

**BOROUGH OF GREENCASTLE
COUNCIL MEETING MINUTES**

February 4, 2019

7:00 P.M.

842 S. Washington Street

MEMBERS PRESENT: Mayor Ben Thomas Jr., Council President Steven Miller, Councilmembers: H. Duane Kinzer, Frank Webster Jr., Larry Faight, Joel Amsley, and Matthew Smith. Also present were Borough Manager Eden Ratliff, Chief of Police John Phillippy, and Assistant Borough Manager Lorraine Hohl.

President Miller called the meeting to order at 7:03p.m.

Councilmember Webster gave the invocation.

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 for the purposes of recording the meeting.

Ratliff explained to the Council and public that the consent agenda is a tool for Council to approve items that do not require discussion in order to direct discussion and attention to items requiring deliberation. As such, the Council will be presented with opportunities to expand the range of items in the consent agenda. In connection with this approach, Council will also be presented with the opportunity to approve the agenda at the beginning of each meeting. It will be at that time that items can be added or deleted from the agenda or rearranged as Council wishes.

On a Webster/Faight motion the Council voted to approve the proposed agenda for February 4, 2019 regular Council Meeting.

PUBLIC HEARINGS

Handicap Parking Ordinance

Ratliff gave an overview of the ordinance stating that it will place a handicap parking stall east of Cedar Lane on the south side of Baltimore Street. The stall will still be metered as it has been.

Borough Citizens may address Council & Mayor at this time on the proposed Handicap Parking Ordinance.

John Henson of 160 Osborne Avenue asked if Craig Myers resigned from Borough Council. He also asked why the Solicitor does not always attend the meetings. He lastly asked if the meeting tapes are recorded. President Miller informed him that Myers did resign, the Solicitor attends on an as needed basis, and the meeting minutes are the official record of the meeting.

Opportunity to be Heard:

Borough citizens may address Council at this time on specific issues of concern.

There were no comments from the public.

CONSENT AGENDA

The following is a list of routine items which do not appear to be controversial in nature and which likely do not require additional discussion. They can be acted on by one motion in their current form. If discussion is desired on any particular item, any member of Council, or the public, may request the item be removed from the Consent Agenda and that item will be considered separately.

Minutes of Previous Meeting:

Borough Council Meeting January 7, 2019.

Community Events:

Black Balloon Day March 6, 2019.

No parking on south half of Town Square from 9:00a.m. to 4:00p.m. on August 8, 2019 for Old Home Week Antique Tractor event.

No parking on the Town Square from 7:00a.m. to 1:00p.m. each third Saturday from May to September for Chamber of Commerce Seasonal Marketplace. **(New Agenda Item)**

Sidewalk Days on Friday July 12th and Saturday July 13th. Closing Baltimore Street from Washington Street to U.S. 11 and S. Carlisle Street from Town Square to Franklin Street pending approval of the Greencastle Police Department. **(New Agenda Item)**

Appointments:

Re-Appointment of Greg Rock to Greencastle Area, Franklin County, Water Authority and Greencastle Authority to terms expiring December 31, 2023.

Re-Appointment of Michele Emmett to the Zoning Hearing Board to a term expiring December 31, 2021.

Re-Appointment of James Thomas to the Borough of Greencastle Planning Commission to a term expiring December 31, 2022.

Appoint David Rutherford to the Borough of Greencastle Shade Tree Commission to a term expiring December 31, 2023.

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

REGULAR AGENDA

Payment of bills

On a Smith/Webster motion the Council voted unanimously to approve disbursements listed on the January 2019 Disbursement Report in the amount of \$129,949.07.

Reports from Elected Officials

President's Report

President Miller gave an interesting report covering the Franklin County Area Tax Board and Tax Collection Commission meetings and also welcomed Boy Scout Troop 99.

Mayor's Report

The Mayor gave a lengthy report (attached) covering a number of topics including the truck traffic on S. Washington Street. Mayor also issued a proclamation declaring April 26, 2019 as Arbor Day in the Borough of Greencastle. Mayor also welcomed and thanked Boy Scout Troop 99.

Chief's Report

The Chief delivered an interesting report that is attached to the minutes.

Manager's Report

Ratliff delivered an interesting report that is attached to the minutes. Ratliff and Mayor Thomas noted the importance of filling the vacancy of the Emergency Management Coordinator. Mayor recommended it be a regional coordinator and they be given a stipend.

1. Administration & Finance:

On a Webster/Kinzer motion the Council voted unanimously to approve a request from Robin Witmer of 253 Ronald Drive to waive excess sewage charges in the amount of \$245.10.

On a Webster/Faight motion the Council voted unanimously to approve a request from Antietam Realty, Inc. representing 65 Eastern Avenue to waive excess sewage charges in the amount of \$1,928.55.

2. Personnel:

On a Faight/Smith motion the Council voted unanimously to approve the creation of a job description for the position of Patrolmen in the Borough of Greencastle Police Department.

3. Public Safety:

4. Public Facilities:

On a Kinzer/Amsley motion the Council voted unanimously to adopt Ordinance 2019-01 designating a handicap parking space on E. Baltimore Street.

5. Community Development:

Miller explained that Paragraph 36 of Roberts Rules of Order allowed for a matter to be discharged from a Committee to that the entire Council can consider it removing it from the jurisdiction of said Committee.

On a Webster/Faight motion the Council voted unanimously to approve the discharge of the Community Development committee from further consideration of the re-zoning request from the Rescue Hose Company No. 1 for the General Residential Zone.

On a Faight/Webster motion the Council voted unanimously to submit the Rescue Hose Company No. 1 rezoning request to the Planning Commission for review.

6. Correspondence:

1. Franklin County Public Safety Training Center Annual Report
2. Jerome R. King Playground Association Thank you note
3. Invitation to Greencastle Lions Club Anniversary Dinner

Councilmember recognized and thanked former Shade Tree Commission Chairman Roger Johnston and asked that he be present to put a shovel in the ground at the tree planting ceremony on Arbor Day, April 26, 2019.

President Miller adjourned the Council to recess at 7:55p.m. and reconvened at 8:00p.m.

Presentations from Interested Council Candidates

Each candidate, Kenneth Peiffer, and Wade Burkholder, was given 5 minutes to present themselves.

Councilmembers and Mayor followed up with questions of each candidate asking the same questions for each candidate.

Opportunity to be Heard:

Borough citizens were given three minutes to ask questions or make comments regarding the vacancy. There was no public comment.

Tim Fetterhoff of 180 Baumgardner Drive asked if the candidates felt personally available to residents.

Miller opened the floor for nominations to fill the Council vacancy.

Webster nominated Wade Burkholder.

On a Faight/Webster motion nominations were closed.

Miller noted that the nominations were to be voted in the order of which they were received and the first candidate to receive a majority vote would be the new Councilmember.

Wade Burkholder was appointed to Council with a majority voice vote.

Mayor Thomas administered the Oath of Office to Wade Burkholder.

Wade Burkholder was welcomed to the Council and took his seat at the table with the Council and Mayor.

President Miller offered the elected officials a chance to offer additional comments.

Burkholder: Thanked the Council for his appointment.

Webster: Issued a thank you to Kenneth Peiffer for his interest in Council.

Kinzer: Made comments that required no action.

Amsley: Noted that it is critical that the Council not give the appearance that policies are developed in a vacuum and that citizens can participate.

Mayor: Noted that it was a good and lengthy agenda with much interaction.

Faight: Made comments that required no action.

Smith: No comment.

On a Webster/Faight motion the Council voted unanimously to adjourn the meeting at 8:48p.m.

Adjourn

Respectfully submitted,
Eden R. Ratliff,
Borough Manager