

**BOROUGH OF GREENCASTLE
COUNCIL SPECIAL MEETING
MINUTES
October 30, 2019
60 N. Washington Street**

MEMBERS PRESENT: Mayor Ben Thomas Jr., Council President Steven Miller, Council members: Frank Webster Jr., Larry Faight, Joel Amsley, Matthew Smith, and Wade Burkholder. Also present were Borough Manager Lorraine Hohl and Finance/HR Manager Emilee Little. Attendance via phone: H. Duane Kinzer

President Miller called the meeting to order at 7:01 p.m.

Opportunity to be Heard:

Borough citizens may address Council at this time on specific issues of concern. There were no public comments.

REGULAR AGENDA

2020 General Fund Budget

Lorraine Hohl gave an overview of the budgeted revenues and expenses for the General Fund budget.

Separate Charts of Accounts were presented to Council displaying the effects of not increasing taxes and a 1 mil and 2 mil tax increase.

Notable increases to General Fund expenses in 2020 include:

1. Expenses associated with the employment of a Code Enforcement officer
2. Increased healthcare costs
3. Capital IT expenses including a new server
4. Increased part time hours for the police department

Council discussed the general fund balance and the possibility of a tax increase.

- Miller stated not increasing taxes would allow the community to settle after this year's Stormwater fees.
- Smith stated the Borough shouldn't bank money by increasing taxes if there is a substantial fund balance.
- Burkholder stated with the cost of MS4, he would like to see no increase to taxes.
- Faight and Amsley also agreed no tax increase should occur.

2020 Sewer Fund Budget

Lorraine Hohl gave an overview of the budgeted revenues and expenses for the Sewer Fund budget.

Several large expenses were presented in the Sewer Fund budget including the construction and costs associated with a new Carlisle Street pumping station. The result of these necessary expenses was a substantial deficit.

Council was presented with separate Charts of Accounts representing the effect of various changes to sewer rates.

Hohl recommended a rate study be completed to determine what revenue the Borough will need to generate in order to make various critical improvements to the Waste Water Treatment systems.

Council discussed the sewer fund balance and the possibility of a sewer rate increase.

- Miller stated a gradual increase can help the community ease into a change.
- Amsley stated the Borough should wait until the rate study is completed and increase rates as needed.
- Mayor Thomas stated that engineering study will allow the Borough to better understand long term costs.

To complete the rate study, Hohl stated the engineering budget line item will have to be increased by \$6,000.

Miller invited Council and the Mayor to make final comments.

Burkholder: Strategic planning, it is good to stay ahead of repairs and not incur big expenses at one time.

Webster: Great job by staff.

Smith: None.

Amsley: Great job, well prepared and reiterated that a long range strategic plan is needed.

Mayor Thomas: Importance of long range planning, healthy fund balances even if that is used to cover the deficit.

Miller: Build capital reserve, thank you to everyone for coming.

The next public meeting will be a special council meeting held on November 4th, 2019 at 5:00 p.m.

Adjournment

The meeting adjourned at 8:32 p.m.

Respectfully submitted,
Lorraine K. Hohl
Borough Manager