

**BOROUGH OF GREENCASTLE
COUNCIL MEETING
MINUTES
September 3, 2019
60 N. 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, Assistant Borough Manager Lorraine Hohl, and Chief of Police John Phillippy.

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

An invocation was given.

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.

On a Webster/Burkholder motion the Council voted to approve the proposed agenda for September 3, 2019 regular Council Meeting.

Conditional Use Hearing

Applicant Testimony - J. Edgar Wine represented Rescue Hose Company No. 1 & Scratch Catering and Event Planning, LLC.

Attorney J. Edgar Wine gave a historical overview of the property at 407 S. Washington Street owned by the Rescue Hose Company No. 1 and presently leased by the Blue Heron. The Rescue Hose Company is requesting that this real estate and its use to be granted a Conditional Use as a "Multi-Purpose Venue – Events Center" under Sections 205-7(c) and 205-56 of the Greencastle Zoning Hearing Ordinance.

Community Testimony – Borough Solicitor Zachary Rice invited the community to testify at this point.

Angie Garland – 516 S. Washington Street, Greencastle (adjacent property owner)

Ms. Garland stated the current landowners and renters (Rescue Hose and Blue Heron) have been great neighbors but is concern with Conditional Use extending to potential new buyers of the property. Ms. Garland requested light restrictions, adherence to the Borough's Noise Ordinance specifically concerning outside events, and regulated parking.

Zoning Officer Testimony – Eden Ratliff, Borough Manager and Chief Zoning Officer

Eden Ratliff testified that the Conditional Use application pertaining to this hearing is complete and all related materials have been submitted.

Ratliff stated additional conditions the Council should consider prior to approving the Conditional Use of 407 S. Washington Street as a "Multi-Purpose Venue – Events Center."

- 1) Limit number of carnivals and other outside events allowed per year
- 2) Lighting, parking, and noise regulations

A brief recess was taken as Council retired for an executive session at 7:30 pm.

On a Webster/Smith motion, the Council voted to amend the agenda for this September 3, 2019 regular Committee Meeting. Specifically moving the consideration of the Conditional Use application as submitted by the Rescue Hose Company No. 1 and Blue Heron Events Center.

On a Webster/Burkholder motion, the Council voted unanimously to approve the Conditional Use application 2019-01 for a "Multi-Purpose Events Venue" as submitted by the Rescue Hose Company No. 1 and Blue Heron Events Center.

Councilmen Kinzer stated the Community Development Committee approves of this application.

Solicitor Zachary Rice specified that the Council has 45 days to issue a letter of this decision.

President Miller confirmed that activities on this property will be required to comply with Borough ordinances.

On a Webster/Faight motion, the Council voted unanimously to close the Conditional Use Hearing.

Opportunity to be Heard

President Miller invited Borough citizens to address Council with specific issues of concern, reminding them of the public comment policy.

Roger Johnston of 400 E Baltimore Street commented on the resignation of Borough Manager Eden Ratliff and voiced that the next Borough Manager should be a Greencastle Borough resident.

CONSENT AGENDA

Minutes of Previous Meeting:

Borough Council Meeting August 13, 2019

Resignation of Officer Shawn Tuthill effective September 1, 2019.

Deployment of pink ribbons in downtown Greencastle from Sept. 30th – Oct. 31st for Breast Cancer Awareness.

Acceptance of the Police Department and Non-Uniform 2020 Minimum Municipal Obligation Memorandum.

Authorize the Halloween Parade to take place on October 25th beginning at 6:00p.m. using the traditional route.

Accept the Act 44 Disclosure for the Borough's Non-Uniform and Police Department Pension Plans as presented.

Approve the Chamber of Commerce's Heritage Christmas request as follows:

Tree Lighting Ceremony and square closure	November 22 nd
No Parking	November 22 nd
Closure of Baltimore Street and square	November 22 nd from 6:00 p.m. to 8:00 p.m.
Moratorium of vendor sales on square	November 22 nd from 6:00 p.m. to 8:00 p.m.
No parking on square from 3:00 p.m. to 8:30 p.m.	December 6 th and 13 th
Usage of square electricity and lights throughout heritage Christmas	

Authorize free parking downtown from November 27th through December 31st.

Recognize September as National Recovery Month in the Borough of Greencastle.

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

REGULAR AGENDA

Payment of bills

On a Smith/Burkholder motion the Council voted unanimously to approve disbursements listed on the August 2019 Disbursement Report in the amount of \$95,584.28.

Reports from Elected Officials

President's Report

President Miller commented that on September 11th, there will be a public hearing at 1pm pertaining to MS4. Written statements of concern will be accepted by the Senate Environmental Resources Committee. Additionally Miller stated that it is a citizen's responsibility to pay utility bills, including stormwater fees, in full.

Mayor's Report

The mayor thanked Council for supporting efforts involved with National Recovery Month during September. Thomas requested the Council endorse temporarily lighting the town clock purple in support of National Recovery Month.

On a Webster/Burkholder motion the Council voted 4-3 to not approve the one time temporarily lighting of the town clock purple in support of National Recovery Month in September.

A roll call vote was conducted, the results are as follows:

Amsley – No, Kinzer – Yes, Faight – No, Smith – No, Webster – Yes, Burkholder – Yes, Miller – No

Eden Ratliff suggested a committee of Council introduce a policy regulating the lighting of the town clock.

President Miller stated his position was to keep the lighting of the clock tower limited to white.

The Mayor stated his opinion regarding Council's previous resolution pertaining to the adopted waterfall policy and the effect on Borough residents.

Chief's Report

Chief Phillippy highlighted August service calls and notable events pertaining to the police department. Phillippy thanked the Rescue Hose volunteers and the Public Works department for their assistance with Old Home Week. Phillippy also thanked Officer Tuthill for his service.

Manager's Report

Georgina Cranston of the Greencastle Chamber of Commerce spoke about the possibility of deploying Hometown Hero banners from May to September in support of local veterans. Administration and Finance will discuss this matter at the next committee meeting.

Eden Ratliff gave a comprehensive report including updates on community events, website utilization, and Conrad Properties legal developments. Eden thanked staff for their continued hard work and emphasized his appreciation for the relationships he has formed here in Greencastle.

1. Personnel:

On an Amsley/Webster motion the Council voted unanimously to approve the resignation of Borough Manager Eden Ratliff.

2. Public Safety:

Faight stated that a public meeting would be scheduled in the month of September.

3. Community Development:

On a Burkholder/Smith motion Council voted unanimously to approve the land development plan as submitted by the Greencastle-Antrim Education Foundation.

4. Administration & Finance:

1. On a Webster/Burkholder motion the Council voted unanimously to approve the proposal from F&M Trust dated August 2019 to host the Borough of Greencastle's bank accounts.
2. On a Webster/Smith motion the Council voted unanimously to approve the authorization to prepare and advertise an ordinance to amend the Non-Uniform pension plan document to increase benefits from 1.3% to 2.0% effective January 1, 2020 in accordance with an actuarial study prepared by RJ Hall.
3. On a Faight/Webster motion the Council approved of Borough staff obtaining debt service proposals to fund the Eastern Area Stormwater Management Project. Additionally approved with this motion was the authorization of Frederick Seibert & Associates to complete the engineering and publicly bid the Eastern Area Stormwater Management project as recommended by the Public Facilities committee.
4. On a Webster/Smith motion the Council voted unanimously to approve the authorization of a contract with Mr. Rehab in the amount of \$100,296.55 to reline 1,631' of sewer main on north and south Washington Street and a section of Apple Drive.
5. On a Faight/Webster motion the Council voted unanimously to accept a quote from Kauffman Bros in the amount of \$13,600.00 to replace the Wastewater Treatment Plant office roof.
6. On a Burkholder/Webster motion the Council voted unanimously to authorize a budgeted donation of \$1,800.00 to the Chamber of Commerce to help with the deployment and removal of the town Christmas tree.

5. Public Facilities:

1. On a Kinzer/Faight motion the Council voted unanimously to approve a leaf collection program executed by the Public Works Department from October 14th through leaf collection season.

6. Correspondence: None

President Miller invited final comments.

Burkholder: Thanked Eden.

Webster: Thanked Eden, encouraged Lorraine.

Smith: "It's been a pleasure."

Amsley: None

Kinzer: Requested application for tree credit program. Eden gave Mr. Kinzer a Roberts Rules book.

Thomas: All the best to Eden. Provided historical content for Hometown Hero banners.

Faight: No public comments.

On a Webster/Faight motion the Council unanimously voted to adjourn the meeting at 9:10 p.m.

Respectfully submitted,
Lorraine K. Hohl
Interim Borough Manager