



**Monday, December 11, 2023  
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**

---

- 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**

---

- 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**

---

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

**4. Consent Agenda - Award of Contracts - NONE**

---

**5. Consent Agenda - Routine**

---

- 5.01 Authorization to Approve the Regular Public Council Meeting Minutes of November 13, 2023
- 5.02 Authorization to Approve the Payments of Bills for October 2023 in the Amount of \$9,901,491.86 Covered by Check Number 227390 thru 228129 and Itrans 911070 thru 911190
- 5.03 Authorization to Approve the Payments of Bills for November 2023 in the Amount of \$10,166,021.54 Covered by Check Number 228130 thru 228872 and Itrans 911191 thru 911311
- 5.04 Authorization to Approve a Resolution Establishing the Miscellaneous Compensation Rate for 2024
- 5.05 Authorization to Approve a Resolution Establishing the Wages, Benefits and Pension Contributions for Non-Bargaining Employees of the Borough of Chambersburg for 2024
- 5.06 Authorization to Schedule the Independence Day Celebration and Associated Fireworks on July 4, 2024; Authorization for Proper Borough Officials to Execute a Contract Between the Borough of Chambersburg and Schaefer Fireworks in the Amount of \$17,008.00; 50% Deposit of \$8,504.00 Upon Contract Execution
- 5.07 Authorization for Proper Borough Officials to Renew an Agreement With HSI, an Online Platform for Safety Training and Employee Development, for an Annual Cost of \$19,754
- 5.08 Authorization for Proper Borough Officials to Execute a Second Amendment to the Acknowledgement of Exhibit to the Ground Lease and Easement Agreement (Solar) for the David H. Martin Site with Chambersburg Solar Center, LLC

- 5.09 Authorization to Approve a Transfer of Ownership and General Release Agreement with Patrick Hinds of Police Service Dog, Mattis
- 5.10 Authorization to Approve Setting Members' Contributions for 2023 for the Fire Pension Plan at 5% of their Compensation
- 5.11 Authorization to Approve Setting Members' Contributions for 2024 for the Police Pension Plan at 4.75% of their Compensation
- 5.12 Authorization to Approve a Resolution Setting Pension Contributions for 2024 for the AFSCME Employees at 6% of their Compensation
- 5.13 Authorization to Approve a Resolution Setting Pension Contributions for 2024 for the Non Bargaining Employees at 6% of their Compensation
- 5.14 Authorization to Waive all Borough Fees such as Personnel Costs Associated with Ice Fest 2024 Thursday – Sunday, January 25, 2024 through January 28, 2024
- 5.15 Authorization for the Support of the IceFest Committee to the Pennsylvania Liquor Control Board for a Special Occasion Event Liquor License for their Beer Garden Area on Saturday, January 27, 2024; from 12:00 PM until 3:00 PM
- 5.16 Authorization for the Staff to Work with the Chambersburg Fire Police, Franklin Fire Company Fire Police (Station 4) and Fire Police units Outside the Borough to Participate and Provide Assistance in the Non-Emergency Events (2 days): IceFest 2024 Thursday – Sunday, January 25, 2024 through January 28, 2024
- 5.17 Authorization to Execute a Memorandum of Understanding (MOU) Between the American Federation of State, County and Municipal Employees, AFL-CIO, Local 246 and the Borough of Chambersburg, Addressing Job Bidding and Disciplinary Suspensions
- 5.18 Authorization to Complete a Transfer of Up to \$1,000,000 in Excess Cash Balance from General to General Capital Reserve to Cover Costs Associated with Capital Improvements in the 2024 Budget
- 5.19 Authorization to Complete a Transfer of Up to \$1,200,000 in Excess Cash Balance from Gas to Gas Capital Reserve to Cover Costs Associated with Capital Improvements in the 2024 Budget
- 5.20 Authorization to Complete a Transfer of Up to \$300,000 in Excess Cash Balance from Storm Sewer to Storm Sewer Capital Reserve to Cover Costs Associated with Capital Improvements in the 2024 Budget
- 5.21 Authorization to Complete a Transfer of Up to \$100,000 in Excess Cash Balance from Sanitation to Sanitation Capital Reserve to Supplement Excess Costs During 2023
- 5.22 Authorization to Approve the Distribution of a Utility Bill Flyer - Approved 2024 Budget Info
- 5.23 Authorization to Approve a New Edition of the Chambersburg Borough Utility Service Manual (USM) and the Distribution of a Utility Bill Flyer
- 5.24 Authorization to Approve Public Works Acceptance and Security Release, Public Works Maintenance Agreement and Public Works Maintenance Bond Associated with Borough Plan RE-1555, Final Land Development Plan for Creekside Apartments
- 5.25 Authorization to Reduce Public Works Security Associated with Borough Plan RE-1566, Final Subdivision and Land Subdivision Plan for Quinn Station at Nicholson Square Village
- 5.26 Authorization to Approve Public Works Acceptance and Security Release, Public Works Maintenance Agreement and Public Works Maintenance Bond Associated with Borough Plan RE-1573, Final Land Development Plan for Keystone Rural Health Center
- 5.27 Authorization to Re-approve and Re-stamp, Borough Plan RE-1592, a Final Subdivision and Land Development Plan for Superior Contract, LLC
- 5.28 Authorization for Proper Borough Officials to Execute Change Order No. 1 of the Contract Dated October 16, 2023 Between the Borough of Chambersburg and Fayetteville Contractors, Inc.: East Ludwig Avenue Parking Lot – Paving Project; Change Order No 1 - Provides Labor, Equipment, and Materials to Perform Additional Milling, Paving,

and Grading; is a Net Increase of \$7,912.02; the New Contract Amount = \$75,937.02; the Date of Substantial Completion = No Change

5.29 Authorization for Proper Borough Officials to Execute Change Order No. 1 to the Contract Between the Borough of Chambersburg and Fayetteville Contractors Dated 9/11/2023 for the Mill Alley Stormwater and Walkway Improvements Project. Change Order No. 1 Will Increase the Contract Amount by \$15,628.31, from \$93,600.00 to \$109,228.31, to Expand the Scope of Work to Tie into the Existing Walkway and to Adequately Close-off Building Orifices Along the Walkway, to be Paid from the Storm Sewer Utility Capital Reserve Account

5.30 Authorization to Revise the Master Fee Schedule to Remove from the Storm Sewer Utility Section the Paragraph Indicating that all Non-Single-Family Customers will Receive a 30% Structural BMP Credit for a Period of One Year, from January 1 through December 31, 2023, to be Effective on January 1, 2024; and Further, Note, this Action will Eliminate the Automatic 30% Structural BMP Credit Provided to Non-Single-Family Customers in 2022 and 2023; and Further, Credits can Still be Obtained by Complying with the Structural BMP Credit Requirements Outlined in the Storm Sewer Management Program Credit Policy Manual

5.31 Authorization to Revise the Storm Sewer Management Program Credit Policy Manual to Remove from the Storm Sewer Utility Section the Paragraph Indicating that All Non-Single-Family Customers will Receive a 30% Structural BMP Credit for a Period of One Year, from January 1 through December 31, 2023, to be Effective on January 1, 2024; and Further Note, this Action will Eliminate the Automatic 30% Structural BMP Credit Provided to Non-Single-Family Customers in 2022 and 2023, and Further, Credits can Still be Obtained by Complying with the Structural BMP Credit Requirements Outlined in the Storm Sewer Management Program Credit Policy Manual

5.32 Authorization for the Storm Sewer Utility to Mail a Letter to Approximately 745 Non-Single-Family Residential Storm Sewer Pollution Control Fee Customers to Explain that the Automatic 30% Credit will Expire on December 31, 2023, and the Storm Sewer Management Program Credit Policy Manual Regulations to Comply with the Structural BMP Credit Requirements to Retain Credits Beyond December 31, 2023

5.33 Authorization for Approval of a Revised Proposal from Dennis E. Black Engineering, Inc. for Engineering Services for the South Fourth Street Storm Sewer System Improvements Project, Which Will Reduce the Not to Exceed Amount from \$43,500 to \$42,500, to be Paid from the Storm Sewer Capital Reserve

5.34 Authorization for the Borough of Chambersburg Public Works Department to Submit an Application to the DEP 904 Recycling Performance Grant Program

5.35 Authorization to Ratify the Submission of a PA Grid Resiliency Concept Paper Submission to DEP

5.36 Authorization to Approve an Agreement with the Franklin County Conservation District for a Dirt, Gravel and Low Volume Road Maintenance Program Grant Totaling \$29,910 for the Pleasant Street Storm Sewer System Improvements Project

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

---

6.01 Authorization for Proper Borough Officials to Enter into a Professional Services Agreement with SGS Architects Engineers, Inc. of Carlisle PA for the Purpose of Providing Construction Document, Bidding, and Construction Administration Phase Services for the Restoration of the Rear Wall of Borough Hall at a Cost of \$13,900

## **7. Regular Agenda**

---

7.01 Authorization to Approve the 2024 Budget and an Ordinance Entitled: AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF CHAMBERSBURG, CHAPTER A303, SUMMARY OF ORDINANCES AND RESOLUTIONS, BY ADDING TO SECTION XV, TAXATION, A NUMBER 15-110, FIXING THE REAL ESTATE TAX RATE FOR THE YEAR 2024, THE DISCOUNT AND PENALTY DATES AND THE AMOUNTS THEREOF AND FIXING THE COMPENSATION OF THE TAX COLLECTOR

7.02 Authorization to Set the Ready-to-Serve Ambulance Fee as a Surcharge on Water Service Invoices at \$11 Per Billing Period for 2024

7.03 Authorization to Approve an Ordinance to Amend the Code of the Borough of Chambersburg Amending Certain Sections of Chapter 292, Related to General Water Service Within the Borough and the Resale of Water from the Borough System

7.04 Conduct a Public Hearing to Consider Amending the Official Map as it Relates to Wallington Boulevard Which Will Affect the Properties at 393 Bedington Boulevard, 920 Norland Avenue, 433 Walker Road and an Undeveloped Property on Gateway Avenue

7.05 Authorization to Approve an Ordinance to Amend the Official Map as it Relates to Wallington Boulevard Which will Affect the Properties at 393 Bedington Boulevard, 920 Norland Avenue, 433 Walker Road and an Undeveloped Property on Gateway Avenue

7.06 Conduct a Public Hearing to Consider Rezoning from Low Density Residential to Distributed Commercial Highway a Portion of the Melvin Leshner Partnership Property at 1260 Stanley Avenue Extended, Which is Located Between Brandon Drive and Interstate 81

7.07 Authorization to Approve an Ordinance to Rezone from Low Density Residential to Distributed Commercial Highway a Portion of the Melvin Leshner Partnership Property at 1260 Stanley Avenue Extended, Which is Located Between Brandon Drive and Interstate 81

7.08 Conduct a Public Hearing to Consider Rezoning from Professional Office to Low Density Residential all Land Proposed for Development Through Borough Plan RE-1585, a Final Subdivision and Land Development Plan for Maple Run, Which is Located on Matthew Drive and Sunbrook Drive

7.09 Authorization to Approve an Ordinance to Rezone from Professional Office to Low Density Residential all Land Proposed for Development Through Borough Plan RE-1585, a Final Subdivision and Land Development Plan for Maple Run, Which is Located on Matthew Drive and Sunbrook Drive

7.10 Authorization for Proper Borough Officials to Execute a Professional Services Agreement with SGS Architects/Engineers of Carlisle, Pennsylvania for a Price Not to Exceed \$748,600, to Complete Full Design Specifications for a Future Public Works Campus at 366 Wayne Avenue; and Further, to Authorize Staff to Prepare for a Debt Issuance in 2024 to Permit Town Council to Consider this Expense as well as Additional Land Acquisition Adjacent to this Site as Options Become Available to Council

7.11 Hear Report of Matters Discussed at the December 4, 2023, Parking, Traffic and Street Light Committee Meeting

7.12 Authorization to Approve Master Fee Schedule Updates to be Effective 1/1/2024

7.13 Adjourn

This document was printed from a Borough of Chambersburg web site and its content may have changed or been amended after printing. Nothing on this page shall be considered an official record or statement of the Borough of Chambersburg nor shall this material be used in the furtherance of any commercial operation without the express written permission of the Borough of Chambersburg.

The meeting is also available via the Zoom meeting platform.  
When: Dec 11, 2023 07:00 PM Eastern Time (US and Canada)  
Topic: Chambersburg Town Council Meeting  
Log in to Zoom in advance for this webinar is required:  
Please click the link below to join the webinar  
<https://us06web.zoom.us/j/84375632793>