their meeting held on 08/01 in Council’s meeting packets.

The next Economic Development Committee meeting will be held on 09/05 at 10:00 a.m.

(1) Authorize Borough Staff and the Solicitor to Begin the Process of Updating the LERTA Ordinance – Councilman P. Fleagle made a motion for approval. Councilman Cermak seconded; the motion passed unanimously.

E. Finance Committee

(1) Pay Bills – Councilman Knott made a motion to approve the payment of Check Details dated 07/14, 07/19, 07/26 and 08/03. Councilman J. Fleagle seconded; the motion passed unanimously.

(2) Authorize Appropriate Staff to Create and Advertise a Request for Proposals for Management of the Borough's Uniformed and Non-Uniformed Pension Plans – Councilman Knott noted that the pension plans should be shopped every several years to ensure they are getting competitive prices and possibly better performance; and he made a motion for approval. Councilman J. Fleagle seconded; the motion passed unanimously.

F. Recreation Board – Mr. Stains reported the following:

- Northside Pool has been performing well financially this year.
- The annual Dog Swim will be held the Saturday after Labor Day (09/09) from 1-4 p.m. Proceeds will benefit the Dog Park; and participants are asked to bring a bag of dog food to be donated to the Antietam Humane Society.
- The Recreation Board will be discussing some budget items for next year, and will present their recommendations to Borough Council for consideration.
- The Summer Movie Series this year (which included three movies) was held utilizing the new stage at Memorial Park. The events were very successful, with approximately 100 people in attendance at each event. Mr. Stains noted the Borough's appreciation to the sponsors who made these movies possible. He added that the Recreation Board is considering doing a Halloween-themed movie this fall.
- The Wayne Band will be performing at Memorial Park on 09/11. Additional information, when available, will be provided on social media. Discussion followed regarding the availability of lights at that time, and Councilman Cermak questioned what would have to be done in order to install temporary lighting for the event. He was advised to contact Dan Dietrich from the Wayne Band to coordinate that.

UNFINISHED BUSINESS: None.

NEW BUSINESS

APPROVE THE REQUEST FROM CUMBERLAND VALLEY BREAST CANCER AWARENESS TO PLACE RIBBONS ON PARKING METERS ALONG MAIN STREET IN COLLABORATION WITH WOMEN IN NEED FOR THE MONTH OF OCTOBER:

Councilman J. Fleagle made a motion for approval of this annual occurrence. Councilman Knott seconded; the motion passed unanimously.

AUTHORIZE APPROPRIATE STAFF TO SPEND UP TO \$3,000 FROM POOL RESERVE FUND TO ADD ADDITIONAL SECURITY CAMERAS AT NORTHSIDE POOL: Mr. Stains noted that there are certain staff and public areas at the pool that the current cameras do not cover, and he requested that the staff be authorized to

spend up to \$3,000 from the Pool Reserve Fund for additional security cameras. Councilman Knott made a motion for approval. Councilman P. Fleagle seconded; the motion passed 5-0 (Councilman Cermak abstained).

COUNCIL COMMENTS: Mr. Stains noted that, following a concern voiced previously by resident Patrick Burns, Borough staff has replaced the “windows” on the parking meters so that the text can be seen more clearly. In addition, they have ordered new stickers as well.

Councilman P. Fleagle asked for a status report on the proposed pool repairs. Mr. Stains reported that he and the grant writing team at GMS make weekly calls in an attempt to get a definitive answer from the state and federal government as to when a grant agreement will be sent so we can move forward with bidding for the proposed project. When pressed for a “best case scenario” regarding the 2024 season, Mr. Stains stated his hope is that the pool can open for a short-season and construction can begin in mid- to late-summer of 2024 (and hopefully re-open in 2025). Unfortunately, 2023 staff has been asking if they will be working at Northside Pool in 2024 and he is unable to answer their questions. In addition, patrons have been asking about the annual Labor Day Sale for memberships next year and he is concerned about selling memberships and then having to refund monies if it is determined that the pool will not be opening next year.

Councilman J. Fleagle reported that several streets have been paved ... line painting was being done today on Virginia Avenue and will be completed on Third Street prior to the beginning of school.

Mayor Starliper again commented on the need for repairs to the front doors of the Police Station and a Fire Code for the Borough.

Manager Stains also reported on difficulties that have been experienced with the ACH payment process for utility bills via the Muni-Link customer portal. If customers would like to continue to use ACH, it is recommended that they contact the Borough’s Billing Office to make ACH payments over the telephone. The staff is in the process of researching the matter in order to reconcile all accounts.

Having no further business to discuss, Council adjourned at 7:22 p.m. for a brief recess prior to executive session. They reconvened to regular session at 9:15 p.m. and adjourned the meeting (with no further action) on a P. Fleagle/Knott motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Borough Secretary