

**BOROUGH OF GREENCASTLE
COUNCIL MEETING MINUTES
November 3, 2025
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. Joel Amsley participated via phone. Also present were Borough Manager Emilee Little, Police Chief Jason Batistig, Police Department Administrator Ericka Faight, Public Works Foreman Michael Lehman, Public Utilities Foreman Jonathan Goshorn, and Salzmänn Hughes attorney Zachary Rice.

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

An invocation was provided by Pastor Brad Graham.

President Faight led the Pledge of Allegiance.

President Faight noted that Council had an Executive Session on October 6, 2025 at 6:30 P.M. to discuss personnel matters and advised that the meeting was being recorded for accuracy in drafting the meeting minutes.

On a Reagan/Burkholder motion, the Council unanimously voted to approve the proposed agenda for the November 3, 2025, regular Council Meeting.

Opportunity to be Heard

No public comments provided.

CONSENT AGENDA

Minutes of Previous Meeting:

On a Reagan/Stenger motion, the Council unanimously voted to approve the Borough Council Meeting minutes of October 6, 2025.

REGULAR AGENDA

Payment of Bills

On a Reagan/Stenger motion, the Council unanimously voted to affirm the disbursements listed on the October 2025 Disbursement Report in the amount of \$105,493.14.

Reports from Elected Officials

Mayor's Report

The Mayor reported on recent community activities, including welcoming Patriot Federal Credit Union and engaging with residents on truck traffic concerns. Updates were provided on train idling, downtown truck traffic reduction efforts, and local achievements such as GAHS volleyball and PTO fundraising. Mayor Thomas emphasized the need to update the regional Comprehensive Plan to address anticipated residential growth and its impact on Borough infrastructure and services.

Police Department Report

Chief Batistig reviewed the October 2025 calls for service and highlighted community involvement. Batistig reported on the department's participation in numerous community events, including the Patriot Federal Credit Union ribbon cutting, the 3rd grade field trip, the "Cruise for Claralynn," the G-A School District Fun Run, and Trick or Treat Night. Department staff provided educational presentations, including "Active Shooter Preparedness" at Greencastle Presbyterian Church, and received student thank-you letters.

Manager's Report

Little highlighted key 2026 budget items, including major infrastructure projects, staff wage and healthcare adjustments, and a proposed 3% sewer rate increase, with the balanced budget adoption scheduled for December. Community and economic development efforts focus on the Town Hall Plaza project, Heritage Christmas activities, and holiday decorations. Little reviewed Public Facilities projects focused on traffic improvements and bridge maintenance and advised of personnel changes including Public Works restructuring following the manager's retirement.

President's Report

President Faight thanked Brad Graham for attending the meeting and providing the invocation. Faight noted the upcoming Election Day and advised the he is hoping to continue to work with the Councilmembers around the table.

Committee Action

Administration & Finance

On a Reagan/Burkholder motion, the Council unanimously voted to approve the budgeted annual contribution of \$1,929.20 to the Franklin County Drug Task Force.

On a Reagan/Stenger motion, the Council unanimously voted to approve the preliminary adoption and advertisement of the 2026 Municipal Budgets as recommended by the Admin & Finance Committee.

On a Reagan/Stenger motion, the Council unanimously voted to authorize the advertisement of Ordinance 2025-03 amending Chapter 155 to provide for a 3% increase in quarterly sewer rates and minimum quarterly sewer charges to be enacted with the 2026 Sewer Fund budget effective the first billing period after January 1, 2026.

Personnel

On a Burkholder/Reagan motion, the Council unanimously voted to authorize the appointment of Michael Lehman to the position of Public Works Foreman and the appointment of Jonathan Goshorn to the position of Public Utilities Foreman.

Public Facilities

On a S. Miller/Reagan motion, the Council unanimously voted to authorize the execution of an engineering services proposal as submitted by Keller Engineers, Inc. for the Moss Springs Traffic Calming Project, in an amount not to exceed \$24,400.00, pending confirmation of project scheduling.

On a Reagan/Burkholder motion, the Council unanimously voted to approve a quote as submitted by JDI Site Solutions, LLC to complete the Walter Avenue Phase 1 Bridge Maintenance Work in an amount not to exceed \$21,884.32.

On a Reagan/Burkholder motion, the Council unanimously voted to approve a COSTARS proposal as submitted by Signal Service, Inc. for the approved Green Light Go project, in an amount not to exceed \$229,425.00, pending PennDOT approval of permits and scheduling of the work in 2025.

Public Safety

On a Reagan/Burkholder motion, the Council unanimously voted to authorize staff to draft and advertise an ordinance amending Chapter 190 of the Code of the Borough of Greencastle entitled Vehicles and Traffic to establish the following regulations as recommended by the Public Safety Committee:

- a. § 190-13 – establish a stop intersection at Church Ln and Windsor St
- b. § 190-27 – establish no parking along the north side of E. Baltimore St starting 320 feet from the intersection of Spring Grove Ave and continuing 335 feet in an easterly direction
- c. § 190-27 – establish no parking along the south side of E. Baltimore St starting 320 feet from the intersection of Spring Grove Ave and continuing in an easterly direction to the intersection of Eastern Ave

- d. § 190-27 – reestablish parking on the south side of E. Madison St between N. Allison St and Spring Grove Ave
- e. § 190-40 – allow for backing into parking spaces in Center Square
- f. § 190-42 & 43 – update enforcement provisions for “No truck, van, or SUV” violations, including repeat ticketing every two hours and a fee schedule of \$15 for the first ticket and \$100 for subsequent tickets

On an Amsley/A. Miller motion, the Council unanimously voted to amend the prior motion by removing item (d) related to § 190-27 modifying parking on E. Madison Street between N. Allison Street and Spring Grove Avenue.

The motion, as amended, was unanimously approved.

Correspondence

None.

Adjourn

The meeting adjourned at 8:04 p.m.

Respectfully submitted,

Emilee Little
Borough Secretary