

APRIL 20, 2005
WAYNESBORO, PA 17268

Council President Charles McCammon 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 – Richard George, C. Harold Mumma, John Cook, Andrew Benchoff, Lorena Newcomer and Charles McCammon

Mayor Louis M. Barlup, Jr.

Borough Staff – Lloyd R. Hamberger, II, Borough Manager
Ron Flegel, Fire Chief
Denny Benshoff, Maintenance Superintendent
Dan Sheffler, Zoning-Code Enforcement Officer
Kevin Grubbs, Head of Engineering Services
Ray Shultz, Police Chief
D. Lloyd Reichard, II, Borough Solicitor

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

APPROVE MINUTES: Councilman Mumma made a motion to approve the minutes of the April 6, 2005 meeting, as written. Councilman Cook seconded; the motion passed unanimously.

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

COMMITTEE REPORTS

PERSONNEL COMMITTEE: Councilman Mumma noted that the Personnel Committee will take action on the following items:

- Affirmation of the hiring of an Assistant Manager for Northside Pool
- Hiring Lifeguards, plus Cashier/Cleaning
- Removal of Dan Sheffler from probationary status
- Hiring of Toby McCleaf as Golf Course Maintenance Worker

PROPERTY AND PUBLIC SAFETY COMMITTEE: No report.

STREET COMMITTEE: Councilman George reported that he received a letter from Diane Hykes, 111 W. Main Street. Her comments and recommendations will be presented at the Street Committee's next meeting.

Councilman George noted he will attempt to prepare agendas regarding Street Committee issues for media publication and public information prior to most of the future meetings.

INTERGOVERNMENTAL COMMITTEE: No report.

DOWNTOWN REVITALIZATION AND FINANCE COMMITTEE: No report. Councilman Cook noted that the Committee's meeting scheduled for the following Monday (04/25) has been canceled.

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

“As a Rotarian I'm proud to call to your attention to the digital calendar-of- events sign at Roadside and Main. This is one of Rotary's projects for Waynesboro in celebration of the 100th anniversary of the founding of Rotary. This is the 85th year since the Rotary Club was first established in Waynesboro. I'm certain you already know that the local Rotary's major project is the establishment of the park in southwest Waynesboro. Civic-minded volunteers can contribute much.

Some of you probably visited the newly reopened Henicle's Market. It is always a pleasure to see a business rebuild after a disastrous fire and come back better than before. There were many friends and customers there on opening day to welcome Kerry Bumbaugh and his staff back into the business family.

I presided at a 50th anniversary celebration for Bob and Ann McBride. At the request of their grandson, I led them in a reaffirmation of their vows. This is always one of the pleasant parts of my duties as mayor.”

PUBLIC COMMENT - ITEMS ON AGENDA: Frank Bitner, 842 Anthony Avenue, apologized to Borough representatives – several weeks ago, he had mentioned a handicapped parking space on S. Potomac Street beyond Fourth Street which does not exist. Accordingly, he rescinded his statement regarding that matter.

VOTING ON ITEMS FROM COMMITTEE REPORTS: Councilman Mumma made a motion to remove Dan Sheffler (Zoning-Code Enforcement Officer) from probation and place him on permanent employee status. Councilman Cook seconded; the motion passed unanimously.

Councilman Mumma made a motion to affirm the hiring of additional pool staff as follows:

_____ Assistant Manager: Stephanie Behnke

_____ Lifeguards: Erin Rock (Head Lifeguard), Jared Rhodes, Shelby Smith, Miles Nelson, Caroline Clark and Jeremiah Mallin

_____ Cashier/Cleaning: Contessa Simmers

Councilman Cook seconded; the motion passed unanimously.

Councilman Mumma made a motion to hire Toby McCleaf as Golf Course Maintenance Worker. Councilman Benchoff seconded; the motion passed unanimously.

UNFINISHED BUSINESS

SUMMER JUBILEE: Mr. Hamberger presented requests received from the Summer Jubilee Committee. Police Chief Shultz has reviewed the correspondence and noted no problems. It was noted that their requests for this year are basically the same as last year. Councilman George made a motion to approve the requests for the Summer Jubilee Committee, as presented. Councilman Benchoff seconded; the motion passed unanimously.

OTTERBEIN UB CHURCH 5K FUN RUN/WALK: A request was presented from the Otterbein UB Church for a 5K Fun Run/Walk to be held on May 14th. Mr. Hamberger noted that a vast majority of

the event will take place in Washington Township, and Police Chief Shultz noted no problems. Councilman Cook made a motion to approve the request. Councilwoman Newcomer seconded. Councilman George suggested that Chief Shultz contact Washington Township's Police Chief to coordinate traffic control, etc. A vote was then called and the motion passed unanimously.

NORTHSIDE POOL RULES/REGULATIONS, JOB DESCRIPTIONS AND EMPLOYEES MANUAL:

Mr. Hamberger noted that the Recreation Board has been reviewing various documents with regard to Northside Pool. They have provided updated job descriptions for the positions of Manager, Assistant Manager, Lifeguards and Cashiers; developed an Employees' Manual; and established disciplinary procedures to be included in the current Rules and Regulations. Those items were presented to Council for their review and approval. Discussion ensued regarding appropriate disciplinary procedures for various scenarios, and Councilman George suggested that the Pool Manager provide recommendations for any necessary modifications she deems necessary at the end of the season. Councilman George then made a motion to approve the documents, as presented. Councilwoman Newcomer seconded; the motion passed unanimously.

LOAN FOR STREET PROJECTS: Mr. Hamberger noted that the Borough's bond counsel has recommended proceeding with the submission of an application to the Pennsylvania Infrastructure Bank through PENNDOT. They have quoted a fixed rate of one-half of prime (less than 3%) for 1.3 million dollars for a ten-year loan. Councilman George made a motion to authorize the Borough Manager to prepare and submit an application to PIB, as indicated. Councilman Benchoff seconded; the motion passed unanimously.

RESCHEDULE PUBLIC HEARING (REZONING - DICKINSON AVENUE): Kevin Grubbs noted that he received a request from Margaret Honodel to rezone a parcel on Dickinson Avenue (this was described at the last Council meeting). Sufficient time was needed for proper advertisement, as well as a comment period for the Franklin County Planning Commission; and he suggested scheduling a hearing on May 4th at 7:15 p.m. Council concurred.

NEW BUSINESS

BID FOR POOL CHEMICALS: Mr. Hamberger noted that the only bid received was from Aqua Chemical Supply. He recommended awarding the bid for Sodium Hypochlorite Solution to them, based on their bid of \$1.42/gallon for bulk delivery and \$2.14/gallon for 15-gallon Dell-drum. Councilman Cook made a motion to award the bid as indicated by the Borough Manager. Councilman Mumma seconded; the motion passed unanimously.

LAND DEVELOPMENT (JOHN & BARBARA PERSUN): Kevin Grubbs presented drawings and information regarding a proposed Land Development for John and Barbara Persun (for the former Hoover House) on W. Main Street. He noted that the Waynesboro Planning Commission recommended approval of the plan, with a stipulation that lease agreements with the property owners providing off-site parking are on record. Mr. Grubbs added that he has received copies of the lease agreements and they will be recorded with the land development plans. Councilman Cook made a motion to approve the Land Development Plan for John and Barbara Persun, as presented. Councilman George seconded. Discussion followed regarding access to the parking areas. Mr. Grubbs noted that patrons will access the parking areas via the public alleyways. A vote was then called, and the motion passed unanimously.

LAND DEVELOPMENT (COLD SPRING ESTATES - PHASE 9): Kevin Grubbs reported that Zaiger Builders submitted a Land Development Plan for Phase 9 of Cold Spring Estates (20 units). The Waynesboro Planning Commission reviewed the plans at their last meeting and recommended approval. The Franklin County Planning Commission reviewed the plans and offered no comments.

Councilman Cook made a motion to approve the Land Development Plan for Cold Spring Estates - Phase 9., as presented. Councilman George seconded; the motion passed unanimously.

LAND DEVELOPMENT (RED ROOF 3 - E. SIXTH STREET): Kevin Grubbs stated that the Waynesboro Planning Commission reviewed the plans for Red Roof 3 and several revisions were required. Those were completed and the plans re-submitted (and recommended for approval) at the Planning Commission's last meeting. Councilman Mumma asked for clarification on stormwater run-off at the property, and Kevin Grubbs explained the process. He added that their Stormwater Management Plan was reviewed and approved by Dennis Black Engineering. Councilwoman Newcomer noted concern regarding lighting at the site and any impact it may have on adjoining properties. Mr. Grubbs stated that the lighting cannot reflect onto neighboring properties, and a 10' buffer strip will be provided. Councilman George made a motion to approve the Land Development Plan for Red Roof 3, as presented. Councilwoman Newcomer seconded; the motion passed 5-0 (Councilman Benschhoff abstained).

PRELIMINARY PLAN REVIEW (BRIM BUILDERS & DEVELOPERS - HOLLENGREEN PRD): Kevin Grubbs reported that, after several months of review and revisions, the Waynesboro Planning Commission has recommended approval of the preliminary plan for the Hollengreen PRD. A few contingencies were attached, as follows: All state and county permits must be approved and received by the Planning Commission prior to the start of the final plan review phase; the bridge design plans are approved by the Borough's consultant structural engineer. No land development may commence and no permits will be issued by the Borough until items A & B are in compliance. Water and sewer issues are being handled by the WBA. Following the Planning Commission's recommendation for approval, Council has 45 days (May 26th) to take action on the plan, and a public hearing must be held before a decision is made. Councilman George questioned if items mentioned in the 03/05/05 correspondence from the Franklin County Planning Commission have been completed. Kevin Grubbs stated they have been. It was suggested that the hearing be held on Wednesday, May 11th, at 7:00 p.m. Council concurred.

PUBLIC IN ATTENDANCE - NON-AGENDA ITEMS: Frank Bitner noted that there are eight (8) individuals on the stage, but there are only five (5) microphones. He requested that members speak louder, as it is difficult to hear them from the audience.

SINGLE-ITEM BULK PICK-UP: Mr. Hamberger noted that Council tentatively authorized him to proceed with implementing the new single-item bulk pick-up program. He spoke with a representative from Waste Management who informed him that they do not recycle metals (and haven't been recycling them from the bi-annual Clean-Up Week for a long while). Individuals requesting pick-up of appliances containing freon should contact Waste Management to arrange for the special pick-up, at an additional cost (for example – a refrigerator would cost \$50.00 and other small appliances would cost \$40.00). Yard waste (tree limbs, etc.) will count as one item, but must be bundled properly and weigh no more than 50 pounds. Tires will not be collected, as well as hazardous materials, as they are a major problem in landfills. The target start-up date is May 9th. Press releases will be prepared and distributed to local newspapers in the near future.

FOR INFORMATION ONLY

INVITATION TO FRANKLIN COUNTY DRUG TASK FORCE 2005 SPRING BREAKFAST (MAY 6, 2005): Council members were invited to attend the Franklin County Drug Task Force's Annual Spring Breakfast on May 6th, at 8:00 a.m., at the Mountain Gate Family Restaurant in Waynesboro.

SCCAP CELEBRATION OF 40TH ANNIVERSARY: Correspondence was received from SCCAP regarding their upcoming 40th Anniversary Gala Banquet to be held on May 14th. Council instructed

Mr. Hamberger to prepare a resolution commending SCCAP for their years of service to the community.

RETIREMENT DINNER – ARDIE WINTERS: Mr. Hamberger reminded Council members of the upcoming retirement dinner for former Councilman Ardie Winters. The dinner will be held on Monday, April 25th, at 6:00 p.m., at the Parlor House Restaurant.

CHAMBER OF COMMERCE/PEN MAR DEVELOPMENT CORPORATION LUNCHEON PRESENTATION: Council members were invited to a luncheon presentation on the impact of the redevelopment of Fort Ritchie on the Greater Waynesboro host communities. The luncheon will be held on Thursday, May 5th, from noon until 1:30 p.m., in Lakeside Hall at Fort Ritchie. RSVP's must be received no later than April 29th.

Mr. Hamberger requested that Council hold an executive session at the end of the meeting to discuss a personnel matter.

PAY BILLS: Councilman Cook made a motion to approve the payment of Voucher Lists VL-05-10, 11 and 12. Councilman Mumma seconded; the motion passed unanimously.

COUNCIL AND STAFF COMMENTS: Dan Sheffler thanked Council for removing him from probationary status.

Kevin Grubbs stated that the Contract Documents for the street reconstruction projects have been completed. Advertisements for bid will be published the following week. The bids will be opened on May 17th, and recommendations for award will be presented to Council for action at their May 18th meeting. The anticipated completion date for the projects is August 1st.

Councilman George complimented the employee(s) responsible for producing the Police Department's new brochure, noting that it is very informative and professional. Mr. George also thanked the residents who attended the Borough's recent "Town Meeting. Although the attendance was low, he felt it was a good thing to do. He is hopeful that meetings such as this will be conducted again in the future.

Council adjourned briefly at 8:17 p.m., and went to executive session at 8:25 p.m. Council reconvened to regular session at 8:30 p.m.

Councilman Cook made a motion to authorize the advertisement and hiring of a Truck Driver/Laborer and Summer Maintenance Workers in the Maintenance Department. Councilman Mumma seconded; the motion passed unanimously.

Councilman Mumma made a motion to grant Borough Manager Lloyd Hamberger a step increase to level 22D. Councilman Cook seconded; the motion passed unanimously.

Councilman George made a motion to appoint Allen Porter to the Zoning Hearing Board to fill an unexpired term thru January 1, 2007. Councilman Cook seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 8:38 p.m.

Respectfully Submitted,

Melinda S. Knott

Administrative Assistant