

**BOROUGH OF GREENCASTLE
COUNCIL MEETING MINUTES**

February 7, 2022

7:00 P.M.

60 N. Washington Street

MEMBERS PRESENT: Mayor Ben Thomas, Jr., President Albert W. Miller, Vice President Jan Shafer, Councilmen Joel Amsley, Wade Burkholder, H. Duane Kinzer, Jeremy Layman, and Allen Mairose. 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 Fred Keener.

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 there was an Executive Session prior to the meeting to discuss personnel matters.

On a Burkholder/Amsley motion, Council approved the agenda for the February 7, 2022 regular Council Meeting.

Opportunity to Be Heard

Eddie Baxter, 117 Carowinds Drive, thanked Chief Phillippy for his service, questioned why residents must wait outside during Executive Sessions, asked if Section 130-2 and 130-3 could be changed to address waste truck noise, and stated his traffic concerns for various developments.

Shannon Blanchard, 158 N. Carlisle St, spoke about increased speeds and safety concerns on N. Carlisle Street.

Debby Cunningham, G-A Chamber of Commerce, asked Council for any questions regarding Sidewalk Days.

Larry Pittman, 35 W. Madison Street, presented his January train report.

CONSENT AGENDA

On an Amsley/Burkholder motion, Council voted to approve the Consent Agenda as submitted.

Minutes of Previous Meeting:

Borough Council Meeting of December 6, 2021

Borough Council Meeting of January 3, 2022

Borough Council Workshop Meeting of January 24, 2022

Community Events

Borough Bulk Drop-off Day: Friday, May 6 from 7:30 a.m. to 3 p.m. and Saturday, May 7 from 7:00 a.m. to 10:30 a.m.

Greencastle-Antrim Chamber of Commerce 2022 Sidewalk Days: Friday, July 8th from 9 a.m. to 8 p.m. and Saturday, July 9th from 7 a.m. to 4 p.m.

- Close Baltimore St from Washington to Jefferson St and S. Carlisle St from the Square to Franklin St.
- No parking for the first five parking spaces on South Washington St.
- Borough parking lot available for public parking.
- Access to electric outlets on the Square.

Black Balloon Day: Sunday, March 6th hang black balloons on the parking meters on the Square.

REGULAR AGENDA

Payment of bills

On a Kinzer/Burkholder motion, Council approved payment of disbursements listed on the January 2022 Disbursement Report in the amount of \$158,430.96.

Reports from Elected Officials

President's Report

President Albert W. Miller spoke about the joint meeting with Antrim Township and the G-A School Board, the workshop meeting and some other minor changes being planned.

Mayor's Report

Mayor Ben Thomas said he is working with Congressman Joyce to address train idling, asking that a letter be sent to Allen Shaw requesting relief for using Greencastle Borough as a staging area. He asked that Council join him in filing a complaint with the EPA for diesel emissions. Mayor gave an update from the Chesapeake Bay Journal regarding pollutant reductions. *For the complete report, please go to www.greencastlepa.gov.*

On a Mairose/Burkholder motion, Council voted to send a letter to Allen Shaw, Norfolk Southern, requesting relief from using Greencastle as a staging area.

On a Mairose/Burkholder motion, Council voted to file a complaint with the EPA for diesel idling emissions by Norfolk Southern.

Chief's Report

Chief Phillippy provided his report for January including overtime hours, mileage, case updates and audit information. He said they have begun monitoring parking in those areas where recent changes have been initiated. He said he hopes to resume community outreach activities. *For the complete report, please go to www.greencastlepa.gov.*

Mayor Thomas said that speed monitoring could be done on N. Carlisle Street. President Albert W. Miller asked about the status of trucks coming from the square and up N. Carlisle and Little said a survey would be done to allow the police department to enforce weight restrictions. Mayor Thomas said the Borough needs to revisit the agreement with Industrial Pallet and Little said she would contact them. Chief Phillippy said that Council would have to justify length and width for ticketing. The matter was deferred for further discussion at the February workshop.

Kinzer asked about an issue he brought to the police department involving a trailer.

Manager's Report

Little stated the joint meeting with Antrim Township and the Greencastle-Antrim School Board was very successful and that more meetings will follow. The Sheetz subdivision plans were reviewed by the Planning Commission January 10. The land development plan is in review by the Planning Commission. There was a traffic impact scoping meeting in early January regarding Buchanan Flats and the project will tentatively be on the March agenda for the Planning Commission. The Borough audit will be conducted the week of February 21. The Billing and Accounting Coordinator position will be a full-time position and there are still volunteer openings available. *For the complete report, please go to www.greencastlepa.gov.*

Committee Action

Budget & Finance

On a Layman/Amsley motion, Council voted to execute a quote from Green Arbor Landscape, LLC in the amount of \$6,490.00 for the 2022 shade tree plantings.

On a Kinzer/Amsley motion, Council voted to authorize the execution of a quote from Smith's Implements Inc. in the amount of \$65,615.25 for the purchase of a John Deere utility tractor to be used by the Sewer Department.

Economic Development

On a Burkholder/Mairose motion, Council voted to approve the final subdivision plans as recommended by the Borough's Planning Commission for the proposed Sheetz development submitted by First Capital Engineering.

Joe Gurney of First Capital Engineering was in attendance to answer any questions.

Kinzer asked if the Borough was proceeding with PennDOT and Gurney said they were working through some revisions and would provide updated drawings to the Borough. Kinzer asked if Madison Street is still two-way and Little confirmed it was.

Public Facilities & Stormwater

On an Amsley/Burkholder motion, Council approved the execution of the submitted Internet Access Agreement providing the Borough of Greencastle municipal building and the GAFSCWA Water Treatment Plant both a 1 gig internet connection through Shenandoah Cable Television (Shentel) free of charge and without any upfront or recurring charges.

President Albert W. Miller said he wanted Public Works added to the coverage and Little said the agreement only allowed two locations. Little said the agreement allows for additional services at a discounted rate. President Albert W. Miller also asked about force majeure 6.3, saying sixty days is too long. Little said that the Borough added language to section 5.3 requiring Shentel to restore services within 5-10 days as available.

Layman asked what the term of Comcast's agreement was and Little said 12 years.

On an Amsley/Burkholder motion, Council discussed the execution of the submitted Franchise Agreement between the Borough of Greencastle and Shenandoah Cable Television (Shentel) for the construction, operation, and maintenance of a cable system on the terms and conditions set forth in the agreement.

President Albert W. Miller said he had concerns about the insurance and bonds which he felt are low. Little said the Franchise Agreement has to be legally comparable to other Franchise Agreements. Discussion ensued as to what a phase-in agreement would look like and what options are available to the Borough.

On an Amsley/Burkholder motion, Council voted to rescind the previous motion to approve the execution of the submitted Internet Agreement and Franchise Agreement between the Borough of Greencastle and Shenandoah Cable Television (Shentel). The matter was deferred to the February workshop.

On an Amsley/Kinzer motion, Council voted 6-1 (Layman opposed) to authorize ARRO Consulting to proceed with awarding Canadochly Construction, the lowest responsible bidder, for the initial contract price of \$26,225.00 for the 2016 CDBG funded ADA Curb Ramp Replacement Project.

President Albert W. Miller said he was disturbed at the amount of money billed for engineering. Layman asked if there was any information on Canadochly Construction and why engineering costs were this high.

On an Amsley/Kinzer motion, Council voted 6-1 (Layman opposed) to authorize the following actions for the 2016 CDBG funded ADA Curb Ramp Replacement Project: ARRO Consulting to issue a Notice of Intent to Award letter to Canadochly Construction; Council President to sign a contract with Canadochly Construction

pending review by ARRO Consulting, Borough Council, and Salzmann Hughes; ARRO Consulting to issue a Notice to Proceed letter to Canadochly Construction after contract documents are executed provided the documents meet all necessary requirements.

Correspondence

Little provided a letter from Jerome King Playground Association thanking the Borough for their 2021 donation.

The Borough was offered a presentation by Mike Hoover on *The 2 Greencastle's*. Council suggested he present at the February workshop.

On a Kinzer/Amsley motion, Council voted to approve a reduction of the sewer bill for 138 S. Carlisle Street by \$274.66 from the fourth quarter 2021 billing due to a water leak.

On a Burkholder motion (no second), Council took no action; therefore, denying the reduction of the sewer bill for 381 Bluebird Trail by \$354.40 from the fourth quarter 2021 billing due to COVID.

Upcoming Meetings

February 28th, 7:00 p.m., February Borough Council Workshop Meeting.

Final Comments

Mairose: Requested Steve Miller's name be removed from the website.

Layman: Thanked public for attending.

Burkholder: Thanked public for attending and he appreciated the efficiency of the meeting.

Mayor Thomas: He said there was good discussion this evening.

Amsley: No comment.

Kinzer: Asked for Council's advice on a grant for a park across from the Post Office.

Vice President Shafer: Thanked everyone for coming and referenced Cassandra Godbey's help with tree plantings.

President Albert W. Miller: Liked the meeting time and efficiency of discussions.

Adjourn

On a Kinzer/Layman motion, the meeting adjourned at 8:30 p.m.

Respectfully submitted,
Donna Irons-Zimmerman
Borough Secretary