

MARCH 16, 2011
WAYNESBORO, PA 17268
REGULAR MEETING

Council President Craig Newcomer 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, Jason Stains, C. Harold Mumma, Craig Newcomer, Wayne Driscoll and Ronald Martin

Mayor Richard Starliper

Borough Staff – Lloyd R. Hamberger, II, Borough Manager
Denny Benschoff, Maintenance Superintendent
Dan Sheffler, Zoning-Code Enforcement Officer
Kevin Grubbs, Head of Engineering Services
Sam Wiser, Salzmann Hughes PC (Borough Solicitor)
Mark King, Police Chief

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

APPROVE MINUTES: Councilman Greenawalt made a motion to approve the minutes of the March 2, 2011 meeting, as written. Councilman Mumma seconded; the motion passed unanimously.

ACCEPT REPORTS: Councilman Greenawalt made a motion to accept the reports of the Code Enforcement Officer, Police Chief and Fire Chief, as presented. Councilman Stains seconded; the motion passed unanimously.

COMMITTEE REPORTS

PERSONNEL COMMITTEE: No report.

PROPERTY AND PUBLIC SAFETY COMMITTEE: Councilman Driscoll reported that fundraising continues for the proposed dog park. He will present a motion during the “voting” section of the meeting to solicit bids for the fencing as soon as possible.

STREET COMMITTEE: No report.

INTERGOVERNMENTAL COMMITTEE: No report.

DOWNTOWN REVITALIZATION COMMITTEE: President Newcomer stated that information was included in Council’s packets regarding the Downtown Revitalization Committee’s meeting regarding “Open Parking” in the downtown area. He noted they are focusing on connecting park areas in the Borough (Renfrew Park to Northside Pool to the Rotary Park to Memorial Park), and he requested that Council forward any suggestions to him. Input is also being requested from the group who organized the 30K run last year. Councilman Martin suggested that the connection of Memorial Park to Renfrew Park would be a good place to start. In regard to the open parking plan, he also suggested that they consider purchasing and demolishing the two (2) buildings on Main Street and establishing a parking lot in their place (instead of putting the parking lot behind decaying buildings). Mr. Newcomer agreed

that the buildings are in dire need, but the idea of placing the parking lots to the rear of the buildings is to create open space downtown.

FINANCE COMMITTEE: Councilman Greenawalt reported that local taxes have been steadily coming in, but not much has been received from the Franklin County Area Tax Bureau.

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

“On March 10th, I attended the Franklin County Builders Association Vendors Reception at the Waynesboro Mall. Many thanks go to Tom Hanks of the Builders Association, the Waynesboro Mall Association, Chief King, Chief Martin, Captain Burns, Greater Waynesboro Chamber of Commerce, Mainstreet Inc.; and most of all, the vendors and all who attended the show. Thank you.

Also on March 10th, along with Borough Manager Hamberger and Councilmen Driscoll, Martin and Newcomer, I attended the FCADC Annual Meeting at the Lighthouse Restaurant.”

Mayor Starliper noted there were some negative comments regarding the Builders Show published in *The Record Herald*, however most were from out-of-town visitors. Overall, he felt that the vendors looked upon it positively. Much work was done to get the two (2) areas ready for the event, and Mr. Starliper thanked everyone who helped for their efforts.

Councilman Martin noted his feeling that the Builders Show brought a lot of money to businesses in the Waynesboro area.

SOLICITOR'S REPORT: No report.

PUBLIC COMMENT - ITEMS ON AGENDA: None.

VOTING ON ITEMS FROM COMMITTEE REPORTS: Councilman Driscoll made a motion to authorize the advertisement for bids for the proposed dog park at Northside Park, which will include 5' fencing on approximately ½ acre. He added that the Recreation Board supports this endeavor. Councilman Mumma seconded; the motion passed unanimously.

UNFINISHED BUSINESS

AWARD BIDS:

- _____1. Golf Carts - Mr. Hamberger recommended the bids be awarded to Golf Cart Services, Inc., based on their bid of 44% of net receipts. Councilman Greenawalt made a motion accordingly. Councilman Driscoll seconded; the motion passed unanimously.
2. Pool Concession Stand - Mr. Hamberger recommended that award of the bids be deferred until the next Council meeting, which will allow sufficient time for the Recreation Board to review them. Council concurred.
3. Curbs and Sidewalk - Based on Kevin Grubbs' recommendation, a Greenawalt/Stains motion (which passed unanimously) awarded the bids as follows:

RAY EYLER: Bid Item #2 Concrete Sidewalk (Standard)
Bid Item #4 Concrete Sidewalk (ADA HCP Ramps)
Bid Item #5 Concrete Driveway

Bid Item #7 ADA Warning Surfaces for HCP Ramps

MZEIGLER GENERAL CONTRACTOR:

Bid Item #1 Concrete Curb (Straight)

Bid Item #3 Concrete Radius Curb (ADA HCP Ramps)

Bid Item #6 Concrete Depressed Curb (Driveways)

4. Stone - Mr. Hamberger recommended that the bids be deferred until the next Council meeting, to allow the staff adequate time for review. Council concurred.
5. Sodium Hypochlorite - Mr. Hamberger recommended the bids be awarded to Aqua Chemical Supply. Councilman Greenawalt made a motion accordingly. Councilman Martin seconded; the motion passed unanimously.
6. Paving Materials - Mr. Hamberger recommended the bids be awarded to Valley Quarries, Inc. Councilman Greenawalt made a motion accordingly. Councilman Mumma seconded; the motion passed unanimously.

CONSIDERATION OF ORDINANCE ORDAINING/OPENING OF FRICK AVENUE AND TRITLE AVENUE: **Councilman Martin recused himself, as he is the owner of the West End Development.*

Kevin Grubbs reported that the proposed ordinance was duly advertised in *The Record Herald* on 03/08, and was presented this evening for Council's consideration. Councilman Greenawalt made a motion to adopt the ordinance, as written. Councilman Driscoll seconded; the motion passed unanimously.

ORDINANCE NO.

AN ORDINANCE IMPOSING, ORDAINING AND OPENING FOR PUBLIC USE IN THE BOROUGH OF WAYNESBORO, FRANKLIN COUNTY, PENNSYLVANIA, STREETS TO BE KNOWN AS FRICK AVENUE AND TRITLE AVENUE.

Complete copy on file at Borough Hall.

Kevin Grubbs also offered a Deed of Dedication between the Borough of Waynesboro and the West End Development with regard to these streets. This has been reviewed and approved by the Borough Solicitor. Councilman Greenawalt made a motion to authorize execution of the Deed of Dedication, as presented. Councilman Mumma seconded; the motion passed unanimously.

STORMWATER MANAGEMENT PLAN (LETTER OF CREDIT) FOR WAYNESBORO AREA SCHOOL DISTRICT: Kevin Grubbs reported that a Letter of Credit, in the amount of \$4,015, has been received from the Waynesboro Area School District for construction of a berm at the Fairview Avenue Elementary School. This has been reviewed and approved by the Borough Solicitor.

Accordingly, Mr. Grubbs confirmed that the Fairview Avenue Elementary School Land Development Plans now meet the requirements of the Waynesboro Zoning Ordinance No. 937, the Subdivision & Land Development Ordinance No. 944, and the Stormwater Management Ordinance No. 961. Councilman Greenawalt made a motion to accept the Letter of Credit and authorize moving forward with the plans. Kevin Grubbs also advised that a routine inspection of the berm will be conducted by the Engineering Department to ensure that it meets all requirements of the plans. Councilman Martin seconded; the motion passed unanimously.

PEDDLER'S PERMIT FEES: Mr. Hamberger reported that he and Chief King have researched and discussed the matter. The fees can be adopted by resolution, which will be presented for Council's approval at the next meeting. For the short-term, a \$20.00/person fee is being recommended. Modification of the ordinance, however, will take a little more time. Solicitor Wisner and various staff will report back to Council with their recommendations.

ILLUMINATED STREET NAME SIGNS: Kevin Grubbs reported that approval has been received from PENNDOT to install sixteen (16) illuminated street name signs at various intersections along Main Street. Three (3) price quotes for the installation have been received, the lowest of which was \$6,400 from Republic ITS (who does work for Washington Township). Councilman Martin made a motion to award the contract to Republic ITS. Councilman Greenawalt seconded; the motion passed unanimously. Mr. Grubbs added that the signs should be completed and installed by mid-April.

WEST END DEVELOPMENT: **Councilman Martin recused himself again, as he is the owner of the West End Development.*

In conjunction with the ordaining of Frick and Tritle Avenues in West End Development, Mr. Grubbs noted that the Borough is currently holding their bond in the amount of \$57,500. All public improvements in all the phases have been completed, inspected and are working properly (including curbing, roads, etc.) Accordingly, he recommended that the full bond be released. Councilman Greenawalt made a motion in accordance with Mr. Grubbs' recommendation. Councilman Stains seconded; the motion passed unanimously.

RAPID FLASHING BEACON LIGHTS FOR CROSSWALKS: Kevin Grubbs noted that he received approval from PENNDOT for final design of the crosswalk lights, but they are proposing changes to the previously-approved agreement. He is currently awaiting those proposed changes, however assured Council that the lights will be bid in the near future and installed by summer.

NEW BUSINESS

REQUEST TO CLOSE STREET FOR YARD SALE (THE RECORD HERALD): Mr. Hamberger presented a request from *The Record Herald* to close Walnut Street from the alley (Gay Street) to Second Street on 05/07, from 7 a.m. to 12 noon for their annual yard sale. He added that this event has been approved in the past and there were no problems. Councilman Greenawalt made a motion to approve the request. Councilman Driscoll seconded; the motion passed unanimously.

REQUEST TO CLOSE STREET FOR BLOCK PARTY (ST. MARY'S EPISCOPAL CHURCH): Mr. Hamberger noted that St. Mary's Episcopal Church is requesting to close S. Broad Street between Second and Pen Mar Streets for their annual block party to be held on 05/14 from 8 a.m. to 2 p.m. (rain date is 05/21). This event has been approved in the past and there were no problems. Councilman Greenawalt made a motion to approve the request. Councilman Driscoll seconded; the motion passed unanimously.

REQUESTS FOR WAYNESBORO AREA GALA CANCER AUCTION: Mr. Hamberger presented a request from the Waynesboro Area Gala Cancer Auction to utilize the northwest corner of Center Square from 7 a.m. on 04/30 until 12 p.m. on 05/02 to display larger auction items. In addition, they would like to obtain parking placards for use by Matt Hurley Auctions for the parking spaces in front of the Eagles Club. Councilman Greenawalt made a motion to approve the requests. Councilman Driscoll seconded; the motion passed unanimously.

REQUEST TO HOLD EASTER EGG HUNT AT MEMORIAL PARK: Members of the Waynesboro Volunteer Fire Company have requested to use Memorial Park on 04/16 for their annual Easter Egg Hunt from 9 a.m. to 12 p.m. (rain date is 04/23). Mr. Hamberger noted that the standard response is

that they are welcome to use Memorial Park, however it is not reserved for any individuals/groups. Councilman Martin made a motion to approve the request. Councilman Greenawalt seconded; the motion passed unanimously.

PUBLIC IN ATTENDANCE - NON-AGENDA ITEMS:

Edwin Schildt, 25 N. Potomac Street (Apt. 115) - Mr. Schildt asked whose responsibility it is to ensure that sidewalks are ramped for handicapped accessibility. Mr. Hamberger noted that property owners are required to install handicapped curbs when their streets are resurfaced/rebuilt; and, on occasion, CDBG funds are utilized for this purpose. Discussion turned to the condition of the sidewalk on the west side of Potomac Street (leading to the parking lot behind *The Waynesburger*). Mr. Schildt noted that the sidewalk is in poor condition, is too deep and is not sloped – and he witnessed a lady fall out of her wheelchair because of these issues. Kevin Grubbs reported that a notice has been sent to the property owner.

Patrick Burns, 14021 Buchanan Trail East - Mr. Burns asked Council for a timetable with regard to recommendations presented by the Rental Inspection Program Committee (which he served on). President Newcomer noted that a Downtown Revitalization Committee meeting will be scheduled with MSI Manager Pat Fleagle to discuss the matter. A meeting was then scheduled for 03/31 at 10 a.m.

FOR INFORMATION ONLY

2010 CENSUS INFORMATION: Councilman Stains reported that the 2010 Census results were recently released. Franklin County placed fourth (4%) in terms of the largest growth in PA; and the population of Waynesboro Borough has increased from 9,617 to 10,568. Mr. Hamberger added that this is a 10% increase, and would most likely result in additional Liquid Fuels funding from the Commonwealth and funding through the CDBG Program.

PAY BILLS: Councilman Mumma made a motion to approve the payment of the Voucher List dated 03/10. Councilman Stains seconded; the motion passed unanimously.

COUNCILMAN AND STAFF COMMENTS: Mr. Hamberger noted that Council members received a memorandum from Director of Utilities Leiter Pryor regarding the Borough Authority's recommendation for a sewer rate increase. This matter will be on Council's agenda for their next meeting.

Information was also received about an Electronics Recycling event to be held on 04/30 from 8 a.m. to 2 p.m. at the Washington Township Municipal Building.

Solicitor Wisner provided an update relating to the PENNVEST Project. At their last meeting, Council authorized the solicitation of a quote from Susquehanna Bank for the additional \$675,000 needed to proceed with Phase I of the Outfall Project. A final commitment letter was received from the bank (a copy of which was provided to each Council member). Mr. Wisner reviewed the terms and conditions of the loan and noted that settlement is tentatively scheduled for 03/31.

Mr. Wisner reviewed the action required of Council (i.e. to pass a resolution to authorize signing of the commitment letter and sending the necessary paperwork to DCED). Further, Council will need to authorize the issuance of a Notice-to-Proceed to the contractor so the project can begin. He requested that two (2) separate motions be made approving these actions.

Councilman Greenawalt made a motion to authorize execution of the commitment letter with Susquehanna Bank for \$675,000. Councilman Mumma seconded; the motion passed unanimously.

Councilman Mumma made a motion to authorize the issuance of a Notice-to-Proceed to D. H. Martin for Phase I of the Stormwater Outfall Project. Councilman Greenawalt seconded; the motion passed unanimously.

Kevin Grubbs reported that bids for the traffic barricades will be opened on 03/31 at 4 p.m, and recommendations for award will be presented to Council for consideration at their 04/06 meeting. Provided that the bids are awarded at that time, the barricades will be delivered by 04/29.

Police Chief Mark King thanked members of the Maintenance Department, Fire Department and Fire Police for their assistance in providing traffic control for the Builders Show. There were no accidents as a result of the increase in traffic.

Chief King also advised that the Police Department will participate again in a Drug Take-Back Program on 04/30 from 10 a.m. to 2 p.m. at the Waynesboro Mall. They will collect prescription medications, including those for animals.

Fire Chief Dave Martin announced that the Waynesboro Firemens' Carnival will be held the last week in July (07/25 to 07/30) at the Quincy Ox Roast grounds.

President Newcomer asked for an update, if any, on the Armory building. Chief Martin noted that a list of questions was submitted, and he has been advised that a response regarding the historical preservations required for the property will be sent after 03/31.

MSI Manager Pat Fleagle noted that he spoke to Carlene Willhide recently, and she expressed her thanks to Chief King, Chief Martin and Captain Burns for their help during the Builders Show. Mr. Fleagle commented that he was personally impressed with Carlene's efforts, as she went "out of her way" to ensure that the builders were comfortable and felt welcome. He also stated that the builders can be proud of their efforts to make the show a success.

President Newcomer reported that the Chocolate Extravaganza held recently downtown was "great".

Having no further business to discuss, the meeting adjourned at 8:46 p.m. on a Greenawalt/Driscoll motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Administrative Assistant