

BOROUGH OF GREENCASTLE COUNCIL MEETING MINUTES

August 5, 2024

7:00 P.M.

MEMBERS PRESENT: Mayor Ben Thomas, Vice President Scott Reagan, Councilmen Wade Burkholder, Steve Miller, and Mike Stenger. Also present was Borough Manager Emilee Little, Greencastle Police Department Day-Time Officer in Charge Kenneth Knopp, and Salzmann Hughes attorney Steve Coccorese. President Larry Faight was absent, Councilmen Joel Amsley and Albert Miller participated via phone.

Vice President Scott Reagan called the meeting to order at 7 p.m.

An invocation was provided by Pastor Donald Morgan.

Vice President Scott Reagan led the Pledge of Allegiance.

Vice President Scott Reagan noted that Council held an Executive Session prior to this meeting to discuss personnel and legal related information and that the meeting was being recorded for accuracy of the minutes.

Opportunity to be Heard

No public comments were provided at this time.

CONSENT AGENDA

On a S. Miller/Burkholder motion, Council unanimously voted to approve the following Consent Agenda items.

Minutes of Previous Meeting:

Borough Council Meeting of July 1, 2024

Community Events:

Approve the closure of E. Spruce Lane from S. Carlisle Street to S. Cedar Lane and S. Cedar Lane from E. Spruce Lane to E. Franklin Street on Tuesday, August 6, 2024 from 6:00pm to 8:00pm for a Back to School Carnival event as requested by the Greencastle Church of the Brethren.

Authorize the Mental Health Association of Franklin and Fulton Counties to deploy purple ribbons on parking meters during the month of September for suicide prevention month.

Employment

Affirm the employment of Stacy Beeler to fulfill the full-time Administrative Receptionist position effective August 1, 2024.

Affirm the employment of Benjamin McQuait to fulfill the full-time Water Treatment Plant Operator position effective August 13, 2024.

REGULAR AGENDA

Payment of Bills

On a Stenger/Burkholder motion, Council unanimously voted to affirm the disbursements listed on the July 2024 Disbursement Report in the amount of \$288,726.25.

Reports from Elected Officials

Mayor's Report

Mayor Thomas reviewed recent community events including Sidewalk Days and the 175th anniversary of the Martin's Mill Bridge. Mayor Thomas also noted upcoming community events including the 9/11 Weekend of Unity and Fish With A Cop. Mayor Thomas's complete written report will be available on the Borough website.

Police Report

Greencastle Police Department Day-Time Officer in Charge Kenneth Knopp discussed recent calls for service including drug related arrests, overdose emergencies, increased fraud cases, and a robbery resulting in the recovery of a large number of stolen guns and ammunition.

Manager's Report

Little provided administrative, operational, and project related updates including the North Washington Street Improvements Project, E. Baltimore Street lot development progress, and the 2019 CBDG-funded ADA ramps design. Little noted that the 2025 budget preparation were underway, with public meetings being scheduled for September. Little reviewed recently filled Borough staff positions and discussed productive communications with PennDOT. Little advised that her complete written report would be available on the Borough website.

President's Report

No report provided at this time.

Committee Action

Administration & Finance

On a Burkholder/S. Miller motion, Council unanimously voted to approve the submitted request for payment in the amount of \$15,765.97 from the Rescue Hose Company No. 1 for the Borough's portion of the RHC personnel cost incurred from 4/1/2024 to 6/30/2024 utilizing the American Rescue Plan Act (ARPA) funds as budgeted.

On a S. Miller/A. Miller motion, Council unanimously voted to approve a COSTARS quote as submitted by George Ely Associates to purchase updated benches and trash cans in Center Square in the amount of \$14,994.00 as recommended by the Beautification Committee.

Mayor Thomas recommended donating the current benches in Center Square to the Jerome King Playground.

Community & Economic Development

On a S. Miller/Burkholder motion, Council unanimously voted to conditionally approval of a final land development plan as prepared by R. Lee Royer & Associates on behalf of Outdoor Contractors, Inc. for the proposed construction of a Dollar General Store on parcel 08-2A00.-007.-000000 located at 650 N. Antrim Way as recommended by the Planning Commission contingent on the satisfaction of the following conditions:

- Completion of any and all outstanding comments from engineering/County review letters;
- Entry into a Developer's Agreement governing financial security, establishment of escrow account, insurance/indemnification;
- Entry into standard Stormwater Operations and Maintenance Agreement (O&M);
- Payment of existing delinquent fees, in full, prior to the plans being released for recording; and
- Obtain any and all necessary third-party approvals and/or permits including but not limited to public water/sewer and PennDOT Highway Occupancy Permit

Personnel

On an Amsley/Stenger motion, Council unanimously voted to authorize the execution of a renewed employment agreement between the Borough of Greencastle and Borough Manager Emilee Little.

Public Facilities

On a S. Miller/Burkholder motion, Council unanimously voted to authorize a 5% discount to be applied to rebilled curb and sidewalk costs related to the North Carlisle Street Rehabilitation Project when the total amount due is paid in full with one singular payment.

On a S. Miller/A. Miller motion, Council unanimously voted to authorize the execution of the Certificate of Substantial Completion of the North Washington Street Reconstruction Project establishing July 12, 2024 as the date of substantial completion as recommended by ARRO Consulting.

Public Safety

On a S. Miller/Burkholder motion, Council unanimously voted to authorize staff to draft and submit a letter to PennDOT requesting approval to reduce the speed limit on E. Baltimore Street from S. Linden Avenue to the Borough eastern limits from 35 mph to 25 mph.

On an A. Miller/Burkholder motion, Council unanimously voted to approve the proposed exhibit identifying eight (8) parking spacing in Center Square to be established via ordinance as “car parking only: no trucks, vans, or SUVs.”

OIC Knopp and Councilman S. Miller recommended establishing “car parking only: no trucks, vans, or SUVs” as opposed to “compact car only parking” to ensure the regulations were more clear and obvious to motorists.

Correspondence

Council discussed correspondence provided by the Jerome R. King Playground Association requesting to utilize internet service from the Borough’s Public Works building for the installation of a camera surveillance system on the playground property.

Little advised the Borough’s cable franchise agreements would need to be reviewed related to this request as the Borough is entitled to free internet services as established in the agreement but that service may not be transferrable to other organizations.

Reagan questioned if this would create a liability issue.

OIC Knopp suggested the Playground Association purchase the cameras and donate them to the Borough.

A. Miller identified that cameras could reduce the amount of directed patrols needed by the Police Department if the cameras were accessible on the Department’s system.

Council recommended further discussion on this request be tabled and added to the next Public Safety Committee meeting agenda.

Final Comments

M. Stenger and W. Burkholder thanked the members of audience for attending the meeting.

Mayor Thomas advised of the upcoming carnival event at the Brethren Church as approved by Council and thanked resident Larry Pittman for his recommendations leading to the proposed ordinance regulating parking in Center Square to allow for safer conditions for motorists and pedestrians.

A. Miller thanked OIC Knopp for his review of recent Police Department activities and congratulated Vice President Reagan on a well conducted meeting.

Amsley reiterated that Vice President Reagan did a great job running the meeting.

Adjourn

On a Burkholder/Stenger motion, the meeting adjourned at 8:04 p.m.

Respectfully submitted,

Emilee Little
Borough Secretary