

BOROUGH OF GREENCASTLE COUNCIL MEETING MINUTES

July 5, 2022

7:00 P.M.

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

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

An invocation was provided by Reverend Denise Horn.

President Albert W. Miller led the Pledge of Allegiance.

President Albert W. Miller said there would be an Executive Session regarding a personnel matter immediately following the Council Meeting.

On an Amsley/Burkholder motion, Council voted unanimously to approve the proposed agenda for the July 5, 2022 regular Council meeting.

Opportunity to be Heard:

Eddie Baxter, 117 Carowinds Drive, thanked Chief Phillippy and his team for their work and then asked questions regarding parking along E. Madison Street, the *No Outlet Sign* on Carowinds, and the speed table on Vivian Avenue.

Bob Luger, 78 Homestead Drive, commented on the speed table to be installed on Vivian Avenue.

Kinzer responded to Luger regarding Vivian stating the Borough went to a lot of effort to provide for his requests.

Larry Pitman, 35 W. Madison Street, gave his June train report and commented on 43 W. Madison.

David Swain, 381 Bluebird Trail, asked Council for forgiveness of his water/sewer bill due to a leak during COVID. President Albert W. Miller said that the request was reviewed by Borough administration and he was given a payment plan.

CONSENT AGENDA

On a Burkholder/Amsley motion, Council voted unanimously to approve the Consent Agenda.

Minutes of Previous Meeting:

Borough Council Meeting of June 6, 2022

Borough Council Workshop Meeting of June 27, 2022

Community Event:

Closure of Mifflin Lane for the Old Home Week Fun Fair at Jerome King Playground on August 12th from 1 to 4pm.

REGULAR AGENDA

Payment of bills

On an Amsley/Burkholder motion, Council voted unanimously to approve disbursements listed on the June 2022 Disbursement Report in the amount of \$125,625.91.

Reports from Elected Officials

President's Report

President Albert W. Miller said he'd had a busy month with several meetings, and that the July Workshop would be dedicated to the topic of ordinances, led by Little and Chief Phillippy, focusing on sections 132 and 190 of the Code.

Kinzer asked about information on N. Carlisle Street.

Mayor's Report

Mayor Thomas spoke on a proposed House Bill regarding fireworks, his report on W. Baltimore street parking, summer safety, Duncan Donuts traffic, Mayoral events, and a request for a Borough flag. For the complete report go to: [www.greencastlepa.gov/Document Collections/Mayor Reports](http://www.greencastlepa.gov/Document%20Collections/Mayor%20Reports).

Kinzer asked Mayor Thomas if off-street parking signs could be obtained and Mayor Thomas said it could be discussed at the July Workshop.

Chief's Report

Chief Phillippy presented his June report to Council including monthly statistics on arrests, citations, and violations, updates on the arrival of body cameras and license plate readers, training, and other department activities. For the complete report go to [www.greencastlepa.gov/Document Collections/Chief of Police Reports](http://www.greencastlepa.gov/Document%20Collections/Chief%20of%20Police%20Reports).

Kinzer asked where the speed sign was located and what results were reported. Kinzer asked how the sign worked on S. Washington Street and Chief Phillippy provided current data. Kinzer asked Chief Phillippy to support the removal of the Besore Library crosswalk. Mayor Thomas said the issue has been discussed and if Council wants to write a letter to PennDOT he would sign as well with a copy to local representatives. Kinzer said he'd talked with the GASD Superintendent for help with the matter. Kinzer then led a discussion with Chief Phillippy and President Albert W. Miler regarding Greencastle traffic.

Amsley asked Chief Phillippy if he would put the speed sign on Vivian and he said he would.

Manager's Report

Borough Manager Little presented her report for July including updates on the Borough Newsletter, 2023 Budget, Square lighting, Buchanan Flats, CDBG projects, N. Carlisle Street and Vivian Avenue, MS4, and development of a Special Events Permit. For the complete report go to [www.greencastlepa.gov/Document Collections/Borough Manager Reports](http://www.greencastlepa.gov/Document%20Collections/Borough%20Manager%20Reports).

Kinzer asked when a decision would be made on the lights for the Square and Little said it was discussed at the June Workshop and that staff was working with the Chamber.

A discussion ensued among Kinzer, Mayor Thomas, President Albert W. Miller, Chief Phillippy and Amsley on the status of mediation efforts with Dunkin Donuts and options for the Borough.

Kinzer led a discussion on the revised Personnel Handbook that included President Albert W. Miller, Vice President Shafer, and Little.

Kinzer asked if the new fencing was installed at Jerome King Playground and Little said it was. He asked if the fencing was budgeted and approved Little and President Miller noted the fencing was approved months prior.

Kinzer asked if the newsletter was budgeted and how many would be issued annually. Little said the newsletter was budgeted for two issues per year. Amsley complimented Little for her work on the project and said the newsletter was very informative.

Committee Action

Budget & Finance

On a Kinzer/Amsley motion, Council unanimously voted to approve the annual \$1,929.20 contribution to the Franklin County Drug Task Force.

On a Burkholder/Kinzer motion, Council unanimously voted to authorize Borough staff to submit a funding application for the Keystone Communities program.

A discussion followed among Laura Wallace, President Albert W. Miller, Kinzer, Mayor Thomas, and Little regarding the application deadline, the loan process, funding, what the Borough would need from applicants, and what information would be available to applicants.

Public Facilities & Stormwater

On a Kinzer/Amsley motion, Council unanimously voted to ratify the execution of a proposal in the amount of \$3,999.00 from Craig's Paving to install a speed table on Vivian Avenue.

Burkholder asked that the proposal be tabled and Little explained that the speed table is a requirement of the executed Vivian Avenue agreement. President Albert W. Miller said that not installing the speed table would open the Borough to potential litigation. Little said it would be installed within a couple weeks once approved.

On a Kinzer/Amsley motion, Council unanimously voted to terminate the N. Carlisle Street project as of July 9, 2022, allowing the Borough to suspend Doli from the site, perform the work itself, and avail itself of any and all remedies provided for under the Contract Documents and/or the Performance Bond.

Little noted that Council's approval for termination was dependent upon the response from Doli.

On a Kinzer/Burkholder motion, Council unanimously voted to terminate the S. Ridge ADA ramps project as of July 9, 2022, allowing the Borough to suspend Canadochly from the site, perform the work itself, and avail itself of any and all remedies provided for under the Contract Documents and/or the Performance Bond.

Little noted that Council's approval for termination was dependent upon the response from Canadochly.

Public Safety

On a Kinzer/Burkholder motion, Council unanimously voted to approve remediation efforts for existing code violations at 34 W. Walter Avenue and 43 W. Madison Avenue.

Little reviewed the timeline of violations and Code Enforcement Officer Faight's work related to these properties to date.

Amsley asked if the Magistrate had acted on the seven prior citations. Chief Phillippy noted that the seven citations are actually warrants given to a Constable and will go before the Magistrate on July 28. Kinzer, Chief Phillippy, and Mayor Thomas then discussed the judicial process for citations.

Amsley asked who would write the specifications on the remediation and Mayor Thomas said the Borough would refer to the Weed Ordinance. Kinzer asked that the work be done prior to Old Home Week.

Correspondence

The Antietam Humane Society requested a donation from the Borough and Council declined the request with no further action taken.

On a Kinzer/Burkholder motion, Council voted 4-1 in favor (President Albert W. Miller opposed) to add discussion regarding the 381 Bluebird Trail request for sewer forgiveness to the agenda.

Kinzer said he was contacted by Swain's son, who Kinzer affirmed was his loan officer, on the matter and that he thinks there's been a misunderstanding about this request. Kinzer suggested Council do something in the effort of relief.

Vice President Shafer asked if Kinzer should recuse himself from the vote based on his noted relationship with the property owner's family. Amsley agreed Kinzer should recuse himself.

Little said the maximum the Council could refund is \$354 and that the Water Authority has already ruled against the request. She added that the Borough established a payment plan with Mr. Swain.

No motion was put forward by Council and no further action was taken.

Final Comments

Amsley: None

Kinzer: He thanked the audience for attending and providing input. He thanked those who are making efforts to make their properties look as nice as possible for Old Home Week.

Vice President Shafer: Said she provided some comments/suggestions/preparations to Little for Old Home Week.

President Albert W. Miller: None

Mayor Thomas: Suggested a Workshop regarding the Franklin County Metropolitan Transportation Organization to get on the PennDOT 12-Year Plan.

Burkholder: No further comments.

Adjourn

On a Burkholder/Amsley motion, Council unanimously voted to adjourn at 8:37 p.m. for an Executive Session.

Respectfully submitted,

Donna Irons-Zimmerman
Borough Secretary