

# **BOROUGH OF GREENCASTLE COUNCIL MEETING MINUTES**

**July 1, 2024**

**7:00 P.M.**

MEMBERS PRESENT: Mayor Ben Thomas, President Larry Faight, Vice President Scott Reagan, Councilmen Joel Amsley, Wade Burkholder, Albert Miller, Steve Miller, and Mike Stenger. Also present was Salzman Hughes attorney Zachary Rice. Borough Manager Emilee Little participated via phone.

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

An invocation was provided by Pastor Floyd Myers.

President Larry Faight led the Pledge of Allegiance.

President Larry Faight noted that Council held an Executive Session prior to this meeting to discuss personnel related information and that the meeting was being recorded for accuracy of the minutes.

On a Burkholder/Reagan motion, Council unanimously voted to approve the proposed agenda for July 1, 2024 regular Council Meeting.

## **Opportunity to be Heard**

No public comments were provided at this time.

## **CONSENT AGENDA**

On a Reagan/Burkholder motion, Council unanimously voted to approve the Borough Council Meeting minutes of June 3, 2024.

On an Amsley/Stenger motion, Council unanimously voted to approve the annual Homecoming Parade to take place on Friday, October 11, 2024 beginning at 6:00pm to follow the submitted route as requested by the Greencastle-Antrim School District High School.

## **REGULAR AGENDA**

### **Payment of Bills**

On a Reagan/Burkholder motion, Council unanimously voted to affirm the disbursements listed on the June 2024 Disbursement Report in the amount of \$378,117.76.

### **Reports from Elected Officials**

#### **Mayor's Report & Chief of Police Report**

Mayor Thomas reviewed fireworks regulations, dry seasonal conditions, and provided updates on police related activities. Thomas advised of the upcoming Sidewalk Days Chamber event and provided information received from PA State Representative Paul Schemel regarding legislation on food processing residual. Mayor Thomas's complete written report will be available on the Borough website.

#### **Manager's Report**

Little provided updates on current projects including the North Washington Street Improvements Project, E. Baltimore Street lot development progress, and the 2019 CBDG-funded ADA ramps design. Little reviewed open positions of employment at the Borough. Little advised that her complete written report would be available on the Borough website.

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

No report provided at this time.

## **Committee Action**

### **Administration & Finance**

On a Burkholder/Amsley motion, Council unanimously voted to authorize the reallocation of \$11,000.00 originally budgeted for Chief of Police wages in account 01.410.121 to account 01.410.213 for the purchase of new bulletproof police vests.

On an Amsley/Stenger motion, Council unanimously voted to authorize the expenditure of not more than \$1,000.00 as based on the 2020 Census data to endorse and financially support using Knox Law firm of Erie, Pennsylvania to complete a research project into the Franklin County Assessment Database in order to make an independent determination of the fairness and equity of the County-wide assessment at an approximate total cost of \$7,500 as coordinated by the Borough of Chambersburg.

On A. Miller/Amsley motion, Council unanimously voted to authorize staff to complete and submit a Universal Benefit Form electing for the Continuation of Health Coverage (COBRA) to be paid by the Borough for a period of no longer than 3 months with all coverage ending August 31, 2024 for a total cost of \$13,109.73 specifically on behalf of Keith Russell's family.

### **Community & Economic Development**

On an Amsley/Reagan motion, Council unanimously voted to approve a 90-day extension request for the review of a final land development plan as prepared by R. Lee Royer & Associates on behalf of Outdoor Contractors, Inc. for the proposed construction of a Dollar General Store on parcel 08-2A00.-007.-000000 located at 650 N. Antrim Way as recommended by the Planning Commission. (90-day extension to 9/5/2024)

On an Burkholder/Reagan motion, Council voted 6-1 with Amsley opposed to approve waiver requests from SALDO sections 180-32.B(4) and 180-32.U as incorporated on the final land development plan as prepared by Frederick, Seibert & Associates, Inc on behalf of JB & SP LLC for the proposed construction of (3) two-story townhomes on parcel 08-2B36.-026.-000000 located at 162 S. Carlisle Street as recommended by the Borough's Planning Commission.

Justin Doty of Frederick, Seibert, & Associates reviewed the proposed land development plan and explained waivers as requested from 180-32.B(4) relative to Dahlgren Street (alley) being use as a means of primary access and 180-32.U as the principle structure is proposed to be located within 16 feet of the centerline of an alley.

Little reviewed variances as approved Zoning Hearing Board for this land development plan reducing the front yard setback (205-24) and minimum lot area requirements (205-16) and eliminating the requirement for a planting strip between the parking area and Dahlgren Street (205-25.G.4).

Amsley questioned the addressing of the proposed townhomes. Little advised that Franklin County completes all addressing requires in the Borough. Mayor Thomas recommended the property receive a Dahlgren Street address for greater clarity for emergency services.

On an Burkholder/Reagan motion, Council voted 5-2 with Amsley and Faight opposed to conditionally approve a final land development plan as prepared by Frederick, Seibert & Associates, Inc on behalf of JB & SP LLC for the proposed construction of (3) two-story townhomes on parcel 08-2B36.-026.-000000 located at 162 S. Carlisle Street incorporating the waiver requests as recommended by the Borough's Planning Commission contingent on the satisfaction of the following condition:

- Entry into a Developer's Agreement governing financial security, establishment of escrow account, insurance/indemnification

### **Personnel**

On an Amsley/Reagan motion, Council unanimously voted to table the execution of a renewed employment agreement between the Borough of Greencastle and Borough Manager Emilee Little.

On an Amsley/Reagan motion, Council unanimously voted 6-0 with Faight recused to appoint Ericka Faight to the temporary position of Police Department Administrator authorizing a \$3.00 per hour pay increase effective as of July 1, 2024 and to be in place until a higher ranking officer is appointed, conditional on establishing an MOU between the Borough and the Patrolman's association.

On an Amsley/Reagan motion, Council unanimously voted to appoint Kenneth Knopp to the temporary position of Day Shift Officer In Charge and Michael Brennan to the temporary position of Night Shift Officer In Charge authorizing a \$3.00 per hour pay increase effective as of July 1, 2024 and to be in place until a higher ranking officer is appointed, conditional on establishing an MOU between the Borough and the Patrolman's association.

### **Public Facilities**

On an Amsley/Reagan motion, Council unanimously voted to authorize payment of Application for Payment #2 in the amount of \$106,218.75 as submitted by Gano Paving and approved by ARRO Consulting for the N. Washington Street Reconstruction Project.

On a Reagan/Amsley motion, Council unanimously voted to approve Change Order #1 in the amount of \$8,000.00 as submitted by Gano Paving and approved by ARRO Consulting to correct the condition of (2) below grade void areas uncovered during the N. Washington Street Reconstruction Project.

### **Public Safety**

On an Amsley/Reagan motion, Council unanimously voted to authorize the Code Enforcement Officer to work with the Borough Solicitor as needed to proceed with Nuisance Abatement in conformance with Borough Ordinance [132-4. D. (2)] where several properties appear to be abandoned and have failed to abate nuisances (weeds, brush, and grass exceeding 10 inches and debris on property) by hiring a private contractor and assessing costs plus 10% upon the owner of the premises in accordance with the ordinance.

A. Miller noted that the Borough should consider regulations on blighted properties. Attorney Rice advised that some municipalities have adopted the international property maintenance code which would holistically govern internal and external conditions of Borough properties.

On a Reagan/Amsley motion, Council unanimously voted to authorize staff to draft a resolution approving the sale of the 2013 Chevy Tahoe and 2016 Ford Interceptor Utility designating these police vehicles as surplus material to be sold on Municibid.

On a Stenger/Burkholder motion, Council unanimously voted to approve a new police department uniform patch design and retire the current patch design.

### **Correspondence**

None.

### **Final Comments - Residents**

Joe Krouse questioned if bump outs would be incorporated on N. Washington Street as they were on N. Carlisle Street. Faight advised there are no bump outs on N. Washington Street.

### **Final Comments - Borough Council**

Amsley stated the Borough should look into the adoption of the International Property Maintenance Code.

A. Miller thanked members of the Rescue Hose Company for providing quick and effective emergency services for his family over the last few weeks.

S. Miller advised that elections are coming up and requested additional security be provided at local polling sites.

Stenger thanked the officers in the Police Department for stepping up to provide consistent services to the community while being short staffed and without a Chief.

Burkholder thanked everyone for attending the meeting.

Reagan wished everyone a happy and safe 4<sup>th</sup> of July.

Mayor Thomas shared a historical story about tongue sandwiches at the Hotel McLaughlin.  
Faight expressed support for the Greencastle Police Department and Rescue Hose Department.

**Adjourn**

On a Burkholder/Amsley motion, the meeting adjourned at 8:05 p.m.

Respectfully submitted,

Emilee Little  
Borough Secretary