

MINUTES
GREENCASTLE BOROUGH COUNCIL MEETING
November 6, 2012
7:00 P.M.

MEMBERS PRESENT: Mayor Robert Eberly, Council President Charles Eckstine, Council Members Wade Burkholder, James Farley, Harry Foley, Craig Myers, Matthew Smith, and Frank Webster. Also present were Borough Manager Ken Womack, Assistant Borough Manager Susan Armstrong and Secretary/Receptionist Ericka Faight.

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

Anne Larew gave the invocation.

Council Presented Comcast Grant Award checks to representatives of Lilian S. Besore Memorial Library, GA-Maxx Capital Campaign, Jerome King Playground Association, and Old Home Week 2013.

Borough Manager Kenneth Womack presented the Susquehanna Municipal Trust 2011 Safety Award for Zero Worker's Compensation Lost Time Days.

CONSENT AGENDA

On a Webster/Burkholder motion, Council voted unanimously to approve the following Consent Agenda items:

*Minutes of the Antrim Township, Greencastle-Antrim School District, Borough of Greencastle Joint Meeting, September 18, 2012
Borough Council Meeting, October 1, 2012*

REGULAR AGENDA

Report of Disbursement and Payment of Bills

On a Burkholder/Myers motion, Council voted unanimously to approve the October 2012 Monthly Disbursement Report in the amount of \$334,137.30.

President's Report

Council President reported that he had met with various department heads and office personnel on October 29, 2012 to discuss the arrival of Hurricane Sandy and commended the staff on how they dealt with the storm. Mister Eckstine also thanked Council Member Myers on his actions to keep Council updated as Emergency Management Coordinator.

Mayor's Report

Chief Phillippy also commended Council Member Myers for his efforts during the recent storm. The drug take back program was recently held at several locations and collected nearly 600 pounds of medicine, 200 pounds of which were collected in Greencastle.

Reports from Committees

A. Administration & Finance

1. On a Webster/Burkholder motion, Council voted unanimously to approve an ordinance creating a Local Economic Revitalization Tax Assistance (LERTA) District within the Community Commercial, Highway Commercial, and Industrial zones of the Borough of Greencastle.

B. Community Development

1. On a Myers/Smith motion, Council voted unanimously to approve free public parking at all downtown metered parking locations from December 1-31, 2012.
2. On a Webster/Smith motion, Council voted unanimously to approve a modification to the street extension of Avalon Avenue into the Borough of Greencastle to include curbing, sidewalks, driveway aprons, grades and road improvements per Borough specifications and require the developer to provide a Performance Bond for said improvements.

Prior to Council taking action, Robert Edrington, 426 W Walter Avenue, voiced concern with the current condition of the area surrounding the Avalon Avenue extension project and the timing of the proposed work.

3. On a Myers/Foley motion, Council voted unanimously to approve a Land Development Plan submitted by Frederick Seibert, Inc. on behalf of the Lilian S. Besore Memorial Library situated at 305 East Baltimore Street (R2 General Residential), to include a waiver for submission of a preliminary plan and the requirement for contours on the plan.
4. On a Burkholder/Smith motion, Council voted unanimously to approve the installation of five (5) 100 watt, black colonial lights, 9,000 (nine thousand) lumens, with fiberglass posts within close proximity to Lots 61, 46, 32, 19 and 7 in the Antrim Crossings development, which is consistent with the review and recommendation of the Borough's Planning Commission.

C. Personnel

1. On a Burkholder/Foley motion, Council voted unanimously to appoint Susan D. Armstrong to the following Borough Positions effective December 1, 2012:

Zoning Officer
 Chief Code Enforcement Officer
 Borough Treasurer
 Pension Plan Administrator
 DCED Authorized Electronic Signature
 PennDOT Authorized Electronic Signature
 Assistant Right-to-Know Officer

2. On a Myers/Smith motion, Council voted unanimously to appoint Kenneth W. Womack to the following Borough position effective December 1, 2012:

Assistant Zoning Officer

3. On a Burkholder/Webster motion, Council voted unanimously to appoint Ericka L. Faight to the following Borough Positions effective December 1, 2012:

Borough Secretary
 Right-to-Know Officer

4. On a Myers/Webster motion, Council voted unanimously to remove Lyle James Paul Williams from the list of Part-Time Police Department Patrol Officers.

D. Public Facilities

1. On a Foley/Webster motion, Council voted unanimously to authorize payment of \$2,975.48 to William F. Hill & Associates, Inc. for construction monitoring services as part of the Wastewater Treatment Plant Biological Nutrient Reduction Project professional services contract.
2. On a Webster/Myers motion, Council voted unanimously to approve Pay Application No. 6 in the amount

of \$107,435.50 to Conewago Enterprises (General Construction Contract) for the Wastewater Treatment Plant Biological Nutrient Reduction Project.

3. On a Webster/Smith motion, Council voted unanimously to approve Change Orders No. 1 & No. 2 in the amount of \$3,622.50 and \$5,496.00 respectively to Valley Quarries for the Madison Street Underpass Project, with Change Order No. 2 being reimbursed by Columbia Gas.
4. On a Myers/Smith motion, Council voted unanimously to approve Pay Application No. 3 & No. 4 in the amount of \$3,895.60 and \$6,989.00 respectively to Edwin L. Heim Company (Plumbing) Wastewater Treatment Plant Biological Nutrient Reduction Project subject to the project engineer's satisfactory review and approval.
5. On a Burkholder/Webster motion, Council voted unanimously to approve Pay Application No. 3 & No. 4 in the amount of \$10,082.70 and \$10,665.60 respectively to Edwin L. Heim Company (HVAC) Wastewater Treatment Plant Biological Nutrient Reduction Project subject to the project engineer's satisfactory review and approval.
6. On a Myers/Farley motion, Council voted unanimously to approve Pay Application No. 6 \$7,295.55 to Monacacy Valley Electric for the BNR Wastewater Treatment Plant BNR Improvement Project (Contract No. 4 Electrical).

E. Public Safety

1. On a Webster/Smith motion, Council voted unanimously to adopt a Resolution declaring a public nuisance and providing for the abatement of the nuisance at 122 South Carlisle Street which is an immediate hazard to the general health, safety and welfare of the community.

Correspondence

Council accepted an October 29, 2012 letter from Mark Singer expressing his concerns with the process for selecting members for the Curb and Sidewalk Board of Appeals.

Reports from Council Members

Council Member Foley noted that the Dodge Intrepid which was being used as a spare vehicle for the police department was sold at the most recent COG auction and that the police department is exploring the possibility of having cameras installed in the patrol cars as well as body cameras. The department's policy and procedures manual is ready to review and approval.

Council Member Farley reported that the 2013 budget is final and Council will meet later this month for review.

Council Member Myers wished to thank everyone for their efforts during Hurricane Sandy and asked why the fire department's monthly report is not presented to Council. Borough Manager Womack replied that the report is provided to the Public Safety Committee; however the report can be added to Council's agenda packet in the future.

Assistant Borough Manager Susan Armstrong thanked Mister Myers for inviting her and Brad Graham to meet in preparation for Hurricane Sandy; it was refreshing to see a table full of great volunteers who wanted to do the right thing for their community.

Council President Eckstine noted that the committee created to gather information regarding the purchase of the Antrim Township Municipal Authority requested a list of the authority's concerns but nothing has been received by the committee or brought before the Antrim Township Supervisors.

Council adjourned at 8:50 p.m.

Respectfully submitted,

Kenneth Womack
Borough Manager