

**BOROUGH OF GREENCASTLE  
COUNCIL MEETING AGENDA  
September 3, 2024  
7:00 P.M.**

**Call to Order**..... **President Larry Faight**  
**Invocation** ..... **Pastor Martin Horn**  
**Pledge of Allegiance to the Flag** ..... **President Larry Faight**

**MOMENT OF SILENCE IN REMEMBRANCE OF BARBARA BOCK: JULY 12, 1940 — AUGUST 28, 2024**

*Please note this meeting is being recorded for accuracy in drafting the meeting minutes.*

**Consider the approval of the proposed agenda for September 3, 2024 regular Council Meeting.**

**Opportunity to be Heard:** Borough citizens may address Council at this time on specific issues of concern.

*As we open our Public Comment period there are some guidelines that you need to be aware of:*

- *There is a 5 minute limit per person.*
- *If someone has already shared the same thoughts as yours please do not repeat what has already been said. We have a limited period of time and want to ensure that we hear various points of view.*
- *Public Comment will be stopped if it continues too long to allow Council to conduct business as outlined on the meeting agenda.*

**CONSENT AGENDA**

*The following is a list of routine items which do not appear to be controversial in nature and which likely do not require additional discussion. They can be acted on by one motion in their current form. If discussion is desired on any particular item, any member of Council may request the item be removed from the Consent Agenda and considered separately.*

**Minutes of Previous Meeting:**

Borough Council Meeting of August 5, 2024

Approve Trick or Treat to be held on Thursday, October 31, 2024 from 6:00pm to 8:00pm with a rain date of Friday, November 1, 2024 from 6:00pm to 8:00pm.

Approve the Greencastle Christmas Parade to begin at 9:21 a.m. on Saturday, November 23<sup>rd</sup> to follow the traditional route and authorize no parking and road closures as outlined in the correspondence received from VerStandig Media.

Accept the year end December 31, 2023 Audited Financial Statements as prepared by Boyer & Ritter LLC.

Accept the Police and Non-Uniform 2025 Minimum Municipal Obligation Memorandum as prepared by the Chief Administrative Officer.

**REGULAR AGENDA**

**Payment of bills**

1. Affirm disbursements listed on the August 2024 Disbursement Report in the amount of \$183,930.78.

## **Reports from Elected Officials**

Mayor's Report

Police Department Report

Manager's Report

President's Report

## **Committee Action**

### **Administration & Finance**

1. Authorize staff to draft a Letter of Support as requested to confirm the Borough's support of Washington Township's application for funding through the Municipal Assistance Program (MAP) requesting grant funds to complete a Transfer Station and Recycling Center Modifications Feasibility Study.
2. Enact Resolution 2024-06 authorizing the Borough's execution and submission of an application for a Keystone Grant for Public Library Facilities by which the Borough of Greencastle declares its intent to support the Lilian S. Besore Memorial Library in its effort to make necessary public safety improvements to the local public library facility.
3. Appoint Michael Bock to fill the vacancy of Tax Collector for the Borough of Greencastle.

### **Community & Economic Development**

1. Authorize the advertisement of an Invitation to Bid Notice for the rehabilitation and repair of the brick party wall located on the Borough-owned lot at the southwest intersection of Baltimore Street and Washington Street related to the Lot Development Project as engineered by Frederick, Seibert & Associates and to be funded by American Rescue Plan Act (ARPA) funds.
2. Consider a draft ordinance amending Chapter 205 of the Code of the Borough of Greencastle entitled Zoning, including the following modifications as suggested by the Borough's Planning Commission and Borough staff:
  - a. Rezoning of tax parcel number 08-2B22.-077.-000000 from R-2 to R-1
  - b. Creating size restrictions for detached garages
  - c. Modify screening requirements for parcels in the Highway Commercial District
  - d. Adding dimensional criteria for detached commercial and industrial uses in the Community Commercial District

### **Personnel**

### **Public Facilities**

1. Consider the following action related to the 2019 CDBG ADA Ramps Project:
  - a. Award the contract to Ganoë Paving, Inc, the lowest responsible bidder, with the base bid price of \$288,770.00 for work consisting of the removal of forty-two (42) non-ADA compliant curb ramps and replacement with forty-two (42) ADA compliant ramps.
  - b. Authorize the Council President to sign a contract with Ganoë Paving, Inc., pending review by ARRO Consulting, Borough staff, and Salzmänn Hughes.

- c. Authorize staff to issue a Notice of Award and Notice to Proceed letter to Ganoë Paving, Inc, after contract documents are executed and provided the documents meet all necessary requirements.
2. Consider the following action related to the N. Washington Street Reconstruction Project:
  - a. Approve Change Order #2 in the amount of \$6,221.00 as submitted by Ganoë Paving, Inc. and approved by ARRO Consulting to address curbing and driveway modifications at 101 N. Washington Street as specified in the Exhibit Plan prepared by ARRO Consulting and authorized by the property owner.
  - b. Authorize payment of Application for Payment #3 (final) in the amount of \$168,848.55 as submitted by Ganoë Paving, Inc. and approved by ARRO Consulting.
  - c. Authorize the execution of a Final Completion Certificate for Ganoë Paving, Inc. signifying the completion of their contracted work for the N. Washington Street Reconstruction Project and authorizing the final release and waiver of lien.
3. Consider the following action related to the 2024 Alley Paving Project:
  - a. Authorize payment of Application for Payment #1 (final) in the amount of \$22,380.27 as submitted by Kinsley Construction LLC for paving work consisting of the 3" mill and 3" overlay of 19mm asphalt on E. Warren Lane from N. Washington Street to N. Allison Street and N. Church Lane from E. Warren Lane to E. Madison Street for the 2024 Alley Paving Project.
  - b. Authorize the execution of a Final Completion Certificate for Kinsley Construction LLC signifying the completion of their contracted work for the 2024 Alley Paving Project and authorizing the final release and waiver of lien.

### **Public Safety**

1. Consider the following action related to two surplus Greencastle Police Department bicycles:
  - a. Approve the sale of two surplus Greencastle Police Department bicycles.
  - b. Authorize staff to post the two surplus police bicycles for sale on Municibid.
  - c. Authorize staff to draft a resolution for Council's consideration designating two police bicycles as surplus material and approving the sale of the surplus bicycles.

### **Correspondence**

### **Final Comments**

### **Adjourn**

Respectfully submitted,  
Emilee Little  
Borough Manager