

# **BOROUGH OF GREENCASTLE COUNCIL MEETING MINUTES**

**February 5, 2024**

**7:00 P.M.**

MEMBERS PRESENT: Mayor Ben Thomas, President Larry Faight, Vice President Scott Reagan, Councilmen Wade Burkholder, Albert Miller, and Mike Stenger. Also present were Officer in Charge Keith Russell and Borough Manager Emilee Little. Councilman Steve Miller was absent and Councilman Joel Amsley participated via phone.

President Larry Faight called the meeting to order at 7 p.m.

An invocation was provided by Pastor David Rawley.

President Larry Faight led the Pledge of Allegiance.

President Larry Faight noted the meeting was being recorded for accuracy of the minutes.

## **Opportunity to be Heard**

Larry Pittman of 35 W. Madison Street discussed his monthly train reports and thanked Mayor Thomas for providing them to the new Norfolk Southern representative. Pittman questioned why there is no yellow curbing by the fire hydrant on N. Carlisle Street and suggested compact car parking around Center Square.

## **CONSENT AGENDA**

On a Burkholder/Reagan motion, Council unanimously voted to approve the Borough Council Meeting minutes of January 2, 2024 and the Special Borough Council Meeting minutes of January 22, 2024.

On a Reagan/Burkholder motion, Council unanimously voted to approve the following community events:

Borough Bulk Drop-off Days

Friday, April 19<sup>th</sup> from 7:00am to 3pm & Saturday, April 20<sup>th</sup> from 7:00am to 10:30am

Black Balloon Day – Overdose Awareness

March 6, 2024 – allow black balloons to be placed on parking meters in Center Square

Mental Health Awareness Month – Mental Health Association of Franklin & Fulton Counties

May 2024 – allow green ribbons to be placed on parking meters

## **REGULAR AGENDA**

### **Presentation: Franklin County Reassessment of Real Estate Valuations**

Allen Coffman, Council President of the Borough of Chambersburg, provided information regarding reassessment noting that Franklin County property values were last reassessed in 1962 which is the longest span of any county in Pennsylvania. Councilmembers discussed and noted their support of a County-wide reassessment.

### **Payment of Bills**

On a Reagan/Burkholder motion, Council unanimously voted to affirm the disbursements listed on the January 2024 Disbursement Report in the amount of \$214,464.34.

### **Reports from Elected Officials**

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

Mayor Thomas noted his recent meeting with a new Norfolk Southern regional representative, issued Mayoral Order 2024-001 to support Officer Russell as Officer in Charge, and noted the impact of the new lights in Center Square. For the complete report, go to [www.greencastlepa.gov/Document\\_Collections/Mayor\\_Reports](http://www.greencastlepa.gov/Document_Collections/Mayor_Reports).

## **Police Department Report**

OIC Keith Russell reviewed his written report providing updates on recent activities of the Police Department. Russell provided a mission statement, discussed officer evaluations, and advised Council of updates to the policies and procedures manual. Russell provided information from the radar speed sign and warned residents of porch pirates. 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. Little reviewed current development plans under review and noted goals and projects for 2024. Little advised Council and residents of the Greencastle Area, Franklin County, Water Authority's lead and copper inventory evaluation. Information from operational departments was provided. For the complete report, go to [www.greencastlepa.gov/Document Collections/Manager Report](http://www.greencastlepa.gov/Document%20Collections/Manager%20Report).

## **President's Report**

President Faight noted Council would have an Executive Session immediately after the meeting to discuss a personnel matter and thanked the Borough staff for their excellent work.

## **Committee Assignments**

President Faight advised that the committee assignments would be provided to Council at the end of the meeting.

## **Committee Action**

### **Administration**

On a Reagan/A. Miller motion, Council unanimously voted to approve the Franklin County Area Tax Bureau's 2024 Operating Budget as presented.

On a Burkholder/Stenger motion, Council unanimously voted to appoint Mayor Ben Thomas as the Borough's representative and President Larry Faight as the alternate to the Franklin County Area Tax Board for calendar year 2024.

On a Reagan/Stenger motion, Council unanimously voted to appoint EMC John Alleman as the Borough's representative and OIC Keith Russell as the alternate to the Franklin County Emergency Service Alliance for calendar year 2024.

On an A. Miller/Amsley motion, Council unanimously voted to nominate Mike Stenger as the Borough's representative to the Greencastle-Antrim Chamber of Commerce Board.

On a Reagan/Burkholder motion, Council voted 5-1, with A. Miller opposed, to eliminate monthly workshop meetings.

A. Miller made an amendment to the motion, as seconded by Amsley, to eliminate monthly workshop meetings and eliminate the Council pay increase.

Mayor Thomas made a point of order that the meeting agenda cannot be amended in this situation.

On a Faight/Reagan motion, Council voted 5-1, with A. Miller opposed, to table discussion on a potential Council pay decrease.

A. Miller made a motion, as seconded by Stenger, to table discussion on the elimination of monthly workshop meetings. Council voted on the motion to table as follows:

Yes – Amsley, A. Miller, Stenger

No – Burkholder, Faight, Reagan

Given the tie Council vote, Mayor Thomas broke the tie and voted to not table discussion on the elimination of monthly workshop meetings.

## **Budget & Finance**

On a Reagan/A. Miller motion, Council unanimously voted to approve the annual \$5,000 contribution to the Lilian

S. Besore Memorial Library as budgeted and the annual \$3,000 contribution to the Jerome R. King Playground Association as budgeted.

On a Burkholder/Reagan motion, Council unanimously voted to approve the submitted request for payment in the amount of \$7,986.53 from the Rescue Hose Company No. 1 for the Borough's portion of the RHC personnel cost incurred from 10/1/2023 to 12/31/2023.

On a Reagan/A. Miller motion, Council unanimously voted to authorize T. Byers Contracting to complete the identified sewer repairs at W. Franklin Street for the proposed cost of \$25,880.00.

### **Community Outreach**

On a Burkholder/Stenger motion, Council unanimously voted to approve the outlined requests for the 2024 Sidewalk Days as submitted by the Greencastle-Antrim Chamber of Commerce including street closures, no parking, and access to the electrical outlets in Center Square. Council specified that access to the Borough's lot across from the Post Office would be limited to the Northern portion of the lot.

### **Personnel**

On an Amsley/Reagan motion, Council unanimously voted to authorize the activation of the Civil Service Commission to establish criteria for the appointment of a Police Sergeant.

On an Amsley/Reagan motion, Council unanimously voted to authorize the submittal of a grant application to the Pennsylvania Commission on Crime and Delinquency (PCCD) to fund law enforcement recruitment incentives.

On a Reagan/Amsley motion, Council unanimously voted to authorize staff to draft and advertise an ordinance to amend the Borough of Greencastle Police Retirement Plan effective January 1, 2024 to add an early retirement date provision for officers with at least 20 years of accrued service as agreed to in the current collective bargaining agreement approved by Borough Council and the Greencastle Patrolmen's Association.

### **Public Safety**

On a Reagan/A. Miller motion, Council unanimously voted to confirm the acceptance of a \$5,000 grant awarded by Norfolk Southern for the purchase of police equipment and defer to the Public Safety committee to discuss how the funds would be spent.

### **Correspondence**

Antrim Township – Letter of Recognition for Retired Chief of Police John Phillippy

Federal Emergency Management Agency – Hazard Mitigation Plan Approval

Borough of Chambersburg – Franklin County Reassessment of Real Estate Valuations

Borough of Waynesboro – Franklin County Reassessment of Real Estate Valuations

### **Final Comments**

Burkholder – Thanked those in attendance, thanked President Coffman for attending the meeting and providing additional information on reassessment.

Reagan – Thanked the public and President Coffman for attending, thanked Officer Russell for his thorough report.

Mayor Thomas – Thanked Officer Russell for his briefing and the Borough's Public Works staff for their excellent job managing the recent snow events.

Faight – Stated it was great to have people filling the room, stated that the Borough staff is excellent, and confirmed Council's commitment.

### **Adjourn**

On a Reagan/Burkholder motion, the meeting adjourned at 9:04 p.m.

Respectfully submitted,

Emilee Little

Borough Secretary