

# **BOROUGH OF GREENCASTLE COUNCIL MEETING MINUTES**

**February 6, 2023**

**7:00 P.M.**

MEMBERS PRESENT: Mayor Ben Thomas, President Albert W. Miller, Vice President Jan Shafer, Councilmen Joel Amsley, Wade Burkholder, H. Duane Kinzer, Jeremy Layman, and Scott Reagan. 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 Horn.

President Albert W. Miller led the Pledge of Allegiance.

President Albert W. Miller noted the meeting was being recorded for accuracy of the minutes and provided that Council had an executive session immediately prior to this meeting.

On an Amsley/Reagan motion, Council unanimously approved the proposed agenda for the February 6, 2023, regular council meeting.

## **Opportunity to be Heard**

Tim Fetterhoff of 180 Baumgardner Drive thanked Little and the Borough staff and stated they do a fantastic job. Fetterhoff also thanked Chief Phillippy for his officers involvement in a situation in his neighborhood that was well handled.

## **CONSENT AGENDA**

On a Burkholder/Amsley motion, Council unanimously approved the Consent Agenda as presented.

## **Minutes of Previous Meeting:**

Borough Council Meeting of January 3, 2023

## **Community Events:**

Borough Bulk Drop-off Days

Friday, June 2<sup>nd</sup> from 7:30am to 3pm & Saturday, June 3<sup>rd</sup> from 7:00am to 10:30am

Black Balloon Day

March 6, 2023 – allow black balloons to be placed on parking meters in the square

## **REGULAR AGENDA**

### **Payment of Bills**

On an Amsley/Reagan motion, Council unanimously voted to approve the disbursements listed on the January 2023 Disbursement Report in the amount of \$187,558.90.

### **Reports from Elected Officials**

#### **President's Report**

President Miller reviewed his attendance at a Meet & Greet event with Senator Mastriano and noted the recent Pennsylvania legislative redistricting. Miller noted concerns with the town's most recent Christmas lighting and decorations and provided that the upcoming workshop would include discussion regarding the Beautification Committee.

#### **Mayor's Report**

Mayor Thomas outlined PA Act 32 of 2011 and Earned Income Tax collections, provided updates from the Tax

Bureau and Tax Collections Committee, and expressed his thanks to the Rescue Hose Company as he attended and presided over the 43<sup>rd</sup> annual Rescue Hose Company awards banquet ceremony. The Mayor's submitted report is available at [www.greencastlepa.gov/Document Collections/Mayor Reports](http://www.greencastlepa.gov/Document%20Collections/Mayor%20Reports).

### **Chief's Report**

Chief Phillippy presented the January Report for the police department. Phillippy reviewed recent trainings, arrests, calls for service, and a current criminal trial involving an overdose death in the Borough. 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).

### **Manager's Report**

Little gave an overview of activities and projects in progress including completed annual reporting, the upcoming financial audit fieldwork, the Beautification Committee, upcoming Stormwater Workgroup meeting, a PennDOT grant submitted for traffic controls, and current developments. Little also reviewed the Borough's policy for after-hours emergencies, provided contact numbers, and noted the information would be available on the Borough website and Facebook. For the complete report, go to [www.greencastlepa.gov/Document Collections/Manager Report](http://www.greencastlepa.gov/Document%20Collections/Manager%20Report).

### **Committee Action**

#### **Budget and Finance**

On an Amsley/Kinzer motion, Council unanimously voted to adopt Ordinance 2023-01 amending Chapter 43 of the Code of the Borough of Greencastle to amend the established salaries and compensation of the Mayor of the Borough and all Borough Councilmembers upon beginning a new term of office.

On a Kinzer/Burkholder motion, Council unanimously voted to adopt Resolution 2023-02 authorizing the sale of a 2008 Meyer V-Max 3245 Twin Expeller Super Spreader for a value of \$16,555.00 and a 1990 Massey Ferguson 399 Tractor for a value of \$8,290.00.

On a Reagan/Amsley motion, Council unanimously voted to authorize the execution of a quote from Interstate Garage Doors in the amount of \$10,497.60 for the installation of (2) new garage doors at the Waste Water Treatment Plant.

President Miller requested that staff send a courtesy response to contractors that did not submit the lowest bid on work going forward. Little stated staff would incorporate this response into their procedures.

On a Reagan/Kinzer motion, Council unanimously voted to approve the submitted request for payment in the amount of \$4,244.16 from the Rescue Hose Company No. 1 for the Borough's portion of the RHC personnel cost incurred from 10/1/2022 to 12/31/2022.

#### **Economic Development**

On an Amsley/Reagan motion, Council unanimously voted to approve the Inch & Co. offer to extend the Buchanan Flats preliminary land development plan review period until March 7, 2023.

Layman noted he would like to thoroughly review the Buchanan Flats plans prior to voting. Little noted that she would invite representatives from Inch & Co. to the Council's February 27<sup>th</sup> workshop meeting to review the development and answer any questions from Council or the public.

#### **Public Safety**

President Miller noted that the Mayor and Chief Phillippy will review the request to install a doorbell at the main door of the police station and the topic could be discussed at a later meeting.

Kinzer stated the door to the police station is routinely locked.

Mayor Thomas noted the emergency phone is the best solution for immediate assistance in the event of an emergency if the door to the police station is locked. Layman agree that the emergency phone is the very beneficial to the public and should be used as the primary means of contact if the police station door is locked.

## **Correspondence**

Jerome R. King Playground Association – thank you note for the Borough's 2022 donation

Evangelical Lutheran Church – request to establish no parking on north side of E. Madison Street

Kinzer noted this is a safety concern. Shafer noted a prior complaint that was raised regarding visibility at this location in 2022. Layman agree the concern is a valid issue as N. Washington Street and E. Madison Street is a tight intersection especially with cars parked on E. Madison Street in front of the church.

Council requested the sight distance be evaluated at the entrance/exit of the Lutheran church on E. Madison Street.

## **Final Comments**

Reagan: Thanked residents for attending.

Layman: Thanked the public for attending and noted Council is here on the public's behalf.

Burkholder: No additional comments.

Mayor: Thanked everyone for attending.

Miller: Thank you to everyone.

Shafer: Noted that Sheetz demolition has begun and Vivian Avenue traffic is speeding.

Kinzer: Questioned how much of the Blaise Alexander parcel will be used by the proposed Dollar General, Little noted the Dollar General subdivision plan was just for the south east corner of the current parcel.

Amsley: No further comments.

## **Adjourn**

On an Amsley/Layman motion, the meeting adjourned at 8:18 p.m.

Respectfully submitted,

Emilee Little  
Borough Secretary