



**Monday, June 17, 2024**  
**REGULAR MEETING OF TOWN COUNCIL**

**All meetings shall be held at 7:00 o'clock p.m. in Council Hall, First Floor, Utility Addition Building, 100 South Second Street, Chambersburg, Pennsylvania. (Enter through the Rear Parking Lot or Queen Street Entrance). Any person who needs an accommodation in order to gain access to or participate in the meetings should call 717-251-2407 prior to the meeting they desire to attend.**

**1. Call to Order**

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- 1.01 Call Meeting to Order, 7:00 PM
- 1.02 Moment of Silence or Prayer
- 1.03 Pledge of Allegiance
- 1.04 Approval of Council Agenda as Presented

**2. Public Comment**

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2.01 Hear Visitors Concerning Matters Other than those on the Final Agenda. Visitors Desiring to Comment on a Particular Agenda Item Should Make Comments as that Agenda Item Occurs

**3. Consent Agenda**

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3.01 Approval of Consent Agenda (Award of Contracts, Routine and Previously Discussed)

**4. Consent Agenda - Award of Contracts**

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4.01 Authorization to Award the Wayne Avenue Gas Main Relocation Bid to Michels Utility Services, in Accordance with Sealed Bids Received June 11, 2024, at Their Bid Price of \$1,070,900.00

**5. Consent Agenda - Routine**

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5.01 Authorization to Approve the Regular Public Council Meeting Minutes of March 25, 2024, April 22, 2024, May 13, 2024 and the Special Council Meeting Minutes of April 29, 2024

5.02 Authorization to Approve the Payments of Bills for May 2024 in the Amount of \$12,312,906.70 Covered by Check Number 23199 thru 232873 and Itrans 911905 thru 911935

5.03 Authorization to Approve a Resolution Re-Appointing the Representative to the Pennsylvania Municipal Power Agency

5.04 Authorization to Amend the 2024 Budget to Add a Full-Time GIS Manager to Train with the Existing Full-Time GIS Manager Until the Current Employee's Retirement In March 2025

5.05 Authorization to Consider Acceptance of Donation from Brian and Leanne Zoeller of \$5 Market Money Coupons for Jim's Farmers Market, 255 Grant Street, for Distribution to Borough Employees

5.06 Authorization to Approve a Resolution of the Town Council of the Borough of Chambersburg Authorizing the Preparation and Submission of an Application for a Natural Gas Distribution Infrastructure Safety and Modernization Grant from the United States Department Of Transportation (USDOT) Pipeline and Hazardous Materials Safety

Administration (PHMSA) and Designating Officials to Execute Natural Gas Distribution Infrastructure Safety and Modernization Grant Program Documents

5.07 Authorization for Department of Public Works to Place Out to Bid a Pile of Miscellaneous Scrap Metal and Award the Sale in the Best Interest of the Borough

5.08 Authorization to Amend Changes for Service Order Billing Fees and Add ACT 134 Fees to the Master Fee Schedule

5.09 Authorization to Appoint Ronald Allee to the Construction Code Board of Appeals Committee

5.10 Authorization to Approve Resolution of the Town Council of the Borough of Chambersburg, Authorizing Appropriate Staff to Sign PennDOT Motor Vehicle Forms when Purchasing, Registering, and Titling Borough Motor Equipment and Vehicles.

5.11 Authorization to Reduce Public Works Security Associated with Borough Plan RE-1585, a Final Subdivision and Land Development Plan for Maple Run

5.12 Authorization to Accept the Request from Lance Kegerreis, Dennis E. Black Engineering, Inc., to grant a 30-day Extension for Town Council to Consider Action on Borough Plan RE-1605, a Final Land Development Plan for Moto Member Chambersburg to Construct a One-Story Building and Associated Off-Street Parking Lot at 1100 Sheller Avenue

5.13 Authorization for Proper Borough Officials to Execute Change Order No. 1 to the Contract Between the Borough of Chambersburg and JD Wagoner Excavating for the Chambersburg Rail Trail Stormwater Management Project. Change Order No. 1 will Decrease the Contract Amount by \$5,000.00, from \$306,574.58 to \$301,574.58, Because a Temporary Sandbag Cofferdam was not Installed, to be Paid From the Storm Sewer Utility Capital Reserve

5.14 Authorization to Update the Scope of Work and Cost for Shelly, Witter & Fox for Engineering Services to Prepare Plans for the Industrial Drive Storm Sewer System Improvements Project, Increasing the Cost by \$2,100.00, from \$27,450.00 to \$29,550.00, to be Paid by Bond Financing for the Storm Sewer Utility

5.15 Authorization to Approve Sub-Recipient Agreements with Luminest, Inc. to Administer \$1,507,287 from the Pennsylvania Department of Community and Economic Development HOME Investment Partnerships Program Grant Program, and Further, a Community Housing Development Corporation Operating Grant totaling \$347,792, for the South Main Commons Project at 252/256 South Main Street

5.16 Authorization to Referring to the Planning and Zoning Commission a Request from Tanya Nitterhouse to Rezone the Properties Addressed as 597 South Fourth Street and 389 East McKinley Street from Low Density Residential to Distributed Commercial Neighborhood Business

5.17 Authorization to Approve a Borough of Chambersburg Parking While Out of Town Letter to be Used as a Utility Bill Flyer (UBF) for the Public Works Department

5.18 Authorization to Distribute a Utility Bill Flyer Entitled Borough Watch, Which Includes a List of Items for Residents and Business Operators to "Watch" for and to Report to the Borough Customer Service Center

5.19 Authorization to Accept a Gift of \$75,000.00 Towards the Purchase Cost of an Ambulance

5.20 Authorization to Accept a WellSpan Sponsorship in the Amount of \$1,500 for the Borough of Chambersburg Shade Tree Commission in Support of Arbor Day Tree Planting and Future Tree Plantings

5.21 Cancellation of the Previously Scheduled Regular Meeting of Town Council on July 24, 2024

## **6. Consent Agenda - Previously Discussed**

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6.01 Authorization to Consider Approving the First Contract Extension for Crack Sealing on Various Borough Streets and Alleys with Russell Standard, Inc., the Lowest Complying Bidder at Their Bid Price of \$16,530.00, in Accordance With the Sealed Bids Received on July 7, 2023 to be Paid with Various Accounts as Determined by Individual Projects

## **7. Regular Agenda**

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7.01 Authorization for Proper Borough Officials to Execute a Representation Agreement with Knox Law firm of Erie, Pennsylvania, to Undertake a Research Project into the Franklin County Assessment Database, which is Public

Information, in Order to Make an Independent Determination of the Fairness and Equity of the County-Wide Assessment at an Approximate Cost of \$7,500; and Further, to Authorize the Council President to Invite the Borough Councils in Greencastle, Mercersburg, Mont Alto, Shippensburg, and Waynesboro to Join the Effort and Assist in the Costs with a Contribution to be Calculated by the 2020 Census of Population in Franklin County

7.02 Authorization to Award of Contract for the Borough of Chambersburg Storm Sewer Cleaning and CCTV Project to Utility Services Group, Camp Hill, PA, the Lowest Complying Bidder at Their Bid Price of \$72,026.70, in Accordance with Sealed Bids Received on May 1, 2024 to be Paid by the Storm Sewer Utility

7.03 Authorization for Proper Borough Officials to Execute a Cooperation Agreement With Edenville Water Association to Allow the Chambersburg Water Department to Assist Edenville Water Association in the Operation of Their Water Plant and Distribution Facilities From Time to Time

7.04 Hear Report of Matters Discussed at the June 3, 2024, Parking, Traffic and Street Light Committee Meeting

7.05 Authorization to Approve an Ordinance to Update the Code of the Borough of Chambersburg, Chapter 286, Vehicles and Traffic, to Incorporate Previously Adopted Traffic Changes

7.06 Hear Report by the President of Council on Policy Resolutions Approved by the Pennsylvania State Association of Boroughs at their Annual Meeting in Hershey, PA

7.07 Adjourn to Executive Session on Potential Litigation - Employment

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The meeting is also available via the Zoom meeting platform.  
When: Jun 17, 2024 07:00 PM Eastern Time (US and Canada)  
Topic: Chambersburg Town Council Meeting  
Log in to Zoom in advance for this webinar is required:  
<https://us06web.zoom.us/j/84700191472>