

**BOROUGH OF GETTYSBURG  
TROXELL COUNCIL CHAMBERS  
59 EAST HIGH STREET, GETTYSBURG, PA 17325  
COUNCIL BUDGET WORK SESSION MINUTES  
OCTOBER 30, 2023**

**President Wesley K. Heyser** called the meeting to order at 7:00 PM with the following **Councilors present:** Vice-President Matthew Moon; Mr. Christopher Berger, Mrs. Judith Butterfield; Mr. John Lawver and Mr. Chad-Alan Carr. Ms. Patricia Lawson was absent. **Staff present included:** Mayor Rita Frealing Borough Manager Charles Gable; Assistant Borough Manager/Secretary Sara Stull; Police Chief Robert Glenney; HR Coordinator Kara Riethmaier; Planning Director Carly Marshall; Director of Historic & Environmental Preservation Debra English; Parking Manager Rebecca Fissel; and Public Works Director Robert Harbaugh.

**Others present included:** Alisha Sanders, 812 Sunset Avenue and Susan Cipperly, 314 North Stratton Street. Representing the press was Jim Hale with the *Gettysburg Times* and Filming by *Community Media-ACCTV*.

**President Wesley Heyser announced the upcoming meetings as follows:**

- ~~Council Meeting (2024 Budget Proposal) – Tuesday, October 10, 2023 at 7:00 PM~~
- ~~Council Meeting (2024 Budget Work Session) – Monday, October 16, 2023 at 7:00 PM~~
- ~~Council Meeting (2024 Budget Work Session) – Monday, October 23, 2023 at 7:00 PM~~
- **Council Meeting (2024 Budget Work Session) – Monday, October 30, 2023 at 7:00 PM**
- **Council Meeting (2024 Budget Work Session) – Monday, November 6, 2023 at 7:00 PM**
- **Council Meeting (Vote to Advertise 2024 Budget) – Monday, November 13, 2023 at 7:00 PM**
- **Council Meeting (2024 Posted for Public Review) – Monday, November 20, 2023**
- **Council Meeting (Vote to Adopt 2024 Budget) – Monday, December 11, 2023 at 7:00 PM**

**President Wesley Heyser announced an executive session of the Borough Council of the Borough of Gettysburg was conducted immediately following the adjournment of the October 23, 2023 Council 2024 Budget Workshop Meeting consistent with section 708(a)(5) of the Sunshine Act.**

**Special Presentation**

There was no special presentation.

**Public Comment** (Restricted to items appearing on the agenda – not tabled items)

There was no public comment at this time.

**2024 Budget**

**Revenues**

- |                  |                              |
|------------------|------------------------------|
| • Department 301 | Real Property Tax            |
| • Department 305 | Occupational Tax             |
| • Department 310 | Local Enabling Tax (Act 511) |

- Department 321 Business Licenses & Permits
- Department 322 NonBusiness Licenses & Permits
- Department 331 Fines & Forfeits
- Department 341 Interest Earnings
- Department 342 Rents & Royalties
- Department 351 Federal Grants
- Department 354 State Operating Grants
- Department 355 State Shared Revenue
- Department 357 Local Governmental Units
- Department 361 Charges for Services
- Department 363 Highways & Streets (Parking)
- Department 367 Culture & Recreation
- ~~Department 383~~ ~~Storm Water Fees~~
- Department 389 Miscellaneous Revenue
- Department 390 Other Financing Sources
- Department 392 InterFund Transfers In
- Department 395 Refund of Prior Years Expense

#### **Expenditures**

- Department 400 Legislative
- Department 401 Office of the Manager
- Department 403 Tax Collection
- Department 409 General Government Administration
- **Department 410 Police Services**
- Department 411 Fire Services
- Department 413 Code Enforcement
- Department 414 Planning, Zoning, Historic Preservation
- Department 415 Emergency Management
- Department 421 Health
- Department 430 Public Works
- Department 432 Winter Maintenance
- Department 433 Traffic Control Devices
- Department 434 Street Lighting
- Department 435 Sidewalks & Crosswalks
- ~~Department 436~~ ~~Storm Sewers & Drains~~
- Department 438 Bridges
- Department 439 Roads & Alleys
- Department 445 Parking Facilities
- Department 454 Parks, Recreation & Grounds
- Department 455 Shade Tree
- Department 465 Community Development
- Department 471 Debt Principal
- Department 472 Debt Interest
- Department 475 Fiscal Agent Fees

- **Department 492 InterFund Transfers Out**

**President Heyser** said that the remaining department to review in the 2024 Draft Budget is 410 – Police Service Expenditures.

**410-112 Police Salary – Chief Glenny** requested the promotion of a master sergeant that would supervise the two current sergeants and also focus on the daytime duties. He noted that this would not be a new hire but an officer already on the force which would add an additional \$6,000. The two sergeants would continue to command the two patrol squads and they would also be available at night when needed.

**Manager Gable** pointed out that this new position would need to be bargained with the Teamsters as this shift does not exist in the current labor contract.

**Mayor Frealing and Councilman Berger** agreed with the chief on adding another sergeant.

**Councilman Moon** expressed his concerns with adding a third sergeant and feels that it is premature at this time. He noted that the current structure has ten patrol officers which allows for two four-officer squads with each commanded by an existing sergeant. Chief Glenny is trying to reduce overtime, but adding a third sergeant would leave the patrol officers at eight which would almost guarantee overtime when an officer is off. He went on to say that the police overtime is still out of control.

**President Heyser** pointed out that the shift schedule is set by the police contract and noted that the current sergeants can flex their time when needed. He said that the two new officers are still in the academy and not ready to be on their own until mid-year next year; and with possible retirements, the additional sergeant position should be delayed.

**Councilman Lawver** asked the chief if he expects any retirements next year. Chief Glenny responded that he expects one officer to retire, but nothing definite for anyone else.

**Councilman Lawver** expressed his concerns about what will happen in 2027 when the America Rescue Plan Act (ARPA) funds from the pandemic end in 2026. He said the ARPA funds have been paying for salaries; and so, in 2027, the decision needed will be either to cut services or to increase taxes. He went on to say that he does not support adding a third sergeant.

**Councilwoman Butterfield** agreed with Councilman Lawver stating that we need to have foresight and be careful in making these decisions. She said that she does not support the addition of a third sergeant.

The Borough Council consensus was not to add a third sergeant at this time.

**410-117 – Auxiliary Police – Councilman Moon** said that the department continues to hire auxiliary police, and interested persons should contact Chief Glenny.

**410-170 – Overtime/Part Time Police** – This line item will be reduced from \$1,756 to zero.

**410-176 – Regular Overtime** – This item will be reduced from \$50,000 to \$30,000.

**410-185 – Traffic Grant Overtime** – This item will be reduced from \$7,000 to \$5,000.

**President Heyser** said that spending needs to get under control and noted that the police budget is approximately 2.5 million dollars.

**Councilman Moon** expressed his frustration with not knowing where the funds are spent in the police department. He said that Borough Council does not get a work schedule for the officers and said that he has witnessed three to four officers working at a time, which is over the number of officers stated in the police contract.

**Councilman Lawver** said that hopefully overtime will come down once the two new officers are able to be out on patrol.

**410-242 – Protection/Equipment** – **Chief Glenn**y said that this line item includes duty and practice ammunition, and the purchase of additional firearms and magazines. He said that the increase from 2022 is to purchase active-shooter gear for all officers and vehicles.

**410-249 – TAZER Maintenance** – This amount will be increased from \$3,500 to \$6,200.

**410-329 – Computer Software Fees** – **Chief Glenn**y said that CODY Systems will not charge any fees in 2024 since the department has not begun to use the system. The CODY Hosting in the amount of \$3,815 and the CODY Annual Maintenance in the amount of \$13,000 can both be removed.

**410-750 – Capital Purchase** – **Chief Glenn**y requested the purchase of a drone and training to assist officers and to use for special events, and noted that many other departments are using them.

**Councilman Lawver** expressed his concern with using drones, and said that the training for officers could be costly.

**Councilman Moon** said that he is not comfortable with using drones above peoples homes and impeding on their privacy. He also agreed with Councilman Lawver that the training may be expensive.

**Councilman Carr** agreed with Councilman Moon stating that it would impede on people's privacy in their homes.

**Councilman Berger** said that by using a drone you would not need as many officers working.

**Councilwoman Butterfield** expressed her concern stating that the drones are so new and experimental, and that the maintenance may be costly. She said that she does not feel the need for drones at this time.

The Borough Council consensus was to remove the \$7,000 for a drone.

**Fund 18 – 410-373/374/750 – Capital Projects** – These line items will remain in the budget for security upgrades to the building.

**Councilman Carr** asked if a traffic study is included in the 2024 Budget regarding the Gettysburg Station development.

**Manager Gable** responded yes, and that studies will be completed at five selected intersections.

### **2024 Fee Resolution**

At this time **Manager Gable** reviewed the Fee resolution.

**Manager Gable** said that that 2024 Budget is balanced at \$6,965,219 with no tax increase. The borough tax rate will remain the same at 4.177 mills with an increase to the fire tax for the Gettysburg Fire Department at a rate of 0.5 mills.

**President Heyser** said that because Borough Council was able to complete their review of the 2024 Draft Budget, the November 6<sup>th</sup> Council Budget Meeting will be cancelled.

### **Public Comment**

There was no public comment at this time.

**President Heyser** adjourned the meeting at 9:00 PM to an executive session.

Respectfully submitted,



Sara L. Stull  
Borough Secretary