

**BOROUGH OF GETTYSBURG
TROXELL COUNCIL CHAMBERS
59 EAST HIGH STREET, GETTYSBURG, PA 17325
COUNCIL BUSINESS MEETING MINUTES
OCTOBER 11, 2022 (TUESDAY)**

President Wesley 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 Carr. And Ms. Patricia Lawson. **Staff present included:** Mayor Rita Frealing; Borough Manager Charles Gable; Borough Solicitor Harold Eastman, Barley Snyder; Police Chief Robert Glenney; Director of Historic & Environmental Preservation Debra English; Planning Director Carly Marshall; Parking Manager Rebecca Fissel; and Assistant Borough Secretary/Planning Management Assistant Karen Mesher; **Absent Staff included:** Public Works Director Robert Harbaugh; and Chad Clabaugh, Borough Engineer, C. S. Davidson, Inc.

Others present included: Jill Sellers, President of Main Street Gettysburg; Scott English, owner 66-68 West High Street; Erin Shutter, Sales Executive at Gunn-Mowery LLC; representing the press was Jim Hale with the *Gettysburg Times*; and filming by *Community Media-ACCTV*.

President Wesley Heyser announced an executive session an executive session of the Borough Council of the Borough of Gettysburg was conducted immediately following the adjournment of the September 26, 2022 work session consistent with section 708(a)(1), section 708(a)(2), section 708(a)(4) and section 708(a)(5) of the Sunshine Act.

President Wesley Heyser announced an executive session An executive session of the Borough Council will be conducted immediately following the adjournment of this evening's monthly work session consistent with section 708(a)(1) 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, the evaluation of performance, and the policies and procedures for complaints relating to Borough employees; and (2) to review and discuss matters of Gettysburg Borough business which, if conducted in public, could lead to the disclosure of information or matters of confidentiality protected by law.

Moved Mr. Moon seconded Mr. Lawver to approve the October 11, 2022 agenda as presented. Motion carried unanimously.

Moved Mr. Moon seconded Mr. Carr to approve minutes of the Public Hearing (2nd CDBG) and Council Meeting of September 12, 2022 as presented; and the Council Work Session on September 26, 2022 as amended by Mr. Berger on page 3: "I am against any Special Event venue in the Elm Street Overlay District, but there may be areas in the ordinance that are too restrictive for other zoning districts." Motion carried unanimously.

Special Presentation

Mayor Frealing announced that trick-or-treat for Gettysburg Borough residents would be held on Monday, October 31st from 6:00 PM to 8:00 PM. She asked that drivers please slow down and watch out for children and their parents; and said that Borough police will be out patrolling. She also announced that the 2022 Gettysburg Halloween Parade will be held on Tuesday, October 25th (rain date on Thursday, October 27th), and that she along with Former Mayor Ted Streeter will be Grand Co-Marshals of the event.

President Heyser announced that the October 31, 2022 Budget Workshop Meeting will be cancelled due to Trick-or-Treat Night and could be rescheduled if needed.

Erin Schutter, Sales Executive at Gunn-Mowery LLC gave a Health Insurance Presentation to Borough Council (see attached). She discussed the Pennsylvania Municipal Health Insurance Cooperative (PMHIC) which was started in 2006 in order to find a better method to purchase health insurance; and it now includes 287 municipal entities from every part of the state. She noted that municipal members receive extra buying power, examine the cost drivers of claims, and review past employee claims to see trends. She highlighted the Core Benefits of Self-Funding in PMHIC: Local Governance, Full Transparency, Plan Design Flexibility, and Potential Savings. She said that membership ultimately secures the lowest possible cost for employee health benefits by using the large purchasing power of the co-op to control benefits offered to employees. She noted how to align co-pays then streamline for all parties; and then reap benefits from surplus years by cross sharing between boroughs and returning any surplus to the boroughs. She said that funding and renewals are controlled by actuaries from Benecon; and that a stable cash flow is established through fixed budgets, capped claim liabilities, and no lasers of renewals. She said that Gettysburg Borough first joined the co-op in 2019, and that the risk of group is rated individually. She discussed plan trends, savings, and services provided to employees to include Mental Health and Employee Assistance with free telephone sessions.

President Heyser underscored the importance of getting back into the co-op, and that it should spread the risk across a larger group to eliminate dramatic spikes.

Public Comment (Restricted to Items on the Agenda)

There were no comments at this time.

Current and Old Business

Department of Planning /Zoning/Code Enforcement

Planning Director Marshall announced that the Planning Commission will meet on October 17th at 7PM and will review two subdivision plans and variance requests. She said that the Zoning Hearing Board will meet on October 26th at 7PM to hear those variance requests.

Department of Historic & Environmental Preservation

Department of Historic & Environmental Preservation Director English gave the following report: the National Fish and Wildlife Foundation (NFWF) Grant was denied which was a great disappointment, and President Heyser noted that this denial will impact the funding for other borough projects, including Culp Stream Project where the Borough receives credits for permits for pollution reduction plan requirements for MS4 projects. Director English did note that the Borough had received approximately \$180,000 in County Action Program (CAP) Grant funds.

Moved Mr. Berger seconded Mr. Moon to accept the recommendations of the Borough of Gettysburg Historic Architectural Review Board (HARB) following its review on September 21, 2022 and grant Certificates of Appropriateness for the following applications as presented: COA 22-0096 MAJOR PROJECT: 252 Baltimore Street – John Buchheister to approve the exterior renovations to include doors, windows, gutters, roofing, porch, and masonry that is consistent with both the *Secretary of the Interior Guidelines* and the *Gettysburg Design Guide* as presented to the Board in the application dated September 1, 2022; COA-220086 MAJOR PROJECT: 240 Chambersburg Street – George Makoutz to demolish the existing rear CMU (masonry block) garage along the alley as presented to the Board in the application dated September 17, 2022; COA-220086 MAJOR PROJECT: 240 Chambersburg Street – George Makoutz for the exterior design plans for the addition only as presented to the Board in the application dated September 17, 2022; COA-220057 CRITICAL PROJECT: 51 E. Stevens Street – Orchard County Realty LLC to demolish the existing rear shed/garage structure with the condition that the following architectural features: double doors on east façade, door on the north façade, roof timbers, and arched windows be donated to the Architectural Warehouse as presented to the Board in the application dated May 2, 2022. Motion carried unanimously.

Parking Department

Parking Manager Fissel gave the following report: Local Privilege Parking (LPP) on-street usage remains the same as the reserved spaces in the Race Horse Alley Parking Garage, app usage is increasing but coin usage remains the same as last year.

Moved Mr. Moon seconded Mrs. Butterfield to authorize the parking manager and the solicitor to prepare an ordinance amending Part 4 and Part 5 of Chapter 15 of the *Code of Ordinances of the Borough of Gettysburg*, and any other pertinent ordinance provisions regulating parking in the Borough, for purposes of updating the legal holidays identified therein. The motion carried unanimously.

Public Works Department

President Heyser in the absence of Public Works Director Harbaugh gave the following report: provide report to Council regarding his attendance at the West Virginia conference; paving of Sheely Alley and Dobbin Alley from South Street to Schimmelpfening Alley is complete; fall brush collection is scheduled for the week of November 7th and leaf

collection is scheduled for the week of November 14th (brush first then leaf); Mr. Moon said that the annual Salsa on the Square was a huge success despite the rainy weather and commended the Public Works Department for their hard work setting-up barricades.

Borough Engineer

Manager Gable in the absence of Borough Engineer Chad Clabaugh gave the following report: South Street Project is complete, but over budget due to inflationary pressures and supply issues. He said that the Borough was able to absorb the overrun; Baltimore Street Revitalization Project Gettysburg Gateway Connectivity Project) will utilize the FLAP Grant; and that there is a very aggressive Capital Project paving plan which will be updated in 2023.

Police Department

Chief Glenny gave the following report: updated Council on the usage of drugs in the Borough; discussed the following grant application for officer retention bonuses, and that the \$148,691 does not require a Borough match of funds (but would include the following items - replace six-year old in-car computers and modems, and that there are seven in-car computers with docking stations that is connected to the station updating those computers as well, and that the two newest vehicles from Enterprise will have in-car video; \$25,000-\$30,000 public surveillance system in Lincoln Square making it easier to solve crimes there; Officer Retention Bonuses and Recruitment Bonuses for Full-time and Part-time officers; Patriotic Law Enforcement Wellness App; RMS photo integration system linking to CAD System which will provide real-time information with less duplication of names); Monthly Legal Updates Training which keeps officers current on First Amendment items; discussed Camera Inventory (where all calls are voluntarily logged in by residents and Crime Watch Grant will fund 2022-2023).

Mrs. Butterfield inquired about the crosswalk in Steinwehr Avenue and asked if drivers must stop. Chief Glenny responded that crosswalks are implied at intersections and vehicles must stop when pedestrians are lawfully in the crosswalk and have the right-of-way. He said that mid-block crosswalks need to be marked, and that pedestrians crossing outside of a crosswalk lose their right-of-way. He emphasized that drivers have a "last clear chance" to avoid hitting a pedestrian, and that this topic was addressed in the Borough Newsletter.

Mr. Carr thanked Chief Glenny for providing drug fact sheets and information regarding drugs and their short time span in the body.

Mayor Frealing discussed speeding vehicles, and that a complainant would have to sit in the officer's cruiser to see actual speed. Chief Glenny said that they ran ENRAD on Howard Avenue and that the average speed was 20 miles per hour with 56 vehicles passing in one hour at 36 miles per hour.

Office of the Manager/Treasurer/Secretary

Manager Gable gave the following report: said that the Borough is in good financial shape with \$2.4 million in liquid cash and 18 percent of this year's budget is in reserve CDs, and that there is \$2.3 million of \$3.1 million allotted to Borough still remaining in ARPA Funds.

Manager's Budget Presentation

Manager Gable gave 2023 Budget Presentation (see attached) to include: General Fund History since 2016; discussed parking supply and demand for parking spaces, and that parking is on pace to record a record revenue year indicating that people are still visiting the Borough; discussed creative approaches to new revenue streams; noted that 2021 was an austere (reduced) budget with a tax increase but was a banner parking year, and receiving ARPA Funds which ultimately posted a seven figure budget surplus; discussed Zero-Based Budget Model; discussed funding mechanisms (services, events, parking, robust economic plan with Main Street Gettysburg); realigned Boro Departments during COVID; discussed Capital Improvements Plans (CIPs); noted using Michael Baker International to write large grants; discussed increasing GPD to 14 sworn officers; planning for extensive bridge work in 2023; noted \$5,342,602 in revenue and \$5,577,076 in expenses causing an approximate \$300,000 deficit (and would include two full-time GPD officers and an increase in health care costs); noted nine Capital Improvement Plan Projects in 2023; noted 4.4270 millage total in 2022; discussed structural deficit in that ARPA funds not included because it will eventually run-out; noted real financial challenges will be faced in 2027; discussed small incremental tax increases such as a 1.5 mill increase will keep pace with inflationary pressures and soften health care increases.

Manager Gable said that the first Council Budget Workshop will be held on October 17, 2022 at 7PM in Council Chambers.

Moved Ms. Lawson seconded **Mr. Berger** to accept all bills and payrolls as presented. Motion carried unanimously.

Moved Mr. Berger seconded **Mrs. Butterfield** to authorize a COLA increase for retired police pensioner Larry Runk to be paid from the Police Pension Plan effective September 1, 2022. Motion carried unanimously.

Moved Ms. Lawson carried **Mr. Lawver** to adopt a Resolution of the Borough Council for the purpose of supporting the application of Main Street Gettysburg, Inc. to the Pennsylvania Department of Community and Economic Development, Keystone Communities Program, for the procurement of grant funding in the amount of \$50,000.00 for use in its grant program for building facade improvements within the Historic District of the Borough of Gettysburg. Motion carried unanimously.

Moved Mr. Carr seconded Mr. Moon to authorize and ratify entry into and execution of a new four (4) year Collective Bargaining Agreement, which will commence on January 1, 2023, by and between the Borough of Gettysburg and the International Brotherhood of the Teamsters Local No. 776 labor union for the employment of the full-time and regular part-time police officers of the Gettysburg Borough Police Department. A Roll Call Vote was taken with the following Councilors voting (YEA): Mr. Berger, Mrs. Butterfield, Mr. Carr, Ms. Lawson, Mr. Lawver, Mr. Moon (Vice- President), and Mr. Heyser (President); (NAY or ABSTENTIONS): None. Motion carried unanimously 7-to-0.

Moved Mr. Carr seconded Mr. Lawver to authorize the provision of public notice of the intent of the Borough Council of the Borough of Gettysburg to enact an ordinance pursuant to Pennsylvania Act 172 of 2016, as amended, authorizing certain tax credits against tax liability imposed by the annual tax on real estate and the annual tax on earned income, as levied by the Borough of Gettysburg, as incentives for the use and benefit of certain individuals who qualify as active volunteers for the provision of fire protection services in the Borough as provided by and through the Gettysburg Fire Department. Motion carried 6-to-0 with one abstention (President Heyser, GFD member).

Moved Mr. Berger seconded Ms. Lawson to authorize the setting of a public hearing of the Borough Council to be held on October 24, 2022, at 6:30 p.m. and to authorize the provision of public notice of the hearing relative to the Borough's intention to enact an ordinance pursuant to Pennsylvania Act 172 of 2016, as amended, authorizing certain tax credits against tax liability imposed by annual taxes, as levied by the Borough of Gettysburg, as incentives for the use and benefit of certain individuals who qualify as active volunteers for the provision of fire protection services in the Borough as provided by and through the Gettysburg Fire Department. Motion carried 6-to-0 with one abstention (President Heyser, GFD member).

Moved Mr. Moon seconded Mrs. Butterfield to appoint Martin Jolin as a member of the Shade Tree Commission for a five-year term expiring in October 2027. Motion carried unanimously.

Moved Mr. Moon seconded Mrs. Butterfield to appoint Rebecca Brown as an alternate member of the Shade Tree Commission for a five-year term expiring in October 2027. Motion carried unanimously.

Reports

Main Street Gettysburg

Jill Sellers, President of Main Street Gettysburg gave the following report: **Façade Improvement** – Thanked Council for supporting the program and passing the resolution; **Giving Spree** – Said that Giving Spree is 23 days away from today. Please give generously to Adams County nonprofits. Main Street Gettysburg is #58; **Bricks** – said that 154 bricks will be installed on November 7th; **A Gettysburg Christmas Festival** – said that there will be a lot

of activities and entertainment added to this year's festival, and are continuing to seek sponsors, participants, and volunteers; **Pella Grant** – said that on September 30, 2022, Pella Corporation presented a grant in the amount of \$35,000 for the Welcome Center Project, and that Main Street Gettysburg is pleased to remit this grant to the Borough of Gettysburg in order to mitigate the burden to taxpayers for this project.

Gettysburg Area Recreation Authority

Councilman Carr said that there was nothing to report at this time.

Gettysburg Municipal Authority

Councilman Berger gave the following report: GMA is exploring the possibility of adding on to their office space, so they purchased the 424 E. Middle Street property.

Steinwehr Avenue Heart of Gettysburg Battlefield (SAHGB)

Councilwoman Butterfield gave the following report: continue to discuss participation in the Christmas Festival; and said that their next meeting is on October 20th.

Adams County Boroughs Association (ACBA)

Mayor Frealing gave the following report: continued to discuss broadband access in the County, its impact on children learning from home using internet connections; and that their next meeting is November 17th.

Adams County Council of Governments (COG)

Councilwoman Butterfield gave the following report: said that Adams County Treasurer Chrissy Redding discussed tax collection in the County and that the Borough of Gettysburg has their own tax collector, Lisa Angstadt, while many municipalities share a collector.

Adams County Transportation Planning Organization (ACTPO)

Councilwoman Butterfield gave the following report: said that their next meeting is on October 26th.

Overdose Awareness Task Force

Councilman Moon gave the following report: said that large opioid settlement was negotiated in Pennsylvania and that individual counties will determine how their settlement funds will be dispersed over 18 years.; engage in research project with universities; said that next Adams County Medicine Take-Back Event will be held on October 29th with a drop-off

site at the Adams County Housing Authority, noting the GPD has a dedicated drop-box to receive medications and pet medications in their lobby.

Trail Feasibility Study

Councilman Berger said that there is nothing new to report at this time.

Healthy Adams Bicycle Pedestrian Inc. (HABPI)

Councilwoman Lawson gave the following report: said that HABPI will had a trail ride for 30 bicyclists on October 1st in the rain followed by a lunch at GARA; said that they met on Biglerville Road to discuss extending the sidewalk for cyclists and pedestrians to the new Adams County Historical Society and that the Nursing Home land is owned by a third party so the College is exploring extending the sidewalk on their side of Carlisle Street (Biglerville Road); discussed with Adams County Art Council Executive Director Lisa Cadigan to provide artwork along Race Horse Alley to make it more park-like.

Other Reports

Recycling

Councilwoman Butterfield gave the following report: said that she had attempted to set-up a meeting with the Borough's present hauler to discuss items that are collected, and that meeting is to be determined commenting that she would like to have a representative who interacts with the drivers. President Heyser said that a meeting with Borough officials did occur where a check for \$7,500 was delivered to pay an existing fine in full, that their services have improved, and to not terminate their contract. Mr. Moon encouraged building owners to provide trash receptacles and recycling bins for their tenants' use.

Elected Official's Comments

Mayor Frealing said that she had attended the PA Municipal League (PML) Conference in Pittsburgh last week noting listened to ways of deescalating police incidents using visual reality from a Lower Merion Police officer, and that she heard "Equity vs Equality" discussion with Former Pittsburgh Steelers Quarterback Charlie Batch. She said that she had attended a Mayors Meeting in Harrisburg and went to the White House with five other mayors to discuss how federal funding is being used. She said that she also spoke to Nicaraguans regarding their mural at the Painted Turtle Farm.

Councilman Carr encourage everyone to participate in the 2022 Giving Spree on November 3rd. He congratulated Planning Management Assistant Karen Mesher on her 29 years of service with the Borough on October 21st.

Councilwoman Butterfield commented on a discussion that she had attended a meeting in Adams County with Director of Fair Housing and Commercial Property, Adrian

Garcia, from Pennsylvania State Human Relations Commission discussing the need for “Fair Housing Rights to provide affordable housing, and that she attended a meeting with the South Central Assembly Committee on October 11th to craft a strategic plan at their workshop.

Councilman Moon announced that October 24th is the last day to register to vote in Pennsylvania and that November 1st was the last day to submit your mail-in ballot for the November 8th Pennsylvania General Election.

Public Comment

There was no public comment at this time.

Moved Mr. Lawver, seconded Mr. Moon to adjourn the meeting to an executive session at 9:15 PM. Motion carried unanimously.

Respectfully submitted,

Karen M. Mesher

Karen M. Mesher

Assistant Borough Secretary

RESOLUTION NO. 101122

WHEREAS, consistent with the continued administration by Main Street Gettysburg, Inc. ("Main Street Gettysburg") of its Facade Improvement Program, a financial incentive program to help rehabilitate commercial building façades within the Historic District of the Borough of Gettysburg, Main Street Gettysburg has made an Application for Assistance to the Pennsylvania Department of Economic Development ("DCED") for a Keystone Façade Improvement Grant in the amount of Fifty Thousand (\$50,000.00) Dollars, for requested grant funding by and through the Keystone Communities Program of DCED; and

WHEREAS, commercial properties that would benefit from Façade Improvement Grant funds, as applied for and requested by Main Street Gettysburg, are located within the Historic District of the Borough of Gettysburg, Adams County, Pennsylvania, and it is in the best interests of the Borough of Gettysburg to be supportive of the grant application made by Main Street Gettysburg to DCED.

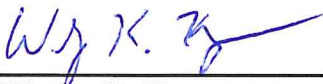
WHEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Gettysburg, Adams County, Pennsylvania, does hereby make a declaration that it is supportive of the Application for Assistance of Main Street Gettysburg, Inc. made to the Pennsylvania Department of Economic Development for a Façade Improvement Grant in the amount of Fifty Thousand (\$50,000.00) Dollars for requested grant funding by and through the Keystone Communities Program of DCED.

BE IT FURTHER RESOLVED, that the Borough of Gettysburg will cooperate with Main Street Gettysburg and DCED, through its Keystone Communities Program, in order to facilitate the processing of the grant application, to include the execution and delivery of any and all documents required by DCED to be submitted in support of the application. The Borough does hereby designate its Borough Manager, Charles R. Gable, MPA, as the official to execute and deliver all documents or agreements between the Borough of Gettysburg and Main Street Gettysburg, to include, but not limited to the execution and delivery of a Cooperation Agreement, in order to facilitate and assist in obtaining the requested grant funds and the subsequent administration of any grant funds successfully obtained by Main Street Gettysburg from DCED by and through its Keystone Communities Program.

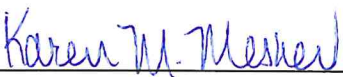
BE IT FURTHER RESOLVED, that Sara L. Stull, the Secretary of the Borough of Gettysburg, is directed and hereby authorized to execute a certificate attesting to the adoption of this Resolution and to furnish a copy of the true and attested Resolution to the Pennsylvania Department of Economic Development.

THIS RESOLUTION DULY ADOPTED according to law on this 11th day of October, 2022 at a duly advertised general monthly business meeting of the Brough Council of the Borough of Gettysburg, Adams County, Pennsylvania.

BOROUGH OF GETTYSBURG

By: 
Wesley K. Heyser
President of Borough Council


Attest:


Karen M. Mesher, Assistant Secretary

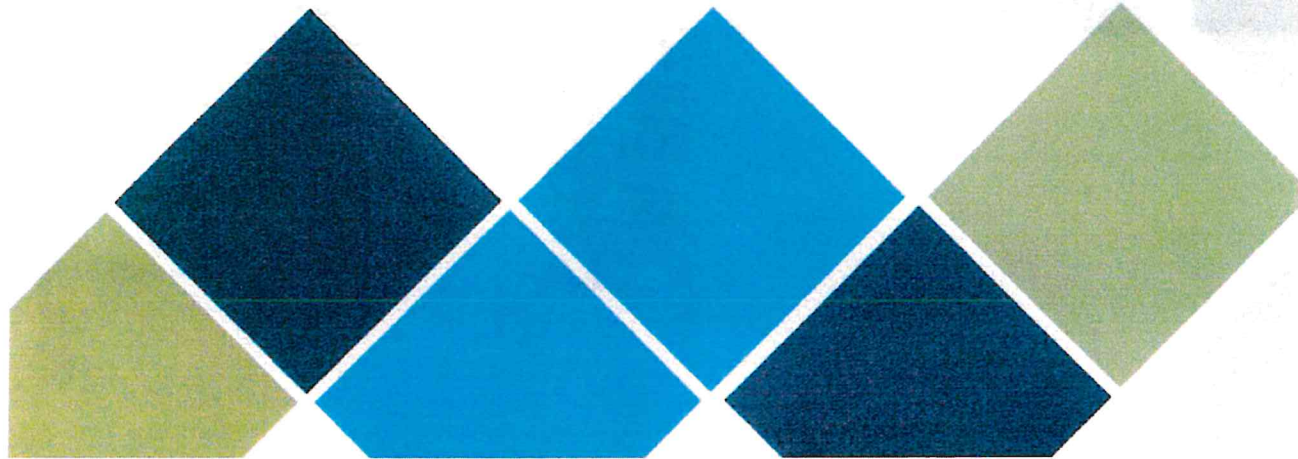
CERTIFICATION

I hereby certify that the foregoing is a true and correct copy of Resolution No. 101122 adopted by the Borough Council of the Borough of Gettysburg, Adams County, Pennsylvania, at a duly advertised monthly general business meeting held on October 11, 2022.

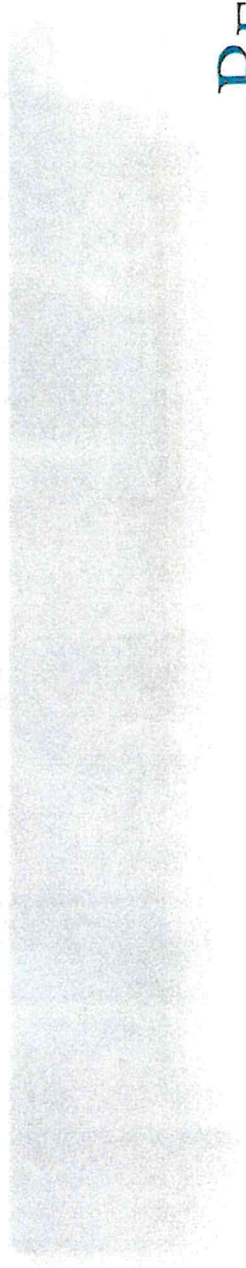
Borough of Gettysburg

By: 
Sara L. Stull, Secretary

(SEAL)



October 11, 2022





In 2006 the Pennsylvania Municipal Health Insurance Cooperative (PMHIC) was started to find a better method to purchase health insurance.

Today PMHIC boasts membership of 287 municipal entities from every part of the state.

Benefits of Self-Funding in PMHIC

Local Governance: The Cooperative is governed by a Board of Directors selected by the Members.

Full Transparency-Each municipal entity sees all costs and fees that make up their renewals

Plan Design Flexibility –Each Member may choose the correct benefit plan that meets the requirements of the elected officials.

Potential Savings –Members realize cost savings and surplus returns when claims are less than expected.



Savings

- All surplus is returned or retained by the borough less Cross Share™.
- Eliminates insurance company profit margin, risk charges, and excessive expense charges.
- Achieves immediate savings from initiatives that reduce claim cost.
- Purchasing power of cooperative!
Secure the lowest possible cost for employee health benefits.

Benefits of PMHIC



Benefits of PMHIC



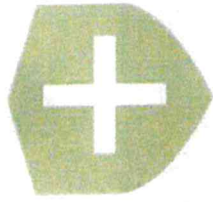
- Control the benefits you offer your employees.
- Manage health benefits by understanding the cost drivers and how to design changes that lower those costs.
- Funding and renewals controlled by actuaries that work for you, not the insurance companies.
- Purchasing power of cooperative leveraged to get volume discounts for stop-loss insurance.

Benefits of PMHIC

Transparency

- Know where every dollar is spent for claims, administration and insurance protection.
- Learn what is causing your claim utilization through detailed claims data.
- Receive a full accounting of the performance of your plan.

Capital BLUE 



Protection

- Stable cash flow through fixed budget and monthly installments.
- Claim fund deficits covered through Cross Share™ and Aggregate Stop-Loss protection.
- Capped claim liabilities.
- Safety net for poor claim year(s).
- Annual maximum funding guaranteed.
- No lasers at renewal.

Benefits of PMHIC

PMHIC Renewal History

Cost Component	Renewal Year			
	1/1/2018	1/1/2019	1/1/2020	1/1/2021
Administrative	-22.1%	-2.6%	-21.4%	-7.8%
Stop Loss Insurance	21.6%	4.4%	13.0%	12.0%
Claim Fund	3.8%	8.0%	4.4%	3.2%
Overall Renewal	6.0%	6.9%	5.4%	4.9%
Minimum Renewal	-2.7%	-1.4%	-6.4%	-3.7%
Maximum Renewal	18.3%	18.4%	17.9%	18.4%
Your Renewal	8.2%	10.6%	17.2%	17.5%
Total Groups	266	263	272	277
Total Enrollment	8,468	8,552	9,093	9,287
				277
				9,256



Thank you for being a valued member of PMHIC!

Erin Schutter, Sales Executive
Karin Graves, Account Executive
Traci Weaver, Ancillary Account Executive

Gunn-Mowery, LLC

Danielle Omans, Account Manager
Benecon

PMHIC

“The leader in municipal health group cooperatives.”



Gettysburg
HISTORIC CROSSROADS

Borough of Gettysburg
Adams County Pennsylvania
59 East High Street
Gettysburg, PA 17325

Telephone: (717) 334-1160
FAX: (717) 334-7258
www.gettysburgpa.gov

BOROUGH OF GETTYSBURG

2023 Budget Proposal Presentation

October 11, 2022

Presented by:
Charles R. Gable, MPA
Borough Manager

Economic Trends

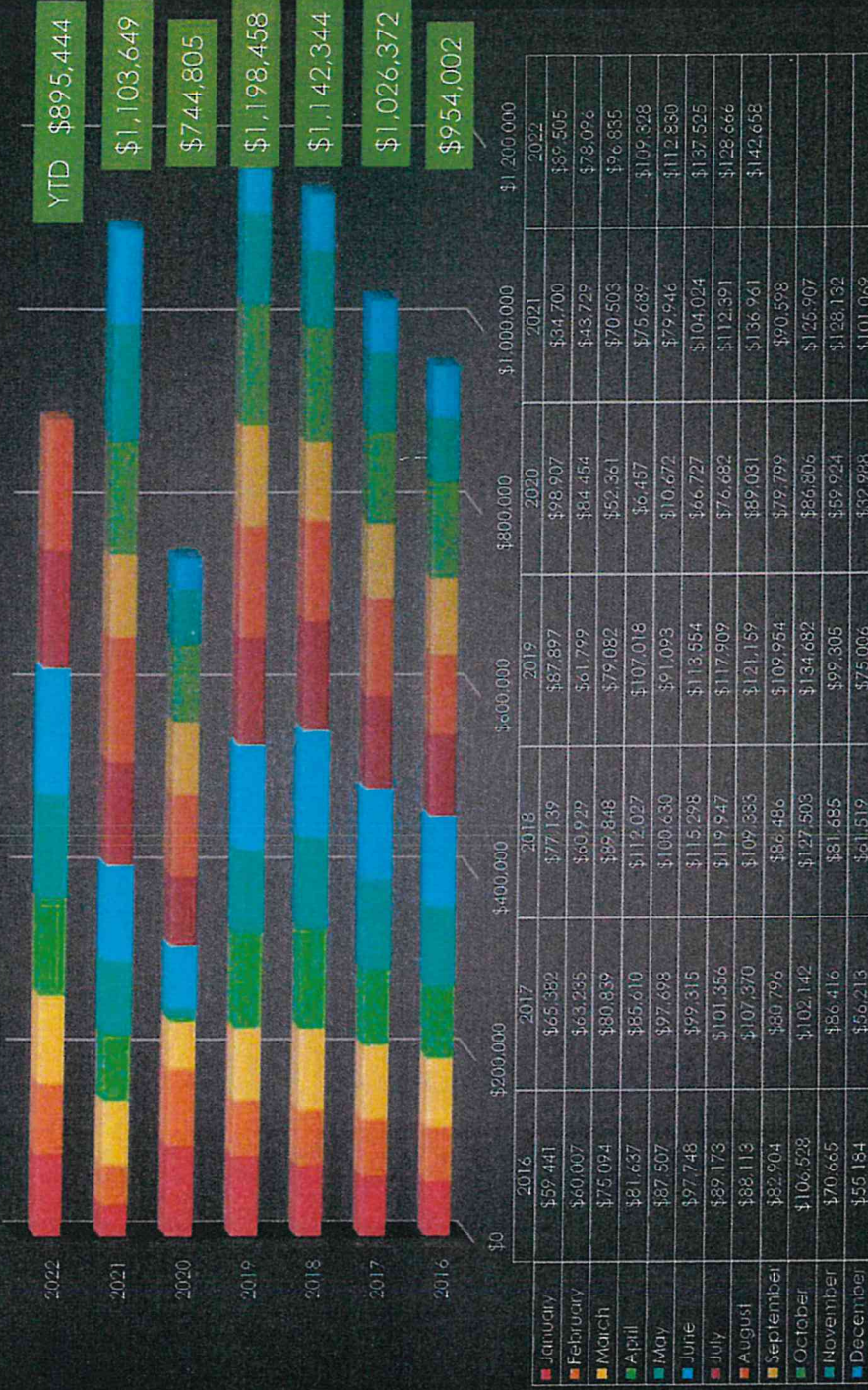
7-Year General Fund Budget History

Year	Budget
2016	\$4,681,497
2017	\$4,689,852
2018	\$4,807,878
2019	\$4,900,564
2020	\$5,317,566
2020R	\$5,084,918
2021	\$4,634,984
2022	\$6,577,697

Surplus (Deficit)

2016	\$321,573
2017	\$139,707
2018	\$135,716
2019	\$269,833
2020	(\$194,119)
2021	\$1,096,758

7-Year Parking Revenue Comparison



Borough of Gettysburg
Adams County Pennsylvania
59 East High Street
Gettysburg, PA 17325

Telephone: (717) 334-1160
FAX: (717) 334-7258
www.gGettysburgPA.gov



Gettysburg

HISTORIC CROSSROADS

July 26, 2021

What Does It Mean for Gettysburg



The American Rescue Plan Act of 2021



Presented By:
Charles R. Gable, MPA
Borough Manager

~~\$76,656~~

U.S. Treasury Issued Additional Guidance in Mid-May:

- 1) May 10, 2021 ARPA Fact Sheet
- 2) May 17, 2021 Interim Final Rule ... Federal Register/Vol. 86, No. 93 / Rules and Regulations

\$3,136,677

2-Year Funding Certainty:

- Grants will be released in two increments
 - 1/2 following enactment
 - 1/2 12-months following receipt of first payment

Cash Management:

NOT Subject to Cash Management Improvement Act

30% of funds, or \$19.5 Billion, is obligated to cities with less than 50,000 residents

- Grant calculations based on population size only

Gettysburg was included in with Non-Entitlement Units of Local Government

HOWEVER

Gettysburg is a DIRECT ENTITLEMENT COMMUNITY for CDBG purposes (i.e., classified as low-to-moderate income)

Type Amount (\$ Billions)

States & District of Columbia \$195.3

Counties \$65.1

Metropolitan Cities \$45.6

Tribal Governments \$20.0

Territories \$4.5

Non-Entitlement Units of Local Government \$19.5

Zero Based Budget Model

Services/Programs Considered While Preparing this Budget Proposal

Debt Service
Special Events
Street Cleaning
MS4 Mandates
Traffic Signal Timing
Bus/Transit Services

How Budget Was Drafted

- ✓ Designed around programs/services
 - ❖ Cost to fund those programs/services
 - ❖ Analyzes the needs within each department
 - ❖ Considers ARPA Funding
 - ❖ Incorporates 2022-2026 CIP
 - ❖ Acknowledges Historic Inflationary Pressures
- ✓ Creates Funding Mechanisms to Fully Fund Programs/Services

Police – Crime Prevention
Parking Enforcement
Street Repair/Construction
Street Lighting
Snow Removal
Refuse/Recycling Services
Yard Waste Pick-Up
Storm Drainage
Recreation Services
Land Use Planning

Water/Sewer Services
Code Enforcement
Economic Development
Emergency Preparedness
Cable Television
Fire Services
Ambulance/EMS Services
Traffic Enforcement/Calming
Sidewalk Maintenance
Capital Investments (CIP)

- ✓ Seven (7) Council Salaries and associated payroll taxes

- ✓ Provides Mayor funds for keys to the city, coins, declarations, various gifts, etc.

- ✓ Provides for professional development training

What Does this Department Fund?

(400) Legislative

What Does this Department Fund?

(401) Office of the Manager

- ✓ Mayor Salary

- ✓ Manager, Asst. Manager, Accountant, Intern, HR Coordinator Salaries

- Associated payroll taxes and benefits

COVID-19 Response ... Consolidated Finance Department (402) and Human Resources/Borough Secretary Department (405) into New Department (401)

- ✓ Manager Salary

- 4% GBSWA; 96% Borough

- ✓ Accountant Salary

- 20% GBSWA; 80% Borough

What Does this Department Fund?

(403) Tax Collection

- ✓ Salary for PT Tax Collector
 - Operating Supplies
 - Bond Insurance
- Associated payroll taxes
- ✓ Tax Collection Fees

Operating Supplies

Merchandise Purchases

- flags, pins, etc.

Broadcasts on Community TV

2 Newsletters

Postage

Computer/Copier/Video Parts

Professional Services

➤ CIP 465-01 Gettysburg Welcome Center

➤ Michael Baker, Int. – Grant Writing

- ❖ CIP 439-04 Raise Grant Resubmission

- ❖ CIP 465-01 Redevelopment Assistance Capital Program (RACP)

- ❖ CIP 454-05/06 TA Set Aside Grant Submission

- ❖ CIP 415-04 Non-Profit Security Grant Program Submission

✓ Borough Engineer (outsourced)

✓ Phone/Internet Fees

What Does this Department Fund?

(409) General Government Administration

✓ Computer Software Fees:

- Finance/Land Management

- IT Services

✓ Utility Bills and Building Maintenance

✓ Insurances, Bank Fees and Commissions

✓ Borough Solicitor/Labor Attorney

- Legal Advertising Fees

✓ Professional

Development

✓ Borough Building

Repairs/Maintenance

- ✓ Computer Software Fees/IT Management
- ✓ Radio Maintenance/Phone Systems
- ✓ Insurances
- ✓ Contracted Services

Contracted Services

- LEXIPOL
- Background Investigations

Continuing Education/Training

Operating Supplies

Legal Services

Professional Services

- CBY; YIS; NMS Labs; CODY

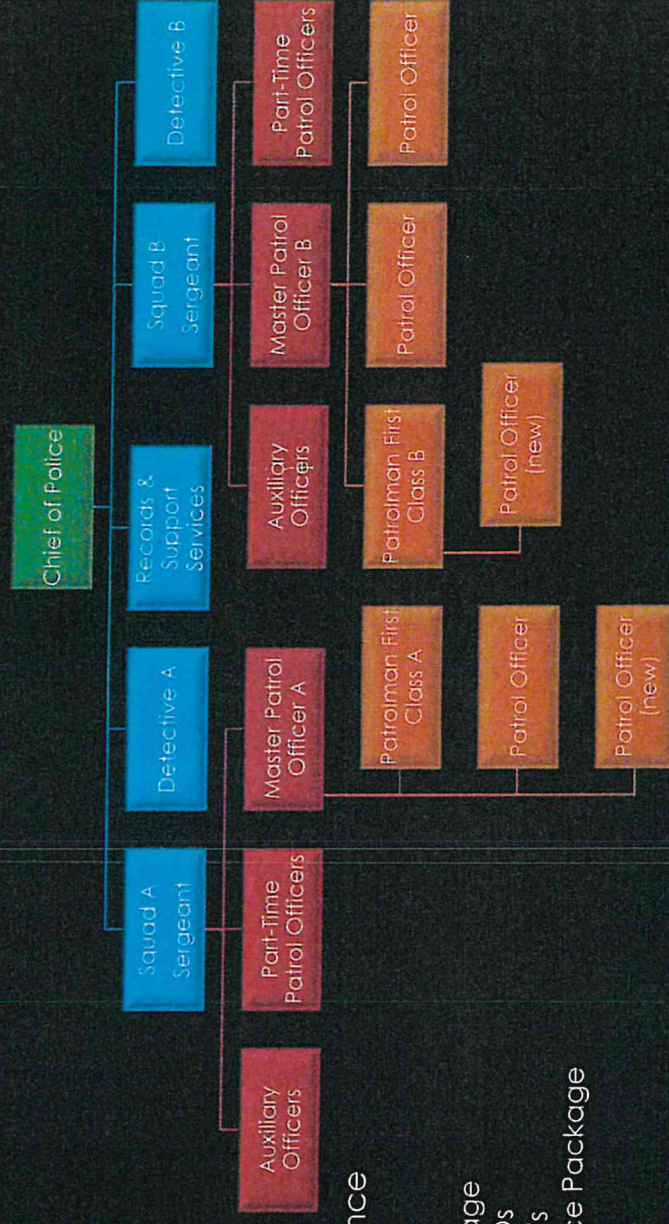
Equipment:

- Camera Systems (body/dash)
- Investigative Equipment
- Vests/Uniforms
- Guns/Ammunition/TAZER Maintenance
- Vehicle Maintenance & Fuel
- Fleet Management Program

- ❖ 2021 Dodge Durango Police Package
- ❖ One (1) 2020 Dodge Chargers AWDs
- ❖ Three (3) 2020 Ford Interceptor SUVs
- ❖ One (1) 2021 Dodge Durango Police Package
- ❖ One (1) 2022 Ford F-150 Pursuit
- ❖ One (1) 2022 Ford Interceptor SUV

What Does this Department Fund? (410) Police

- ✓ Salary, OT, and associated payroll taxes and benefits for the following personnel:



What Does this

Department Fund?

(413) Code Enforcement

- ✓ Contracted Services with PMCA
- ✓ Operating Supplies
- ✓ Phone, internet, software fees
- ✓ IT Services
- ✓ Postage
- ✓ Code Compliance Bicycle

- ✓ Salaries, associated payroll taxes and benefits for the following employees:

- Director of Planning, Zoning, & Code Enforcement
- Director of Historic & Environmental Preservation

❖ 60% GBSWA; 40% Borough

- Management Assistant
- Code Compliance Officer

- ✓ Operating Supplies
- ✓ Postage

What Does this Department Fund?

(411) Fire

- ✓ Required Insurances
- ✓ Utility Bills
- ✓ Fire Tax Transfer

What Does this Department Fund?

(414) Planning

- ✓ Engineering Fees
- ✓ Computer Software/IT Management Services
- ✓ Professional Development
 - Staff
 - Planning Commission / HARB
- ✓ Legal Services
 - Legal Advertising
 - Ordinance Review

What Does this

Department Fund?

(430) Public Works

- ✓ Salary, plus associated payroll taxes and benefits for the following personnel:
 - Public Works Director
 - Foreman
 - Four (4) Laborers (FT)
 - One (1) Mechanic (FT)
 - Part-Time Employee(s)
- ✓ Utility Bills
- ✓ Building Repairs and Maintenance
 - ✓ Boom Mower
- ✓ Operating Supplies
- ✓ Vehicle Maintenance/Fuel
- ✓ Insurances & Certifications
- ✓ IT Management Services and Software Packages
- ✓ Capital Purchases
 - Fleet Management Program
 - Two (2) Ford F250 Ongoing Lease
 - Three (3) Ford F550 Ongoing Lease
 - Two (2) Ford F150 Ongoing Lease
- ✓ Capital Projects
 - **CIP 430-02**
 - Public Works
 - Facilities Upgrades
 - Feasibility Study
 - Possible New Building

What Does this Department Fund?

(415) Emergency Management

- ✓ Civil Service Testing Supplies
- ✓ EMA Coordinator Stipend

What Does this Department Fund?

(421) Health

- ✓ ACT 101 Recycling Initiatives
- ✓ 75 Cats – Trap, Neuter, Release (TNR)

What Does this Department Fund?

(433) Traffic Control Devices

- ✓ Replace/Repair road signs & Markings
 - Lighted Crosswalks
- ✓ Utility Bills

What Does this Department Fund?

(432) Winter Maintenance Services

- ✓ Rental of Machinery & Equipment
- ✓ Snow/Ice Removal Materials

What Does this Department Fund?

(434) Street Lighting

- ✓ Utility Bills
- ✓ Repairs and Maintenance

What Does this Department Fund?

(435) Sidewalks & Crosswalks

- ✓ Engineering
- ✓ Repairs & Maintenance
- ✓ Capital Projects

❖ **CIP 439-05**

- Street Preservation Contract #1
- Replace Crosswalks on Steinwehr Avenue

What Does this Department Fund?

(438) Bridges

✓ Bridge Inspections and Maintenance

✓ Capital Projects

❖ **CIP 438-02** Bridge Construction

What Does this Department Fund?

(436) Storm Sewers & Drains

Fund 09 Gettysburg Borough Storm Water Authority (GBSWA)

Not Budgeted by Borough Council

What Does this Department Fund?

(439) Roads & Alleys

✓ General Roadway Resurfacing and Treatments

✓ Capital Projects

❖ **CIP 439-04** Gettysburg Gateway Connectivity Project a.k.a. Baltimore Street Revitalization

❖ **CIP 439-05** Street Preservation Contract #1

❖ **CIP 454-05 & CIP 454-06** Gettysburg Inner Loop Phase B1/B2

What Does this Department Fund? (445) Parking

- ✓ Salary, plus associated payroll taxes and benefits for the following personnel:
 - Parking Manager
 - Two (2) PEO (FT)
 - Part-Time Employee(s)

- ✓ Vehicle Maintenance/Fuel
- ✓ Fleet Management Program
 - Traverse Payments
 - Colorado Payments
- ✓ Software & IT Management Services
- ✓ Required Insurances
- ✓ Bank Fees
- ✓ Operating Supplies
- ✓ Utility/Phone/Internet Bills
- ✓ Insurance
- ✓ Building Repairs & Maintenance)
- ✓ Capital Projects

❖ CIP 445-01 RHA Garage Maintenance

What Does this Department Fund? (454) Parks & Recreation

- ✓ GARA Appropriation
- ✓ Insurance
- ✓ Special Events Appropriations

What Does this Department Fund?

(455) Shade Tree

- ✓ Pruning/Clean-Up Services
- ✓ Tree Purchases
- ✓ Other Operating Supplies

What Does this Department Fund?

(492) Interfund Transfers Out

- ✓ Fund Transfers to Service Debt

What Does this Department Fund?

(465) Community Development

- ✓ Non-Govt. Appropriations:
 - Main Street Gettysburg
 - Rabbit Transit
 - Adams County Arts Council

What Does this Department Fund?

(471) Debt Principal
(472) Debt Interest

- ✓ 2010 General Obligation Bond
- ✓ 2016 General Obligation Bond
- ✓ PIB Loan – East Middle Street

**2023
TOTAL
Revenues
\$5,342,602**

301	Real Property Tax	\$2,045,250
305	Occupation Tax	\$32,812
310	Local Enabling Tax (Act 511)	\$1,995,265
321	Business Licenses/Permits	\$243,866
322	Non-Business Licenses/Permits	\$56,966
331	Fines & Forfeits	\$612,253
341	Interest Earnings	\$18,016
342	Rents & Royalties	\$78,000
351	Federal Grants	\$450
354	State Operating Grants	\$19,574
355	State Shared Revenue	\$258,592
357	Local Government Units	\$285,205
361	Charges for Services	\$436,599
363	Highways & Streets (Parking)	\$2,000,132
367	Culture & Recreation	\$74,366
390	Other Financing Sources	\$2,938
391	Sales of Fixed Assets	\$4,290
395	Refund of Prior Year Expenses	\$34,928

400	Legislative	\$35,170
401	Office of the Manager	\$384,237
403	Tax Collection	\$32,424
409	General Govt. Administration	\$428,006
410	Police	\$2,391,780
411	Fire	\$136,150
413	Code Enforcement	\$31,468
414	Planning	\$441,130
415	Emergency Management	\$3,000
421	Health	\$3,690
430	Public Works	\$907,319
434	Street Lighting	\$88,250
435	Sidewalks & Crosswalks	\$75,000
438	Bridges	\$4,500
439	Roads & Alleys	\$57,225
445	Parking Facilities	\$399,835
454	Parks, Recreation & Grounds	\$89,917
455	Shade Tree	\$16,475
465	Community Development	\$51,500
2023 TOTAL Expenditures		\$5,577,076

CURRENT MILLAGE IN 2022

General Fund Millage = 2.9099
Fire Fund Millage = 0.2500
Debt Service Millage = 1.2671

TOTAL Millage = 4.4270

What is Out of Balance?

Two Additional Police Officers:

- Labor Burden ~ \$101,411
- Labor Burden ~ \$101,411

Health Insurance Up 16%:

- Added Cost in 2023 ~\$79,632

2023 BUDGET IS NOT BALANCED

EXPENDITURES
EXCEED REVENUE BY

\$314,106

NOTE:
ARPA Funds are
NOT Included as
Revenue
Replacement in
this Scenario

Capital Improvement Projects in This Budget:

- ❖ CIP 465-01
- ❖ CIP 415-04
- ❖ CIP 454-05
- ❖ CIP 454-06
- ❖ CIP 438-02
- ❖ CIP 430-02
- ❖ CIP 439-04
- ❖ CIP 445-01
- ❖ CIP 439-06

Gettysburg Welcome Center
Area Segregation – Modular Vehicle Barricades
Gettysburg Inner Loop – Phase B1
Gettysburg Inner Loop – Phase B2
Bridge Maintenance and Construction
Public Works Facilities & Building Upgrades
Gettysburg Gateway Connectivity Project
RHA Alley Garage Maintenance
Street Preservation Contract #1

CURRENT MILLAGE IN 2022

General Fund Millage	= 2.9099
Fire Fund Millage	= 0.2500
Debt Service Millage	= 1.2671
TOTAL Millage	= 4.4270

Reminder:

ARPA Revenue Will
Expire in 2026. The
Structural Deficit Will
Once Again Emerge
as a Challenge to
the Budget in 2027.

In Order to Balance Council Should Consider Various Options:

1. Keep pace with inflation.
 - Raise \$79,632 with a 0.1573 mill increase
 - Softens the blow in 2027 by preparing now
2. Raise \$101,411 to support (1) additional Police Officer
 - This equals a 0.2001 mill increase
3. Raise \$101,411 to support the second Police Officer
 - This equals a 0.2001 mill increase
4. Utilize ARPA Funds to support the 'provision of government services'
 - **\$314,106**



gettysburg
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BOROUGH OF GETTYSBURG

2023 Budget Proposal Presentation

Questions???

October 11, 2022

Presented by:
Charles R. Gable, MPA
Borough Manager

