

MARCH 15, 2017
WAYNESBORO, PA 17268
REGULAR MEETING

Council President C. Harold Mumma called the regularly scheduled meeting of the Waynesboro Borough Council to order at 7:30 p.m. with the following in attendance:

Council Members – Delmos Oldham, Patrick Fleagle, Niccole Rolls, C. Harold Mumma, Chad Rooney and Michael Cermak

Mayor Richard Starliper

Borough Staff – Jason Stains, Borough Manager
Denny Benshoff, Maintenance Superintendent
Dan Sheffler, Zoning-Code Enforcement Officer
Kevin Grubbs, Head of Engineering Services
Sam Wiser, Borough Solicitor (Salzmann Hughes, PC)
Jody Sanders, Deputy Fire Chief
Ryan Ramsey, Police Corporal

Junior Councilpersons – Arianna Taylor and Sophie Van Gilder

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

PRESENTATIONS/PROCLAMATIONS/RECOGNITIONS: Chuck Strodoski of YSM Landscape Architects was present. He noted that the Borough was successful in obtaining two (2) grants for improvements to Memorial Park, and his firm is assisting with plans for the project to include: replacement of the existing tennis courts, resurfacing of the basketball and volleyball courts, replacement of the existing restrooms (with the addition of a small stage on the back side), and ADA accessibility improvements. They will be meeting with the Memorial Park Board and Recreation Board in the near future to discuss the plans in-depth.

Discussion followed regarding the close proximity of the memorial trees to the tennis courts and walkway, as well as the need for electricity and (possibly) lighting for the tennis courts. It was noted that if the tennis courts are lit, the policy regarding park hours may need to be revised.

COMMITTEE REPORTS AND VOTING ON ITEMS FROM COMMITTEE REPORTS (AS NEEDED)

PERSONNEL COMMITTEE: Councilman Cermak made a motion to approve a step increase for Tom Simmers to salary level 12C, effective 04/10/2017. Councilman Rooney seconded; the motion passed unanimously.

PROPERTY AND PUBLIC SAFETY COMMITTEE: No report. Councilman Rooney noted that the next Property Committee meeting will be held on 04/20 at 6:00 p.m.

STREET COMMITTEE: No report. Councilwoman Rolls noted that the next Street Committee meeting will be held on 03/22 at 9:00 a.m.

INTERGOVERNMENTAL COMMITTEE: No report.

DOWNTOWN REVITALIZATION COMMITTEE: Councilman Fleagle noted that the Downtown Revitalization Committee met on 03/07 and discussed the following –

- Homeless Shelters – A homeless person recently approached a downtown business owner to inquire about a place to eat and stay. Although the New Hope Shelter is in town, it was noted that they vet their inhabitants before accepting them. It was determined that there are emergency shelters in Hagerstown, and a list of these locations will be provided to the Police Department and the New Hope Shelter.
- Downtown Parklet - Bill Kohler provided an update on the plaza project.
- Fiber Optic Construction - Concerns were voiced about the fiber optic construction project going through town and any possible disruptions to the downtown businesses. They have been assured that the contractor(s) will be working from 6:00 p.m. to 6:00 a.m. and will not interfere with the businesses.
- Street Light Upgrade – The Committee noted concerns regarding downtown safety because of poor lighting. Mr. Stains noted application was made to a USDA grant program for a street light study, however the program is currently on hold. They will also pursue a Multi-Modal Transportation Fund grant for the study and the upgraded lighting.
- Health Board Update – The Committee noted concerns regarding dilapidated properties in the Borough, and Mr. Stains advised he is working to finalize the required documents for Chambersburg to consider Waynesboro's request to join their Board of Health. .
- Mulberry Archway – The proposed archway on the south side of Mulberry Avenue is "a go", but the north side is uncertain due to sale of the property.
- Zoning Ordinance Subdivision/Land Development Ordinance Updates – Changes to the ZO and SALDO that will affect downtown properties were discussed.

FINANCE COMMITTEE: President Mumma noted that Council members received the financial statements for January. There were no questions or comments.

RECREATION BOARD: Councilman Rooney noted that the next Recreation Board meeting is scheduled for 03/22 at 6:30 p.m.

MAYOR'S REPORT: The Mayor's Report was as follows –

“On March 3rd, I had the privilege of uniting in marriage Shannon Jacobs and Charles Petersen. We wish them the very best.

Later that same day, I attended the ribbon cutting for Rutters' Beer Cave Store.

On March 6th, along with Councilman Fleagle, I attended the Franklin County Area Development Corporation's Breakfast to learn about the state of Franklin County Economy.

Later that day, I attended the dedication of the Parker House at Quincy Village. Very beautiful building.

I also attended the ribbon cutting for the Walnut Street Studios by Trudy Gembe.

Later that evening, I attended the Franklin County Fire Police meeting in Greencastle.

On March 11th, I hope that you attended the Chocolate Extravaganza. Good job Mr. Kohler and staff.”

SOLICITOR'S REPORT: No report.

JUNIOR COUNCILPERSONS' REPORT: Arianna Taylor reported that a meeting has been scheduled on 03/22 with the gentleman proposing to bring a DUI Drunk Simulator to the high school. They will report back to Council after that meeting.

MANAGER'S REPORT: Mr. Stains reported the following –

- He attended a Benecon conference in Lancaster last week and reviewed several topics discussed.
- He appeared on FOX 43 and WHAG 25 regarding the Borough's blight program.
- The Century Link project manager has been communicating with Borough staff regarding their fiber optic project. Concern has been expressed regarding some of the cold patches and those will be addressed.
- Bank accounts are being transitioned from BB&T to F&M.
- He will attend a Legal Updates Conference next week in State College.
- A meeting was held earlier this day with USDA representatives regarding the police car grant. Solicitor Wiser will present additional required documents; and once those have been forwarded to USDA, the two (2) new police cars can be ordered.

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.

CONSENT AGENDA: Councilman Fleagle made a motion to approve the Consent Agenda, as follows –

- A. Approval of Minutes as Presented – December 7, 2016 (regular meeting), March 1, 2017 (public meeting re: 2015 CDBG Program Modifications) and March 1, 2017 (regular meeting)
- B. Accept Reports of the Code Enforcement Officer, Police Chief and Fire Chief for the month of February, 2017
- C. Pay Bills – Check Detail dated 03/06

Councilman Oldham seconded; the motion passed unanimously.

UNFINISHED BUSINESS

APPROVE 2015 CDBG PROGRAM MODIFICATIONS: Mr. Stains noted that a public meeting was held on 03/01 to discuss proposed ADA upgrades at Borough Hall. Councilman Cermak made a motion to approve the use of 2015 CDBG funds for the proposed ADA upgrades. Councilman Rooney seconded; the motion passed unanimously.

EMPLOYEE HANDBOOK: This item was tabled from the last meeting for additional review by Council. Councilman Fleagle made a motion to approve the March, 2017 Revision of the Employee Handbook, as presented. Councilman Rooney seconded.

Councilman Oldham mentioned that the Personnel Committee should ensure that employee step increases are granted in accordance with the policy defined on page 12, which he read.

A vote was then called and the motion passed unanimously.

CIVIL SERVICE COMMISSION'S OFFICIAL REGISTER FOR POLICE PATROLPERSON: Council acknowledged receipt of the Official Register for Patrolperson from the Civil Service Commission.

CIVIL SERVICE COMMISSION'S OFFICIAL REGISTER FOR FIRE APPARATUS DRIVER: Council acknowledged receipt of the Official Register for Fire Apparatus Driver from the Civil Service Commission.

EXECUTE USDA DOCUMENTS: As mentioned previously by Mr. Stains, Mr. Wisner noted that action is needed on the following documents for the USDA grant:

1. Authorization Agreement for Preauthorized Payments
2. Revised USDA Resolution (previous version should be rescinded)
3. US Department of Agriculture Rural Housing Service Community Facilities Grant Agreement

Councilman Cermak made a motion to rescind the previous USDA Resolution (Resolution 2017-20, approved by Council on 03/01/2017) and replace it with the revised resolution (changing the grant amount) presented by the Solicitor this evening. Councilwoman Rolls seconded; the motion passed unanimously.

RESOLUTION #2017-02

A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF WAYNESBORO AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS PURCHASE TWO (2) 2017 FORD AWD UTILITY POLICE INTERCEPTORS FACILITY TO SERVE AN AREA LAWFULLY WITHIN ITS JURISDICTION TO SERVE.

Complete copy on file at Borough Hall.

Secondly, Councilman Cermak made a motion to authorize the Council President and Borough Secretary to execute the Authorization Agreement for Preauthorized Payments and the Community Facilities Grant Agreement, as presented by the Borough Solicitor. Councilman Oldham seconded; the motion passed unanimously.

NEW BUSINESS

REVISION OF REFUSE EXONERATION FORM: Mr. Stains noted that Council adopted a Refuse Exoneration Form several months ago, but it was not anticipated at that time to address liens against the properties. Since then, a customer requested an exoneration for a property which has several liens placed against it by the Borough, so he recommended a revision to the Refuse Exoneration form to include the requirement that all liens must be satisfied with the Borough before an exoneration will be granted. Councilman Cermak made a motion for approval. Councilman Rooney seconded; the motion passed unanimously.

REQUEST TO HOLD EASTER EGG HUNT AT NORTHSIDE PARK (FAITH UNITED METHODIST CHURCH): Faith United Methodist Church is requesting to hold their annual Easter Egg Hunt at Northside Park on 03/25 at 2:00 p.m. Councilman Oldham made a motion to approve the request. Councilman Rooney seconded; the motion passed unanimously.

REQUEST TO HOLD MEMORIAL DAY PARADE AND SERVICES (COMBINED VETERANS COUNCIL): A request was received from the Combined Veterans Council to hold the Memorial Day Parade and Services on 05/29 (same route as in years passed). Councilman Oldham made a motion to approve the request. Councilwoman Rolls seconded; the motion passed unanimously.

MAINSTREET WAYNESBORO, INC. EVENTS AND ROAD CLOSURE NEEDS: Mr. Stains presented a list of Mainstreet Waynesboro, Inc.'s proposed 2017 events and road closure needs. Councilwoman Rolls made a motion for approval of the events, as presented. Councilman Fleagle seconded; the motion passed unanimously.

FOR INFORMATION ONLY

SCHEDULE PUBLIC HEARING RE: FIRE DEPARTMENT'S PURCHASE OF VEHICLE: Mr. Stains recommended scheduling a public hearing for input on the Fire Department's purchase of a new ladder truck. This is a requirement in order for the Borough to sign federal documents which will assist them with IRS advantages. President Mumma noted the hearing will be held on 04/05 at 7:15 p.m., and the Council meeting will follow immediately thereafter.

PRESS QUESTIONS:

Jennifer Fitch, Herald Mail

Question: What is the total amount of the two (2) grants for Memorial Park ... is it approximately \$350,000?

- Jason Stains – the first grant was \$200,000, the second grant was \$150,000, and there is \$2,500 in private donations.

COUNCIL AND STAFF COMMENTS: Councilman Cermak asked how long the street light study will take. Councilwoman Rolls noted that the study will take 6-8+ weeks. The study is needed because none of the options available were financially advantageous to pursue and may/may not solve our particular lighting issues. The cost of the study is approximately \$25,000, which will cover Main Street and all other lighting in the Borough. Mr. Stains noted that the USDA grant for the study is currently on hold, but GMS will be pursuing a Multi-Modal Transportation Fund grant through the Streetscape Program for the work.

President Mumma thanked the Maintenance Department for their efforts recently during the snow storm.

Dan Sheffler reminded the public that sidewalks must be shoveled/cleared within 24 hours after the snow stops (which, in this case, will be at approximately 12:00 noon on 03/16).

Kevin Grubbs noted that plans for the Otterbein Church were reviewed at the Planning Commission meeting on 03/13, but will need further review at their next meeting. As the current review period will expire on 03/17, they are requesting a 30-day time extension. Councilman Cermak made a motion for approval. Councilman Oldham seconded; the motion passed 6-0 (Councilwoman Rolls abstained).

Bill Kohler (Mainstreet Waynesboro, Inc.) reported that work at the parklet was delayed slightly because of the recent snow, however it is anticipated that GRC will begin sometime next week. He noted that information on the state grant application for renovations to the adjoining building should be forthcoming in the near future. In addition, opportunities for naming rights and pavers will be announced soon as a means of getting the community involved in the project(s). He will continue to provide updates to the Borough Manager.

Councilman Oldham also thanked the Maintenance Department for doing an excellent job of clearing the streets, adding he would like consideration given to purchasing a snow plow for the next dump truck that is purchased.

Councilwoman Rolls reminded everyone that the second annual "Spring Clean Our Town" event will be held on 05/06. She will have information for distribution at the next Council meeting.

Mayor Starliper gave a reminder of the American Legion's upcoming event "Save a Vet, Save a Pet" to be held on 04/08 from 5-7 p.m. Tickets are \$30.00/couple or \$20.00 each.

Mr. Starliper also urged Council to consider some type of electronic equipment recycling program (for Borough residents only) in the future. Mr. Stains commented that funds are available to do the event this year, and he is currently working with Waste Management on the details.

Having no further business to discuss, the meeting adjourned at 8:22 p.m. on a Fleagle/Oldham motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Borough Secretary