



**GETTYSBURG BOROUGH STORM WATER AUTHORITY  
TROXELL COUNCIL CHAMBERS  
59 E. HIGH STREET, GETTYSBURG, PA 17325  
(GBSWA) JUNE 12, 2023 MEETING MINUTES**

**PRESENT: Members of the Board:** Chair Michael S. Malewicki, Vice-Chair and Councilor John D. Lawver, Secretary and Councilor Wesley K. Heyser, Member Patrick L. Naugle, and Member Charles Strauss; **GBSWA Officials:** Administrative Manager Charles R. Gable; Solicitor Adam D. Boyer, Barley Snyder; Borough Engineer Chad M. Clabaugh, C.S. Davidson; Director of Historic and Environmental Preservation Debra English; and Recording Secretary Karen Mesher; **Borough Staff Present:** Public Works Director Robert Harbaugh; **Members of the Public:** CPA Jennifer CruverKibi, Maher-Duessel; Rev. Frederica K. Meitzen and Rev. Sandra B. Mackie, both at 335 Ridge Avenue; Filming by *Community Media-ACCTV*.

**GBSWA – Call to Order**

Chair Malewicki called the meeting to order at 5:30 PM on June 12, 2023.

**Welcome and Opening Remarks**

Chair Malewicki said that the Authority had a full agenda tonight.

**Announcements**

There were no announcements at this time.

**Approval of Minutes and Bills**

Chair Malewicki requested a motion to approve the April 10, 2023 GBSWA Meeting Minutes as submitted, and to approve all bills and payroll as presented.

Vice-Chair Lawver made the **motion** to approve the April 10, 2023 GBSWA Meeting Minutes as submitted, and to approve all bills and payroll as presented. The motion was seconded by Member Strauss and **carried 5-to 0 without dissention.**

**Approval of Revised Agenda**

Chair Malewicki requested a motion to accept the June 12, 2023 GBSWA Revised Meeting Agenda as presented, noting the addition of the Gettysburg Municipal Authority Memorandum of Understanding (GMA MOU).

Secretary Heyser made the **motion** to accept the GBSWA June 12, 2023 Revised Meeting Agenda as presented noting the addition of the Gettysburg Municipal Authority MOU. The motion was seconded by Member Naugle and **carried 5-to 0 without dissention.**

**Public Comment for Items on the Meeting Agenda**

**Rev. Sandra R. Mackie, 335 Ridge Avenue** said that she and Frederica Meitzen had met previously with members of the Stormwater Authority, the Borough Engineer, the Highway Superintendent, the project excavator and the architect to discuss the building project at 536 McMillan Street. She believed that the plans for the project have been altered since that meeting and stated her concerns to include an obstructed swell, soil runoff from NPS land over the hill and to the back of their house that would cause flooding. She said that the NPS removed several trees on park service land

that would have prevented such flooding. She said that there is no drainage or a retention pond at the bottom of the hill where their property meets the back of her property and is concerned about potential flooding.

**Frederica K. Meitzen, 335 Ridge Avenue** said that they have lived at their property for some time and have experienced severe flooding; and pointed out that the removal of the trees and the grading have changed the impervious surface and increased the potential for future flooding. She noted that the property owners at 536 McMillan have done some work in the swell creating some concerns.

### **Special Presentation**

#### **2022 Audit Presentation: DCED Filing and Publication in the Paper – Jennifer CruverKibi, CPA Partner, Maher-Duessel**

Manager Gable introduced Jennifer CruverKibi, CPA / Partner, with Maher-Duessel. She presented GBSWA with the Annual Audited Financial Statements for the year ending December 31, 2022. Ms. CruverKibi reported an “unmodified opinion”, which is the highest possible rating prepared in accordance with Generally Accepted Accounting Principles; stating that all financial statements are presented fairly in accordance with cash basis. She gave a presentation summarizing the financial statements as well as a brief summary of the management letter which discloses any findings and recommendations for GBSWA. She noted that the biggest change was the comparative statements between 2021 and 2022; and that there was an increase in engineering costs due to more projects in the Borough (Culps Run and South Street) and a significant increase in capital assets (total cost of capital-related stormwater projects). She said that the DCED Report was filed with the state, and that GBSWA received an “Unmodified Opinion” on the regulatory basis of accounting which is the best that you can receive on a regulatory basis. Following the presentation, GBSWA acknowledged receipt of the 2022 Audit Report by Board. Chair Malewicki called for a motion to accept the Fiscal Year 2022 audit as presented.

Vice-Chair Lawver made the **motion to accept the Fiscal Year 2022 Audit as presented.** The motion was seconded by Secretary Heyser and **carried 5-to-0 without dissention.**

Solicitor Boyer said that a concise financial statement must be published in the Legal Section of the *Gettysburg Times*.

#### **Rain Barrel Workshops – Environmental Preservation Director Debra English**

She presented a video presentation (see attached) of the May 11, 2023 Rain Barrel Workshop that was cosponsored by Gettysburg Stormwater Authority and the Adams County Ag-Soil Conservation District at the Ag Center Pavilion on Old Harrisburg Road. She said that this rain barrel event satisfied the MS4 public outreach MCM#1 program requirement with over 60 people showing an interest in the rain barrel class. She said that a second Borough sponsored class is scheduled for Thursday, June 15<sup>th</sup> at the GARA Pavilion from 5:00PM to 7PM to accommodate the additional interest of 38 people in the class. She noted that the cost to Borough residents would be \$25.00 and an at-cost price of \$53.00 for non-Borough residents to cover the costs of the rain barrels and hardware. She said that the May 11<sup>th</sup> class was attended by 27 Borough residents which would save 1566 gallons of water. She said that GBSWA used their tax-exempt status to purchase 26 barrels and hardware which averaged \$57.09 per person. Participants learned about the MS4 mandate, the importance of using rain barrels for water conservation, mosquito control, and the construction and maintenance of the rain barrels. Her video shared the construction of the barrels by the participants as well as some submitted footage of those barrels in use. Chair Malewicki felt that this is an excellent program and should be continued moving into the future and possibly underwrite project costs.

### **Current and Old Business**

#### **A. Financial Updates**

- **Revenue vs Expenses YTD (2023) – Gable**

Administrative Manager Gable updated the Authority on the GBSWA revenue to date is \$318,000 in the checking account for liquid cash. He noted that year-to-date that the Authority is doing really well, and that

all expenses are within budgetary parameters, noting that revenue will change after the July 1<sup>st</sup> billing. He said that fee structure changes is a conversation to have in the future with big projects looming in the future and the possibility of not receiving grant funding.

#### **Payments Received (2022 Billing) – English**

**Payments & Liens:** Director English updated the Board on GBSWA Collections to date. She said that a few more liens (perhaps four or five) have been paid off since the last meeting due to property settlements. She said that stormwater bills are being prepped for mailing for the July 1<sup>st</sup> billing cycle.

#### **Liens Filed – Boyer**

Solicitor Boyer said that no lien information was forwarded regarding liens since May 2023, and any liens that have been filed are cleared at the courthouse.

#### **B. Bream Alley MOU with GMA - Clabaugh**

Engineer Clabaugh discussed the Bream Alley MOU with GMA with the Authority. He said that Bream Alley runs from Middle Street to Springs Avenue diagonally behind the shopping center. He said that he had discussions in April to pair the replacement of the stream channel wall with the GMA Sanitary Sewer Interceptor Project. Vice-Chair Lawver said he had attended a GMA Meeting with Chair Malewicki regarding the channel wall replacement and the GMA Interceptor Project; and that the agreement is fair and that the work needs to be done. Engineer Clabaugh said that teaming with GMA would maximize the project and work collaboratively to resolve project issues faced by both parties in that location. He said that the Authority would assume two-thirds of the channel wall replacement costs while GMA would assume one-third of the costs.

Vice-Chair Lawver made a motion to approve the Memorandum of Understanding, dated June 12, 2023, between the Gettysburg Stormwater Authority and the Gettysburg Municipal Authority, to provide for the replacement of the stream channel wall associated with the Sanitary Sewer Interceptor Replacement Project, located along Bream Alley in the Borough of Gettysburg. The motion was seconded by Secretary Heyser and carried 5-to-0 without dissention.

#### **New Business**

##### **A. Filing of Annual Report with DCED Publication in Paper – Boyer**

Solicitor Boyer said that Maher Dussel will take care of filing the Annual Audit Report with DCED. He did say that the Borough must publish a Notice of Audit of the report in the Legal Section of the *Gettysburg Times*.

##### **B. Stormwater Management Plans - Clabaugh**

###### **1. McKee Stormwater Management Plan, 536 McMillan Street**

Engineer Clabaugh updated the authority on the construction of a house at 536 McMillan Street (corner of McMillan Street and Ridge Avenue). He said that there was a revision to the driveway to accommodate three vehicles, and the addition of a patio with a hot tub which concerned the neighboring properties regarding the swell that runs along the right side. He said that a berm surrounds the house which controls water run-off from the house and from the NPS land. He said that the property owner had agreed to revise the plan (lower the berm by three inches per the requirement of the stormwater ordinance for stormwater and rate control and move the berm seven to ten feet to the west to not impact the neighbors). He said that adjustments could be made to a new stormwater ordinance that would include requirements from DEP that would include discussions on what GBSWA would require regarding a proposed plan (engineer create a professionally prepared plan or be more lenient with rate and volume



control). Member Naugle questioned the vegetation design, and Engineer Clabaugh said that the applicant, Robert Sharrah, used a “meadow design”. He said that a stormwater catch basin would protect the property in case of a huge water event which is over seven inches of water in a 24-hour period of time. He said that the only revision to the plan since October 2022 was the addition of the driveway revision; but because they plan to adjust the berm, they avoided the addition of a pipe. Those additions are pending GBSWA approval of the Stormwater Management Plan. Engineer Clabaugh said that other municipalities call for a Simplified Approach, but Borough projects over 5,000 square feet would call for a full review.

Chair Malewicki made a **motion to approve the Stormwater Management Plan for Timothy McKee last revised 06/07/2023 conditioned on:**

- **An updated stormwater management agreement to be enacted at the completion of construction.**

The motion was seconded by Member Strauss and discussed by the Authority. Chair Malewicki called for a **roll call vote** from the Authority. There were **3 Yays, 0 Nays, and 2 Abstentions** (Member Naugle needed more time to review the plan which came to the Authority on June 7<sup>th</sup>, and Vice-Chair Lawver owns a neighboring property).

## **2. Miller Stormwater Management Plan, 4 SW Confederate Avenue**

Engineer Clabaugh said that the Miller Stormwater Management Plan on the corner of SW Confederate Avenue and Middle Street calls for the addition of a swimming pool, and that there are three conditions for approval: to update their revised infiltration test reporting sheet reflecting their accurate depth, provide detail of the level spreader / infiltration trench on the plan, and to enact the Stormwater Management Operations and Maintenance Plan Agreement.

Secretary Heyser made a **motion to approve the Stormwater Management Plan for Ian Miller at 4 SW Confederate Avenue last revised 06/01/2023 conditioned on:**

- **Revised infiltration test reporting sheet reflecting the accurate depth,**
- **Detail of the level spreader / infiltration trench to be provided on the plan,**
- **Enactment of the Stormwater Management Operation and Maintenance Agreement.**

The motion was seconded by Member Strauss and **carried 5-to-0 without dissention.**

The Authority discussed the Stormwater Management Plan Review Process. Engineer Clabaugh said that the administration methods for accepting plans can be updated; and Secretary Heyser suggested that Authority members should have more time to review the plans. Vice-Chair Lawver suggested that the Property Owner / Developer / Contractor should “do their homework before even beginning to move dirt”.

### **Public Comment for Items Not on the Agenda**

***Rev. Sandra R. Mackie, 335 Ridge Avenue*** thanked the Authority for their discussion and level of concern for the neighboring property owners.

### **Adjournment**

Chair Malewicki requested a motion to adjourn. **Motion** was made by Member Strauss, **seconded** by Vice-Chair Lawver, and passed **5-to-0**. Meeting adjourned at 6:40 PM.

Respectfully submitted by:

Karen Mesher, Planning Management Assistant  
GBSWA Recording Secretary

Gettysburg Borough Stormwater Authority  
June 12, 2023  
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The flyer features a background image of numerous blue rain barrels stacked together, with their circular openings visible. A large, dark teal semi-circular shape is positioned on the right side of the image, serving as a backdrop for the text. The title 'RAIN BARREL WORKSHOP' is written in a large, white, serif font, oriented vertically. Below the title, the date 'MAY 11, 2023' is displayed in a smaller, white, sans-serif font, also oriented vertically.

# RAIN BARREL WORKSHOP

MAY 11, 2023



**Keeping It Green**

*at the*

**Adams County Agricultural and Natural Resources Center**

670 Old Harrisburg Road

Gettysburg, PA 17325



519-44-1000-0000

**Showcasing and Promoting Practices and Techniques**

*to Protect and Preserve Our Land*

# Partnered with Adams County Ag - Soil Conservation District



## AGENDA

RAIN BARREL WORKSHOP  
May 11, 2023  
5-7PM

by the Adams County Conservation District and the Borough of Gettysburg Storm Water  
Authority (GPSWA).

Vy Trinh, Adams County Conservation District, Watershed Specialist

a. Opening remarks

Debra English, Director of Historic and Environmental Preservation, MS4 Coordinator

a. What is MS4 and Why is it important?

b. Why use rain barrels?

c. Handouts.

Christina Anders, Adams County Mosquito-borne Disease Control Coordinator/Resource Conservation

a. Mosquito Control

Vy Trinh, Adams County Conservation District

a. Parts, construction, and maintenance of rain barrels

QUESTIONS FOR ANY OF THE SPEAKERS??

GRAB YOUR BARREL AND GET STARTED –  
WE WILL BE WALKING AROUND TO HELP WITH INSTALLATION.

Pizza will be available at 6PM.

THANK YOU FOR ATTENDING



We had 27 Borough residents sign up for this class. We have 38 on a list for a 2<sup>nd</sup> class.

- The Barrels were \$53.00 with TAX if purchased through Adams County. GBSWA was able to use our Tax Exempt status and we saved \$81.00 on the purchase of 26 barrels.
- Barrel Cost: \$1350.00
- Other Supplies and Pizza: \$156.76
- Total Cost of workshop: \$1506.76 (\$57.09 per person)

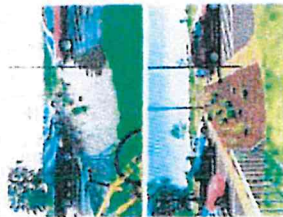


- Several handouts were provided, the below on harvesting with rain barrels (created by Adams County) and our MS4 pamphlet located on the Borough's website as well as a maintenance sheet on how to maintain your rain barrels.

#### What can I do to reduce NPS pollution?

Individuals can play an important role by changing certain everyday habits:

- Dispose of used oil, antifreeze, paint, and other household chemicals properly (do not pour down sink, into storm drain, or on the ground).
- Inspect septic system every couple years to ensure system is working properly.
- Keep litter, pet wastes, grass, leaves, and other debris out of street gutters and storm drains.
- Do not apply more than recommended amount of fertilizers and pesticides to your lawn and garden or, better yet, use a soil test kit.
- Use rain collection devices, like rain barrels, to harvest and store rain water.
- Install stormwater infiltration areas like the rain garden below.



### 10 Water Conservation Tips

1. Make sure your faucets are not leaking: A leaking faucet could waste up to 4,000 gal/year. Also, turn off the faucet when shaving or brushing your teeth.
2. Run the dishwasher and washing machine only when they are full.
3. Defrost food in the refrigerator instead of using running water: A running faucet uses about a gallon of water per minute.
4. Keep a container of water in the refrigerator rather than running the water until it is cold.
5. Test all toilets regularly for leaks: A leaking toilet could waste up to 100 gal/day.
6. Take shorter showers and replace old showerheads: Low flow showerheads can save 3 gal/min.
7. Limit grass areas and use trees, shrubs, and other plants that require less water to landscape your yard: Grass turf requires 30-50% more water.
8. Water during the coolest part of the day (preferably morning) and never water on windy days: As much as 30% of water used can be lost to evaporation.
9. Use a broom rather than a hose to clean decks, sidewalks, and other paved areas: 5 minutes of running the hose uses 25 gallons of water.
10. Cover pools to prevent evaporation: An average uncovered pool loses about an inch of water a week because of evaporation.



### Water Harvesting with Rain Barrels

A Water Quality & Conservation Fact Sheet

Adams County  
Conservation District  
670 NW Harbort Road, Suite 201  
Gresham, OR 97030  
www.adamscounty.us  
727-334-6516

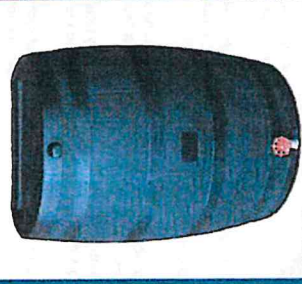


## How to maintain and winterize your rain barrel:

### Winterize

Before you drain your barrel to winterize it, take 1 cup of vinegar and add that to the water in the rain barrel let it sit overnight. This will clean and kill any mold that has accumulated inside the barrel. Drain this water over your grass to filter out impurities before entering our storm drains that drain to our tributaries and Chesapeake Bay. Then follow the winterization steps below.

**Step 1:** Drain your rain barrel by opening all spigots. Once drained turn the barrel upside down. The average rain barrel weighs 500 pounds when full and should be fully drained before attempting to move.



**Step 2:** Remove hoses and rain spout diverter and leave faucets open. Re-connect your downspout to run water away from your house as it functioned prior to installing your rain barrel.

**Step 3:** Clear debris from the barrel and the filter screen. An empty barrel is a good opportunity to clear out the muck that can lead to mold and fungus growth. Take a toilet brush or the like and scrub the inside walls and rinse with a hose.

**Step 4:** How to store, if space is available store inside your garage if that is not an option move behind your home and place against your house to avoid it blowing away and store upside down to avoid collecting water that may freeze and crack the barrel.

To keep cycled clean water in your barrel – USE THIS WATER – water your lawn, your pets, your houseplants keep it moving. Moving water will not create algae vs stagnant water.

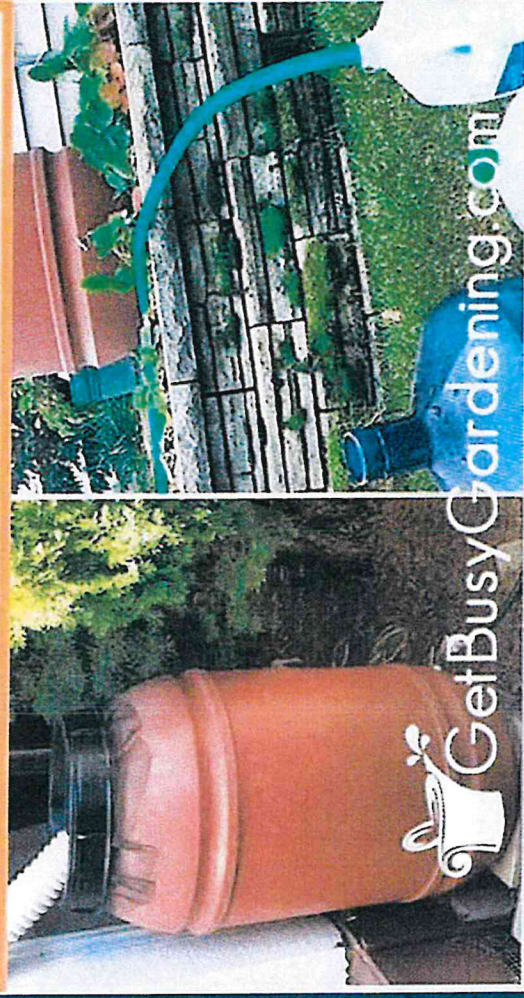
\*\* Note if you are having issues with algae during the summer collection months, you can add a few tablespoons of Apple Cider Vinegar (ACV) Mother Earth Organic to the water which is safe for birds to drink and watering your garden plants.



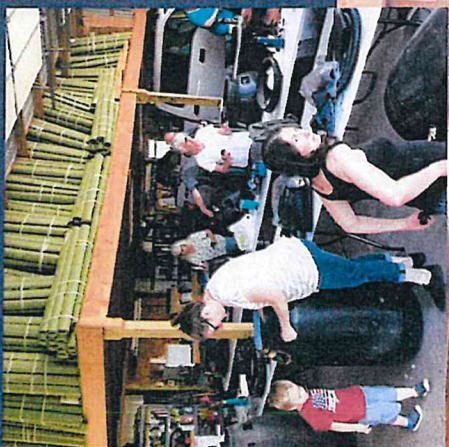
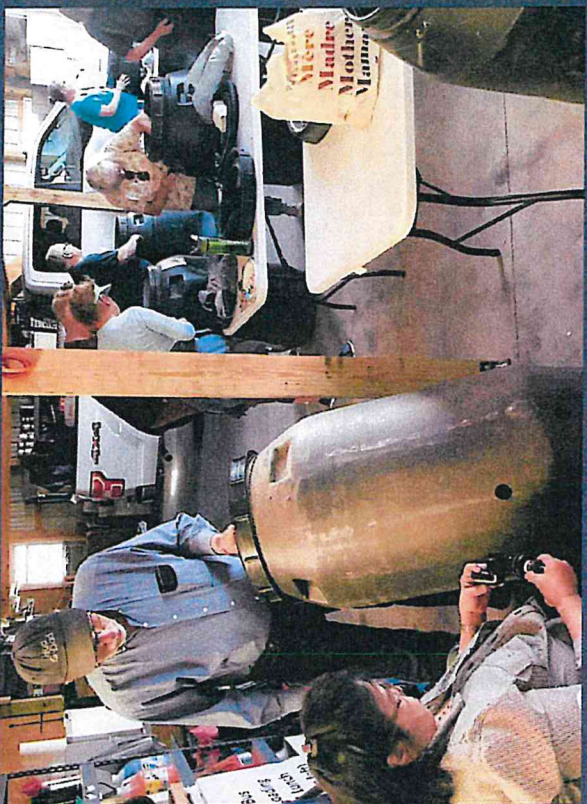
The overall take, not many residents are familiar with Ms4.

Part of our requirements for Stormwater is Public Outreach for our MCM#1 requires public outreach, which would include articles, newsletters, website, social media and public events.

# 7 Awesome RAIN BARREL BENEFITS For You & Your Garden







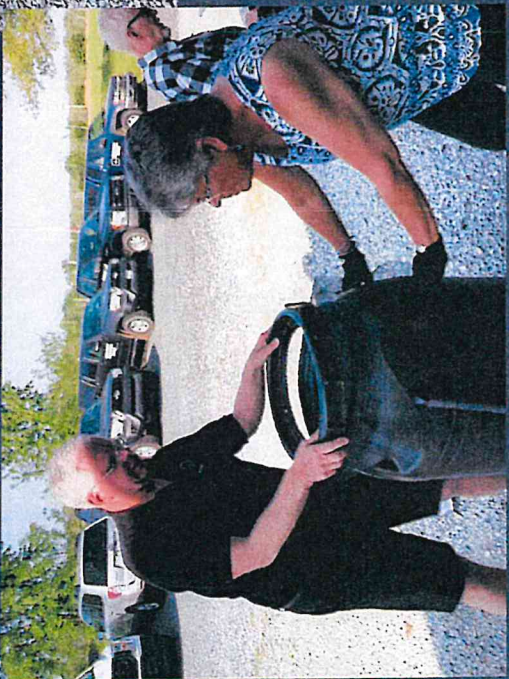
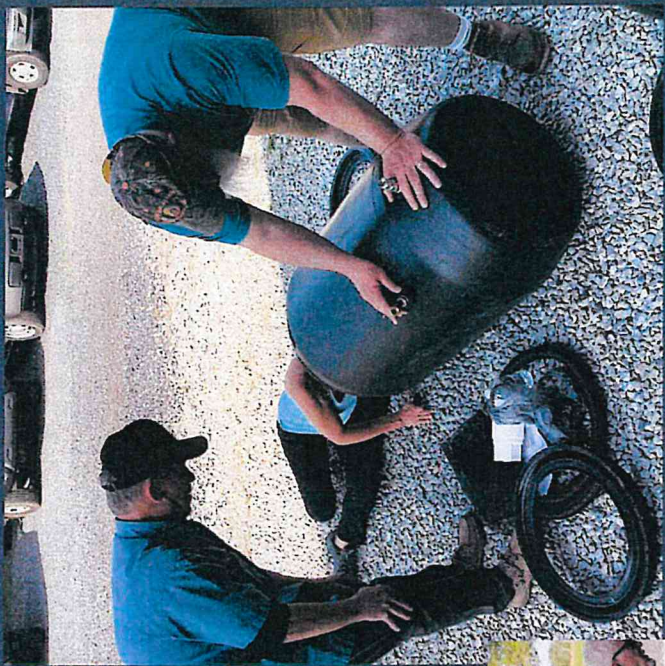








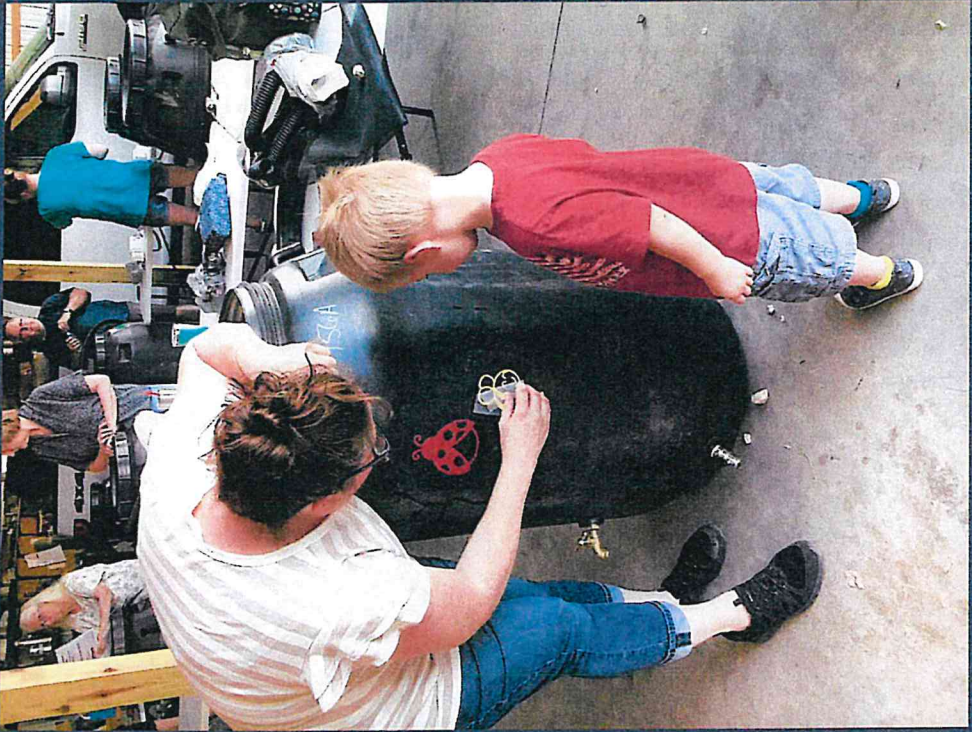














Once all of BMP barrels are installed that  
will conserve 1566 GALLONS of water!





## Schoolhouse Alley

Go Gettysburg College!!

The owner noted  
Saturday's rain filled the  
barrel - that's 58 gallons  
of water recycled at one  
household!!!

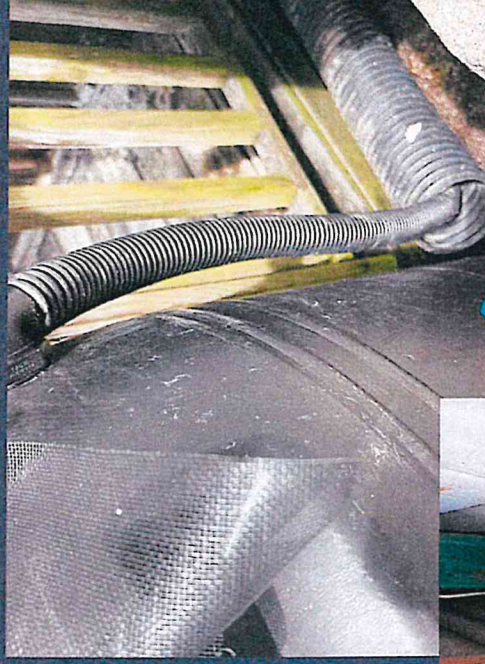




38 N. Stratton Street



An extension pipe was added to the overflow to water the garden in the back yard.





38 N. Stratton Steet  
Mr. Frank Marrone





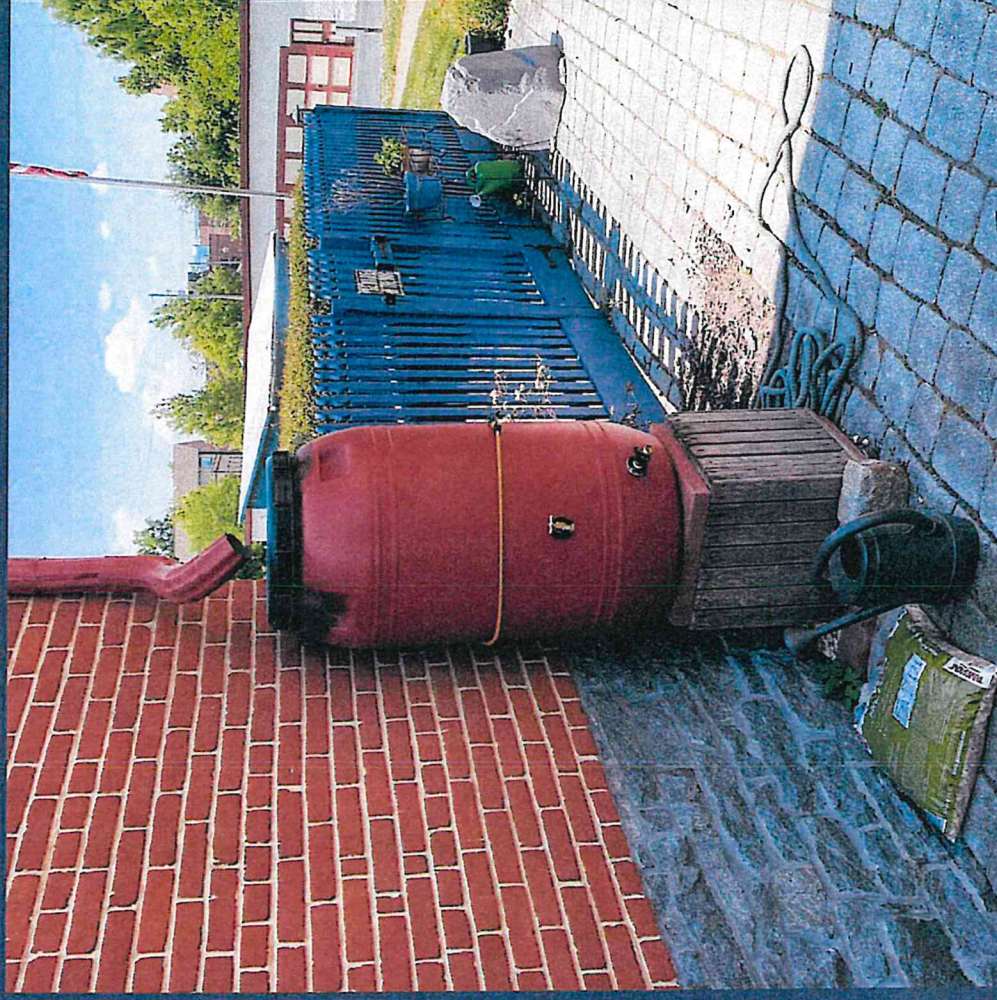
# N. Stratton Street





461 Baltimore Street

Painted to blend in with  
the brick on the house,  
NICE JOB!!





# Springs Avenue





Our Borough residents with  
our 27 barrels will conserve  
1556 gallons of water.





Adams County residents outside the Borough purchased 24 barrels from the Adams County AG Center. Saving an additional 1392 gallons of water will be conserved. That's a grand total of 2958 gallons of water. Excellent Team Effort!!!





THE END



