

September 3, 2019 Council Meeting Manager's Report

Below are a listing of activities and updates for the Borough Council, Mayor, and community's review.
The report is not intended to be an all-inclusive report but an overview of selected activities of interest.

August Manager Report	
Issue	Report
GAEF Land Development Plan	The Greencastle-Antrim Education Foundation has submitted a land development plan to construct a concession stand and bathrooms at Kaley Field. The Planning Commission has reviewed the plans and offered no comments with their recommendation for approval. The Franklin County Planning Commission and Conservation District have also recommended approval. The plan meets all requirements of the subdivision and land development and zoning codes.
Heritage Christmas	Heritage Christmas is right around the corner. The Chamber of Commerce has submitted their usual requests for the events. The Tree Lighting is on November 22nd and Free Parking would begin with Shop Small Saturday on November 27th.
Borough Bank Accounts	The Borough Administration and Administration and Finance Committee are recommending Council approve a proposal from F&M Trust to host the Borough's financial accounts. The Accounts would be fully FDIC insured up to \$250,000.00 and the General Fund Account insured with their FDIC Insured ICS Demand Sweep up to \$50 Million Dollars. All banking fees including check ordering are waived providing a cost free experience for the Borough tax payers.
Farmers Market	The Borough of Greencastle held its first Farmers Market on Thursday August 29th. The Market was a success with 11 vendors and over 600 guests. Most of the vendors sold out of their goods and are eager to be back for the September 26th Market! The market did lack produce with one of the produce vendors have last minute vehicle issues. We expect for there to be more produce options in September and October. A Farmers Market can be very difficult to start but once vendors learn that the community supports it then they are very eager to participate. We expect the Market to continue to grow and we appreciate the support of the community and Council along with F&M Trust, New Life Center Church, and Carter Davison!
Non-Uniform Pension Plan	The Borough Administration had an actuarial study performed on the Non-Uniform Pension plan to evaluate the impact of increasing retirement benefits for Non-Uniform employees. Currently employees receive a benefit of 1.2% * years of service. The plan is currently over funded and the full amount of available state aid is not disbursed to the Borough as a result. In accordance with the actuarial study staff and the Administration and Finance Committee recommend the benefit be increased to 2.00% effective January 1, 2019. This will decrease the funding level to 91% and increase the amount of state aid provided to the Borough in future years.

<p>Eastern Area Stormwater Management Project</p>	<p>The Public Facilities Committee of the Council has been working with the staff and Borough Engineer for many months to determine how to address stormwater flooding in the eastern part of the Borough beyond the existing infrastructure on Ridge Avenue. East of the library experiences significant flooding from both stormwater runoff and ground water. The Committee proposes an expansion of the existing infrastructure by installing stormwater lines due east from Ridge Avenue where it connects to the existing infrastructure. The project will put in place 11 inlets and reduce current flooding by 75%. Included with this project is the rain garden to be placed on the Besore Memorial Library property to reduce flooding on that property and complete a MS4 permit project. The balance of engineering needed to publicly advertise the project will costs approximately \$10,000.00 and the total project cost estimate is \$480,000.00. On the agenda is the approval of the project and authorization for Borough staff to seek financing for the project.</p>
<p>Sewer Relining</p>	<p>The 2019 sewer budget allocated funding annually to maintain the sewer lines in the Borough's collection system. The Chief Operator has televised lines on North and South Washington Street along with Apple Drive. The televising revealed some deficiencies that can be resolved with the Cure in Place relining process along with 12 point repairs. The recommendation is to accept a the costars pricing from Mr. Rehab to reline and perform the point repairs on North and South Washington Street and Apple Drive totaling 1,631'. The price is \$100,296.55 and Mr. Rehab is a reputable company performing this kind of work in the Borough in previous years.</p>
<p>Waste Water Treatment Plant Office Roof</p>	<p>The 2019 sewer budget allocated funding for the replacement of the roof on the waste water treatment plant office building. The roof is old as the plant and deteriorating and will be replaced with a roll on roof. The project is minimally over budget and offset by other 2019 budget shortfalls.</p>
<p>Chamber of Commerce Donation</p>	<p>The Chamber of Commerce has requested a \$1,800.00 donation to assist with the purchase of the town Christmas Tree. This is a budgeted expense and able to be disbursed with Council approval.</p>
<p>Leaf Collection Program</p>	<p>Every fall the Borough Office receives requests from Borough residents asking if the Borough can pick up leaves in the yards of our citizens. Currently, the Borough will pick up leaves from the front yards of properties so long as they are raked to the curb. Pickup is on an at random schedule. The Borough maintains codes that disallow citizens to keep leaves for a prolonged period of time on their property as they are classified as "yard waste" and many trash haulers do not allow for them to be taken with regular trash. Some of our residents do not have the means to take their leaves to the school farm where there is permitted drop off. The Borough desires to respond to this need.</p>

<p>Leaf Collection Program (Continued)</p>	<p>Borough staff proposes to provide organized pickup leaf collection program beginning October 14th running through the leaf falling season. Collection will be for leaves only and must be placed on the curb in accordance with attached schedule and map. Residents are asked to not park on the streets on collection day and to disallow anyone from playing in the leaf piles. Additionally, leaves should not be piled up in a way to block drains, hydrants, or access points. Collection will be performed by the Public Works Department and the Borough is pleased to respond to this need of the community.</p>
<p>Website</p>	<p>The website now offers a downloadable calendar: https://greencastlepa.gov/borough-calendar/ This function now allows anyone to download a calendar to their smart device. As meetings are scheduled and advertised they will be placed on this calendar and automatically appear on your electronic calendar. Instead of having to rely on catching a meeting advertisement in the Echo Pilot or periodically check our website you can now have the meeting notification appear on your computer, tablet, or smart phone. We strongly encourage citizens to utilize this function so you can be aware of the goings on in your local government and be prepared to attend government meetings and participate.</p>

<p align="center">July 2019 Fund Balance Report</p>	
<p>General Fund</p>	<p>\$ 980,253.25</p>
<p>Sewer Fund</p>	<p>\$ 987,736.53</p>
<p>Stormwater Fund</p>	<p>\$ 272,420.94</p>
<p>Capital Reserve Fund</p>	<p>\$ 28,564.54</p>





Respectfully Submitted,
Eden R. Ratliff
Borough Manager