

**BOROUGH OF GETTYSBURG  
TROXELL COUNCIL CHAMBERS  
59 EAST HIGH STREET, GETTYSBURG, PA 17325  
COUNCIL BUSINESS MEETING MINUTES  
JULY 12, 2021**

**President Jacob Schindel** called the meeting to order at 7:00 PM with the following **Councilors present:** Vice President Wesley Heyser, Mr. Christopher Berger, Mr. John Lawver, Mrs. Judith Butterfield and Mr. Matthew Moon. Ms. Patricia Lawson was present via telecommunications. **Staff present included:** Mayor Theodore Streeter; Borough Manager Charles Gable; Assistant Borough Secretary Karen Mesher; Borough Solicitor Harold Eastman, Barley Snyder; Police Chief Robert Glenney, Parking Manager Rebecca Fissel; Director of Historic & Environmental Preservation Debra English; Planning Director Carly Marshall; Public Works Director Robert Harbaugh; and Chad Clabaugh, Borough Engineer, C. S. Davidson, Inc.

**Others present included:** Jill Sellers, President of Main Street Gettysburg; Nancy Kramer, 12 Wade Avenue; and Tom Jolin of HABPI, 245 Ridge Avenue. Representing the press was Alex J. Hayes with the *Gettysburg Times*; and filming by *Community Media-ACCTV*.

**President Schindel** said that this would be his last Council Business Meeting as President and as a member of Council due to his moving out of the Borough; but he will be in attendance to run the July 26<sup>th</sup> Council Work Session.

**President Schindel** announced an executive session of the Borough Council of the Borough of Gettysburg was conducted immediately following the work session of the Borough Council held on Monday, June 28, 2021, consistent with section 708(a)(1) 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 general business meeting consistent with section 708(a)(1), section 708(a)(3) and section 708(a)(5) of the Sunshine Act for the following purposes: (1) to discuss matters involving the employment, the terms and conditions of employment of current or prospective Borough employees; (2) to consider and discuss the purchase, sale or lease of real property; and (3) to review and discuss matters of Borough business which, if conducted in public, would violate a lawful privilege or lead to the disclosure of information or matters of confidentiality protected by law.

**Moved Mr. Berger, seconded Ms. Lawson to approve the July 12, 2021 agenda as presented. Motion carried unanimously 7-to-0.**

**Moved Mr. Heyser, seconded Mr. Lawver approve minutes of the Council Business Meeting of June 14, 2021, and the Council Work Session on June 28, 2021 as presented. Motion carried unanimously 7-to-0.**

## **Public Comment (Restricted to Items on the Agenda)**

There were no public comments at this time.

## **Current and Old Business**

### **Department of Planning / Zoning/Code Enforcement**

**Planning Director Marshall** reported that she would be adding a field to her monthly report reflecting the total number of permits issued (99 permits issued in May and 77 permits issued in June). She told Council that the following motion to advertise an ordinance that would clean-up the housing definitions including Homestay language (two rooms rented to one party), address affordable housing uses in the Borough by adding Boarding House as a use to both the Elm Street Overlay Zoning District and to the Residential Office Zoning District to make it consistent with the Old Town Zoning District, and that the proposed changes were reviewed by both by Adams County and by the Planning Commission. Mr. Heyser said that he would not support those changes to the R-2 Zoning District which is the largest zoning district in the Borough. Solicitor Eastman discussed procedural moves, resident feedback, and public hearing comments that would be a part of the ordinance process with Council.

**Moved Mr. Heyser, seconded Mr. Moon to authorize the setting of a public hearing and special meeting of the Borough Council to be held on Monday, August 23, 2021, at 6:30 p.m. and to authorize the provision of public notice of the hearing consistent with section 609 of the Pennsylvania Municipalities Planning Code relative to proposed amendments to the text of the Gettysburg Borough Zoning Ordinance in connection with the regulation of short-term lodging and the amendment of ordinance provisions for lodging uses for the purpose of protecting the residential housing stock in the Borough of Gettysburg. Motion carried unanimously 7-to-0.**

**Planning Director Marshall** said that there was no update on the fire damaged building on Baltimore Street, but Historic and Environmental Preservation Director English said that the owner did discuss this project scope with HARB.

### **Department of Historic & Environmental Preservation**

**Moved Mr. Heyser, seconded Mr. Berger to accept the recommendation of the Borough of Gettysburg Historic Architectural Review Board (HARB) following its review on June 16, 2021 and grant Certificate of Appropriateness for the following application as presented: COA 21-0046 CRITICAL PROJECT: 29 Breckenridge Street – Cindy Fox to approve the front porch replacement project with a scope that includes two access stairways with porch landings, code certified railings, square balusters with deck caps, and lattice work all to be painted white consistent with both the *Secretary of the Interior Guidelines* and the *Gettysburg Design Guide* as presented to the Board in the application dated May 25, 2021; COA-210061 MAJOR**

**PROJECT: 218 N. Stratton Street – James and Amanda Kittelberger to approve the replacement of a chain link fence with a 36” (rail) -39” (post) horizontal plank fence with gate in white stain that is consistent with the *Secretary of the Interior Guidelines* as presented to the Board in the application dated May 25, 2021; COA 21-0068**  
**MAJOR PROJECT: 401 Baltimore Street-South Street Beautification Project – Borough of Gettysburg to approve the installation of a trellis on the South Street side of the Farnsworth House; and retaining wall to facilitate the road widening and sidewalk adjustments to the South Street road improvement project consistent with the *Secretary of the Interior Guidelines* as presented to the Board in the application dated May 30, 2021. Motion carried unanimously 7-to-0.**

### **Parking Department**

**Parking Manager Fissel** gave a LPP comparison with App only usage for the past six months to Council and said that parking numbers were increasing especially with usage by Gettysburg Hotel patrons.

### **Public Works Department**

**Public Works Director Harbaugh** gave the following report: updated Council on the progression of the South Street Project noting that Columbia Gas and GMA have completed their work, and that Met Ed will transfer their lines to new utility poles followed by Century Link, Comcast and Shentel Communications; Getty Street will be closed on July 15<sup>th</sup> for milling and on July 20<sup>th</sup> for trench paving with crews working from 6AM until 4PM; GMA began work on West Street and W. High Street on July 7<sup>th</sup> and will advance block-by-block followed by Columbia Gas, and GMA will complete their work in September, and Columbia Gas will finish their work in August; CSX repairing the rail road crossings on July 20<sup>th</sup> at night at Carlisle Street and N. Stratton and in the Alley behind the Lincoln Diner, and will conclude their work after three nights noting that the work at Washington and Fourth Streets will be done in late August. Mr. Berger complimented the Public Works crew with their outstanding response to the recent severe storms.

### **Borough Engineer**

**Chad Clabaugh, Borough Engineer** gave the following report: update Council on the South Street Project noting that the utility work has been completed, and that the movement of the storm drains will be addressed next followed by the installation of nine decorative street lights on the north side of the street paid by three years of CDBG funding with project costs estimated at \$121,000; and bids should be back after County review by the September/October Business meeting.

**Moved Mr. Moon, seconded Mr. Lawver to authorize the Borough Engineer to advertise the South Street Lighting project for public bidding. Motion carried unanimously 7-to-0.**

## **Police Department**

**Chief Glenny** gave the following report: National Night Out is scheduled for August 3<sup>rd</sup> from 5PM-7PM and will be held on E. High Street utilizing food trucks, GFD equipment, and guided tours of the Gettysburg Police Department, USS Gettysburg Room and Troxell Council Chambers; Master Sgt. Pruy patrolled by bicycle during Bike Week festivities over the weekend; stated that there was a normal amount of calls during Bike Week and that the Jeremy Plank Memorial Ride went smoothly; thanked Bendersville Borough, Latimore Township, Cumberland Township, and National Park Service personnel for their assistance during the July 4<sup>th</sup> festivities at the Rec Park noting that they were very busy and that the event was well attended; commented that the response to the June 15<sup>th</sup> bank robbery was handled very quickly by law enforcement agencies working together.

**Moved Mr. Berger, seconded Mr. Moon to authorize and ratify the entry into a Memorandum of Understanding between the Gettysburg Borough Police Department and the Adams County Office of the District Attorney for consultation and review of law enforcement audio and video recordings pursuant to Act 22 of 2017. Motion carried unanimously 7-to-0.**

## **Office of the Manager/Treasurer/Secretary**

**Manager Gable** reported on the following: Ms. Stull is on vacation and will report next month; need to get the word out regarding National Night Out activities on E. High Street; noted that the July 26<sup>th</sup> Council Work Session will roll out two large initiatives: the Five-Year Capital Improvement Plan, and the American Rescue Plan Act (ARPA) 2021 and how to utilize those funds over the next five years; Gettysburg submitted the R.A.I.S.E. (Rebuilding American Infrastructure with Sustainability and Equity) Grant to PA DOT for construction design funding of just under \$8 million, and that more information is forthcoming under MSG tab on the Borough website.

**Moved Mr. Moon, seconded Mrs. Butterfield to approve all bills and payrolls for the month as presented. Motion carried unanimously 7-to-0.**

**Moved Mr. Berger, seconded Mrs. Butterfield to authorize a COLA increase for retired police pensioner Walter Gliem, to be paid from the Police Pension Plan effective June 1, 2021. Motion carried unanimously 7-to-0.**

**Moved Mr. Heyser, seconded Mr. Lawver to authorize a COLA increase for retired police pensioner William Laughman, to be paid from the Police Pension Plan effective June 1, 2021. Motion carried unanimously 7-to-0.**

**Moved Mr. Moon, seconded Mr. Lawver to appoint Charles R. Gable as the Borough of Gettysburg Assistant Open Records Officer. Motion carried unanimously 7-to-0.**

**Moved Mr. Heyser, seconded Mr. Berger to accept and approve the map revision and update for the Gettysburg Inner Loop (GIL) Bicycle Trail as presented to the Borough by Healthy Adams Bicycle/Pedestrian, Inc. (HABPI). Motion carried 6-to-1 (Mr. Moon dissenting).**

## **Liaison Reports**

### **Main Street Gettysburg**

**Jill Sellers, Main Street Executive Director**, reported on the following: R.A.I.S.E. Grant needs public advocacy at the federal level for infrastructure improvements from elected representatives: Senator Casey, Senator Toomey, and Representative Joyce; gave Steinwehr Bid presentation at the July 12<sup>th</sup> Special Meeting/Public Hearing and received public comment; National Night Out and Halloween Parade events are two public events needing our support.

### **Gettysburg Area Recreation Authority**

**Councilman Schindel** reported that the July 4<sup>th</sup> Event at the Rec Park was a huge success and would like to make it an annual event and expand it in the future; and that the Rec Park has been busy post-pandemic with a lot of tour buses and children eating lunch.

### **Gettysburg Municipal Authority**

**Councilman Berger** reported that the High Street Water Main Replacement Project beginning at West Street to Middle Street to High Street to Baltimore Street is well under way and that three-inch cast iron pipe would be replaced with eight-inch ductile wire pipe; work on the Heritage Land Water Tank by Giant is progressing and completed in the Spring 2022; and the water treatment plant automated system upgrade is almost complete.

### **Steinwehr Avenue Heart of Gettysburg Battlefield (SAHGB)**

**Councilwoman Butterfield** reported that they will continue with their mission with the Steinwehr Avenue BID and continue with their business collaboration, and thanked Solicitor Eastman for his advice.

### **Adams County Borough Association (ACBA)**

**Mayor Street** said that there was no report.

### **Adams County Council of Governments (COG)**

**Councilman Lawver** reported that the meeting was cancelled.

## **Adams County Transportation Planning Organization (ACTPO)**

**Councilwoman Butterfield** reported that they will meet on July 28<sup>th</sup>.

## **Adams County Heroin Awareness Task Force**

**Councilman Moon** reported that there is no report.

## **Trail Feasibility Study**

**Councilman Berger** said that there was no report.

## **Healthy Adams Bicycle Pedestrian Inc. (HABPI)**

**Councilwoman Lawson** said that there was no report.

## **Other Reports**

**Councilwoman Butterfield** said that the shredding event would both facilitate the Borough's needs and will also be open to Borough residents as a service gesture like the Recycling Event to be held at the Highway Shed with a date forthcoming possibly mid-to-end of August; and that negotiations with a company are currently taking place.

## **Elected Officials' Comments**

There were no comments by elected officials at this time.

## **Public Comment**

There were no public comments at this time.

## **Adjournment**

**Moved Mr. Moon, seconded Ms. Lawson to adjourn the meeting at 7:50 PM.  
Motion carried unanimously 7-to-0.**

Respectfully submitted,

Karen M. Mesher  
Assistant Borough Secretary