

**BOROUGH OF GREENCASTLE
COUNCIL MEETING AGENDA**

October 6, 2025

7:00 P.M.

Call to Order..... President Larry Faight

Invocation Pastor Martin Horn

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 the October 6, 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 September 2, 2025

Accept the Act 44 Disclosure for the Borough's Non-Uniform and Police Pension Plans as presented.

Accept a notice of retirement from Public Works Manager Robert Manahan effective December 31, 2025.

REGULAR AGENDA

Payment of bills

1. Affirm disbursements listed on the September 2025 Disbursement Report in the amount of \$147,620.74.

Reports from Elected Officials

Mayor's Report

Mayor's downtown truck mitigation task force update

Police Department Report

Manager's Report

President's Report

Committee Action

Administration & Finance

1. Approve the submitted request for payment in the amount of \$8,535.27 to the Rescue Hose Company No. 1 for the Borough's portion of the RHC personnel costs incurred from 7/1/2025 to 9/30/2025.
2. Review of the proposed 2026 Municipal Budgets as recommended by the Admin & Finance Committee.
3. Consider the following requests as submitted by the Greencastle-Antrim Chamber of Commerce for Heritage Christmas Events:

a) Police Support

- Assistance from GPD during transport and set-up of the Christmas Tree on November 17th

b) Borough Staff Support & Parking Restrictions

- Place Holiday House in the NW corner of the Square and Santa's Mailbox in the NE corner by November 18th at 12:00 PM.
- Post "No Parking" signs in the Square by November 21st at 12:00 PM for the Tree Lighting Ceremony
- Post "No Parking" signs in the Square on December 5th and December 12th by 3:00 PM for Heritage Christmas activities
- Post "No Parking" signs in the NW corner of the Square from 7:00 AM to 5:00 PM on December 6th for the Taste of the Holidays Stroll

c) Electricity

- Provide power for the Christmas Tree and all four corners of the Square for:
 - i. Tree Lighting – November 21st
 - ii. Heritage Christmas in the Square – December 5th & 12th
 - iii. NW corner for Taste of the Holidays Stroll & Live Music – December 6th
 - iv. Keep the Holiday House lights on throughout the Heritage Christmas season

d) Road Closure Approval

- Authorize closure of Center Square to traffic during the Tree Lighting Ceremony on November 21st with Fire Police support
- Issue an approval letter to accompany a special event permit submittal to PennDOT

e) Food Truck Ordinance Waiver

- Waive the regulations established in Ordinance 2025-01 to allow one food truck to operate in the NW corner of the Square during:
 - i. Tree Lighting – November 21st
 - ii. Heritage Christmas in the Square – December 5th & 12th

f) Taste of the Holidays Participation

- Approve the use of the Town Plaza lot for a check-in location during the event on December 6th from 11:00 AM to 4:00 PM
- Borough participation to include Council and staff volunteers
- Optional informational table related to the Town Hall Plaza Project

g) Tree Sponsorship

- Provide a donation in the amount of \$1,800.00 for expenses related to the installation, decoration, and removal of the town Christmas tree

Community & Economic Development

1. Consider approval of quotes as received from Glessner Technologies totaling \$19,588.24 for the purchase and installation of gas detectors, carbon monoxide detectors, and a new CCTV camera system at the Lilian S. Besore Memorial Library, to be funded through the approved Keystone Grant for Public Library Facilities.
2. Consider authorizing free parking, granted by the Borough of Greencastle, to begin on Small Business Saturday, November 29, 2025, and to continue through December 29, 2025.

Personnel

1. Authorize the employment of Tia Triggs to fulfill a part-time Meter Enforcement Officer position.

Public Facilities

1. Ratify approval for T. Byers Contracting & Excavating to complete the replacement of 100 feet of the 6-inch Colonial Drive Sewer Force Main, including necessary pavement restoration, at a cost not to exceed \$23,750.00, as part of the Sewer Force Main Cleaning and Televising Project.

Public Safety

1. Consider authorizing Borough staff to draft an ordinance establishing no parking along the north side of East Baltimore Street starting 320 feet from the intersection of Spring Grove Avenue and continuing 335 feet in an easterly direction.

Correspondence

Final Comments

Adjourn

Respectfully submitted,
Emilee Little
Borough Manager