

# **BOROUGH OF GREENCASTLE COUNCIL MEETING MINUTES**

**June 2, 2025**

**7:00 P.M.**

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

Vice President Scott Reagan called the meeting to order at 7:00 p.m.

An invocation was provided by Councilman Steve Miller.

Vice President Scott Reagan led the Pledge of Allegiance.

Vice President Scott Reagan noted that the meeting was being recorded for accuracy of the minutes.

On an Amsley/Burkholder motion, the Council unanimously voted to approve the proposed agenda for the June 2, 2025, regular Council Meeting.

## **Opportunity to be Heard**

Joe Krouse of 41 Edward Drive questioned if any recent variances have been approved for the triangular-shaped property located at the end of Edward Drive along Baumgardner Drive. Krouse advised that the property is currently for sale and being advertised as a buildable lot.

## **CONSENT AGENDA**

### **Minutes of Previous Meeting:**

On a Stenger/Burkholder motion, the Council unanimously voted to approve the Borough Council Meeting minutes of May 5, 2025.

### **Community Events:**

On an Amsley/Stenger motion, the Council unanimously voted to approve the annual Homecoming Parade to take place on Friday, September 19, 2025, beginning at 6:00 p.m. to follow the submitted route as requested by the Greencastle-Antrim School District.

## **REGULAR AGENDA**

### **Payment of Bills**

On a S. Miller/Stenger motion, the Council unanimously voted to affirm the disbursements listed on the May 2025 Disbursement Report in the amount of \$286,202.79.

### **Reports from Elected Officials**

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

Although not in attendance at the meeting, Mayor Thomas provided a written report noting updates on community activities, including emergency response training, proclamations honoring public service, and participation in local events such as the Memorial Day program and a prayer walk.

#### **Police Department Report**

Chief Batistig highlighted key activities and updates for the Greencastle Police Department including community involvement in events such as the National Day of Prayer, Police Week observances, and a third-grade educational field trip showcasing law enforcement processes. Additionally, Batistig reported on staff participation in a Norfolk Southern emergency training session to enhance preparedness for large-scale train emergencies.

## **Manager's Report**

Little outlined ongoing projects including IT service transitions, parking meter upgrades, and beautification efforts. Key infrastructure developments reviewed include bridge maintenance, ADA improvements, and sewer system upgrades, with several grant-funded projects underway. Little discussed personnel updates including the hiring process for a full-time police officer.

## **President's Report**

President Faight was not in attendance at the meeting.

## **Committee Action**

### **Administration & Finance**

On an Amsley/S. Miller motion, the Council unanimously voted to approve a COSTARS quote as received from American Pipeline Solutions to clean and televise the Colonial Drive and Carlisle Street sewer force mains for a total cost of \$210,000.00.

### **Community & Economic Development**

On an A. Miller/S. Miller motion, the Council unanimously voted to approve 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 9/5/2025)

On a Burkholder/Amsley motion, Council voted 4-2, with Reagan and A. Miller opposed, to approve a hardship request related to the 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.

The specific hardship request was approved by Council due to the plans non-compliance with the following sections of the Borough's Stormwater Ordinance:

- a) §166-10.D – The on-site stormwater facilities do not convey off-site flows through the property
- b) §166-11.B – One foot of freeboard is not provided along the northern property line
- c) §166-19.B.19 – A fifteen foot wide access easement is not provided around the stormwater management facility along the northern property line

On a S. Miller/Burkholder motion, Council voted 4-2, with Reagan and A. Miller opposed, to conditionally approve the 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.

Required conditions of approval include the following:

- a) Removal of any notes or indications on the plan that designate the development falls under the provisions of the Stormwater Management Drainage Plan Exemption, as the criteria established in §166-18 of the Borough Code do not apply to this plan
- b) Submittal of the stormwater calculations associated with the most recent plan revision
- c) Modification of the plan notes to indicate the specific hardship as approved by Council

On an A. Miller/Amsley motion, the Council voted 5-1, with S. Miller opposed, to ratify approval for Beaver Concrete Construction to complete the construction of a retaining wall on the Borough's Town Hall Plaza lot for a cost of \$21,950.32 and to accept the donation of related excavating work from KCMcGinnis Services LLC.

S. Miller noted the costs related to the Plaza project are ongoing and over budget.

### **Public Facilities**

On an Amsley/S. Miller motion, the Council unanimously voted to authorize staff to execute a Professional Services Agreement as provided by Herbert, Rowland & Grubic, Inc. (HRG) for bridge engineering services related to the identified maintenance activities on the Walter Avenue Edwin C. Bittner Bridge for a cost not to exceed \$11,500.00 pending review and approval by the Borough solicitor.

### **Public Safety**

On an A. Miller/Burkholder motion, the Council unanimously voted to approve an estimate as received from Dave's Truck Repair, Inc. for the demolition of the condemned principal building and accessory structure located on the property at 43 W. Madison Street, as permitted by the Court Order dated January 23, 2025 and recommended by the Building Code Official, for a total cost of \$14,000.00.

On a Burkholder/Amsley motion, the Council unanimously voted to authorize the execution of a Demolition Project Agreement to be established between the Borough of Greencastle and Dave's Truck Repair, Inc. related to the demolition of the condemned principal building and accessory structure located on the property at 43 W. Madison Street.

On an Amsley/Stenger motion, the Council unanimously voted to authorize the execution of a Remedial Action Agreement to be established between the Borough of Greencastle and the owner of the property located at 305 Leitersburg Street allowing for the remediation of the existing property maintenance nuisance violations as defined in §132-3 of the Code of Ordinances of the Borough of Greencastle.

On an Amsley/Burkholder motion, the Council unanimously voted to authorize the Code Enforcement Officer to proceed with property maintenance nuisance abatement efforts in conformance with §86-5 and §132-4.D.2 of the Code of Ordinances of the Borough of Greencastle where property owners have failed to abate nuisances as required.

On an Amsley/Burkholder motion, the Council unanimously voted to authorize staff to draft an ordinance establishing a handicap parking space beginning at a point on the north side E. Madison Street which is 60 feet west from the intersection of E. Madison Street and N. Allison Street and continuing in a westerly direction for a distance of 20 feet.

### **Correspondence**

Council reviewed a letter from Barbara Trumpower requesting that the Borough honor Trumpower's sister, previous Councilmember Jan Shafer. Council members expressed sincere appreciation for Jan's commitment and recognized the positive impact of her contributions to the community. Council ultimately determined that it would not be appropriate to formally honor one individual member, as many have served the Borough with distinction over the years.

### **Final Comments**

Amsley – Expressed disappointment with the amount of Council effort and time required to review the American Legion plans, noting the importance of the Planning Commission's thorough review and their task of ensuring plans are ready for Council consideration.

Burkholder – Questioned Little about the status of the newsletter. Little advised it would be prepared for July.

Stenger – Thanked those in attendance.

S. Miller – Thanked Vice President Reagan and noted he ran a very effective meeting.

**Adjourn**

On an Amsley/Stenger motion, the meeting adjourned at 9:17 p.m.

Respectfully submitted,

Emilee Little  
Borough Secretary