

ANNUAL REPORT 2021

+ 2022 FORECAST



Mayor, Kenneth Hock and President of Council, Allen B. Coffman

THE TOWN IN PENNSYLVANIA WITH THE MOST SERVICES & UTILITIES

ELECTRIC DISTRIBUTION • ELECTRIC GENERATION • WATER • SEWER • SANITATION
STORM SEWER • NATURAL GAS • EMERGENCY SERVICES • RECYCLING • POLICE
PUBLIC WORKS • RECREATION • LAND USE • COMMUNITY DEVELOPMENT



PRESIDENT OF TOWN COUNCIL

ALLEN B. COFFMAN

I would like to take this opportunity to look forward to 2022 and inform you of some projects that you may not be aware of. Many of us are happy to put 2021 behind us. Much of that year was filled with unbelievable events affecting all levels of our lives. The pandemic of COVID-19 was in full swing, the economy was slowing down, signs of inflation were evident, and lawlessness in major cities was rampant. With all this in mind, I think what most of us want is a return to normal. One thing most people don't like is change. As we all know, the pandemic caused massive changes for everyone. It changed almost every aspect of our lives from shopping, banking, doctor visits, family events, sporting events, other professional services, and yes, even paying our borough bills.

Based on what I am seeing, I think we are moving to better days ahead for 2022. This not only deals with the health of our citizens but several good economic fronts as well. There's economic good news for Borough residents. Many of you realize that the Borough is a full service community offering all of our own utilities. This truly sets us apart from most other municipalities in Pennsylvania. Before the latest wave of inflation hit, most of our neighbors outside the Borough were paying about two times as much for their natural gas as our Borough residents were paying. Our gas utility has supplies almost entirely locked in for the next three years. With that being said, our prices should be stable for that period. This didn't just happen by accident as it is a product of prior planning. We have operated a gas utility for 75 years. Before I move on, if any of you are planning to purchase gas appliances for your home, be sure to check about the loans available through our Borough Gas Department!

Our electric utility has a history going back to 1893. Here again electric power is bought nearly three years in advance. Our rates are the second lowest in the state. Only Duncannon's rates are less than ours in the state of Pennsylvania. Here again, due to careful prior planning, our rates will be stable for at least several years. For those interested in "green" electric power, we are doing well on that front. With the addition of solar produced electricity, plus the landfill gas generation, we are just under 25% of our power from renewable power sources.

As far as our other utilities go we are in very good shape, with the exception of the stormwater utility. The system that makes up the storm water utility is extensive and needs repair. Many parts of it are one hundred years old and the materials used are at the end of their lifespan. These repairs will take years to accomplish and will be funded through grants and stormwater fees. This fee has been in effect for several years now and has been modified within the last year. While it is not popular, it is required and necessary. The rules set by the federal government and the state will not just go away. The goal to be achieved here is to reduce the amount of nitrogen, phosphorus, and sediment going into our waterways, which in turn feed into the Chesapeake Bay.

Our wastewater treatment plant was enlarged and updated in 2016. It serves the borough and also the surrounding townships. A more recent water treatment project was the addition of a second clearwell, which holds 2.5 million gallons of treated drinking water, to add to our storage capacity.

The next major project is that of the police station renovation and addition. This project has started with the demolition of two Borough owned houses on Second Street. The new building addition will extend to Ludwig Avenue. The police portion of the existing building was added in 1972. While some may think this new expansion is not needed, it really is time for a modern, well-equipped facility for the officers of the Chambersburg Police Department. The plans have been drawn, approved, and the construction is now funded. The new layout will provide more working space while in the

station, better lighting and more area for mandatory training. This design has also taken into consideration the need for more room for a larger police department if needed in the future. This project may take up to two years to complete. Other areas of Borough Hall will be updated during this time. The roof and clock tower of the original 1830 building will be getting some needed repairs. The clock tower will be opened as seen in many older photos of Borough Hall. It will again have the historic look of "days gone by."

A future move for the Borough garage and maintenance facility has been discussed and real estate has been purchased in anticipation of a move. The area is the former Wagner's Supply Depot location on Wayne Avenue. There are no drawings at this time nor has a date been discussed as to when this may happen. The current location on Loudon Street has a building that dates back to 1909. The borough now has equipment too large to put into our shop or to store equipment that cannot be in freezing temperatures. This facility is also in a flood plain. These are some very good reasons to move the facility. When this will happen is unknown but it will certainly be a future project.

The Chambersburg Area Municipal Authority (CAMA) has decided to purchase the Southgate Shopping Center. All legal documents are ready for signatures but the actual closing date is not yet set. This purchase is for Phase I only, with the purchase of Phase II within one year of the Phase I purchase. The next part will be to find prospective buyers for the various land plots. Stay tuned for more as it becomes available.





BOROUGH MANAGER & DIRECTOR OF UTILITIES

JEFFREY STONEHILL

Chambersburg Borough Adopts 2022 Budget: Full Speed Ahead Into The Future

Chambersburg Borough has the most complex budget in Pennsylvania. We are unlike every other town, including big cities.

Separated from the other operations of the Borough, our utility financial transactions are in over a dozen separate funds (accounts). Our unique size is due to our expansive utility operations (unmatched in Pennsylvania) and because of our complex utility support operations (internal service funds). To account properly for expenses, we use cost-based accounting. Like a law firm or medical practice, many employees bill their time and equipment to the various functions upon which they are working. This includes money spent between the separate funds, many transactions are to cover expenses, back and forth between accounts, and thousands of internal transactions. This concept makes Chambersburg a unique government organization, especially in the Commonwealth.

Chambersburg is one of 35 Boroughs in Pennsylvania to operate a non-profit public power electric utility. Chambersburg is the largest municipal electric utility in the State, twice as large as the second largest, Ephrata, Lancaster County; and the only one to operate multiple generation stations. Chambersburg is one of two municipalities in Pennsylvania to operate a non-profit public natural gas utility. The other is Philadelphia, which does not operate an electric utility. Chambersburg is one of around 2,000 communities to have its own electric system and one of 1,000 communities to run a natural gas system, but one of only about 60 in the U.S. to operate both systems, out of about 89,000 local government units. In addition, Chambersburg operates a regional water system and a regional sanitary sewer system; not through an independent Authority or an intermunicipal board, but under Town Council control directly. Further, Chambersburg operates a trash utility, a parking utility, an aquatic center, and a storm sewer utility. The Storm Sewer Utility was one of the first such storm sewer utilities to form under the Federal mandate to regulate stormwater through the Municipal Separate Storm Sewer System (MS4) program.

Chambersburg's local government is just the Borough of Chambersburg, the urbanized county seat of Franklin County. The townships that surround Chambersburg (Guilford, Hamilton, Greene, Lurgan, and Letterkenny) are independent local governments with their own elected officials, revenues, expenses, and municipal services. Township residents often mistakenly believe they live inside Chambersburg Borough because of their zip code or because of the Chambersburg Area School District. They do not. However, we are all one community with one local economy.

Almost all employees of the Borough and most of the equipment of the Borough, is owned and operated by our utility departments (Electric, Gas, Water, Sanitary Sewer, Storm Sewer, and Sanitation Departments) and our utility support departments (engineering, motor equipment, and administrative services). Borough tax revenue does not support any utility operations, personnel, or equipment. Further, the Borough's utility rates are very reasonable.

Residents inside the Borough who have both Chambersburg electric and gas can save as much as \$1,000 per year when compared to similar residential customers outside the Borough; another benefit for companies who choose to locate inside the Borough limits.

The approved 2022 budget is much more of a return to normalcy budget when compared to the uncertainty and confusion of the 2021 fiscal year. While the COVID-19 pandemic still sweeps across our community and economy, the Borough has grown accustomed to coping with its impact. Further, the financial stability of our community, the expansive growth and development, the importance of the utilities to our Borough finances, and the macroeconomic impact on the Chambersburg area, have allowed us to

move forward with less uncertainty than a year ago despite the impact of COVID on all our lives. The theme of 2022 is therefore, full speed ahead through and into the bright economic future for Chambersburg.

The COVID global pandemic has made significant and lasting changes in our society, the Borough of Chambersburg is strong, resilient, and our fiscal status is very stable, despite everything that is happening. It remains an honor to serve as the Chief Administrative Officer for this community and my annual budget serves as a wide-ranging strategy for our community rather than just a financial plan. The Borough fiscal year, the budget year, is the same as the calendar year. Therefore, each fall, the Borough needs to make important decisions to set in motion for the following year. A budget is a strategic 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. 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. For many years, the Borough's audit has been award winning. However, Town Council must adopt the budget in 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.

Chambersburg has the largest operating budget of any Borough in the Commonwealth of Pennsylvania. In 2019, the latest year with records, Chambersburg had the 14th largest budget of any municipality and the largest Borough organization in Pennsylvania. Obviously, Chambersburg's budget size is because of its utilities and additional employees. Chambersburg is considerably larger and more complex than Carlisle, Waynesboro, Shippensburg, Gettysburg, or any other borough, with many more employees, issues, projects, and operations.

The 2022 Budget was approved by Council on Monday, December 13, 2021.

If not for the renovation of the Borough Police Station on South Second Street, researched and anticipated for many years, there would have been no change in taxes. However, Town Council decided to implement a phased-in newly established Police Station Bond Tax, which will finance the much-needed renovated Police Station. This means the 2022 budget does include a tax increase, but just for this one project and purpose.

In addition, Council has been mindful to adopt only minor and necessary utility fee changes. With respect to taxes, it includes the same basic tax structure as all Chambersburg budgets in the recent past. It maintains the Police Tax, unchanged for a fourth straight year. It maintains the Fire Tax, unchanged for a fourth straight year. It maintains the Recreation Bond Tax, unchanged for its fifth year. Finally, it continues the policy into its third year, to shift EMS support from the now-repealed Ambulance Tax to a utility billed Ambulance Fee surcharge, begun in 2020.

Chambersburg real estate taxes remain earmarked only for police and fire operations. Real estate taxes are not the source of funding for any other department or employee. In fact, the Recreation Bond Tax is specifically for paying off the 2016 Recreation Bond, which is similar to a mortgage on a variety of recreation facilities. One can reliably say, **"No real estate tax will pay for any operations of the Borough of Chambersburg other than police and fire."** It is important to acknowledge that real estate taxes are not used in support of most departments, operations, or employees; not parks or street maintenance or the Borough Manager, are paid for using real estate taxes. The only use of these taxes are police and fire, and to pay off the 2016 Recreation Bond. This has always been our financial plan for the Borough's use of taxes.

Town Council does not manage school taxes or county taxes, school operations, county operations, or the new County Courthouse on Memorial Square.

Further, Chambersburg receives no sales taxes, no liquor taxes, no business taxes, nor hotel taxes. These types of taxes are not an option under State Law. In other states, these other types of taxes are the foundation to the fiscal health of local government. In Pennsylvania, the Commonwealth denies them as an option to communities like Chambersburg. Town Council has a toolbox with one tool inside (real estate taxes) and it is a dull and poorly honed tool, but that is the only tool given to them by the laws of the Commonwealth of Pennsylvania.

Ancillary miscellaneous tax revenue available to the Borough of Chambersburg amounts to: a wage tax set to a State mandated maximum rate; a local services tax (worker tax), which is set to a State mandated maximum rate; and a deed transfer tax (for real estate transactions), which is also set to a State mandated maximum rate. These so-called Act 511 taxes are important, but cannot be adjusted year-to-year based on need or economic realities. Therefore, they are minor, appreciated, and set by the State.

Unlike last year, the payment and receipt of tax revenue seems to be regular and not impacted by the pandemic. There was no shift in due dates and no delays or extraordinary changes in yields.

There seems to be a strength to the local economy, which allows us to be more confident in our future and therefore our municipal budgeting. All indications are that the Borough can move full speed ahead despite the ongoing and pervasive pandemic impact in our community.

Finally, in 2021, the Borough received at the beginning of the year, the CARES Act funding, which completely filled the hole created in the 2020 budget by the additional expenses related to the pandemic. We therefore finished 2020 in a very typical position. Then, in mid-2021, the Borough received the first of two Federal subsidies under the American Rescue Plan Act. Unlike the CARES Act funding, the American Rescue Plan Act funding is for capital investment, to build things, to "build back better" by providing Council the opportunity to invest in brick, mortar, and ways to bolster the local economy. As a result of these two subsidies, the Borough has for the first time in generations, received real and significant fiscal help from the Federal government.

2021 saw a municipal election. It is important to point out that the professional staff of the Borough avoids political issues as much as possible. We serve the Council that the electorate selects. Council sets the policy priorities and we help make those priorities a reality.

That being said, there are well-developed projects within the 2022 budget that reflect years of discussion and planning. Furthermore, Council is well aware of these projects and these spending priorities.

We want to acknowledge the contributions of those elected officials who departed Town Council at the end of 2021: Barbara Beattie, Michael Herbert, Dennis Schmaltz, Heath Talhelm, and Mayor Walt Bietsch. Our newly elected Mayor is Kenneth Hock. He is joined on Town Council by returning officials Sharon Bigler, Allen Coffman, Alice Elia, John Huber, and Kathy Leedy. Our newly elected members of council are Dominique Brown, Larry Hensley, Thomas Newcomer, and Weston Waytow. The President of Town Council is the Chief Elected Official of the Borough. Mayor Hock serves as the manager of the Chambersburg Police Department and sits as a non-voting member of Council; unless he needs to break a tie vote.

Chambersburg has the opportunity in 2022 to accelerate the local economy by targeted municipal spending; to seed the local economy in both small and consequential ways. It is possible that in future years these decisions could lead to further organic growth of tax revenue. Such organic growth, defined as growth because of economic growth inside the Borough limits, could continue to provide more revenue for Borough operations without the necessity of tax or fee increases. Only time will tell.

Finally, Chambersburg is experiencing a boom in local development, which has ebbed in similar communities. We like to think this is because Council has made Chambersburg fertile ground for entrepreneurs and business developers. We see expansive need for retail, medical, and residential development. Council has already approved more market rate residential units than any time in the past decade. This will clearly lead to population growth, density, and other urban issues such as traffic. The ongoing development of a Comprehensive Plan is imperative to preparing for this expansive growth.

There is considerable work to accomplish beginning in 2022 and Town Council has prepared staff to tackle those challenges.

Chambersburg Continues To Have The Lowest Cost Utilities in Pennsylvania



The 15MW Chambersburg Solar Center, on W. Commerce Street, in Hamilton Township, was built in partnership with Safari Energy and Sun Tribe Development, and will provide affordable and reliable clean energy to our neighborhoods

The Chambersburg Electric Department has had significant success driving down the cost of wholesale power. Sales have rebounded following the COVID-19 shutdown of the economy; wholesale costs have stayed down in proportion. In 2022, the Electric Department will see the opening of our new community solar facility, which will provide competitively priced green energy behind the meter, free of grid related congestion expenses. According to our records, the department has, on average, the second lowest residential electric rates in the Commonwealth, slightly lower than our surrounding investor-owned utility. A 2020 1.9% rate reduction, on average, resulted in the lowering of the average residential electric bill from \$100.90 per month to \$98.90 per month in 2020, although results will vary based on several factors including weather and home attributes. The Electric Department envisions no change to the retail electric rates in 2022 for the second straight year since the rate decrease.

The Gas Department envisions no change in rates in 2022. The Gas Department has the lowest residential heat rate in the State of Pennsylvania and successfully manages its finances. In addition, the Gas Department has seen another year of significant customer growth as they drive new gas lines into previously underserved neighborhoods. It seems everyone is learning that natural gas is a safe, efficient, and a low cost energy source for homes and businesses.

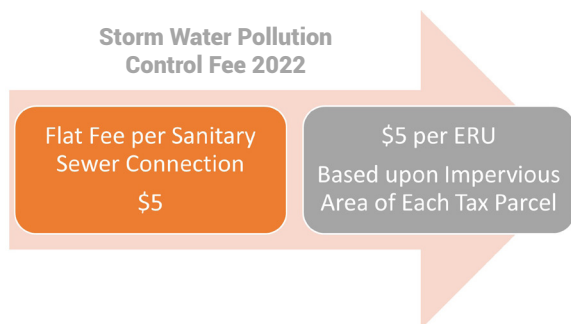
Once again, the Water Department needs a very small rate increase this year; as envisioned and presented to Town Council in previous years. This will be the fourth small increase in five years, and the series of small increases will likely continue for several years as water infrastructure improvements are made.

The Water Department had approved a 2¢ per unit increase for 2022, which will result in an increase for the average single-family house of \$1.35 per month in their water bill. The Chambersburg Water Department still has some of the lowest rates in the region. This proposed increase will vary based on several factors including weather, and home attributes.

The Storm Sewer Utility has undergone a three-year process to change their rate structure. As originally contemplated by the 2014 study that recommended its establishment, in 2022, the utility will switch what has been a flat rate, per sanitary sewer connection, to a rate based upon impervious area. This new methodology may result in rate changes for commercial, industrial, and institutional customers (shopping centers, schools, churches, the hospital, etc.), which may all see significant changes in their Storm Sewer Pollution Control Fee based on the amount of impervious area on their tax parcels.

The rate change for single-family residential customers will not be noticeable. Under the old system, only single-family residential customers were paying a fair fee. Now, every type of property will pay their fair share based upon their relationship to the impervious area of an average single-family residential home. Impervious areas are made up of surfaces that prevent the percolation of water into the ground, including buildings and paved areas on a property. It is the best system to judge what a property might owe to support this utility according to the U.S. Environmental Protection Agency.

To determine the new fee, the Borough digitally mapped impervious areas for every property. Then a team determined an "equivalent residential unit" or ERU value for each non-residential property. In essence, how many houses is your non-residential tax parcel (shopping centers, schools, churches, the hospital, etc.) equivalent to in comparison to the average impervious surface of a single-family home. This ERU value determines both how many homes a property owner's non-residential property is equivalent to and the new monthly fee. Beginning in 2022, the new rate is expressed in single-family home "equivalent residential units" or ERU.



When the Town Council adopted the new fee schedule on December 13, 2021, they included a steep discount to help the transition for non-single-family customers. Town Council set the 2022 per month per ERU fee at \$5 with all non-single-family dwelling customers receiving a 30% credit for a period of one year, from January 1 through December 31, 2022. The Town

Council also approved a Storm Sewer Management Program Credit Policy Manual that explains how property owners can comply with the credit requirements to retain the 30% credit beyond December 31, 2022.

Noncompliance as of December 31, 2022 will eliminate the 30% credit with the first full utility billing cycle in January 2023.

In January 2022, the average single family home will see no change in their Storm Sewer Pollution Control Fee as the flat fee is already \$5 per month. The results for commercial, industrial, and institutional customers may be much more significant; based on the size of their lot and impervious area created by the structures on the lot.

For example, if a commercial building is the equivalent of six single-family homes, the rate may increase from \$5 per month to \$20 per month (in this example, the utility fee would be reduced to \$20 per month with the 30% credit). The Town Council approved 2022 budget includes this transition in January 2022. Commercial, industrial, and institutional customers should determine their ERU values now and their 2022 credits.

In November 2021, the utility mailed a notice to each non-single-family residential customer to inform them of their property's ERU value as determined by the amount of impervious area on their lot. If you do not own property inside the Borough, this issue does not affect you. Furthermore, if you own a single-family home inside the Borough, you will notice no change.

It is important to note that there will be ways to reduce the amount of the new Storm Sewer Pollution Control fee. Best Management Practice (BMP) facilities can be installed and maintained on one's property to reduce the contribution of stormwater and pollutants to the Borough storm sewer system. You can also reduce the amount of impervious area on a property by removing buildings or parking lots that are part of the impervious area measured to establish the new Storm Sewer Pollution Control Fee.

The new Storm Sewer Pollution Control Fee and Credit Program was the recommendation of the citizen committee in 2019. The Town Council delayed implementation of the change to 2022 due to the impact of the COVID-19 pandemic. Several fliers and mailers have already been sent to every property in the Borough. Staff also invited non-residential property owners to focus group sessions in September 2019. The Town Council approved a new Local Law in late 2021 to make these changes effective. We want to make sure that non-single-family property owners know that this change is coming soon.

Please contact Andy Stottlemeyer, Storm Sewer System Manager, at 717-251-2434 -or- astottlemeyer@chambersburgpa.gov if you have any questions regarding a property's ERU value or the Borough's Storm Sewer Utility.

You can also visit the Storm Sewer Utility website at <http://www.borough.chambersburg.pa.us/government/stormsewer.html> and click on the MS4 Council Presentation 7-12-21 link to learn more about the new Storm Sewer Pollution Control Fee and Credit Program proposed for implementation in 2022.

There is no Sanitation Department rate increase planned for 2022. In the 2020 Budget, the Sanitation Department received a needed increase because of rising costs for personnel, vehicles, and bulky waste/e-waste recycling. This was the first such increase since 2016. The Borough's Sanitation Department rates remain some of the lowest in our region, and while it is likely that the fund may need to dip into cash reserves for one year's operations, this is a temporary plan. The average residential trash fee will remain \$20.81 per month in 2022. This is a lower rate than every other trash service in our area.

We envision a Sanitation rate increase as well as tough choices for the recycling policy for 2023.

RESIDENTIAL UTILITY RATES 2022

UTILITY	2018 COST	2019 COST	2020 COST	2021 COST	2022 COST		LAST CHANGED
ELECTRIC	\$100.90 /month	\$100.90 /month	\$98.90 /month	\$98.90 /month	\$98.90 /month	No change	2020 (Lowered)
WATER	\$15.10 /month	\$15.80 /month	\$16.50 /month	\$16.50 /month	\$17.85 /month	2¢ per unit increase	2022
SEWER	\$29.50 /month	\$29.50 /month	\$29.50 /month	\$29.50 /month	\$29.50 /month	No change	2012
GAS	\$631 /year	\$631 /year	\$631 /year	\$631 /year	\$631 /year	No change	2013
SANITATION	\$18.75 /month	\$18.75 /month	\$20.81 /month	\$20.81 /month	\$20.81 /month	No change	2020
STORM SEWER	\$4	\$4	\$4	\$5	\$5 PER ERU	Change in Calculation	2022

**All water service customers will pay a \$7.50 per month ready-to-serve Ambulance Fee*

Chambersburg will still have the lowest composite residential utility monthly bill in Pennsylvania.

REAL ESTATE TAXES:

The Borough of Chambersburg collects four types of property taxes from landowners inside the Borough

POLICE TAX 2022 - NO CHANGE

There is no change in the Police Tax; 100% of this tax goes to support the Police Department.

YEAR	2015	2016	2017	2018	2019	2020	2021	2022
MIL	21	23	23	24	24	24	24	24

Avg. Single-Family House in the Borough
Police Tax Per Year: \$417

FIRE / AMBULANCE TAX 2022 - NO CHANGE

There is no change in the Fire Tax; State Law requires a split of this tax with 2.5 mil for apparatus & 0.5 for firefighting.

YEAR	2015	2016	2017	2018	2019	2020	2021	2022
FIRE MIL	2.5	2.5	2.5	3	3	3	3	3
EMS MIL	0	0	0	0.5	0.5	0	0	0

Avg. Single-Family House in the Borough
Fire Tax Per Year: \$52

RECREATION BOND TAX 2022 - NO CHANGE

Approved in 2016, this tax pays down this specific bond only and does not pay for any of the operations of the Recreation Department. This is the bond that built various Rec. Department community assets.

YEAR	2015	2016	2017	2018	2019	2020	2021	2022
MIL	0	0	0	3	3	3	3	3

Avg. Single-Family House in the Borough
Recreation Bond Tax Per Year: \$52

POLICE STATION BOND TAX 2022 - NEW TAX

Proposed for 2022, this tax pays down this specific bond only and does not pay for any of the operations of the Police Department. Anticipated to rise in 2023 based on interest rates and the project's final construction.

YEAR	2015	2016	2017	2018	2019	2020	2021	2022
MIL	0	0	0	0	0	0	0	1

Avg. Single-Family House in the Borough
Police Station Bond Tax Per Year: \$17

The average single-family home in the Borough pays \$538 in real estate taxes to the Borough per year. Half pay less. This is what the average single-family home inside the Borough actually pays per year before discount. Commercial properties may pay more. Assessed value is not fair market value. Township properties pay no tax to Borough.

Visit the Franklin County Tax Assessment Office
to learn your property's assessed value at: 272 N. Second Street, Chambersburg, 17201
or click - <https://gis.franklincountypa.gov/taxparcelviewer/> to check your home's assessed value.

- If it is inside the Borough, click on your home on the map.
- Find your TOT ASSMT.
- Divide the number by 1,000 and then multiply that by 31, for 31 total mils of Borough Tax.

Chambersburg Approves American Rescue Plan Act Project List

Chambersburg Town Council met on Monday, October 11, 2021, and approved a list of projects to utilize the Borough's share of the American Rescue Plan Act (ARPA), Coronavirus State and Local Fiscal Recovery Funds (SLFRF). According to Deputy Borough Manager Phil Wolgemuth, the Borough of Chambersburg received an allocation of \$7,763,037, with half of that money already received by the Borough from the U.S. Treasury Department. As he explained, the Borough needed to undertake a public process where Council could approve the project list. The approval followed advertisement, a public hearing, and public input to determine whether the draft list of projects becomes the final list.

The Federal government has adopted some very precise rules for the use of the money. Working together with the Council Finance Committee, staff developed a proposed project list, which both meets the strict rules established for use of the grant funds, as well as a series of ten criteria established by Town Council for the use of the money.

The grant funds must be expended by 2026 and each quarter the Borough must report on the project list and progress made towards expending the funds.

Mr. Wolgemuth added, "In the last fiscal recovery the key term was 'Shovel Ready'. In this fiscal recovery, the Federal government is seeking 'Transformational Projects', which are intended to provide support to the Borough in responding to the impact of the COVID-19 pandemic, Town

Council's efforts to address its economic fallout, and to lay the foundation for a strong and equitable recovery."

Sam Wiser, from the Borough Solicitor's Office, explained to Council, "The Final Rule from the U.S. Department of the Treasury lays out a general, two-part eligibility test for uses of the funds. A recipient should first consider whether an economic harm exists and whether this harm was caused or made worse by the COVID-19 public health emergency. The use of the money must address this economic harm."

Town Council is responsible for allocating funds to transformational projects in Qualified Census Tracts, revenue replacement projects, water, sanitary sewer, or storm sewer infrastructure projects and/or to support households or small businesses. Qualified Census Tracts are those in which at least 50% of the households have an income less than 60% of the Area Median Gross Income, as determined by the U.S. Department of Housing and Urban Development. Chambersburg has two Qualified Census Tracts.

While some communities are stymied by the Federal guidelines, Chambersburg Council approved a very simple list of internal parameters to make these project decisions.

Funds cannot be used for the following: Principal or interest payments on existing debt, replenishing or creating reserve funds, paying settlements or judgments, or extraordinary payments to pension obligations.



CHAMBERSBURG COUNCIL MET ON OCTOBER 11, 2021, AND APPROVED THE FULL ARPA FUNDING PLAN:

Audit and Administration	\$47,280
Use of Revenue Replacement to Fund Reimbursement Retail Food License Expenses.	\$50,000
Use of Revenue Replacement to Fund Reimbursement Residential Rental Inspection Expenses	\$70,000
Supplemental Funds for Project H.E.A.T.	\$144,000
Use of Revenue Replacement for Chambersburg Aquatic Center	\$380,000
Sewer and Water Capital Improvements (Acquire 1332 S. Fourth St.)	\$234,900
Sewer and Water Capital Improvements (Acquire 1335 S. Fourth St.)	\$685,000
Chesapeake Bay Pollutant Reduction Plan Projects.	\$2,000,000
Southgate Shopping Center Acquisition (Redevelopment Initiative)	\$4,151,857
TOTAL	\$7,763,037

Key ARPA Projects to Highlight



Cold Storage Building on South Fourth Street

On Monday, October 11, 2021, Town Council approved a list of projects to utilize the Borough's share of the American Rescue Plan Act (ARPA), Coronavirus State and Local Fiscal Recovery Funds (SLFRF). This Federal grant, with no local match, will fund eight transformational projects in the Borough including subsidies for landlords, low-income utility customers, restaurant owners, extensive improvements to the Storm Sewer System, the purchase of a derelict warehouse on South Fourth Street and the Southgate Shopping Center. These projects were important goals in the approved 2022 Budget.

1 of 3: Cold Storage Building on S. Fourth Street

In a transformational project for the neighborhood, the Chambersburg Water and Sewer Department will purchase the old abandoned cold storage building on S. Fourth Street. If approved, this derelict and blighted structure will eventually be demolished and the land incorporated into the new site of the Borough's future public works facility. The ARPA grant will provide sufficient funding to secure the building, plan for and perhaps help pay for its demolition, and clearing of the site. Additionally, this location may also collocate future storm water facilities to alleviate chronic and repeated flooding on S. Fourth Street. Finally, the site may also provide a part of a future pedestrian trailhead connected to the Borough's Rail Trail, which now terminates at S. Main Street.

2 of 3: Chesapeake Bay Tributary Strategy

In a transformational project, the Borough of Chambersburg will make significant and long-term capital improvements to a variety of sites impacted by flooding, or water quality issues, and previously identified in the Borough's approved Chesapeake Bay Tributary Strategy Plan. As many as five to seven different storm water projects including, but not limited to, flooding on S. Fourth Street, the storm water channel adjacent to S. Main Street, Pioneer Court in Downtown Chambersburg, Stevens Elementary School site, and Wolf Avenue/Rail Trail outfalls, may be improved by these funds. Further, these capital improvements may each be supplemented by matching funds from other stormwater grant programs. Avoiding increasing fees for pollution control and storm sewer management, the use of ARPA funding will improve this key infrastructure of the Borough without necessary fee hikes for Borough property owners. Finally, the Borough is required to make such improvements over the next few years and designating this funding will help bring these important projects to reality and meet the Borough's compliance with the terms of the Pennsylvania Department of Environmental Protection permits for the storm sewer system (MS4).

3 of 3: Southgate Shopping Center Redevelopment Project

In a transformational project, the Borough of Chambersburg, in collaboration with the Elm Street Advisory Council (ESAC) and the Chambersburg Area Municipal Authority, is embarking on a proposed long-term initiative to reclaim and redevelop the Southgate Shopping Center into a mixed-use residential neighborhood. The project's goal is increase taxes revenue and utility revenue from redevelopment of this dilapidated facility.

Several elected councils over the last few decades have explored the concept of redevelopment at the Southgate Shopping Center. The 2007 Elm Street Neighborhood Plan included the concept of a public-private partnership to redevelop the shopping center into a new mixed use neighborhood. Over the last 14 years, since that plan was adopted by the Town Council and submitted to the Pennsylvania Department of Community and Economic Development in the form of a community goal, the current adopted Comprehensive Plan called for economic development in the Southgate neighborhood. Finally, Town Council adopted the project as a 2021 priority when the 2021 budget was approved in December 2020, directing staff to determine a way to fund such a project.

Economic development is a core mission for Pennsylvania boroughs, townships, and cities.

This is why Chambersburg has had a Main Street Plan and an Elm Street Plan for decades; to spur private economic development, encourage public-private partnerships, increase tax yields, and sell more utility services.

The Borough of Chambersburg, in collaboration with the Elm Street Advisory Council (ESAC), embarked on a proposed initiative to redevelop the Southgate Shopping Center into a mixed-use residential neighborhood.

The Town Council, working with the Chambersburg Area Municipal Authority (CAMA), a separate body politic, organized in the 1940s to assist with, among other things, community and economic development, set about to use the Federal funding provided to move forward with a decades old community vision to redevelop the Southgate Shopping Center.

The project's goal is to create a new sustainable neighborhood that promotes a mixture of uses to include housing, employment, retail, and health services into the Elm Street Neighborhood while increasing the Borough's tax base and utility sales. The proposed project is not to be funded with Borough taxes. The project would have no impact on the tax rate.

Town Council and the current owners reached a negotiated sales agreement to permit CAMA the opportunity to purchase the existing shopping center in two phases so it can be subdivided and resold to responsible third-party private developers for redevelopment.

A Resolution was approved by Town Council on October 11, 2021 authorizing entering into an agreement to purchase of the Southgate Shopping Center in the two phases, with a 90 day due diligence period for Phase 1 (the shopping center between W. Catherine Street and W. Washington Street) and 365 days for Phase 2 (the shopping center between W. Washington Street and Loudon Street).

Town Council authorized the execution of an Agreement of Sale for the purchase of the Property, for a total purchase price of \$4,500,000 for both phases. The Federal funding will provide any necessary money to accomplish the purchase of Phase 1 and maybe all of Phase 2 as well. There would be no local taxpayer money used.

Franklin Southgate LLC and the Borough of Chambersburg reached an agreement to extend the timetable on the due diligence period until March 1, 2022 to allow the newly elected Town Council time to research the project.

In the preceding four months, at the direction of Town Council, staff has been undertaking research, investigations, engineering studies, and planning in order to permit Town Council the opportunity to make an informed decision on whether or not to proceed with permitting CAMA the opportunity to buy the shopping center.

When the newly elected Town Council assumed responsibility on January 3, 2022, they began regularly meeting with staff to determine the best course of action.

On December 7, 2021, the Borough Planning and Zoning Commission reviewed and discussed Borough Plan RE-1571, which permits the subdivision of the shopping center to allow CAMA to buy the portion of the site from Catherine Street to Washington Street. Phase 2 would be retained by Franklin Southgate Company until October of 2022. The plan proposes no new land development at this time, only the subdivision of parcels necessary to accommodate the sale of Phases 1 and 2 and to enable the Borough to proceed with management of land within Phase 1, if purchased by CAMA. Council would approve the subdivision in March 2022 if the sale is to move forward.

On January 4, 2022, a special exception permit was granted by the Zoning Hearing Board to confirm that the required parking spaces within the shopping center are all within 600 feet of the principal building uses and would be in the same ownership as the principal uses should the subdivision be approved. This was also a necessary step to permit the shopping center to be subdivided should CAMA move forward with the purchase of Phase 1 soon.

The shopping center would be owned on an interim basis by CAMA until resale, but managed by the Borough.

It is important to note the role the Chambersburg Area Municipal Authority (CAMA) will play if the Town Council decides to permit them to purchase the shopping center. CAMA is an existing entity with the mission to support the community and economic development of the greater Chambersburg area.

An independent agency, CAMA is organized under the State Law known as the Municipality Authorities Act. The Act permits CAMA to undertake a series of important projects for the community. Most commonly, CAMA provides "pass through tax exempt debt sales" for community organizations including the Shook Home, Wilson College, SpiritTrust Lutheran, and other tax exempt organizations. In addition, CAMA stands by to help with "pass through financing" associated with the Borough, including the proposed shopping center purchase, and the water and sewer systems of the Borough. They have more flexibility than the Borough when making real estate purchase and sale decisions whereas Council can only sell real estate to the highest bidder through the public bidding process. As such, they are a critical component of the shopping center purchase and redevelopment process to ensure the land is acquired and then sold to developers that will redevelop the land based on a newly developed realistic and market based plan, that was developed by the recently elected Town Council.

A new more realistic and market based concept plan was requested by the newly elected Town Council. This is a vision of what private third-party developers might build at Southgate. It is still in keeping with the vision delivered to Council by the Elm Street Advisory Council. The Borough and the CAMA Board will not be the final developers. They are merely providing the conduit to sell the land to private developers for the project.

The Authority is governed by a five-member Board, including Eric Oyer, Chairman and former Borough Manager, Sharon Bigler, Council Member, Greg Lambert, Borough resident and Greene Township employee, Tom Newcomer, Council Member, and Chris Snavley, local business owner.

AS A PART OF THE DUE DILIGENCE PERIOD, STAFF HAS PREPARED THE FOLLOWING INFORMATION FOR TOWN COUNCIL AND THE CAMA BOARD:

- A valuation study by a Pennsylvania licensed real estate valuation expert
- A grass roots community survey of citizens and stakeholders
- A phase one environmental review of the site
- A structural engineering analysis of the buildings and phased demolition plan
- A market-based analysis of real estate needs in the Borough of Chambersburg
- A confidential review of existing tenant agreements and anticipated revenues and expenses from the facility
- A subdivision plan for the organization of tax parcels
- A parking analysis
- A utility systems analysis
- A revised realistic and market based concept plan based upon existing zoning now in place for the neighborhood
- A new realistic and market based concept plan rendering to assist in the marketing of the site to private third-party developers

No local taxpayer money would be involved in this plan: the American Rescue Plan Act of 2021 provided a \$7,763,037 non-competitive, federal formula grant from the U.S. Treasury Department to the Borough to help the community respond and recover from the COVID-19 pandemic.

Of that amount, Town Council allocated \$4,151,857 to purchase the Southgate Shopping Center, which qualifies for the funding and would allow CAMA to make the purchase without local match that could impact Borough real estate tax rates. If Town Council authorizes the purchase, and the ARPA funding is used, it is a unique opportunity to provide an avenue for private developers to redevelop this area by leveraging federal grant money rather than local tax revenue and/or bonds or loans.

Using the ARPA money, CAMA is able to obtain control of the site, something no other private developer has been able to do for generations. This is as a result of the Borough obtaining a grant which makes the project make sense.

The purchase price is a negotiated contract between the Borough and the current owners. The Borough's real estate valuation professional pointed out that the Borough, as a local government, would be required to pay a price based upon "highest and best use" of the property. Furthermore, that consultant has stated that the valuation is very difficult to pin down given the transitional nature of the project site. The average price from the recently sold comparable parcels is \$293,934 per acre, which when used as a measure of value, supports a value of over \$4,000,000 for Southgate.

In addition to no local taxpayer money being used in this project, none of the ARPA money recovered through the resale of the site will need to be returned to the Federal government. Any money recovered by resale can be re-programmed by Town Council for use at Southgate or at any eligible community and economic development project.

It remains to be seen what will happen to the existing businesses as the site is redeveloped. CAMA will inherit the leases for the businesses which are of various lengths of time, and have many other commercial lease attributes. While the businesses remain open and the shopping center redevelopment plans unfold, the businesses will continue to pay rent and taxes. The rent income will help subsidize the planning process. Most of the leases make the tenants responsible for many things including ongoing maintenance of the stores and even the local property taxes. The stores or the commercial part of the shopping center will continue to be taxable property. CAMA and the Borough hope that the large parking lot will become tax-exempt. Generally, public parking lots, such as the Borough-owned parking lot next

door near the CVS, are tax-exempt properties. The Borough will ask for the large parking lot to not pay taxes, but ultimately that is up to a Franklin County board that makes such decisions.

On Monday, February 14, Council authorized the Chambersburg Area Municipal Authority (CAMA) to purchase Phase 1 of the Southgate Shopping Center. In addition, Council assigned the sales agreement entered into last September between the Borough and Franklin Southgate LLC to CAMA. Finally, Council approved transferring sufficient proceeds from the federal funding to CAMA to execute the land acquisition.

TOWN COUNCIL REAFFIRMED THE FOLLOWING SOUTHGATE PROJECT ATTRIBUTES:

- No local tax money, only Federal grant money, may be utilized for the Southgate Shopping Center purchase; no impact on Borough taxpayers or tax rates
- Funds from the inherited leases that provide significant rental income from the current tenants will be used for the interim management of the facility until resold
- The goal of the project is to increase tax revenue and utility sales for the Borough of Chambersburg
- Economic revitalization is a core mission of local government in Pennsylvania
- The Borough of Chambersburg will not be the long-term owner of a shopping center and will not be the developer of this site
- Staff will move expeditiously to prepare the resale of the land in parcels to private third-party developers and the Chambersburg Area Municipal Authority should own the site as long as is needed to prepare it for resale
- A portion of the site will be dedicated to the Borough for public parkland, open space, and storm water management, which are Borough functions
- The revised realistic and market-based vision plan, as developed in February 2022, will be the master concept plan for the site, market demands will drive the ultimate redevelopment
- The Chambersburg Area Municipal Authority Board, with input from Town Council, will manage the resale of the land to the private sector
- Council will appoint a subcommittee of Council to work on day-to-day management and redevelopment issues of the facility during interim ownership
- GMS Funding Solutions and Salzman Hughes will work cooperatively to facilitate the redevelopment process
- The Borough Manager and his staff shall manage the project

In no way would the Borough of Chambersburg or CAMA be the long term owners nor the developers of this site. The proposal is to allow CAMA to buy the dilapidated shopping center, which still brings in significant rental income, and sell it to a new responsible third-party developer or developers to repurpose the land to generate additional tax and utility revenue for the Borough. Further, no local taxpayer funds should be needed. Also, most of the facility will remain taxable even during interim ownership.

According to Borough Manager Jeffrey Stonehill, "The next step in the process is for the CAMA Board to hold the meeting and approve the purchase. The land will transfer to the ownership of CAMA and the borough will enter into a lease back agreement to manage the property on an interim basis until it is resold to a private developer or developers."

Southgate Neighborhood Concept Plan



Southgate View from Water Street and West Washington Street looking southwest



Southgate View from New Plaza at Cedar Street and West Washington Street looking southwest



MESSAGE FROM THE MAYOR

KENNETH HOCK

2021 Annual Report / 2022 Forecast Message

It has only been a few months since my tenure began as your Mayor in Chambersburg and I could not be more excited for what is on the horizon for this great borough we call home.

Since being elected, it has been an honor to wake up each day knowing that I have an opportunity to serve our residents and do everything possible to make a difference in this community. As Mayor, I also have the privilege to partner with law enforcement and assist in ensuring the safety of our community.

Below in the Chief's message, are some important highlights and accomplishments the police department made in 2021. I hope you will find this level of transparency helpful, as I believe sharing the Chief's message is important to you as taxpayers as well as partners in the community. I am excited to be a part of the police team and I will do everything possible to further the mission of the police department which strives to improve the

community's quality of life through crime control and public safety, all while serving people with fairness and respect.

This is an exciting time in our borough and for our police department. Policing takes consummate professionals and great support from its citizens in order to make it a great police department, which we have here in Chambersburg. I am excited to work closely with the men and women of the department and help the citizens see what an incredibly professional organization it is. On behalf of the Chambersburg Police Department, I welcome this opportunity and I encourage you to read about the accomplishments the department made in 2021.

I love the Borough of Chambersburg and I want to do everything possible to make sure you love it too. I encourage everyone who sees me out in the community to connect with me and simply say hello as we work together on making Chambersburg a great place to live.



POLICE DEPARTMENT

CHIEF RON CAMACHO

2021 CPD Annual Report and 2022 Forecast Submission

2021 was another incredible year of growth for the Chambersburg Police Department. In addition to the accomplishment of many of the department's strategic plan

goals, the department received new radios and body-worn cameras which were partially funded through a grant authorized through the Pennsylvania Commission on Crime and Delinquency (PCCD). The department completed the establishment of its citizen advisory committee and the committee has met monthly throughout the year. The department looks forward to the Advisory Committee's input in 2022. For a second consecutive year, the Chambersburg Police Department was also awarded the Lexipol Gold Award for policy management and best agency practices.

The Department has an expanded commitment to traffic enforcement in a transparent manner, which will include citizen input, traffic analysis, and the analysis of methods for improving engineering and physical design issues that might contribute to accidents and other safety concerns in our geographic jurisdiction. In 2022, the public will be made aware of targeted enforcement locations and will work to educate the populace on traffic safety through a series of public safety commercials and advertisements that will be completed.

Please follow the Chambersburg Police Department through our social media accounts for more information on events and initiatives.

In 2021, the department continued its commitment to high-quality training; and, was on the cutting edge of new training practices. These tools give our officers the best available and most current knowledge and skills to perform high-quality policing services for residents and visitors of the Borough. In accordance with the department's commitment to officer training, in 2021 the department applied for and received a second grant award from PCCD for innovative policing strategies. The grant award will be used to purchase a state-of-the-art virtual reality training simulator. This system will place officers in an infinite number of realistic, virtual scenarios which mimic the real-world environment. This simulator will make essential scenario-based training more available at a lower cost to the Borough as the department continues to push forward toward its overarching goal of continual improvement and enhanced service delivery. In 2022, the department will also acquire a 3D scanner for crime scene and accident reconstruction.

In 2021, the department expanded its command staff with the addition of Inspector Meredith Dominick. Inspector Dominick will work closely in 2022 and beyond with Chief Camacho and Lieutenant Greenawalt as she oversees the department's administrative function. The Police Department now has three individuals in the command staff in addition to three civilians and 34 police officers.

In 2022, in addition to the body-worn camera program implementation, CPD will implement its strategic plan initiative in order to combat traffic complaints and improve traffic safety. The plan is built on three core components, which involve enforcement, education, and engineering.



PROCLAMATION FROM THE MAYOR

KENNETH HOCK

PROCLAMATION OF THE MAYOR OF CHAMBERSBURG, PENNSYLVANIA CONDEMNING ALL FORMS OF BIGOTRY, DISCRIMINATION, AND OPPRESSION AGAINST ALL INDIVIDUALS

WHEREAS, in today's world, there are times that bigotry may occur on the basis of race, color, religion, national origin, sex, pregnancy, gender identity, sexual orientation, age, family status, veteran status, disability, marital status, or income status; and

WHEREAS, I request that all residents and visitors of the Borough of Chambersburg reject bigotry and discrimination against all individuals in any form or fashion and in any context, including employment, residential housing, and business transactions and sales; and

WHEREAS, strict adherence to the transcendent principles of tolerance, religious freedom, and equal protection will strengthen the Borough of Chambersburg as a community by deepening the bonds of the community and fostering a welcoming environment.

NOW THEREFORE, as Mayor of the Borough of Chambersburg, I declare that no resident or visitor of the Borough of Chambersburg (the "Borough") should be subjected to bigotry, discrimination, or oppression due to their race, color, religion, national origin, sex, pregnancy, gender identity, sexual orientation, age, family status, veteran status, disability, marital status, or income status. All Borough residents and visitors should be treated with respect and dignity.

FURTHER, in the event that any resident or visitor of the Borough of Chambersburg is subjected to bigotry, discrimination, or oppression in the Borough the individual should seek resolution from the Pennsylvania Human Relations Commission or any other existing agency with jurisdiction over the matter. I recommend that Borough staff be provided with information to direct members of the public to the appropriate agencies and authorities to report concerns regarding bigotry, discrimination, and oppression.

PROCLAIMED this 24th day of January, 2022.

BOROUGH OF CHAMBERSBURG



Mayor



FIRE & EMS DEPARTMENT

CHIEF DUSTIN ULRICH



In 2021, the Chambersburg Fire Department (CFD) continued our devoted mission to deliver superior fire prevention/suppression and emergency medical service to protect the lives and property of the citizens that live, work or visit the Borough of Chambersburg. Each year the department has several challenges that must be overcome to provide these services and last year was no different. At the beginning of the year the department had five senior firefighters retire and one firefighter resign. The loss of these highly experienced and educated individuals certainly left a large impact on the department. In addition to personnel challenges, the department continued to be plagued with the ever changing adaptations and variations of the Coronavirus.

Though there were many challenges, 2021 turned out to be a monumental and record breaking year for the department. With the vacancies created by those who retired, the department was able to hire seven new firefighters, including the department's first bi-lingual firefighter. These firefighters all attended, and successfully passed, the intensive 9-week Harrisburg Area Community College Fire Academy. The Fire Academy establishes a strong baseline in firefighting and rescue skills that allows the individual to start their career with the department with all of the requirements set-forth within the department to be a Firefighter/EMT.

The Chambersburg Fire Department continues to set the standards in training, operations, and call volume in South Central Pennsylvania. In 2021, the department responded to over 4,600 emergency medical calls and over 850 fire apparatus responses to fire/rescue incidents. This is the most medical responses that the department has responded to since

the implementation of the ambulance service on May 15, 1925. Emergency medical incidents continue to rise two to four percent over the past five years and the strain on the EMS system in the United States is at a critical point.



At Pierce in Wisconsin, completing the final inspection on the Borough's new fire engine.



Firefighter Matt Birgfeld and Firefighter Neil Stover graduated from HACC Fire

Five firefighters successfully completed the HACC Fall 2021 Fire Academy to fill vacancies left from retirements and open positions within the department



FF/EMT Seth B. Robinson



FF/EMT Blake A. McAfee



FF/EMT Charles A. Tatch



FF/EMT Bryce Summers



FF/EMT Andre Conroy

Looking forward into 2022, the department will be taking delivery of a new 2021 Pierce Enforcer fire engine in early March. The department prides itself on having many strategic, long-term plans and one of these are to be financially responsible in apparatus purchases. In 2018, CFD administration reviewed the sustainability of the current apparatus and developed a plan on when apparatus needed replaced through 2032. This plan is evaluated annually and reviewed with the Borough Manager to insure that all apparatus is kept up to the highest safety standards and the reliability of the unit is met to respond in a moment's notice.

As the Borough of Chambersburg expands, so does the needs for specialized services from the fire department. In 2022, all personnel will undergo extensive vehicle rescue training that meets National Fire

and Rescue standards in addition to firefighting operations that focus on new building construction. New for CFD is a training program that was established for members to obtain education and certification in fire officership. This "Road to Leadership" program will span over two years and consist of administrative, personnel management, and scene operational training. This program will continue to the foreseeable future and will be revised every two years to meet the changing dynamics in the fire and emergency medical services field.

In all confidence, the Chambersburg Fire Department will continue to deliver superior and professional emergency medical care, fire prevention, code enforcement and fire suppression services for the public's health, well-being and safety.

File of Life Program

Imagine that you are injured or suffer from a medical condition that temporarily renders you unconscious or unable to communicate effectively with emergency medical technicians. Without important information about your medical history, how will first responders be able to quickly assess and treat your condition?

The Chambersburg Fire Department (CFD) is pleased to provide a community initiative entitled the "File of Life" program. The File of Life packet enables CFD personnel to obtain a quick and accurate medical history when a patient or family member is unable to. The "File of Life" is a red, magnetic packet that contains important medical information about you. The "File of Life" compliments the enhanced 9-1-1 system and is a miniature medical history file that is posted on the outside of your refrigerator or in your wallet or the glove compartment of your vehicle. The "File of Life" also provides an area to list contact information for your doctor, family members, insurance information and any other special circumstances that rescue personnel should know in caring for you. FREE File of Life packets are available upon request to all residents of the Borough of Chambersburg.

The "File of Life" was first created over twenty years ago as the life-saving program, The "Vile of Life". The "Vile of Life" was a small prescription vile kept inside one's refrigerator. It contained valuable medical information. While a great idea, the vile proved to be too small, was hard to locate, and its contents became damp. The "File of Life" contains the same vital information as the "Vial of Life" but it is easier to find by Emergency Medical Responders. Because it is placed on the outside of the refrigerator, the information stays dry and intact.


The "File of Life" is a miniature medical history that is kept in a red plastic sleeve with a magnetic strip. Once the history card is filled out, it is placed back in the sleeve. The magnetic sleeve is then placed on the outside of the refrigerator in a visible place. The "File of Life" details a person's name, their emergency medical contacts and insurance policy information. It details current health problems, current medications and dosages. It lists allergies, recent surgeries, your doctor's name and phone number, your health care proxy information and your religious affiliation.

Who will utilize the "File of Life"?
 In the event of an emergency the "File of Life" will be utilized by:

- *Emergency Medical Technicians*
- *Fire Fighters*
- *Hospital Emergency Staff*
- *Police Officers*

The "File of Life" enables emergency personnel to obtain a quick medical history when a patient is unable to give one. The complete "File of Life" sleeve, is taken off the refrigerator, out of the purse, wallet or vehicle and will accompany the patient to the hospital. Emergency room staff will have a quick medical history at their fingertips. This valuable information enables a quicker medical response time.

For more information on how you can obtain a "File of Life" please contact the Chambersburg Fire Department at 717-263-5872.



130 N. Second Street, Chambersburg, PA 17201
 Station Number 717-263-5872
 For Emergencies Call 911 or Text 911
 www.chambersburgfire.com

KEEP INFORMATION UP TO DATE

Name: _____ Sex: _____
 Address: _____ M F
 Date of Birth: / /

EMERGENCY CONTACTS

Name: _____ Home Phone #: _____
 Address: _____
 Relation: _____ Work Phone #: _____
 Name: _____ Home Phone #: _____
 Address: _____
 Relation: _____ Work Phone #: _____

MEDICAL DATA

Last Updated: Mo. _____ Yr. _____ Blood Type: _____
 Doctor: _____ Phone #: _____
 Preferred Hospital: _____
 Use pencil for ease in making changes.

Special Conditions/Remarks: _____

Medication	Dosage	Frequency

SEE BACK OF CARD FOR ADDITIONAL INFORMATION
 © FILE OF LIFE

Use pencil for ease in making changes

Medication	Dosage	Frequency

Recent Surgery: _____ Date: _____

Religion: _____
 Living Will on file at: _____
 Health Care Proxy on file at: _____

Do you have an EMS-NO CPR Directive or a DNR form?
 YES NO Where is it located? _____

MEDICAL CONDITIONS
 Check all that exist

<input type="checkbox"/> No known medical conditions	<input type="checkbox"/> Hemodialysis
<input type="checkbox"/> Abnormal EKG	<input type="checkbox"/> Hemolytic Anemia
<input type="checkbox"/> Adrenal Insufficiency	<input type="checkbox"/> Hepatitis-Type []
<input type="checkbox"/> Angina	<input type="checkbox"/> Hypertension
<input type="checkbox"/> Asthma	<input type="checkbox"/> Hypoglycemia
<input type="checkbox"/> Bleeding Disorder	<input type="checkbox"/> Leukemia
<input type="checkbox"/> Cancer	<input type="checkbox"/> Lymphomas
<input type="checkbox"/> Cardiac Dysrhythmia	<input type="checkbox"/> Memory Impaired
<input type="checkbox"/> Cataracts	<input type="checkbox"/> Myasthenia Gravis
<input type="checkbox"/> Clotting Disorder	<input type="checkbox"/> Pacemaker
<input type="checkbox"/> Coronary Bypass Graft	<input type="checkbox"/> Renal Failure
<input type="checkbox"/> Dementia <input type="checkbox"/> Alzheimer's	<input type="checkbox"/> Seizure Disorder
<input type="checkbox"/> Diabetes/Insulin Dependent	<input type="checkbox"/> Sickle Cell Anemia
<input type="checkbox"/> Eye Surgery	<input type="checkbox"/> Stroke
<input type="checkbox"/> Glaucoma	<input type="checkbox"/> Tuberculosis
<input type="checkbox"/> Hearing Impaired	<input type="checkbox"/> Vision Impaired
<input type="checkbox"/> Heart Valve Prosthesis	
<input type="checkbox"/> Other: _____	

ALLERGIES

<input type="checkbox"/> Aspirin	<input type="checkbox"/> Insect Stings	<input type="checkbox"/> Penicillin
<input type="checkbox"/> Barbiturate	<input type="checkbox"/> Latex	<input type="checkbox"/> Sulfa
<input type="checkbox"/> Codeine	<input type="checkbox"/> Lidocaine	<input type="checkbox"/> Tetracycline
<input type="checkbox"/> Demerol	<input type="checkbox"/> Morphine	<input type="checkbox"/> X-Ray Dyes
<input type="checkbox"/> Horse Serum	<input type="checkbox"/> Novocaine	<input type="checkbox"/> No Known Allergies
<input type="checkbox"/> Environmental:		
<input type="checkbox"/> Other: _____		

MEDICAL INSURANCE

Med Ins Co: _____
 Policy #: _____
 Other Med Ins Co: _____
 Policy #: _____
 Medicaid #: _____ Medicare #: _____

PERSONNEL OFFICE AND PAYROLL SERVICES

MELINDA THOMPSON, H.R. SUPERVISOR

The Human Resource (HR) Department operates under the direct supervision of the Borough Manager and currently has five full time staff members and a part-time receptionist. The core functions of the department include recruitment, retention, compensation, benefits, training, development, HR compliance, and workplace safety. Department staff also participate in labor management activities such as collective bargaining, implementation of bargaining agreements, and the grievance process for three labor unions; and administers and processes pay and a variety of voluntary and involuntary benefits for over 400 full-time, part-time, and seasonal employees, dependents, and retirees, where eligible, while managing relationships with the various vendors that provide these benefits. Finally, Human Resources is a place where employees can bring confidential issues, and where Borough resources can be recommended and assigned accordingly.

The year 2021 was a year of growth for the HR team and various HR program areas. In December of 2020, the Borough welcomed a new HR Supervisor; 2021 was the first full year with the Supervisor in the Personnel Office. Through their leadership, and the general direction of the Borough Manager, the HR team had a busy and accomplished year! A few notable accomplishments include: streamlining the Borough's background check process by contracting Shield Screening services; streamlining the recruitment and onboarding processes to achieve consistency Borough wide; recruiting and hiring for key Borough positions; processing over 26 separations, while hiring and onboarding over 30 new employees; addressing succession planning needs by adding 7 new Borough positions; partnering with Finance to reorganize the department's organizational structure and training program for the Front Counter operations; increasing minority representation of the Borough to 9% of our total workforce; training all Borough employees on Anti-Discrimination/Harassment; developing and training employees on best practices for workplace safety through Vivid learning and classroom sessions; partnering with the Gas Department to update the Borough's Controlled Substance policy to ensure compliance to the FEMSA regulations; securing Borough email accounts for all Borough employees; working with IT and the Borough Manager's office to develop a new web page to recruit volunteers for Borough Committees, Commissions, and Boards; creating a tracking mechanism for internal and external discrimination/harassment claims; updating the Borough Safety Manual; obtaining AED's for every Electric Department vehicle; finding a new Borough personnel consultant, and contracting ITS, Inc. to manage unemployment compensation claims. All this and more was accomplished while growing the department's strategic presence in the Organization through programs and partnerships, as well as relationship-building with staff and community members.

Although COVID-19 remained a prevalent concern in 2021, the Personnel staff were able to continue mitigation efforts, including contact tracing, Emergency Sick Leave management, and surface cleaning to mitigate possible workplace transmissions. In addition to COVID-related safety, in 2021 the Borough experienced 12 major claims requiring medical attention which was a decrease in three claims from 15 in 2020; a 20% reduction. The program continued efforts to control the general health and safety of the organization while managing the Borough's liabilities and assets in a responsible manner.

In April of 2021, the Borough's Diversity Outreach and Employment Resources Program Manager resigned to pursue a new venture, and a replacement was hired in September of 2021. As the newest addition to the full-time team, we look forward to taking the Diversity Outreach Program at the Borough to the next level, extending the Borough's presence in the Community of Chambersburg, while bolstering our employment program.

The Borough's Diversity Outreach and Employment Resources professional assisted the Land Use and Community Development Department with outreach as a part of the Comprehensive Plan development process.

The Borough Personnel Office has continued established partnerships with PA CareerLink and Equus Workforce Solutions (previously ResCare) to source local interns for various positions throughout the Borough as part of our continued outreach in the community. To expand our community outreach,



Promoting Public Engagement

During Visioning Month, a total of 12 informational tables were set up across the Borough, including two or more in each ward, to help promote Vision 2035 public engagement opportunities.

In the photo to the left, a planner from the project team is shown at Gearhouse Brewing Co along Grant Street. Additional locations included churches, Southgate Shopping Center, the Chambersburg Memorial YMCA, the downtown farmers market, and many more.

HR staff has communicated with other local organizations, such as the Wilson College Career Development and BOPIC, to brainstorm possible partnership programs to capitalize on future talent. Our goal is to grow our partnership with BOPIC, specifically joining efforts to reach disadvantaged youth in the community to provide education on possibilities in trades where positions are abundant at the Borough of Chambersburg. Additionally, we'd like to develop educational employment program initiatives to present in our local school district to develop a pipeline of local talent to fill future vacancies due to impending retirements of Borough staff. With these programs we remain focused on the next generation of workforce!

In November of 2020, Borough Council approved a recommended Applicant Tracking system (ATS), ClearCompany, which allowed the Borough to efficiently streamline the hiring process. In 2021, staff became fully operational in ClearCompany's recruitment and onboarding module, including providing the necessary training to hiring managers. ClearCompany has enabled staff to efficiently and effectively communicate to applicants and hiring teams during every step of the hiring process. A welcomed feature is the ability to initiate the onboarding paperwork in ClearCompany's module prior to a newly hired employee's first day of Orientation.

In 2022, HR staff will continue to address workplace needs; maintain compliance to federal, state and local employment laws; mitigate liability through training and education; and increase the department's strategic presence both in and outside of the organization.

Some department goals for the year 2022 include reviewing job descriptions, personnel handbooks, and pay plans for any necessary updates; as well as designing and facilitating relevant trainings such as supervisory training, labor management training, pre-retirement workshops, and best practices on workplace health and safety. Other initiatives include improving workplace culture through recruitment, transparency, communication, and labor and employee management, and by proactively highlighting health and wellness benefits, such as the Borough's Employee Assistance Program, employee engagement opportunities, and revising and/or adding policies, where applicable.

Check back often at the Borough's website for employment opportunities at the Borough: www.chambersburgpa.gov

Our commitment to employees and residents, alike, is to continue to use our resources in the most fiscally conscious and responsible way; all the while maintaining best workplace practices as to promote a positive employer brand to attract future, and maintain current, employee talent. We believe that as our employees are empowered and engaged, professionally, it has a direct and indirect impact to the greater Chambersburg community.

STORM SEWER POLLUTION CONTROL FEE

PHIL WOLGEMUTH, DEPUTY BOROUGH MANAGER

Finally, the New Storm Sewer Pollution Control Fee and Credit Program Has Arrived!

In 2014, Town Council in the Borough of Chambersburg adopted a plan for the creation of a new Storm Sewer Utility, one of the first such utilities to form pursuant to the Pennsylvania Department of Environmental Protection (DEP) and the U.S. Environmental Protection Agency (EPA) to manage and regulate stormwater in smaller communities. This new utility would be an operating fund of the Borough, similar in scope and mission to various other Borough utilities managed by staff under the authority and direction of Town Council.

A committee of citizens, businesspeople, leaders, and stakeholders was formed and met for over a year to come up with an implementation plan to fund the new utility and the required work of the DEP permitted Municipal Separate Storm Sewer System (MS4).

While the Borough has operated a storm sewer system for almost a century, available tax resources supported the system; and the plan was to establish a separate fee structure where all property owners, rather than just the 60% that pay real estate taxes, would help cover its cost of operation. In 2015, following renewal of the Borough's MS4 permit, the Borough carved the system out of the General Fund and established a fee-based Storm Sewer Utility department in a separate enterprise fund.

The new utility fee began in January 2015. A Storm Sewer Pollution Control Fee was added to Borough utility bills in that year. Because of the good work of the citizen committee and the foresight of Town Council, the Borough eased residents and businesses into both understanding the necessity of the fee and the requirements of having a fully functioning Storm Sewer Utility.

Chambersburg has dozens of miles of storm sewer pipes, channels, inlets, catch basins and other facilities requiring inspection and maintenance as a part of the MS4 permit, but also the important necessity to manage and respect storm water and its impact on the community environment. Some communities have delayed the implementation of storm sewer system management. This was never an option in Chambersburg's large urbanized environment.

The Storm Sewer Utility has undergone a three-year process to change their rate structure. As originally contemplated by the 2014 study that recommended its establishment, in 2022, the utility switched what has been a flat rate, per sanitary sewer connection, to a rate based upon impervious area. This new methodology may result in rate changes for commercial, industrial, and institutional customers (shopping centers, schools, churches, the hospital, etc.), which may all see significant changes in their Storm Sewer Pollution Control Fee based on the amount of impervious area on their tax parcels.

The rate change for single-family residential customers will not be noticeable. Under the old system, only single-family residential customers were paying a fair fee. Now, every type of property will pay their fair share based upon their relationship to the impervious area of an average single-family residential home. Impervious areas are made up of surfaces that prevent the percolation of water into the ground, including buildings and paved areas on a property. It is the best system to judge what a property might owe to support this utility according to the U.S. Environmental Protection Agency.

To determine the new fee the Borough digitally mapped impervious areas for every property. Then a team determined an "equivalent residential unit", or ERU, value for each non-residential property. In essence, how many houses is your non-residential tax parcel (shopping centers, schools, churches, etc.) equivalent to in comparison to the average impervious surface of a single-family home. This ERU value determines both how many homes

a property owner's non-residential property is equivalent to and the new monthly fee. Beginning in 2022, the new rate is expressed in single-family home "equivalent residential units" or ERU.

When Town Council adopted the new fee schedule on December 13, 2021, they included a steep discount to help the transition for non-single-family customers. Town Council set the 2022 per month per ERU fee at \$5 with all non-single-family dwelling customers receiving a 30% credit for a period of one year, from January 1 through December 31, 2022. The Town Council also approved a Storm Sewer Management Program Credit Policy Manual that explains how property owners can comply with the credit requirements to retain the 30% credit beyond December 31, 2022. Noncompliance as of December 31, 2022 will eliminate the 30% credit with the first full utility billing cycle in January 2023; unless otherwise extended.

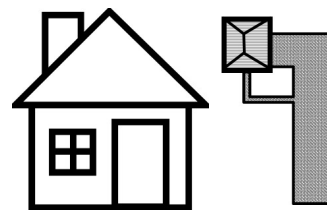
In 2022 the average single family home will see no change in their Storm Sewer Pollution Control Fee as the flat fee is already \$5 per month. The results for commercial, industrial, and institutional customers may be much more significant; based on the size of their lot and impervious area created by the structures on the lot.

For example, if a commercial building is the equivalent of six single-family homes, the rate may increase from \$5 per month to \$20 per month (in this example, the tax parcel might be charged currently \$5 for one sanitary sewer connection, but may be charged \$5 for four ERUs in 2022, which takes into account the 30% credit).

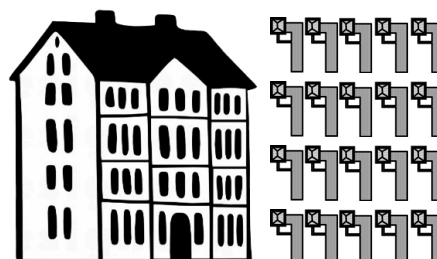
In November 2021 the utility mailed a notice to each non-single-family residential customer to inform them of their property's ERU value as determined by the amount of impervious area on their lot. If you do not own property inside the Borough, this issue does not affect you. Furthermore, if you own a single-family home inside the Borough, you will notice no change.

It is important to note that there will be ways to reduce the amount of the new Storm Sewer Pollution Control fee. Best Management Practice (BMP) facilities can be installed and maintained on one's property to reduce the contribution of stormwater and pollutants to the Borough storm sewer system. You can also reduce the amount of impervious area on a property by removing buildings or parking lots that are part of the impervious area measured to establish the new Storm Sewer Pollution Control Fee.

Please contact Andy Stottlemeyer, Storm Sewer System Manager, at 717-251-2434 or astottlemeyer@chambersburgpa.gov if you have any questions regarding a property's ERU value or the new Storm Sewer Pollution Control Fee and Credit Program proposed for implementation in 2022.



1 ERU = 2,920 sq. ft. IA
Monthly Fee: \$5
Annual Fee: \$60



1 ERU = 58,400 sq. ft. IA
Monthly Fee: \$100
Annual Fee: \$1200

BOROUGH OF CHAMBERSBURG

Storm Sewer Pollution Control Fee

2021

In 2021 the current \$4 per month Storm Sewer Pollution Control Fee will increase to \$5 per month, with \$5 per month charged for every sanitary sewer connection to a building.

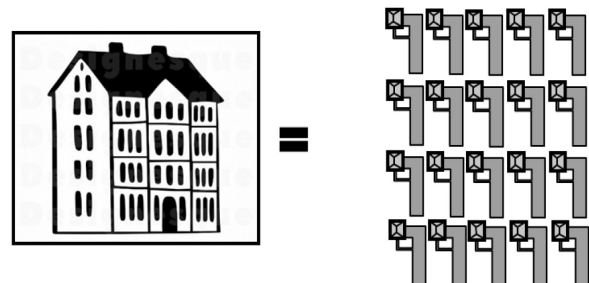
2022

In 2022 the per month Storm Sewer Pollution Control Fee will change to a program based on the amount of land on a lot covered with buildings and other structures along with a credit program to create incentives for property owners to reduce the amount of stormwater generated on their property.



1 ERU = 2,920 square feet IA

Single-family residential properties will be charged one Equivalent Residential Unit (ERU) per month and all other properties (commercial/industrial/institutional) will be charged multiple ERU's per month based on the amount of land on the lot covered with buildings and other structures.



20 ERU = 58,400 square feet IA

One ERU will equal 2,920 square feet of impervious area (IA), which is the average lot coverage for all single-family residential properties in the Borough.

Town Council will set the per month ERU fee.

To find out the ERU value of your property, please contact Andrew Stottlemeyer, Storm Sewer System Manager, at 717-251-2434 or astottlemeyer@chambersburgpa.gov.



Borough of Chambersburg

In the Borough, recycling is currently collected by Borough employees in separate recycling trucks. Use your Borough container for this service.

Borough residential trash customers have single stream recycling:



**Plastic Bottles
or Containers**



**Food or
Beverage Cans**



Paper



**Flattened Cardboard
or Paperboard**



**Food or Beverage
Cartons**



**Clear, Green or
Brown Glass**

Do NOT include in your mixed recycling bin:



NO Food Waste
(Compost instead!)



**NO Plastic
Supermarket
Bags or Film**



**NO Foam Cups,
Packing Peanuts
or Containers**



NO Needles

(Keep medical waste out of recycling. Place in safe disposal medical trash containers)

Please place all recycling in one bin to be picked up by Chambersburg Borough employees every week on the same day and in the same place as your Borough trash pick up.

It is very important to make sure you only recycle those empty containers and those items eligible for recycling. When in doubt, throw it out.

Also, absolutely no food, no liquid and no plastic bags allowed.

LEAD GOOSENECK REPLACEMENT PROJECT 2022

CHAMBERSBURG WATER DEPARTMENT

In recent years, news reports have brought lead issues to the attention of water customers. Chambersburg's water sources are lead free; the system complies with all drinking water regulations, State and Federal, and a corrosion control treatment, which reduces the leaching of lead into the water, has been in place since the early 1960s.

There are no known lead customer service lines in Chambersburg's system and most of the older customer water services in Chambersburg are copper pipe. However, prior to the 1970s, short pieces of lead pipe (about 12" to 18" long) were routinely used to connect the water main to the service line. These pipe segments often took the shape of a goose's neck, and are referred to as "lead goosenecks." They are difficult to locate because they are underground, usually under the street, and their locations were not routinely documented. Above is a photo of a lead gooseneck installation and below is a diagram of where a gooseneck is located on the service line.

Historically, the Water Department has removed lead goosenecks as part of its water and sewer maintenance associated with street restoration projects. While this process was effective, gooseneck removal was limited to the street paving schedule. In 2021, the Water Department staff and representatives from GMS Funding Solutions identified the lead line replacement incentive through the Pennsylvania Infrastructure Investment Authority ("PENNVEST") as a source of grant funding for a Borough of Chambersburg Lead Gooseneck Replacement project. The grant request amount was based on a cost estimate provided by the Water Department based on the plan to replace 1,410 lead goosenecks from Borough water service lines which totaled \$3,299,828.00. There is not a match requirement for these funds. The funding source will allow goosenecks to be removed at a much higher rate compared to removal associated with street restoration. Work on this project began in 2021 and will continue through 2023. The removal/replacement work will require digging a 4' x 4' hole in the street and hydroexcavating down to the main for each service line, replacing the lead gooseneck with type K copper tubing, backfilling, and patching (temporary and then permanent) of the street. Upon completion, approximately 70% of all goosenecks will be removed from water services. The remaining 30% will be removed in conjunction with future street projects and maintenance initiatives.

The Borough of Chambersburg Water Department takes great pride and places utmost effort in producing and delivering clean, safe drinking water. Fortunately, the Borough's lead sampling results have always been positive affirmation to this end.



Lead Gooseneck connected at the water main

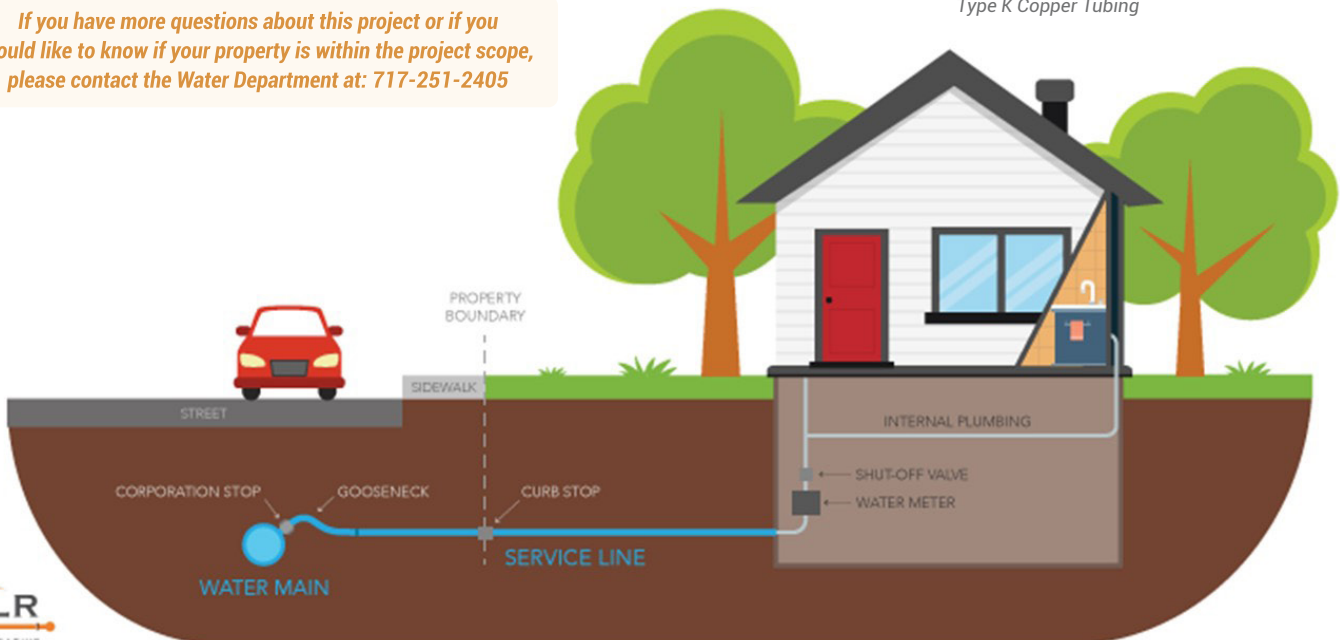


Removed Lead Gooseneck



Type K Copper Tubing

If you have more questions about this project or if you would like to know if your property is within the project scope, please contact the Water Department at: 717-251-2405



Wastewater Treatment – Nutrient Removal of Nitrogen and Phosphorus

One of the major objectives of the Chambersburg Sewer Treatment Plant in 2013 was to incorporate nutrient removal into the process, particularly nitrogen and phosphorus. Nitrogen and phosphorus are both nutrients that, in excess, can have detrimental effects on the ecology of a receiving stream. In the case of Chambersburg, the receiving stream is the Conococheague Creek which ultimately discharges into the Chesapeake Bay as part of the Potomac Basin within the Chesapeake Bay Watershed.

Chambersburg has a discharge permit from Pennsylvania Department of Environmental Protection that limits the overall amount of both nitrogen and phosphorus that can be legally discharged via plant effluent water into the Conococheague Creek. Using these limits, the average daily concentrations for both nutrients can be calculated and used as a daily target not to be exceeded in order to meet Chambersburg's permit limits.

Of the two nutrients, phosphorus is the simplest to remove. Phosphorus is removed by a chemical reaction, specifically a precipitation of the nutrient by adding another chemical (the coagulant aluminum sulfate) to influent wastewater. The chemical reaction results in phosphorus being removed ultimately by sedimentation of phosphorus into waste sludge created throughout the treatment process.

Nitrogen removal relies on the biological process of nitrification – denitrification to ultimately convert ammonia to nitrogen gas which is released back into the atmosphere. Chemical addition is necessary to offer

an alternative food source to the process allowing anaerobic bacteria to complete the biological process.

Both nutrient removal processes depend on usage of chemicals, and chemicals are expensive. In 2021, the Chambersburg plant completed and refined its installation and integration of controllers for both the nitrogen and phosphorus removal processes.

The chemical controllers are essentially a computer that monitor in-plant levels of both nitrogen and phosphorus via submersible probes throughout the plant, compare those values to a determined setpoint, and reduce or increase chemicals as necessary to ensure discharge concentration targets are being met.

The benefit of these controllers is two-fold: the controllers ensure that our discharge permit limits are not exceeded and also that chemicals are not being wasted. Prior to having the controllers, the chemical feeds were operated in a manual mode with adjustments to feed rates only made based on third-party laboratory sampling and analysis with a lag time of two to four weeks. With the controllers, chemical feed adjustments are monitored and adjusted several times an hour.

2021's incorporation of these nitrogen and phosphorus chemical controllers further ensures permit compliance and cost savings moving into the future.

WHY UNDERGROUND UTILITIES ARE FIXED BEFORE STREETS

PHIL WOLGEMUTH, DEPUTY BOROUGH MANAGER

As noted throughout this report, the Borough owns and operates public utilities, including electric, gas, sanitary sewer, storm sewer and water, that serve its residents and businesses. Maintenance of these facilities and distribution systems are managed through the Capital Improvements Plan and fiscal year budgets that support an almost never ending list of projects. Many of these projects involve streets, where excavation and patching is necessary to allow utility department personnel to repair and replace underground distribution system pipes and supporting structures. This work can be disruptive for vehicle operators, leading some to believe that Borough streets are always under construction. That is certainly not the case and there is a good reason for this work to be done when it is. It has been a longstanding practice for Borough utilities to repair and replace their distribution systems under streets before those streets are reconstructed. While it does not guarantee that additional system maintenance won't be necessary after the street is reconstructed, it lessens the chance of excavating newly paved streets to make repairs. As such, a temporary patch is installed after streets are excavated to make utility system repairs. These patches can make the street surface uneven and noticeable for vehicle operators. Sometimes the patches fail, creating potholes that need to be repaired. While our goal is to repair potholes as quickly as possible, it is helpful when vehicle operators report the location of failed street patches to the Borough Customer Service Center. The center is staffed 24 hours a day, 365 days per year, and can be reached at 717-263-4111 or servicecenter@chambersburgpa.gov. Please see below street improvements projects scheduled for 2022 and 2023 where you can expect to see utility department personnel working on distribution system maintenance.

2022
Brandon Dr. (Stanley Ave. to Stouffer Ave.)
Brookview Ave. (W. King St. to High St.)
Center St. (Hood St. to Reservoir St.) Phase I
Geyer Circle
Geyer Dr. (Brandon Dr. to Brandon Dr.)
Hamilton Ave. (N. Franklin St. to Municipal Boundary)
Harrison Dr. (Grandview Ave. to Municipal Boundary)
Heintzelman Ave. (Grandview Ave. to Municipal Boundary)
W. King St. (Grandview Ave. to Brookview Ave.)

2023
Center St. (Hood St. to Reservoir St.) Phase II
Cosell Dr. (Martina Dr. to Martina Dr.)
Debrina Court
Elrock Dr. (Hollywell Ave. to Mill Rd.)
S. Fourth St. (Wayne Ave. to Maryland Ave.)
Martina Dr. (Elrock Dr. to Hollywell Ave.)
Overlea Court
Rose Ann Dr. (Martina Dr. to Martina Dr.)
Suelinn Dr. (Martina Dr. to Cosell Dr.)
Vine St. (Riddle Alley to Terminus)
Wellslee Dr. (Martina Dr. to Cosell Dr.)
Wolf Ave. (Vine St. to Commerce St.)



Celebrating Over 128 Years of Consumer-Owned Electric Service (Est. 1893)

Chambersburg has been providing mechanical (at first just old water wheels) and electric power to its residents for a very long time. Our forefathers were faced with many more obstacles to employing new technologies for our community than we are presently challenged. However, we are still implementing new technologies to this day. Much of what has happened over time in our Borough is related to a unique local commitment to generate our own electricity, in addition to receiving power off the grid from the national grid operator (PJM in Pennsylvania).

We exist to provide local control, local rates, and local policies, articulated by the town's elected officials; and, to keep the business of power as non-profit, for the community's benefit, and a public power pool, which results in the second lowest electric rates in Pennsylvania.

To this day, the Electric Department provides adequate supplies of safe, reliable, and affordable power for the community to not only function, but to thrive. We hear regularly from our customers that Chambersburg has been prudent and successfully managing the department through all of those ups and downs, and we thank you for that compliment.

In the 1990's and early 2000's Chambersburg had carved out its niche as a leader nationwide of "Public Power" entities by helping establish a new municipal power market with rates and applications, while neighboring "Investor Owned Utilities" like West Penn Power were responsible to the new directions being set by the Federal Energy Regulatory Commission, the grid operators, and their shareholders. Our Electric Department and the Town Council, with their foresight, strength, and independence, pushed the Borough through the formative years and subsequent turbulent times, in the development of markets and rates from 1995 through 2008.

Staff navigated radical changes to the wholesale power marketplace and made our Electric Department a leader and an example to other public power systems.

Since 2012, the Borough has enjoyed a long run of rate stability and with two rate decreases as a result of a staff proposed rate levelization program begun in 2014. Today, the Borough's power supply portfolio consists of many power purchase agreements from outside suppliers, two Borough-owned generating plants (30 MW), and two non-Borough-owned renewable energy resources being delivered behind the billing meter (21 MW).

While keeping rates extraordinarily low, the Borough has successfully added new technology such as landfill gas to energy and now solar to our portfolio of electric supply.

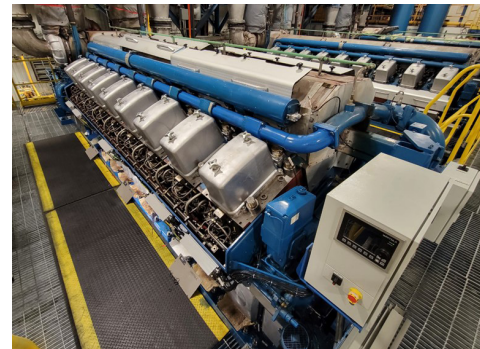
The keys to success over the years were from leadership and vision of Town Council being rooted in a high-level view, being involved in understanding power markets, and the adoption of customer-beneficial supply-side and demand-side growth opportunities. Growth in the business community has helped keep residential and commercial rates very low. Managing power contracts is no small feat. Over time, the Borough must also complete renewal and refurbishment projects to maintain its high quality of service delivery standards.

In 2019 through 2021, the Borough embarked on an aggressive set of five electric bond capital projects to revitalize our electric infrastructure. The first project upgraded the transformer capacity at the Commerce Street substation, a critical supply and delivery point. The capacity increase was necessary to meet load growth and to improve distribution system reliability through existing and new field feeder ties.



Commerce Street Substation

The second major electric bond project was to upgrade generation equipment controls at the Borough's two existing generating facilities. The Orchard Park Generating Station (OPGS) control upgrade is shown hung on the right side of the big blue engine below left. The Falling Spring Generating Station (FSGS) control upgrade of Units 5 & 6 (not complete yet) are shown below right.



OPGS Generator Controls (Unit 8 & 10)



Gen. Controls - Unit 5 (left), Unit 6 (center), Unit 7 (right)

The third major Bond project was to upgrade Transmission & Distribution Systems to partially accommodate the 15 MW community solar public-private project partnership announced in 2021 and the interconnection substation operations into the Grant Street and Commerce Street Substation Control rooms. One of the upgraded control panel-sets are shown below.



T&D System Upgrades

ELECTRIC DEPARTMENT CONTINUED . . .

The fourth was a new large renewable generation resource project. The power team, including its consultants developed a public private partnership community solar power purchase agreement (PPA) with owner-developer Sun Tribe and Safari Energy that will provide offsetting energy and capacity benefits to the Borough's energy portfolio for at least the next 25 years.



Solar Interconnection Substation



Chambersburg Solar Center (Sun Tribe/Safari Energy)

This and the other value-added Bond projects will help secure new, lasting portfolio benefits contributing to the Borough's traditional, renewable, sustainable energy future, and timely in anticipation of offsetting the near term expected rising transmission costs.

The fifth major Bond project mostly completed in 2021 is the new Distribution Operations Center. The new structure at the Customer Service Center on S. Franklin Street, is to be used by the line department and will house and preserve years of weather related wear and tear on line trucks, digger derrick, other vehicles, trailers, and wooden wire spools, while also cleaning up the Utilities Service Center yard for other functional improvements down the road.



Distribution Operations Center

After the significant project load and supply chain challenges of 2021, the Borough electric team is expected to finish the Bond projects in early 2022 and to begin focusing on adapting both our people assets and systems on the eminent expected increased rate of change.

Looking forward, the Department has an excellent foundation on which to build in 2022 and is planning to address two major challenges to maintain and better serve internal and external customers:

- 1) Internal: succession planning and staffing
- 2) External: adaptability and flexibility

Internal: Shifting to the people that make this all happen, to ensure smooth, seamless responsibility/accountability transitions, there began an intentional planned knowledge transfer in 2021 from the near-term retiring employees to the incoming, with intended overlaps in the advancement/onboarding processes.

External: What might the future hold for power supplies and customers? What might be our best path forward in this new energy revolution? The Department will be evaluating major trends and challenges impacting the electric utility. These will come from external forces like the Federal Energy Regulatory Commission, PJM, and energy product marketers, and likely an onslaught of new systems and automation.

In conclusion, the Borough's "Power Team" of staff professionals, led by Jeffrey Stonehill, Director of Utilities, and our elected Town Council, will attempt to implement strategies in 2022 that might to some degree future-proof the Electric Department and its operations, to maximize personnel and systems development, its safety record, for the highest system reliability, while simultaneously maintaining among the lowest cost electric provider rates in the area, State and our country.

PROJECT HEAT

PROJECT H.E.A.T IS FOR ALL SEASONS!

Chambersburg neighbors have been helping neighbors with Utility Bills since 1984 through contributions to Project H.E.A.T. (Helping Everyone Avoid Termination). Utility termination creates additional challenges for people experiencing economic hardship. This year, the challenges have been exacerbated by the Covid-19 health crisis. YOU Can Help! Here's how...

- "Overpay" – Add a contribution to your utility bill payment and check the box indicating that your overpayment will support Project H.E.A.T.
- Donate directly – Make your check out to "Borough of Chambersburg – Project H.E.A.T." (Mail to: PO Box 1009, Chambersburg, PA 17201)
- All Contributions to Project H.E.A.T. are tax-deductible

NEED HELP WITH UTILITY PAYMENTS?

Contact Customer Service – (717) 264-5151 (ask for Customer Service), M-F, 8am-5pm
Walk-in: 100 S. 2nd St., Chambersburg, PA 17201 (Main entrance at rear of bldg.)
Call 2-1-1 or go to <http://www.contacthelpline.org>

GAS DEPARTMENT

JOHN LEARY, GAS SUPERINTENDENT

Growth in the number of gas customers helps keep Chambersburg's residential natural gas rates the lowest in Pennsylvania, and helps the local economy and local households by controlling the cost of heating and cooking for our citizens, including vulnerable citizens such as senior citizens and those with less income. Low energy costs are important to our community's goals. Further, natural gas is cleaner and more efficient than home heating oil and today's natural gas appliances have remarkably low emissions and high energy efficiency.

Chambersburg is the only municipality in Pennsylvania to operate local non-profit community natural gas and electric utilities both. All rates, policies, and rules are set by Town Council. The gas utility supports the Electric Department by selling clean burning natural gas to help with the local production of electricity. Therefore, inexpensive natural gas can result in lower cost electricity as well.

The Chambersburg Gas Department is excited to see a trend in developers of apartments and townhomes in the Borough meeting the desires of their residents by installing natural gas appliances. Unfortunately, many older multi-family homes in the Borough were built without natural gas options. As most Americans want gas for their cooking and heating needs, residents were often disappointed to find out that gas was not available. Developers have discovered, that adding gas appliances to residential housing increases the value, desirability, resale value, and rental income. It also makes for lower operational costs for residents.

Fortunately, many of the apartment buildings and townhomes now under construction in the Borough are being built with natural gas stoves and furnaces. Developers here are now recognizing the importance to consumers of cooking like the pros – which requires gas stoves. They also recognize how much consumers depend on the warmth of safe and reliable natural gas for heating their homes and water. Gas is the preferred energy source by most customers.

Stewardship of the environment is also important to many people. That is one reason so many people insist on natural gas for their homes. Gas is the most environmentally friendly energy source for a home, with lower pollutants and carbon dioxide emissions than other fuels. Chambersburg



New construction in the borough with natural gas hookup

is committed to the environment and natural gas is a part of our portfolio approach to environmental stewardship.

An additional incentive for developers of multi-family housing to choose gas is the expansion of our interest free financing program. For more than 10 years, the Borough has offered interest free financing for single family homeowners to choose gas. The program has been incredibly successful, with 660 participants totaling over \$3 million in loans. Beginning in 2021, we were able to expand this program to include multi-family homes.

For more information on our financing programs, please contact the Borough Gas Superintendent, John Leary, at 717-251-2422.

There are currently about 400 individual units of apartments and townhomes that have begun, or will soon begin, construction in the Borough with natural gas planned. These 400 units will increase the number of gas customers in the Borough by over 6%. Increasing our customer base not only benefits the new customers, but also benefits existing customers by spreading out fixed costs. Spreading out fixed costs helps lower the need for rate increases. Expansion of the gas system in the Borough is one reason there hasn't been a gas rate increase since 2009. Borough customers continue to pay the lowest price for gas in Pennsylvania, an average of 44% less than local private company gas customers using the same amount of gas.

The Borough's commitment to providing low-cost, reliable, and efficient energy to our homes and business is typified by a commitment by our elected officials to natural gas. Thank you to Town Council and to Jeffrey Stonehill, Director of Utilities, for implementing sound policies and low rates so that our community can enjoy the financial and quality-of-life benefits of natural gas.

Natural Gas Safety

Natural gas is the most cost-effective heating fuel for most Americans, also considered by many to be the safest and most environmentally responsible energy available. Keeping gas use safe, however, requires the involvement of everyone. The Chambersburg Gas Department requests the public's help in ensuring we continue our unmatched record of safety.

Gas safety incidents are splashed across national media; however, the fact of the matter is these incidents are rare. Much more frequent are house fires caused by energy sources other than gas. According to the National Fire Protection Association, homes that cook and heat with gas are much less likely to have house fires than those choosing other energy sources. Considering the devastation caused by house fires, it is beneficial to the safety of Borough residents that we continue to increase the percentage of households heating and cooking with gas.

The excellent gas safety record in the Borough has not happened by accident. Great efforts in system improvement and gas safety are successfully undertaken by the Borough. The Gas Department spends over \$500,000 each year replacing old gas pipes and facilities. We also have extensive programs to find and repair leaks, prevent pipe corrosion, train our employees, and educate the public on gas safety. Additionally, we partner with the Fire Department in safety training and to provide Carbon Monoxide and Methane detectors to residents.

What cannot be overlooked, however, is the importance the public plays in ensuring the safety of gas use. Some gas leaks are found with the help of the public. Natural gas has an odorant added, resembling rotten eggs,



which helps residents to smell gas leaks. When residents call the Borough Service Center to report gas odors immediately, the Gas Department can investigate and fix leaks prior to them becoming serious.

The Service Center phone number is 717-263-4111, and is staffed 24 hours a day – meaning that callers talk to a live person.

To help the public recognize the smell of natural gas, the Gas Department routinely sends "Scratch and Sniff" cards to residents. Cards are also available at the Service Center (80 S. Franklin St.) or at the Borough Utilities Building (100 S. Second St.).

The Gas Department thanks all residents for your assistance in protecting our community. Safety is our top priority, and we believe everyone has a role to play.

IMPORTANT SAFETY INFORMATION

**OPEN THIS
TO KEEP
YOUR
FAMILY
SAFE.**

*¡Mantenga la seguridad
de su familia!*



Si usted detecte un olor ligero...

1. Investigue: si es posible, “siga su nariz” al origen del olor. Puede ser que haya una luz piloto sin llama o la estufa esté encendida, algo fácil y seguro para corregir.
2. Abra una ventana o una puerta para circular aire fresco por el área afectado.
3. Si no se pueda localizar el origen del olor o si el olor persista, llámenos al número de servicio de emergencia.

Si usted detecte un olor fuerte...

1. ¡Salga del edificio inmediatamente!
2. **NO HAGA ESTO:** usar el teléfono, encender la luz, encender un fósforo, crear ningún tipo de chispa ni llama
3. Desde afuera y lejos del edificio, llame al número de servicio de emergencia.

Departamento de Chambersburg Gas

Centro de Servicio, 80 S. Franklin Street, Chambersburg, PA 17201

<http://chambersburgpa.gov>

24 horas al día, 7 días a la semana

717-263-4111

**It smells bad for
a good reason.**

Huele mal por una razón buena.

Scratch this
flame with
your fingernail
and sniff the
gas odor



Rasque esta
llama con su
uña y huela el
olor de gas

**It's important that you and your family
recognize this odor, whether or
not you have natural gas service.**

Natural gas has no odor of its own. Everyone should be able to recognize our built-in safety signal. That distinctive odor is the harmless chemical that Chambersburg Gas Department and other natural gas utilities add so you can detect even the smallest amount of escaping gas. It smells bad, but that's good. Used properly, natural gas is safe, reliable, and efficient fuel. However, leaking gas can signal potential danger.

Es importante que usted y su familia reconozcan este olor, tengan o no el servicio de gas natural.

El gas natural no tiene olor propio, así que deben de reconocer nuestro sistema de seguridad – el olor añadido. Este olor distinto es el químico no dañino que le agregan el Departamento de Chambersburg Gas y otras compañías al gas natural para poder detectar hasta la mínima cantidad de gas escapándose. Huele mal...pero eso es bueno. Bien utilizado, el gas natural es un combustible seguro, de confianza, y eficiente. Sin embargo, una

**If you ever detect faint whiffs
of this odor...**

1. Investigate. If possible, “follow your nose” to the source. It may be only a pilot light that is out, or a burner valve left on, something easily and safely corrected.
2. Open an window or door to get fresh air to the affected area.
3. If the source of gas cannot be located or it the odor persists, refer to the number below and call us for assistance.

If the odor is extremely strong...

1. Leave the building immediately.
2. **DO NOT:** use your telephone, turn on a light switch, light a match, or do anything that might create a flame or spark.
3. From outside and away from the building, call our emergency service phone number below.

Chambersburg Gas Department

Utilities Service Center, 80 S. Franklin Street, Chambersburg, PA 17201

<http://chambersburgpa.gov>

For Emergencies

717-263-4111

24 hours a day 7 days a week

Chambersburg Green Yard Waste Recycling Cards

Now Available for 2022

Borough residents have a system for the recycling of green yard waste and other items, in keeping with State and Federal laws. These rules are strictly enforced.

The Borough's new green yard waste recycling center will reopen in 2022 on W. Commerce Street, just off N. Franklin Street, in Hamilton Township. The old site, at the Borough Farm, off Hollywell Avenue, is no longer available to the public. The site will be open Tuesday through Saturday, 8 a.m. to 6 p.m., and residential trash customers must buy a pre-paid Green Yard Waste Card at City Hall before using the site. Contractors, landscapers, and landlords will be invoiced for their waste and they should open an account at City Hall during regular business hours.

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.



Contact David Finch, Assistant Borough Manager
with questions: (717) 660-2702
or dfinch@chambersburgpa.gov

ARE YOU HAVING TROUBLE WITH ON-TIME POSTAL DELIVERY OF UTILITY BILLS?

We would like to introduce you to our PETE program. PETE stands for Payments Easily Transferred Electronically. A checking or savings account at any bank or credit union can be used, and there is no fee for this service. You will still receive a copy of your utility bill. The date that payment will be withdrawn from your account will be printed on your bill; this date will not be sooner than four (4) days before the due date of your utility bill. To sign up, please return an application along with a voided check, or a letter from your bank with the routing number & account number of the account you wish to use. It can be mailed/dropped off with your payment, or sent on its own, or emailed to jrutan@chambersburgpa.gov. You will receive a utility bill verifying your enrollment, when the process is complete. This will happen prior to the first automatic withdrawal. *If you have questions, please call the main switchboard at (717) 264-5151, or stop by our office during regular business hours.*



"PETE"
Payments
Easily
Transferred
Electronically

Let **"PETE"**
help you pay
your utility bill

IMPORTANT INFORMATION FOR RESIDENTS TRAVELING OUT OF THE AREA WHO LEAVE THEIR CARS PARKED ON PUBLIC STREETS:

In Chambersburg Borough, the Sanitation Department, in cooperation with the Highway Department, the Storm Sewer utility, and the Police Department, make sure that all public streets are regularly swept for debris. While this street sweeping program does not occur year-round, Chambersburg systematically and regularly has one or two dedicated street sweeping units on the public streets.

Street sweeping is important to the cleanliness, aesthetics, and quality of life of our community; as well as important to maintain the functionality of the Borough's municipal separate storm sewer system.

In 2020, Town Council re-authorized the local law that addresses parking rules and parking violations on Borough public streets. A copy of the full law is available through the Borough's website e-code viewer:

<https://ecode360.com/10696003>

Pursuant to this local law, from time to time, parking on Borough streets may be banned. Certain streets, or in parts of those streets, may be closed off for the purposes of cleaning, snow removal, special events, public works, street maintenance, or similar purposes. This includes street sweeping. In these cases, the Borough shall give 24-hours' notice of such a ban, unless a temporary or emergency condition exists.

Generally, the Borough places orange traffic cones a day ahead to warn of parking bans whether for street sweeping or street maintenance.

Generally, the Borough places orange traffic cones a day ahead to warn of parking bans whether for street sweeping or street maintenance.

If you are a citizen who regularly parks your personal vehicle on Borough streets, you should not leave town for more than 24 hours without making a provision for someone to move/relocate the vehicle, should your street need sweeping or street maintenance.

Should you leave town with your car unattended; when you return you may find your vehicle received a ticket or, if necessary, it can be removed due to required maintenance.

If you have questions, please call David Finch, Assistant Borough Manager/ Public Works Director, at 717-660-2702 or dfinch@chambersburgpa.gov



RULES FOR BULKY ITEM DROP OFF DAYS

(FOR BOROUGH RESIDENTS ONLY)

The Borough of Chambersburg will once again accept bulky items at the Borough Farm on Dump Road, located directly off of Hollywell Avenue.

BULKY ITEMS will be collected at this location on specific days to be announced, from 8:00 AM to 3:00 PM on Monday, Tuesday, Thursday, Friday and Saturday. Wednesday from 8:00 AM to 6:00 PM.

No electronics will be accepted at this event when it is held.

All Borough residents who take advantage of this opportunity to dispose of their bulky items will be required to provide photo identification with address (such as a driver's license) prior to entering the facility. Additionally, anyone contracted to haul bulky items on behalf of a Borough resident will be required to provide the name, address, phone number and a copy of their utility bill of the resident whose bulky items are being hauled.

Chambersburg residents may **NOT** place bulky items curbside for collection: dumping of these items on public property, including streets, alleys, and sidewalks is always prohibited. To ensure that these items are collected efficiently, Town Council has switched to allowing the free drop off of these items at the Borough Farm. Dumping on private property (rather than sidewalks, streets, and alleys) is a Code Enforcement offense. Trash in someone's back yard or front porch may be a violation of the Property Maintenance Code. If you want to file a complaint regarding trash on private property, call the Borough's 24/7 Customer Service Center at (717) 263-4111.

Please call the Public Works Office at 261-3213, Monday through Friday from 8:00 AM to 4:00 PM with any questions pertaining to the bulky items.

This service is provided to Chambersburg Borough residential sanitation customers only. **COMMERCIAL ENTERPRISES ARE PROHIBITED** from participating in this program.

This is a free service for Chambersburg residents and is supported by the Borough's Sanitation Department.

This event is for bulky items ONLY. **No construction debris will be accepted:** no bricks, no drywall, no cinder blocks, no floor or ceiling tiles, no construction wood.

No green yard waste will be accepted: all green yard waste should be taken to the Green Yard Waste recycling center on W. Commerce Street in Hamilton Township. A Borough Green Yard Waste card is required for drop-off. Cards are available at City Hall during regular business hours.

No trash bags or anything that can be broken down to fit in a trash bag will be accepted.

THE FOLLOWING ARE BULKY ITEMS:

Air Conditioners	Dishwashers	Ladders	Refrigerators	Tables
Bathtubs	Drapery	Lamps	Rugs	Toys (large plastic)
Beds	Rods	Landscape Logs	Screens	Trash Cans
Bicycles-Tricycles	Dry Paint Cans	Lawn chairs	Sheds (<i>metal</i>)	Vacuum
Bookcases	Dressers	Lawn Mowers/Sweepers	Sinks	Cleaners
Box Springs	Drums	Lighting fixtures	Speakers	Washers
Carpet	Dryers	Mattresses	Spouting	Water Heaters
Chairs	Freezers	Mirrors	Stands	Wheelbarrows
Commodores	Furnaces	Mops and Brooms	(<i>wire, wood, plastic</i>)	Windows
Couches	Furniture	Ottomans	Stoves	
Cribs	Heaters	Picnic Tables	Stools	
Desks	High Chairs	Picnic Umbrellas	Strollers	<i>*And similar type items</i>



SAVE A LIFE



AMERICAN COLLEGE OF SURGEONS
*Inspiring Quality:
Highest Standards, Better Outcomes*

100+years



**THE
COMMITTEE
ON TRAUMA**



WWW.BLEEDINGCONTROL.ORG

A national awareness campaign that was designed to train and equip people to save lives in emergency situations involving serious bleeding. This training includes learning how to apply a tourniquet and other techniques to stop the bleeding.

CONTACT

Asst. Fire Chief Ben Myers

Email - BMyers@chambersburgpa.gov

Office - 717-251-2476

LOCATION

Courses may be held at any location capable of providing adequate seating for all participants, as well as an area to allow for a PowerPoint presentation and practical portions. Courses may also be scheduled at Headquarters Fire Station, 130 North 2nd St.

Time

This course covers both classroom and hands-on education. Depending on number of students, the course will last from 45 minutes to 1 hour. Please limit class sizes to 20 students maximum per session. Multiple sessions can be scheduled.

** While understanding the current constraints of the COVID-19 restrictions, the Recreation Department continues to remain hopeful and plans to offer all summer activities including, opening the Aquatic Center on May 28, hosting the Summer Concert Series, and operating all programs, events and tournaments. However, should current restrictions change, please visit our website or call the Rec Office to determine the latest updates for program postponement or cancellation. **Phone:** 717-261-3275; **Website:** www.chambersburgpa.gov/rec_dep



CHAMBERSBURG AQUATIC CENTER INFORMATION

Membership Rates

Hours of Operation for Season Pass Holders: Monday through Friday: Early admittance, 12-1 PM through 8 PM
Saturday and Sunday: Early admittance, 11:30 AM-1 PM through 8 PM

Category	2022 Rates	2022 Boro Rates
Family Memberships		
Family Membership Regular Season	\$385	\$235
- 15% Family discount by March 31	\$327.25	\$199.75
- 10% Family discount by May 28	\$346.50	\$211.50
Adult Memberships		
Adult Membership Regular Season	\$185	\$125
- 15% Adult discount by March 31	\$157.25	\$106.25
- 10% Adult discount by May 28	\$166.50	\$112.50
Youth Memberships		
Youth Membership Regular Season	\$169	\$105
- 15% Youth discount by March 31	\$143.65	\$89.25
- 10% Youth discount by May 28	\$152.10	\$94.50
Sr. Citizen Memberships		
Sr. Citizen Membership Regular Season	\$159	\$95
- 15 % Sr. Citizen discount by March 31	\$135.15	\$80.75
- 10% Sr. Citizen discount by May 28	\$143.10	\$85.50

Definition of a Family Membership:
a family membership includes up to a maximum of five (5) family members, regardless of age, residing at the same address. It is limited to four (4) adults, age 18 and older. Each additional child 3 yrs and older: \$20/person

Membership Additions

- Grandparent/Nanny \$89 \$69

Must accompany a pass holder or pay the daily rate accordingly.

***To receive a discounted rate, payments MUST be received by close of business (5 PM) on the indicated deadline date.**

*Financial Assistance available for memberships to individuals or families that are income eligible for SNAP benefits. Please call for qualifying details

*Military Benefit: Active Military Personnel and family showing the active personnel's ID receive 50% off applicable membership rates. Does not apply to previously discounted prices.

Daily Rates

Hours of Operation for Daily Admission: 1-8 PM, Sunday- Saturday

Category	2022 Daily Rates	*2022 Daily Rate (Franklin County & Shippensburg discount)	*2022 Daily Rate (Chambersburg Borough discount)
Infants UNDER 1 yr of age	Free	Free	Free
Over 42" Sat/Sun	\$16	\$11	\$7
Over 42" M-F	\$14	\$11	\$7
Age 1+/Under 42" Sat/Sun	\$11	\$8	\$5
Age 1+/Under 42" M-F	\$10	\$8	\$5
Sr. Citizen (Ages 60+) Sat/Sun	\$11	\$8	\$5
Sr. Citizen (Ages 60+) M-F	\$10	\$8	\$5
Twilight Age 1+/Over 42" (After 5 PM) Daily	\$11	\$8	\$5
Twilight Age 1+/Under 42" (After 5 PM) Daily	\$10	\$7	\$5
Chaperone/Non-Swimmer Sat/Sun	\$10	\$7	\$5
Chaperone/Non-Swimmer M-F	\$8	\$7	\$5

Special Days / Events

-Teen / Adult Night \$6 \$6 \$4

Discount Pass Booklets

- Book of 10 passes \$120

*To qualify for these daily rates you must provide proof upon entry (see website for details) that you reside within one of the following zip codes or pay the highest applicable rate:

- 17201 17210 17217 17220 17222 17225 17232 17236 17244 17247 17251 17254 17257 17263 17268 17272
17202 17214 17219 17221 17224 17231 17235 17237 17246 17250 17252 17256 17262 17265 17271

For complete details of Aquatic Center Memberships and Rates, visit our website at www.chambersburgpa.gov/rec_dep

FOLLOW US ON INSTAGRAM! @CburgRec

FOLLOW & LIKE US ON FACEBOOK! @ChambersburgRecreationDepartment

FOLLOW US ON TWITTER! @ChambersburgRec



CHAMBERSBURG AQUATIC CENTER INFORMATION

Category	2022 Rates	2022 Boro Rates
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Parties During Operational Hours

Standard Pool Party	\$135	\$115
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- All parties include one free pass good for another visit to the pool.
- 3 hours includes up to 30 people, children under age of 1 not included in this count.
- Each additional person, \$3 per person. Max amount of 50 people per party. May not schedule the same group back to back to create a 6 hour party package.
- Discounts at concessions (food options provided with reservation form)
- Parties may be scheduled beginning at 1 PM and be held in 3-hour increments. All parties must end by 7:30 PM.
- Picnic tables near mini golf (not under pavilion).
- One umbrella per table. Each table seats 8.

Pool Party with Pavilion Rental (Whole)	\$199	\$185
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- Includes all Pool Party options, but with tables under the pavilion instead of near mini golf. Seats approx. 75

Pool Party with Pavilion Rental (Half)	\$169	\$155
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- Seats approx. 35

Pool Party with Event Room	\$175	\$159
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- Capacity: approx. 30
- Includes all Pool Party options, but with Event Room instead of tables near mini golf. Tables / chairs provided.
- Time slots: 1– 4 PM or 4:30 – 7:30 PM.

Pool Party with Picnic Pad Rental	\$145	\$129
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- Includes all Pool Party options, but with Picnic Pad instead of tables near mini golf; Seats approx. 15 people
- Grill; Electricity
- Time slots: 1– 4 PM or 4:30 – 7:30 PM

Full-Day Amenity Rental Rates – No Party

Pavilion, Full Day Rental

- Whole (seats 75)	\$95	\$75
- Half (seats 35)	\$65	\$45

Event Room Rental Only

- Capacity: approx. 30. Tables/Chairs provided.		
- During operational pool hours	\$29/hr	\$25/hr
- Before / After pool hrs. (year-round avail.)	\$45/hr	\$39/hr
- These rates apply to corporations as well.		

Picnic Pad, Full-Day Rental	\$69	\$65
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- Seats approx. 12-15; Grill; Electricity

Cabana (10 x 10) Tent, Full-Day Rental	\$45	\$35
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- Includes 2 lounge chairs
- Weather permitting

*Pool Rental after hours (8-10 PM) - Full Facility	\$425	\$399
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*Pool Rental after hours (8-10 PM) – Pools Only	\$375	\$350
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*Activity Area <u>Only</u> Rental after hours	\$149	\$129
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2022 Summer Program Highlights

* Aquatic Center Special Events * Swimming Lessons * Tournaments

For more information about the Aquatic Center, visit our website at www.chambersburgpa.gov/rec_dep

FOLLOW US ON INSTAGRAM! @CburgRec

FOLLOW & LIKE US ON FACEBOOK! @ChambersburgRecreationDepartment

FOLLOW US ON TWITTER! @ChambersburgRec

Chambersburg Local Law on Temporary Signs

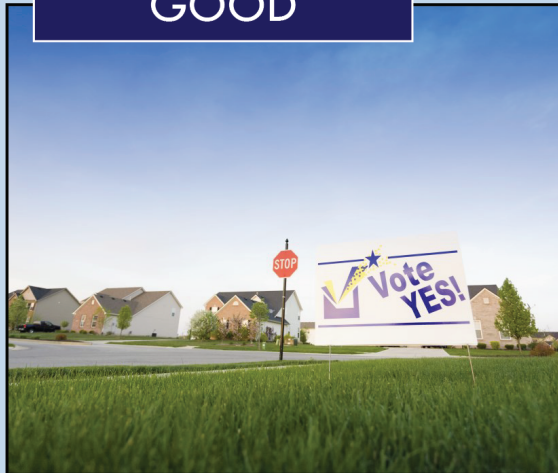
GOOD



NOT GOOD



GOOD



NOT GOOD



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.

No signs on medians, traffic islands, street lights, traffic sign poles, and telephone poles and garbage cans (all of which are almost always inside the right of way).

Signs are prohibited in the “Right of Way”

Borough of Chambersburg—www.chambersburgpa.gov—For information call Code Enforcement at (717) 261-3232.



KEEPING CHICKENS AT RESIDENTIAL PROPERTIES

The Borough of Chambersburg Animals Code allows chickens, but not roosters, to be kept at residential properties. A residential property is a property with a building occupied exclusively for residential purposes but not occupied for commercial, office or manufacturing purposes.

Chickens must be housed in a chicken enclosure, which may or may not be combined with a fenced yard. Specifications can be found in the Animals Code, which can be viewed on the Borough website at www.chambersburgpa.gov. From the front page, use the 'Select a service' menu, select 'View Local Laws' and then select Chapter 96, Animals.

Chickens may not run at large on any public street, alley, park or any other public land or upon property of a person other than the owner.

Chickens must have access to feed and clean water at all times and reasonable efforts must be made to ensure feed and water is not accessible to rodents, predators, insects and vermin.

The keeping of chickens cannot disturb the use or enjoyment of adjacent properties. Odor and noise generated by chickens cannot be noticeable at property lines.

Chicken litter must be collected in a container that when closed is rodent-proof and fly-tight, so as not to permit the presence of fly larvae.

The Borough believes the Animals Code regulations strike a balance for those who live with chickens on their property as well as their neighbors. We strive to make residents aware of the regulations and encourage questions or complaints to be directed to Phil Wolgemuth, Deputy Borough Manager, at 717-251-2436 or pwolgemuth@chambersburgpa.gov.

ADMINISTRATIVE SERVICES & FINANCE DEPARTMENT

JASON COHEN, FINANCE DIRECTOR

In 2021, the Finance Department created the Finance Training Program Manager position, intended to address the long-standing dilemma of providing on-the-job training to our customer service team. With the creation of a dedicated trainer and training environment, training should be completed efficiently, and with no negative impacts, such as staff shortages, to existing staff. This position will be dedicated to the training of new employees, prior to their attaining permanent status, as well as the training of existing employees, for the purpose of ensuring timely employee advancement when such opportunities exist, as they do in our customer service team.

Training and preparing our customer service team to assist Borough residents and businesses is our primary goal.

Since 2015, the Finance Department continues to work directly with the Borough's investment advisors – Truist Wealth, with \$49.7 million of public funds under management, in order to realize an average yield of 0.87%, with an average maturity of only 3 years, and an estimated annual income of \$420,552. The average S&P rating of the Borough's holdings is AA+. These increased returns should further lessen the burden on the Borough's tax and operating revenues for the funding of operations. Chambersburg is required to follow strict state laws for the management of public funds.

For the seventh consecutive year, the Finance Department also administered the Borough's Payment In Lieu of Taxes (PILOT) solicitation campaign, in which tax exempt agencies that pay no property tax, yet still receive the benefit of municipal police and fire services, were requested to contribute towards those services, in lieu of taxes. The campaign raised \$25,233 to be used towards those services, which the Borough would not have otherwise received. This represents an increase of 29.7% when compared to PILOT's received in 2020. Revenues are anticipated to remain stable in 2022, as the economy hopefully normalizes. Pennsylvania law exempts many types of property owners from paying their fair share for police and fire services.

The Borough's finances are strong and the outlook is steady as we are one of the most complicated and well managed municipal operations in the Commonwealth.

The Finance Department also continued to administer the Borough's collections process, instituted in 2015, which resulted in the collection of 38% of delinquent debt, *identified as collectible as of January 1, 2021*, and total collections of delinquent debt exceeding \$110,000 – a figure that is increasingly less than past years, due to the process of effectively containing instances of delinquency. This process has significantly mitigated the number of outstanding invoices being placed into third-party collections, and the Borough is exceeding the expected performance of third-party collection agencies by collecting 94% of receivables within sixty days of delinquency.

Making sure all citizens and businesses pay their utility invoices protects the other customers from having to pay more. As a non-profit community utility system, Chambersburg depends on everyone in the community supporting the system so rates can stay remarkably low. Chambersburg is proud to have the lowest composite utility bill in Pennsylvania. This saves everyone money.

In response to negative impacts to utility customers, in the timeliness of mailing and receiving utility bills and customer payments, the Finance Department administered an outreach campaign intended to increase customer participation in the electronic funds transfer program known as PETE (Payments Easily Transferred Electronically), in order to ensure timely and convenient payment of utility invoices. Over the course of 2021, program participation increased by 43%, and participants now represent about 18% of the utility customer accounts.

Call customer service at (717) 264-5151 to learn more about the PETE program.

Once again, the Finance Department, proudly received recognition from the Government Finance Officers Association, with the award of the Certificate of Achievement for Excellence in Financial Reporting, for its Comprehensive Annual Financial Report for the Fiscal Year Ended December 31, 2019.

We make most of the Borough's financial documents available to the public through the Borough's Transparency page on our website, www.chambersburgpa.gov

2021 ACTUAL & PROPERTY TAX RATES

REVENUES:	AMOUNT:
Taxes: Property, Wage, Deed Transfer, Emergency & Municipal & PILOT	\$12,358,896
Police Fines & Costs	\$139,403
Recreation Department - Pool & Park Receipts	\$147,382
Federal, State & Other Reimbursements	\$2,007,724
Licenses, Permits, Ambulance, & Other Receipts	\$8,088,948
Enterprise Funds	\$58,921,513
Internal Service Funds	\$12,384,020
Payroll, Employees' Pensions & Other Trust Funds	\$21,220,416
Surplus Operating Funds from preceding Fiscal Year	\$37,073,752
Surplus Special and Reserve Funds from preceding Fiscal Year	\$35,552,997
TOTAL RECEIPTS	\$187,985,050
Inter-Fund Transfers	\$11,159,788
TOTAL RECEIPTS AND INTERFUND TRANSFERS	\$199,054,838
APPROPRIATIONS:	
Fire, Ambulance, & Police	\$11,260,625
Highway, Traffic & Lighting	\$1,881,478
Public Recreation	\$1,208,796
General Administration	\$1,921,441
Community Development	\$1,017,117
Enterprise Funds	\$66,602,814
Internal Service Funds	\$12,412,451
Payroll, Employee Pensions & Other Trust Funds	\$20,709,439
Surplus Operating Funds from preceding Fiscal Year	\$38,418,373
Surplus Special and Reserve Funds from preceding Fiscal Year	\$32,462,516
TOTAL EXPENDITURES	\$187,895,050
Inter-Fund Transfers	\$11,159,788
TOTAL EXPENDITURES AND INTERFUND TRANSFERS	\$199,054,838

PROPERTY TAX RATES - DIRECT AND OVERLAPPING GOVERNMENTS

TAX YEAR	BOROUGH OF CHAMBERSBURG	CHAMBERSBURG SCHOOL DISTRICT	FRANKLIN COUNTY	FRANKLIN COUNTY LIBRARY
2021	30 mils	118.9296 mils	29.10 mils	1.30 mils
2020	30 mils	118.9296 mils	29.10 mils	1.30 mils
2019	30.5 mils	115.019 mils	29.10 mils	1.05 mils
2018	30.5 mils	109.647 mils	27.60 mils	1.05 mils
2017	25.5 mils	105.94 mils	27.60 mils	1.05 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 17¢ of every \$1 paid in property taxes in 2021.
4. The Borough also collects Earned Income Tax, Deed Transfer Tax, and Local Services Tax.

2022 COUNCIL ROSTER

MAYOR AND MEMBERS OF TOWN COUNCIL OF THE
BOROUGH OF CHAMBERSBURG, PENNSYLVANIA

MEMBERS OF COUNCIL

Dominique J. Brown
335 Channing Drive
Third Ward - 2022-2025
djbrown@chambersburgpa.gov

Sharon A. Bigler
359 High Street
Fourth Ward - 2020-2023
sbigler@chambersburgpa.gov

Allen B. Coffman, President
112 Pennsylvania Avenue
First Ward - 2022-2025
acoffman@chambersburgpa.gov

Alice C. Elia
1447 Wilson Avenue
First Ward - 2020-2023
aelia@chambersburgpa.gov

Bill Everly
910 Leidig Drive
Fifth Ward - 2020-2023
beverly@chambersburgpa.gov

**Thomas Newcomer,
Assistant Finance Chair**
129 Highfield Lane South
Second Ward - 2022-2025
tnewcomer@chambersburgpa.gov

John Huber, Finance Chair
234 S. Coldbrook Avenue
Second Ward - 2020-2023
jhuber@chambersburgpa.gov

Kathy J. Leedy
191 Eisenhower Drive
Third Ward - 2020-2023
kleedy@chambersburgpa.gov

Larry Hensley
110 Brookview Avenue
Fourth Ward - 2022-2025
lhensley@chambersburgpa.gov

Weston Waytow
744 E. Garfield Street
Fifth Ward - 2022-2025
wwaytow@chambersburgpa.gov

MAYOR

Kenneth Hock
406 S. Coldbrook Avenue
Chambersburg, PA 17201
Mayors Office: 717-261-3243
mayor@chambersburgpa.gov

COUNCIL MEETINGS

7:00 P.M.
REGULAR PUBLIC GENERALLY:
2ND AND 4TH MONDAYS
COUNCIL CHAMBERS,
1ST FLOOR

OFFICE ADDRESS:
100 SOUTH SECOND STREET,
CHAMBERSBURG, PA 17201

CUSTOMER SERVICE:
(717) 264-5151

BOROUGH STAFF

Jeffrey Stonehill
Borough Manager
Director of Utilities
(b) 717-251-2433

Phil Wolgemuth
Deputy Borough Manager
Land Use and
Development Director
(b) 717-251-2436

David C. Finch
Assistant Borough Manager
Public Works Director
(b) 717-660-2702

Jamia L. Wright
Borough Secretary
(b) 717-251-2437

Cindy Harr
Assistant Borough Secretary
(b) 717-251-2447

G. Bryan Salzmann
Borough Solicitor
(b) 717-263-2121

Andrew J. Benchoff
Assistant Borough Solicitor
(b) 717-762-8222

Ron Pezon
Electric Superintendent
(b) 717-251-2426

Jeff Heverley
Assistant Electric Superintendent
(b) 717-251-2418

John Leary
Gas Superintendent
(b) 717-251-2422

Jon Mason
Assistant Gas Superintendent
(b) 717-251-2423

Lance Anderson
Water and Sewer Superintendent
(b) 717-251-2405

Travis Amsley
Assistant to the Water and
Sewer Superintendent
(b) 717-251-2439

A. Elwood Sord
Assistant Public Works Director
(b) 717-251-2479

Dustin Ulrich
Emergency Services Chief
(b) 717-251-2475

Roland Camacho
Police Chief
(b) 717-264-4131

Julie Redding
Recreation Superintendent
(b) 717-251-2470

Guy Shaul
Economic Development Specialist
(b) 717-251-2446

Andy Stottlemeyer
Storm Sewer System Manager
(b) 717-251-2434

Jason Cohen
Finance Director
(b) 717-251-2412

Arnold Barbour
Sanitation and Recycling
(b) 717-261-3213

Brenda Hill
Borough Tax Collector
(b) 717-263-6565

Franklin Co. Area Tax Bureau
(b) 717-263-5141

Melinda R. Thompson
HR Supervisor
717-251-2414

Kristine Baker
Assistant HR Supervisor
717-251-2407

Danielle Keefer
HR Payroll and Benefits Manager
717-251-2416

Paul Flohr
Health and Safety Programs Manager
717-251-2440

Sophia Suarez
Diversity, Outreach, & Employment
Resources Manager
717-753-2051

BOROUGH OF CHAMBERSBURG

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boroughsecretariesoffice@chambersburgpa.gov

*En el departamento de servicio
al cliente se habla Español.*

BOROUGH OF CHAMBERSBURG
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Chambersburg, PA 17201-0909

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