

**BOROUGH OF GREENCASTLE  
COUNCIL MEETING MINUTES  
February 2, 2026  
7:00 P.M.**

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

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

An invocation was provided by Pastor David Rawley.

President Faight led the Pledge of Allegiance.

President Faight noted that the meeting was being recorded for accuracy of the minutes and advised that Council held an Executive Session immediately prior to this meeting to review personnel matters

On a Burkholder/Schroy motion, the Council unanimously voted to approve the proposed agenda for February 2, 2026, regular Council Meeting.

**Opportunity to be Heard**

No public comments provided.

**CONSENT AGENDA**

**Minutes of Previous Meetings**

On an Amsley/Reagan motion, the Council unanimously voted to approve the Borough Council Meeting minutes of January 5, 2026.

**REGULAR AGENDA**

**Payment of Bills**

On a Schroy/Amsley motion, the Council unanimously voted to affirm the disbursements listed on the January 2026 Disbursement Report in the amount of \$198,186.50.

**Reports from Elected Officials**

**President's Report** – No report provided.

**Mayor's Report**

Mayor Thomas reported on recent community activities, including educational outreach, participation in local events, and administering oaths to Rescue Hose Company officers, noting the department responded to 2,709 calls in 2025. He returned Ordinance 2026-001 unsigned due to concerns with the parking fine provisions, stating it will take effect pursuant to the Borough Code. The Mayor also provided updates on Chesapeake Bay initiatives, regional development impacts, downtown truck traffic efforts, and America 250 planning, and emphasized the importance of updating the regional Comprehensive Plan and transportation planning in coordination with regional partners.

**Chief's Report**

Chief Batistig reviewed a variety of calls the Police Department responded to in January 2026. Notable incidents included a juvenile firearm assault, a trailer theft, and a suspected overdose, and the department assisted the G-A SRO with the seizure of firearms from a student's vehicle. Officers aided in resolving two hit-and-run cases using department cameras and made eight fugitive apprehensions related to stolen vehicles, stolen property, counterfeit currency, and domestic incidents. Special operations included multiple drone deployments, a search for a suicidal

resident, and support for another agency, while the DEA became involved in the ongoing Carl's Drug Store robbery investigation.

### **Manager's Report**

Manager Little reported on the new Center Square parking meter mechanisms and reviewed ongoing community and economic development initiatives including ordinance updates, the building code official agreement, rental inspection program, and the Town Hall Plaza project. Personnel updates included recruitment for a Full-time Public Works Laborer, Full-time Chief Water Operator, and Part-time Administrative Receptionist. Little also provided updates on Public Facilities projects, including traffic calming, stormwater and wastewater improvements, and CDBG-funded work. Little commended Public Works staff for their snow response efforts January 24 - 26. Sewer updates included approval of \$337,500 in PA Small Water & Sewer Grant funding for the Wastewater Collection System Replacement Phase 1 project, with agreements and coordination in progress.

### **Committee Assignments**

Administration & Finance – Burkholder (chair), Amsley, Faight

Community & Economic Development – A. Miller (chair), Reagan, Schroy

Personnel – Amsley (chair), Burkholder, Faight

Public Facilities – S. Miller (chair), Faight, A. Miller

Public Safety – Reagan (chair), S. Miller, Schroy

### **Committee Action**

#### **Administration & Finance**

On an Amsley/Schroy motion, the Council unanimously voted to table the nomination of a Borough representative to the Greencastle-Antrim Chamber of Commerce Board.

On an Amsley/A. Miller motion, the Council unanimously voted to reappoint Emilee Little as representative and Larry Faight as alternate to the Franklin County Council of Governments for calendar year 2026.

On an Amsley/A. Miller motion, the Council unanimously voted to approve the annual \$3,000 contribution to the Jerome R. King Playground Association as budgeted.

On a Burkholder/Schroy motion, the Council unanimously voted to approve the annual \$5,000 contribution to the Lilian S. Besore Memorial Library as budgeted.

On an Amsley/Reagan motion, the Council unanimously voted to approve the submitted request for payment in the amount of \$8,201.66 from the Rescue Hose Company No. 1 for the Borough's portion of the RHC personnel cost incurred from 10/01/2025 to 12/31/2025.

On an Amsley/Schroy motion, the Council unanimously voted to approve the following actions regarding items identified by staff as unused and no longer needed for Borough operations, including a Vibrastat II roller, Flink salt spreader, Fisher snowplow, 1988 Chevy dump truck, and 1998 tar buggy:

- a. Identify that these items are no longer necessary or useful for Borough purposes and declare them as surplus property.
- b. Authorize the sale of the surplus items through a public competitive bidding process as appropriate.
- c. Authorize staff to prepare a resolution memorializing Council's determination and approving the sale of the surplus items.

## **Community & Economic Development**

On an Amsley/A. Miller motion, Council unanimously voted to authorize the following action related to the Town Hall Plaza – Phase 3 Project:

- a. Award the contract to GRC General Contractor, Inc. the lowest responsible bidder, with the base bid price of \$117,653.00 as recommended by Frederick, Seibert & Associates, Inc.
- b. Authorize the Council President to sign a contract with GRC General Contractor, Inc. pending review by Frederick, Seibert & Associates, Inc., Borough staff, and Salzmann Hughes.
- c. Authorize staff to issue a Notice of Award and Notice to Proceed letter to GRC General Contractor, Inc. after contract documents are executed and provided the documents meet all necessary requirements.

On an Amsley/A. Miller motion, the Council unanimously voted to approve a waiver of Section 180-13 (Final Subdivision Plan requirements) of the Borough of Greencastle Subdivision and Land Development Ordinance for a proposed land swap to correct historic parcel boundaries, as requested by the Greencastle Presbyterian Church, Moss Spring Graveyard Association, and the Greencastle Area, Franklin County, Water Authority as recommended by the Planning Commission.

On an Amsley/Burkholder motion, the Council unanimously voted to approve a waiver of Borough Code § 190-30, which limits certain vehicles to thirty-minute parking, as requested by Consign & Collect Co. and The Shop, to allow food trucks to park between 136 and 144 E. Baltimore Street on the following occasions:

- a. Spring Market – Saturday, May 16, 2026, from 8:30 a.m. to 4:00 p.m.
- b. Fall Market – Saturday, September 19, 2026, from 8:30 a.m. to 4:00 p.m.

## **Personnel**

On an Amsley/Schroy motion, Council unanimously voted to authorize the execution of a renewed employment agreement between the Borough of Greencastle and Borough Manager Emilee Little.

## **Public Safety**

On a Reagan/Amsley motion, the Council unanimously voted to approve and adopt the updated Rules and Regulations for the Greencastle Police Department, as reviewed by Salzmann & Hughes and recommended by the Public Safety Committee.

Amsley confirmed the pursuit policy, Batistig advised pursuits occur as necessary per this updated policy.

A. Miller questioned if the body cameras record audio and video automatically and simultaneously. Batistig explained that the cameras remain in buffering mode when not actively recording and do not capture footage until the officer initiates recording. Once activated, the cameras record both audio and video, including the 30 seconds immediately preceding the officer's activation.

A. Miller mentioned several comments he had on the updated Rules and Regulations as presented:

- a. Requested a note be added in the Foreword, stating that this document and any proposed changes are subject to approval by the Mayor and Borough Council.
- b. Requested the "Date of issue" and the "Effective date" be updated to the date of Council approval and add the effective date at the bottom of each page.
- c. Requested an additional policy be incorporated regulating and/or prohibiting the use of personal cell phones, tablets, etc. while an officer is on duty.

On an Amsley/A. Miller motion, the Council unanimously voted to ratify the Declaration of Disaster Emergency enacted by the Mayor and President of Borough Council effective January 24, 2026, at 10:00 P.M., pursuant to Section 7501 of the Pennsylvania Emergency Management Services Code, in response to severe winter weather impacting the Borough.

**Correspondence**

PennDOT – Walter Avenue Bridge Inspection Notification

**Adjourn**

The meeting adjourned at 8:07 p.m.

Respectfully submitted,

Emilee Little  
Borough Secretary