

**BOROUGH OF GREENCASTLE
COUNCIL MEETING MINUTES
October 1, 2018**

MEMBERS PRESENT: Mayor Ben Thomas, Council President Steven Miller, Councilmembers: James Farley, H. Duane Kinzer, Frank Webster Jr., Larry Faight, Craig Myers, and Matthew Smith. Also present were Borough Manager Eden Ratliff, Chief of Police John Phillippy, and Finance/HR Manager Lorraine Hohl.

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

Councilmember Webster gave the invocation.

President Miller led the Council, staff and audience in reciting the pledge of allegiance.

President Miller noted that there was an Executive Session held prior to the start of the Council Meeting to discuss personnel matters.

President Miller noted that the meeting was being recorded by staff for the purposes of recording the meeting.

Opportunity to be Heard:

Council President Miller invited citizens to address Council on issues of concern and reminded the audience of the public comment policy.

Charles Myers of 38 Williamson Avenue inquired as to who is responsible for inspecting sidewalks in the Borough and asked how much space is required between a mailbox and the edge of the sidewalk. Mr. Myers requested that Williamson Avenue be re-evaluated. Mr. Ratliff agreed and indicated that he would follow up with Mr. Myers.

Charles Eckstine of 64 Williamson Avenue provided documents to the Borough Council and provided his review of the process his land development plan experienced. Mr. Eckstine explained that he felt as though he was not treated fairly and specifically noted concerns about a Committee meeting about his plans that he was not invited to. Mr. Eckstine questioned Council's awareness of the review process and a 5 page comment letter he received from the Community Development Committee of Council.

Wade Burkholder of 235 E. Baltimore Street asked that Council provide clarity on the land development process Mr. Eckstine experienced.

Darryl Shaffer of 389 Carolle Street expressed his discontent with Comcast who performed work on his property and did not replace the safety cone. Mr. Shaffer noted that he has been asking Comcast to fix the issue since March with no issues.

Mayor Thomas explained that he and Mr. Ratliff would contact the Comcast Public Relations office to see if this could be addressed.

CONSENT AGENDA

The following is a list of routine items which do not appear to be controversial in nature and which likely do not require additional discussion. They can be acted on by one motion in their current form. If discussion is desired on any particular item, any member of Council, or the public, may request the item be removed from the Consent Agenda and that item will be considered separately.

Minutes of Previous Meeting:

Borough Council Meeting of September 4, 2018.

On a Webster/Smith motion the Council voted unanimously to approve the consent agenda.

REGULAR AGENDA

Payment of bills

On a Webster/Smith motion the Council voted unanimously to approve the disbursements listed on the September 2018 Disbursement Report in the amount of \$93,451.02.

Mr. Kinzer noted his concerns about the legal bills.

Reports from Elected Officials

President's Report

President Miller welcomed the audience and gave a brief report of his activities. He noted that he and Mayor Thomas attended the Cumberland-Franklin County Borough Association dinner at the aquatic center in Chambersburg. He announced that the Borough of Greencastle would be hosting the April Dinner. He also reported the receipt of a thank you note from David Nichols who recently retired from the Borough of Greencastle.

Mayor's Report

Mayor Thomas provided a detailed report (attached) outlining various activities. Mayor gave an update on the intersection of Franklin Street and Washington Street that has seen a series of motor vehicle crashes. He recommended that 3M reflective tape be added to the back of the stop sign posts. Mayor noted that the intersection and how to improve safety is still being researched.

The Mayor also noted that Council has requested more statistics be added to the Police Department reports and in response some have been added to the report. Mayor noted that the report is going to be modified in 2019 to include more information and requested that all functions areas of the Borough send similar reports.

Chief's Report

Chief Phillippy provided an interesting report (attached) and noted 265 calls for service. Chief noted that nationwide in the month of September 13 Officers and 5 K9 units were killed in the line of duty.

Manager's Report

Ratliff provided a detailed report (attached) about activities throughout the Borough. He specifically noted that the 2018 Paving Program consisting of E. Walter Avenue and some alleys would begin in the coming days and be completed in the middle of October. Ratliff also noted that the veteran's memorial at the Borough Office would be installed after being sent away for repairs from vandalism. Lastly, trick or treat would take place on Thursday October 25th from 6:00pm to 8:00pm.

1. Administration & Finance:

On a Webster/Faight motion the Council voted unanimously to adopt Resolution 2018-02 eliminating member contributions to the police pension plan for years 2018 and 2019.

On a Faight/Smith motion the Council voted unanimously to adopt Resolution 2018-03 adopting the Act 57 Capital Charges Study for the sanitary sewer system setting the capacity and collection part at \$6,030.00 per EDU.

On a Webster/Faight motion the Council voted unanimously to acknowledge receipt of the 2019 Minimum Municipal

Obligations for the Borough of Greencastle Employees Non-Uniformed Pension Plan and the Borough of Greencastle Police Retirement Plan.

Faigt and Myers made a motion and second to Consider approving a contract with Shenberger Technology in the amount of \$28,200.00 to re-develop and host the Borough of Greencastle website.

After discussion Faigt and Myers withdrew their motions.

On a Kinzer/Faigt motion the Council voted unanimously to lay on the table a contract with Shenberger Technology in the amount of \$28,200.00 to re-develop and host the Borough of Greencastle website.

Consider approving a contract with Shenberger Technology in the amount of \$28,200.00 to re-develop and host the Borough of Greencastle website.

2. Personnel:

3. Public Safety:

On a Webster/Kinzer motion the Council voted unanimously to authorize the closure of N. Washington Street from Pine Lane to E. Madison Street on November 11, 2018 from 10:30a.m. to 12:00p.m. for the Veterans Day Service. As a contingent of the road closure area residents must be notified and appropriate signage be put in place.

4. Public Facilities:

On a Myers/Faigt motion the Council voted unanimously to adopt Resolution 2018-04 adopting the Sanitary Sewer Construction Standards and Specifications. Mayor Thomas suggested the specifications be placed on the Borough's website.

5. Community Development:

On a Webster/Smith motion the Council voted 6-1 (Faigt opposed) to approve the denial of the Final Land Development Plan submitted by Mockingbirdhil, INC for the property situation between N. Washington Street and N. Carlisle Street abutting Chambers Lane.

Mayor Thomas noted that the land development plan process was a teachable moment with its challenges. He indicated that the process should be proactive with letters being sent in the first inning and not the ninth inning. Lastly, he emphasized the importance of being proactive with redevelopment in the Borough.

Mr. Myers exited the meeting at 8:24p.m. to return to his employment obligations.

On a Webster/Kinzer motion the Council voted unanimously to approve the following requests for Heritage Christmas submitted by the Chamber of Commerce:

- a. Placing the Holiday House on the northwest corner of the square beginning November 16th
- b. The tree lighting to be held on November 16th and to have no parking on the square beginning at 1:00p.m.
- c. Approve a road closure of the square and S.R. 16 from N. Washington Street to Route 11 from 6:00p.m. to 8:00p.m. pending Penndot approval.
- d. Vendors not be permitted to sell novelties on the evening of the tree lighting on or near the square.

- e. No parking on the square each Friday beginning at 3:00p.m. through the Heritage Christmas season.
- f. Designate the downtown as free parking from November 24th through December 28th.
- g. Authorize the contribution of \$1,800 towards the Heritage Christmas Tree.

On a Kinzer/Faight motion the Council voted unanimously to authorize the Council President to sign a letter advocating Senator Eichelberger to support Pennsylvania House Bills 99 and 914. Mr. Miller provided a brief summary of the legislation and how they support Boroughs.

6. Correspondence:

On a Webster/Smith motion the Council voted unanimously to approve the reduction of the sewer bill for 130 S. Carlisle Street in the amount of \$94.60.

On a Faight/Kinzer motion the Council voted unanimously to approve the appointment of Jeremy Layman to the Shade Tree Commission with a term to expire December 31, 2020.

Mr. Layman thanked the Council and expressed his excitement to work with the Mayor, Council, and citizens of the Borough.

Ratliff noted that there were still volunteer vacancies on the Civil Service Commission and that a volunteer is needed to serve as the Vacancy Board Chairman.

President Miller offered the elected officials a chance to offer additional comments.

Mr. Kinzer made comments that required no action.

Mr. Webster recognized outgoing Councilmember Jim Farey and noted his love and respect for him. Webster recognized Farley's service in the Army and on Council.

Mr. Smith gave his positive regards to Mr. Farley.

Mr. Farley noted that it was an honor and a privilege to serve for 7.5 years in such a wonderful community with dedicated people who want to make it better.

Mayor Thomas thanked Mr. Farley and noted the positive momentum in the Borough.

Mr. Faight gave positive regards to Mr. Farley and his service through ups and downs.

Mr. Miller thanked Mr. Farley for his mentorship and his high standards of integrity and accountability.

On a Webster/Smith motion the Council voted unanimously to adjourn the meeting at 9:00p.m.

Respectfully submitted,
Eden R. Ratliff,
Borough Manager