

**BOROUGH OF GREENCASTLE
COUNCIL MEETING
MINUTES
March 4, 2019
7:00 P.M.
842 S. Washington Street**

MEMBERS PRESENT: Mayor Ben Thomas Jr., Council President Steven Miller, Councilmembers: H. Duane Kinzer, Frank Webster Jr., Larry Faight, Joel Amsley, Matthew Smith, and Wade Burkholder. Also present were Borough Manager Eden Ratliff, Chief of Police John Phillippy, and Borough Engineer Keith Moore.

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 the meeting was being recorded by staff for the purposes of recording the meeting.

On a Webster/Faight motion the Council voted to approve the proposed agenda for March 4, 2019 regular Council Meeting.

Opportunity to be Heard:

President Miller invited Borough citizens may address Council at this time on specific issues of concern reminding them of the public comment policy.

Robert Wertime of 207 Leitersburg Street asked where he could report parking meters that were not functioning after hours. He noted that a parking meter has been broken and unable to be reported at least two times within three years.

John Aleman of the Antrim Township Board of Supervisors and Old Home Week Committee thanked Council and Mayor in advance for all of their support with Old Home Week coming up in August.

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 February 4, 2019.

Employee Award

Award each fulltime employee one additional personal day and each part time employee half a personal day as appreciation for receiving the 2017 no loss award.

Appointments

Stephen J. Bryan of 409 E. Baltimore Street to a 5 year term on the Shade Tree Commission expiring 12/31/2023.

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

REGULAR AGENDA

Payment of bills

Amsley asked about legal expenses noting they were excessive two months into the budget year. Ratliff explained that some of the expenses are stormwater related which were unbudgeted for but will become part of the Stormwater Utility Fund when created.

Burkholder asked if there were state resources that could assist with legal matters for stormwater. Mayor Thomas noted that such services used to exist within the Commonwealth but now offices such as the Department of Community and Economic Development encourage municipalities to defer to their Solicitor.

Kinzer questioned why Ratliff did not contact a former Manager of Greencastle now hosted in another municipality for their stormwater utility ordinance. Ratliff explained that these ordinances are specific to each municipality drafted to meet the needs of the community and further noted that ours began from a form used for another municipality.

Burkholder questioned an expense on the check register in the amount of \$423 for a truck mirror. Burkholder questioned why the expense was needed and if a mirror could have been found in a junk vehicle yard to save the \$423.00. Ratliff responded that he would gather the specific details and report back to Council and Mayor.

On a Faight/Smith motion the Council voted unanimously to approve disbursements listed on the February 2019 Disbursement Report in the amount of \$74,311.60

Reports from Elected Officials

President's Report

President Miler gave an interesting report covering stormwater mapping, the Franklin County Area Tax Board, and the Tax Collection Commission.

Mayor's Report

The Mayor gave an interesting report that is attached to the minutes and specifically discussed the opioid challenges in the Borough.

Chief's Report

The Chief delivered an interesting report that is attached to the minutes.

Manager's Report

Ratliff delivered an interesting report that is attached to the minutes.

1. Administration & Finance:

On a Burkholder/Webster motion the Council voted 6-1 to approve change order #1 for the Office/Police Department Construction Project in the amount of \$9,646.08 to add brick veneer. Miller voted in opposition.

On a Webster/Faight motion the Council voted unanimously to approve change order #2 for the Office/Police Department Construction Project in the amount of \$5,291.58 to add an ADA compliant water cooler.

On a Webster/Smith motion the Council voted unanimously to approve change order #3 for the Office/Police Department Construction Project in the amount of \$1,254.09 to add a flood light.

Burkholder asked that when the renovations were completed the Mark Twain prints that used to be hung in Council Chambers be put back in place as they were removed several years ago. Miller tasked Smith and Burkholder with

looking into the matter.

Faight updated the community and Council on the actions of the Public Safety Committee including recommending the installation of a Blue Phone outside the Police Station that will dial 911 if someone picks up the phone, additional cameras in strategic locations, and the recommendation to purchase a new police vehicle.

Joe Crouse of 42 Edward Drive asked how someone could contact Borough Police after hours or during the weekend if an Officer was not on station or did not answer the local phone. Chief advised that they call the county non-emergency number at 717-597-2161.

Kinzer asked about building a safe haven out of the Police Department vestibule and Faight advised that a Blue Phone would be an acceptable compromise due to safety concerns with a safe haven.

2. Personnel:

3. Public Safety:

Chief explained that the proposed vehicle is an F-150 Police Responder Super Crew with the most leg room out of any police vehicle package.

Amsley asked if the purchase was put out to bid and Ratliff explained that it was being purchased through the costars program.

Amsley asked about the current complement of vehicle in the fleet and the Chief reported three existing vehicle none of which would be taken out of service.

On a Webster/Faight motion the Council voted 6-0-1 to approve the purchase of a 2019 F-150 Pickup Truck Police Vehicle in the amount of \$47,510.99 which is the Costars price as recommended by the Public Safety Committee. Amsley abstained from the vote.

On a Webster/Faight motion the Council voted unanimously to approve the authorization and advertisement of an ordinance designating no parking on the east side of N. Allison Street 105' north of Grant Street as recommended by the Public Safety Committee. The Mayor noted the pro-activeness of this action.

4. Public Facilities:

Miller assigned the research into solar panels in the Borough to the Public Facilities Committee.

Amsley went over a report authored by Bob Manahan (Public Works Manager) regarding parking meters in the Borough and instructed the report to be published to the community.

Burkholder asked that the Council consider taking action at this meeting on a Chamber of Commerce request for free parking on Saturday's. Amsley asked that the Public Facilities Committee be given time to research the matter. No action was taken.

5. Community Development:

Kinzer noted his discontent with action taken at the previous meeting where a matter was discharged from the Community Development Committee.

Miller expressed the importance of moving the issue forward and not being stalled in committee.

6. Correspondence:

None.

The Council adjourned into recess from 8:15p.m. to 8:20p.m.

Presentation

Miller turned over the gavel to Vice President Faight to call the meeting to order and allowed for the presentation.

Miller gave a thorough presentation regarding the Stormwater Mapping, methodologies, and definitions which detail how a stormwater fee will be calculated. The presentation is attached to the minutes.

At the conclusion of the presentation Miller was given back the gavel and asked that Council consider adopting the definitions and methodologies outlined in his presentation for the stormwater mapping program.

Webster/Faight moved to adopt the definitions and methodologies as presented.

Amsley/Webster moved to amend the original motion to include that the Borough Engineer and Borough Solicitor review the definitions and methodologies as presented. Council voted unanimously to approve the subsidiary motion amending the original motion.

Council voted unanimously to approve the original motion as amended.

Mayor spoke in favor of the amendment.

Opportunity to be Heard:

Miller invited Borough citizens may address Council at this time on issues related to the storm water mapping presentation reminding them of the public comment policy.

Executive Session

None.

Miller invited Council and Mayor to make final comments.

Mayor: Affirmed the review process and thanked the Council for their work.

Burkholder: No comment.

Webster: No comment.

Smith: No comment.

Amsley: Thanked Miller for all of his work on the stormwater mapping.

Kinzer: Thank Miller for all of his work on the stormwater mapping.

Faight: Thanked Miller and staff for all of the work on stormwater mapping.

Miller: Thanked staff and Borough Engineer Keith Moore for all of their work with the stormwater program. He explained that matters were not being dealt with in secret and highlighted the diversity in the community.

On a Webster/Faight motion the Council voted unanimously to adjourn at 10:19p.m.

Respectfully submitted,
Eden R. Ratliff,
Borough Manager

