

BOROUGH OF GREENCASTLE COUNCIL MEETING MINUTES

May 1, 2023

7:00 P.M.

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

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

An invocation was provided by Pastor Martin 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.

On a Burkholder/Reagan motion, Council unanimously approved the proposed agenda for the May 1, 2023, regular council meeting.

Opportunity to be Heard

Christina Sollers of 363 Teaberry Drive discussed concerns with her neighbor and stray cats on Teaberry Drive.

Pastor Martin Horn of the Evangelical Lutheran Church reiterated concerns regarding visibility when turning out of the church's driveway.

On a Kinzer/Burkholder motion, Council unanimously voted to amend the agenda to move the action under Public Safety regarding parking restrictions on the north side of E. Madison Street west of the intersection of N. Washington Street and E. Madison Street to be discussed as the first item under the regular agenda.

Steve Miller of 232 Moss Spring Avenue noted his support of the proposed Dollar General land development as an improved use of the current parcel. Miller expressed concern regarding the Borough's proposed purchase of the parcel on E. Baltimore Street across from the post office, noting that there had not been any public awareness of this unbudgeted land acquisition expense.

CONSENT AGENDA

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

Minutes of Previous Meeting:

Borough Council Meeting of April 3, 2023

Borough Council Workshop Meeting of April 24, 2023

Community Events:

Greencastle-Antrim Chamber of Commerce – Greencastle Grub & Pub Festival

Saturday, September 16th from 11:00 am to 6:00 pm

- No parking on the north side of Center Square starting at 7:00 am
- Street closures from 9:00 am to 6:30 pm:
 - N. Carlisle Street – Center Square to Madison St
 - Pine Lane – Elm Lane to N. Cedar Lane
- Suspend a banner over N. Carlisle Street between Truist Bank and ELM Shoes beginning 30 days prior to the event

REGULAR AGENDA

On a Kinzer/Burkholder motion, Council voted to authorize staff to draft an ordinance to eliminate parking along the north side of E. Madison Street from the intersection of N. Washington Street and E. Madison Street to 21 feet west of the driveway access of Evangelical Lutheran Church.

Little advised the recommendation of the intersection review workgroup was to eliminate all but one parking space in front of the Lutheran Church on E. Madison Street and to extend the no parking area to 21 feet west of the church's driveway access permitting for 4 striped parking spaces between the driveway and N. Cedar Lane.

Layman noted the goal is to improve safety and visibility at the intersection and advised that eliminating all parking east of the church's driveway access would be the best long term option.

Payment of Bills

On a Reagan/Burkholder motion, Council voted 6-1 with Layman opposed to approve the disbursements listed on the April 2023 Disbursement Report in the amount of \$132,445.23.

Reports from Elected Officials

President's Report

President Miller advised that Council would need to be proactive on some upcoming projects and noted the many holidays in May.

Mayor's Report

Mayor Thomas noted the National Day of Prayer, National Police Officer's Week, and the Memorial Day parade and ceremony. Thomas advised Council request a PennDOT traffic study be conducted to designate Baltimore Street as local truck traffic only and discussed downtown parking concerns. 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

Mayor Thomas presented Chief Phillippy's April Report for the police department. Thomas reviewed an ongoing investigation regarding fraudulent business dealings and recent roadwork on I-81 resulting in additional traffic throughout the Borough. Thomas noted that the Coffee with a Cop event would take place on May 17th. Council was provided a reporting security threat group members and speed monitoring. 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 provided an update and overview of activities and projects in progress including the Center Square lighting, N. Carlisle Street sidewalk repairs, and the additional street light on Parkwood Drive. Little outlined current proposed developments and upcoming meetings. For the complete report, go to [www.greencastlepa.gov/Document Collections/Manager Report](http://www.greencastlepa.gov/Document%20Collections/Manager%20Report).

Committee Action

Administration

On a Burkholder/Kinzer motion, Council unanimously appointed Mayor Ben Thomas as the Borough of Greencastle's voting delegate for the purpose of electing the officers of the Pennsylvania State Association of Boroughs and voting on proposed resolutions and policies.

On an Amsley/Burkholder motion, Council unanimously voted to adopt Resolution 2023-03 establishing fees associated with connection to the Borough's waste water collection and treatment facilities pursuant to Act 57 and based on a capital charges study dated March 2023 as prepared by Wm. F. Hill & Assoc.

Little reviewed the capital charges study as prepared by William Hill outlining capital improvements included in the assessment and specifying the specific fees the Borough is permitted to charge based on the PA Municipal Authorities Act. Little identified that the capital charges study supported a new sewer tapping fee total amount of \$6,986 per EDU.

Budget and Finance

On a Reagan/Layman motion, Council unanimously voted to approve the submitted request for total payment in the amount of \$25,212.89 from the Rescue Hose Company No. 1 to include the 2023 annual contribution and the Borough's portion of the RHC personnel cost incurred from 1/1/2023 to 3/31/2023.

Community Outreach

On a Layman/Reagan motion, Council unanimously voted to adopt Resolution 2023-04 authorizing the purchase of 0 E. Baltimore Street, Greencastle, PA 17225, more accurately identified as Tax Parcel Number 08-2B29.-041.-000000.

Little advised that the broad picture plan for this development would include an open community area for public involvement and a multipurpose space. Little noted that the land acquisition had been discussed by Council at numerous executive sessions, that the property owners have signed a letter of intent, and that legal representatives have advised on the purchase. Little identified that a workgroup will be established to plan the development.

Miller noted that this project and improving this parcel was a priority of his when he was elected to the Borough Council.

Kinzer noted concerns with the total cost of improving this parcel.

Mayor Thomas advised that this parcel could be used as a secondary location for community events and that it could be focal point of the Greencastle downtown.

On a Reagan/Layman motion, Council unanimously voted to authorize the appropriate Borough Council officials to execute the appropriate Agreement of Sale and related documents to purchase the parcel of real estate located at 0 East Baltimore Street, Greencastle, PA 17225, more accurately identified as Tax Parcel Number 08-2B29.-041.-000000, in accordance with the terms and conditions set forth in the April 12, 2023 Letter of Intent.

Economic Development

On a Kinzer/Reagan motion, Council unanimously voted to approve the preliminary/final subdivision plan as submitted by Unger Surveying & Construction on behalf of Greencastle LLC for the division of parcel 08-2A00.-007.-00000/02 located at 650 N. Antrim Way as recommended by the Borough's Planning Commission.

On a Reagan/Kinzer motion, Council unanimously voted to approve the preliminary land development plans as submitted by Unger Surveying & Construction on behalf of Outdoor Contractors Inc. to construct a Dollar General store on Lot 1 of parcel 08-2A00.-007.-00000/02 located at 650 N. Antrim Way as recommended by the Borough's Planning Commission.

Little reviewed the preliminary land development plan as submitted noting that all engineering comments have been satisfied, no waivers had been requested, and that final land development plans would be submitted for Council's review and approval at a subsequent meeting.

Public Safety

On a Burkholder/Kinzer motion, Council voted 6-1 with Kinzer opposed to authorize staff to draft an ordinance to remove the loading zone designation for a parking spot on W. Baltimore Street west of the intersection W. Baltimore Street and N. Carlisle Street.

Little advised that the Borough continues to receive numerous complaints of vehicles constantly parking this loading zone and that improvements as recommended by Council in 2022 have not been successful in eliminating the misuse of this loading zone. Little noted staff's recommendation to eliminate the loading zone and install a metered parking space.

Correspondence

None.

Final Comments

Reagan: Reiterated National Police Week, thanking the Greencastle Police Department and noting his 25 years of service in law enforcement.

Layman: Thanked the volunteers and staff's efforts to improve the downtown area and noted the importance of voting in the upcoming primary elections on May 16th.

Burkholder: Thanked the public for attending and informed attendees of the upcoming WRGG shredding event.

Kinzer: Identified concerns with weeds and noted he left messages for the Code Enforcement Officer.

Shafer: Informed everyone that Green Grove Gardens will remain as the warehouse plans were denied by Antrim Township.

Mayor: Congratulated the Greencastle-Antrim School District graduating class of 2023.

Miller: Noted upcoming holidays.

Adjourn

On a Burkholder/Layman motion, the meeting adjourned at 9:06 p.m.

Respectfully submitted,

Emilee Little
Borough Secretary