

**BOROUGH OF GREENCASTLE
COUNCIL WORKSHOP MEETING MINUTES**

June 26, 2023

7:00 P.M.

MEMBERS PRESENT: Mayor Ben Thomas, President Albert W. Miller, Vice President Jan Shafer, Councilmen Joel Amsley, Wade Burkholder, and Scott Reagan. Also present were Borough Manager Emilee Little, Zachary Rice of Salzmann Hughes, and Jeb Rosenberger of ARRO Consulting. Councilmen H. Duane Kinzer and Jeremy Layman were absent.

President Albert W. Miller called the meeting to order at 7:00 p.m.

An invocation was provided by Steve Miller.

President Albert W. Miller led the Pledge of Allegiance.

President Albert W. Miller said the meeting was being recorded for accuracy of the minutes.

Opportunity to be Heard

Steve Miller of 232 Moss Spring Avenue discussed the Buchanan Flats development noting that the speed control measures be more aggressive than what was installed on Vivian Avenue and requested that residents be involved in planning the traffic calming measures.

Larry Pittman of 35 W. Madison Street reviewed the conditions of the property at 43 W. Madison Street questioning when the property maintenance issues would be fixed. Pittman also noted that Council needs to “read between the lines” regarding the no parking ordinance.

New Business

Review Minutes of Previous Meetings

No revisions to the minutes were requested by Council.

Economic Development

On an Amsley/Reagan motion, Council unanimously approved a final land development plan as submitted by Frederick, Seibert & Associates, Inc. on behalf of Buchanan Trail East Owner LLC for the construction of residential development entitled Buchanan Flats on parcel 08-2B22.-077.-000000 as recommended by the Planning Commission.

Council established the following conditions regarding the Buchanan Flats final plan for completion by July 6, 2023:

1. Completion of all outstanding comments from review letters issued by the Borough Engineer (ARRO Consulting, Inc) and Keller Engineers;
2. Receive all necessary approvals from the Greencastle Area, Franklin County, Water Authority and complete all outstanding comments from the Authority’s Engineer, Gannett Fleming;
3. Enter into the Traffic Signal Agreement for a term no shorter than 10 years in a form acceptable to the Borough Staff and Solicitor;
4. Enter into the Developer’s Agreement, which will include Developer’s commitment to contribute the funds necessary to implement the traffic calming measures identified by ARRO Consulting, Inc., as set forth in ARRO’s January 27th, 2023 letter;
5. Work with Borough staff and solicitor to effectuate a deed of conveyance to the Borough of the portion of Developer’s parcel upon which Grant Street Extended is located.

In addition to the above noted conditions due to be completed by July 6, 2023, the following conditions were established for the Buchanan Flats final plan approval:

1. Entry into an Easement Agreement with the Moss Spring Graveyard Association and/or the Greencastle Presbyterian Church to ensure continued legal right-of-way for those groups to access the Moss Spring Cemetery;
2. Obtain all necessary third party approvals and permits, including but not limited to Antrim Township approval of the land development plan governing improvements within the Township, and the Highway Occupancy Permit from PennDOT;
3. An agreement to be reached between the Borough of Greencastle, Inch & Co., and Antrim Township regarding the timing to establish and open the connection of the existing Moss Spring Avenue roadway in the Borough and the proposed Moss Spring Avenue Extended roadway in the Township.

Little provided an overview of the engineering review letters from Keller, ARRO and Gannett Fleming, noting that the Planning Commission was satisfied with the final Buchanan Flats land development plans as submitted.

Rice reviewed the outstanding agreements including the developer's agreement which contains the traffic signal monitoring agreement, stormwater operations and maintenance agreement, Moss Spring traffic improvements contribution, and financial security requirements.

Miller questioned the timing of opening the connection between the existing Moss Spring Avenue and new Moss Spring Extension roadway. Adam Whalen of Inch & Co noted that the roadway would need to be established given the connection of utilities but that it would be blocked with barriers until the traffic calming measures in the existing Moss Spring community were completed.

Public Safety

Little reviewed the June 13, 2023 incident at the Industrial Pallet Company facility on N. Carlisle Street. Little advised that several local fire companies were involved with ensuring the smoldering material was contained and extinguished.

Eric Hollinshead, plant manager of the Industrial Pallet facility, reviewed the incident noting that he called 911 three times for assistance with a smoldering concern. Hollinshead thanked the local fire companies that responded. Hollinshead noted the steps being taken by Industrial Pallet including roofing repairs, a large fan system to consolidate dust particles, removing unnecessary installation in the grinder room to minimize flammable materials, and possibly contracting onsite security.

Amsley questioned if corporate safety measures are in place and if safety representatives have reviewed the incident. Hollinshead advised that a corporate safety representative was onsite for a week after the incident.

Adjournment

On an Amsley/Reagan motion, the meeting adjourned at 8:19 p.m.

Respectfully submitted,
Emilee Little
Borough Secretary