

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

MEMBERS PRESENT: Mayor Ben Thomas, President Larry Faight, Councilmen Wade Burkholder, Albert Miller, Steve Miller, and Mike Stenger. Also present were Police Department Administrator Ericka Faight, Borough Manager Emilee Little, and Salzmans Hughes attorney James T. Podgorney. Vice President Scott Reagan participated via phone. Councilman Joel Amsley was absent.

President Faight called the meeting to order at 7:00 p.m.

An invocation was provided by Councilman Steve Miller.

President Faight led the Pledge of Allegiance followed by a moment of silence in remembrance of Barbara Bock.

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

On a Burkholder/S. Miller motion, Council unanimously voted to approve the proposed agenda for the September 3, 2024 regular Council Meeting.

Opportunity to be Heard

Tim Fetterhoff of 180 Baumgardner Drive thank everyone for the time they provide and the work that they do for the Borough. Fetterhoff thanked the police department staff for their efforts to keep the residents safe.

CONSENT AGENDA

On a Burkholder/Stenger motion, Council unanimously voted to approve the Borough Council Meeting minutes of August 5, 2024.

On a Burkholder/A. Miller motion, Council unanimously voted to approve the following Consent Agenda items:

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

Approve the Greencastle Christmas Parade to begin at 9:21 a.m. on Saturday, November 23rd 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

On a Reagan/Stenger motion, Council unanimously voted to affirm the disbursements listed on the August 2024 Disbursement Report in the amount of \$183,930.78.

Reports from Elected Officials

Mayor's Report

Mayor Thomas noted the RHC's recent inspection which resulted in 0 deficiencies, reviewed local events related to Patriot's Day, and advised of Carl's Drug Store's 200th anniversary. The complete Mayor's Report is available on the Borough website.

Police Department Report

Ericka Faight provided a review of activities and calls for service involving the Police Department. Faight advised that the new cruisers are in service and are working great, staff is working on several large cases include the Moss Spring Swim club investigation. Faight provided an update on the condition of and next steps related to 43 W. Madison Street. The complete Police Department's Report is available on the Borough website.

Manager's Report

Little reviewed various topics such as the 2025 budget and ARPA funds utilization as well as current projects and development. Little advised that her complete written report would be available on the Borough website.

President's Report

President Faight thanked Vice President Reagan for overseeing the August Council meeting in his absence and expressed gratitude for the years of public service Barbara Bock dedicated to the Borough of Greencastle.

Committee Action

Administration & Finance

On a S. Miller/A. Miller motion, Council unanimously voted to 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.

On a Stenger/S. Miller motion, Council unanimously voted to 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.

On a Burkholder/S. Miller motion, Council unanimously voted to appoint Michael Bock to fill the vacancy of Tax Collector for the Borough of Greencastle.

Community & Economic Development

On a Burkholder/Stenger motion, Council voted 5-1, with S. Miller opposed, to 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.

On a S. Miller/A. Miller motion, Council unanimously voted to 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

None.

Public Facilities

On a S. Miller/Burkholder motion, Council unanimously voted to 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.

On a S. Miller/Burkholder motion, Council unanimously voted to 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 \$175,166.80 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.

On a S. Miller/Stenger motion, Council unanimously voted to 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

On a Stenger/Reagan motion, Council unanimously voted to 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

None.

Final Comments – Public

Dick Myers of 60 Williamson Avenue questioned what the Borough could do to regulate the battery operated bicycles and toys which he sees throughout the Borough not following traffic rules.

E. Faight advised that the state sets the regulations for these vehicles.

Final Comments – Council

S. Miller and Burkholder thanked the two residents for attending the meeting.

Reagan noted that the funds used for the new cruisers was money well spent and thanked the Police Department staff for stepping up with limited staffing.

Adjourn

On a Burkholder/Stenger motion, the meeting adjourned at 8:40 p.m.

Respectfully submitted,

Emilee Little
Borough Secretary