



# Borough of Gettysburg

October 15, 2019

## Council Business Meeting AGENDA

Council Chambers  
59 East High Street  
Gettysburg, PA 17325

### MEMBERS

Theodore Streeter	(Mayor)
Susan Naugle	(President)
Jacob Schindel	(Vice-President)
Wesley Heyser	
John Lawver	
Patricia Lawson	
Christopher Berger	
Charles Strauss	
Judith Butterfield	

### STAFF

Charles R. Gable, <i>MPA</i>	(Borough Manager)
Harold Eastman, Jr.	(Solicitor)
Sara Stull	(Borough Secretary)
Sara Stull	(HR Director)
	(Planning Director)
	(Zoning Officer)
Robert Glenney, Jr.	(Chief of Police)
Nicolette James	(Finance Director)
Robert Harbaugh	(Public Works Director)
Scott Weaver	(Code Enforcement)
Chad Clabaugh, <i>PE</i>	(Borough Engineer)
Dave Sanders	(EMS Coordinator)
Rebecca Fissel	(Interim Parking Manager)
Karen Mesher	(Administrative Assistant)

**Borough of Gettysburg**  
Council Business Meeting Agenda  
October 15, 2019 – 7:00 PM

- |             |   |                         |
|-------------|---|-------------------------|
| <b>I.</b>   | <b>Council - Call to Order</b>                    | <b>President Naugle</b> |
| <b>II.</b>  | <b>Moment of Silence and Pledge of Allegiance</b> | <b>President Naugle</b> |
| <b>III.</b> | <b>Welcome and Opening Remarks</b>                | <b>President Naugle</b> |
| <b>IV.</b>  | <b>Announcements</b>                              | <b>President Naugle</b> |

An executive session of the Borough Council was conducted immediately following the adjournment of the September 23, 2019 work session consistent with section 708(a)(1), 708(a)(3), section 708(a)(4) and section 708(a)(5) of the Sunshine Act.

An executive session of the Borough Council will be conducted immediately following the adjournment of this evening's meeting consistent with section 708(a)(1), section 708(a)(2), section 708(a)(4) and section 708(a)(5) of the Sunshine Act for the following purposes: (1) to discuss matters involving the employment, the termination or resignation of employment, the terms and conditions of employment of employees, prospective employees and/or former employees of the Borough; (2) to discuss information and strategy in connection with a Petition to Vacate Grievance Award filed in the Court of Common Pleas of Adams County to Docket No. 2019-SU-687 captioned the Borough of Gettysburg, Petitioner, and the International Brotherhood of Teamsters, Local 776, Police Labor Organization, Respondent; (3) to discuss information in connection with litigation filed in the United States District Court for the Middle District of Pennsylvania to Docket No. 1:19-cv-01412 captioned Linda Atiyeh, et al., Plaintiffs v. Borough of Gettysburg, et al., Defendants; and (4) to review and discuss Borough business which, if conducted in public, would violate a lawful privilege or lead to the disclosure of confidential information protected by law.

**V. Approval of Agenda and Minutes - Council**

**A motion to approve the October 15, 2019 agenda as presented.**

**A motion to approve the CDBG Public Hearing and Council Meeting Minutes of September 9, 2019 as presented.**

**A motion to approve the Broadway NID Public Hearing, and Council Special Meeting (Broadway NID) of September 23, 2019 as presented.**

**A motion to approve the Council Work Session Minutes of September 23, 2019 as presented.**

**VI. Public Comment**

**VII. Special Presentation**

**Mayor Streeter – Award Presentation to Officer Shannon Hilliard and Officer Christopher Evans**

**Manager Gable – Pennsylvania Municipal League Presentation**

**VIII. Current and Old Business**

**A. Finance Department**

- |           |                                       |                        |
|-----------|---------------------------------------|------------------------|
| <b>1.</b> | <b>Departmental Report</b>            | <b>Nicolette James</b> |
| <b>2.</b> | <b>Motions Needing Council Action</b> |                        |

## **Borough of Gettysburg**

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October 15, 2019 – 7:00 PM

**A motion to approve all bills and payrolls for the month as presented.**

**A motion to accept the J. P. Harris Tax Exoneration report for tax year 2012 as presented.**

### **B. Planning Department/Zoning/Code Enforcement/HARB**

1. Departmental Report
2. Motions Needing Council Action

**A motion to approve and authorize the issuance of Certificates of Appropriateness for the following applications: COA-19-0079, 58 Chambersburg Street – Ernie Kranias, Shaffer Design Associates, for proposed cosmetic exterior renovations to the front façade of the building as follows: the replacement of existing light fixtures, transoms and doors, and the removal of awnings and the repainting of the exterior of the building; COA-19-0086, 688, 698, 700, 712 and 714 South Washington Street – Jacqueline White for preliminary approval for the proposed project to construct a three-story 78,400 square foot parking garage consistent with the drawings and plans submitted to HARB pursuant to the application dated August 26, 2019; COA-19-0084, 59 East High Street – Charles R. Gable, Borough Manager, Borough of Gettysburg, for the proposed installation of a prefabricated shed comprised of mixed materials to be located on the rear east side of the Borough building and property; COA-19-0088, 327 Baltimore Street – Jon Muller, Shaffer Design Associates, for the installation of a proposed wooden access ramp with railings on the north side of the building; as set forth in the minutes of the September 18, 2019 meeting of the Historic Architectural Review Board (HARB) consistent with the findings and recommendations of HARB as set forth therein.**

**A motion to approve the Applicant, Jacqueline White, to proceed with the demolition of three (3) structures at 688-690, 696-698, 700-702 South Washington Street consistent with previously approved COA-19-0038, without the condition of the provision of financial security for the erection of a replacement structure, for public health and safety purposes and that the subject parcels in conjunction with a parcel located at 712 South Washington Street are part of a project to occur at the subject properties is for public benefit, subject to the condition of the issuance of order of condemnation of the structures by Pennsylvania Municipal Code Alliance (PMCA) in its capacity as code enforcement officials of the Borough.**

**A motion to approve the Applicant, Jacqueline White, to proceed with the demolition of (1) one structure at 712 South Washington Street consistent with previously approved COA-19-0050, without the condition of the provision of financial security for the erection of a replacement structure, for the purpose that in conjunction with three (3) parcels located at 688-690, 696-698, 700-702 South Washington Street is part of a larger project and that the resulting project to occur at the subject properties is for public benefit which outweighs the loss of the current building.**

**A motion to reappoint James C. McCabe to the Historical Architectural Review Board for a five-year term expiring in August 2024.**

### **C. Parking Department**

1. Departmental Report
2. Motions Needing Council Action

Becka Fissel

## **Borough of Gettysburg**

### **Council Business Meeting Agenda**

**October 15, 2019 – 7:00 PM**

**A motion to enact an ordinance amending Chapter 15, Part 3, Section 305 of the Gettysburg Borough Code of Ordinances in order to add an area on the north side of West Broadway between Carlisle Street and College Street as a location where parking is prohibited at all times; amending Chapter 15, Part 8, Section 801 of the Code of Ordinances to remove an area on West Broadway from Carlisle Street to College Avenue as a designated snow emergency route; and amending Chapter 15, Part 10, Section 1003.1 of the Code of Ordinances in order to remove an area on West Broadway Street from Carlisle Street to College Avenue as a designated residential parking permit street.**

**A motion to enact an ordinance amending Chapter 15, Part 8, Section 801 of the Gettysburg Borough Code of Ordinances in order to remove certain areas of South Street and South Washington Street as parts of designated snow emergency routes.**

**A motion consistent with the Memorandum of Understanding (MOU) with the Gettysburg Area Retail Merchants Association, Inc. (GARMA) to approve the request of GARMA for free holiday parking for the 2019 holiday season, from Thanksgiving Day through New Year's Day, each day from 12:00 noon through 8:00 p.m. in the designated parking areas with the exclusion of exempted meters as stated in the MOU. The designated parking areas, as requested by GARMA, are as follows: Lincoln Square and the first blocks of Baltimore Street, York Street, Carlisle Street and Chambersburg Street and the entirety of Steinwehr Avenue.**

#### **D. Public Works Department**

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|----|---------------------|--------------|
| 1. | Departmental Report | Rob Harbaugh |
|----|---------------------|--------------|

#### **E. Borough Engineer**

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|----|--------------------------------|---------------|
| 1. | Engineer Report                | Chad Clabaugh |
| 2. | Motions Needing Council Action |               |

**A motion to approve Application for Payment No. 1 to C.E. Williams and Sons for the Broadway Street Improvements Contract in the amount of \$60,561.00.**

**A motion to approve Application for Payment No. 2-Final to Pro's Concrete for the 2019 CDBG Curb Ramp Replacements Contract in the amount of \$4,376.65.**

#### **F. Police Department**

- |    |                     |                |
|----|---------------------|----------------|
| 1. | Departmental Report | Robert Glenney |
|----|---------------------|----------------|

#### **G. Borough Secretary**

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|----|--------------------------------|------------|
| 1. | Secretary's Report             | Sara Stull |
| 2. | Motions Needing Council Action |            |

**A motion to authorize a COLA increase for retired police pensioner Larry Runk, to be paid from the Police Pension Plan effective September 1, 2019.**

#### **H. Borough Manager**

- |    |                                |               |
|----|--------------------------------|---------------|
| 1. | Manager's Report               | Charles Gable |
| 2. | Motions Needing Council Action |               |

## **Borough of Gettysburg**

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### **Special Presentation**

#### **2020 Budget Overview**

A motion to adopt a resolution authorizing and ratifying entry into an Agreement with FutureStake, Inc. for the acceptance of a donation and gift of certain improved real property situate at 340 Baltimore Street in the Borough of Gettysburg and identified as Adams County Tax Parcel No. 16010-0383---000. Susan C. Naugle, President of Borough Council, and Sara L. Stull, Borough Secretary, are authorized to sign, attest, execute and acknowledge the Agreement on behalf of the Borough and to perform all acts, including the execution of a HUD-1 Settlement Statement and all related documentation necessary to effectuate said transfer and the Borough's acceptance of the gift of the donation of the real property and delivery of a deed for such purpose from FutureStake, Inc.

A motion to authorize entry into a Memorandum of Understanding (MOU) with the Gettysburg Area Retail Merchants Association, Inc. (GARMA) for a five (5) year term beginning in 2020 through the end of the holiday season of 2024 relative to the respective responsibilities of the Borough and GARMA regarding the decoration of the Borough for the holiday season, the free parking program for the holiday season and the operating procedures for GARMA's semi-annual Outdoor Antique Show. Susan C. Naugle, President of Borough Council and Sara L. Stull, Borough Secretary, are hereby authorized to sign, execute and attest the MOU on behalf of the Borough.

A motion to authorize the execution and acceptance of delivery of a Right-of-Way and Easement Agreement with South Central Community Action Programs, Inc. for the purpose of conveying to the Borough of Gettysburg a right-of-way and easements for the construction, maintenance and repair areas for a public, variable-width, shared-use path for use by pedestrians, bicycles and similar users. Susan C. Naugle, President of Borough Council, and Sara L. Stull, Borough Secretary, are hereby authorized to sign, attest, execute and acknowledge the Right-of-Way and Easement Agreement on behalf of the Borough.

A motion to authorize the execution and acceptance of delivery of a Right-of-Way and Easement Agreement with Spectra-Kote Corporation for the purpose of conveying to the Borough of Gettysburg a right-of-way and easements for the construction, maintenance and repair areas for a public, variable-width, shared-use path for use by pedestrians, bicycles and similar users. Susan C. Naugle, President of Borough Council, and Sara L. Stull, Borough Secretary, are hereby authorized to sign, attest, execute and acknowledge the Right-of-Way and Easement Agreement on behalf of the Borough.

A motion to authorize the preparation of a resolution relative to the adoption of a policy of the Borough of Gettysburg for the reduction of the use of disposable plastic products, for consideration of adoption by the Borough Council at its next monthly general business meeting scheduled to be held on Tuesday, November 12, 2019.

## **IX. Reports**

### **A. Liaison Reports**

1. MSG
2. GARA

Deb Adamik  
Jacob Schindel

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|-----|---|--------------------|
| 3.  | GMA   | Susan Naugle       |
| 4.  | Planning Commission                                       |                    |
| 5.  | Steinwehr Avenue Heart of Gettysburg Battlefield (SAHGB)  | Judie Butterfield  |
| 6.  | Adams County Boroughs Association (ACBA)                  | Mayor Streeter     |
| 7.  | Adams County Council of Governments (COG)                 | John Lawver        |
| 8.  | Adams County Transportation Planning Organization (ACTPO) | Susan Naugle       |
| 9.  | Adams Overdose Awareness Task Force                       |                    |
| 10. | Trail Feasibility Study                                   | Christopher Berger |

**B. Other Reports**

1. Elm Street
2. Recycling Report
3. Adams County EMS Report

**X. Elected Official's Comments**

- A. Mayor Theodore Streeter – Announce Trick-or-Treat on October 31<sup>st</sup> from 6-8 PM
- B. Wesley Heyser
- C. Patricia Lawson
- D. Christopher Berger
- E. John Lawver
- F. Judith Butterfield
- G. Vice President Jacob Schindel
- H. President Susan Naugle

- XI. Public Comment
- XII. Adjournment
- XIII. Executive Session