

**BOROUGH OF GREENCASTLE
COUNCIL MEETING
MINUTES
March 3, 2020
60 N. Washington Street**

MEMBERS PRESENT: Mayor Ben Thomas Jr., Council President Steven Miller, Councilmembers: Larry Faight, Joel Amsley, H. Duane Kinzer, Matthew Smith, Jeremy Layman, and Wade Burkholder. Also present was Borough Manager Lorraine Hohl, Finance/HR Manager Emilee Little, and Chief of Police John Phillippy.

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

An invocation was given by Pastor Myers.

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 Faight/Smith motion the Council voted unanimously to approve the revised proposed agenda for the March 2, 2020 regular Council meeting.

Opportunity to be Heard

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

Allen Mairose of 59 Chadwick Drive discussed parking guidelines near his residence at Parkwood and Chadwick Drive. Mairose requested clarification and a copy of regulations restricting where he can park his truck.

Callie Pettit of 57 Chadwick Drive further questioned parking regulations along Chadwick Drive.

Eddie Baxter of 117 Carowinds Drive reiterated his request of having the agenda posted prior to Council meetings. Baxter as addressed traffic signage and signals as well as sidewalk installation and the associated liability.

On a Burkholder/Faight motion the Council voted unanimously to approve a tentative, draft agenda to be posted to the Borough website no later than 10 AM on the day of a Council meeting.

Joe Crouse of 41 Edward Drive requested clarification on the status of the sidewalk programs. Crouse stated that if Route 16 is going to be repaved, the Borough could remove the structure in Center Square to eliminate repair costs.

John Henson of 680 Osbourne Avenue discussed the repaving of Carlisle Street and the associated installation of curbs and sidewalks. Henson also questioned preventative maintenance practices utilized to maintain roads.

CONSENT AGENDA

Minutes of Previous Meetings

Borough Council Meeting: February 3, 2020

Appointments

Appoint Caroline Royer, Brian & Stephanie Harbaugh, Jason Divelbiss, Public Works Manager Bob Manahan, Finance/HR Manager Emilee Little, Borough Manager Lorraine Hohl, Mayor Ben Thomas, Jr., and Councilmember Joel Amsley to serve on the Borough of Greencastle MS4 Workgroup, an advisory committee to the Public Facilities Committee regarding the MS4 program.

Correspondence

Accept a 'thank you' letter from the residents of Teaberry Drive for the newly installed street light.

Community Events

Approve Bulk Day for Friday May 1st from 7:30am to 3pm and Saturday May 2nd from 7:00am to 10:30am.

On an Amsley/Faight motion the Council voted unanimously to approve the consent agenda.

Strategic Workshop Discussion

Council President Miller requested Council's input on how they would like to proceed with strategic planning.

Council Comments

Mayor Thomas reiterated his desire to proceed with a comprehensive, strategic meeting. Thomas added that working with Antrim Township can be important to help mutually grow collective services.

Councilmen Kinzer stated that the Borough has always had a long range plan. Kinzer added his support to the strategic workshop discussion.

Councilmen Amsley suggested Council begins the strategic planning process by reviewing, validating, and prioritizing the comprehensive list of long term projects developed by previous management. Amsley also proposed a professional facilitator be utilized to govern these meetings.

Numerous councilmembers agreed that the first meeting should be scheduled within the next 60 days and should be limited to only Borough council. Subsequent meeting will be expanded to involve Antrim Township as discussions progress.

Potential facilitators and the associated costs were discussed.

Banning Burning Discussion

Public Safety Committee Chairman Larry Faight summarized his committee's discussions pertaining to banning burning in the Borough. Borough Manager Hohl outlined possible actions Council could take to greater control burning practices. These proposed actions included amending the Borough's current burning ordinance to better define various provisions or prohibit burning completely.

Council & Public Comments

Thomas Morgan stated he burns some garden debris and proposed restriction could be based on lot size.

Robert Wertime suggested the Borough grant a limited number of burning permits to residents in order to minimize the amount of citizens able to burn. Wertime stated local businesses need to be regulated as well.

Councilmen Amsley outlined the Public Facilities Committee discussion on burning and stated that the committee agreed, burning should be banned in the Borough. A potential limb and stick pickup program was proposed.

Councilmen Kinzer suggested the Borough gather public comment on banning burning and compile the results.

Joe Crouse stated that the Borough is trying to further regulate what citizens do on private property.

REGULAR AGENDA

Payment of bills

On an Amsley/Faight motion the Council voted unanimously to approve disbursements listed on the February 2020 Disbursement Report in the amount of \$128,464.40.

Reports from Elected Officials

President's Report

President Miller encouraged all Council to look into educational opportunities. Miller stated there will be an executive session immediately prior to the April Council meeting to further discuss the Non-Uniform Pension Plan. Miller gave an overview of numerous meetings he has attended concerning MS4.

Mayor's Report

Mayor Thomas congratulated numerous Borough police officers for their recently awarded commendations and citations. Thomas reminded residents to appropriately dispose of cigarette waste, as improperly discarded cigarette butts increase the amount of sediment in the Borough's storm water system. Thomas also outlined several community resources available to Borough residents.

Chief's Report

Chief Phillippy reviewed February's service calls and notable events pertaining to the police department. Phillippy stated there are currently two ongoing investigations. Phillippy thanked Senator Judy Ward for her responsiveness and assistance with an ongoing issue.

Manager's Report

Borough Manager Hohl gave a comprehensive report providing updates from numerous committee meetings including increased speed limit signage and parking meters. Improved commitment to code enforcement was discussed involving the status of violations at Conrad properties. Hohl reminded the community of the Farmers Market to be held at the Life Center the last Thursday of every month from May to September from 4pm to 7pm.

Councilmen Kinzer stated his opinion about the parking meter survey as discussed by Hohl in the manager's report. Kinzer stated, "I feel that a lot of your letters that went out to landlords were shit canned. So therefore, you got no response at all."

Committee Action

1. Administration & Finance:

1. On a Smith/Faight motion Council voted unanimously to authorize the execution of a co-stars quote from Mr. Rehab in the amount of \$38,887.50 to conduct wastewater point repairs.
2. On a Smith/Faight motion Council voted unanimously to authorize the execution of a co-stars quote from USG in the amount of \$30,400.00 to conduct cleaning and televising of wastewater infrastructure.
3. On a Burkholder/Faight motion Council voted 6-1 with Kinzer opposed to authorize the Borough solicitor to draft and advertise an Ordinance authorizing the Borough of Greencastle to exit the joint Franklin County Board of Appeals.

2. Personnel:

1. On a Smith/Faight motion Council voted unanimously to adopt Resolution 2020-01 eliminating member contributions to the police pension plan for years 2020, 2021 and 2022.

3. Public Safety: No necessary updates.

4. Public Facilities:

1. On an Amsley/Faight motion Council voted unanimously to adopt Resolution 2020-02 requesting the authorization from the Pennsylvania Department of Transportation to deploy a banner on State Rt 16.
2. On an Amsley/Smith motion Council voted unanimously to consider and approve the list of proposed ramps for the completion of the 2015 CDBG handicap ramp project and authorize to proceed drafting bid documents with a project cost not to exceed grant funding amount of \$178,361.00 as recommended by the Administration & Finance Committee and the Public Facilities Committee.
3. On an Amsley/Burkholder motion Council voted unanimously to consider the delaying of the North Carlisle Street Paving project until all utilities and other roadway/pedestrian walkways have been fully investigated and considered as recommended by the Public Facilities Committee.

5. Community Development: No necessary updates.

Correspondence

1. On a Faight/Smith motion Council voted unanimously (Kinzer abstained) to consider the reduction of the sewer bill for the Evangelical Lutheran Church by \$163.40 from the fourth quarter 2019 billing due to a water leak.

Final Comments

Layman: Thanked residents for coming to meeting.

Burkholder: Confirmed the pension plan would be discussed prior to next Council meeting.

Smith: No further comment.

Amsley: No further comment.

Kinzer: Discussed the pension plan, the sidewalk program, and his opinion on parking meters. Kinzer also voiced his perspective of appropriate behaviors during Council meetings.

Mayor: Thomas thanked everyone for attending.

Faight: "Thank you all, have a good evening."

Miller: Thanked everyone for coming.

On an Amsley/Faight motion the Council unanimously voted to adjourn the meeting at 8:47 p.m.

Respectfully submitted,
Lorraine K. Hohl
Borough Manager