

# **BOROUGH OF GREENCASTLE COUNCIL MEETING MINUTES**

**December 2, 2024**

**7:00 P.M.**

MEMBERS PRESENT: Mayor Ben Thomas, President Larry Faight, Vice President Scott Reagan, Councilmen Wade Burkholder, Albert Miller, Steve Miller, and Mike Stenger. Also present were Police Chief Jason Batistig, Police Department Administrator Ericka Faight, Borough Manager Emilee Little, and Salzmann Hughes attorney Zach Rice. Councilman Joel Amsley participated via phone.

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

An invocation was provided by Pastor Martin Horn.

President Faight led the Pledge of Allegiance.

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

On a Reagan/Burkholder motion, the Council unanimously voted to approve the proposed agenda for the December 2, 2024 regular Council Meeting.

## **APPRECIATION CEREMONY – Beautification Committee Members**

Mayor Thomas, Councilmembers, and staff held a brief ceremony in appreciation of the efforts of the Borough's Beautification Committee members including Lori Facchina, Cassandra Godbey, Rachel Grimm, Dee Hawbaker, Jan Hirneisen, Karen Metz, and Ann Schnabel.

## **Opportunity to be Heard**

Tim Fetterhoff of 180 Baumgardner Drive thanked Councilman Albert Miller for his contributions and efforts to create the Borough's decorations on the corner of E. Baltimore Street and S. Washington Street. Fetterhoff expressed that the decorations look great.

## **CONSENT AGENDA**

On a Reagan/Burkholder motion, the Council unanimously voted to approve the Borough Council Meeting minutes of November 4, 2024.

## **REGULAR AGENDA**

### **Payment of Bills**

On a Reagan/Stenger motion, Council unanimously voted to affirm the disbursements listed on the November 2024 Disbursement Report in the amount of \$204,198.08.

### **Reports from Elected Officials**

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

Mayor Thomas provided highlights recent community events including the Christmas parade, the Greencastle Police Department food drive, and upcoming Heritage Christmas activities. Thomas reviewed that the previous burn ban in Franklin County was lifted. Thomas expressed gratitude to the Public Works staff for their efforts and encouraged continued support for local businesses during the holiday season. The complete Mayor's Report is available on the Borough website.

#### **Chief's Report**

Chief Batistig provided an overview of Police Department activities in the month of November 2024, detailing the 246 calls for service, complaints, overtime, and mileage. The department logged 59 hours of overtime, with significant contributions from Officers Brennan and Knopp. Chief Batistig emphasized community engagement,

including a successful food drive. Batistig identified an investigation concluded by Officer Knopp with has been submitted to the District Attorney and that Officer McGarity announced his resignation effective January 4, 2025, after 18 years of service. The complete Chief's Report is available on the Borough website.

### **Manager's Report**

Little provided a comprehensive report detailing highlights of the 2025 budget, including major projects and proposed tax and sewer rate changes. Little discussed projects currently under construction including the 2019 CDBG funded ADA ramps and the Plaza Phase 1A project. Little outlined public facilities projects, current public safety topics, and operational updates from the Public Works and Sewer departments. 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 Reagan/Burkholder motion, Council unanimously voted to adopt the 2025 Municipal Budgets as advertised.

On a S. Miller/Burkholder motion, Council unanimously voted to approve Resolution 2024-08 maintaining the tax rate for the year 2025 at 16.0 mills.

On a Reagan/Stenger motion, Council unanimously voted to enact Ordinance 2024-05 as advertised amending Chapter 155 to provide for a 3% increase in quarterly sewer rates and minimum quarterly sewer charges to be enacted with the 2025 Sewer Fund budget effective the first billing period after January 1, 2025.

On a Burkholder/Regan motion, Council unanimously voted to enact Ordinance 2024-06 as advertised establishing a 1.25 mill fire tax to be levied and enacted with the 2025 General Fund budget with the related revenue to be appropriated for the operation of fire and emergency services for the year 2025.

On a Reagan/Burkholder motion, Council unanimously voted to approve Resolution 2024-12 waiving the limitations set forth in 8 Pa.C.S.A. § 1302(a)(6)(i) regarding the appropriation of revenue generated from the annual tax levied and collected to support fire companies both within and without the Borough for the purpose of paying salaries, benefits or other compensation of fire suppression employees of a fire company serving the Borough pursuant to Act 141 of 2024.

On a Burkholder/Reagan motion, Council unanimously voted to approve Resolution 2024-09 authorizing the submission of an application to the Commonwealth Financing Authority Statewide Local Share Assessment Grant requesting financial assistance to fund the Community Plaza Development Project.

On a Reagan/Burkholder motion, Council voted 6-1, with A. Miller opposed, to approve Resolution 2024-10 authorizing the submission of an application to the Commonwealth Financing Authority Statewide Local Share Assessment Grant requesting financial assistance to fund the purchase of new police vehicles.

On a S. Miller/Reagan motion, Council unanimously voted to approve Resolution 2024-11 authorizing the submission of an application to the Commonwealth Financing Authority Statewide Local Share Assessment Grant requesting financial assistance to fund the Colonial Drive Wastewater Pumping Station Replacement Project.

On a Reagan/Burkholder motion, Council unanimously voted to approve the 2025 holiday schedule.

On a Burkholder/Reagan motion, Council unanimously voted to approve the 2025 meeting schedule.

On a Burkholder/Reagan motion, Council unanimously voted to approve the disbursement of the annual staff Christmas bonuses in the amount of \$200.00 to full-time employees and \$100.00 to part-time employees.

## **Community & Economic Development**

On a Reagan/Burkholder motion, Council unanimously voted to conditionally approve a final land development plan as prepared by Frederick, Seibert & Associates, Inc. on behalf of Patriot Federal Credit Union for the proposed construction of a banking facility on the northeast corner of the Route 11 and Williamson Avenue intersection as recommended by the Planning Commission contingent on the satisfaction of the following conditions:

- Entry into a Developer's Agreement governing financial security, establishment of escrow account, insurance/indemnification
- Obtain any and all necessary third-party approvals and/or permits including but not limited to public water/sewer and PennDOT Highway Occupancy Permit

On a Stenger/Reagan motion, Council unanimously voted to approve a final land development plan as prepared by William A. Brindle Associates, Inc. on behalf of Lowell Martin (ELM Shoes) for the proposed construction of a 583 sq. ft. building addition to the existing building located at 3 Center Square as recommended by the Planning Commission.

On a Reagan/A. Miller motion, Council unanimously voted to enact Ordinance 2024-04 as advertised amending Chapter 205 of the Code of the Borough of Greencastle entitled Zoning, establishing the following regulations:

- a. Rezoning of tax parcel number 08-2B22.-077.-000000 from R-2 to R-1
- b. Creating size restrictions for detached garages
- c. Modifying screening requirements for parcels in the Highway Commercial District

On an A. Miller/Stenger motion, Council voted 6-1, with Steve Miller opposed, to approval application for payment #1 as submitted by GRC General Contractor, Inc. and certified by Frederick, Seibert & Associates for the Greencastle Borough Plaza Project Phase 1A in the amount of \$44,204.40.

On an A. Miller/Reagan motion, Council unanimously voted to approve the opening of the Borough owned lot on E. Baltimore Street as a photo location during Heritage Christmas.

## **Personnel**

On a Burkholder/Reagan motion, Council unanimously voted with President Faight recused to appoint Ericka Faight to the position of Administrator for the Greencastle Police Department.

On a S. Miller/Reagan motion, Council unanimously voted to approve the employment of Jadan Morrow to fulfill a part-time Police Officer position conditional on the finalization of all pre-employment evaluations and background confirmations.

## **Public Facilities**

On a S. Miller/Reagan motion, Council unanimously voted to authorize payment #1 as submitted by Gano Paving Inc. and certified by ARRO Consulting, Inc. for the 2019 CDBG ADA Ramps Project in the amount of \$154,332.00.

On a S. Miller/Reagan motion, Council unanimously voted to halt the contract times for the 2019 CDBG ADA Ramps Project as requested by Gano Paving Inc. pending PennDOT's approval of the required Highway Occupancy Permit with contract times to recommence upon receipt of the approved Highway Occupancy Permit and when temperatures warrant construction.

## **Public Safety**

On a Burkholder/Reagan motion, Council unanimously voted to authorize the advertisement of Ordinance 2024-07 amending Chapter 190 of the Code of the Borough of Greencastle entitled Vehicles and Traffic to establish the following regulations:

- a. Speed limit of 25 mph on Baltimore Street from S. Jefferson Street to 150 feet east of Spring Grove Avenue
- b. Turn restrictions at the Washington Street and Baltimore Street intersection
- c. Permitting car parking only in Center Square as identified

- d. No parking along north and south sides of W. Madison Street from Route 11 to Findlay Avenue
- e. Remove a handicap parking space designated adjacent to the Lilian Besore Memorial library on S. Ridge Avenue as requested by the library board
- f. Create a new handicap parking space designated on E. Madison Street as requested by a qualified resident
- g. Adding food trucks to the list of vehicles not permitted to remain parked on a roadway within the Borough in excess of thirty minutes

Council requested staff provide modified language regarding the regulations on food trucks prior to advertisement of the ordinance.

### **Correspondence**

Council reviewed correspondence received from the Borough of Waynesboro requesting Council's consideration of adopting a resolution supporting a statewide modification to line of duty death benefits. Council tabled review of this correspondence to the Public Safety committee for review in 2025.

### **Final Comments – Council**

Ericka Faight stated is has always been an honor to work for the Borough and expressed gratitude to serve as the Police Department Administrator.

Chief Batistig stated that he is very appreciative of the work Ericka does for the police department and looks forward to continuing working together.

S. Miller wished everyone a Merry Christmas.

Stenger expressed his appreciation for staff on the completion of the 2025 budget and noted it has been a pleasure to serve on Council this year.

Burkholder thanked everyone for attending and wished them a Merry Christmas.

Reagan stated it has been a pleasure to serve Greencastle this year, thanked the Beautification Committee members and Officer McGarity, and congratulated Ericka Faight.

Amsley congratulated Ericka Faight on her appointment as Police Department Administrator and thanked Little for her work on the 2025 budget.

A. Miller congratulated Ericka Faight and wished everyone a Merry Christmas.

Mayor Thomas stated he looks forward to the continued teamwork of Chief Batistig and Administrator Faight and noted he would provide a Mayoral Order for attachment to the meeting minutes.

Faight thanked everyone for attending the meeting, specifically thanking Ariel Sherrill for attending as a representative of the local media. Faight noted that there have been unfortunate losses this year but that overall 2024 has been a very successful year for the Borough. Faight wished everyone Happy Holidays.

### **Adjourn**

On a Reagan/Burkholder motion, the meeting adjourned at 8:55 p.m.

Respectfully submitted,

Emilee Little  
Borough Secretary