

MAY 20, 2015  
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:

Borough Council Members – Benjamin Greenawalt, Delmos Oldham, Darrel Potts, C. Harold Mumma, Hans Bader 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 Wisner, Borough Solicitor (Salzmann Hughes, PC)  
Jody Sanders, Deputy Fire Chief  
Jim Sourbier, Police Chief

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

**EXECUTIVE SESSION:** Council adjourned to executive session at 7:31 p.m. for the purpose of discussing code enforcement, personnel and litigation matters. They reconvened to regular session at 8:01 p.m.

### **COMMITTEE REPORTS**

**PERSONNEL COMMITTEE:** Councilman Cermak noted that he received a favorable performance evaluation for Doug Mouer, however no action was required. He will present several other items during the “voting section” of the meeting.

**PROPERTY AND PUBLIC SAFETY COMMITTEE:** Councilman Bader reported that Dan Baker (The “Muni” Golf Course) has submitted an application for a variance for the directional sign on S. Potomac Street. The Zoning Hearing Board will discuss the matter at a public hearing scheduled for 05/28 at 7:30 p.m.

**STREET COMMITTEE:** Councilman Potts noted that the next Street Committee meeting will be held on 05/27 at 9:00 a.m. He will present one (1) item during the “voting section” of the meeting.

**INTERGOVERNMENTAL COMMITTEE:** Councilman Oldham reported that the Intergovernmental Committee met with Washington Township representatives on 05/12.

He noted the entities are in agreement with the decorative lights for the Memorial Bridge Project, and discussed the proposed walking trail in the Borough.

**DOWNTOWN REVITALIZATION COMMITTEE:** No report.

**FINANCE COMMITTEE:** No report.

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

“On April 17<sup>th</sup>, along with Manager Stains, I attended the TGIF Breakfast at the American Legion given by the Chamber. The speakers were from J. C. Bar Properties, aka Giant Foods.

On April 23<sup>rd</sup>, along with Manager Stains, President Mumma and Councilman Bader, Greenawalt, Cermak and Oldham, I attended the Waynesboro Hospital's Open House of the new medical building.

On April 25<sup>th</sup>, you had the opportunity to attend Earth Day at Renfrew, the YMCA's Healthy Kids Day and the Hospital's Open House again.

On April 26<sup>th</sup> to 29<sup>th</sup>, I attended the PSAB's conference in Lancaster. (A list of the sessions attended are on file at Borough Hall.)

On April 30<sup>th</sup>, Manager Stains and President Mumma attended the CFCBA meeting in New Cumberland.

On May 1<sup>st</sup>, I attended the COG meeting in Chambersburg.

On May 2<sup>nd</sup>, as Mayor and Board member of the Waynesboro Beneficial Fund, I was invited to the Dedication Ceremony of Camp Liahona, formerly the Girl Scout Camp El Wa Ho.

On May 6<sup>th</sup> at the Jade Cottage, I had the privilege of uniting in marriage Jason Whitekettle and Melanie Foster. We wish them the very best.

On May 6<sup>th</sup>, I attended a mixer sponsored by F & M Trust.

On May 8<sup>th</sup>, I attended the ribbon-cutting ceremony for the Chiropractic Edge in Zullinger.

On May 9<sup>th</sup>, along with about 200 others, I attended Senator Alloway and Representative Schemel's session on the Concealed Weapons Laws.

On May 16<sup>th</sup>, I had the privilege of uniting in marriage Lorenzo Carrasco and Bertriz Hernandez. We wish them the very best.

Also on the 16<sup>th</sup>, Mainstreet's Craft Beer Festival was held and to all accounts, it was a success. Well done Mainstreet.

On May 20<sup>th</sup>, as a Board Member of the Waynesboro Beneficial Fund and member of the Scholarship Committee, we met to finalize applications to be awarded."

**SOLICITOR'S REPORT:** No report.

**PUBLIC COMMENT - ITEMS ON AGENDA:** None.

**VOTING ON ITEMS FROM COMMITTEE REPORTS:** Councilman Cermak made a motion to approve the hiring (transfer from Maintenance Department) of Stacy Stine as Building & Grounds Maintenance Worker at the Sewer Treatment Plant, at a salary level 6A. Councilman Greenawalt seconded; the motion passed unanimously.

Councilman Cermak made a motion to approve Kenneth Hamly as a member of the Waynesboro Fire Police. Councilman Greenawalt seconded; the motion passed unanimously.

Councilman Cermak made a motion to hire Laura Shank as a Lifeguard at Northside Pool, at a salary of \$9.00/hour. Councilman Greenawalt seconded; the motion passed unanimously.

Councilman Potts and Kevin Grubbs noted that a request was received from the St. Andrews Church for two (2) handicapped parking spaces on N. Broad Street close to the ramp at their church, and to have the "no parking" zone removed from each side of N. Broad Street from Main Street to the entrance of their parking lot. (They have re-arranged parking in their lot to better accommodate drop-off and pick-up flows). He explained that there will still be "No Parking Here to Corner" signs at that location. Councilman Potts made a motion to approve the request. Councilman Cermak seconded; the motion passed unanimously.

**CONSIDER APPROVAL OF CONSENT AGENDA:** Councilman Bader made a motion to approve the Consent Agenda, as presented. Councilman Oldham seconded; the motion passed 5-0 (Councilman Cermak abstained).

**RESOLUTION FOR**  
**COUNCIL MEETING OF May 20, 2015**  
**"CONSENT AGENDA"**

**WHEREAS**, the Mayor and Borough Council have either previously discussed or considers certain agenda items to be of a routine nature; and

**WHEREAS**, items of the nature noted in the paragraph above generally meet with the consensus approval of the Mayor and Borough Council.

**NOW, THEREFORE**, on motion of Councilman \_\_\_\_\_, seconded by Councilman

\_\_\_\_\_, by a vote of \_\_\_\_\_, it was resolved that the following items are approved by the Mayor and Borough Council:

**Award of Contracts:**

1. Clock Tower Repairs
2. Curb/Sidewalk

**Routine:**

1. Approval of minutes - April 15, 2015 (regular meeting) and May 6, 2015 (workshop)
2. Accept reports of the Code Enforcement Officer and Fire Chief - April, 2015
3. Pay Bills - Voucher Lists dated 04/24 and 05/07 (and any others presented following preparation of this agenda)

**Previously Discussed:** N/A.

**UNFINISHED BUSINESS**

**GARAGE BUILDING AND ROOF REPAIRS:** Kevin Grubbs reported that a review of the garage to the rear of Borough Hall was conducted recently by a structural engineer, who advised that he feels the building is sound. A written report will be forthcoming; and upon receipt, it will be forwarded to Council for their information. It was felt that it would cost more to have the building removed (because a large retaining wall would need to be constructed on the east side to protect an adjacent property). Cost estimates for a new roof will be included in his report. The matter can be discussed further at Council's next meeting.

**UPDATE ON PARKING METERS:** Mr. Grubbs noted that Bobby Cole and Scott Crum have conducted inspections on 130 of the 204 (total) parking meters. None required calibration, as they were well within the accurate time. They anticipate completing the remaining inspections the next day. He added that inspections must be conducted every five (5) years, and all supporting documentation will be kept on file in the Engineering Department. Discussion followed, and Councilman Greenawalt made a motion for the staff to determine if it is worthwhile to remove parking meters on the side streets (and keep them only on Main Street). Councilman Bader seconded. It was suggested that the matter be placed on the September agenda for further discussion and recommendation by the Street Committee. Councilmen Greenawalt and Bader agreed and withdrew their motion.

**REQUEST RE: EAGLE SCOUT PROJECT AT MEMORIAL PARK:** Cy McCleaf, Troop 97, was present to discuss a proposed Eagle Scout project. He would like to hold a flag retirement ceremony at Memorial Park in approximately November. Flags will be collected in front of the American Legion for two (2) weekends in September; and then they will be burned and the ashes spread at the memorial wall. Permission has been granted by the Memorial Park Board, and he is requesting Council's permission to obtain a burning permit. He added that the American Legion will provide a 21-gun salute for

the ceremony. Mayor Starliper voiced his support, as there has never been a flag burning ceremony in Waynesboro.

Deputy Fire Chief Jody Sanders advised that there should be no problem issuing a burning permit for this event. Councilman Cermak made a motion to allow the ceremony at Memorial Park. Councilman Bader seconded; the motion passed unanimously.

**REPORT ON DOWNTOWN EVENTS:** Scott Hershberger, Mainstreet Waynesboro Inc., reported that 80+ Hometown Hero banners were hung for MIA and KIA. Many favorable comments have been voiced about the banners; and he noted that there is some interest in doing a similar banner project for veterans. Hanging flower baskets have also been hung and are being maintained by volunteers; and the Craft Beer Festival held the previous Saturday was a success (with no reported incidents).

### **NEW BUSINESS**

**SUMMER COUNCIL MEETING SCHEDULE:** Mr. Stains commented that, in the past, Council has adopted a “summer schedule” and held only one (1) meeting during the months of June, July and August. He asked if current Council would like to continue that practice. Councilman Greenawalt made a motion to approve a summer schedule, with meetings being held on the third Wednesday during the months of June, July and August (with additional meetings being held at the call of the President, should the need arise). Councilman Bader seconded; the motion passed unanimously.

**LOAN PROPOSALS FOR STREET SWEEPER:** Mr. Stains presented two (2) loan proposals for the purchase of a new street sweeper. Terms and conditions of each were discussed. Councilman Greenawalt made a motion to approve the Council President’s execution of Resolution No. 2015-06 authorizing the Borough to accept the loan proposal from F & M Trust and to submit an application to PA DCED for issuance of the debt in the amount of \$100,000. Councilman Oldham seconded; the motion passed unanimously.

### **RESOLUTION NO. 2015-06**

A RESOLUTION OF THE BOROUGH OF WAYNESBORO, FRANKLIN COUNTY, PENNSYLVANIA AUTHORIZING A SMALL BORROWING FOR CAPITAL PURPOSES UNDER SECTION 8109 OF THE BOROUGH DEBT ACT FOR THE PURCHASE OF A STREET SWEEPER AND AUTHORIZING AND DIRECTING APPROPRIATE OFFICERS OF THE BOROUGH TO TAKE ALL ACTIONS NECESSARY TO EFFECTUATE THE SMALL BORROWING.

Complete copy on file at Borough Hall.

**MAINTENANCE AGREEMENT FOR MEMORIAL BRIDGE LIGHTS:** Mr. Stains noted that Washington Township officials have signed a maintenance agreement with

PENNDOT for the Memorial Bridge decorative lights, and it was presented for Council's consideration. Councilman Oldham made a motion to approve the agreement. Councilman Greenawalt seconded. It was noted the lights will be 8' off the ground, which should aid in deterring vandalism. The motion then passed unanimously.

**REQUEST FOR "NO SMOKING" SIGNS AT REAR OF LIBRARY:** Following completion of the Library's expansion, the Library Board is requesting that Council designate their courtyard (where they plan to hold children's programs) as non-smoking. Mr. Stains has contacted the State to request a "Young Lungs at Play" sign to erect near their parking area, for which there would be no cost to the Borough. Councilman Greenawalt made a motion to approve the request. Councilman Bader seconded; the motion passed unanimously.

**REQUEST FROM WAYNESBOROFEST TO HOST CAR SHOW AND MUSEUM TOUR (SEPTEMBER 5, 2015):** Mr. Stains noted that he received a request from WaynesboroFest to close Sixth Street, from Ringgold Street to Clayton Avenue, on 09/05 from 8:00 a.m. to 3:00 p.m. for a Car Show and Museum Tour at the D. L. George Building. Councilman Cermak made a motion to approve the request. Councilman Oldham seconded; the motion passed unanimously.

**TRAFFIC LIGHT AT ROADSIDE AND VIRGINIA AVENUE INTERSECTION:** Kevin Grubbs reported that, following complaints from motorists regarding bright sun in the mornings making it difficult to see traffic signals at the Roadside/Virginia/Main and Second/Main intersections, he obtained an estimate from PA PERCS to replace the backplates on the seven (7) signals at those locations, for a total cost of \$1,160. Councilman Greenawalt made a motion to approve the expenditure for this purchase. Councilman Bader seconded; the motion passed unanimously.

**NEW HOPE SHELTER LAND DEVELOPMENT PLAN:** Kevin Grubbs noted that the Land Development Plan for the New Hope Shelter has been reviewed by the Planning Commission, and they will be applying for a variance from the Zoning Hearing Board. As the initial review period expires on 05/28, they are requesting a 90-day time extension. Councilman Cermak made a motion for approval. Councilman Potts seconded; the motion passed unanimously.

**REQUEST FROM FRANKLIN COUNTY EMERGENCY SERVICES ALLIANCE FOR LETTER OF ENDORSEMENT RE: STUDY ON VOLUNTEER RECRUITMENT AND RETENTION:** Mr. Stains reported that the Franklin County Emergency Services Alliance is requesting a letter of endorsement from municipalities in the County to conduct a survey (at a cost of \$15,000-\$20,000) regarding successful recruitment and retention methods, as well as financial sustainability, for area fire services. Senator Alloway will be seeking funding for this study. Councilman Bader made a motion to provide a letter of endorsement for the study. Councilman Cermak seconded; the motion passed unanimously.

**PUBLIC COMMENT - NON-AGENDA ITEMS:**

David Black (David Black Associates) – Mr. Black, a structural engineer/consultant on behalf of the Downtown Eagles Club, was present. He advised that they are in the process of terminating events being held at that location, as they are not in compliance with the Borough's Zoning Ordinance. Their attorney, Clint Barkdoll, is reviewing code compliance issues with the facility; and a definitive response on those issues will be provided to Council at their next meeting. Councilman Cermak requested that Mr. Black attend a brief executive session at the end of meeting.

### **FOR INFORMATION ONLY**

**NORTHSIDE POOL OPENING (MEMORIAL DAY WEEKEND):** Mr. Stains reported that Northside Pool is fully-staffed and ready for the season. The Grand Opening weekend will begin with a preview event on Friday evening (05/22) from 7-10 p.m., and regular operations will commence on Saturday (05/23) thru Memorial Day (05/25). The pool will then be open on weekends only until school is out on 06/08. The Grand Opening Weekend is being sponsored by Susquehanna Bank, and will include a multitude of giveaways throughout the weekend.

### **BACKGROUND CHECKS FOR POOL STAFF RE: CHILD PROTECTIVE SERVICES**

**LAW:** Mr. Stains also advised that he received notification on Friday (05/15) from the State that, based on the new Child Protective Services Law, all Lifeguards and Cashiers (aged 14+) are required to have background checks and CPS clearances. This will include the DJ and staff who assist with the "Theme Thursday" events. He has established online access for the process, which will need to be completed by 07/01 in order to be in compliance.

### **TOWN HALL MEETING AT FRANKLIN COUNTY PUBLIC SAFETY TRAINING**

**CENTER (MAY 27, 2015 AT 2:00 P.M.):** Mr. Stains reported that the Franklin County Emergency Services Alliance, in cooperation with State Representatives, will be hosting a Town Hall Meeting on Wednesday (05/27) at 2:00 p.m. at the Franklin County Public Safety Training Center in Chambersburg.

### **ZONING WORKSHOP (MAY 28, 2015 AT 1:00 P.M.):**

Mr. Grubbs advised that the Planning Commission will hold a workshop on Thursday (05/28) at 1:00 p.m. in Council Chambers to continue reviewing the proposed zoning map. 45+ letters have been distributed to industries and commercial businesses in the zones proposed to be changed, as there was a disappointing turnout at the Planning Commission's 05/11 meeting regarding the matter.

### **CDBG HEARING (JUNE 17, 2015 AT 7:00 P.M.):**

Mr. Stains reported that the first required hearing for the 2015 CDBG program will be held on 06/17 at 7:00 p.m. (prior to the Council meeting at 7:30 p.m.)

### **CONSIDER OUTSOURCING LINE PAINTING:**

Mr. Stains provided Council with a proposal received for outsourcing the Borough's line painting (the white and yellow lines

on streets, crosswalks, etc.) in the amount of \$16,855.74. In comparison, Maintenance Superintendent Denny Benshoff has estimated it will cost maintenance staff approximately \$20,000 if the work is done in-house. Mr. Benshoff spoke favorably of outsourcing the work, as they use a better grade of paint and can produce straighter lines with their equipment; and the work will be done at night when traffic will be less disrupted. He noted that he contacted two (2) other contractors, but this proposal is the only one that includes all the required work. Mr. Stains noted that the amount is over the bidding threshold, but the Solicitor feels it would not need to be bid because the other companies don't provide the same scale of work. Councilman Greenawalt made a motion to proceed with the contract for outsourcing line painting, as presented. Councilman Oldham seconded; the motion passed unanimously.

**PRESS QUESTIONS/COMMENTS:** None.

**COUNCIL AND STAFF COMMENTS:** Mr. Stains commended the Maintenance Department on the work they have done recently on Main Street (trees, poles, bricks, etc.), as well as additional water and sewer projects.

Councilman Bader reminded the public to "be safe" during the upcoming Memorial Day events.

Councilman Cermak asked Council, if considering the removal of parking meters, to keep in mind that their purpose is to make parking spaces available for businesses throughout the day, not just as a source of income.

Kevin Grubbs noted he was contacted by Dave Woodring, President of Brothers of the Brush, regarding a float being proposed for the July 4<sup>th</sup> parade. They plan to discharge a small cannon, which is rather loud, and want to ensure that Council doesn't have any concerns. Discussion followed regarding warnings prior to discharge, as well as the potential danger of hearing loss in small children. Mr. Grubbs will inform Mr. Woodring of these concerns, and additional information may be presented at the next meeting.

Police Chief Sourbier reported that GPS units are being purchased for all the Police Department's vehicles, thanks to generous donations from several local businessmen. He anticipates that the majority (if not all) the costs, totaling \$1,200, will be covered by these donations.

Councilman Oldham offered congratulatory remarks to individuals who won in the recent primary elections.

Mayor Starliper advised that approval has been given for Fire Police to assist with the following events -

- 05/18, 05/25 and 06/07 - events in Greencastle
- 05/25 - Harbaugh Church Memorial Day Service
- 05/16 and 09/26 - tractor pulls in Mont Alto

- 06/12 thru 06/20 - Mont Alto Fire Department Carnival
- 08/15 - Mont Alto Mega Gun Bash
- 05/28 - Washington Township Police Department Circus at Red Run Park

The Mayor also reminded motorists to drive carefully, as school will be out soon and there will be more bicycles and children on the streets.

President Mumma thanked residents who voted the previous day, however the overall turnout at the polls was extremely low.

Council adjourned to executive session at 9:18 p.m. to discuss code enforcement matters. They returned to regular session at 9:20 p.m. and adjourned the meeting at 9:22 p.m. on a Cermak/Greenawalt motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott  
Borough Secretary