



# Borough of Gettysburg

May 14, 2018

Council  
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 A. Lawson  
Christopher Berger  
Charles Strauss

## STAFF

Charles R. Gable, *MPA* (Borough Manager)  
Harold Eastman, Jr. (Solicitor)  
Sara Stull (Borough Secretary)  
Sara Stull (HR Director)  
Rebecca LaBarre (Planning Director)  
Rebecca LaBarre (Zoning Officer)  
Richard Miller (Parking Manager)  
Nicolette James (Finance Director)  
Rob Harbaugh (Interim  
Public Works Director)  
Joseph Dougherty (Chief of Police)  
Scott Weaver (Code Enforcement)  
Chad Clabaugh, *PE* (Borough Engineer)  
Dave Sanders (EMS Coordinator)

**Borough of Gettysburg**  
Council Business Meeting Agenda  
May 14, 2018 – 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 April 23, 2018 work session consistent with sections 708(a)(1) and 708(a)(5) of the Sunshine Act.

An executive session of the Borough Council will be conducted immediately following the adjournment of this meeting consistent with sections 708(a)(1) and 708(a)(5) of the Sunshine Act for the following purposes: (1) to discuss matters involving the employment, the qualification for employment, appointment, termination of employment, the terms and conditions of employment, the evaluation of performance and promotion of Borough employees; and (2) to review and discuss items of Borough business which, if conducted in public, would either violate a lawful privilege or lead to the disclosure of confidential information.

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

A motion to approve the May 14, 2018 agenda as presented.

A motion to approve the Public Hearing and Council Meeting Minutes of April 9, 2018 and the Council Work Session Meeting Minutes of April 23, 2018.

**VI. Public Comment**

**VII. Special Presentation**

Mayor Proclamation for Healthy Adams Bicycle and Pedestrian, Inc. (HABPI)

Historical Architecture Review Board (HARB) – 2018 Award Presentation

Jordan P. Gable – Presentation of display case for Sister City Memorabilia

**VIII. Current and Old Business**

**A. Finance Department**

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|-----------|----------------------------|----------------------|
| <b>1.</b> | <b>Departmental Report</b> | <b>Charles Gable</b> |
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2017 General Fund Budget Overview Presentation – How Did the Borough Do??

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| <b>2.</b> | <b>Motions Needing Council Action</b> |
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A motion to approve all bills and payrolls for the month as presented.

Consistent with the Borough's General Fund Balance Policy, adopted pursuant to Resolution No. 101315, in order to allocate the identified surplus from the fiscal year 2017 budget and to ensure that the Borough's General Fund Reserve Account balance is no less than twenty-five (25%) percent of

## **Borough of Gettysburg**

### **Council Business Meeting Agenda**

**May 14, 2018 – 7:00 PM**

**the fiscal year 2017 budgeted general fund revenues, the following motions are made:**

**A motion authorizing the transfer from the surplus funds in an amount sufficient to ensure that the General Fund Reserve account balance is not less than twenty-five (25%) percent of the budgeted general fund revenues for fiscal year 2017.**

**A motion authorizing payment from the surplus funds in order to subcontract with Pennsylvania Municipal Code Alliance (PMCA) for a PMCA employee to work sixteen (16) hours per week in the Borough's Planning Department to be budgeted in an annual aggregate amount not to exceed twenty-five thousand (\$25,000.00) dollars.**

**A motion to supplement budget line item 01-430-740 for fiscal year 2018 in order to allow payment from surplus funds for the remaining balance due for the purchase and installation of the Borough's new fuel dispensing facilities system, in order to pay off and eliminate any Borough debt related to that capital purchase.**

**A motion to pay from the surplus funds the balance due on the Borough's 2009 Pennsylvania Infrastructure Bank (PIB) loan for the purpose of retiring the General Obligation Note of the Borough, Series of 2009.**

**A motion to transfer any remainder of the surplus funds from the fiscal year 2017 budget to the Capital Reserve Fund for any future street, alley and bridge construction, repairs and/or maintenance.**

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

- 1. Departmental Report** **Becky LaBarre**
- 2. Motions Needing Council Action**

**A motion to accept the recommendations of the Gettysburg Borough Historic Architectural Review Board (HARB) following its review on Wednesday April 18, 2018 and grant a Certificate of Appropriateness for the following applications: COA-18-0015, 778 Baltimore Street – Gettysburg Tours, Inc. for porch alterations as presented in the application submitted February 28, 2018; and COA-18-0027, 30 Chambersburg Street – Christ Evangelical Lutheran Church for repairs to stairs, cupola, and stone wall as presented in the application submitted April 4, 2018.**

**A motion to enact an ordinance amending the text of Part 13: Parking, Loading and Unloading and amending the text of Part 2: Definitions of the Gettysburg Borough Zoning Ordinance, for the purposes of amending the Borough's parking regulations and to add or revise related definitions in the Zoning Ordinance.**

**A motion to authorize the setting of a public hearing of the Borough Council to be held on Monday, June 25, 2018 at 6:30 p.m., to be held immediately prior to the duly advertised work session of the Borough Council, and to authorize the provision of public notice of the public hearing consistent with section 609 of the Pennsylvania Municipalities Planning Code relative to a proposed amendment of the Official Zoning Map of Gettysburg Borough for the purposes of reclassifying and rezoning certain real property located in the Borough and identified as 71 Buford Avenue (which includes real property identified as 61 Buford Avenue) in order to remove the same from a R-2 Moderate Density Residential District and to add said real property to a GC General Commercial District of the Borough.**

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**C. Parking Department**

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|----|--------------------------------|----------------|
| 1. | Departmental Report            | Richard Miller |
| 2. | Motions Needing Council Action |                |

A motion to authorize the preparation and publication for subsequent enactment of an ordinance amending Chapter 15, Part 10, Section 1003 of the Code of Ordinances in order to designate an area in the 800 block of Johns Avenue as a Residential Parking Permit System area.

A motion to authorize a reduction of the parking meter reservation fee for vendors participating in the seasonal Lincoln Square farmer's market on Saturday mornings to \$2,300.00 for the 2018 farmers' market season.

**D. Public Works Department**

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| 1. | Departmental Report            | Rob Harbaugh |
| 2. | Motions Needing Council Action |              |

A motion to award a contract to \_\_\_\_\_ as the lowest qualified responsible and responsive bidder for the rental of heavy construction vehicles and equipment as set forth in the Borough's specifications and instruction to bidders.

**E. Borough Engineer**

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

A motion to approve the financial security in connection with the Preliminary/Final Land Development Plan for Central Pennsylvania Transportation Authority's Trillium CNG fueling station project in the amount of \$52,243.13, consistent with the certification letter issued by C.S. Davidson, Inc., with said financial security being provided to the Borough in the form of a performance bond to be issued by Western Surety Company.

A motion authorizing the Borough of Gettysburg to execute, deliver and accept a Land Development Agreement and an Operation and Maintenance Agreement for Stormwater Management Practices with Central Pennsylvania Transportation Authority in connection with the Preliminary/Final Land Development Plan for the Trillium CNG fueling station project located at real property of the Adams County Transit Authority identified as 257 North Fourth Street in the Borough.

A motion authorizing the Borough of Gettysburg to execute, deliver and accept an Operation and Maintenance Agreement for Stormwater Management Practices with the landowner, Futurestake, Inc., in connection with the Stormwater Management Site Plan for an accessory building addition and related improvements located at real property identified as 297 Steinwehr Avenue in the Borough.

**F. Police Department**

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| 1. | Departmental Report | Joseph Dougherty |
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**G. Borough Manager**

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| 1. | Manager's Report | Charles Gable |
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**IX. Reports**

**A. Liaison Reports**

1. MSG Deb Adamik

A motion to adopt a resolution in support of the Application of Main Street Gettysburg for Keystone Communities Main Street Program Designation with the Pennsylvania Department of Community and Economic Development and to authorize Sara L. Stull, Borough Secretary, to provide a certified copy of the resolution to DCED.

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|---|-----------------|
| 2. GARA   | Jacob Schindel  |
| 3. GMA  | Susan Naugle    |
| 4. Planning Commission  | Charles Strauss |
| 5. Steinwehr Avenue Heart of Gettysburg Battlefield<br>(SAHGB)  | Jacob Schindel  |
| 6. Adams County Boroughs Association (ACBA)                     | Mayor Streeter  |
| 7. Adams County Council of Governments (COG)                    | John Lawver     |
| 8. Adams County Transportation Planning Organization<br>(ACTPO) | Susan Naugle    |
| 9. Adams County Heroin Awareness Task Force                     | Charles Strauss |

**B. Other Reports**

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

**X. Elected Official's Comments**

- A. Mayor Theodore Streeter
- B. Wesley Heyser
- C. Patricia A. Lawson
- D. Charles Strauss
- E. Christopher Berger
- F. John Lawver
- G. Vice President Jacob Schindel
- H. President Susan Naugle

A motion to appoint Susan Naugle as the voting delegate and Patricia Lawson as the alternate for the PSAB Annual Conference held in June.

**XI. Public Comment**

**XII. Adjournment**

**XIII. Executive Session**