

**AUTHORITIES / BOARDS / COMMITTEES**

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CONSTRUCTION CODE BOARD OF APPEALS

CDGB CRITERIA/RANKING COMMITTEE

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CIVIL SERVICE COMMISSION

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DOWNTOWN CHAMBERSBURG, INC.

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EMS COMMITTEE & FRANKLIN COUNTY EMERGENCY SERVICES ALLIANCE

ENERGY CONSERVATION OFFICERS

FINANCE CHAIRMAN AND ASSISTANT FINANCE CHAIRMAN

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FRANKLIN COUNTY AREA TAX BUREAU/TAX COLLECTION COMMITTEE

HOUSING COMMISSION

HOUSING REHAB EXCEPTION COMMITTEE

INTERMUNICIPAL WASTE WATER ADVISORY AND WATER SYSTEM ADVISORY COMMITTEES

PARKING, TRAFFIC AND STREET LIGHT COMMITTEE

PEDESTRIAN AND BICYCLE IMPROVEMENTS PLAN ADVISORY COMMITTEE

PENSION INVESTMENT COMMITTEE

PERSONNEL ADVISOR

PLANNING AND ZONING COMMISSION

PLUMBERS EXAMINING BOARD

PRE-SELECTION REVIEW COMMITTEES

RECREATION ADVISORY COMMITTEE (RAC)

SARAA'S AIRPORT COMMITTEE

SHADE TREE COMMISSION

SISTER CITY COMMITTEE

STORM SEWER UTILITY RATE STRUCTURE AND CREDIT PROGRAM ADVISORY COMMITTEE

VACANCY BOARD

ZONING HEARING BOARD

**BOARD OF HEALTH**

(Meets as needed)

Consists of five (5) members who administer health laws and Ordinances through the Health Officer.

Allen Coffman, Council	12/31/2017
Patricia Goulding	12/31/2017
Maribeth Bradley	12/31/2018
Robert C. Schollaert	12/31/2019
Dr. James E. Hurley II	12/31/2021
Dr. Donald DeLorenzo - Alternate	12/31/2017
Dr. David Hoffman – Alternate	12/31/2017

Staff: David C. Finch, Assistant Borough Manager/Public Works Director

**CONSTRUCTION CODE BOARD OF APPEALS**

(Meets as needed)

Consists of three (3) members, three (3) alternates who hear and decide appeals to decisions of the Building Code Enforcement Officer. This board also functions as a Housing Code Board of Appeals which hears and decides appeals to decisions of the Property Maintenance Code Enforcement Officer.

Reed Miller	12/31/2018
Lawrence DiBarry	12/31/2019
Christopher Kendall	12/31/2019
_____, Alternate	12/31/2017
Annette Sue Holland, Alternate	12/31/2017
_____, Alternate	12/31/2018

Staff: Phil Wolgemuth, Assistant to the Borough Manager

**CDBG CRITERIA/RANKING COMMITTEE**

(Meets as needed)

Consists of five (5) Councilmen and (2) Borough Staff. Expires 12/31/2017.

- Councilman Allen Coffman
- Councilman Samantha Bietsch
- Councilman Kathy Leedy
- Councilman Sharon Bigler
- Councilman Health Talhelm

Staff: Phil Wolgemuth, Assistant to the Borough Manager  
Staff: Kathy Newcomer, Community Development Specialist

**CHAMBERSBURG AREA MUNICIPAL AUTHORITY/  
CHAMBERSBURG AREA PARKING AUTHORITY**

(Meets as needed)

Consists of five (5) members. The Authority provides conduit financing to economic development projects. The Authority also provides financing for parking related projects for Town Council. The Authority owns no assets and manages no operations. The Authority leases assets back to the Borough for operation.

Sharon Bigler, Council	12/31/2017
Julio D. Lecuona	12/31/2018
Greg Lambert	12/31/2019
William F. McLaughlin	12/31/2020
Eric W. Oyer	12/31/2021

Eileen Finucane, Solicitor  
Samuel Wiser, Assistant Solicitor

**CIVIL SERVICE COMMISSION**

(Meets as needed)

Consists of three (3) members who interpret and enforce the Borough's Civil Service Rules and Regulations.

Robert C. Schollaert	12/31/2017
Jack Jones	12/31/2019
Eric W. Oyer	12/31/2021

Staff: The Borough Manager, Assistant Borough Manager, Borough Secretary, Assistant Borough Secretary, Police Chief and Emergency Services Chief

**CURB AND SIDEWALK POLICY COMPLIANCE COMMITTEE**

(Normally meets the 3<sup>rd</sup> Thursday of January, April, July, and October at 7:00 PM)

Consists of two (2) Councilmen and five (5) citizen members (1 from each ward) charged with advising Councilmen on curb and sidewalk matters.

All terms expire December 31, 2017.

Councilman Herb Dolaway	Ward 1 – Nathan Neil
Councilman Jeremy Cate	Ward 2 – Chris Snavelly
Ward 3 – Todd Hornbaker Sr.	
Ward 4 – Jim Goetz	
Ward 5 – William Butts	

Staff: Phil Wolgemuth, Assistant to the Borough Manager and  
Brian Fogal, Engineering Supervisor

**DOWNTOWN CHAMBERSBURG INC.**

(Meets as needed)

Two (2) representatives of Council and one (1) representative from the Borough staff serve on Downtown Chambersburg Inc. All terms expire December 31, 2017.

Councilman Alice Elia  
Councilman Louisa 'Lou' Cowles

Staff: Guy Shaul, Recreation Superintendent

**ELECTRICIAN'S EXAMINING BOARD**

(Meets as needed)

Consists of five (5) members (including the Electric Superintendent and Assistant Electric Superintendent) to recommend adoption and enforcement of the electric code and licenses professional electricians through examination.

All terms expire December 31, 2017.

Harry M. Taylor  
Clem Malot  
Kenneth Bard

Staff: Ron Pezon, Electric Superintendent  
Staff: Jamie Reed, Electrician/Traffic Signal Technician

**EMERGENCY MANAGEMENT COORDINATOR**

Approved by Council and appointed by the Governor. No expiration.

David C. Finch, Assistant Borough Manager

**EMERGENCY MEDICAL SERVICES COMMITTEE AND  
FRANKLIN COUNTY EMERGENCY SERVICES ALLIANCE**

(Meets as needed)

A representative of Council and a representative of Borough Staff serve on the Emergency Medical Services Committee and the Franklin County Emergency Services Alliance.

Councilman Sharon Bigler 12/31/2017  
Staff: David C. Finch, Assistant Borough Manager 12/31/2017

**ENERGY CONSERVATION OFFICERS**

Appointed by Council for a two year term.

Staff: Ron Pezon, Electric Superintendent 12/31/2017  
Staff: Jeff Heverley, Assistant Electric Superintendent 12/31/2017

**FINANCE CHAIRMAN AND ASSISTANT FINANCE CHAIRMAN**

Expires 12/31/2017

Councilman Sean Scott, Finance Chairman  
Councilman Samantha Bietsch, Assistant Finance Chairman

**FIRE CODE BOARD OF APPEALS**

Two (2) members will become part of the Construction Code Board of Appeals who hear and decide appeals to decisions of the Fire Code Enforcement Officer

(Meets as needed)

Jim Hammond	12/31/2017
M. L. Marotte, III	12/31/2017

Staff: Butch Leonhard, ESC

**FRANKLIN COUNTY COUNCIL OF GOVERNMENT (COG)**

(Meets as needed)

Two (2) representatives of Council serve on the Franklin County COG.  
All terms expire December 31, 2017.

Councilman Louisa 'Lou' Cowles, Voting Delegate  
Councilman Kathy Leedy, Alternate Voting Delegate

Staff: Dave Finch, Assistant Borough Manager

**FRANKLIN COUNTY AREA TAX BUREAU  
AND FRANKLIN COUNTY TAX COLLECTION COMMITTEE**

Two (2) representatives of Council serve on the Franklin County Area Tax Bureau and the Franklin County Tax Collection Committee.

All terms expire December 31, 2017.

Samantha Bietsch, Assistant Finance Chair, Voting Delegate  
Jason H. Cohen, Director of Finance/Borough Treasurer, Alternate Voting Delegate

**HOUSING COMMISSION**

(Meets as needed)

Consists of five (5) members charged with enforcing the Boroughs Fair Housing Ordinance, and hears and disposes of complaints in housing.

Jenny Waters	12/31/2017
Jack Jones	12/31/2018
Arnold Barbour	12/31/2019
Louisa Cowles	12/31/2020
Christopher Kendal	12/31/2021

Staff: Phil Wolgemuth, Assistant to the Borough Manager

**HOUSING REHAB EXCEPTION COMMITTEE**

(Meets as needed)

Consists of four (4) staff and two (2) representatives of Council. Hears appeals or concerns of the Borough’s Housing Rehab Policy. All terms expire December 31, 2017.

- Councilman Jeremy Cate
- Councilman Louisa “Lou” Cowles
- David C. Finch, Assistant Borough Manager
- Phil Wolgemuth, Assistant to the Borough Manager
- Kathy Newcomer, Community Development Specialist

**INTERMUNICIPAL WASTE WATER ADVISORY AND WATER SYSTEM ADVISORY COMMITTEES**

(Meets as needed)

Consists of four (4) staff and two (2) Council Representatives. All terms expire December 31, 2017.

- Councilman Allen B. Coffman
- Councilman Heath Talhelm
- Jeffrey Stonehill, Borough Manager
- G. Bryan Salzman, Borough Solicitor
- Lance Anderson, Water/Sewer Superintendent
- Ron Kelly, Waste Water Treatment Plant Supervisor

**PARKING, TRAFFIC, AND STREET LIGHT COMMITTEE**

(Normally meets the 1<sup>st</sup> Monday of each month at 7:00 PM)

Consists of nine (9) members who recommend to council actions to improve parking, traffic and street lighting conditions in the Borough.

All terms expire December 31, 2017.

- Councilman Health Talhelm
- Councilman Kathy Leedy

- Jeff Truhan
- David Black
- William D. Butts

- Penny Shaul
- Jim Maun
- Gary Baker

Staff: The Borough Manager, Police Chief, Assistant to the Borough Manager, and Assistant Electric Superintendent

**PEDESTRIAN AND BICYCLE IMPROVEMENTS PLAN ADVISORY COMMITTEE**

(Meets as needed)

Provides guidance to Town Council and planning consultant, Johnson, Mirmiran & Thompson, regarding preparation of a Pedestrian and Bicycle Improvements Plan

- Councilman Allen Coffman
- Larry Camp; Paul Cullinane

Cathy Dusman; Dr. Mike Gaudiose  
Dan Grandel; Deb Miller  
Tanya Nitterhouse; Barbara Rossini  
Tammy Seville; Sam Thrush  
Staff: Phil Wolgemuth, Assistant to the Borough Manager;  
Guy Shaul, Recreation Superintendent

**PENSION INVESTMENT COMMITTEE**

(Meets as needed)

Consists of six (6) staff including the Finance Chairman and the Assistant Finance Chairman. All terms expire December 31, 2017.

Councilman Sean Scott, Finance Chairman  
Councilman Samantha Bietsch, Assistant Finance Chairman  
Jeffrey Stonehill, Borough Manager  
David C. Finch, Assistant Borough Manager  
Jason Cohen, Director of Finance  
Rachel Krum, Asst. Director of Finance

**PERSONNEL ADVISOR**

Appointed by Council for a two year term; Expires 12/3/2017

Councilman Herb Dolaway

**PLANNING AND ZONING COMMISSION**

(Normally meets the 1st Tuesday of each month at 7:00 PM)

Consists of nine (9) members responsible for planning the future development and improvement of the Borough and recommends policies, regulations, ordinances, programs, subdivision and land development plans, and zoning changes to Council.

Councilman John 'Sean' Scott	12/31/2017
Councilman Jeremy Cate	12/31/2017
Mark Miller	12/31/2017
Shane Snively	12/31/2017
Andrew Paszkowski	12/31/2017
Larry Camp	12/31/2017
Lenore Wyant	12/31/2019
Michael F. Boryan	12/31/2019
Rodney L. Hocker	12/31/2019

Staff: Phil Wolgemuth, Assistant to the Borough Manager

**PLUMBER'S EXAMINING BOARD**

(Meets as needed)

Consists of five (5) members (including the Water/Sewer Superintendent and the Borough's Plumbing Inspector) who recommend adoption and enforcement of the

plumbing code and licenses professional plumbers through examination.  
All terms expire December 31, 2017.

Wesley T. Martin  
Rodney B. Smith  
Bill Mellors  
Brad Mann

Staff: Lance Anderson, Water/Sewer Superintendent  
Staff: Daryl Meyers, W/S System Inspector

**PRE-SELECTION REVIEW COMMITTEES**

Established by Council in conjunction with Council Resolution of 2/9/13 that defined the “post-certified list process” whenever there is a need to hire a new or promote an existing Police Officer and/or Firefighter. All Terms expire 12/31/17

Police:

Borough Management – David C. Finch  
Police Chief – Acting Police Chief  
Council Personnel Liaison – Herb Dolaway  
Borough Resident – Derrick Donnell  
Chief Joseph Dougherty, Gettysburg Police Department  
Alternate – Borough Resident – William Kelly  
Alternate – Jams Brown, Sheriff Department

Fire:

Borough Management – David C. Finch  
Emergency Services Chief – Howard Leonhard  
Council Personnel Liaison – Herb Dolaway  
Borough Resident – Derrick Donnell  
Chief Randy O’Donnell, Shippensburg Fire Department  
Alternate – Borough Resident – William Kelly  
Alternate – Chief William Durfee, Letterkenny Fire Department

**RECREATION ADVISORY COMMITTEE (RAC)**

(Normally meets the 2<sup>nd</sup> Thursday of each month at 7:00 PM)

Consists of five (5) members at large and two (2) Council members who are advising on recreation matters to the Borough Manager. All terms expire December 31, 2017.

Councilman Alice Elia  
Councilman Sean Scott

John Perry                      Mike Rideout  
Brad Elter                        John M. Trail  
Paul Luka



Staff: Guy Shaul Recreation Superintendent

**SARAA'S AIRPORT COMMITTEE**

(Meets as needed)

Consists of one (1) Council Representative who serves on the SARAA's Airport Committee.

Councilman Allen B. Coffman

12/31/2017

**SHADE TREE COMMITTEE**

(Meets as needed)

Consists of five (5) members who have exclusive custody and control of shade trees in the Borough which are planted or growing on any street, public right of way, tree lawns or properties owned by the Borough. They also provide public education on tree care and planting.

Councilman Herb Dolaway

12/31/2017

Chris Snavely - Chairman

12/31/2017

Edward Wells

12/31/2018

Doug Hartz

12/31/2019

Elizabeth Grant

12/31/2020

George Hurd

12/31/2021

Staff: Jamia L. Wright, Borough Secretary

**SISTER CITY COMMITTEE**

(Meets as needed)

Members are charged with maintaining relations with Gotemba, Japan, the Boroughs Sister City. All terms expire December 31, 2017.

Woodrow "Woody" Kadel, Chairman

Stella Girard, Vice Chairman

Mr. & Mrs. Charles Schichter

Dennis Miller

Cindy Richards

Staff: Darren Brown, Mayor

**STORM SEWER UTILITY RATE STRUCTURE AND CREDIT PROGRAM  
ADVISORY COMMITTEE**

(Meets as needed)

Provides guidance to Town Council and planning consultant, Herbert, Rowland &

Grubic, Inc., regarding preparation of a Storm Sewer Utility Rate Structure and Credit Program

Ken Adams; Carla Christian  
Councilman Herb Dolaway; Councilman Alice Elia  
Mike Kalathas; Jack Kelly  
Tim Murray; Tanya Nitterhouse  
Edward Peters; Phil Tarquino  
Bernie Washabaugh, Jr.; Sarah Wilson  
Staff: Phil Wolgemuth; Andy Stottlemyer

**VACANCY BOARD**

(Meets as needed)

Consists of one (1) member who chairs a board with Council to fill vacancies on Council when Council has not done so.

Robert C. Schollaert

12/31/2017

Staff: Jamia L. Wright, Borough Secretary

**ZONING HEARING BOARD**

(Normally meets the 1<sup>st</sup> Tuesday of each month at 5:00 PM,  
unless there are no appeals)

Consists of five (5) members and three (3) alternates who determine and decide appeals to actions of the Borough Zoning Officer. They may grant variances and special exceptions. Council cannot have representation on the Zoning Hearing Board.

David Walter

12/31/2017

H. Joanne Tweedle

12/31/2018

Hugh Jones

12/31/2019

Walter Bailey

12/31/2020

Melisha Miller

12/31/2021

John Gray, Alternate

12/31/2018

Theresa Johnson, Alternate

12/31/2020

Mary Suzanne Meals, Alternate

12/31/2020

Staff: Phil Wolgemuth, Assistant to the Borough Manager