

NOVEMBER 3, 2010  
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, Salzman Hughes PC (Borough Solicitor)  
Jason Cohen, Assistant Borough Manager

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

**APPROVE MINUTES:** Councilman Mumma made a motion to approve the minutes of the October 20<sup>th</sup> meeting, as written. Councilman Martin seconded; the motion passed unanimously.

**COMMITTEE REPORTS**

**PERSONNEL COMMITTEE:** Councilman Mumma reported that Vicky Grubbs has been working as a full-time, temporary employee for over a year. A job description has been developed for a Clerk/Bookkeeper II position, and the Personnel Committee is recommending that she be hired for the position. The matter will be voted on during the “voting” section of the meeting.

**PROPERTY AND PUBLIC SAFETY COMMITTEE:** Councilman Driscoll reported that the Recreation Board is recommending that the current temporary regulations for the Rotary Park be made permanent. He will present a motion on the matter later in the meeting.

**STREET COMMITTEE:** Councilman Martin reported that the Street Committee met on October 27<sup>th</sup>. During their meeting, several parking requests were reviewed (including one at Golds Gym and one at Ninth Street). Kevin Grubbs is reviewing the requests and a report will be forthcoming.

**INTERGOVERNMENTAL COMMITTEE:** No report.

**DOWNTOWN REVITALIZATION COMMITTEE:** President Newcomer noted that a meeting was held recently at Representative Rock’s office regarding the upcoming Memorial Bridge project. More information will be forthcoming.

**FINANCE COMMITTEE:** Councilman Greenawalt reported that he and Mr. Hamberger attended a meeting of the Chambersburg Area Wage Tax Board earlier this week. Mr. Hamberger explained that the agreement the Borough previously approved (joining the Franklin County Wage Tax Board) was rejected. Their Solicitor is insisting that all existing members unanimously vote to accept it; and as some didn’t, the process must begin again. Mr. Hamberger noted that this is essentially the same

agreement, however there will not be unanimity unless we agree to go along with the current voting process. President Newcomer added that the law firm of Salzmann Hughes represents several of the municipalities involved, and they are coordinating a meeting to discuss the matter before it “gets out of context”. Discussion followed regarding the fact that a 2011 budget had been adopted before the nine (9) new municipalities had an opportunity to review it. Sam Wiser stated that it would be incumbent upon the organization to allow new members to have input and potentially re-open the budget if there are issues they wish to discuss.

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

“On October 21<sup>st</sup>, along with Councilmen Mumma and Newcomer, I attended the 90<sup>th</sup> anniversary of the Greater Waynesboro Chamber of Commerce.

On October 31<sup>st</sup>, I had the privilege of performing the marriage of Tracy Green and Brian Reed. We wish Mr. and Mrs. Reed the very best.”

**SOLICITOR’S REPORT:** No report. Mr. Wiser noted that he will address several items as they come up on the agenda.

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

**VOTING ON ITEMS FROM COMMITTEE REPORTS:** Councilman Mumma presented a job description for Clerk/Bookkeeper II for Administration and the Police Department, and made a motion to approve it. Councilman Martin seconded; the motion passed unanimously.

Councilman Mumma made a motion to hire Vicky Grubbs as full-time Clerk/Bookkeeper II, effective immediately, at salary level 5A (\$12.39/hour). He further motioned that she be credited with one (1) week of vacation leave; and he explained that, because she has been working in a full-time capacity for over a year, her probationary period will be waived. Councilman Stains seconded; the motion passed unanimously.

## **UNFINISHED BUSINESS**

**UPDATE ON CHRISTMAS ACTIVITIES (MAINSTREET WAYNESBORO, INC.):** Mr. Hamberger read correspondence from MSI dated 10/22, advising Council of the following:

- The Christmas tree for the Square will be cut down on 11/15 at 9:00 a.m. and transported to the Square from its current location at 11619 N. Landis Avenue.
- Tree Lighting Ceremony will be held on November 19<sup>th</sup> – they are requesting a change in the time for closing of the Square from 5:15 - 8:00 p.m. to 5:15 - 8:30 p.m.
- Keystone Carriage Company will offer horse-drawn sleigh rides from the east side of the Square/Main Street, to the former Sheetz building, and back to the Square.

MSI noted that they have been working with the Waynesboro Business & Community Partnership on all downtown Christmas activities to ensure success of the events for the community to enjoy.

Councilman Martin made a motion to acknowledge/approve the requests as indicated. Councilman Greenawalt seconded; the motion passed unanimously.

**UPDATE ON CHRISTMAS ACTIVITIES (WAYNESBORO BUSINESS & COMMUNITY PARTNERSHIP):** Mr. Hamberger read correspondence from the Waynesboro Business & Community Partnership, advising Council of the following:

- Santa will be in his House on the Square starting 11/19 thru 12/18 (on Fridays from 4-8 p.m. and on Saturdays from 12-8 p.m.) - they are requesting permission to place Santa's House in one of the parking spaces on the southeast quadrant of Center Square; and noted that the business owners are receptive and supportive of this location.
- More lights will be provided for the Christmas Tree in the Square
- A Christmas Bazaar will be held on Main Street on 12/10 and 12/11 (on the 10<sup>th</sup> from 5-8 p.m. and on the 11<sup>th</sup> from 12-8 p.m.)
- A trolley will run during the Christmas Bazaar to transport customers to and from the Rotary parking lot (free of charge)
- They are pursuing the possibility of having Waynesboro High School students decorate Main Street storefronts for the holidays, as they do in New York. A contest will be held, with a donation to either the students or the High School as the prize for the winning window display.

Councilman Martin made a motion to acknowledge/approve the requests as indicated. Councilman Greenawalt seconded; the motion passed unanimously.

Downtown Manager Pat Fleagle advised Council that MSI, Waynesboro Business & Community Partnership, and the Chamber of Commerce have met and are working together to coordinate the planned events.

**INTERVIEWS FOR POLICE CORPORALS:** Mr. Hamberger reminded Council members that the issue regarding the "Rule of 3" has been clarified/resolved. Accordingly, interviews will be scheduled for the Corporal's position in the Police Department.

**RULES AND REGULATIONS FOR ROTARY PARK (MAKE TEMPORARY REGULATIONS PERMANENT):** Councilman Driscoll made a motion to make the temporary rules and regulations for Rotary Park permanent. Councilman Greenawalt seconded; the motion passed unanimously.

### **NEW BUSINESS**

**AWARD BIDS (CHEMICALS AND SNOW PLOWING):** Mr. Hamberger reported that no bids were received for snow plowing. Bids for water treatment chemicals were opened, and the staff is recommending the following awards:

- Liquid Chlorine #2000 cylinder - Univar USA, Inc.
- Liquid Chlorine #150 cylinder - Univar USA, Inc.
- Sodium Hypochlorite - Univar USA, Inc.
- Hydrofluorisilicic Acid - Brenntag Northeast, Inc.
- Sodium Polyphosphate - Shannon Chemical Corporation
- Blended Liquid Phosphate/Silicate - Shannon Chemical Corporation
- Caustic Soda (684 lb. drum) - Univar USA, Inc.
- Caustic Soda (220-gallon tote) - Univar USA, Inc.
- Caustic Soda (50% bulk delivery) - Univar USA, Inc.
- Caustic Soda (25% bulk delivery) - Coyne Chemical
- Hydrated Lime - Brenntag Northeast, Inc.
- Activated Carbon - Univar USA, Inc.
- Potassium Permanganate - Thatcher Company of New York
- Liquid Polymer - Univar USA, Inc.
- Aluminum Sulfate - Delta Chemical Corporation

Councilman Mumma made a motion to award the bids as recommended by the staff. Councilman Stains seconded; the motion passed unanimously.

**APPLICATION FOR NPDES PERMIT (GEOFAM - NINTH STREET):** Mr. Hamberger noted that this is “standard procedure” when application is made to DEP for an NPDES permit, which GEOFAM on Ninth Street has done. Comments and/or concerns must be submitted to DEP within thirty (30) days; and Mr. Hamberger requested that Council members provide any input regarding the matter to him as soon as possible. Councilman Martin mentioned an error in the document provided on page 3, item #14, regarding the start date for earth moving activities – he assumes that the start date for *both* areas will be December of 2010.

**RESIGNATION FROM ZONING HEARING BOARD:** Mr. Hamberger noted that he received correspondence from Lorena Newcomer regarding resignation from her position on the Zoning Hearing Board, effective 01/01/2011. Mr. Hamberger noted that they will need to fill this vacancy as soon as possible, adding that anyone interested should advise him (in writing) so that Council can take action. Councilman Greenawalt made a motion to accept Ms. Newcomer’s resignation and authorize the Borough Manager to send her a letter of appreciation for her service. Councilman Martin seconded; the motion passed unanimously.

**EMPLOYEE HEALTH INSURANCE:** Councilman Martin commented that action needs to be taken with regard to the cost of employee health insurance, as 25% of the Borough’s budget is for this benefit. He then made a motion that, effective immediately, new employees will be provided with individual health insurance only (at the Borough’s cost) and they will be given the option to pay for additional family coverage. Councilman Greenawalt seconded. Councilman Martin amended his motion to indicate this would affect only “non-uniformed, new employees”. Councilman Greenawalt seconded; the amended motion passed unanimously.

**LAND DEVELOPMENT REVIEW (FRANKLIN COUNTY HOUSING AUTHORITY):** Kevin Grubbs noted that Council members received plans submitted by the Franklin County Housing Authority. As stated at Council’s last meeting, the Waynesboro Planning Commission reviewed the revised plans and made a recommendation for approval contingent upon certain items being completed. Correspondence dated 10/19 outlines the eight (8) revisions required; and as of this date, all have been completed with the exception of two (2) ... those being, (1) the size of water/sewer service lines must be indicated on the plans, however Brindle & Associates are awaiting information from the architect which will assist in determining the size required; and (2) required sub-surface testing in the basin (for stormwater management) was performed the previous week and calculations have been forwarded to the Borough’s consultant for review.

Councilman Martin made a motion to approve the proposed plan, contingent upon completion of the items Mr. Grubbs discussed and the addition that a sidewalk be installed along Sunset Avenue (approximately 135’) to tie into the sidewalk off Tenth Street and along Fairview Avenue for the safety of school children utilizing the sidewalk. Councilman Driscoll seconded. Councilman Mumma asked Solicitor Wisner if sidewalks can be required since they were not part of the original plot plan. Mr. Wisner responded that, at this time, it is still one parcel and the Borough has a right to require sidewalks at that portion of the property.

Mayor Starliper noted concern that there is no street coming off Eighth Street into this development. Kevin Grubbs stated that there is a gravel lane that will provide access to the rear of the lot. Because of the increased traffic on Park Street and Fairview Avenue (as well as Sunset Avenue), Mayor Starliper commented that he would prefer to see an access off Eighth Street. Councilman Martin stated that this will be addressed in the future when the Housing Authority builds the next two (2) units.

A vote was called and the motion passed unanimously.

**PUBLIC IN ATTENDANCE - NON-AGENDA ITEMS:** None.

**FOR INFORMATION ONLY**

**2011 SCHEDULE OF EVENTS (MAINSTREET WAYNESBORO, INC.):** Mr. Hamberger noted that MSI provided Council with a schedule of events planned in 2011. Letters requesting approval specific to each event will be submitted prior to the planned dates.

**REQUEST FROM MAINSTREET WAYNESBORO, INC. TO HOLD A CAR SHOW (JUNE 25, 2011):** Mr. Hamberger noted that MSI also submitted a request to hold a Car Show on June 25, 2011. Councilman Martin noted that the Car Show is listed in their schedule of events for 2011, and he made a motion to approve the events planned for 2011 as contained in their 10/22 correspondence. Councilman Stains seconded. Discussion followed regarding the street closing required for the event. Councilman Martin amended his motion to include that any street closings be discussed with the Police Chief and Fire Police, and final details be provided to Council, prior to the event. Councilman Stains seconded; the amended motion passed unanimously.

**PAY BILLS:** Councilman Mumma made a motion to approve the Voucher Lists dated 10/22 and 11/01. Councilman Stains seconded; the motion passed unanimously.

**COUNCIL AND STAFF COMMENTS:** Mr. Hamberger noted that copies of the Pool, Golf, Street Light and Special Street Project Fund budgets were distributed to Council members at this meeting. Those, as well as the General Fund, will be discussed at the budget meeting to be held the following evening. In addition, Mr. Hamberger advised that the Borough Authority would like to present their tentative budget at the following budget meeting (November 11<sup>th</sup>). He noted that he would like to “wrap up” the budget within the next two (2) weeks, so it can be advertised for adoption. Councilman Martin questioned if the WBA will be recommending any water or sewer rate increases. If so, he requested that supporting information be provided to Council members with sufficient time for their review.

Kevin Grubbs reported he has received word that PENNDOT approved the illuminated APX street signs for use. He will now proceed with preparations for the electrification.

Mr. Grubbs also reported that he received a voice message today from Brian Laufer, Project Manager at Allegheny Power. He inquired if Borough Council would like any areas in town (with the exception of downtown) upgraded. He explained that they will be removing the “purple glow” or clear street lights in the Record Herald and Trinity parking lots and replacing them with the high-intensity, mercury vapor lights like those in the Rotary parking lot. Mr. Hamberger noted it was his understanding that Allegheny Power had planned several years ago to replace all the lights in the northern part of town and then move on to the southern part of town several years later. Mr. Grubbs advised that he will speak with Mr. Laufer for clarification, and will then send Council members an email regarding the matter.

Regarding the rebuilding of streets, Kevin Grubbs noted that the punch-list sent to PENNDOT (for Route 16) is almost complete. Everything has also been completed on N. Grant Street, including most issues presented by the Borough. Mr. Grubbs noted that the “mix” used on N. Grant Street was “a lot more desirable” than that used on Route 16, so there weren’t as many concerns. Discussion followed regarding specific concerns. President Newcomer suggested that the Street Committee discuss these concerns at their next meeting, and they can be passed along to PENNDOT. He added that PENNDOT works well with, and is supportive of the Borough in these type of projects; and the issues discussed are with the contractor (not PENNDOT itself).

Assistant Borough Manager Jason Cohen thanked Council again for the opportunity they have given him. He reported that things are going well in his acclimation, and he looks forward to a long-term relationship with the Borough. Mr. Hamberger reported that Jason will be spending time with various department heads to become familiar with their facilities, responsibilities and procedures.

Police Chief Mark King noted that he spoke recently at an AARP meeting regarding personal safety. In addition, he thanked Kevin Grubbs for testifying in court recently on behalf of the Police Department. Also, Chief King reported that the Waynesboro Police Department, along with the Washington Township Police Department and District Magisterial Judge Pentz, did a summary warranty "round up" earlier today. He also reported that they were able to reserve the barricades from the County for the Christmas Tree Lighting Ceremony and Parade; and he has been in contact with PENNDOT regarding the placement of portable signs regarding traffic situations during these events.

President Newcomer noted that MSI has been holding a series of meetings about plans for the future. He stated it is very beneficial to have a community partnership program that works so closely with the Joint Comprehensive Plan. Downtown Manager Pat Fleagle informed Council members that the Pennsylvania Downtown Center requested a copy of the Borough/Township Joint Comprehensive Plan, as well as Waynesboro's Downtown Master Plan. He added that they look very favorably at Waynesboro for having passed those plans.

Councilman Stains reported that he had the opportunity several weeks ago to ride along with Life Lion. He reported that emergency medical transport through helicopter service has become quite a business; and he mentioned that the Borough and Fire Department should be very cautious going forward in terms of offers by other helicopter services coming into the areas.

President Newcomer noted his appreciation to Bill Brindle for his efforts to provide the detailed plans submitted for the Franklin County Housing Authority's project. He noted that these were some of the best-looking plans he has seen in a long time.

President Newcomer also reminded Council members of the upcoming Ribbon Cutting Ceremony at the Waynesboro News Agency to be held on Friday, November 5<sup>th</sup>, at 4:00 p.m.

Council adjourned to executive session at 8:21 p.m. to discuss a personnel matter. They reconvened to regular session at 9:02 p.m. and adjourned the meeting on a Greenawalt/Driscoll motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott  
Administrative Assistant