

Borough of Greencastle
September 2023 Council Meeting
Manager's Report

Administration

Task	Report	Timeline
Shentel Construction	<ul style="list-style-type: none"> • The Borough of Greencastle has an established franchise agreement with Shentel as a new provider offering services similar to Comcast • Shentel/GloFiber has begun construction of their infrastructure with the first section of work completed along Parkwood, Chadwick, Homestead & Baumgardner • Upcoming areas of work for Shentel construction include: <ul style="list-style-type: none"> - Moss Spring, Meadowview, Brookview, Forest View and Field View - Lohman, Osbourne, Century, Campion and Harriet • Construction timelines and notifications will continue to be provided on the Borough website and Facebook page 	<p>Feb 2022 – non-exclusive franchise agreement established with Shentel</p> <p>Jun to EOY – construction of infrastructure throughout the Borough</p>
Columbia Gas Main Replacement	<ul style="list-style-type: none"> • Columbia Gas will begin work within the Borough in early September with plans for continued construction efforts through the end of 2023 • Areas impacted by this work include N. Linden Avenue, Tyrone Street and N. Allison Street 	<p>Sep to EOY – construction of new gas main in the identified areas</p>

Budget & Finance

Task	Report	Timeline
2024 Budget Preparations	<ul style="list-style-type: none"> • Staff is finalizing 2024 budget account justification sheets • Capital expense requests and key projects for 2024 are being reviewed • Anticipated 2024 Budget Meeting Schedule to be advertised: <ul style="list-style-type: none"> - September 14th at 5pm – Capital Project Proposals - September 21st at 5pm – Expenditures - September 28th at 5pm – Revenues - October 2nd at 7pm – Council Budget Workshop - November 6th at 7pm – Preliminarily Adopt Budgets - December 4th at 7pm – Adopt Budgets 	<p>Jul – justification sheets</p> <p>Aug – capital expense analysis</p> <p>Sep & Oct – public workshop meetings</p> <p>Nov – preliminarily adopt</p> <p>Dec – adopt 2024 budget and any associated ordinance/resolutions</p>

Community Outreach

Task	Report	Timeline
Beautification Committee	<ul style="list-style-type: none"> • Current Beautification Committee projects: <ul style="list-style-type: none"> - Watering new plantings in Center Square - Recommendation of trash can options and bike racks - N. Carlisle Street bump out plantings for Fall - Reviewing Center Square bench repair/replacement options 	Oct. 10 th at 3pm – next public committee meeting
E. Baltimore St property	<ul style="list-style-type: none"> • The Borough has purchased a lot located on the south west corner of the intersection of E. Baltimore Street and S. Washington Street across from the Post Office • Anticipated development includes an open-concept community involvement and multipurpose area • Council approved the reallocation of \$25,000 to fund improvements at this property in 2023 • Elevation survey and structural evaluation of the brick wall have been completed with reports pending, gate installation planned to be completed by October • Current action items from the workgroup include: <ul style="list-style-type: none"> - Temporary uses for the property - Grant funding options and timelines for submittal - Identification of possible landscape architects and local muralists 	<p>May – Council authorized purchase of property</p> <p>Jun – settlement on property and committee meetings began</p> <p>Oct – fence modifications</p> <p>EOY – review design proposals for development</p>

Economic Development

Name of Development	Zoning District	Proposed Use/Improvement	Status
Buchanan Flats (No update)	R-2	<ul style="list-style-type: none"> • 10 multi-family structures <ul style="list-style-type: none"> - 2 buildings with 48 units in Borough - Total 288 units • Developer’s Agreement: <ul style="list-style-type: none"> - Traffic Signal Monitoring - Stormwater Operations and Maintenance - Moss Spring Avenue traffic calming improvements - Bonding requirements 	<ul style="list-style-type: none"> • Council approved final land development plans on June 26th with several required conditions - Initial conditions required to be completed by July 6th have been met - Other required conditions: <ul style="list-style-type: none"> ▪ Antrim Township and PennDOT approval ▪ Establish agreeable timeline for Moss Spring Avenue connection

Dollar General on N. Antrim Way	HC	<ul style="list-style-type: none"> Final subdivision plan approved by Council for parcel 08-2A00.-007.-000000 Final land development plans submitted for the construction of a Dollar General store 	<ul style="list-style-type: none"> Preliminary land development plans approved by Council in May Planning Commission has tabled last two final plan submittals <ul style="list-style-type: none"> Extensive outstanding comments Commission to review resubmitted plans at September 11th meeting
Zoning Hearing Board Bosko Family Chiropractic	HC	<ul style="list-style-type: none"> Property located at the corner of South Antrim Way and W. Franklin Street Applicant is requesting variances to construct a medical facility and parking area on the property 	<ul style="list-style-type: none"> Variances to the Borough of Greencastle Zoning Ordinance requested: <ul style="list-style-type: none"> Section 205-19.A. – required front yard setback for mixed use zones Sections 205-25.G.1 & 4 – parking area screening & setbacks Public hearing scheduled for September 13th at 7pm

Public Facilities

Task	Report	Timeline
Alley Paving	<ul style="list-style-type: none"> Bids received for alley paving work, Gano Paving was the lowest bidder with a total cost of \$31,238.74 Alleys to be paved include S. Cedar Ln from Baltimore St to Spruce Ln & Spruce Ln from S. Washington St to S. Allison St for an approximate total length of 877 SY 	<p>May – advertised invitation to bid</p> <p>Jun – bids received</p> <p>Sep 5th – paving work</p>
Stormwater and MS4	<ul style="list-style-type: none"> At the August 28th workshop meeting, Borough Council and the MS4 workgroup members discussed the following topics: <ul style="list-style-type: none"> Flood Prone Area Investigation Report as submitted by ARRO Consulting Preliminary analysis of the Mifflin Lane stormwater infrastructure Proposal as submitted by Shippensburg University Center for Land Use and Sustainability for data collection and analysis of stormwater conditions The proposal from Shippensburg University is being revised as per Council's request and cost estimates will be submitted for various piping options to be utilized at Mifflin Lane 	<p>Sep – Council to review updated proposal from Shippensburg University & cost estimates for Mifflin Lane project</p>

<p>N. Carlisle Street Rehabilitation Project</p>	<ul style="list-style-type: none"> • A \$95,000 monetary credit approved by DOLI and the Borough ensures DOLI will not return to the Borough and allows the Borough to proceed with project finalization • Sidewalk repair work has been advertised for public bidding as approved by Council <ul style="list-style-type: none"> - Pre-bid meeting held on August 22nd to review project scope with prospective bidders - Bids due by September 12th at 10 am at which time the bids will be opened and read publicly 	<p>Mar – credit approved Jul – Council approved bid advertisement Aug – pre-bid meeting Sep – review bids & approve contractor Dec – final completion</p>
<p>Other Upcoming Projects</p>	<ul style="list-style-type: none"> • N. Washington Street Streetscape Improvements Project <ul style="list-style-type: none"> - Scope: install sidewalks, curbs, ADA ramps, base repair and trees - Funding: <ul style="list-style-type: none"> ▪ DCED Multimodal Transportation Grant awarded = \$259,079.00 ▪ 2021 CDBG for ADA ramps = \$110,000.00 ▪ Liquid fuels funds – required matching funds ▪ Columbia Gas – completing top coat paving - Timeline: bid in November 2023 and finalize by the end of 2024 • 2022 CDBG – Walter Ave & Rt. 11 Intersection <ul style="list-style-type: none"> - Scope: install pedestrian crosswalk signals, ADA ramps, reconfigure crosswalks - Funding requested = \$224,153.00 - Timeline: funding required to be expensed by end of 2027 	

Public Safety

Task	Report	Timeline
<p>Police Contract Negotiations</p>	<ul style="list-style-type: none"> • Meetings with the union representatives are occurring • Negotiations will continue until a new contract is agreed upon between the Borough and the union 	<p>May – negotiations began EOY – new contract</p>
<p>Baltimore St & S. Ridge Ave Intersection</p>	<ul style="list-style-type: none"> • Council has expressed safety concerns with this crosswalk since its installation as required by PennDOT in 2020 <ul style="list-style-type: none"> - Limited site distance given the position of the crosswalk at the bottom of a hill - Speed of vehicles traveling on Baltimore St into town • Staff is recommending painting of hash marks and the installation of additional signage along the westbound lane to prevent vehicles from passing on the shoulder 	<p>Sep – Council review of additional safety measures Oct – implementation of approved modifications</p>
<p>Public Safety Workgroup</p>	<ul style="list-style-type: none"> • Items under Public Safety workgroup review: <ul style="list-style-type: none"> - Draft fireworks ordinance - Parking meter improvements 	<p>Oct – review meter options & draft fireworks ordinance</p>

Public Works Department Operational Updates

- 52 PA One calls completed related to upcoming design work and development projects
- Seasonal mowing, weed eating, shade tree watering throughout the Borough
- Annual Borough-wide weed spraying has been completed
- Parking meters installed at previous loading zone along W. Baltimore Street as approved by Council
- Coordination with Shentel/GloFiber for infrastructure construction efforts
- Assisted with the inspection of the brick wall on the Borough’s lot property
- Measured for bike rack installation in Center Square
- Trimmed hedges along Warren Lane to ensure visibility of stop sign at Elm Lane

Sewer Department

Task	Report	Timeline
Updated Sewer Ordinance Chapter 155	<ul style="list-style-type: none"> • Drafted by William Hill and Borough staff • More comprehensive; provides greater protection for the Borough and clearer specification of sewer regulations • Salzman Hughes is currently reviewing the document 	2023 – Council review, advertise & adopt ordinance

Sewer Department Operational Updates

- Sewer repair work planned for W. Franklin Street
 - Concrete piping planned to be used from surplus materials of N. Carlisle Street project
 - Contractor quotes are being collected and reviewed to determine if the project will need to be publically bid
 - Final meetings being coordinated with impacted property owners
- Review of Utility Service Group’s completed manhole inspection report
 - 16 manholes are in need of repairs
 - Complete replacement needed for a manhole on Williamson Avenue near Colonial Drive due significant deterioration of the structure
 - Costars pricing requested for identified rehabilitation work
- Annual biosolids testing completed
- Drained and cleaned the main digester and clarifier #1
 - Inspected all components and replaced parts as necessary
- Sewer rooter and camera utilized to assist residents with lateral service line concerns