

OCTOBER 30, 2019
WAYNESBORO, PA 17268
REGULAR MEETING

Council President C. Harold Mumma called the regularly scheduled meeting of the Waynesboro Borough Council to order at 6:50 p.m. (following the public hearings) with the following in attendance:

Borough Council Members – Jarred Knott, Patrick Fleagle, Niccole Rolls, C. Harold Mumma, Dade Royer and Michael Cermak

Mayor Richard Starliper

Borough Staff – Jason Stains, Borough Manager
Sam Wiser, Borough Solicitor
Kevin Grubbs, Head of Engineering Services
S. Leiter Pryor, Director of Utilities
Jim Sourbier, Police Chief

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

PRESENTATION ON STORMWATER PROFESSIONAL SERVICES – HRG ENGINEERING: William Kick of HRG Engineering (Herbert, Rowland & Grubic, Inc.) was present to explain their proposal(s) to provide professional services to the Borough of Waynesboro with regard to the development of a cost-effective stormwater funding approach. He discussed various funding options and reviewed the process of implementing a stormwater fee.

EXECUTIVE SESSION: President Mumma noted that Council will hold an executive session at the end of this meeting for the purpose of discussing personnel, code enforcement, litigation and real estate issues. He added that there may be one (1) item brought to Council for a vote thereafter.

COMMITTEE REPORTS AND VOTING ON ITEMS FROM COMMITTEE REPORTS (AS NEEDED)

PERSONNEL COMMITTEE: Councilman Cermak noted that he received favorable performance evaluations for Kerry Smith and Tyler Grove; no action was required.

Councilman Cermak made a motion to approve a step increase for Gerald Smith to salary level 6C, effective 10/16/2019. Councilman Royer seconded; the motion passed unanimously.

Councilman Cermak made a motion to approve a step increase for John Baumgardner to salary level 11C, effective 11/07/2019. Councilman Royer seconded; the motion passed unanimously.

Councilman Cermak made a motion to approve the reappointment of C. Harold Mumma to the Planning Commission; said term to expire on 10/20/2023. Councilman Royer seconded; the motion passed 5-0 (Councilman Mumma abstained).

PROPERTY AND PUBLIC SAFETY COMMITTEE: No report.

STREET COMMITTEE: Councilwoman Rolls made a motion to modify the parking restrictions on Virginia Avenue, the west side of S. Enterprise Avenue, Myrtle Avenue and the south side of Third Street from Myrtle Avenue to Clayton Avenue from residential parking only, Monday thru Friday, 7:00 a.m. to 3:00 p.m., to permit parking only, Monday thru Friday, 7:00 a.m. to 3:00 p.m.; and following the adoption of an intergovernmental agreement between the Borough and the Waynesboro Area School District, this motion would permit 100 of the 157 available parking spaces to be issued as additional student parking around the high school. Councilman Royer seconded.

Councilman Fleagle stated that he would like to see the tractor trailer parking on S. Enterprise Avenue moved to another location. Councilwoman Rolls noted if that was done, that would open up more parking spaces.

Bruce Greenshields, 201 Clayton Avenue – Mr. Greenshields noted that he strongly opposes this proposal due to public safety and public nuisance concerns. He elaborated on those concerns to include the following:

- The area of Second Street/Myrtle Avenue/Third Street is very;
- Parking on both sides of the street narrows it;
- There are no crosswalks or stop signs at the intersection of Myrtle Avenue/Third Street;
- Visibility is poor when cars are parked there;
- Children cross at this location;
- Buses and trucks can't make the turn on Third Street without crossing into the opposing lane;
- Residents can't see when backing from their driveways;
- Students arrive early to get close to the school and leave their engines running (air pollution);
- Students congregate around their cars (loitering, littering and exchanging obscenities with passersby);
- Student drivers "squeal out, burn rubber and blow their horns".

Mr. Greenshields stated his opinion that the School District could do more to improve the parking situation, including encouraging students to ride the bus or carpool. He feels they are transferring their student parking problem to the residents of the Borough who live near the school.

Councilman Fleagle suggested that Mr. Greenshields (and other dissatisfied residents) attend a School Board meeting to express his/their concerns, as he feels the Borough has done all they can to solve the problem. Mr. Fleagle reiterated his previous suggestion to open Virginia Avenue and Enterprise Avenue as an initial approach to this issue, and move the tractor trailer parking to Ninth Street.

Councilwoman Rolls noted that these are all valid concerns, and the School District is actively trying to find other solutions. Superintendent Kline and Business Manager Holtzman have attended many Street Committee meetings to discuss the issues they are dealing with and many different options. It is their hope that an intergovernmental agreement would allow the School Resource Officer to work with the Police Department to monitor students who park in the permitted areas. In addition, they are considering installing a fence to prevent students from walking through neighboring properties; and they have considered an additional parking area behind the existing baseball field (which would be an added financial burden to School District taxpayers). Discussion has also been held regarding satellite parking (with students being transported by bus), renting empty parking lots in the school's vicinity, etc.

Ms. Rolls noted that the no parking area on Second Street will be maintained to provide safety for the many elementary and middle school students, as well as high school students, who walk on Second Street to meet their parents for pick-up. She added that the Street Committee recently discussed the possibility of installing a stop sign at the intersection of Third Street and Myrtle Avenue, and the traffic study done at that time did not warrant it. However, if parking is expanded at this location, a stop sign will need to be considered again.

Kathy Shaffer, Iron Bridge Road – Ms. Shaffer noted that parking permits are limited to seniors because of the day care center added near the high school courtyard (as they removed approximately 40 parking spaces for its use).

Steve Monn, 126 W. Main Street – Mr. Monn stressed that this is a School District problem, but the Borough doesn't have to accept it as a Borough problem. If the school were a business, they would be in violation of zoning requirements; if they were a store, they would be losing customers. If they know how many students want to drive to school, they have a basic requirement to provide for that or figure out a way for the students not to drive to school. Adding a day care center is not justification to remove parking spaces from the students who would otherwise get to use them. They should build parking lots to the size they need to be to support their clientele (employees, teachers and students). In addition, Mr. Monn suggested that they sell parking permits and not assign spaces – if there are always empty spaces during the day, they are under-selling. He suggested helping the School District on a temporary basis, but put them on notice to have this resolved within a certain time limit.

Councilwoman Rolls stated that Council dealt with a similar situation in February of 2019 in the block around The Leland on W. Main Street. Ms. Rosalie Flook and 20 of her neighbors came to ask for assistance with parking on the blocks that surround The

Leland (which was grandfathered/given an exception and was only required to have nine (9) parking spaces for its employees and any residents who drive at that facility. Ms. Flook and her neighbors were told that being able to park near their homes was not something that the Borough was interested in helping with and was very hesitant to implement resident permit parking in that area. Mr. Monn stated that he lives next to The Leland, and it is very rare that he can't find a parking space very near to his home. He added that the exception (compromise) for The Leland was made to help the Borough benefit from tax revenue of a building that was derelict. The School District is its own tax collector and pays the Borough no taxes ... it is time they support themselves.

Bill Pflager, 133 Myrtle Avenue – Mr. Pflager agreed with many of the statements voiced by Mr. Greenshields on behalf of the residents in that area. He added that he would feel better to know that the School District was trying to remedy the situation, and Councilwoman Rolls urged residents to attend a School Board meeting in order to discuss their specific plans for the future.

A vote on Councilwoman Rolls' motion was called. The lone vote in favor was Councilwoman Rolls, and the motion failed.

Councilman Fleagle then made a motion to direct the Solicitor and staff to draft an intergovernmental cooperation agreement with the School District that allows parking on the west side of S. Enterprise Avenue and both sides of Virginia Avenue, recognizing that the Street Committee will formulate an alternative tractor trailer parking area. Councilman Royer seconded.

Harley Smith – Mr. Smith asked why all resident permits couldn't be eliminated, as no other neighborhood does this. He added that the residents in that area knew there was a school there when they purchased their home(s).

A vote on Councilman Fleagle's motion was called. The motion passed 4-2 (Councilwoman Rolls and Councilman Knott opposed).

Ms. Rolls reported that the next Street Committee meeting is scheduled for 11/14 at 9:00 a.m.

ECONOMIC DEVELOPMENT COMMITTEE: Councilman Fleagle reported on the 10/01 meeting, as follows –

- Franklin County Redevelopment Authority Deliberations (Residential/Commercial) – Chris Gulotta meeting on 10/22 from 1:00 p.m. to 4:30 p.m. Workshop session on redevelopment best practices, funding sources and partnerships.
- Representative Paul Schemel Economic Development State Initiatives – Representative Schemel reviewed pending PA Economic Development legislation and the opportunities it presented to the Borough. General

discussions revolved around Brownfields opportunities and gas extraction grant monies. Members advised Representative Schemel of efforts by the Borough to curb blight, progress of downtown development and street lights.

The following items were incorporated in discussions with Representative Schemel:

1. 21 East Main/other Main Street Developments
2. Street Light Upgrade (Status from Street Committee)
3. WASD Collaborations (LERTA/Other Business)
4. WIDC Update

The next Economic Development Committee meeting will be held on 11/12 at 10:00 a.m.

FINANCE COMMITTEE: Councilman Knott reported that budget meetings are being held, and the Finance Committee met yesterday with representatives of the Pennsylvania Economy League regarding the Borough's future outlook.

RECREATION BOARD: No report. The next Recreation Board meeting will be held on 01/22.

RENFREW MUSEUM AND PARK REPORT: Becky LaBarre, Executive Director of Renfrew Museum and Park, was in attendance and provided a summary of her written report, which was as follows –

- Below you will find a summary of the activities of Renfrew Museum and Park since your last meeting.

General Operations

Renfrew Committee, Inc. (RCI) last met on Monday, September 16, 2019. RCI's next meeting is scheduled for Thursday, November 21, 2019.

Museum House tours have concluded for the season, but the grounds and Visitors Center remain open for guests to enjoy. As we wrap up our fall programming, our attention turns to updates in the Visitors Center Gallery including new exhibits and improving existing amenities for better guest experience. In the off-season we are also planning winter presentations, workshops, and gearing up for Renfrew's 45th Anniversary Celebration in 2020! Stay tuned for more information.

Facilities

Collections Lock-Up/Upper Barn: Construction of a new storage loft in the leftmost bay at the northern end of the Upper Barn has been completed and is

now in use by The Institute at Renfrew. Items in the lock-up continue to be sorted with the goal of emptying out anything that is not related to collections management activities. A formal assessment of collections storage will take place in the coming months.

Buckey Trail Construction: As you are aware, Phase I of the Buckey Trail is complete and open to the public! We have already heard from visitors how nice it is to have a continuous path from Memorial Park to Renfrew's Humpback Bridge. Bicycles are now permitted at Renfrew, as this was the main thrust behind Franklin County supporting the project as its comprehensive plan identifies a trail system for both bicycle and pedestrian traffic as a priority for our region. Bicycles may only be ridden on this new paved surface, the gravel of Fahnestock Lane, and paved path through the picnic area near the lower lot. Updated policies and signage are forthcoming.

Fahnestock Barn: Six (6) of the very best examples of our large farm equipment have been moved from storage in the lower barn horse bay, cleaned, treated, and are now on display in the overhang of the upper barn. Special thanks to maintenance staff John Frantz and John Curfman for their beautiful work in moving, cleaning, and conditioning these artifacts! The items on exhibit include three (3) plows, our 1850s flop-over hay rake, corn sheller, grain shovel, and a fodder cutter. Interpretive signage to follow for the 2020 season. Three antique harvest benches found in the barns have been installed for use by the Institute during classes and for seating during museum programs. Work to clear the lower barn has ceased for the winter, but solutions for an alternative location for the Institute's gardening equipment is still under consideration. Our goal remains to open the lower barn for viewing by visitors within the next year or so. Investigation into ways to sensitively illuminate the Fahnestock Barn also continues for its use as a regular programming space.

Ed Miller Administration Building: Our zoning map amendment application was reviewed by the Washington Township Planning Commission on Monday, October 14, 2019 and ultimately tabled. Official review comments from the Township Engineer recommended that, rather than a map amendment from Agricultural to Commercial zoning, the municipality should consider a text amendment to the ordinance. Currently, a use like Renfrew is neither defined nor included as a "use permitted by right" or "conditional use" in the Township's zoning ordinance. Because of this, the engineer feels it is difficult to provide a firm determination of conformity with zoning regulations. Dealing with the inadequacies in the zoning ordinance would address both Renfrew's concerns as well as larger land use considerations in the township. After much discussion with municipal officials at a staff work session following the Board of Supervisors' business meeting on Monday, October 21, 2019, it was decided that Renfrew would request permission from its governing bodies (RCI and Waynesboro Borough Council) to withdraw the application as submitted and allow the Township to work on a satisfactory solution via a zoning text amendment. RCI

gave their consent for withdrawal via an email vote on Thursday, October 24, 2019 and we now request that Waynesboro Borough Council also permit withdrawal of the application to allow the Township to move forward with a zoning text amendment. More updates to follow as they become available.

Grist Mill: The Mill Committee last met on Wednesday, October 2, 2019 to review the draft feasibility study prepared for us by architect Don Smith of firm Bushey Feight Morin Architects, Inc. The final study will be presented to RCI at its next meeting on November 21, 2019.

Traffic Calming Efforts: In an effort to slow vehicular traffic and ensure safety on Renfrew's main driveway and in our parking lot, new signage has been installed. Reflective tablet-style speed signs designating a 5 mile-per-hour speed limit are now located in three locations. Additionally, the driveway to the Ed Miller House has been closed and all traffic into and out of Renfrew, with the exception of emergency vehicles and special circumstances, is being directed to the main entrance. Renfrew asks our guests to please observe the new speed limit and encourage others to slow down when entering or exiting the property.

Programs & Events

Market Day & Renfrew's 4th Annual Oktoberfest: Renfrew was pleased to participate in Main Street Waynesboro's Market Day on Saturday, October 5, 2019. Later that evening our Fourth Annual Oktoberfest was held at The Eagles Club, Inc. Ballroom. Thanks to everyone who supported.

26th Annual Pumpkin Festival: Renfrew Museum and Park and The Institute at Renfrew welcomed nearly 2,000 people to Pumpkin Festival on Saturday, October 19, 2019 – record-breaking crowd. Unfortunately, the trebuchet broke the first launch of the day but that didn't stop our guests from having a great time! Folks enjoyed the beautiful fall weather while participating in a variety of activities including pumpkin carving, games, scarecrow-making, pony rides, hayrides, face-painting, and more. Special thanks to our presenting sponsor, M & T Bank, for their generous support as well as to Keystone Family Restaurant, all of our numerous donors and 200 volunteers who made this year's Pumpkin Festival a great success. Preliminary projections over \$6,000 raised for each organization!

Longrifle Show & Sale: Renfrew's Accessions Committee will host a Pennsylvania-Kentucky Longrifle Show & Sale this Sunday, November 3, 2019 from 11:00 a.m. to 4:00 p.m. The show will highlight the craftsmanship of Waynesboro-area and Cumberland Valley gunsmiths of the nineteenth century. Admission is \$5 for adults, \$2 for children ages 12-17, and free to children under age 12 as well as Renfrew Museum and Park members. A formal dedication of our next custom-built longrifle display case will take place at 2:00 p.m. Museum House Tours will also be offered on the hour at 12:00 p.m., 1:00 p.m., 2:00 p.m. and 3:00 p.m. for an additional fee. Renfrew hopes this special event featuring

the beauty of the longrifle as a historic tool and artform will inspire both appreciation for the artifacts and, hopefully, additional gifts to our growing longrifle collection.

Christmas on the Farm: Renfrew's annual holiday event returns the first weekend of December! Rediscover the simple joys of Christmas past at Renfrew Museum and Park this holiday season. Walk back in time through over 200 years of celebration at our annual *Christmas on the Farm* event. Follow the soft glow of flickering luminaries and the fiery blaze of torches to the beautifully decorated Museum House where you'll encounter how treasured traditions evolved over the centuries. Explore some of our historic outbuildings, enjoy songs and stories around a cozy warming circle, or step out of the chill into the festive atmosphere inside our Visitors Center where even more family fun awaits. Enjoy a goodie and warm beverage, make a craft, or shop for that special gift. We invite you to join us at Renfrew this December for an unforgettable holiday experience and make memories that will last a lifetime. Admission is \$12 for adults, \$10 for seniors ages 65+, \$6 for children ages 7-19, and free for kids under 6 and for Renfrew Museum and Park members. Christmas on the Farm takes place Friday, December 6 from 5:30 p.m. to 8:30 p.m.; Saturday, December 7 from 2:00 p.m. to 8:00 p.m.; and Sunday, December 8 from 1:00 p.m. to 5:00 p.m.

PROPOSED REZONING OF RENFREW MUSEUM AND PARK: Councilman Royer made a motion to withdraw the application for rezoning, as discussed by Ms. LaBarre. Councilwoman Rolls seconded; the motion passed unanimously.

MAYOR'S REPORT: Mayor Starliper introduced Hudson Smith, Brian Shaffer and Madelyn Sheffler, who were in attendance for a ninth grade civics class.

The Mayor's Report was as follows –

- On September 18th, I attended the Chamber's mixer at the F & M Bank.
- On September 24th, I attended the Franklin County Commissioners' meeting.
- Also on the 24th, I attended the Cumberland Franklin County Boroughs Association meeting in Shippensburg.
- On October 3rd, I attended the groundbreaking ceremony for the new Courthouse.
- Also on the 3rd, I attended the Greencastle-Antrim Chamber of Commerce annual banquet.
- On October 5th, I had the privilege of riding on the wagon to start the celebration of Oktoberfest. Thanks to Renfrew and Mainstreet.
- Also, I attended the Waynesboro Fire Police annual holiday banquet.
- On October 9th, I attended the Chamber's Board of Directors meeting.
- On October 17th, I attended the Chamber's mixer at The Record Herald.
- On October 22nd, I attended the Franklin County Commissioners' meeting as they presented their preliminary budget for 2020.

- On October 24th, I attended the Franklin County Mayors meeting.

SOLICITOR'S REPORT: Solicitor Wisner reported that two (2) public hearings were held prior to this meeting. One of the matters is not currently on the agenda, but it is Council's pleasure whether or not they would like to take action at this time regarding WellSpan Waynesboro Hospital's request for the electronic message sign in front of their Medical Office Building. Councilman Fleagle made a motion for approval of the conditional use request as presented. Councilman Royer seconded; the motion passed unanimously. Mr. Wisner added that the Borough is required to issue a written decision with Council's determination, which will be issued within 45 days and provided to the applicant as well as the gentleman who was in attendance and registered as a party of record.

Secondly, Council also held a public hearing on the request from Giant Food Stores, LLC, regarding transfer of Restaurant Liquor License No. R-32343 into the Borough of Waynesboro. Councilwoman Rolls made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

RESOLUTION NO. 2019-17

A RESOLUTION OF THE BOROUGH OF WAYNESBORO, FRANKLIN COUNTY,
COMMONWEALTH OF PENNSYLVANIA, APPROVING THE TRANSFER OF
RESTAURANT LIQUOR LICENSE NO. R-32343 INTO THE BOROUGH OF
WAYNESBORO

Complete copy on file at Borough Hall.

DIRECTOR OF UTILITIES' REPORT: Leiter Pryor reported that the WBA was approached recently by RCB Bank to refinance the sewer debt with bonds. As bond issues are complicated and expensive, they asked F&M Bank to reconsider their loan obligation. F&M came back with a favorable proposal, which was approved by the WBA at their meeting on 10/15. The rate will be fixed for the remaining term of the loan at 2.55%, which basically matches the "all in" bond rate. This will equate to approximately \$400,000 in savings over the term of the loan.

MANAGER'S REPORT: No report. Mr. Stains thanked Council for the opportunity to attend the recent ICMA conference the previous week. He feels it was beneficial to network and associate with 6,000 municipal managers from across the world.

PUBLIC COMMENTS – AGENDA ITEMS: Visitors desiring to comment on a particular agenda item will be recognized by the President to speak when the topic is being discussed.

PUBLIC COMMENTS – NON-AGENDA ITEMS:

Kathy Shaffer – On behalf of the Combined Veterans Council, Ms. Shaffer urged Council to consider funding lights at the new Memorial Bridge. A dedication ceremony is scheduled to be held on 11/11.

PRESENTATION ON 2018 AUDIT REPORT – SMITH ELLIOTT KEARNS & COMPANY, LLC: Kevin Stouffer of SEK presented a summary of their results from the 2018 audit.

CONSENT AGENDA: Councilman Fleagle made a motion to approve the Consent Agenda, as follows –

- A. Award Contract (Traffic Signal Maintenance Services) – Pennsylvania PERCS, Inc.
- B. Approve Minutes as Presented – July 17, 2019 (regular meeting), August 21, 2019 (regular meeting) and September 4, 2019 (special meeting)
- C. Accept Reports of the Police Chief, Fire Chief and Code Enforcement/Zoning Officer for the month of September, 2019
- D. Pay Bills – Check Detail(s) dated 09/23, 09/30, 10/07, 10/14, 10/21 and 10/28

Councilwoman Rolls seconded; the motion passed unanimously.

UNFINISHED BUSINESS

CONSIDERATION OF PROPOSED ORDINANCE AMENDING ORDINANCE NO. 1096: Manager Stains noted that this proposed ordinance would amend Ordinance No. 1096 regarding the Uniform Construction Code. This was discussed at a previous Council meeting and he reviewed the exclusions that would not require building permits, as follows –

- Window and door replacement of like kind;
- Siding replacement;
- Replacement of existing fixtures at existing location of like kind;
- HVAC duct replacement at existing location; and
- Electrical outlet, fixture and switch replacement at existing location.

The ordinance has been duly advertised and no comments were received. Several questions, however, were however, posed by the Pen Mar Real Estate Association. Councilwoman Rolls made a motion for approval. Councilman Knott seconded; the motion passed 5-0 (Councilman Cermak abstained).

ORDINANCE NO.

AN ORDINANCE OF THE BOROUGH OF WAYNESBORO, FRANKLIN

COUNTY, PENNSYLVANIA, AMENDING ORDINANCE NO. 1096

Complete copy on file at Borough Hall.

NEW BUSINESS

LETTER OF SUPPORT FOR GRANT PACKET FOR WESTWIND GARDENS: Bonnie Zehler, Executive Director of Luminest, discussed their application for funding for Westwind Gardens. The proposed development will include 30 townhouses (2 and 3 bedroom units) behind Fairview Avenue for working families, with the option for purchase after 15 years. She provided a summary of income requirements for inclusion in this program, as well as tax assessments for the Borough and an update on their proposed development plans. Ms. Zehler requested Council's approval of a letter of support to be submitted with their funding application, as has been done in the prior two (2) cycles. Councilman Cermak made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

MEMORANDUM OF UNDERSTANDING WITH LUMINEST, INC. RE: 242, 244 AND 246 W. SECOND STREET: Mr. Stains noted that, through recent code enforcement efforts, the Borough became the owner of 242, 244 and 246 W. Second Street. Ms. Zehler (Luminest) has previously discussed their plan to purchase and develop those properties. A proposed Memorandum of Understanding between the Borough and Luminest has been prepared for Council's consideration with regard to their plans for these properties, as well as their responsibilities, and the option for purchase. Councilman Cermak made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

PENNSYLVANIA MUNICIPAL HEALTH INSURANCE COOPERATIVE (PMHIC) AGREEMENT AMENDMENT: Mr. Stains presented a proposed Agreement Amendment with PMHIC. He noted that any decision to modify, amend, or terminate the Member Agreement(s) must be approved by two-thirds of all voting members. This amendment clarifies that the Cooperative would not be responsible to pay for an employee and/or dependent that is found to be ineligible for benefits ... the Member (employer) has the responsibility for accurate enrollment and if a person is found to be ineligible, it is the employer's responsibility to pay the claims. Solicitor Wiser noted that the Borough could possibly take action against the employee who provided fraudulent information, but it is best to have the employee certify the individual is eligible for coverage at the time any dependents are added to the policy. Councilman Cermak made a motion for approval. Councilwoman Rolls seconded; the motion passed unanimously.

RESOLUTION NO. 2019-18 (AUTHORIZING THE BOROUGH MANGER TO ENROLL THE BOROUGH IN THE KEYSTONE PURCHASE NETWORK): Mr. Stains noted that state law requires bidding when purchasing vehicles, however a member of COSTARS can purchase a vehicle from a COSTARS dealer without the burden of requesting bids. The Borough is a COSTARS member, and he requested Council's authorization to

enroll in the Keystone Purchase Network, which is a similar program. Membership is free to public entities and the KPN will provide additional opportunities for purchasing materials and supplies. Mr. Stains presented proposed Resolution No. 2019-18 authorizing enrollment in the Keystone Purchasing Network. Councilwoman Rolls made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

RESOLUTION NO. 2019-18

RESOLUTION OF THE BOROUGH OF WAYNESBORO
AUTHORIZING THE BOROUGH MANAGER TO ENROLL THE BOROUGH
IN THE KEYSTONE PURCHASING NETWORK

Complete copy on file at Borough Hall.

RESOLUTION NO. 2019-19 (SCHEDULE OF FEES): Mr. Stains presented proposed Resolution No. 2019-19 which will add a \$100.00 fee for vacant/abandoned inspections to cover administrative costs with boarding, etc. Councilman Knott made a motion for approval. Councilman Cermak seconded; the motion passed unanimously.

RESOLUTION NO. 2019-19

WHEREAS, the Borough of Waynesboro, from time to time, may adopt new fees and/or change fees charged for Borough services, and

WHEREAS, many of the enabling Ordinances permit the adoption of fees by Resolution,

Complete copy on file at Borough Hall.

REVISED JOB DESCRIPTIONS FOR POLICE SERGEANT AND POLICE CORPORAL: Mr. Stains presented revised job descriptions for Police Sergeant and Police Corporal, as prepared and recommended by the Police Chief. Councilman Knott made a motion for approval of both revised job descriptions. Councilwoman Rolls seconded; the motion passed unanimously.

APPROVAL OF SEWER PLANNING MODULE (SAM CAMPBELL DEVELOPMENT): Leiter Pryor noted that the Waynesboro Borough Authority has reviewed the revised preliminary utility plan for Sam and Linda Campbell for five (5) townhouses on Mt. Airy Avenue. They have adequate capacity for both water and sewer, and recommended approval of the Sewer Planning Module as presented. Councilman Cermak made a motion for approval. Councilwoman Rolls seconded; the motion passed unanimously.

FINAL SUBDIVISION PLAN (OAK MILL HOLDINGS, LLC): Kevin Grubbs reported that final subdivision plans for 471 W. Fourth Street were presented to the Planning Commission on 10/14 by Oak Mill Holdings, LLC and several revisions were required. Those revisions have been completed, but the Solicitor is also recommending several

changes with regard to entrances. In addition, two (2) variances were required and reviewed/approved by the Zoning Hearing Board on 09/19. The Planning Commission recommended approval of the plans as revised, contingent upon the newest revisions being made to driveway entrances as recommended by the Solicitor. Councilman Cermak made a motion for approval when the revisions are made satisfactory to the staff. Councilman Royer seconded; the motion passed unanimously.

OTTERBEIN CHURCH FINANCIAL SURETY: Mr. Grubbs presented a request from Otterbein Church & Ministry Center to release the financial surety (\$586,000) and fee deposit (\$2,500 less \$105 for recording costs) for their multi-purpose building project located on Welty Road. He noted that the project is completed and meets all requirements. A close-out meeting was also held recently with the Franklin County Conservation District. Councilwoman Rolls made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

TOLL GATE HOUSE AND BURNS HILL CABIN: Councilwoman Rolls noted that she was unable to attend a recent meeting when a vote was taken regarding acceptance of the ownership of the Toll Gate House and Burns Hill Cabin. She made a motion to re-open discussion on the matter and authorize entering into an agreement with the Waynesboro Beneficial Fund Association to accept ownership of the Toll Gate House and Burns Hill Cabin, with the first year of maintenance funds to be provided by the Beneficial Fund Association. Councilman Royer seconded.

As Chairman of the Finance Committee, Councilman Knott acknowledged the historical value of the properties, but buildings and properties need maintenance and upkeep. Several large expenses are expected in 2020, and it was thought that taking on two (2) additional properties was unnecessary. Councilman Cermak noted that he originally voted against it, but has been convinced that someone can be found to rent the Toll Gate House and cover any additional costs. Councilman Knott commented that the Beneficial Fund has tried to rent it out, but has been unsuccessful. Councilwoman Rolls stated that she understands the concerns about future financial issues, but she believes the Borough should reconsider this offer because of the historic significance of these structures. Councilman Royer noted that he feels this is an opportunity to preserve our heritage and history, adding there can be many positive benefits that are not just income-driven (such as parks and recreation). Councilman Knott also noted his concerns regarding liability for the Borough if events are hosted there. A vote on Councilwoman Rolls' motion to accept the ownership was called and passed 4-2 (Councilmen Fleagle and Knott opposed).

PRESS QUESTIONS:

Ben Destefan, Record Herald -

Question: How many parking spaces will be "opened up" with the motion passed regarding both sides of Virginia Avenue and the west side of S. Enterprise Avenue?

Response: Councilwoman Rolls noted that 49 spaces will be accessible, but removal of the tractor trailer parking could potentially add six (6) more spaces.

COUNCIL AND STAFF COMMENTS:

Police Chief Sourbier reported that the K-9 is progressing nicely and possesses adequate qualities required of a K-9. Franklin County has offered his lifetime license at no charge. He also noted that the Citizens Academy concluded on 10/29, and the program was well received. Mr. Destefan (*The Record Herald*) was thanked for his coverage of the program.

Chief Sourbier noted that he provides a monthly report to Council regarding a statistical analysis of every activity that occurred that month (as well as statistical information for the same month the previous year). He stated his willingness to provide that information in another venue or to provide anything he is not currently including in his report. He also advised that every call every day is posted on social media for the public's information.

Councilwoman Rolls thanked the public for their attendance, adding that what Council does at a local level has a huge effect on residents' daily lives. She also encouraged students to utilize an absentee ballot when they go on to attend college. She had the opportunity to speak recently at a seventh grade government class, and was pleased to say they were an "amazing group of students" and offer a lot of hope for what we have coming in the future.

Mayor Starliper reminded the public that a drug drop-off location is available in the lobby of the Police Station Monday thru Friday, 8:00 a.m. to 4:30 p.m. No questions will be asked.

The Mayor also reported that the Fire Police will be assisting at Greencastle's Halloween parade on 10/25, Mercersburg's Halloween parade on 10/28, Greencastle's Christmas parade on 11/23, WBO Historical Society's upcoming Christmas Caroling, the WASHS Homecoming parade, the Tree Lighting Ceremony on 11/23 and Waynesboro's Christmas parade on 11/23.

Mr. Stains added that Mainstreet Waynesboro, Inc. is looking for volunteers who are flagger certified to assist with traffic control for the Tree Lighting Ceremony and Christmas parade. He also reminded the public that Trick-or-Treat will take place in the Borough the following evening (10/31) from 6-8 p.m.

Solicitor Wisner recommended that Council approve the preparation of a resolution accepting ownership of the Burns Hill Cabin and Toll Gate House, as indicated by their vote held previously in this meeting. Councilwoman Rolls made a motion for approval. Councilman Royer seconded; the motion passed 4-2 (Councilmen Fleagle and Knott opposed).

Having no further business to discuss, Council adjourned to executive session at 9:26 p.m.

Respectfully Submitted,

Melinda S. Knott
Borough Secretary