

**BOROUGH OF GREENCASTLE
COUNCIL MEETING MINUTES
October 6, 2025
7:00 P.M.**

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

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 October 6, 2025, regular Council Meeting.

Opportunity to be Heard

No public comments provided.

CONSENT AGENDA

Minutes of Previous Meeting:

On a Reagan/Amsley motion, the Council unanimously voted to approve the Borough Council Meeting minutes of September 2, 2025.

On a Reagan/Amsley motion, the Council unanimously voted to accept the Act 44 Disclosure for the Borough's Non-Uniform and Police Pension Plans as presented.

On a Burkholder/Reagan motion, the Council unanimously voted with regret to accept a notice of retirement from Public Works Manager Robert Manahan effective December 31, 2025.

REGULAR AGENDA

Payment of Bills

On an Amsley/Stenger motion, the Council unanimously voted to affirm the disbursements listed on the September 2025 Disbursement Report in the amount of \$147,620.74.

Reports from Elected Officials

Mayor's Report

The Mayor reported on community activities, including the 9/11 Walk, speaking engagements at local senior centers and the Allison-Antrim Museum, and participation as a "guardian" for Vietnam veterans on a National Honor Flight. He provided updates on PennDOT traffic issues, including a request to redirect wide loads away from downtown Baltimore Street and the formation of a task force to reduce through truck traffic, with assistance from GAHS students. Additionally, the Mayor noted regional meetings attended, Norfolk Southern train idling concerns, and ongoing community engagement efforts.

Police Department Report

Chief Batistig reviewed the September 2025 calls for service and highlighted community involvement and training initiatives. Batistig reported personnel updates, including the swearing-in of part-time Officer Chris Buterbaugh and the promotion of Officer Jadan Morrow to full-time status. Training initiatives included Officer Morrow completing GLOCK Armorer's School and several officers participating in Emergency Vehicle Operator Course training. Community engagement highlights included providing a police escort for returning veterans from a National Honor Flight and attending the funeral services for three fallen Northern York County Regional Police officers.

Manager's Report

Little provided updates on the 2026 budget, highlighting major capital projects, proposed personnel wage increases, and anticipated healthcare cost increases, with a review and adoption timeline extending through December. Additionally, Little covered ongoing and upcoming community, beautification, and infrastructure projects. Little's report also addressed administrative matters, including personnel updates, operational planning, and progress on previously approved initiatives such as the Town Hall Plaza and traffic safety improvements. Little noted that the Public Works Leaf Collection Program has begun and advised of the program guidelines and daily routes for pickup.

President's Report

No formal report provided at this time.

Committee Action

Administration & Finance

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

On an Amsley/Stenger motion, the Council unanimously voted to review the proposed 2026 Municipal Budgets as recommended by the Admin & Finance Committee.

On an Amsley/S. Miller motion, the Council unanimously voted to approve 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

On a Reagan/Amsley motion, the Council unanimously voted to approve the 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.

On a Reagan/Burkholder motion, the Council unanimously voted to approve 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

On a Burkholder/Reagan motion, the Council unanimously voted to approve the employment of Tia Triggs to fulfill a part-time Meter Enforcement Officer position.

Public Facilities

On a S. Miller/Stenger motion, the Council unanimously voted to ratify the approval of 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

On a Reagan/Burkholder motion, the Council unanimously voted to authorize Borough staff to draft an ordinance establishing no parking along the north side of East Baltimore Street starting 320 feet east of the intersection of Spring Grove Avenue and continuing 335 feet in an easterly direction.

Correspondence

None.

Final Comments

Burkholder – presented the Borough with a \$1,000 donation for the Town Plaza Project and challenged his fellow Council members to donate as well, noting that if other Council members donated more than him, they could call him a “cheapskate”

Amsley & Stenger – noted that staff did a great job preparing and presenting the proposed 2026 budgets

Adjourn

The meeting adjourned at 8:15 p.m.

Respectfully submitted,

Emilee Little
Borough Secretary