

JANUARY 16, 2013
WAYNESBORO, PA 17268
REGULAR MEETING

Council President Stains 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, Craig Newcomer, Jason Stains, Wayne Driscoll and Michael Cermak (Darrel Potts was absent)

Mayor Richard Starliper

Borough Staff – Lloyd R. Hamberger, II, Borough Manager
Denny Benshoff, Maintenance Superintendent
Dan Sheffler, Zoning-Code Enforcement Officer
Kevin Grubbs, Head of Engineering Services
Brad Betack, Salzmann Hughes, PC (Sam Wiser was out-of-town)
Jason Cohen, Assistant Borough Manager
Jim Sourbier, Police Chief
Dave Martin, Fire Chief

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

COMMITTEE REPORTS

PERSONNEL COMMITTEE: Councilman Cermak reported that he will present two (2) items during the “voting” section of the meeting.

PROPERTY AND PUBLIC SAFETY COMMITTEE: No report.

STREET COMMITTEE: No report.

INTERGOVERNMENTAL COMMITTEE: No report.

DOWNTOWN REVITALIZATION COMMITTEE: Councilman Newcomer reported that the Committee met the previous day, and discussed the following --

- Proposed Rental Inspection Program – recommended changes were provided to Council for review. It was noted that the majority of the concerns presented to the Committee have been addressed and/or included. In fact, Mr. Newcomer noted that the individuals who have read the proposed ordinance are quite satisfied.
- LERTA Program – a color-coded location map will be provided to Council

- later in the meeting.
- Proposed demolition of buildings downtown – they are hoping to move forward on this matter in the near future.

FINANCE COMMITTEE: No report.

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

“On January 3rd, I had the privilege of uniting in marriage Batina Ruppenthal and Stephen Germain. We wish them the very best.

On January 8th, along with Corporal Adolini, Chief Sourbier presented a program on “Active Shooter” to the staff of the Waynesboro Middle School and High School. On January 18th, the presentation will be given to the elementary school staff.

On January 9th, I was privileged to present a proclamation to Becky Hoover on her attaining the age of 103.

The Franklin County Builders' Show will be held March 8-10th at Waynesboro Mall.”

SOLICITOR'S REPORT: Brad Betack, Salzmann Hughes, was in attendance in Sam Wisner's place (Mr. Wisner is out-of-town). No report.

PUBLIC COMMENT - ITEMS ON AGENDA: None.

VOTING ON ITEMS FROM COMMITTEE REPORTS: Councilman Cermak made a motion to remove Kevin Nicholas from the 5% “wage probation” (he will continue on “employment probation” for an additional six months). Councilman Greenawalt seconded; the motion passed unanimously.

Based on a request from the Fire Police Captain, Councilman Cermak made a motion to appoint Stan Pawlus, Shane Rouzer and Leroy Davis to the Fire Police. Councilman Greenawalt seconded; the motion passed unanimously.

CONSIDER APPROVAL OF CONSENT AGENDA: Councilman Newcomer made a motion to approve the Consent Agenda. Councilman Driscoll seconded; the motion passed 4-0 (Councilman Cermak abstained).

RESOLUTION FOR
COUNCIL MEETING OF JANUARY 16, 2013
“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: N/A.

Routine:

1. Approval of minutes - December 19, 2012 and January 2, 2013
2. Accept reports of the Code Enforcement Officer, Police Chief and Fire Chief - December, 2012.
3. Pay Bills - Voucher List dated 01/10 (and any others following preparation of this agenda)

Previously Discussed: N/A.

UNFINISHED BUSINESS

CIVIL SERVICE COMMISSION RULES & REGULATIONS AND RESOLUTION NO. 2013-01 (MINIMUM STANDARDS FOR APPLICANTS TO BE EXAMINED FOR THE FIRE APPARATUS DRIVERS' EXAMINATION):

Jason Cohen noted that Council members received copies of proposed Resolution No. 2013-01 and the Civil Service Commission's modified Rules & Regulations. He explained that the Rules and Regulations were recently updated and presented to the Civil Service Commission for approval, which has been obtained. The rules will now be in compliance with changes that were made with the adoption of the new Borough Code – basically dictating the process under which an eligibles list is generated. The resolution itself changes requirements for applicants for the position of Fire Apparatus Driver, which consists of requiring a CDL (Class B) and the minimum age of 18 instead of 21. He noted that separate motions will be needed to adopt these documents.

Councilman Newcomer made a motion to adopt Resolution 2013-01, as presented. Councilman Cermak seconded; the motion passed unanimously.

RESOLUTION 2013-01

WHEREAS, the Waynesboro Civil Service Commission and the Borough Council of the Borough of Waynesboro have adopted Regulations which enable the Borough Council to adopt Minimum Standards for Applicants to be Examined for the Fire Apparatus Drivers' Examination by Resolution, and

WHEREAS, Borough Council hereby wishes to establish minimum standards for the applicants to take the examination,

Complete copy on file at Borough Hall.

Councilman Newcomer made a further motion to adopt the modified Civil Service Commission Rules and Regulations. Councilman Cermak seconded; the motion passed unanimously.

Mr. Hamberger thanked members of the Civil Service Commission for their work on modifying the Rules and Regulations. Jason Cohen reminded Council that one of the members of the Civil Service Commission has submitted his resignation, effective upon final adoption of these Rules and Regulations. He explained that one of the changes in the Borough Code is that a quorum of the Civil Service Commission is all three (3) members. Accordingly, until such time that a replacement is named, the Civil Service Commission will be unable to meet and act on any matters. As a caveat, however, Council now has the right to appoint an alternate to each of the members to ensure a full complement at any time. The current commissioner who is stepping down has agreed to serve as an alternate. Anyone interested in serving on the Civil Service Commission was asked to contact Mr. Hamberger.

RENTAL INSPECTION ORDINANCE: Mr. Hamberger noted that Council members received copies of the revised Rental Inspection Ordinance. He suggested they review the proposed ordinance; and a special meeting can be held prior to the next Council meeting to review it in-depth, if they so desire. The document will be placed on the Borough's website for public view, and will be on Council's agenda for further discussion at their next meeting. Mr. Hamberger also suggested that an RFP for inspection services might be warranted to ascertain the actual cost of administration prior to final adoption.

Councilman Newcomer commented that much thought and input was put into developing this ordinance, and he feels that it is conducive to everyone. He also offered to meet with anyone who has questions regarding the matter.

NEW BUSINESS

APPOINTMENT TO PSAB RESOLUTION & POLICY COMMITTEE: Mayor Starliper advised that he is a member of PSAB's Resolution & Policy Committee; and asked for Council's input on borough matters to be addressed by PA legislature. He added that the Police Department's use of radar is always on their agenda.

REQUEST FROM RENFREW FOR USE OF TRUCK: Denny Benschhoff reported that Renfrew will be creating a road from the barn to the stone house, and would like to use a dump truck (for approximately a day) to remove topsoil from the property. As Renfrew is owned by the Borough, Mr. Hamberger noted he has no objections. It was clarified that the Borough will also supply a driver. Councilman Greenwalt made a motion to grant the request from Renfrew. Councilman Cermak seconded; the motion passed unanimously.

ORDINANCE REVISIONS RE: SNOW SHOVELING AND SIDEWALK CLEAN-UP: Mr. Hamberger noted that the fines for violations of the Borough's snow shoveling/sidewalk clean-up ordinance were "ridiculously small", and the staff recommended they be the same as for weed violations. The Solicitor has prepared an ordinance to modify the fines, copies of which were presented to Council for review. Councilman Greenawalt

made a motion to authorize advertisement of the proposed ordinance, as presented, for consideration at Council's next meeting. Councilman Cermak seconded; the motion passed unanimously.

ENTRANCE DOORS AT BOROUGH HALL (ADMINISTRATIVE SIDE): Mr. Hamberger advised that the doors on the front entrance of Borough Hall are in dire need of replacement. He has received a quote from Hagerstown Paint and Glass in the amount of \$4,900; and will attempt to obtain several others. Council concurred.

PUBLIC COMMENT - NON-AGENDA ITEMS: None.

FOR INFORMATION ONLY

UPDATE (STORMWATER PROJECT): Kevin Grubbs reported on progress made on the stormwater project –

- Fayetteville Contractors began saw-cutting earlier this week on Third Street. They will be working their way north to Snider Avenue and the alley behind, and will finish in the intersection at Second/Cleveland/Grant. They also began excavating to install the new storm drain pipe on Third Street.
- David H. Martin will be starting on Monday to work on the S. Potomac Street upgrade. They will be saw-cutting and excavating, beginning with the alley at Gay Street. They will erect all traffic control signs/devices on Friday; and he cautioned that there *will* be delays.
- D. L. George was issued a Notice-to-Proceed this week for the large bypass project on S. Potomac Street, beginning at Cemetery Avenue. Mr. Grubbs noted that several utility poles still need to be relocated by First Energy. They are aware of the contractor's timeline, and are working to ensure the services are moved to the west side of Potomac Street without delay of this project.

Mr. Grubbs noted that all easements are in hand; and Sam Wiser is uploading documents to PENNDOT and PENNVEST for the settlement scheduled on 02/12.

UPDATE (NEW RECYCLING PROGRAM AND RENTAL OF LARGE TRASH CONTAINERS): Mr. Hamberger noted that over 4,000 recycling totes have been distributed to residents, with instructions attached. He asked the press to remind people about details of the program, including the fact that televisions and electronics will *not* be collected.

2013 FRANKLIN COUNTY MUNICIPAL SUMMIT: Council members received an invitation to attend the 2013 Franklin County Municipal Summit to be held on 02/13, from 8:00 a.m. to 1:00 p.m., at the St. Thomas Fire Hall. Mr. Hamberger and Mr. Cohen plan to attend. Any Council members wishing to attend were asked to inform Melinda Knott by 02/04.

PAY PHONE REMOVAL: Mr. Hamberger noted that correspondence was received from

CenturyLink regarding the removal of a pay phone located at the Rotary Parking Lot, due to low revenues.

COUNCIL AND STAFF COMMENTS: Mr. Hamberger presented Council members with the staff's recommendations for the LERTA areas, which are mostly in the downtown area, the GC area by the Moose Club, an area on King Street, and the industrial zones along Fourth and Ninth Streets. He asked Council to review the map and contact him with any questions. A meeting will then be held with the School District and Washington Township to discuss the matter further.

Councilman Driscoll stated that he has observed a lot of trash in the new recycling totes, and is hopeful that the confusion will be lessened in the near future.

Councilman Cermak offered "best wishes for a speedy recovery" to Councilman Potts.

Denny Benshoff advised that four (4) of the rectangular rapid flashing beacon lights will be installed within the next week or so, beginning with the crosswalks at the intersections of Fairview/Main and Second/Potomac. Kevin Grubbs added that, after discussions with PENNDOT, they have agreed to consider that the lights to be placed on the east end of town could be relocated to the Main/Mulberry Avenue crosswalk ... and because of the bump-outs already in place there, no parking would need to be removed. A new permit application for the lights was submitted last week; and he was since informed that they are only awaiting final approval from PENNDOT's corporate office. Mr. Hamberger noted that this was the initial location where the Borough requested these lights ... and he thanked Kevin Grubbs for his perseverance in seeing this through. Mr. Grubbs clarified that pedestrians will not need to push any buttons at these locations, as the lights will be operated by sensor.

Kevin Grubbs reported that bids are being accepted for the roof on the garage to the rear of Borough Hall. The bids will be opened on 02/12, for Council's consideration at their 02/20 meeting.

President Stains (and other members of Council and the staff) welcomed Pat Fleagle back. Mr. Fleagle commented that the speaker at the upcoming Municipal Summit is an excellent resource on the topic of blight.

Fire Chief Martin reported that there has been some interest in purchasing the old rescue truck, and he is expecting an offer on it this week. He added that the old special unit transfer has been completed. He also noted that he will be meeting with Denny Benshoff to conduct an inventory of the old parking meters and traffic signal heads; and research is being done through e-bay and auction sites to determine a fair market value on the equipment.

Adding to the Mayor's comments on the "Active Shooter" presentation given at the High School, Police Chief Sourbier noted that 105 individuals attended. He is hoping for as good a turn-out at the elementary school presentation to be held later this week. He

also reported that he accompanied the risk management and safety staff for the Waynesboro Hospital on 01/14 to conduct a safety site assessment; and on 01/15, he was at Noah's Ark to review the life safety procedures and features of the facility. He feels it is important to the community to be involved in these types of activities, and hopes to do more of it.

Councilman Cermak noted that he had lunch recently at the Celebrity Deli; and while there, he observed that many vehicles didn't stop for pedestrians in the crosswalk to the west of Borough Hall. He noted he is aware that the Police Department is taking steps to correct this problem, and only mentioned this as a point of interest. Chief Sourbier informed Council that he has created a specialty detail and will continue to work toward solving this problem. Councilman Newcomer questioned the feasibility of utilizing cameras to enforce the crosswalk laws.

Councilman Greenawalt asked if the Police Department has had any luck in solving the recent bouts of vandalism to vehicles. Chief Sourbier responded that there has been some progress made and a number of arrests in this regard.

Councilman Newcomer reminded Council members to review the proposed Rental Inspection Ordinance, and be prepared to act on it at the next meeting.

Having no further business to discuss, the meeting adjourned at 8:20 p.m. on a Cermak/Greenawalt motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Administrative Assistant