

2014

ANNUAL REPORT

+ 2015 FORECAST



COUNCIL PRESIDENT ALLEN COFFMAN AND MAYOR DARREN BROWN AT THE NEW SPLASH PAD AT THE MIKE WATERS MEMORIAL PARK ON SECOND STREET

The only town in Pennsylvania with all services and utilities:

ELECTRIC
DISTRIBUTION
ELECTRIC
GENERATION
WATER

SEWER
TRASH
STORMWATER
NATURAL GAS
POLICE

EMERGENCY
SERVICES
LAND USE
RECREATION
PUBLIC WORKS

Chambersburg to Focus on Being a Safe, Clean, Green, and Healthy Community



Jeffrey Stonehill
Borough Manager &
Director of Utilities

With the 2015 budget adoption in December 2014, Chambersburg's elected Town Council established a revised set of priorities to guide municipal spending and projects in 2015. The budget includes significant investment in street projects, in our storm sewer system, and a continuing commitment to Downtown

Chambersburg including a new parking facility on S. Third Street and a significant upgrade of police and security cameras downtown and at municipal facilities. The budget does NOT include a real estate tax increase for the Police Tax or the Fire Tax but, it did flag a future funding issue for streets projects. It drew Council's attention to a budget link between the Police Department, the Emergency Services Department, and street paving projects in the future.

The 2015 budget does NOT include utility rate increases for water, sanitary sewer, electric, natural gas or trash service. It did include the establishment a new storm sewer utility and a corresponding \$3 per month service fee for pollution control, to insure compliance with State and Federal laws, and to keep the creeks and waterways clean.

A budget is a plan - it is not an accounting of money but rather a forecast of how much revenue the Borough anticipates it will collect and how many expenses it plans on incurring. One might call it a spending plan, a roadmap for the upcoming year. The accounting or record of past transactions is called the audit. In Chambersburg, our annual audit or Comprehensive Annual Financial Report (CAFR) is published each spring around the same time as this article. However, the budget must be adopted each December; therefore, each fall the Borough makes important decisions for the upcoming year based on forecasts, trends, analysis of revenues, and the expenses that are anticipated for the upcoming year.

Unlike the federal budget which is wildly confusing and out of balance, your local township, city or borough budget must be in balance, cannot use gimmicks or tricks, is published before adoption for all to read, and thoroughly debated in open public meetings so that Council can hear a variety of opinion. Yet because of its openness, the local budget is honest and therefore somewhat sobering. The number one question we get from those who review the budget is "isn't there some other pot of money, some other trick to balance the budget that I am not seeing?" Chambersburg's budget is fairly straightforward - money in versus money out. The utility departments are what make our budget large and complex because the balance of our governmental operation is fairly simple.

The vast majority of our budget is the utilities; general government operations such as police, emergency services, recreation and highway are kept separate from electric, water, sewer, natural gas, and trash. Chambersburg Borough is unique in both organization and complexity because of our utilities, which account for the vast majority of our budget, resources, organization, employees, and challenges.

Macroeconomic Factors

Chambersburg's 2015 municipal budget deals a great deal with making our town a place in which we are proud to live and work. As Borough Manager, I am dedicated to sound fiscal management. Our elected town councils have always prided themselves on managing municipal affairs in a business-like way and using the entrepreneurial methods of our utility operations management to encourage private investment and private economic growth in Chambersburg; inside the Borough and within the surrounding region.

There is nothing I want more than to see our downtown blossom with private investment, real estate redevelopment, more stores, more offices, more places to live; all as a result of making Chambersburg a safe, clean, green, and healthy place to live and work. We all embrace the growing diversity of our community and the economic and cultural excitement that this can bring to our hometown.

We know that these aspects are all interrelated. That the fiscal stability of our municipal government directly impacts the macroeconomic factors that influence the local economy; that the local economy is directly related to our entrepreneurial methods of managing local government; that our utility operations encourage private investment and private economic growth; that our downtown will blossom with private investment; and that we will continue to explore ways to expand this success in a regional way.

Chambersburg remains a unique community both in the complexity of our impact on our local economy as well as the size of our municipal government. No other local government plays as significant a role in the macroeconomic factors that influence the local economy as Chambersburg Borough. This is because our utility departments drive the cost of operating for local businesses and other government units throughout the Borough and also the regional area. It is not always appreciated but our sound fiscal management not only frees our citizens from the burden of high utility rates but also frees our local employers to hire more workers and our local institutions, such as the Chambersburg Area School District and Chambersburg Hospital, to control their cost of operations and their need for revenues.

I am often shocked when others decided to locate or build facilities outside of Chambersburg Borough. I think they are missing much in the calculation. Not only do we provide outstanding and professional police and emergency services to protect homes, business, schools, and medical facilities, but also we have the lowest composite utility rates in Pennsylvania. We have worked hard to help our neighbors control their operating costs too through intermunicipal relationships. Regional volunteer fire companies and Pennsylvania State Police are fine organizations but the Borough has made a business-like commitment to spend resources for a much higher level of service. Further, we are both the water supplier and sanitary sewer receiver for much of the Greater Chambersburg region.

This is the main reason that Chambersburg levies a dedicated Police Tax and Fire Tax and why our Gas and Electric utilities offer a Payment in Lieu of Taxes (PILOT) to support Police and Fire services within the borders of Chambersburg Borough.

Real Estate Taxes

All real estate taxes prior to 2014 were used exclusively to support the Police Department. No real estate taxes were used for any other purpose.

Beginning in 2014, a portion of real estate taxes was also used to support equipment and vehicles for the Emergency Services Department. No portion of real estate taxes will be

used for any other purpose other than the Police Department or to support equipment and vehicles for the Emergency Services Department; not to pay for streets, or parks, or utilities, or any other employees of the Borough; such as the Borough Manager or anything else.

Tax Rate

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
POLICE	17	20	20	20	20	20	20	20	21	21
FIRE	0	0	0	0	0	0	0	0	2.5	2.5

The 2015 budget includes no Police Tax increase, keeping the rate at 21 mil; plus the Fire Tax of 2.5 mil.

The average single family house inside the Borough paid \$346.84 in 2014 in Police Tax plus an additional \$41.29 for the new Fire Tax to support the Emergency Services Department motorized equipment fleet. The total taxes paid by the average

single family house inside the Borough were \$388.13 in 2014. With no increase in the Police Tax or Fire Tax mil rates, in 2015 that total will decrease slightly to \$383.20 due to a slight decrease in the average assessed value.

Average Single Family House Inside the Borough

	2013	2014	2015
POLICE TAX (to the General Fund)	\$336.20	\$364.84	\$342.44
FIRE TAX (to the Motor Equipment Fund)	\$0	\$41.29	\$40.77
TOTAL (per year)	\$336.20	\$388.13	\$383.20

No government buildings, schools, charities or township property owners pay any Police or Fire Tax on their property – commercial property owners may pay more. Also, for many folks, 100% of this cost is deductible on your Federal Income Taxes, returned to you in your tax refund every year.



Single Family House
\$383.20 per year*



Schools
No Tax



Non-profits
No Tax

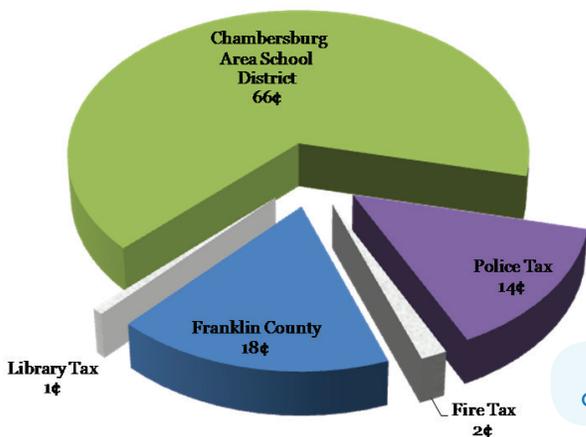


Government
No Tax



Commercial/Industrial
More

*Based upon a median assessed value of single family residential property inside the Borough



The other state mandated taxes are set by law and are not changed year-to-year. They include the Local Services Tax, which is a \$1 per week tax on workers inside the Borough; the Earned Income and Wage Tax, which is a set tax on wages earned by those who live inside the Borough; and the Deed Transfer Tax, which is a set tax when property inside the Borough is sold or transferred. Together, along with fees and fines, these categories make up the only revenues of the Borough. The Borough cannot raise any other type of tax (i.e. no hotel tax, sales tax, liquor tax or business tax). The Borough cannot collect police and fire taxes as a fee on persons (called per capita taxes).

The Police and Fire Tax represent only 16¢ of every \$1 in property taxes

Finally, the Borough has no say on taxes collected by Franklin County or the Chambersburg Area School District.

A Safe, Clean, Green, and Healthy Community



Borough-Wide Camera and Security Project

In 2015, Chambersburg will install new technology as a tool to assist the Police Department with making Chambersburg a safer community. While we have few incidents of violent crime, resources to have sufficient police officers available to canvas all the hot spot areas of the community are not available. A single police officer can cost the Borough well over \$1 million in wages and benefits over their career. Technology does not solve crimes but it does provide an additional cost efficient tool in the arsenal of crime prevention, deterrence, and investigation tools. Since 2007, the Borough of Chambersburg has invested in security cameras connected through our fiber optic computer network. These cameras are installed at several facilities and public places. They are not live monitored but rather they are recorded using digital computer technology for playback as needed.

The goal of this expanded use of technology is to assist the Chambersburg Police Department with new tools to: prevent, deter and investigate crime. Chambersburg would greatly expand and modernize our public space surveillance network in order to provide our citizens and business with the level of security and quality of life that they have come to expect. This technology, in concert with Mayor Darren Brown's proposal to expand and enhance community policing is anticipated to directly affect a number of nuisance and street level crime patterns in our community including: strong arm assaults and robberies, retail theft, drug dealing, and vandalism. It may take over a year to install all these improvements.

Downtown Custodian and Maintenance Worker

The Borough owns a house on W. Queen Street. Pursuant to the Borough Code, the house can be sold only through auction and might end up going to the highest bidder or landlord; not providing much revenue and another potential nuisance apartment house. Therefore, as an alternative proposal, the 2015 budget proposes a new unique job: a Live In Residence Downtown Custodian and Maintenance Worker.

This employee will live and work in Downtown Chambersburg and be responsible for a variety of public maintenance tasks involving cleaning, sweeping and general maintenance duties. They will work with local civic agencies such as Downtown Chambersburg, Inc. and the Downtown Business Council as well as maintenance contractors assigned by the Borough. This employee will be responsible to perform general, regular and light maintenance and repair tasks necessary to provide safe streets, alleys, walkways, plazas, parks and municipal facilities for the public.

Like a caretaker or lighthouse keeper, this employee (and their family) would live at the W. Queen Street house and take care of the downtown core and nearby Elm Street neighborhood public areas and projects. We hope to get this new employee on board sometime in 2015.

Downtown Parking Sign Project and New Third Street Parking Lot

This winter new wayfinding and parking signs are being installed near our municipal parking lots. Together with the Franklin County Commissioners, this project has taken almost two years to receive approval from the Pennsylvania Department of Transportation, who regulate all signs on state owned streets.

Recently, Town Council acquired dilapidated houses on S. Third Street. The Parking Department and the Recreation Department had identified a significant long term situational parking issue in the neighborhood of the Eugene C. Clark, Jr. Recreation Center. While the Borough does not necessarily recommend the demolition of habitable structures for parking, these buildings are an eyesore in the neighborhood. A new municipal parking lot will be constructed in its place.

Wilson College Streetscape Grant Project

With the assistance of State Senator Richard Alloway II, the Borough of Chambersburg received a Multimodal Transportation Fund ("MTF") grant in the amount of \$465,429 from the Commonwealth Financing Authority to support Wilson College's Streetscape and Pedestrian Safety Initiative.

The Streetscape and Pedestrian Safety Initiative will include the replacement and upgrade of curbs and sidewalks; and, if resources permit lighting and crosswalks along the portion of N. Main Street, Edgar Avenue, and Philadelphia Avenue that borders the College's campus. The project will be coordinated with the Pennsylvania Department of Transportation's massive Route 11 repair project, scheduled to begin in 2015.

The Borough suggests that everyone anticipate a massive amount of street repairs beginning in 2015 and lasting throughout the year and into next year.

Pedestrian and Bicycle Improvements Plan

In 2015, we are finalizing the scope of work for a draft Request for Proposal as well as potential funding sources for the plan. Items under discussion include:



- Expanding the Rail Trail
- Creating bicycle friendly connections to places of interest and commerce, for example Memorial Park to Downtown and Third Ward to Norland Avenue
- Review current policies on sidewalk use for bicycles
- Look for opportunities for bicycle/pedestrian "shared use" when expanding or re-configuring sidewalks or adding bicycle lanes to existing streets
- Developing bicycle friendly areas in existing recreation facilities
- A bicycle self-guided tour of Chambersburg
- Bicycle furniture, public drinking fountains, and/or bicycle rental resources

Also, we are discussing a healthy community design concept: the stakeholders agree that it should be integrated into the Request for Proposal. Healthy community design is planning and designing communities that make it easier for people to live healthy lives. Healthy community design offers important benefits such as it decreases dependence on the automobile by building homes, businesses, schools, churches and parks closer to each other so that people can more easily walk or bike between them. It provides opportunities for people to be physically active and socially engaged as part of their daily routine, improving the physical and mental health of its citizens. It allows persons, if they choose, to age in-place and remain all their lives in a community that reflects their changing lifestyles and changing physical capabilities. It ensures access to affordable and healthy food, especially fruits and vegetables.

We hope to release the Request for Proposal and discuss funding this initiative sometime in 2015.

Downtown Vision and Downtown Master Plan

In 2014, our community partner, Downtown Chambersburg, Inc. (DCI) contracted with Pennsylvania Downtown Center and Derck & Edson Associates to facilitate a Downtown Visioning and Master Planning Process. The last time the master plan was updated was in the mid 1990s and some projects that had been identified in the original plan have been completed or folded into other projects.

In 2015, the Borough continues to partner with DCI, on downtown maintenance and the Downtown Visioning & Master Plan process.

Downtown Re-Development Plan

Also, in 2015, at the request of Town Council, the Borough will explore the creation of a separate redevelopment plan for Chambersburg downtown. The goal of this document is to work with the Franklin County Area Development Corporation to identify and target large blocks of real estate that can be bundled and encouraged for redevelopment.

Torn Up Streets and New Street Paving

In 2015, the Pennsylvania Department of Transportation (PennDOT) will finish resurfacing North Franklin Street. They will also mill and pave all of US 11 from Industrial Drive including Garfield Street, Second Street, Main Street, Philadelphia, and Edgar Avenue as far north as Penn Hall. This project will keep most of Chambersburg under construction in 2015. This is a State managed project.

In addition, the Borough, Chambersburg Hospital, and Greene Township will be coordinating on the North Chambersburg Transportation Improvements Project, which includes building Parkwood Drive to Grand Point and fixing St. Paul Drive Extended and the Norland Avenue at the Fifth Avenue intersection.

Also, the Borough will be undertaking a record number of street resurfacing projects ourselves including projects on Walker Road, Cumberland Avenue, Highland Avenue, Seventh Street, Ohio Avenue, Pennsylvania Avenue, Federal Street, Eighth Street, Reservoir Street, Kenwood Road, Edgar Avenue, Riddle Road, South Street, and Pine Street.



The Borough will also be reconstructing the intersections of Hollywell Avenue/Industrial Drive to fix drainage and pavement; and, Wayne Avenue/Orchard Drive to add pedestrian improvements.

The Borough utilities will be patching utility ditches and the Highway Department will contract to fix potholes after the winter ends. Unfortunately, as there is no Police Tax increase this year, this will likely be the last year of such an ambitious street resurfacing plan. There is a relationship between underfunding police services and a corresponding effect on underfunding street projects. As Police, Emergency Services, Recreation and Highway (and to a lesser extent Land Use & Development) are comingled together in the General Fund, their funding (or underfunding) has a direct impact on available resources for the other General Fund departments.

Real estate taxes levied now do not cover any of the cost of paving streets.

The Police Tax levied now does not cover the full cost of the Police Department. The shortfall is made up by diverting resources from other programs such as recreation and street paving in the General Fund.

Conclusion

With the 2015 budget, Chambersburg's elected Town Council established Safe, Clean, Green, and Healthy as the revised set of priorities for 2015. It is an honor and a pleasure to work for these leaders and attempt to implement their priorities in a responsible fiscal manner. In 2015, the Borough will be holding a municipal election and likely some members of Town Council will leave public service. Therefore, I would like to both thank those who depart and challenge those who might join us for the incredible challenge that managing such a large and complex operation entails. Chambersburg is a unique community with a unique budget. We are one of only 35 boroughs in Pennsylvania with municipal electric systems, the largest of the 35, and the only one to operate generation stations. We are the only municipality in Pennsylvania to provide water, sewer, and natural gas services. We are committed to public safety, recreation, and emergency services through our general government operations. While we are unique, we are still a small town with a high quality of life. And I am proud to serve this community.

Message of the President of Town Council



Allen B. Coffman
Town Council President

This year is off to a quick start for our Borough. As I am writing this, we have been notified that we have received a \$225,000 grant award from the Pennsylvania Department of Environmental Protection (DEP) to help offset the cost of building our new Woody Waste Recycling Facility. As you may recall, this project was started

in 2014. This new facility located in Hamilton Township just outside the Borough on Commerce Street will open this year. The total cost of this facility will be somewhere around \$906,000. We certainly thank Pennsylvania Senator Richard Alloway II for his help in securing this grant. This facility will help to keep us a clean, green, and safe community. More information on the rules will be made available as the opening nears. Remember that grass clippings are considered by the state as trash. Grass clippings will not be permitted in this new facility.

This is a perfect point to introduce the new position of Municipal Separate Storm Sewer System (MS4) Manager. This new department manager will be responsible for the daily operation of the storm sewer utility. This will include compliance to our permit's control measures, as well as liaison between the Borough, Franklin County, state and federal agencies. These agencies include Franklin County Conservation District, Pennsylvania Department of Environmental Protection, United States Environmental Protection Agency, Alliance for the Chesapeake Bay, and possibly many more. Creating this utility was not really on our wish list. This has been brought to us by the state of Pennsylvania and our Federal government. There are severe penalties possible if you do not adhere and comply with the rules. Fines for offenses can exceed \$30,000 per day. This will be a serious problem for many communities in our state. To avoid these fines, we have decided to meet this head on and be on the leading edge in addressing the complex storm water issue. That is the long story in a very short explanation. Yes, this is necessary. No, it won't be inexpensive in the long run. There are 52 miles of pipe in this system and 1,983 catch basins in the Borough. Initially this utility is to be funded by a \$3.00 per month fee multiplied by the number of sanitary sewer connections on your property. For most residents this will be the \$3.00 per month basic fee. This fee will be readjusted as we move into the program to find the true costs.

Another project for this year is the compressed natural gas (CNG) station. This has had some changes since envisioned last year. It now appears that this facility will be owned and operated by Sunoco. The Borough will supply and bill the gas and electricity to their property on South Main Street (US Route 11) located in Chambersburg. Plans will probably be submitted to Planning and Zoning in the February or March time frame. Sunoco brings both the financial and technical assets to make this project successful. This fuel source will be the first of its kind in our area. Sunoco has just recently opened a CNG facility on the Pennsylvania Turnpike at the New Stanton Service Plaza.

Following are some other items of interest you should be aware of. Our waste water treatment plant expansion project is still under way and should be completed late this year. Our Electric Department worked to reduce our rates by 3.7% starting late November 2014. Our Gas Department received the American Public Gas Association (APGA) Silver System Operational Achievement Recognition (SOAR) Award in the latter part of 2014. There were only three Gold awards presented. Only twenty one systems received any awards from 1,000 gas utilities in the United States. We approved our first Official Map for the Borough in 2014. This is the planning document for possible future roads and traffic improvements in our Borough. This was an intensive project that required close to two years to complete. Property has been purchased opposite the Recreation Center on Third Street for the purpose of expanding available parking. Demolition will be completed in 2015.

This is a good time to clear up some misconceptions regarding our Restaurant Inspection Program. All Borough restaurants and food serving establishments are inspected on an annual basis and more frequently as needed. The Borough does not use inspections as a funding source for our general fund. The costs are paying for the services provided. There is no financial incentive for the Borough. Our interest is in the health and safety of customers who eat food in or carry out from these establishments. The inspection standards are the same as the state would use. These inspections are absolutely as thorough as the state would provide. Our Health Board is provided with the results of the inspections. The make up of the board is primarily local health care professionals. They take inspection information very seriously as does our inspection service provider, Commonwealth Code Inspection Services.

Lastly I would like to recognize our two most senior councilmen who will not be seeking reelection this year. Both Bill McLaughlin and Tom Newcomer will be leaving at the end of this year. Between them they account for fifty or so years of experience with local government. They have served the people of Chambersburg faithfully and have given countless hours of service well beyond what was needed on Council. They have been dedicated to serving the public. Both have held the position of Finance Chairman. Bill was Council President and also the President of the Pennsylvania Municipal League. Tom was our Mayor and a Councilman. He spearheaded the design and building of our Rail Trail along with the Rail Trail committee. We wish them the best in their future plans and certainly thank them for their service to the citizens of Chambersburg.

2015 Municipal Elections

Chambersburg Town Council is made up of ten (10) elected councilmen. There are five (5) wards throughout the Borough and each ward selects (2) registered voters as councilmen. Their four (4) year terms are staggered to allow half the group to be up every two (2) years. In November 2015, half of Council's seats will be up for election. Residency and voter registration is required to serve.

CONTINUED 2015 Municipal Elections

Once seated in January 2016, the Town Council will select one of their own to serve as Town Council President. The Town Council President is the Chief Elected Officer of the Borough. They also select a Vice-President, Finance/Personnel Liaison and Assistant Finance/Personnel Liaison. Together, these four councilmen serve as the Executive Committee.

The Borough's operations are run by the Borough Manager, who is the Chief Administrative Officer of our municipality. He serves at the pleasure of Town Council and along with the Borough Secretary, Borough Solicitor and Borough Treasurer make up the positions who serve Council directly. The balance of employees report to and work for the Borough Manager.

The exception is the Borough Police Department who is managed by the Borough Mayor and the appointed Police Chief.

The Mayor is elected at-large by the entire Borough, serves a four-year term, and besides managing the Police Department, serves as a tie-breaker and non-voting member of Town Council, and serves as the Borough's representative to many events and functions.

We are pleased that Mayor Darren Brown has successfully completed his first year of office and wish him great success in 2015.



Darren Brown
Mayor

Message from the Mayor

During my first year in elected office, I gained a new perspective of how the Borough of Chambersburg operates. A good analogy would be to compare it to the workings of an engine, which has many moving pieces that must work together to produce a

desired outcome. Even though some parts seem more crucial than others, no one piece can do the job on its own.

In a similar way, the office of Mayor is often the most recognized. However this position is weaker than the Borough Council, which is the elected body of our local government. It is comprised of ten elected citizens who equally represent the five wards of Chambersburg. So the Borough Council President and I have a working relationship in preparing for upcoming votes. Borough Council members sit on the numerous committees that deliberate over concerns of citizens and give recommendations to the Borough Council for official votes.

Then there is the Borough Manager who is appointed by the Borough Council to direct the Electric, Gas, Water, Sewer, Public Works, Emergency Services, Land Use and Community Development, Engineering, Recreation, and Finance Departments. The department heads are then selected by the Borough Manager and confirmed by the Borough Council.

The only department not under the orchestration of the Borough Manager is the Police Department, which I oversee. I set the policy but it is the Chief of Police who enacts them by directing his sergeants and corporals to carry out his orders. Additionally the Police Department is subject to the Borough Council to appoint the Chief of Police, appropriate funds, and establish special police units.

Just like an engine, everyone in this borough government must cooperate to make it work. However it exists for the citizens of Chambersburg and I welcome your involvement.

If you see a problem then you can notify our 24-hour Borough Customer Service Center at (717) 263-4111 or servicecenter@chambersburgpa.gov as well as contact your elected officials.

I also invite you to serve on one of our committees, which are comprised of citizens just like yourself. Our borough government is one that is centered on the people and I welcome your participation in the Borough of Chambersburg.



Chambersburg Police Department



David J. Arnold
Police Chief

In 2014 we saw a number of changes in the makeup of the Chambersburg Police Department. Sgt Dianne Kelso and Sgt. Walter Bietsch retired after over 45 plus years of experience between the two of them. They served the department in various capacities and their leadership within the department was a great

asset. In June of 2014 we hired three new officers who were all sent to the HACC Police Academy. Those new officers are Jaime Jackson, Laban Betz and Travis Wilson. These new officers will help us maintain our manpower due to the retirements of Sgt Bietsch and Sgt Kelso and another officer in 2015.

In September of 2014, after a committee report and two votes by Council the SWAT team was eliminated.

Walking patrols were increased in 2014 but even with reduced manpower we were able to increase our walking hours 25% over 2013 details.

These details consisted of General Foot Patrol, Downtown Foot Patrol Community Policing and Bike Patrol.

We had two Part time officers resign in 2014 due to a medical reason and other employment opportunities. We hired one new part time officer, Jeffrey Matthews in 2014 and he is in Field Training now. We have posted advertisements in the final month of 2014 with the goal of hiring another part time officer in 2015.

In 2015 we have put funding in the budget to hire a new Community Service Officer to work at the front desk area of the police department. This position will take some lower level reports that we normally call officers in off of the street to handle. This person will help with other administrative tasks such as the evidence room. This will help us have our officers on the street more and still provide citizens the documentation they need for minor incidents. Some In Car Cameras need to be replaced in 2015. Some new cameras will be added to the Downtown Area, while some of the existing cameras will be upgraded.



Emergency Services Department

The Emergency Services (ES) Department consists of the Chambersburg Fire Department, our Emergency Medical Service (EMS) Basic Life Support and Quick Response Service (QRS) services, and Chambersburg Fire Code Inspection services.

In 2014, the Borough of Chambersburg's General Fund, which finances the Chambersburg Fire Department (CFD), continues to be extremely tight. Emergency medical responses are on the rise with an annual average of 3,956 responses, and EMS staffing issues persist. Fire responses are holding steady at around 898. However, CFD remains resourceful in pursuit of other avenues during this economic low. The Staffing for Adequate Fire and Emergency Response (SAFER), which provided \$1,614,807 toward some salary and benefit costs over a two year period, has now ended. CFD has adopted a new Fire Prevention Code based on the International Fire Code that will go into effect in January 2015.

CFD promoted Assistant Emergency Services Chief Howard "Butch" Leonhard to the position of Emergency Services Chief in August after the resignation of Chief FitzGerald. Also, two new Firefighter/EMTs, Jeremy Heckman and Zachariah Nehf, joined CFD upon graduation from the HACC Fire Academy.

The 2011 Fire Prevention and Life Safety Grant of \$72,700 that aided in the continuation of CFD's aggressive fire prevention efforts and its vital smoke detector program has also ended. The program allowed us to distribute 3,683 smoke alarms, 971 reflective address signs, and 554 carbon monoxide detectors. Participating with community partners, we were able to conduct many educational programs and interact with 17,000 people in our target groups.

CFD continues to train, implement new programs, and drive to bolster volunteer ranks. As active volunteer numbers decline, a second ambulance to serve fire and EMS protection to area residents on the south end is doubtful but necessary to significantly reduce the number of missed responses.

The Borough/State contributed \$78,000 to the Chambersburg Firemen's Relief Association; in return, the Chambersburg Firemen's Relief Association funded \$73,093.23 of equipment designed to enhance CFD safety. This coming year, CFD hopes to upgrade the parking lot at the Headquarters Station, and renovate the men's and ladies' bath facilities downstairs at the McKinley Street Station in order to make them healthy and safe as well as ADA compliant.

2014 also brought four state grants totaling \$49,706.73 that were used for bedding, painting, lighting, entry way doors at Headquarters, as well as much needed turnout gear.

Overall, 2014 was a very productive year. The Chambersburg Fire Department will strive to meet the fiscal and operational challenges in 2015 and work with local fire departments, municipalities, and Franklin County to welcome regionalization of Fire and EMS services and Fire Code inspections in hopes of providing the best possible community service to area residents.



Chambersburg Gas Department

Chambersburg is the only municipality in Pennsylvania with a true natural gas utility.

2014 was one of the most active and most successful years ever for the Borough Gas Department. The Department was awarded the prestigious American Public Gas Association (APGA) SOAR award for system excellence, as well as the APGA Safety Award for customer and worker safety. This year we replaced 1 ¼ miles of old Cast Iron (CI) gas main, added over 100 new customers and solidified plans with Sunoco to develop a Compressed Natural Gas (CNG) vehicle filling station. Additionally, the Gas Department contributed \$1.4 million to the operation of the Borough through our PILOT and payments for essential shared services.

The Borough continues to provide residents with the lowest priced gas in Pennsylvania, with unequaled safety and reliability. Historically, our residents paid 20%-30% less for gas than private gas company customers. This difference grew in 2014 to 38%. The average Borough resident using 75 hundred cubic feet of gas (CCF) paid \$792 for gas, compared to \$1,278 for the average local gas company customer using the same amount of gas.

The APGA System Operational Achievement Recognition (SOAR) award was developed to recognize public gas systems nationwide for overall system excellence, with 2014 being the inaugural year for SOAR. Data and records in the areas of System Integrity, System Improvement, Employee Safety and Workforce Development were reviewed for the award. Out of 1,000 public gas systems in the US, Chambersburg was one of only 19 systems to receive an inaugural SOAR award, attaining the second highest level of Silver. Only three of the 19 systems receiving SOAR recognition earned the Gold level.

As part of the Borough's overall commitment to safety, we are proud to have removed over 14 miles of aging CI gas mains since 2000, moving from 25 miles of CI mains to less than 11 miles at the end of 2014. CI mains are capable of lasting in excess of 100 years, but can be prone to cracking during

freeze/thaw cycles. Replacing these mains, as well as simultaneously replacing all connected old steel service lines, has significantly reduced our leak rates and further improved the safety of the system.

Safely adding gas customers to our system benefits all residents, helping spread fixed costs, adding revenue for the general fund to offset taxes, and helping the new individual customer save utility costs. An average heating oil user switching to Borough gas would see their annual heating bill decrease from \$3,010 to \$792.

To facilitate and aid residents switching to Borough gas, the Borough continues to offer interest free loans for furnaces and water heaters. Since this program began in 2011, 270 homes have participated, representing almost \$1.2 million in loans. These loans are also a great benefit to the local economy by generating business for local contractors.

After three years of efforts to develop a CNG station in the Borough, we believe we are finally seeing plans come to fruition. To increase the potential for success in building a CNG station, in 2014 Council decided to partner with Sunoco to develop and own a CNG station in the Borough. As the sole PA Turnpike Rest Stop fueling operator, Sunoco is integrating CNG fueling at several Turnpike locations. They believe that adding a station along the I-81 corridor compliments their CNG plans and will assist with development of the CNG vehicles market.

To aid in the development of the CNG station, the Borough assisted Sunoco with securing over \$1 million in grants for the station from the Commonwealth. As a gas and electric customer, they hold the potential of adding significant load to our utilities, in addition to bringing the cost and environmental benefits of CNG to the Borough.

The Gas Department is proud of the benefits we provide to Borough residents and businesses. We truly believe in our mission statement that "We exist to generate benefits for the community we serve."

Chambersburg Electric Department

Another Very Successful Year for the Electric Department

By Ron Pezon and Jeff Heverley

The Borough's municipal electric utility has been diligently serving the power needs of our community for over 120 years (1893). In 2014, success continued in the Department with the winning of the 3rd Reliable Public Power Provider (RP3-"Platinum") Award. The prestigious award for the department is for Safety, Reliability, System Improvements, and Employee Development.



The power purchase team has continued to stack up numerous low-cost power supply products over varying time periods for our residents well into the future, thereby reducing electric price fluctuation risks like the Borough lived through over four years ago now. Our complex portfolio of energy supply products (Figure 1) has demonstrated further in 2014 that forward-looking through 2022, we are able to keep average prices down to their lowest levels for the foreseeable future.

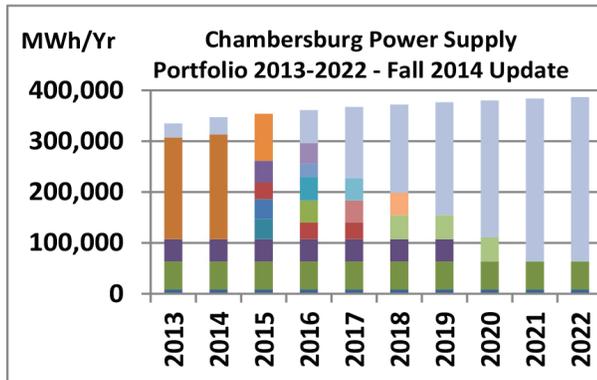


Figure 1

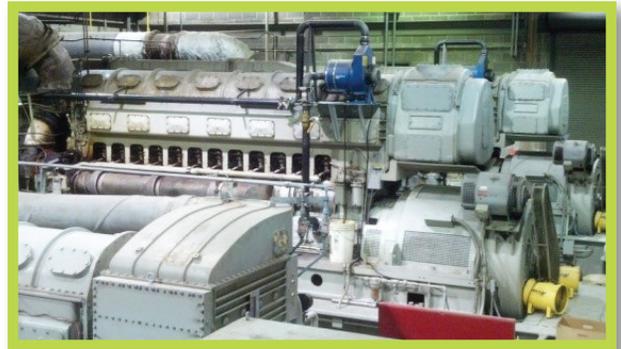
Chambersburg buys all of its power “wholesale” and sells it through the distribution system to its customers at the Council-approved, recently-lowered retail rates (Ordinance November 2014). These favorable moves have led to many cost savings in 2014 and as long as the Borough owned generation assets keep producing revenues from the Pennsylvania Jersey Maryland Interconnection (PJM), our rate outlook is very good.

The department not only contracts low cost future power but also owns two generating stations for the financial benefits of its customers: The Falling Spring Generating Station (FSGS) and the Orchard Park Generating Station (OPGS).

The FSGS is located on Grant Street and produces power to be sold to the PJM electric grid. Revenues from the grid sales come back to Chambersburg’s customers helping further lower power supply costs and ultimately the electric rates. The FSGS plant was built in 1967 with a third larger engine added to the right side of the plant in 1999 (see photo).



Inside the FSGS, there are three engine/generators totalling 7 MW of power output.



The OPGS is located in the Chambers 5 Industrial Park on Shelfer Drive. At Orchards Park there are four generators totaling 23 MW of power output.



Inside the OPGS, there are “V”-18-cylinder engines



In addition to the two Borough-owned generating assets, Chambersburg has enjoyed a second-year of power purchases from the public-private venture with PPL Renewable Energy and the Blue Ridge Landfill, a Progressive Waste Solutions Company. Chambersburg purchases all of the power output from the landfill/gas harvesting and generation facility located near Scotland, PA. This EPA award winning project (2013) receives Chambersburg trash, in time it decomposes to methane gas which is extracted from the landfill through a well system and then is burned in the four Caterpillar engines/generators totaling about 6.1 MW power output around the clock almost all year long. The plant generated 51,412,290 kWh of the total 319,544,389 consumed by the customers of Chambersburg Electric in 2014 or about 16 percent of the annual total. The renewable/sustainable landfill gas plant power project and the “extension cord” to the Borough continue to help us stabilize rates.

The PPL Renewable Energy Plant, located on the landfill property just north of the Chambersburg Mall in Greene Township, operates 4-1.6MW engine generators and sells the entire electrical output to Chambersburg at a long term reasonable price. The energy in kilowatt-hours (kWh) = power (kW) x time (hr) output per year is shown previously in **Figure 1** as the green block series for years 2013 through 2022.



At this power plant, each generation container is one engine/generator set. The output from all four engine/generators is transmitted to Chambersburg through the Express Generator Feeder ("EGF") also known as the "extension cord" which can be seen along I-81 between the Walker Road Exit 17 and the Scotland Exit 20.



The landfill methane gas to power project became the second major renewable block of power, or 16% on top of the existing New York Power Authority base hydropower block of about 2% of the total power purchases in the 2014 year of the portfolio.

We have two full years now under our belt in the power purchase portfolio strategy. One might ask now, how is it working out?

Continuing on the initial successes that started back in 2013 the Borough Council was again able to vote down rates in November 2014 by a Borough-wide decrease of electric rates of almost 4%. The Department is projecting a time of relative price stability for the foreseeable future using its power supply strategy and the existing borough-owned generation resources.

Further, with its Hydropower, PPL Renewable Energy contract, and small rooftop solar generators, Chambersburg is leading the State (even though not required by the law) with over 18% renewable energy in its portfolio for 2014 as compared to the PA State Standard of 18% by compliance year 2020-2021. Remarkably, also included with this hometown electric utility is a track record of world class reliability as demonstrated by winning its third Reliable Public Power Provider (RP3) award.

The Borough line crews after almost a decade of work have completed an electric "loop" around the Borough. The new Commerce Street to Mill Road substation tie finished in 2014 not only picked up the added load from the anticipated wastewater plant upgrades but also added system reliability to the North, South, and Western parts of the Borough. The new tie switch is located on Hollywell Avenue near the wastewater plant.



As it has been in history, the Borough Electric Department is proud and privileged to serve its over 11,160 customers.

The Chambersburg Electric Department is a unique municipal operation. It saves our customers money, drives the local economy, and creates low cost reliable (and recycled) energy for our Clean, Green, Safe and Healthy community.

Chambersburg Public Works and Sanitation Department

In 2014, the Chambersburg Public Works and Sanitation Departments worked hard to maintain a clean and safe environment for the citizens of Chambersburg. In addition to the daily grind of picking up trash, fixing potholes, and plowing snow off of streets, we continue to try and find new and more efficient technology improvements to better serve our Borough.

Our sanitation department is primarily concerned with picking up trash on a daily basis from our citizens. This is done in every imaginable weather condition, from the snow of winter through the blazing heat and humidity of the summer months. Recycling is also a primary function of the department; in addition to the materials that the state mandates we pick up at the curb-side (clear glass, colored glass, aluminum, steel and bi-metal cans), in an effort to better protect the environment, the Borough has also provided drop-off sites for newspaper and plastic bottle recycling. In 2014, the Borough collected over 509 tons of material which will be recycled into new products for the American consumer.

Another item that is recycled are the fall leaves swept to the roadside by people who like to clean their lawn. Continuing into the winter, the Borough leaf vacuum truck can be seen sucking up the leaves, which will then be delivered to a local farmer who will use them as compost.

One highly anticipated project of the Sanitation Department is our new Green Yard Waste facility, located at the intersection of Franklin Street and Commerce Street in Hamilton Township. This facility has now begun construction, and we are anticipating that it will come into full operation in the spring of 2015.

Residents who wish to use the facility may purchase a Green Yard Waste Recycling Card from the front counter of City Hall for only \$12 (which will allow 12 visits to the facility.) This new facility will allow our residents, businesses and contractors a place to dispose of their green yard waste in an environmentally friendly way.

Our Public Works Department, sometimes referred to as the "Highway Department", is primarily concerned with maintaining the 64+ miles of roads in the Borough. This can range anywhere from fixing minor potholes and replacing signs knocked over in accidents to major construction projects. Perhaps the best known function of the Highway Department is the plowing of snow off of the roads and alleys of the Borough.

Although we have all been fortunate to avoid the major blizzards over the last few years, there have still been numerous instances of moderate snow or freezing rain; so far this season, over 450 tons of mixed material (salt and anti-skid) have been spread to keep the streets safe. The Public Works employees can also be called on at any time to perform any number of other projects completely unrelated to highways. For instance, when residents have abandoned their homes, our "Highway Department" can be called in to mow their lawns or perform other maintenance activities (and the property owner has been held responsible for this cost); they set up the Borough Christmas tree every year, and collect (over 200 so far) the Christmas trees disposed of by our citizens when the Holiday Season draws to a close; and anything else that needs doing, when is not responsibility of one of our other departments.



(Leaf vacuum truck in operation)

Although our employees work hard, we realize that our citizens are also a very important part of keeping our town clean and safe; we are all in this together. If you see a problem that needs to be addressed, please feel free to call us at:

(717)264-5151

Chambersburg Water & Sewer Department

WWTP Upgrades Progressing Through 2015

Chambersburg's 6.8 mgd, J. Hase Mowrey Regional Wastewater Treatment Plant (WWTP) serves Chambersburg, Greene Township, Guilford Township, Hamilton Township and indirectly part of Letterkenny Township. The existing treatment facilities at the Chambersburg WWTP are not able to meet current nutrient discharge limits as set by the Commonwealth's 2008 Chesapeake Bay Tributary Strategy.

Therefore, upgrades to the WWTP are underway to meet the nitrogen and phosphorus caps. In addition to meeting these caps, an expansion from 6.8 mgd to 11.28 mgd (a 66% increase) is needed to accommodate projected twenty-year build out in the service region, as required by DEP's Act 537 Plan Study. Lastly, the facilities must be able to convey a total influent peak flow of 33.5 mgd based upon analysis of the Borough's collection and conveyance system.

The extensive upgrades began in late 2013 and will continue through early 2016. The scope includes upgrades to all facets of the treatment process with an emphasis on being cost effective, energy efficient, and environmentally sensitive.

Key project components include:

- **A new headworks and influent pump station will replace the existing deficient facilities. The new facility is sized for 33.5 mgd of influent flow, and all internal conveyance infrastructures must be capable of passing flows that are associated with this peak as well.**
- **An improved biological treatment process will provide nutrient (nitrogen and phosphorus) removal in order to meet discharge limits that have been established by the PA DEP. Compliance with these limits began in October 2012 for the 2013 water year.**
- **An improved solids handling process which will continue to produce a Class B solids available for beneficial reuse. The process will utilize improved mixing and anaerobic digestion. As a result, all of the biosolids produced at the WWTP will be treated to the level of beneficial reuse, which will reduce the amount landfilled.**



Overall, the current WWTP upgrades are estimated to cost \$33M and are being constructed by Michael F. Ronca & Sons of Bethlehem, PA. This will make the project the largest public works project in Chambersburg's history. Costs are shared with the Municipal partners as defined in the Intermunicipal Agreement which was executed on September 13, 2010.

At this stage, the construction process is nearing 50% complete. Initial construction has included earthmoving, new tank structures, and electrical upgrades. This initial work will allow for the installation of equipment and new processes to come online throughout 2015. These upgrades will allow the facility to support the Chambersburg area for decades to come.

Chambersburg Borough Green Yard Waste Rules Have Changed for 2015

The Commonwealth of Pennsylvania has required that the Borough design a new and improved system for the recycling of green yard waste and wood, in keeping with State and Federal laws.

Beginning sometime in 2015, the Borough's new Green Yard Waste Recycling Center will open on W Commerce Street, just off N Franklin Street, in Hamilton Township. Until that new site is operational, the old Borough Farm, off Dump Road and Hollywell Avenue is still operational. However, many of the rules and permits have already changed:



GREEN YARD WASTE DROP OFF NEW RULES:

ELIGIBLE GREEN YARD WASTE: Acorns, Bark, Branches, Brush, Bushes, Flowers, Foliage, Kindling, Knots, Leaves, Fall Tree Leaves, Limbs, Plants, Roots/Rootballs, Sawdust, Shrubs, Twigs, Wood chips

NO TREE TRUNKS – NO LOGS

DO NOT DUMP LARGE PIECES OF WOOD

The Borough will no longer receive tree trunks that exceed the size and weight limits below:

No individual item may weigh more than 30 lbs

No individual item may be longer in length than 6 feet

No individual item may have a diameter in excess of 6 inches

Organic material may need to be chopped or chipped prior to delivery to the site to meet these requirements

In general, logs and trunks must be cut down in order to meet size/weight limits

NO GRASS CLIPPINGS

The Borough will no longer accept grass at our facility. Grass may be considered trash or composted. Per Pennsylvania DEP, grass can be recycled on your property. Grass can be mulched and left on your lawn to help it grow or deposited in a backyard compost heap. Grass overwhelms our yard waste program.

Grass might be placed in trash bags or cans and left out with your municipal solid waste for collection and disposal.

FALL LEAVES COLLECTED CURBSIDE

The Borough will continue to collect fall leaves at both our new facility and when we collect fall leaves curbside at your house. We encourage you to let the Borough collect and recycle fall leaves through our separate collection program.

Property owners should sweep and rake fall leaves loose to the curb line/wind row for on street collection by the Borough. Leaves do not need to be placed in bags; they should be left loose for collection. If you want to bag leaves, please use Kraft style paper bags, which are available through home improvement retailers.

NO PLASTIC BAGS DO NOT DUMP PLASTIC BAGS

The Borough cannot receive any plastic bags as the plastic is not recycled by our program. Eligible waste should be dropped at the facility either loose or in Kraft style paper bags, which are available through home improvement retailers. Waste in plastic bags will be rejected.

NO TRASH OR CONSTRUCTION DEBRIS DO NOT DUMP CONSTRUCTION WOOD

Beams, block, brick, concrete, construction wood, decking, dirt, dowels, grime, gypsum, metal, nails/tacks/fasteners, pallets, paneling, plastic, plywood, shale, shingles, siding, soil and stone are all ineligible waste.

PLEASE KEEP GRASS CLIPPINGS OUT OF STORM DRAINS

The Borough of Chambersburg asks that residents and business owners keep grass clippings on your property and off of the sidewalk, curb and street. Local law (Chapter 109) prohibits any grass clippings to be placed into a public street or alley along the curb line in such a manner that the clippings cover, or could cover, a storm drain or enter the storm sewer system. Dumping or hosing of grass clippings into a storm drain or the storm sewer system is also prohibited. Grass clippings can clog storm drains and the storm sewer system, which may result in street flooding. Grass clippings can also harm the Conococheague Creek and Falling Spring Creek, where the Borough storm sewer system empties.



WHAT YOU CAN DO:

- Keep all grass clippings on your property; off of the curb and sidewalk and out of the street.
- Compost grass clippings on your property away from storm drains, wetlands and streams.
- Grass clippings can also be bagged and placed at the curbside or other designated area for collection by the Borough Sanitation Department on your regularly scheduled weekly trash collection day. Please note, the number of trash receptacles or bags – including those with grass clippings – collected from any one household unit per week is limited to three unless accompanied by a tag purchased from the Borough for each receptacle or bag over three.
- If you see a storm drain that is clogged and can clear it without placing yourself in danger, please remove the grass clippings or other debris. If you cannot, or do not want to, clear the storm drain, please contact the Borough Customer Service Center at 717-263-4111 or servicecenter@chambersburgpa.gov.
- If you would like to learn more about the municipal separate storm sewer system (MS4), please visit the Borough website at www.chambersburgpa.org, click on the Documents link and then scroll down to the Storm Sewer section. Or contact Phil Wolgemuth, Land Use & Development Director at 717-261-3232 or pwolgemuth@chambersburgpa.gov.

Tall grass: Grass, weeds, or vegetation (not edible or planted for some useful or ornamental purpose), may NOT grow on your property or upon the grass plot along the street or sidewalk abutting your property, in exceed of ten (10) inches, or to throw off any unpleasant odor.

Fall leaves: Residents are allowed to place fall tree leaves into a public street between October 1 and December 31 of each year for collection. When residents place fall tree leaves into the public streets during this permitted time of the year, the Borough is requesting that the tree leaves be placed no closer than 1 foot from the curb so that the leaves will not get into the stormwater drain system and the Borough is able to collect the leaves with machinery without damaging the curb. Also, residents can put their fall leaves into kraft style paper bags for collection by the Borough. Bags must be marked for collection by adding a "Leaves Only" tag and placing the bags at the curb. Fall leaves can be brought to the Green Yard Waste Recycling Center.

Christmas Trees: Each year the Borough provides free Christmas tree collection based upon a schedule that will be published in the local newspaper. Please remove Christmas tree lights, ornaments and stands.

New Storm Sewer Pollution Control Fee

The Borough of Chambersburg owns and operates a separate storm sewer system of pipes, inlets, swales and channels. This system under State and Federal law is called a Municipal Separate Storm Sewer System or MS4 and, is responsible for carrying all rainwater, runoff, ice melt, etc. through the pipes and channels down to the Falling Spring and the Conococheague Creek.

As complex and extensive as this is, the Borough of Chambersburg has never had a dedicated department to maintain the system or to ensure that we have funding to pay for maintenance and upgrades. Up to this point, the Borough had done whatever was possible to manage issues pertaining to our MS4. In 2013, the Pennsylvania Department of Environmental Protection (DEP) renewed the Borough's MS4 permit but established a stringent set of new rules for proper management of the system based on Federal law.

To be in compliance with DEP, to ensure that the Borough is addressing the health of our environment, and to focus on the needs of our community in a timely, systematic and cost effective manner, we are establishing a new MS4 Department; which will be operational in 2015 and be responsible for any and all issues directly related to stormwater management.

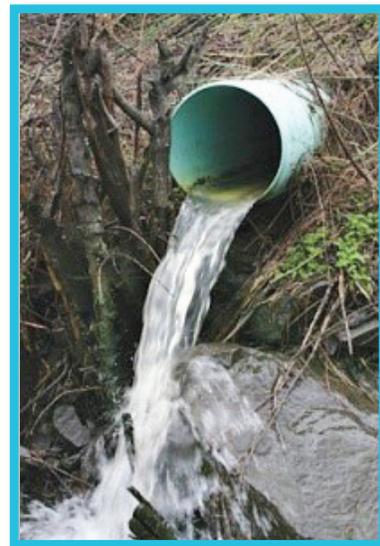
NEW FEE:

When the 2015 Borough of Chambersburg budget was approved, the Borough had approximately 8,092 sanitary sewer connections. These customers are billed for their sanitary sewage. The 2015 budget has approved a new fee using the sanitary sewer charges as a guide. The new line item, which will appear on your Borough bill, is a **STORM SEWER POLLUTION CONTROL FEE**.

Staff believes it is reasonable to assume that any property with a sanitary sewer hookup has been developed with impervious cover such as buildings, driveways and parking lots. So, whoever pays the sanitary sewer bill, will now also be required to pay the Storm Sewer Pollution Control Fee.

When the storm sewer utility is created in January 2015, Council has authorized this separate monthly Storm Sewer Pollution Control Fee of **\$3 per sanitary sewer connection**. All of these proceeds will be dedicated to the storm sewer system and stormwater management.

In most cases, there is one sanitary sewer connection for each developed property street address; however, there are developed properties in the Borough with multiple sanitary sewer connections. For example, a single-family dwelling has one sanitary sewer connection that would be charged \$36 per year. A commercial building or shopping center may accommodate 12 separate units, each with their own sanitary sewer connection that would be charged \$36 per year, for a total annual stormwater service fee of \$432 for that particular building.



The Borough storm sewer system is comprised of the following:

- **Number of catch basins: 1,983**
- **Total length (feet or miles) of storm sewer pipes: 276,612 feet or 52.39 miles**
- **Total length (feet or miles) of storm sewer open channels: 77,109 feet or 14.60 miles**
- **Number of detention basins: 55**
- **Number of subsurface detention areas: 13**
- **Number of outfalls to Conococheague Creek and Falling Spring Creek: 108**

If you have any questions about the new **STORM SEWER POLLUTION CONTROL FEE**, call Jason Cohen, Finance Director, at **261-3248 or jcohen@chambersburgpa.gov**

If you have any questions about the **MS4 PERMIT OR THE MS4 DEPARTMENT**, call Phil Wolgemuth, Assistant to the Borough Manager, at **261-3232 or pwolgemuth@chambersburgpa.gov**

By Local Law, a new Chambersburg Municipal Separate Storm Sewer System (MS4) Department was founded in 2015. It is committed to a fundamental objective to comply with the requirements of the MS4 permit, to improve water quality and groundwater recharge through education, coordination, development, maintenance, and best management practices (BMP) associated through stormwater management in an efficient and cost effective manner that considers the needs for protection of public health, private property, the natural environment, and economic development.

Our MS4 Permit requires the Borough to operate a stormwater management program to address:

1. Public education and outreach on stormwater impacts, system rules, illicit discharges (such as blowing grass into the street) and BMP they can do on their own property (i.e. rain gardens)
2. Public involvement and participation, such as school assemblies and public meetings
3. Illicit discharge detection and elimination through law enforcement
4. Construction site stormwater runoff control through the Franklin County Conservation District
5. Post-construction stormwater management in new development and redevelopment
6. Pollution prevention and good housekeeping
7. Evaluate storm sewer system maintenance needs and establish a capital improvements plan
8. Enforce the Chambersburg Floodplain Management Ordinance
9. Evaluate areas prone to flooding and established corrective measures
10. Implement our new Chesapeake Bay Pollutant Reduction Plan, when approved by DEP

In the future, the storm sewer utility rate structure will change from a flat fee as it will be in 2015 to a fee not based upon sanitary sewer connections but, based upon impervious surface of each lot.

The Borough encompasses 4,434.99 acres with approximately 2,555.47 acres (57.62%) of pervious area and approximately 1,879.52 acres (42.38%) of impervious cover. Of the impervious cover, approximately 571.67 acres (30.42%) is covered with buildings, approximately 401.62 acres (21.36%) is covered with streets (Borough, State Routes and private) and approximately 417.11 acres (22.19%) is covered with parking lots. The remaining 489.12 acres (26.03%) is covered with items such as sidewalks, concrete slabs, swimming pools and decks that were not incorporated into the previously noted categories.

One of the first activities of the new department will be to map and survey the existing Borough, every lot, and make a detailed estimate of the exact amount of impervious surfaces in the Borough.

Someday, the Storm Sewer Pollution Control Fee will be based upon this survey and how much paved or impervious surface exists on an average lot and on your lot in particular. We estimate this survey will take a few years. In the future, a property owner will also get credit from the Borough by installing BMP to reduce the amount or improve the quality of stormwater generated on their property. This will help encourage good stormwater management.

In the meantime, using the flat fee approved by Town Council, the Borough of Chambersburg will set about to establish the new utility, be fair, and begin compliance with our MS4 permit.

If you have any questions about the impervious surfaces or best management practices, call Phil Wolgemuth, Assistant to the Borough Manager, at
717-261-3232
 or pwolgemuth@chambersburgpa.gov

Signs are prohibited in the "Right of Way"

In an effort to ensure that public safety continues to be a priority, the Borough of Chambersburg is making the public aware of a local law which prohibits the placement of signs in the public right-of-way, on trees or on poles. Signs placed in the public right of way can obstruct sight distance and be dangerous.

WHERE ARE SIGNS GENERALLY PROHIBITED?

Essentially, the space between the building-side edge of the sidewalk and the curb OR about four to six feet from the street surface is considered the Right of Way. While the Right of Way may not be the same from street to street, it is generally the area near the

street including grass areas along the street. Absolutely no signs are authorized in this area including (but not necessarily limited to) real estate signs, yard sale signs, political signs, lost animal signs, etc. Additionally, signs are strictly prohibited on street lights, traffic sign poles, and telephone poles and garbage cans (all of which are almost always inside the right of way).

Signs are permitted on private property outside the right of way although the size, illumination, and placement of those signs may also be regulated by zoning laws. When in doubt, please contact the Borough at **(717) 261-3232**. When a Borough employee sees a sign posted illegally, they will confiscate the sign immediately. If your sign is confiscated, you may call the Service Center at **(717) 263-4111**.

Finance and Accounting Report

By Jason H. Cohen,
MPA Director of Finance/Treasurer

In 2014, the Borough's Finance Department underwent substantial personnel changes due to retirements and promotions. These include the retirement of long-time Finance Department Supervisor, Nancy Foster, and the subsequent promotion of Lori Gearhart-Kolinski to the position; the promotion of long-time Customer Service Representative Michele Miller to Lead Customer Service Representative; the hiring of Kathy Jo Bard as Finance Department Secretary, and the hiring of Julie Myers as an Account Clerk I. Despite these changes, the Finance team has succeeded in maintaining the pace and caliber of work required of the department, while also improving existing operations.

The Finance Department has taken the lead in coordinating several processes aimed at reducing operational costs and increasing revenue, such as instituting a collections process for all types of outstanding receivables, which will be overseen by a Collections/Tenants Rights Clerk in 2015, as well as entertaining proposals for financial services, intended to increase interest and investment earnings.

In 2014, the Finance Department again received recognition from the Government Finance Officers Association, via the award of the Certificate of Achievement for Excellence in Financial Reporting, for its Comprehensive Annual Financial Report for the Fiscal Years Ended December 31, 2012, and December 31, 2013.

Additionally, the Finance Department, working closely with the IT Department and the Borough Manager's office, continues to lay the groundwork for the implementation of a new enterprise resource planning software package, via an in-house needs analysis, which will be conducted in order to assess the potential requirements of a new Borough-wide software package. The intent of such implementation is to increase communication and productivity amongst the Borough's multiple departments, thereby leading to a more efficient use of taxpayer dollars.

Chambersburg Adds Utility Collections Clerk to Staff

At my suggestion, the Town Council approved 2015 budget includes the creation of a new job in the Administrative Services Department; that of a Collections/Tenants Rights Clerk (CTR Clerk).

The CTR Clerk will identify delinquent accounts; compile information needed to collect delinquent accounts; recommend and initiate legal proceedings on enforcement actions; administer the state mandate known as the Tenants Rights notification and utility termination procedures to be in compliance with the Pennsylvania Utility Service Tenants Rights Act; and perform other duties as required.

The Utility Service Tenants' Rights Act, 68 PS §§ 399.1, et seq. applies in any situation in which a utility account that services any residential rental unit or leased dwelling is held in a landlord ratepayer's name, rather than in the tenant's name. In this situation, the Borough must follow the dictates of the Act with regard to terminating or threatening termination of a covered utility service. The Act requires a large amount of additional paperwork including notification to landlords and tenants at different points in the disconnection process. These notifications can be time consuming.

In addition, the CTR Clerk will create, print and mail delinquent notices for merchandise and jobbing invoices, including requisitions, service orders, water tests, re-inspections of rental

properties, dumpster rentals, police and fire false alarms, fire code inspections, contractor's parking permits and others. They will submit customers to a third-party collection agency if payment is not received, and act a liaison with collection agency staff for these accounts.

The CTR Clerk will continuously monitor open accounts receivables, and research accounts for information to be used for the collection process and court proceedings. They will prepare for related court proceedings and represent the Borough in court on collections matters.

Landlord Tenant Shut Off Policies

The Borough's Landlord Utility disconnection and payment policies have remained unchanged for generations: ultimately the property owner is responsible for the payment of all utilities. We bill tenants as a convenience for the property owners.

If the tenant does not pay, for whatever reason, after reasonable attempts to collect, the bill gets sent to the property owner. Town Council sees landlords as small business owners responsible for the management of their businesses.

With respect to our prohibition on winter disconnections, the Borough long ago had adopted a policy similar to that encouraged by the Pennsylvania Public Utility Commission, to restrict disconnection of the utilities used for heat during the cold winter months. This is to protect the health and safety of citizens. This policy in no way prevents the landlord from evicting their tenant using common landlord tenant law.

We encourage landlords to include a clause in their leases to allow them to evict their tenants for failure to pay utilities. We also encourage them to actively know their tenants' utilities account status. Finally, many landlords pay their tenants utility usage and add it to rent. We make payment plans and utility assistance available to qualified customers including LIHEAP and the Borough's Project H.E.A.T. program.

The Borough's utility collection rate has held steady over 99% for years. This remarkable successful collection rate is due to the fact that we will not write off or allow any delinquent utilities to go unpaid without the property owner becoming responsible. We almost always collect in the end. By making the property owner responsible, the Borough ensures that the balance of the utility customers, our citizens, will not have to pick up the slack for unpaid utilities. Even in cases of foreclosure the mortgage holder pays all outstanding utilities (plus interest and fees).

Remember: every dime of uncollected revenue gets factored into every other customer's utility rates. Because we are a community owned utility service, we protect the ratepayers' pocketbook with these aggressive tactics. It is your money.

Chambersburg is a non-profit municipal utility owned by the citizens of the community. If we did not require the property owners to cover outstanding bills, the balance of the citizens of the town would have to pay that under collection. We cannot reasonably request that good customers cover delinquent accounts for landlords who have bad tenants.

The system works well, keeps rates some of the lowest in Pennsylvania, and protects this important community asset. These have been the policies of the Borough for generations. However, they can be changed by Town Council at any time.

Condensed Financial Statement

2014 ACTUAL

REVENUES:	AMOUNT:
Taxes: Property, Wage, Deed Transfer, Emergency & Municipal & PILOT	\$9,064,309
Police Fines & Costs	\$183,120
Recreation Department - Pool & Park Receipts	\$329,425
Federal, State & Other Reimbursements	\$1,461,814
Licenses, Permits, Ambulance, & Other Receipts	\$3,959,442
Enterprise Funds	\$73,329,059
Internal Service Funds	\$8,513,025
Payroll, Employees' Pensions & Other Trust Funds	\$14,504,486
Surplus Operating Funds from preceding Fiscal Year	\$26,426,620
Surplus Special and Reserve Funds from preceding Fiscal Year	\$14,904,752
TOTAL RECEIPTS	\$152,676,051
Inter-Fund Transfers	\$12,107,970
TOTAL RECEIPTS AND INTERFUND TRANSFERS	\$164,784,020
APPROPRIATIONS:	
Fire, Ambulance, & Police	\$7,783,228
Highway, Traffic & Lighting	\$2,600,312
Public Recreation	\$1,509,157
General Administration	\$(342,223)
Community Development	\$2,132,831
Enterprise Funds	\$65,425,748
Internal Service Funds	\$7,711,264
Payroll, Employee Pensions & Other Trust Funds	\$14,463,473
Surplus Operating Funds from preceding Fiscal Year	\$29,643,971
Surplus Special and Reserve Funds from preceding Fiscal Year	\$21,748,289
TOTAL EXPENDITURES	\$152,676,051
Inter-Fund Transfers	\$12,107,970
TOTAL EXPENDITURES AND INTERFUND TRANSFERS	\$164,784,020

PROPERTY TAX RATES - DIRECT AND OVERLAPPING GOVERNMENTS

Tax Year	Borough of Chambersburg	Chambersburg School District	Franklin County	Franklin County Library
2014	23.5 mils	96.12 mils	25.65 mils	1.05 mils
2013	20.0 mils	93.685 mils	25.65 mils	1.05 mils
2012	20.0 mils	92.76 mils	25.65 mils	1.05 mils
2011	20.0 mils	92.76 mils	25.15 mils	.08 mils
2010	20.0 mils	89.62 mils	25.15 mils	.08 mils

1. Chambersburg Town Council adopts only the Borough rate; not the other rates.
2. Chambersburg Town Council did not raise taxes for six years prior to 2014.
3. Your Borough Property Tax represents only 16¢ of every \$1 paid in property taxes in 2015.
4. The Borough also collects Earned Income Tax, Deed Transfer Tax, and Local Services Tax.

BOROUGH OF CHAMBERSBURG
100 SOUTH SECOND STREET
CHAMBERSBURG, PA 17201-0909

PRSR STD
U.S. POSTAGE
PAID
THE MAILMAN
ECRWSS

ECRWSSDDM
POSTAL CUSTOMER
CHAMBERSBURG PA 17201

2015 ROSTER MAYOR AND MEMBERS OF TOWN COUNCIL

COUNCILMEN

William F. McLaughlin
1306 Edgar Avenue
First Ward - 2012-2015
(c) 860-7779

Thomas L. Newcomer
Finance Chairman
129 Highfield Lane South
Second Ward - 2012-2015
(r) 267-0430

Elaine M. Swartz
326 Cosell Drive
Third Ward - 2012-2015
(r) 264-8815

Sharon A. Bigler
Assistant Finance Chairman
359 High Street
Fourth Ward - 2012-2015
(r) 263-5524

Bradley J. Elter
1042 Greystone Circle
Fifth Ward - 2012-2015
(r) 264-5112

Allen B. Coffman
President of Council
112 Pennsylvania Avenue
President of Council
First Ward - 2014-2017
(r) 267-2739

John A. (Sean) Scott
473 East Liberty Street
Second Ward - 2014-2017
(r) 263-7365

Louisa C. (Lou) Cowles
535 Oak Street
Third Ward - 2014-2017
(r) 267-2769

Jeremy D. Cate
75 West Queen Street
Fourth Ward - 2014-2017
(r) 414-1918

Heath E. Talhelm
Vice-President of Council
840 Brandon Drive
Fifth Ward - 2014-2017
(r) 263-1108

MAYOR

Darren Brown
916 South Fifth Street
Chambersburg, PA 17201
2014 - 2017
Mayors Office 261-3243

Council Meetings -
7:00 PM
Regular Public: 2nd and 4th
Mondays - Council Chambers

OFFICE ADDRESS:

100 SOUTH SECOND STREET,
CHAMBERSBURG, PA 17201

OFFICE PHONE:

(717) 264-5151 EXT. 3201 OR 3254

BOROUGH STAFF

Jeffrey Stonehill
Borough Manager
Director of Utilities
(b) 261-3245

David C. Finch
Assistant Borough Manager
Public Works Director
(b) 261-3200

Phil Wolgemuth
Land Use and
Development Director
(b) 261-3232

Jamia L. Wright
Borough Secretary
(b) 261-3254

Kristine M. Baker
Assistant Borough
Secretary
(b) 261-3201

G. Bryan Salzmann
Borough Solicitor
(b) 263-2121

Welton J. Fischer
Assistant Borough Solicitor
(b) 264-8020

Ron Pezon
Electric Superintendent
(b) 261-3238

Jeff Heverley
Assistant Electric
Superintendent
(b) 261-3236

John Leary
Gas Superintendent
(b) 261-3234

Jon Mason
Assistant Gas Superintendent
(b) 263-6385

Lance Anderson
Water and Sewer
Superintendent
(b) 709-2285

A. Elwood Sord
Assistant Public Works
Director
(b) 261-3233

Howard Leonhard
Emergency Services Chief
(b) 261-3230

Dustin Ulrich
Assistant Emergency
Services Chief
(b) 261-3230

David J. Arnold
Police Chief
(b) 264-4131

Guy Shaul
Recreation Superintendent
(b) 261-3275

Julie Redding
Assistant Recreation
Superintendent
(b) 261-3275

William F. Dubbs, Jr.
Property Maintenance
Code Officer
(b) 261-3262

Kathy Newcomer
Community Development
Specialist
(b) 261-3208

Paul Cullinane
Economic Development
Specialist
(b) 264-5151

Jason Cohen
Finance Director
(b) 261-3248

Rachel Krum
Assistant Finance
Director
(b) 261-3255

James S. Clapper
Wage Tax Collector
(b) 263-5141

Brenda Hill
Borough Tax Collector
(b) 263-6565

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