

**MINUTES**  
**BOROUGH OF GREENCASTLE**  
**COUNCIL MEETING AGENDA**  
**March 5, 2018**  
**7:00 P.M.**

MEMBERS PRESENT: Mayor Ben Thomas, Council President Frank Webster Jr., Council Members, Larry Faight, James Farley, Duane Kinzer, Steve Miller, Craig Myers, and Matthew Smith. Also present were Borough Manager Eden Ratliff, Chief of Police John Phillippy, and Administrative Secretary Kalli Yoder.

President Webster called the meeting to order and recognized Boy Scout Troop 95, who were in attendance.

Reverend Horn gave the invocation.

Boy Scout Troop 95 led the pledge of allegiance.

President Webster announced that Council had held an Executive Session prior to the Council Meeting tonight to discuss personnel and legal matters. President Webster then asked Mayor Thomas to give his report regarding the Canine Unit Program. On a Miller/Faight motion the Council requested that the report not exceed fifteen minutes of the meetings time.

**Mayor's Report**

Mayor Thomas presented a copy of his report to Council and explained to the public that this document would be made available on the Borough of Greencastle website. Mayor Thomas explained that the Checks and Balances of Borough government allow for the Mayor to be responsible for the police department, however Council is responsible for approving the budget, and so the two work together to make decisions such as whether or not to continue the Canine Unit Program. Mayor Thomas outlined that both the Administrative and Finance and the Public Safety Committee were tasked with meeting to discuss and make recommendations regarding this matter. After reading a summary of the report, Mayor Thomas thanked Officer Keith Russell, who was in attendance, and his family, for their years of service in the Canine Program. Mayor Thomas reviewed finances of the Canine Program and questioned if the people of Greencastle would be willing to support the program for the duration of the canine's career. In closing of his report, Mayor Tomas reviewed who the Canine Program would assist and an action plan for the program.

President Webster thanked Mayor Thomas and asked the Administration and Finance and Public Safety Committees to present their recommendations.

**Administration and Finance Committee Recommendation**

Administration and Finance Chairman Farley reviewed what the committee had evaluated in their meeting and stated that the committee unanimously agreed to recommend that the Canine Unit Program be indefinitely suspended and all assets, including the Canine Unit Vehicle, be liquidated. Farley added that he does not agree with the term "indefinitely suspend" and prefers "terminate," however, he agreed to go along with the rest of the committee in their recommendation.

**Public Safety Committee Recommendation**

Public Safety Chairman Faight outlined that their committee was tasked with providing a recommendation on continuation of the Canine Unit and noted that in regards to Public Safety the Chief of Police was tasked with the Burden of Proof. Faight stated that the majority of the committee

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voted to continue the Canine Unit Program.

Ratliff asked Council to clarify what the term indefinitely postpone means, and deferred to Council Member Miller. Miller explained that after a motion is made, according to Robert's Rules of Order, the committee can motion to indefinitely postpone any further action regarding the initial motion during this session. Miller clarified that the session lasts for two years and the current session will end in January of 2020. Miller added that anytime between now and then, Council can make a motion to reconsider.

**Public Comment**

At this time President Webster asked the public to please state their name and address for the record before commenting, and requested that anyone addressing Council please limit their time to five minutes.

Bill Little of 10 S Carlisle Street addressed the issue as an EMS personnel himself, showing Council a sample of Narcan, a drug used to negate heroine and something that Little said all EMS personnel carry at all times. Little stated that Rony used to find drugs and assist with arresting people who dealt them within the community.

Kendra Pheil of 30 Baumgardner Drive asked Mayor Thomas if the document from Thursdays Administration and Finance Meeting would be public. Thomas replied that it would not be public due to it being a draft, however the final draft which he had just handed out to Council would be a public document made available on the website. Pheil added that the community is interested in more details being exposed regarding what happened the night of Rony's death and requested that an official report be made available to the public as well.

Wade Burkholder of 235 E Baltimore Street highly recommended and expressed his support to continue the Canine Unit Program. Burkholder added that taxes in the Greencastle community are not as high as other surrounding communities, therefore if taxes need to be raised to support the Canine Unit, he suggested the Greencastle community should support that.

Charles Myers of 38 Williamson Avenue stated that \$21,000 did not seem like a large expense compared to the lives it would save.

Allison Luger of 290 Ronald Drive explained that she works with numbers for a living and she understands that from a financial standpoint, continuing the Canine Unit Program does not make sense. However, she does not believe a number can be put on safety. Luger reminded Council that one week before Rony was killed he was in the middle school finding drugs, keeping kids aged 11-13 safe, and stated that there is nothing that could be found more important than that.

Robert Wertime of 207 Leitersburg Street outlined that he did not want to advocate for or against the Canine Unit Program, however he wanted to ask questions. Wartime asked Council if the committees have looked at the number of Canine Units that are deployable in the surrounding areas. Wartime suggested to Council that Greencastle bridge the gap with other communities to create an intergovernmental financial plan for the Canine Unit Program.

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Kevin Barnes of 317 Carol Street applauded the transparency of Mayor Thomas in his report, as well as the wide coverage of units in the budget and the thorough assessment and views of Council regarding the Canine Unit Program.

Council Members Miller and Faight motioned to allow Keith Russell, an officer of the Greencastle Police Department who resides in Antrim Township to make a public comment. Russell invited council to join him on a ride along and see the life and death decisions officers make every day while on duty before making a decision regarding the Canine Unit Program. Russell added that when discussing selling off assets from the Canine Unit, to consider that many things were donated to the Greencastle Police Department and that money should be returned to those who donated the assets.

Council Member Kinzer addressed the fact that the Greencastle Police Department no longer has a canine, and it is not in the budget to invest in a new one, and therefore motioned to terminate the Canine Unit Program and liquidate the assets. Farley motioned to second.

Council Member Miller asked for an incidental motion to divide the question into two, separating the motion to terminate the Canine Unit and the motion to liquidate the assets. Faight motioned to second. Ratliff explained that Council needs to vote on dividing the motion first. Council unanimously agreed to divide the initial motion into two separate motions.

Kinzer motioned to terminate the Canine Unit Program. Miller motioned to second. Miller then added a subsidiary motion to indefinitely postpone for this session. President Webster stated that Council needed to address the first motion before addressing Miller's subsidiary motion. Ratliff suggested a recess to review Robert's Rules of Order. At this time, 7:45 p.m. , Council recessed for five minutes to review Roberts Rules of Order. Council came back into session at 7:50 p.m.

Ratliff explained to the public why Council took a recess and explained that according to paragraph 15 and 16 on page 63 of Robert's Rules of Order, Miller's subsidiary motion took precedence over Kinzer's initial motion. Ratliff mentioned to Boy Scout Troop 95 that he hoped they were enjoying the civics lesson.

President Webster asked Council to second Miller's subsidiary motion, which Faight did. At this time, Miller explained that if his subsidiary motion passed, then the initial motion by Kinzer is not to be discussed for the rest of this session. At this time Ratliff suggested a roll call vote.

Council Member Miller: Yay  
Council Member Smith: Nay  
Council Member Farley: Nay  
Council Member Kinzer: Nay  
Council Member Faight: Yay  
Council Member Myers: Nay  
Council President Webster: Nay

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The majority vote of Council was to deny Miller's subsidiary motion to indefinitely postpone the Canine Unit decision. At this time Council returned to Kinzer's initial motion to terminate the Canine Unit Program. Miller motioned to second. Miller commented that he appreciates the public's comments. Miller acknowledged a previous comment by explaining that it is more than \$21,000. Using a ten year career average for a canine, and adding in the expense of a new vehicle, which would be needed, even with a donated canine the total cost of the program would be over \$300,000. Miller suggested that we need to research more and think about it before walking into that kind of commitment, and added that his subsidiary motion was to delay that decision, giving Council two years to sort through every piece of a potential program before making a permanent decision. Myers mentioned that Council also needs to look at public safety, and with all the unknowns of the previous program it is difficult to make a concise decision. Myers suggested that Council wait until funds are available, and when they are to then proceed with a Canine Unit Program. Myers mentioned that Council knows more now than it did eight years ago when the program first began and that a lot could be learned from that. Myers asked the community to help financially with the Canine Unit Program. Faight addressed the matter of public safety as well and encouraged the public to make their opinions be heard regarding the Canine Unit.

At this time Council decided to take another roll call vote.

Council Member Myers: Nay  
Council Member Faight: Nay  
Council Member Kinzer: Yay  
Council Member Farley: Yay  
Council Member Smith: Yay  
Council Member Miller: Yay  
Council President Webster: Yay

The majority vote of Council was to support Kinzer's motion to terminate the Canine Unit Program. On a Kinzer/Farley Motion to liquid the Canine Unit assets, Council took a roll call vote.

Council Member Myers: Nay  
Council Member Faight: Nay  
Council Member Kinzer: Yay  
Council Member Farley: Yay  
Council Member Smith: Yay  
Council Member Miller: Yay  
Council President Webster: Yay

The majority vote of Council was to support Kinzer's motion to liquidate the Canine Unit assets.

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**Consent Agenda**

On a Kinzer/Smith motion Council voted to approve Minutes of the Borough Council Meetings of December 21, 2017, January 2, 2018 and February 5, 2018; as well as the Borough Council Reorganization meeting on January 2, 2018.

**Attendance Approvals**

Ratliff explained that the personnel committee recommended that he and Finance Manager Lorraine Hohl attend the PELRAs conference in State College the second week of March. Ratliff outlined that he and Hohl would attend sessions specific to their positions in the Borough and that the cost for both to attend is a budgeted expense of \$285.00. On a Kinzer/Smith motion Council voted to approve their attendance.

**Regular Agenda**

On a Smith/Faight motion Council unanimously voted to approve the payment of bills on the February 2018 Disbursement Report in the amount of \$245,493.84. Ratliff explained that the majority of these expenses were the sewer line rehab bills that were approved at the last meeting. Miller asked if it was appropriate to categorize the bills so that Council can clarify MS4 expenses, commenting that a lot of work needed to be done on N Carlisle Street and Tyrone Street.

**President's Report**

President Webster thanked all of the committees for their diligence in discussing and reporting on the different aspects of the Canine Unit Program that they were tasked to.

**Chief's Report**

Chief of Police Phillippy outlined that on behalf of County Law Enforcement he has met with County EMS Council, along with a rep from Women in Need regarding how first responders react to Strangulation cases in the county and ways that they can improve the outcome for victims. Phillippy reported on technology changes including a new camera system that will be installed this month in an effort to improve the continuity of the Greencastle Police Departments service as well as the manner in which they preserve statements regarding criminal cases. Phillippy explained that the Greencastle Police Department handled a criminal investigation at the Greencastle-Antrim High School in the absence of the SRO. Phillippy added that the line of duty deaths for February of this year were 13 officers and 2 K9s, bringing the total for 2018 to 22 officers and 4 K9s.

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**Manager's Report**

Ratliff reviewed his attached report including two new additions, Black Balloon Day and the VFW Veteran's Parade.

**Administration and Finance**

On a Miller/Farley motion, Council unanimously approved an amendment to the previously Council approved motion on January 2, 2018 with regard to adoption of the latest version of Robert's Rules of Order, and substituted with a motion to adopt the current edition of Robert's Rules of Order, a guide to parliamentary procedures, modified as a document titled Borough of Greencastle Council Rules of Order, dated March 5, 2018 to suit specific Borough needs. Miller added that he wrote a nine page document that is supplementary to Robert's Rules of Order and that both documents work together.

**Personnel**

On a Myers/Smith motion, Council unanimously approved giving each full time employee one additional personal day and each part time employee half a personal day as appreciation for receiving the 2016 safety award. Ratliff explained that in 2017 the Borough was given the "No Loss Time" award from their workers compensation insurance. Last year the Council voted to give these additional personal days to employees and it was well received.

**Public Safety**

On a Faight/Kinzer motion, Council unanimously voted to authorize the Greencastle-Antrim Chamber of Commerce to hold their Seasonal marketplace on May 19, 2018 and to designate S. Carlisle Street from the church parking lot to the square, along with the square, as no parking from 7:00 a.m. to 5:00 p.m. President Webster confirmed with Phillippy that he was aware of this.

On a Kinzer/Faight motion, Council unanimously authorized Incognito Tattoo to hold a fundraising event and to designate no parking on the southeast portion of the square on April 14, 2018 from 10:00 a.m. to 6:00 p.m.

On a Kinzer/Smith motion, Council unanimously voted to conditionally approve the annual Pub Run event and applicable road closures on April 14, 2018 pending the receipt of a PennDOT Road Closure permit for Leitersburg Street.

On a Myers/Faight motion, Council unanimously authorized a police escort through the Borough on Sunday June 3, 2018 for Operation God Bless America.

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On a Faight/Smith motion, Council unanimously voted to adopt an ordinance enforcing no stopping or standing on Ridge Avenue from Leitersburg Street to Addison Ave from 7:00 a.m. to 8:00 a.m. and 2:00 p.m. to 3:30 p.m. Monday through Friday and implementing a loading zone in front of 23 W Baltimore Street. Kinzer asked if there have been any repercussions from the school. Both Ratliff and Phillippy confirmed that no, the school is in favor of this and the surrounding property owners do not have an issue with it either.

On a Kinzer/Faight motion, Council unanimously voted to conditionally approve a request from VFW Post 6319 to hold the annual Greencastle Memorial Day Parade on Monday, May 28, 2018 at 10:00 a.m. pending the receipt of a PennDOT Road Closure Permit.

**Community Development**

On a Smith/Myers motion, Council unanimously voted to approve bulk item day to be on Friday, May 4, 2018 from 8:00 a.m. to 2:00 p.m. and Saturday, May 5, 2018 from 7:00 a.m. to 10:30 a.m. Bulk items will be accepted at the Borough Maintenance Facility.

**Correspondance**

Ratliff passed out to Council two thank you letters that had been received by the Borough from members of the Greencastle Community.

**Adjourn**

On a Kinzer/Faight motion, Council unanimously voted to adjourn at 8:36 p.m.

Respectfully Submitted,

Eden R. Ratliff  
Borough Manager