

APRIL 18, 2018
WAYNESBORO, PA 17268
REGULAR MEETING

Council President C. Harold Mumma 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 – Jarred Knott, Patrick Fleagle, Niccole Rolls, C. Harold Mumma and Dade Royer (Michael Cermak was absent)

Mayor Richard Starliper

Junior Councilpersons – Arianna Taylor and Sophie Van Gilder

Borough Staff – Jason Stains, Borough Manager
Chad Rooney, Administrative Services Coordinator
Dan Sheffler, Zoning-Code Enforcement Officer
Kevin Grubbs, Head of Engineering Services
Sam Wisner, Borough Solicitor (Salzmann Hughes, PC)
S. Leiter Pryor, Director of Utilities
Jim Sourbier, Police Chief
Jody Sanders, Deputy Fire Chief

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

EXECUTIVE SESSION: President Mumma noted that Council will hold an executive session at the end of this meeting.

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

PERSONNEL COMMITTEE: In Councilman Cermak's absence, Manager Stains acknowledged a favorable performance evaluation for Tom Simmers; no action was required.

Councilwoman Rolls made a motion to approve the updated list of PT Firefighters presented by the Fire Chief, of which the only change is the addition of George Leissler. Councilman Knott seconded; the motion passed unanimously.

PROPERTY AND PUBLIC SAFETY COMMITTEE: No report.

STREET COMMITTEE: No report. Councilwoman Rolls noted that the next Street Committee meeting will be held on 04/26 at 6:30 p.m. in Borough Hall's second floor conference room.

ECONOMIC DEVELOPMENT COMMITTEE: No report.

FINANCE COMMITTEE: No report.

RECREATION BOARD: No report. Chad Rooney noted that the next Recreation Board meeting will be held on 04/25 at 6:30 p.m. in Borough Hall's second floor conference room.

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

- On April 5th, I was invited and attended the "Over the Rainbow" program. Much thanks to Dustin Haluska for the invite.
- On April 8th, I attended and participated in the Waynesboro Community Concert Association's program honoring the Police Department, Fire Department, Fire Police, EMS and EMT's. Thanks very much.
- On April 13th, I had the privilege of speaking to Mrs. Henderson's two (2) Advanced Civics classes at the Senior High School. Some very interesting questions were asked.

SOLICITOR'S REPORT: No report.

DIRECTOR OF UTILITIES' REPORT: No report.

MANAGER'S REPORT: Mr. Stains reported the following –

- Right-to-Know requests were completed for the following:
 - (a) Chrissy Martinez, SLK Global Solutions America – Verification of any open code violations and open/expired permits on the property address 301 W. North Street. This request was granted.
- The Code Enforcement Officer has sent Notices of Violation to the property owners impacted by Ordinance #1161, the Mandatory Sewer Connection Ordinance. The property owners have 45 days to connect to the sanitary system.
- Comcast has informed me that they will no longer carry the Cartoon Network, Disney Channel, Food Network, TruTV and the Weather Channel on the Digital Economy Tier. Comcast will add BBC World News, Bloomberg, Hallmark Movie & Mysteries and Smithsonian to the Digital Economy Tier. These changes will occur on May 9, 2018. Customers will be notified of these changes through a message on their monthly bill statement.
- Bids for the Memorial Park Project were moved back two (2) weeks until April 27, 2018. Awards for bids will be approved at the May 2nd Council meeting. The Administrative Services Coordinator has brought in temporary toilet facilities at

the park in preparation for demolition of the restrooms. New trees have been ordered to replace trees that have been removed for the project, and we are currently working on new markers for the names of veterans remembered with trees on the memorial walkway.

- BRINJAC Engineering has contacted me and will be hold a coordination meeting sometime next week for the street lighting project. PENNDOT permit submission should take place the last week of April. We anticipate a final coordination meeting the week of May 21st, with bidding the first week of June.
- The Borough will be signing off on the agreements with Verizon, and they should begin installing the small cell antennas in the coming months.
- The Maintenance Department has removed all of the lights around the pool with anticipation that the new lights and poles will arrive the last week of May. They have also removed the grass island at the pool and flag pole for additional parking. The flag pole is being relocated closer to the building.
- The Emergency Management Coordinator and Assistant EMC are working with me to hold a “Weather Spotter” class here at Borough Hall with the National Weather Service. We are also working toward a Storm-Ready certification for the Borough through the National Weather Service.
- I received notification from the Pennsylvania State Association of Boroughs that Waynesboro has won first place in the social media category for the *Borough News Communications Contest*. I also was notified that I will be receiving my Certified Borough Official designation by the State Association at the annual conference in Hershey in June.

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:

Ray Adkins, 800 E. Main Street – Subsequent to the recently-adopted Mandatory Connection Ordinance, Mr. Adkins was present in hopes of receiving information required to connect to the Borough’s sanitary sewer system. Solicitor Wisner noted that he was provided with two (2) documents required by the Waynesboro Borough Authority in order for individuals to connect to the sanitary sewer line. Application will be made to the Borough and the Authority, as the Authority owns the sewer system and the Borough manages the sewer system on the Authority’s behalf. The Borough staff will mark where the existing sewer main is and provide the necessary information that you need to be aware of when you connect to the sewer lateral. The work does not have to be done by Borough staff, but Borough staff will need to inspect the connection to ensure it meets the Authority’s requirements. Informational packets will be provided by the Borough.

Mr. Adkins asked what has changed to cause this requirement for his connection. Mr. Wisner noted that Borough Council passed a Mandatory Connection Ordinance that

requires essentially all properties within the Borough to connect to the sanitary sewer system.

Mr. Adkins noted that his existing system is working properly and he has several acres of ground around his property. What hazard does this present which would require his connection? He added that he is nowhere near a sewer line, as far as he is aware. Mr. Wisner reiterated that the ordinance requires properties within 200' of the sewer line be connected – he clarified that this is based on the property line.

Mr. Adkins noted that, according to the letter he received, he has 45 days within which to comply. Mr. Wisner assured him that the Borough will be willing to work with him on the timeline, provided that progress is being made toward the installation. President Mumma agreed.

Kevin Grubbs advised that the staff will mark the location of the existing sewer line and meet with him on 04/20 at 10:00 a.m.

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

- A. Accept Reports of the Code Enforcement Officer, Police Chief and Fire Chief for the month of March, 2018
- B. Pay Bills – Check Detail(s) dated 04/06 and 04/17

Councilwoman Rolls seconded; the motion passed unanimously.

UNFINISHED BUSINESS

CONSIDER ORDINANCE FOR ADVERTISEMENT (STREET OPENING ORDINANCE): Mr. Stains noted that a draft of this proposed ordinance was discussed by Council several meetings ago. It was sent back to the Street Committee for further review and recommendation, which was completed and forwarded to the Solicitor. His final recommendations, including a proposed fee schedule, have been presented to Council for comment/direction.

Councilman Fleagle made a motion to authorize advertisement of the proposed ordinance, as presented. Councilman Royer seconded. Councilwoman Rolls requested that the final draft be reviewed once again by the Street Committee prior to advertisement, as there was much discussion held regarding the matter. Accordingly, Councilman Fleagle amended his motion to recommit the draft ordinance to the Street Committee for review of all updates and modifications. Councilman Royer seconded the amended motion, and the amended motion passed unanimously.

NEW BUSINESS

REQUEST FROM ST. ANDREW CATHOLIC SCHOOL FOR “RACE FOR EDUCATION”: Mr. Stains presented a request from the St. Andrew Catholic School to hold a “Race for Education” on 05/11 from 10:00 a.m. to 1:30 p.m., with a rain date of 05/14. Councilwoman Rolls made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

AUTHORIZE BOROUGH MANAGER TO EXECUTE PLAN AMENDMENT DOCUMENTS FOR 457(b) DEFERRED COMPENSATION PLAN THROUGH PSAB/METLIFE: Mr. Stains noted that the Borough employees’ deferred compensation plan is under the umbrella of the Pennsylvania State Association of Boroughs through MetLife. They have made changes to the plan which require Borough Council’s authorization for the Manager to sign and return. He noted that the changes made have been reviewed and approved by the Solicitor. Councilwoman Rolls made a motion for approval. Councilman Knott seconded; the motion passed unanimously.

FOR INFORMATION ONLY

INVITATION FOR COUNCIL TO ATTEND THE FRANKLIN COUNTY DRUG TASK FORCE 2018 BREAKFAST (MAY 11, 2018): Council members received an invitation to attend the Franklin County Drug Task Force 2018 Breakfast on 05/11. RSVP’s are due to Melinda Knott no later than 04/26.

INVITATION FOR COUNCIL TO ATTEND THE CUMBERLAND-FRANKLIN COUNTY BOROUGH ASSOCIATION MEETING (APRIL 24, 2018): Council members received an invitation to attend the CFCBA meeting on 04/24. RSVP’s are due to Melinda Knott by 04/20.

INVITATION TO FRANKLIN COUNTY PUBLIC SAFETY TRAINING CENTER OPEN HOUSE (MAY 12, 2018): Council members received an invitation to the Franklin County Public Safety Training Center’s Open House to be held on 05/12. It was noted that this event is open to the public.

PRESS QUESTIONS: None.

COUNCIL AND STAFF COMMENTS: Chad Rooney asked if any member of Council would like to oversee the Junior Councilpersons Program, or if he should continue to do so. Council concurred with him continuing.

Kevin Grubbs reported that he has received the Operations and Maintenance Agreement–Stormwater Management Best Management Practices with NPC Quality Burgers, Inc. (Wendy’s). Five (5) original copies have been executed, reviewed and approved by the staff and Solicitor. He added that he is still waiting on the developer’s agreement, however it is expected to be received soon (it has also been reviewed by the Solicitor). He requested Council’s authorization to obtain the Council President’s signature and move forward with the agreement once it has been received. Councilman

Fleagle made a motion to authorize the Council President's execution of the O&M and developer's agreements (upon receipt). Councilman Knott seconded; the motion passed unanimously.

Chief Sourbier encouraged Council members to attend the Open House event on 05/12 at the Public Safety Training Center, as this is an excellent opportunity to visit and see the resources available for the emergency services personnel.

Chief Sourbier also suggested that a Technology Committee for the Borough be established to review programs, practices, protocol and equipment for possible future changes and/or upgrades. President Mumma noted he will meet with the Chief, Mayor and Manager and bring a recommendation back to Council at the next meeting.

Mayor Starliper mentioned a recent article in *The Record Herald* recognizing Dustin Haluska and photographer John Irwin as winners of a Pennsylvania NewsMedia Association's Keystone Press Award. They earned the first-place award in the Division IV, Multi-Day Publication under 15,000 circulation Breaking News category for their story package on a fire at Waynesboro's American Legion.

Having no further business to discuss, Council adjourned to an executive session at 8:01 p.m. for the purpose of discussing litigation and property – no voting will follow the executive session.

Council returned to regular session at 10:30 p.m. and adjourned the meeting at 10:31 p.m.

Respectfully Submitted,

Melinda S. Knott
Borough Secretary