

BOROUGH OF GREENCASTLE COUNCIL MEETING MINUTES

October 2, 2023

7:00 P.M.

MEMBERS PRESENT: Mayor Ben Thomas, President Albert W. Miller, Councilmen Joel Amsley, Wade Burkholder, H. Duane Kinzer, Jeremy Layman, and Scott Reagan. Also present was Borough Manager Emilee Little. Vice President Jan Shafer was absent.

President Albert W. Miller called the meeting to order at 7 p.m.

An invocation was provided by Pastor Martin Horn.

President Albert W. Miller led the Pledge of Allegiance.

President Albert W. Miller noted the meeting was being recorded for accuracy of the minutes.

On an Amsley/Reagan motion, Council unanimously approved the proposed agenda for the October 2, 2023, regular council meeting.

Opportunity to be Heard

Tim Fetterhoff of 180 Baumgardner Drive referenced the proposed 2024 budget regarding the police department and advised Council that they have a primary responsibility to provide for the safety of the Borough residents.

Bill Little property owner of 14 S. Carlisle Street thanked the Borough for paving S. Cedar Lane, stating that the repairs were much needed and appreciated.

Joe Crouse of 41 Edward Drive noted possible code violations near his property including high weeds and a dog barking.

CONSENT AGENDA

On a Reagan/Kinzer motion, Council unanimously voted to approve the Consent Agenda as presented.

Minutes of Previous Meeting:

Borough Council Meeting of September 5, 2023

Borough Council Workshop Meeting of September 25, 2023

Approve a food truck to be placed at 5 S. Carlisle Street during the grand opening of Crown Home Mortgage on October 20th from 3pm to 7pm as requested in the correspondence received from Joshua Feels on September 21, 2023.

Appoint John Alleman as the Borough of Greencastle's interim Emergency Management Coordinator.

REGULAR AGENDA

Payment of Bills

On an Amsley/Reagan motion, Council voted 5-1 with Layman opposed, to approve the disbursements listed on the September 2023 Disbursement Report in the amount of \$157,921.87.

Reports from Elected Officials

President's Report

President Miller advised that September was a busy month with a lot of meetings and noted that donations are needed at local food pantries.

Mayor's Report

Mayor Thomas noted the recent Cumberland-Franklin Counties Borough's Association Meeting as hosted by Greencastle, Trick or Treating on October 26th, and fire prevention week. Thomas advised of grant opportunities for capital equipment replacements and thanked the efforts of the Beautification Committee. For the complete report, go to [www.greencastlepa.gov/Document Collections/Mayor Reports](http://www.greencastlepa.gov/Document%20Collections/Mayor%20Reports).

Chief's Report

Chief Phillippy reviewed his written report providing updates on recent activities of the Police Department including the annual Fish with a Cop event and reports showing code enforcement activities. For the complete report, go to [www.greencastlepa.gov/Document Collections/Chief of Police Reports](http://www.greencastlepa.gov/Document%20Collections/Chief%20of%20Police%20Reports).

Manager's Report

Little provided an update and overview of activities and projects in progress including an employment opening in the Public Works department, preparations for Civil Service Testing, stormwater updates, and information from recent workgroup meetings and operational departments. For the complete report, go to [www.greencastlepa.gov/Document Collections/Manager Report](http://www.greencastlepa.gov/Document%20Collections/Manager%20Report).

Committee Action

Budget and Finance

On a Kinzer/Amsley motion, Council unanimously voted to approve a COSTARS quote from Pumping Solutions Incorporated to replace a manhole on Colonial Drive in the amount of \$30,622.00.

On a Reagan/Amsley motion, Council unanimously voted to authorize staff to purchase equipment listed below as approved for funding through the Pennsylvania Commission on Crime and Delinquency grant awarded in the amount of \$122,000.00.

- a. (4) Motorola APX6000 mobiles for vehicles
- b. (4) Motorola APX6500 portable radios for officers
- c. (4) cameras to be installed at the intersection of Rt. 11 and Rt. 16

Council reviewed the proposed 2024 municipal budgets and requested the following modifications:

- a. 01.410.131 – Maintain staffing of 5 full-time police officers (impacts numerous accounts in police budget)
- b. 01.410.132 – Increase projected hours for part-time police officers
- c. 01.410.741 – Include funding for 1 new police vehicle at a cost of \$75,000
- d. 01.430.760 – Remove proposed funds transfer to capital reserve to fund future capital expenditures
- e. 01.452.570 – Reduce funding for the lot development project, anticipating outside funding

Community Outreach

On a Burkholder/Amsley motion, Council voted to 5-1 with Layman opposed to approve Frederick, Seibert & Associates, Inc. to complete the preliminary design engineering for the Borough's lot development project for a cost not to exceed \$8,000.00.

Personnel

On a Reagan/Amsley motion, Council unanimously voted to authorize staff to advertise the following positions:

- a. Chief of Police
- b. Part-time police officers

Public Facilities & Stormwater

On an Amsley/Reagan motion, Council unanimously voted to reject a bid as received for the N. Carlisle Street sidewalk repair project as submitted by Gano Paving in the amount of \$60,454.00.

On a Layman/Burkholder motion, Council unanimously voted to authorize staff to request quotes for the N. Carlisle Street sidewalk repair project including pricing for the options of completing the work by December 15, 2023 and completing the work in spring of 2024.

Public Safety

On a Reagan/Burkholder motion, Council voted 4-2 with Amsley and Kinzer opposed to authorize the advertisement of an ordinance to regulate the ignition, discharge, and use of consumer and display fireworks.

Correspondence

None.

Final Comments

Kinzer – Expressed concerns with traffic at the new Sheetz noting visibility concerns at the Madison Street underpass and requested a mirror be installed. Council took no action on this request.

Adjourn

On an Amsley/Layman motion, the meeting adjourned at 9:24 p.m.

Respectfully submitted,

Emilee Little

Borough Secretary