

# **BOROUGH OF GREENCASTLE COUNCIL MEETING MINUTES**

**January 5, 2026**

**7:00 P.M.**

MEMBERS PRESENT: Mayor Ben Thomas, Councilmen Wade Burkholder, Larry Faight, Albert Miller, Steve Miller, Scott Reagan, and Cameron Schroy. Also present were Police Chief Jason Batistig, Police Department Administrator Ericka Faight, Borough Manager Emilee Little, and Salzmman Hughes attorney Stephen Coccores. Councilman Joel Amsley participated via phone.

## **BIENNIAL ORGANIZATION MEETING**

Mayor Thomas called the meeting to order at 7:00 p.m.

An invocation was provided by Pastor Harry Miller.

Mayor Thomas led the Pledge of Allegiance.

Mayor Thomas noted the meeting was being recorded for accuracy in drafting the meeting minutes.

### **Swearing In of Newly Elected and Re-Elected Borough Officials:**

Judge Cunningham administered the oath of office to Mayor Ben Thomas, Councilmembers Wade Burkholder, Albert Miller, Steve Miller, Cameron Schroy, and Tax Collector Mary Bock.

On a Reagan/Burkholder motion, the Council unanimously voted to adopt the latest edition of Robert's Rules of Order, a guide of parliamentary procedures.

### **Nomination and Election of Officers:**

- A. Mayor Thomas accepted nominations for Council President.

Nominees: Larry Faight – nominated by Steve Miller, seconded by Burkholder

Voting: Council unanimously elected Larry Faight as Council President.

- B. Mayor Thomas accepted nominations for Council Vice President.

Nominees: Scott Reagan – nominated by Burkholder, seconded by Steve Miller

Voting: Council unanimously elected Scott Reagan as Council Vice President.

*President Larry Faight presided over the remainder of the meeting.*

### **Reaffirmation of Staff Appointments:**

On a Schroy/Burkholder motion, Council unanimously voted to appoint Emilee Little as Borough Manager, Zoning Officer, Human Resources Manager, Finance Manager, Treasurer, Borough Secretary, and Right to Know Officer.

### **Sections of Government Assignments:**

On a Reagan/Burkholder motion, Council unanimously voted to table assignments to the Administration & Finance, Community & Economic Development, Personnel, Public Facilities, and Public Safety committees until the February Council Meeting.

On a S. Miller/Burkholder motion, the biennial organization meeting adjourned at 7:11pm.

## **REGULAR COUNCIL MEETING**

President Faight noted that Council had an Executive Session on December 16, 2025 at 4:00 P.M. to discuss personnel matters.

On a Reagan/Burkholder motion, the Council unanimously voted to approve the proposed agenda for the January 5, 2026 regular Council Meeting.

### **Opportunity to be Heard**

Tim Fetterhoff, 180 Baumgardner Drive, congratulated the newly and re-elected officials and recommended Council be involved in the community and speak with residents. Fetterhoff noted the importance of prioritizing public safety.

## **CONSENT AGENDA**

On a Reagan/A. Miller motion, the Council unanimously voted to approve the Borough Council Meeting minutes of December 1, 2025.

## **REGULAR AGENDA**

### **Payment of Bills**

On a Reagan/Burkholder motion, the Council unanimously voted to affirm the disbursements listed on the December 2025 Disbursement Report in the amount of \$201,040.69.

### **Reports from Elected Officials**

#### **President's Report**

President Faight thanked Council for his reappointment as Council President and expressed appreciation for working with Council, noting there is much to look forward to in the coming year.

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

Mayor Thomas congratulated newly elected Council members and thanked former Councilmember Mike Stenger for his service. He reported on recent community engagement activities, noted minimal Norfolk Southern train idling in December, and provided updates on efforts to reduce downtown truck traffic, including student data collection and ongoing coordination with PennDOT. The Mayor also encouraged support of local businesses, declaring "Shop Small January" in Greencastle.

#### **Chief's Report**

Chief Batistig reviewed the December 2025 calls for service and noted that 2025 was a successful year. He also reported that he completed MIST instructor training, which will allow him to provide training for Borough police officers.

#### **Manager's Report**

Little provided updates on Center Square parking meters, noting that new mechanisms will be installed upon receipt. She reviewed Town Hall Plaza funding efforts, including \$331,900 in donations and the award of a \$250,000 LSA grant, and outlined the project schedule with Phase 3 construction planned from March through May and final completion anticipated by the end of 2026. Updates were also provided on the Moss Spring traffic calming project funded by the Buchanan Flats developer, recent public safety initiatives addressing traffic and speeding concerns, and the development of a parade policy.

## **Committee Action**

### **Administration & Finance**

On a Burkholder/Reagan motion, Council voted 6-0, with Joel Amsley recusing himself, to authorize the following board/commission reappointments. Pending Council action, terms shall become effective immediately and shall expire as indicated below:

<b><u>Name</u></b>	<b><u>Board/Commission</u></b>	<b><u>Term</u></b>	<b><u>Term Expires</u></b>
Joel Amsley	Water & Sewer Authorities	5 years	December 31, 2030
Tony Homer	Planning Commission	4 years	December 31, 2029

On a Reagan/A. Miller motion, Council unanimously voted to appoint representative Cameron Schroy and alternate Emilee Little to the Franklin County Area Tax Board for calendar year 2026.

On a Reagan/S. Miller motion, Council unanimously voted to appoint representative EMC Kevin Creager and alternate Chief Kevin Barnes to the Franklin County Emergency Services Alliance for calendar year 2026.

On a Burkholder/Reagan motion, Council unanimously voted to table the nomination of a Borough representative to the Greencastle-Antrim Chamber of Commerce Board until the February Council Meeting.

On a Burkholder/Schroy motion, Council voted 6-0, with Faight recusing himself, to ratify payment to Larry Faight in the amount of \$349.71 for reimbursement of food costs associated with the annual employee Christmas lunch.

On a Reagan/S. Miller motion, Council unanimously voted to ratify approval of revised Resolution 2025-11 authorizing submission of an application to the Commonwealth Financing Authority Statewide Local Share Account grant program for financial assistance, increasing the requested funding amount from \$496,225.00 to \$530,265.00 for the Colonial Drive Wastewater Pumping Station Replacement Project.

### **Community & Economic Development**

On a Reagan/A. Miller motion, Council unanimously voted to authorize the full release of financial security in the form of Irrevocable Letter of Credit No. 7000064137, issued by Middletown Valley Bank, posted by Senica Street Properties, LLC in connection with the Final Land Development Plan for 162 S. Carlisle Street, as all required improvements have been completed and accepted by Keller Engineers.

### **Personnel**

On a S. Miller/Reagan motion, Council unanimously voted to adopt Resolution 2026-01 eliminating member contributions to the police pension plan for 2026.

### **Public Facilities**

On a S. Miller/Schroy motion, Council unanimously voted to approve payment of the invoice submitted by JDI Site Solutions, LLC for work completed on the Walter Avenue Phase 1 Bridge Maintenance Project in the full contracted amount of \$21,884.32, as reviewed and recommended for payment by Herbert, Rowland & Grubic, Inc. (HRG).

### **Public Safety**

On a Burkholder/Reagan motion, Council unanimously voted to enact Ordinance 2026-01 as advertised 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 Lane and Windsor Street
- b. § 190-27 – establish no parking along the north side of East Baltimore Street starting 320 feet from the intersection of Spring Grove Avenue and continuing 300 feet in an easterly direction

- c. § 190-27 – establish no parking along the south side of East Baltimore Street starting 320 feet from the intersection of Spring Grove Avenue and continuing in an easterly direction to the intersection of Eastern Avenue
- d. § 190-33 – modify parking violations and penalties for § 190-27(C) “No truck, van, or SUV” as signed
  - i. Authorize repeat ticketing for every 2 hours in violation
  - ii. First violation = \$15, second & subsequent violation(s) = \$100
  - iii. Update fine amount to \$100 and costs of prosecution
- e. § 190-40 – allow for backing into parking spaces in Center Square

Mayor Thomas stated that a \$100 parking ticket is too high and advised that the violations and penalties need to be clearly posted if the ordinance is enacted.

On an A. Miller/Amsley motion, Council voted, 6-1, with Reagan opposed, to table the review of the updated Rules and Regulations for the Greencastle Police Department, as reviewed by Salzmänn & Hughes and recommended by the Public Safety Committee.

A. Miller noted concerns with the updated regulations and requested an executive session to review.

Little advised that only some sections of the Rules and Regulations would be appropriate to review in an executive session and that the majority of the policies would need to be reviewed at a public meeting.

Reagan advised that the solicitor and the Public Safety Committee have thoroughly reviewed the regulations and recommended the document for approval.

Mayor Thomas noted that the regulations have been under review for six months and need to be put in place.

On a S. Miller/Reagan motion, Council unanimously voted to authorize the purchase of a firearm snail trap for the Greencastle Police Department, to be used as a safe firearm discharge and clearing device, at a cost not to exceed \$1,250.00.

On a Reagan/S. Miller motion, Council unanimously voted to approve the following actions related to the Greencastle Police Department F-150 Truck:

- a. Identify that the vehicle is no longer necessary or useful for Borough purposes and declare it surplus property.
- b. Authorize the sale of surplus vehicle through a public competitive bidding process utilizing Municibid.
- c. Authorize staff to prepare a resolution memorializing Council’s determination and approving the sale of the vehicle.

On a Reagan/Burkholder motion, Council unanimously voted to authorize staff to prepare and submit a draft ordinance and accompanying correspondence to the Pennsylvania Department of Transportation (PennDOT) for review, requesting approval of vehicle length restrictions prohibiting tractor-trailers and other vehicles exceeding a specified length from attempting U-turns within Center Square.

### **Correspondence**

PennDOT response letter – oversized vehicle restrictions on Baltimore Street

### **Adjourn**

The meeting adjourned at 8:10 p.m.

Respectfully submitted,

Emilee Little  
Borough Secretary