

**BOROUGH OF GREENCASTLE
COUNCIL MEETING MINUTES
September 8, 2026
7:00 P.M.**

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

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

An invocation was provided by Pastor Jeff Ehko.

President Larry Faight led the Pledge of Allegiance.

President Larry Faight noted that the meeting was being recorded for accuracy of the minutes.

EXECUTIVE SESSION NOTICE – immediately prior to this meeting – personnel matters

On a Reagan/S. Miller motion, Council unanimously voted to approve the proposed agenda for the September 8, 2026, regular Council Meeting.

Opportunity to be Heard

Tim Fetterhoff, 180 Baumgardner Drive, questioned the setback requirements for attached garages and requested that attached garages be regulated in the same manner as accessory structures, reducing the setback requirement to five feet.

CONSENT AGENDA

On a Schroy/Burkholder motion, Council unanimously voted to approve the consent agenda as presented.

Approve the minutes of the August 3, 2026, Borough Council Meeting.

Approve Trick or Treat to be held on Thursday, October 29, 2026, from 6:00 p.m. to 8:00 p.m. with a rain date of Friday, October 30, 2026, from 6:00 p.m. to 8:00 p.m.

Authorize the placement of purple ribbons on parking meters to recognize October as Domestic Violence Awareness Month as requested by WIN Victim Services.

Accept the Police and Non-Uniform 2027 Minimum Municipal Obligation Memorandum as prepared by the Chief Administrative Officer.

REGULAR AGENDA

Payment of Bills

On a Reagan/Amsley motion, the Council unanimously voted to affirm disbursements listed on the August 2026 Disbursement Report in the amount of \$130,631.57.

Reports from Elected Officials

President's Report

President Faight presented a letter of acknowledgement to Public Works Foreman and Assistant Emergency Management Coordinator Michael Lehman for his response to a serious vehicle crash that occurred on August 12, 2026, resulting in significant damage to a property at 352 W. Baltimore Street. Faight thanked Lehman for his efforts to assist emergency responders and to ensure the scene was secured and cleared as efficiently as possible.

Mayor's Report

Mayor Thomas reported on the 25th anniversary 9/11 Walk of Unity and Remembrance, upcoming America 250 commemorative events, and recent community and public safety activities. He thanked the organizations and individuals who assisted with the August motor vehicle crash on W. Baltimore Street. Mayor Thomas also discussed pedestrian safety at the E. Baltimore and Washington Street intersection, including consideration of a pedestrian scramble crossing, and continued efforts to reduce downtown pass-through truck traffic through additional PennDOT signage.

Chief's Report

Chief Batistig reported on the August 3rd tractor-trailer accident at the Washington and Baltimore Street intersection which resulted in damage to the Borough's pedestrian signal. Batistig advised that the driver was identified through the Borough's camera systems and traffic charges were filed. Batistig also reported on the August motor vehicle crash on W. Baltimore Street, noting that the driver was subsequently arrested for DUI. Batistig reviewed Officer Morrow's report on the successful National Night Out event, noting the strong community participation and positive interactions between residents and the Police Department.

Manager's Report

Manager Little reviewed the FY 2027 advertised budget meeting schedule. Little provided oral updates on recent traffic-related improvements, including signal timing changes at Routes 11 and 16, installation of a four-way stop at S. Washington and Leitersburg Streets, restoration of the pedestrian crossing phase at Washington and Baltimore Street, and the progress of the FY 2023 CDBG Flashing Beacon project. Little advised of upcoming topics of committee discussion including portable storage container regulations, CBA negotiation, and Public Facilities & Public Safety projects.

Committee Action

Community & Economic Development

On a Reagan/Amsley motion, Council unanimously voted to authorize Borough staff to readvertise the final phase of the Town Hall Plaza Project for competitive bids and to complete the necessary steps to facilitate the bidding process.

Council considered the following action as recommended by the Planning Commission related to a Preliminary/Final Subdivision Plan submitted by Moss Spring Swim Club, Inc., as prepared by Curfman & Zullinger Surveying, Inc., for a proposed subdivision creating two residential lot additions to be conveyed to the adjoining properties located at 492 and 496 Brookview Drive. (Expires 11/8/2026)

On a Reagan/Burkholder motion, Council unanimously voted to approve the request for a waiver from the requirements of §180-10 of the Borough's Subdivision and Land Development Ordinance (SALDO) to permit the submission of a combined Preliminary/Final Subdivision Plan, subject to compliance with all other applicable SALDO requirements.

On an Amsley/Burkholder motion, Council unanimously voted to approve the request for a waiver from the requirements of §180-21(E) of the Borough's SALDO to waive the requirement for preparation of a formal revision to the Borough's Official Liquid Wastes Disposal Plan, as the proposed subdivision is for the purpose of creating two residential lot additions to be conveyed to adjoining properties and does not involve the creation of additional residential building lots, subject to compliance with all other applicable SALDO requirements.

On a Reagan/Amsley motion, Council unanimously voted to approve the Moss Spring Swim Club, Inc., Preliminary/Final Subdivision Plan, conditional upon the resolution of any outstanding engineering review comments and obtaining any required approvals from outside agencies.

Personnel

On an Amsley/Reagan motion, Council unanimously voted to authorize the employment of Randy Kane to fulfill a part-time Police Officer position conditional on the satisfactory completion of all pre-employment evaluations and background confirmations.

On an Amsley/Reagan motion, Council unanimously voted to authorize Borough staff to advertise and begin the

recruitment process for the hiring of an additional part-time Police Officer.

Public Facilities

On an Amsley/Reagan motion, the Council unanimously voted to enact Ordinance No. 2026-02 as advertised amending Chapter 190 of the Borough Code, entitled "Vehicles and Traffic," to:

- a. Establish three-way stop intersections within the Moss Spring Development, as supported by an engineering and traffic study and PennDOT TE-102 documentation prepared by Keller Engineers;
- b. Establish a four-way stop intersection at South Washington Street and Leitersburg Street as approved by PennDOT; and
- c. Establish no parking regulations around the intersection of South Washington Street and Leitersburg Street, as supported by an engineering and traffic study and PennDOT TE-100 documentation prepared by Keller Engineers.

On an Amsley/Reagan motion, the Council unanimously voted to authorize Borough staff to advertise the FY 2023 CDBG E. Baltimore Street & S. Ridge Avenue Pedestrian Crossing Flashing Beacon Project for competitive bids and to complete the necessary steps to facilitate the bidding process.

On an Amsley/Reagan motion, the Council unanimously voted to authorize Borough staff to advertise draft Ordinance No. 2026-03 amending Chapter 155 of the Borough Code, entitled "Sewer," to update the tapping fees for connections to the Borough's sewer system as established by the February 2026 Capital Charges Study prepared by Keller Engineers pursuant to Act 57 of the PA Municipal Authorities Act.

On a Burkholder/Reagan motion, the Council unanimously voted to Enact Resolution No. 2026-07 establishing reasonable fees for sewer service line roofer services performed by the Borough of Greencastle.

Public Safety

On an Amsley/Reagan motion, the Council unanimously voted to approve the Greencastle Christmas Parade to begin at 9:21 a.m. on Saturday, November 21, 2026, following the traditional route and authorize no parking and road closures as outlined in the correspondence received from VerStandig Media, contingent upon timely submission of all required documentation as established in the Special Event Application Packet for review and approval.

On a Reagan/A. Miller motion, the Council unanimously voted to authorize the Code Enforcement Officer to proceed with property maintenance nuisance abatement efforts at the following properties, in conformance with §86-5 and §132-4.D.2 of the Code of Ordinances of the Borough of Greencastle, where property owners have failed to abate nuisances as required:

- a. 16 S. Carlisle Street
- b. 229 N. Linden Avenue
- c. 305 S. Washington Street

Council discussed door-to-door commercial solicitation and reviewed the Borough's applicable regulations. The matter was deferred to the Community & Economic Development Committee for further review and discussion.

Correspondence

Surface Transportation Board – notice of proposed Union Pacific/Norfolk Southern railroad acquisition

Adjourn

The meeting adjourned at 8:21 p.m.

Respectfully submitted,

Emilee Little
Borough Secretary