

OCTOBER 6, 2004

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, Charles McCammon, Ardie Winters and Andrew Benchoff

Mayor Louis M. Barlup, Jr. was absent

Borough Staff - Lloyd R. Hamberger, II, Borough Manager

Denny Benshoff, Maintenance Superintendent

Kevin Grubbs, Assistant Director of Engineering

D. Lloyd Reichard, II, Borough Solicitor

Ray Shultz, Police Chief

Ron Flegel, Fire Chief

**PLEDGE OF ALLEGIANCE:** Vice-President Cook led those present in the Pledge of Allegiance.

**APPROVE MINUTES:** Councilman George made a motion to approve the minutes of the September 15, 2004 regular meeting and the September 21, 2004 special meeting, as written. Councilman Winters seconded; the motion passed. (Councilman Cook abstained from voting on the minutes of September 21<sup>st</sup>.)

## **COMMITTEE REPORTS**

**PERSONNEL COMMITTEE:** Councilman Mumma reported that the following individuals' terms on the Waynesboro Planning Commission are due to expire on October 20, 2004: Deborah Hoff and Donald Weller. Both have been contacted and are willing to serve additional terms. Councilman Mumma made a motion to approve the re-appointments (said terms would expire on October 20, 2008). Councilman Cook seconded; the motion passed unanimously.

Councilman Mumma noted that Ray Minnick has submitted his resignation from the Waynesboro Recreation Board, adding that there are now two (2) vacancies on that board. Councilman Mumma made a motion to accept Mr. Minnick's resignation. Councilman Cook seconded; the motion passed unanimously. Mr. Mumma also noted that a vacancy currently exists on the Borough's Shade Tree Commission.

Councilman Mumma noted that the Personnel Committee has received a notice of resignation/retirement from Ed Gebhart of the Waynesboro Police Department. His resignation will be effective on October 31<sup>st</sup>, but his last official working day will be October 18<sup>th</sup>. Councilman Mumma made a motion to accept the retirement request. Councilman Winters seconded; the motion passed unanimously. Councilman George suggested that a letter of appreciation be presented to Sergeant Gebhart for his many years of service to the community, with Council's well wishes for the future. Council concurred. In addition, Mr. Hamberger noted that Council will need to declare a vacancy and authorize the Civil Service Commission to conduct the appropriate examination for the position of Sergeant. Councilman Benchoff made a motion as such. Councilman George seconded; the motion passed unanimously.

**PROPERTY AND PUBLIC SAFETY COMMITTEE:** No report.

**STREET COMMITTEE:** No report. Councilman George noted that the Street Committee's October 4<sup>th</sup> meeting has been rescheduled to October 13<sup>th</sup> at 9:30 a.m. in Borough Hall's first floor conference room.

**INTERGOVERNMENTAL COMMITTEE:** No report. Mr. Hamberger reminded Council members of the Chamber of Commerce's annual dinner meeting scheduled for the following evening at the Waynesboro Country Club. In addition, he and Councilman Winters reported that the Vision 2015 meeting held the previous week was very informative and worthwhile.

**DOWNTOWN REVITALIZATION AND FINANCE COMMITTEE:** No report. Councilman Cook noted that several applications were reviewed recently for the Main Street Facade Improvement Program, and payment was made to one applicant - "Tranquilitea".

Mr. Cook stated that Mr. Hamberger has distributed preliminary budget information to Council members for review. He welcomed Harold Mumma as a new Council member, and Jennifer Fitch as the newest reporter from *The Record Herald*.

Mr. Hamberger elaborated on the budget information by stating that "rough" numbers and "wish lists" from the department heads were included. Council's first budget meeting will be held on the following Thursday (October 14<sup>th</sup>), and three (3) department heads will be available for discussion. Mr. Hamberger also cautioned that the Borough is facing a proposed 28% increase in employee health care costs. He will meet with an insurance broker the following week to determine what (if anything) can be done to reduce costs. He added that the insurance consortium of municipalities is also encountering difficulties in obtaining rate proposals.

**MAYOR'S REPORT:** None.

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

**UNFINISHED BUSINESS:** None.

## **NEW BUSINESS**

**INVITATION TO 50<sup>TH</sup> ANNIVERSARY/CORNERSTONE OPENING OF SUDIE CLAYTON MEMORIAL FIRE HALL (MECHANICS S.F.E. AND HOSE COMPANY):** Council members received an invitation to the above-mentioned on October 16<sup>th</sup> at 2:00 p.m. They plan to remove the cornerstone during the program to examine its contents and rededicate it in the memory of Sudie Clayton Weaver.

**CDBG CONSULTANT RFP:** Mr. Hamberger informed Council members that every three (3) years an RFP for CDBG consulting services must be prepared. He will draft the appropriate advertisements, receive proposals and present a recommendation for Council's action in a month or so. He recommended that the Downtown Revitalization and Finance Committee be designated to review the proposals received. Council agreed.

**HEARING FOR LIQUOR LICENSE TRANSFER:** Mr. Hamberger noted that John and Barbara Persun have purchased the property at 227 W. Main Street and are looking into making it an upscale tavern, however no liquor license is available in Waynesboro. They are requesting the transfer of a liquor license held by a Chambersburg organization. He explained that inter-municipal transfers are permitted, provided that it is within the same county. A public hearing on the matter must be held within 45 days of the request. Mr. Hamberger suggested that Council schedule a hearing on October 20<sup>th</sup> at 7:00 p.m. (prior to the next Council meeting). Councilman Cook made a motion to schedule the proposed hearing as recommended by the Borough Manager. Councilman Mumma seconded; the motion passed unanimously.

**FRICK COMPANY NOTIFICATION OF APPLICATION FOR PAINT BOOTH:** Mr. Hamberger noted that he received a "pro forma notification" from Frick Company, as required by the Federal Clean Air Act, Title V, and the PA Operating Permit Program regulations. He explained that they are required to notify the Borough of their intent to submit an application to PA DEP to replace an existing paint booth and to relocate a paint booth at their plant located at 100 C.V. Avenue. A 30-day comment period is provided. Mr. Hamberger noted that the staff has no comments; and any comments from Council members should be forwarded to him as soon as possible for submission to DEP.

**REFUSE AND RECYCLING BIDS FOR 2005:** Mr. Hamberger noted that the current refuse and recycling collection contract expires the end of 2004. Councilman Cook made a motion to authorize advertisement to receive bids for a new contract. Councilman Winters seconded; the motion passed unanimously.

**APPOINTMENT OF NEW SEWAGE ENFORCEMENT OFFICER:** Mr. Hamberger explained that the Borough is required by law to appoint a primary and alternate SEO each year. He noted that they work on an as-needed basis with regard to any on-lot sewage systems. The Borough's former primary SEO was Tom Shelly, who was tragically killed at a job site approximately a month ago. Accordingly, the staff is recommending the appointment of Jonathan Piper of Mercersburg as primary SEO. Councilman George made a motion to appoint Mr. Piper as the Borough's primary SEO. Councilman Cook seconded; the motion passed unanimously. Mr. Hamberger added that an alternate will still need to be appointed.

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

## FOR INFORMATION ONLY

**REMINDER OF CHAMBER OF COMMERCE ANNUAL DINNER:** Mr. Hamberger reminded Council of the upcoming Annual Dinner to be held on October 7<sup>th</sup>.

**REMINDER OF PSAB FALL CONFERENCE:** Information regarding the PSAB Fall Conference was included in Council members' meeting packets. Anyone wishing to attend was asked to contact Melinda Knott.

**PAY BILLS:** Councilman Cook made a motion to approve the payment of Voucher List VL-04-30. Councilman George seconded; the motion passed unanimously. Councilman Benchhoff noted his abstention from voting on the monthly payment to Trinity United Church of Christ, as he is on their board.

**COUNCIL AND STAFF COMMENTS:** Councilman Benchhoff welcomed Harold Mumma to Borough Council.

Denny Benshoff reported that the maintenance crew will begin paving alleys the following day -- those should be completed by Friday. In addition, Valley Quarries will also begin paving streets the next day and should be finished by Friday.

Kevin Grubbs informed Council that work has begun on the reconstruction of Prospect and Sunnyside Avenues. New curbs should be completed next week, and the paving will be done the week after that. He noted that adjustments were made at the intersection of Sunnyside Avenue/Main Street, and an inlet was moved.

Police Chief Shultz thanked Council members for their decision to provide additional space in Borough Hall for the Police Department. He added that when Councilman Jahnathan Cain was with the Borough, he had inquired about a volunteer program within the Borough. Mr. Shultz noted that Kim Green and Roger Myers have done some work on a volunteer program and submitted a grant

application for technical assistance on development of such a program. Waynesboro was one of six who was chosen as a grant recipient. Additional information will be forthcoming.

Fire Chief Ron Flegel noted that this is Fire Prevention Week. Many activities have been planned for the week, including fire drills at the schools, Volunteer Night/Public Display at Golden Corral on 10/07, and Fire Safety Night (with fire truck rides) at Burger King on 10/11.

Councilman George reported that he attended the Recreation Board's special meeting on September 28<sup>th</sup> to discuss pool issues. Related discussion will be continued at their meeting on October 13<sup>th</sup>, beginning at 7:30 p.m. He noted that members of the Recreation Board would like to hear comments from Council members and, if possible, have them attend their upcoming meeting. He thanked the board members for their hard work and service this year (especially with Northside Pool). He added that the suggestions they have been discussing should help to alleviate some of the problems in the future. He also responded to the recent "Letter to the Editor", and indicated that the Borough Manager and/or any other Borough representative in no way suggested that Emily McLaughlin did not do an excellent job considering what she was dealing with.

Clarification was made on Council's first budget meeting - the meeting originally scheduled for October 7<sup>th</sup> has been canceled, and the first meeting will be held on October 14<sup>th</sup>, beginning at 7:00 p.m.

Councilman George also mentioned that the Borough's 2003 Financial Report was presented to Council members recently. He asked the Borough Manager what steps were being taken to address the concerns outlined by the auditors (specifically, on pages 1, 27, 28 and 29). The Borough Manager was requested to prepare recommendations for Council's review at their next meeting. Mr. Hamberger did note that he has discussed the matters with the auditors, and several of their concerns will be difficult to address due to the Borough's limited staffing.

Councilman Cook welcomed Police Chief Shultz back since his recent medical leave.

Council President McCammon noted that several members of Council recently attended a ribbon-cutting ceremony at 128 W. Main Street, where the owners have made renovations and opened a Bed & Breakfast.

Having no further business to discuss, the meeting adjourned at 8:00 p.m.

Respectfully Submitted,

Melinda S. Knott

Administrative Assistant