

**BOROUGH OF GREENCASTLE
COUNCIL MEETING AGENDA**

**April 7, 2025
7:00 P.M.**

Call to Order..... President Larry Faight

Invocation Pastor Mike Carey

Pledge of Allegiance to the Flag President Larry Faight

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

Consider the approval of the proposed agenda for April 7, 2025 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 March 3, 2025

Special Borough Council Meeting of March 25, 2025

Community Events:

Children's Advocacy Center of Franklin County – National Child Abuse Prevention Month

April 8, 2025 to April 30, 2025 – allow blue ribbons to be placed on parking meters

VFW Post 6319 & American Legion Post 373 – Memorial Day parade request

May 26, 2025 – approve the traditional street closures for the Memorial Day parade

Greencastle-Antrim Old Home Week Association – Unofficial OHW Opening

August 3, 2025 11:30pm to 12am – authorize the closure of N. Carlisle St between Walter Ave & Madison St

Greencastle-Antrim Chamber of Commerce – Grub & Pub Festival

September 13, 2025 – authorize the following requests:

- Ord. 2025-01 waiver allowing food trucks to park & operate on roadways during the event
- Designate no parking in the parking spaces on the north side of Center Square starting at 7am
- Closure of N. Carlisle St from Center Square to W. Madison St from 8am to 4:30pm
- Closure of Pine Lane between N. Elm Lane and N. Cedar Lane from 8am to 4:30pm
- Closure of N. Cedar Lane from E. Baltimore Street to E. Madison Street from 8am to 4:30pm

REGULAR AGENDA

Payment of bills

1. Affirm disbursements listed on the March 2025 Disbursement Report in the amount of \$96,378.72.

Reports from Elected Officials

Mayor's Report

Police Department Report

Manager's Report

President's Report

Committee Action

Administration & Finance

1. Approve a COSTARS quote from Mr. Rehab, LLC to complete sewer pipeline maintenance and rehabilitation services in the amount of \$47,357.00 as budgeted.
2. Approve a quote as submitted by Premier HVAC Services for the purchase and installation of a new heat pump unit for the Waste Water Treatment Plant main office and lab areas for a total cost of \$10,428.00 as budgeted.
3. Approve a quote as submitted by Stoltzfus Roofing, LLC for the replacement of the Waste Water Treatment Plant four bay garage roof for a total cost of \$17,500.00 as budgeted.

Community & Economic Development

1. Authorize the appropriate Borough representatives to execute a Land Lease Agreement as drafted by Salzmann Hughes for the Borough's use of the Brightspeed property (08-2B29.-040.-000000) for the expansion of the Town Hall Plaza Project area and establishing the premises for long term, public use.
2. Ratify the appointment of Councilman Wade Burkholder (chair), Councilman Albert Miller, and Mayor Ben Thomas as members of the Town Hall Plaza Project Capital Campaign Committee.
3. Consider approval of a final land consolidation plan of subdivision as prepared by Triad Engineering, Inc. for the proposed subdivision of the lands of the Chambersburg Hospital Parcel "A" for addition to the lands of the Greencastle-Antrim School District as recommended by the Planning Commission. (Expiring 5/7/2025)
4. Authorize staff to provide an updated letter confirming the following outstanding conditions of approval related to the Final Land Development Plan Phase 1 & Preliminary Land Development Plan Phase 2 for the Buchanan Flats development as submitted and conditionally approved.
 - a. Completion of all outstanding comments from review letters issued by the Borough Engineer (ARRO Consulting, Inc.) and Keller Engineers.
 - b. Payment to the Borough of all existing delinquent fees and invoices.
 - c. Receive all necessary approvals from, and satisfy any existing delinquencies with, the Greencastle Area, Franklin County, Water Authority, and address all outstanding comments from review letters issued by the Authority's Engineer (Gannett Fleming).
 - d. Enter into an updated Traffic Signal Monitoring Agreement with the Borough reflecting updated costs estimates for financial security.

- e. Enter into an updated Developer's Agreement with the Borough, which will include updated cost estimates for financial security and for the required traffic calming measures identified by ARRO Consulting, Inc., as set forth in ARRO's January 27th, 2023 letter.
 - f. Effectuate a deed of conveyance to the Borough for the portion of Developer's parcel upon which Grant Street Extended is situated.
 - g. Obtain all necessary third party approvals and permits, including but not limited to Antrim Township approval of the Plans governing improvements within the Township and the Highway Occupancy Permit from PennDOT.
 - h. Entry into an agreement with the Borough and Antrim Township regarding the timing of establishing and opening the connection to existing Moss Spring Avenue roadway.
5. Ratify the approval of a 90-day extension request for the review of a final subdivision and land development plan as prepared by William A. Brindle Associates, Inc. on behalf of Frank L. Carbaugh Post 373 American Legion for the proposed lot consolidation of parcels 08-2B36.-033.-EX0000 and 08-2B36.-033.-000000 and the construction of an expanded parking lot area. (Extension to 6/7/2025)
 6. Review a final subdivision and land development plan (expiring 6/7/2025) as prepared by William A. Brindle Associates, Inc. on behalf of Frank L. Carbaugh Post 373 American Legion for the proposed lot consolidation of parcels 08-2B36.-033.-EX0000 and 08-2B36.-033.-000000 and the construction of an expanded parking lot area including waiver requests related to the following section of Borough Code:
 - a. *§166-11.B – Any stormwater management facility (i.e., detention basin) designed to store runoff and requiring a berm or earthen embankment required or regulated by this chapter shall be designed to provide an emergency spillway to handle flow up to and including the one-hundred-year post-development conditions. The height of embankment must be set as to provide a minimum 1.0 foot of freeboard above the maximum pool elevation computed when the facility functions for the one-hundred-year post-development inflow.*
 - b. *§166-19.B.(19) - A fifteen-foot-wide access easement around all stormwater management facilities that would provide ingress to and egress from a public right-of-way.*

Public Facilities

1. Authorize staff to work with representatives from Keller Engineers, Inc. for the submittal of a PA Small Water and Sewer grant application for a cost not to exceed \$2,600.00.
2. Enact Resolution 2025-05 authorizing the submittal of a PA Small Water & Sewer grant application requesting funding in the amount of \$425,000.00 from the Commonwealth Financing Authority to be used for wastewater collection system repairs.
3. Authorize staff to execute a proposal of engineering services as provided by Keller Engineers, Inc. for the 2023 CDBG E. Baltimore Street and S. Ridge Avenue Flashing Beacon Crosswalk Signal Project for a cost not to exceed \$28,000.00.
4. Authorize staff to work with representatives from ARRO Consulting for engineering services related to the Green Light Go Traffic Signal Controller Updates Project for a cost not to exceed \$22,550.00.
5. Approve the expenditure of \$5,533.49 payable to Brightspeed and \$1,528.03 payable to First Energy Corp. for the relocation of a utility pole located at the intersection of Disert Drive and W. Walter Avenue in relation to the 2022 CDBG Route 11 & Walter Avenue Intersection ADA Improvements Project as to be reimbursed with the CDBG approved grant funding.
6. Consider an extended payment plan request as submitted by the owner of the property located at 105 N. Carlisle Street related to the total outstanding amount due of \$7,530.00 for curb and sidewalk repairs completed by the Borough at the identified property during the N. Carlisle Street Rehabilitation Project.

Public Safety

1. Authorize staff to send a letter to PennDOT requesting additional signage restricting truck traffic on S. Washington Street.
 - a. Review video footage – Baltimore Street oversized load
2. Ratify Resolution 2025-04 enacting a temporary burn ban effective as of March 20, 2025 prohibiting recreational fires, campfires, consumer fireworks, and the ignition and subsequent burning of any combustible material outdoors, whether in a burn barrel or on the ground.
3. Authorize Council President to sign a Memorandum of Understanding between the Borough of Greencastle and the Greencastle-Antrim School District establishing procedures related to police involvement on school property and within the jurisdiction of the Borough of Greencastle Police Department.

Correspondence

Loren Martin – ELM Shoes – No Truck/Van/SUV Parking Regulations in Center Square

Christina Sollers – 363 Teaberry Drive – concerns regarding stray cats

Jennifer Showe-Chirdon – Nadora Salon – request for no parking during Sidewalk Days

Final Comments

Adjourn

Respectfully submitted,
Emilee Little, Borough Manager