

BOROUGH OF GREENCASTLE COUNCIL MEETING MINUTES

May 2, 2022

7:00 P.M.

MEMBERS PRESENT: Mayor Ben Thomas, Jr., President Albert W. Miller, Vice President Jan Shafer, Councilmen Wade Burkholder, H. Duane Kinzer, and Jeremy Layman. Councilman Joel Amsley participated via telephone, and Councilman Allen Mairose was absent. Also present were Borough Manager Emilee Little, Public Works Manager Bob Manahan, and Chief of Police John Phillippy.

President Albert W. Miller called the meeting to order at 7 p.m.
An invocation was provided by Pastor Mike Carry.
President Albert W. Miller led the Pledge of Allegiance.
President Albert W. Miller said that the meeting was being recorded.

President Albert W. Miller stated that there was an Executive Session held after the April 4, 2022 Council meeting to discuss a legal matter, an Executive Session was held prior to the April 25, 2022 Workshop meeting to discuss personnel, and an Executive Session was held prior to the May 2, 2022 Council meeting to discuss contract legal matters.

On an Amsley/Burkholder motion, Council unanimously approved the proposed agenda for the May 2, 2022 regular Council Meeting.

Opportunity to be Heard: Borough citizens may address Council at this time on specific issues of concern.

Shannon Blanchard, 158 N. Carlisle Street, discussed on-site meetings with residents on N. Carlisle Street to address their concerns. She also asked about the status of speed control issues on N. Carlisle Street and if monies could be budgeted in 2023 for a second license plate reader.

Larry Pittman, 35 W. Madison Street, read his April train report.

Debbie Cunningham, Greencastle-Antrim Chamber of Commerce, asked Council if there were any questions regarding the food truck event proposed on the agenda.

Kendra Pheil, 30 Baumgardner Drive, asked if the Borough was having a Farmer's Market this year and was told no Borough market was planned, but there would be market events at Consign and Collect with farm vendors.

President Albert W. Miller asked Pheil for more information on the Borough's Farmers Market and Little clarified. Vice President Shafer asked if the Chamber held such an event and Cunningham said she had not been able to get farm vendors for the *Third Saturdays in the Square*.

CONSENT AGENDA

On a Burkholder/Shافر motion, Council voted unanimously to approve the Consent Agenda as submitted.

Minutes of Previous Meeting(s):

Borough Council Meeting of April 4, 2022.

Borough Council Workshop Meeting of April 25, 2022.

Community Events

Chamber of Commerce *Food Truck on the Fourth Fridays* request:

- Approve No Parking signs to be placed on the meters located in the northwest corner of the Square for the dates: June 24, July 22, August 26, and September 23.
- Remove the electric outlet cover in the northwest corner of the Square for vendor access.

Old Home Week Association: Endorse the 41st Triennial Old Home Week celebration:

- Approve the parade on Thursday, August 11, including “no parking” designations as necessary.
- Approve the Square closure on the evening of August 7, and the morning of August 8, for the unofficial opening of *Old Home Week*.

Employment

Accept the employment of Victoria Ritchey to fulfill the position of Billing and Accounting Coordinator.

REGULAR AGENDA

Payment of bills

On a Layman/Amsley motion, Council voted unanimously to approve the disbursements listed on the April 2022 Disbursement Report in the amount of \$52,658.55.

Reports from Elected Officials

President’s Report

President Albert W. Miller said he’d been busy with eight meetings the previous month.

Mayor’s Report

Mayor Thomas presented his monthly report which included recognition of National Volunteer Week, the Greencastle-Antrim Lions Club 78th Charter celebration, and Quentin Campbell and John Paul Schemel who earned Eagle Scout badges with Troop 99. He recognized Cunningham for her coordination with the Great American Clean-Up. He said he continues to work with Congressman John Joyce regarding Norfolk-Southern and he reminded citizens that school will soon be out and to pray for area seniors. For the complete report, please go to www.greencastlepa.gov/document_collections/Mayor_Reports.

Chief’s Report

Chief Phillippy presented his April monthly report to Council including service calls, overtime hours, office training completed, and community service work. For the complete report, please go to www.greencastlepa.gov/document_collections/Chief_of_Police_Reports.

Manager’s Report

Little spoke to various projects ongoing within the Borough such as the updated lighting in the Square, Hidden Key Brewery, Sheetz, and Buchanan Flats developments, CDBG grant projects and the updated sewer ordinance for Chapter 155. For the complete report, please go to www.greencastlepa.gov/document_collections/Manager_Report.

Kinzer asked Little where the Sheetz Development Plan was and said he had concerns about what he heard PennDOT would allow for ingress and egress. Little said the Planning Commission was looking at that as it relates to Routes 16 and 11, and Madison Street.

President Albert W. Miller asked Little how close the Borough was to signing the contract with Conodochly and she said she expected it within two weeks.

Kinzer said he is concerned that the Borough continue to work with Antrim Township (the Township) on the interconnect road. Little said PennDOT is still reviewing the traffic control plan and Kinzer said the Borough must object to the road emptying out as currently planned.

Committee Action

Administration

No discussion.

Budget & Finance

On a Burkholder/Albert W. Miller motion, Council discussed the submitted request for payment in the amount of \$10,883.79 from the Rescue Hose Company No. 1, including the Borough's annual contribution and the Borough's portion of the RHC personnel cost incurred from 1/1/2022 to 3/31/2022.

Kinzer stated that the Borough should pay attention to the fact the Rescue Hose must be paid but with review. President Albert W. Miller stated that RHC is submitting detailed, actual costs at this time and they will be ramping up in the coming year.

Mayor Thomas asked if ARPA funds were used in the payment and Little said yes. Mayor then suggested that this information be part of the motion.

On a Burkholder/Amsley amended motion, Council voted unanimously to approve the request for payment in the amount of \$10,883.79 from the Rescue Hose Company No. 1, including the Borough's portion of the RHC personnel cost incurred from 1/1/2022 to 3/31/2022 to be paid with ARPA funds.

Vice President Shafer asked if these funds were only for 2022 and President Albert W. Miller said this is what was budgeted for this year. Little said the ARPA funds were used to offset a tax increase to cover the RHC donation and that ARPA funds probably won't be available after 2023.

Community Outreach

No discussion.

Economic Development

On a Kinzer/Burkholder motion, Council voted unanimously to accept the Inch & Co. offer to extend the initial 90-day plan review period for an additional ninety (90) days until August 13, 2022 for the Buchanan Flats Land Development Plan review.

Personnel

On an Amsley/Shafer motion, Council voted unanimously to approve Salzmann Hughes to update the Borough's Personnel Handbook at a cost not to exceed \$2,500.

Public Facilities and Stormwater

On an Amsley/Layman motion, Council voted unanimously to authorize the creation and advertisement of an ordinance establishing a handicap parking spot at 45 N. Carlisle Street.

Kinzer said Council should consider a cost for this as the process is costly to the Borough.

On a Kinzer/Burkholder motion, Council voted unanimously to approve Change Order Number 1, as submitted by Canadochly Construction, Inc., for a time extension moving substantial completion from May 1, 2022 to May 18, 2022, and final completion from May 10, 2022 to May 31, 2022 for the 2016 CDBG funded ADA ramps project.

On a Burkholder/Amsley motion, Council voted 4-2 (Kinzer and Layman opposed) to authorize the execution of the settlement agreement and mutual release between the Borough of Greencastle and the Lugers as it pertains to Vivian Avenue.

Kinzer said he is annoyed, disappointed, and opposed to the perpetuity that goes beyond Mr. Luger and

that he [Luger] went with the Kuhaneck's to make this [situation] more difficult for the Borough.

Layman said that the last Council agreed to no sidewalk on the Luger side [of Vivian Avenue] but he doesn't agree to the successor language, added in 2022. He said he doesn't agree with doing work and using tax dollars and resources for one individual. Kinzer said he agreed with Layman.

President Albert W. Miller said he raised the issue of successors and heirs and there were a lot of meetings behind the scenes. The best interest of the Borough is to get this agreement signed and move on.

A discussion ensued among President Albert W. Miller, Layman, Kinzer, Burkholder, and Vice President Shafer about the successor language, potential ongoing financial costs, and future development of the property.

Amsley noted that there are miles of Borough streets with no sidewalk, and this 50-yards of property has complications preventing one. He said the best interest of the citizens of the Borough is to get that street opened safely and properly with speed tables, signage and maintenance.

On a Layman/Kinzer motion, Council voted unanimously to deny change order #7, dated April 29, 2022, as requested by DOLI Construction for a 175 calendar day time extension on the N. Carlisle Street project.

On a Kinzer/Burkholder motion, Council voted unanimously to authorize the modification of change order #7 to allow a 10 calendar day administrative extension for the N. Carlisle Street Rehabilitation Project for the purpose of obtaining a response from Doli insurance company regarding the vandalized sidewalks.

Public Safety

On a Kinzer/Burkholder motion, Council unanimously voted to affirm the purchase of a license plate reader for the Greencastle Police Department as budgeted with the \$10,000 grant funding.

Mayor Thomas said there was a \$10,000 commitment by the Paul K. and Anna E. Shockey Family Foundation which would fund about 50 percent of the purchase.

President Miller asked Chief Phillippy if a second docking station could be used and Chief said the reader is not a plug-and-play system to which Mayor Thomas said it would probably be added to the 2023 budget. Kinzer asked if a car was in the 2023 budget and Chief Phillippy said probably. Amsley asked Chief Phillippy and Mayor Thomas if monthly reports could be generated and Chief said it is capable. Kinzer said he wants the Borough to consider using all the same type of vehicles.

President Albert W. Miller asked if recognition would be given for the grant, and Mayor Thomas said there would be a special ceremony, along with an opportunity for Council to see the reader and its benefits.

Correspondence

Little shared a thank you note sent to Council regarding Black Balloon Day and asking for the event to continue in the future.

Requests for sewer relief only due to leaks (Little noted Council cannot approve water forgiveness):

On a Kinzer/Layman motion, Council voted unanimously in favor of sewer relief of \$4,704.66 for 204 W. Baltimore Street.

On a Kinzer/Layman motion, Council voted unanimously in favor of sewer relief of \$168.34 for 289 N. Carlisle Street.

On a Kinzer/Burkholder motion, Council voted unanimously in favor of sewer relief of \$637.92 for 217 S. Washington Street.

On a Kinzer/Layman motion, Council voted unanimously in favor of sewer relief of \$540.42 for 280 Baumgardner Drive.

Little noted the Borough would be creating a form for customers to submit for sewer relief. President Albert W. Miller said he would prefer the word "adjustment" used and Mayor Thomas said it's actually a credit.

Kinzer asked about the David Swain request and President Miller stated there's been no communication from them. Kinzer then discussed the request and the use of ARPA funding.

Chamber Update and Lighting on the Square (as requested by Vice President Shafer)

Cunningham provided comments on the planned *Fourth Fridays on the Square* and Little said there had been meetings to discuss lighting options with the top three presented to Council for their approval of one. Kinzer suggested an article be given to the press and Cunningham said past sponsors would be contacted first followed by the general public. Discussion followed on the type of lights to be purchased.

Final Comments

Amsley: None.

Vice President Shafer: None.

President Albert W. Miller: The May workshop will discuss accomplishments to date, yearly goals and other new territory.

Mayor Thomas: Congratulated Little on the ARPA quarterly submission, referenced his report on yellow line painting, and reminded those in attendance of the National Day of Prayer on May 5, 2022.

Burkholder: Asked that Council move forward on open burning regulations stating that he wants it banned.

Layman: Thanked the public for attending and said the bump-outs on N. Carlisle Street don't deter excessive speeds and asked if the speed sign could be placed there. Layman stated a speed table needs to be put near Mifflin.

Kinzer: Asked Little to contact Columbia Gas regarding the patching work being done. He repeated his request to get the Sheetz project moving. He asked to go on record that he is totally against the crosswalk at Besore Library and would like it removed and asked Council to write a letter to PennDOT objecting for safety reasons. Kinzer also asked that a pay raise for Council members be added to the next budget at double the current rate of \$75.

President Albert W. Miller said that Council can adjust the pay scale but it cannot take effect until the next Council is elected.

Adjourn

On Burkholder/Layman motion, Council unanimously voted to adjourn at 8:29 p.m.

Respectfully submitted,
Donna E. Irons-Zimmerman
Borough Secretary