

Borough of Greencastle
April 2021 Council Meeting
Manager's Report

By: Emilee Little

Significant Events

North Carlisle Street Rehabilitation Project

- The Greencastle Area, Franklin County, Water Authority has begun construction on the water main replacement project on North Carlisle Street and Walter Avenue. DOLI Construction is the contractor completing the Water Authority's portion of this collaborative project. At this point DOLI has replaced the water main on Walter Avenue and has progressed to near the Madison Street intersection on N. Carlisle Street.
- Below is the tentative timeline for this extensive project:
 1. March 1, 2021 – Construction on water main replacement begins
 2. May 1, 2021 – Construction on water main replacement ends
 3. June 1, 2021 – Construction on stormwater and streetscape begins
 4. September 1, 2021 – Completion date for entire project
- Council approved final plans and authorized the advertisement to bid this project as designed and submitted by ARRO Consulting for the Borough's work to include ADA ramps, curbing, sidewalks, paving, traffic calming measures, and stormwater infrastructure upgrades.
- The invitation to bid this project has been advertised in the Echo Pilot, posted at the Borough office, and is available online via the PennBid Program. A mandatory pre-bid meeting and site visit will be held on April 8, 2021. Bids will be received until 10:00 a.m. April 27, 2021 at which time bids will be opened.
- Staff will be working with ARRO representatives to compile a comprehensive listing of N. Carlisle Street properties clearly documenting the curbing and sidewalks required to be replaced with this project. The curb and sidewalk deficiency information will be conveyed to Council and the impacted residents prior to construction.
- Letters outlining the scope of this project and the residents' responsibility will be mailed to property owners on N. Carlisle Street pending solicitor and full Council review. Additionally an informational community meeting will be scheduled to allow residents on N. Carlisle Street the opportunity to view the final plans and ask questions.
- Staff has initiated the pre-approval process to secure potential funding for the N. Carlisle Street Rehabilitation Project pursuant the Local Government Unit Debt Act. Upon the opening of the bids and determining the Borough's approximate cost, Council will decide the most appropriate avenue for funding if necessary.

Vivian Avenue – Chadwick Estates

- Approved in 1998, Chadwick Estates Phase III plans identify a 50 foot “future extension” between lot 15 and lot 82. These plans with the deliberate future extension were approved by the Franklin County Planning Commission, the Borough of Greencastle Planning Commission, and the Borough Council of the Borough of Greencastle.
- As a requirement of Antrim Township’s subdivision and land development approval, Greenworth Land LLC, the developer of Heritage Estates West is being required to install the interconnecting road noted as future extension on the Chadwick Estates approved plans.
- Through an agreement signed in 1997, Greenworth Land LLC has the right to use and improve the cited future extension, now identified as Vivian Avenue.
- In December 2020, several Borough residences in Chadwick Estates received correspondence from Sharpe & Sharpe, legal counsel for Greenworth Land LLC. The letter cited the installation of Vivian Avenue.
- Upon notification from Borough citizens in receipt of this letter, Borough staff has investigated the issue, communicated with residents on Homestead Drive, apprised Council of all related developments, consulted with the Borough solicitor, and organized a Joint Meeting with Antrim Township Supervisors, members of Borough Council, and staff.
- At a Special Council Meeting on March 24, 2021, Council took action to authorize staff to request a land development plan be submitted by Greenworth Land LLC for the Borough engineer’s review, specifically stipulating the following concerns to be addressed:
 - a) Sight distance issues related to the embankment behind 78 Homestead Drive
 - b) Adherence to all Borough SALDO requirements, including sidewalks
 - c) The installation of speed tables to help alleviate traffic concerns
- Pending submittal of the plan drawing from Greenworth Land LLC and the subsequent engineering review, the Council could then approve the construction of Vivian Avenue.
- Staff is working to obtain the requested information from Greenworth Land LLC and is in communication with neighboring property owners to determine the possibility of the Borough ordaining Vivian Avenue upon completion.



Vivian Avenue Entering Borough



Vivian Avenue Entering Township

Administration and Finance

Reporting Fund Balances

- Using March unreconciled numbers and including investments

Fund	Balance
General Fund (01)	\$ 733,632.74
Sewer Fund (08)	\$ 1,177,722.89
Stormwater Fund (09)	\$ 149,944.46
Capital Reserve Fund (30)	\$ 176,389.95
Highway Aid Fund (35)	\$ 533,261.83

ADA Accessible Curb Ramp Improvement Project – CDBG Reimbursement

- Construction on the Borough's ADA accessible curb ramps began on October 20, 2020. All ramps were installed by Ganoë Paving and inspected by former Borough Engineer Keith Moore and PennDOT representatives. The final notice of completion was signed on December 28, 2020.
- Areas of work included with this project are as follows:
 1. 20 ramps and retrofit of existing ramps along E. Baltimore Street
 2. 8 ramps along the west side of Williamson Avenue
 3. 6 ramps at the intersection of E. Franklin Street and S. Ridge Avenue
 4. 2 ramps on the school access driveway located west of the intersection of Leitersburg St and Osborne St
- Funding:
 1. Total cost of the project including the base bid and alternate bids = \$225,867.00
 2. Grant funding through CDBG = \$178,361.00 (80%)
 3. Borough portion of cost = \$47,506.00 (20%)
- In March, the Borough received a check for the CDBG reimbursement in the amount of \$178,361.00 for the ADA ramps installed in late 2020. Additional reimbursement could be available through funds remaining in the Franklin County FY 2015 CDBG contract.
- Staff is in communication with the Franklin County Commissioners office to determine if further funds will be reimbursed that would cover the Borough's additional cost of \$47,506.00 over the original reimbursement amount.

Public Facilities

Besore Library BMP

- The Borough of Greencastle has an existing written Memo of Understanding to design, install, and maintain all stormwater management systems on the Lilian S. Besore Memorial Library property.
- To offset the Borough's cost to install the library's stormwater infrastructure, in 2020 staff applied for and received a \$50,000.00 grant from the Department of Community & Economic Development.
- The Public Facilities committee approved the preliminary plan designs as submitted by ARRO Consulting for a streamlined bio-swale redesigned to better satisfy the library's desires for a narrower, minimal design which will still capture and treat all stormwater for this location.
- Member of the Public Facilities committee, Borough staff, and ARRO Consulting met with the Besore Library Board of Directors to go over the plan designs on March 25th. The library representative were pleased with the current design plans and will be presenting the plans to the full board at their meeting on April 8th.
- Staff is working to draft an updated Memo of Understanding to address future stormwater responsibilities and specify maintenance obligations for the proposed bio-swale. This revised MOU will be reviewed by the Borough solicitor and presented to the library for their review and approval.

Curb and Sidewalk Program Updates

- At the request of the Public Facilities committee, staff compiled a comprehensive listing of properties that have failed to complete their required sidewalk repairs or installation. Final notice letters will be dispersed to property owners with outstanding curb and sidewalk violations. This correspondence will outline areas of violation(s), corrective action required, updated final due date, and specific penalties to be enforced for further non-compliance.
- Notifications for the current year maintenance program will be mailed out in April. Staff will draft 2 different letters based on the type of repair required for compliance. As an additional option for repairs, the Public Works department will now be available to make minor identified repairs for a fee of \$10 per property.
- The Public Facilities and Admin & Finance committees approved the following changes to the curb and sidewalk permit fee structure:
 1. No permit charge for a patching repair if completed by the property owner.
 2. \$10 charge for Public Works staff to complete identified patching repairs.
 3. \$25 charge remains for sidewalk construction and installation permits.

Public Safety

Repairs to PERCS Control Panel on Rt. 11 & Rt. 16

- On January 23rd at around 2 am, during a high speed chase involving the Pennsylvania State Police, a man driving a stolen car while impaired crashed into the Borough's PERCS traffic control panel at the intersection of Rt. 11 and Rt. 16.
- Damage to the traffic control panel was extensive and it was determined that the entire panel box would need to be replaced with a new custom panel.
- Repair costs related to this accident are as follows:
 1. Pennsylvania PERCS – new control panel box = \$49,284.77
 2. Tele-Plus – repairs to the Police Department surveillance system = \$1,031.33
- The Borough received an insurance reimbursement check in the total amount of \$50,316.10 to offset these expenses.

Administrative Office & Personnel

Volunteers Needed

- The following positions are currently unfilled for the 2021 calendar year.
 1. Shade Tree Commission – 2 volunteers needed
 2. Sidewalk Appeals Board – 1 volunteer needed
 3. Water/Sewer Authority – 1 volunteer needed
 4. Zoning Hearing Board – 1 volunteer needed
 5. Planning Commission – 1 volunteer needed
- If you know anyone interested in volunteering for any of these vacancies, please have them contact the Borough office at 717-597-7143 or email at office@greencastlepa.gov.

Public Works

N. Carlisle Street Construction Project

- The Public Works staff has been highly involved with the Water Authority's water main replacement project on Walter Avenue and N. Carlisle Street to ensure the integrity of the Authority's distribution system.
- The team will also be tasked with all inspections of residential water service lines on N. Carlisle Street and will ultimately make the determination if a service line needs to be replaced with this infrastructure improvement project.

Alley Name Signage

- Upon Council's enactment of Ordinance 2021-01, all alleys in the Borough are now named. The Borough Public Works staff is currently working to install appropriate signage on designated alleyways.

Wastewater

Carlisle Street Pumping Station Rehabilitation

- The Carlisle Street Pumping Station reconstruction project was a 2020 approved capital expenditure budgeted at \$345,000.00 to include all construction and engineering costs.
- In September 2020, Council approved and awarded the bid, as reviewed by WM Hill Engineering, to PSI Pumping Solutions in the amount of \$353,900.00. Two installment payments have been made to PSI covering costs associated with equipment, pumps, and controls purchased.
- Construction on the pumping station is underway after commencing in early March with the full project anticipated to be completed in June 2021.



Carlisle Street Pumping Station Construction

PADEP Revision of PAG-07 and PAG-08

- The Pennsylvania Department of Environmental Protection Municipal Waste Regulations currently support the use of biosolids. The PAG-07 and PAG-08 are state-wide general permits that allow for the operation of the biosolids land application program.
- The PAG-07 and PAG-08 permits are currently in the process of being renewed, with the proposing changes there could be substantial impact on land application of biosolids in PA.
- With the potential for increased restrictions, the requirement for the Borough to landfill biosolids is a real possibility.
- Currently a local farmer comes to the Waste Water Treatment Plant and hauls the biosolids away at no cost to the Borough. If these new regulations cause the Borough to pay a landfill to bury biosolids, the annual costs would be at least \$20,000.00 per year.
- WWTP staff, sewer engineer Bill Hill, and Materials Matters, an existing contractor who assists the Borough in managing biosolids, will be closely monitoring any changes to the regulations regarding the land application of biosolids. Staff will keep Council apprised of any additional information obtained that needs to be brought to Council's attention.