

**BOROUGH OF GREENCASTLE
COUNCIL MEETING MINUTES
November 6, 2023
7:00 P.M.**

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

President Albert W. Miller called the meeting to order at 7 p.m.
An invocation was provided by Pastor Josh Fowler.
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/Amsley motion, Council unanimously approved the proposed agenda for the November 6, 2023, regular council meeting.

Opportunity to be Heard

Eddie Baxter of 117 Carowinds Drive thanked Chief John Phillippy and Officer Preston Strayer for their years of dedication and service. Baxter posed questions regarding the Police Workgroup including if the meetings were public and who was on the workgroup. Baxter thanked Councilman Kinzer for his years on Council noting that Duane has stood up for what he believed in.

CONSENT AGENDA

On a Reagan/Amsley motion, Council unanimously voted to approve the Consent Agenda as presented.

Minutes of Previous Meeting:

- Borough Council Meeting of October 2, 2023
- Borough Council Workshop Meeting of October 16, 2023

Consider the approval of a temporary block closure on N. Washington Street in front of the Veteran's Memorial on November 11th to allow for the Veterans Day Commemoration as requested by Mayor Thomas and VFW Post 6319.

Accept the Act 44 Disclosure for the Borough's Non-Uniform and Police Department Pension Plans as presented.

REGULAR AGENDA

Payment of Bills

On an Amsley/Reagan motion, Council unanimously voted to approve the disbursements listed on the October 2023 Disbursement Report in the amount of \$109,008.64.

Reports from Elected Officials

President's Report

President Miller thanks the Borough residents and the police department for a nice and safe Halloween and noted that donations are needed at local food pantries.

Mayor's Report

Mayor Thomas noted the recent and upcoming community events including Trick or Treat, Veteran's Day, Shop Small Saturday and Heritage Christmas. Thomas thanked Officer Strayer for his 15 years of service protecting Greencastle citizens. For the complete report, go to [www.greencastlepa.gov/Document Collections/Mayor Reports](http://www.greencastlepa.gov/Document%20Collections/Mayor%20Reports).

Chief's Report

Chief Phillippy reviewed his written report providing updates on recent activities of the Police Department including Career Day at the Greencastle Elementary, Trick or Treat, the Police Department's food drive and reports showing code enforcement activities. For the complete report, go to [www.greencastlepa.gov/Document_Collections/Chief of Police Reports](http://www.greencastlepa.gov/Document_Collections/Chief_of_Police_Reports).

Manager's Report

Little provided an update and overview of activities and projects in progress including upcoming meetings, the LSA grant submittal for the E. Baltimore Street property development, and information from workgroups and operational departments. For the complete report, go to [www.greencastlepa.gov/Document_Collections/Manager Report](http://www.greencastlepa.gov/Document_Collections/Manager_Report).

Committee Action

Administration

On an Amsley/Burkholder motion, Council unanimously voted to approve the enactment of Resolution 2023-07 authorizing the submission of an application to the Commonwealth Financing Authority Statewide Local Share Assessment Grant for financial assistance in funding the purchase of three new police vehicles.

On a Reagan/Amsley motion, Council unanimously voted to approve the enactment of Resolution 2023-08 authorizing the submission of an application to the Commonwealth Financing Authority Statewide Local Share Assessment Grant for financial assistance in funding the East Baltimore Street lot development project for an amount pending review.

Little advised that FSA is finalizing the concept plan and associated budget and the amount of grant funding being requested with the LSA application will be reviewed at the upcoming November 27th workshop meeting.

On an Amsley/Reagan motion, Council unanimously voted to approve the enactment of Resolution 2023-09 adopting the Franklin County 2023 Hazard Mitigation Plan as the official Hazard Mitigation Plan of the Borough of Greencastle.

Budget and Finance

On an Amsley/Burkholder motion, Council unanimously voted to approve a 3.5% increase for the Borough Manager in the 2024 Municipal Budgets.

On an Amsley/Burkholder motion, Council voted 4-2 with Kinzer and Layman opposed to authorize the preliminary adoption and advertisement of the 2024 Municipal Budgets with the following caveats regarding the police budget as recommended by the Police Department Review Workgroup:

- a. This is a placeholder budget, forecasting the maximum spending for 2024.
- b. There is no recommendation for a reduction of the police force, but rather anticipation for the input of a new Chief of Police.
- c. Unless grants are approved and necessary funding received, no spending including vehicle purchasing, outside of fixed expenses and payroll at budget, will be approved until a new chief has been hired and given 90 days to analyze the budget and become situationally aware.
- d. After the initial 90-day period, the new chief will present throughout the budget year a complete analysis of the need for expenditures to the Police Department Review Workgroup.
- e. The Police Department Review Workgroup will forward the chief's analysis to full Council with recommendations.
- f. The Police Department Review Workgroup recognizes that a candidate for chief may be skilled in policing and police management but lacking experience in fiscal management. Under those circumstances, the workgroup recommends to full Council that the Borough Manager be responsible for the management of the police budget with the assistance of the Mayor.
- g. The Police Department Review Workgroup recommends that the salary for the Borough Manager be no less than \$10,000 higher than the salary of the Chief of Police.

On an Amsley/Reagan motion, Council unanimously voted to authorize the advertisement of Ordinance 2023-04 amending Chapter 155 to provide for a 3% increase in quarterly sewer rates and minimum quarterly sewer charges.

On a Reagan/Amsley motion, Council unanimously voted to approve the submitted request for payment in the amount of \$11,074.96 from the Rescue Hose Company No. 1 for the Borough's portion of the RHC personnel cost incurred from 7/1/2023 to 9/30/2023.

Personnel

On an Amsley/Reagan motion, Council voted 4-2 with Kinzer and Layman opposed to authorize the execution of a Memorandum of Understanding to be established between the Borough of Greencastle and the Greencastle Patrolmen's Association allowing for the transfer of up to 160 hours of sick leave time from Chief of Police John Phillippy to Police Officer Preston Strayer.

On an Amsley/Reagan motion, Council unanimously voted to accept a notice of retirement from Police Officer Preston Strayer effective November 11, 2023.

On an Amsley/Reagan motion, Council unanimously voted to approve the proposed Light Duty Policy as provided for the Greencastle Police Department.

On a Burkholder/Amsley motion, Council unanimously voted to approve the proposed Light Duty Policy as provided for the Borough's non-uniform staff.

Public Safety

On a Reagan/Amsley motion, Council unanimously voted to enact Ordinance 2023-03 as advertised creating Chapter 121 in the Code of the Borough of Greencastle to regulate the ignition, discharge, and use of consumer and display fireworks.

On a Kinzer/Amsley motion, Council unanimously voted to approve the advertisement of Ordinance 2023-05 designating a handicap parking space on S. Carlisle Street and eliminating a handicap parking space at 38 N. Carlisle Street.

Councilman Kinzer made a motion for the Borough to install a mirror at the railroad underpass on W. Madison Street to allow for great visibility at the new Sheetz store. This motion failed due to a lack of a seconded.

Correspondence

None.

Final Comments

Reagan – Thanked Officer Preston Strayer for his 29 years of police service including 15 years of service to the Greencastle community.

Layman – Reminded the public to vote in the upcoming elections.

Adjourn

On a Kinzer/Layman motion, the meeting adjourned at 8:38 p.m.

Respectfully submitted,

Emilee Little
Borough Secretary