Chambersburg Borough Town Council - Nov 16 2026 Agenda

Monday, November 16, 2026

The Mayor and Town Council of the Borough of Chambersburg will hold a Regular Public Council Meeting on Monday, November 16, 2026, at 7:00 PM in the Borough Hall Council Chambers, 100 South Second Street, Chambersburg, PA 17201. The following is a preliminary agenda:

1. Call to Order

1.1 Call Meeting to Order, 7:00 PM
(President of Council)

The meeting is also available via the Zoom meeting platform.

When: November 16, 2026 07:00 PM Eastern Time (US and Canada)
Topic: Chambersburg Town Council Meeting
Login to Zoom in advance for this webinar is required

https://us06web.zoom.us/j/88698541394

1.2 Moment of Silence or Prayer
(President of Council)

1.3 Pledge of Allegiance
(President of Council)

1.4 Approval of Council Agenda as Presented
(President of Council)

Staff Recommends Approval

2. Items Transmitted for Council Review - Confidential

Those items which qualify as Confidential Items under Pennsylvania Law

3. Public Comment

3.1 Hear Visitors Concerning Matters Other than those on the Final Agenda. Visitors Desiring to Comment on a Particular Agenda Item Should Make Comments as that Agenda Item Occurs.
(President of Council)

Please follow the rules for Public Comment and attempt to limit your remarks to three minutes or less.

Resolution establishing rules for public comments for public meetings FINAL 081023 (1).pdf

4. Recognition

This section includes those items which permit Council to recognize Citizens for their Contributions, Volunteers for their Assistance, or Employees for their Service.

4.1 Welcoming New Leadership Kyle Koons as Executive Director of Downtown Chambersburg Inc.

Mr. Koons will be introduced by Stephen Christian, President & Executive Director, Chambersburg Area Development Corporation.

4.2 Thanks to Employees for their Service to the Community.
(President of Council)

At each Council Meeting, time is set aside to thank the Borough employees.

5. Consent Agenda

This is the main motion to approve the proposed Consent Agenda.

5.1 Approval of Consent Agenda (Award of Contracts, Routine and Previously Discussed).
(President of Council)

Staff Recommends Approval.

6. Consent Agenda - Award of Contracts - None

7. Consent Agenda - Routine

7.1 Authorization to Approve the Regular Public Council Meeting Minutes of September 28, 2026.

Routine approval of minutes.

7.2 Authorization to Approve of the Payments of Bills for October 2026 in the Amount of $20,852,821.44 Covered by Check Number 251878 thru 252572 and Itrans 915483 thru 915631 and Further to Approve Personnel Action Form Report for October 2026.

Routine approval of financial transactions.

7.3 Authorization to Release the Public Works Maintenance Bond Associated with Borough Plan RE-1448, a Final Subdivision and Land Development Plan for The Shook Home.

Routine release of a Public Works Maintenance Bond for public improvements constructed, inspected and found acceptable by the Borough, as associated with a previously approved plan for The Shook Home.

7.4 Authorization to Release the Public Works Maintenance Bond Associated with Borough Plan RE-1464, a Final Land Development Plan for Occupational Services, Inc.

Routine release of a Public Works Maintenance Bond for public improvements constructed, inspected and found acceptable by the Borough, as associated with a previously approved plan for Occupational Services, Inc.

7.5 Authorization to Release the Public Works Maintenance Bond Associated with Borough Plan RE-1478, a Final Subdivision Plan for the Chambersburg Hospital and Chambersburg Health Services.
Routine release of a Public Works Maintenance Bond for public improvements constructed, inspected and found acceptable by the Borough, as associated with a previously approved plan for Chambersburg Hospital and Chambersburg Health Services.

7.6 Authorization to Release the Public Works Maintenance Bond Associated with Borough Plan RE-1502, a Final Land Development Plan for Coco Nail & Spa.
Routine release of a Public Works Maintenance Bond for public improvements constructed, inspected and found acceptable by the Borough, as associated with a previously approved plan for Coco Nail & Spa.

7.7 Authorization to approve a Sub-Recipient Agreement with the Chambersburg Area School District to Replace and Upgrade Playground Equipment at the Stevens Elementary School at 800 Hollywell Avenue that was Allocated $51,400.00 through the 2026 Community Development Block Grant Program.
An agreement is required with grantee for allocated funding through the 2026 Community Development Block Grant Program.

7.8 Authorization to approve a Sub-Recipient Agreement with TrueNorth Wellness Services to Replace Hot Water Boiler Heat System at Psychiatric and Mental Disability Residential Facility Addressed as 270 South Main Street that was Allocated $45,000.00 Through the 2026 Community Development Block Grant Program.
An agreement is required with grantee for allocated funding through the 2026 Community Development Block Grant Program.

7.9 Authorization to Approve a Sub-Recipient Agreement with Boys and Girls Club of Chambersburg and Shippensburg for After-School Program Scholarships for 10 Children who are Borough Residents that was Allocated $12,150.00 Through the 2026 Community Development Block Grant Program.
An agreement is required with grantee for allocated funding through the 2026 Community Development Block Grant Program.

7.10 Authorization to Implement the Previously Discussed "No Coin Policy" Effective January 1, 2027; and Eliminate Coin Payouts Under $1.
Staff recommends approval. This proposal was presented during the Finance Department's Budget presentation at the October 26, 2026, Town Council meeting.

7.11 Authorization to Adjust In-person lobby hours for Customer Service Effective January 1, 2027, as follows: Mondays, 8AM to 5PM; Tuesdays, 8AM to 4PM; Wednesdays, 8AM to 4PM; Thursdays, 8AM to 4PM; Fridays, 8AM to 5PM.
This proposal was presented during the Finance Department's Budget presentation at the October 26, 2026, Town Council meeting, and slightly amended as a result of Council suggestions.

7.12 Authorize the Appointment of a Replacement Member to Fill the Unexpired Term for the Parking, Traffic and Street Light Committee.
Staff Recommends Approval.

7.13 Authorization for Proper Borough Officials to Execute a Memorandum of Understanding (MOU) Between the Borough of Chambersburg and the Chambersburg Police Officers Association (CPOA) Regarding the Probationary Period For a New Officer.
Staff Recommends Approval.

7.14 Authorization to Approve a Borough of Chambersburg Utility Billing Flyer Regarding 2027 Public Works Sanitation Division Rate and Service Adjustments, to be Mailed Following Council's Adoption of the 2027 Budget.
Informational utility billing flyer to inform residents about the new 2027 rates and service changes. Staff seeks approval of the flyer so we can prepare it and coordinate with the Billing department for inclusion in the December billings.

7.15 Authorization to Establish Dates for the Annual Christmas Tree Collection and Advertise in the Local Newspaper.
Routine scheduling of Christmas Tree collection.

7.16 Authorization for proper Borough Officials to execute an Agreement to Amend for the Interconnection Service Agreement (ISA) with PJM and the Interconnected Transmission Owners as reviewed by Counsel.
Routine update to Interconnection Service Agreement (ISA) that is in place between the Borough of Chambersburg, PJM, and Transmission Owners associated with FirstEnergy companies.

7.17 Authorization for Annual Renewal of Resolution of June 27, 1990 Establishing a Self Insurance Fund to Cover Agricultural Utilization Sites for Sewage Sludge Permits as Required by the Department of Environmental Protection, Bureau of Waste Management.
Annual routine insurance requirement.

7.18 Authorization to Approve the 2027 Franklin County Area Tax Bureau Budget.
Annual routine requirement. Council Member Huber is the Borough representative to the Board. He has worked for many years now for proper management of this intermunicipal tax agency.

7.19 Authorization to Approve a Resolution of Support Establishing the Financial and Other Support for Downtown Civic Activities and Downtown Economic Development Activities for 2027.
Annual routine requirement. Each year Council approves this support in respect to the Downtown. This year's Resolution indicates support for DCI and DBC.

7.20 Authorization to Approve a Resolution Establishing the Compensation for Non-Bargaining Employees of the Borough of Chambersburg for 2027.
Annual routine requirement. Each year, Town Council must re-adopt the compensation resolution for those clerical, technical, and supervisory employees not otherwise covered by union agreements. Staff recommends approval.

7.21 Authorization to Approve a Resolution Establishing the Miscellaneous Compensation Rate for 2027.

Annual routine requirement. This Resolution includes Miscellaneous 2027 Budget items such as compensation for the Solicitor's Office, the seasonal Recreation Department employees, the seasonal Aquatic Center employees, and other items that require annual approval.

7.22 Authorization to Approve Setting Members' Contributions for 2027 for the Fire Pension Plan at 5% of their Compensation.
Annual routine requirement.

7.23 Authorization to Approve Setting Members' Contributions for 2027 for the Police Pension Plan at 5.5% of their Compensation.
Annual routine requirement.

7.24 Authorization to Approve a Resolution Setting Pension Contributions for 2026 for the AFSCME Employees at 6% of their Compensation.
Annual routine requirement.

7.25 Authorization to Approve a Resolution Setting Pension Contributions for 2026 for the Non Bargaining Employees at 6% of their Compensation.
Annual routine requirement.

8. Consent Agenda - Previously Discussed

8.1 Authorization for the Sale of Solar Renewable Energy Credits (SRECs) From the Solar Project Along Commerce Street in the Best Interest of the Borough for a 3 year Average Price of $22.75/SREC for the Next Three REC Reporting Years (June 1, 2027- May 31, 2030) Subject to Final Electric Utility, Solicitor, and GDS Associates Review and Authorize Appropriate Borough Officials to Execute Necessary Documentation to Effectuate the Same.
The Borough of Chambersburg seeks to sell Solar Renewable Energy Credits (SRECs) for the next three REC reporting years from June 1, 2027-May 31, 2030.

9. Regular Agenda

All other items for tonight's agenda

9.1 Receive Public Comment Regarding the 2027 Preliminary Budget; and Approve the 2027 Budget as Tentative, Subject to Further Amendments.
The President of Council will receive public comment on the proposed 2027 Budget. After which, Council is requested to approve the budget as "tentative," subject to further changes.

9.2 Authorization to Adopt a Resolution for the Capital Improvements Plan, the Street Improvements List for 2027-2029 and Motor Equipment List for 2027-2029.
Each year, Council is asked to adopt a strategic plan for future capital improvements, street paving, and motor equipment purchases.

9.3 Hear report of matters discussed at the November 3, 2026 Planning and Zoning Commission meeting.

Routine review of items from the most recent Planning and Zoning Commission meeting.

9.4 Budget Presentation - Parking & Traffic.
(Jeff Heverley, Electric Utility Director, and Tyler Fairchild, Public Works Director)
The presentations will be available to the public following the meeting.

9.5 Authorization to Approve an Ordinance Amending Chapter 104, Bicycles and Skateboards, of the Code of the Borough of Chambersburg by Amending the Title of Chapter 104 and Adding a New Article III Regulating Motorized Devices.
This E-Bike Ordinance regarding the local regulation of certain types of vehicles on Borough sidewalks, pathways, parking lots, parks, and trails. The Commonwealth of Pennsylvania regulates e-bikes and similar motorized equipment on public streets, whether owned by the Borough or the Commonwealth, through regulations in the Motor Vehicle Code.

9.6 Adjourn

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