

COUNCIL MEETING  
OCTOBER 14, 1992

President Simpson called the meeting to order at 7:30 PM with all of Council present. Also in attendance: Mayor Linn, Don Oyler, Chief Gantz, Mr. Sterner, Mr. Lawver, Mr. Weikert, Dr. Powell, Linda Filer, Eric Persson and Sharon Hare representing the Evening Sun. Mr. Little was absent due to a death in the family.

Moved Mr. Ditzler, seconded Mr. Schmitt to approve the agenda as presented. Motion carried.

Moved Mrs. Gustafson, seconded Mr. Schmitt to approve the minutes of September as corrected. Motion carried.

President Simpson asked for a nomination to fill the vacancy on Council created by the resignation of John Murphy in the Second Ward.

Moved Ms. Giles, seconded Mr. Schmitt to nominate Muriel L. Rice of 60 West Broadway to replace Mr. Murphy on Council. This term would expire in December 1993. Motion carried by a unanimous vote.

Mayor Linn administered the oath to Mrs. Rice, after which she stated she is very pleased to serve on Council.

President Simpson asked for nominations to fill the position of Vice President.

Ms. Giles nominated Mrs. Gustafson for Vice President.

Mrs. Gustafson declined the nomination but thanked Council for the act of confidence. She feels with her work schedule at this time she would not be able to fulfill the position as needed.

Moved Mr. Zellner, seconded Mr. Schmitt to appoint Mr. Ditzler to the position of Vice President. Motion carried unanimously.

Citizens in Attendance:

David Sandstedt, owner of Tomte Towne Miniatures, 102 Baltimore Street to observe.

Mayor Linn announced that Trick-or-Treat will be held on Saturday, October 31st from 6-8 PM for elementary school children.

Moved Mr. Ditzler, seconded Mr. Troxell to adopt the Ordinance prohibiting parking at all times on the South side of Buford Avenue between Springs Avenue and the Borough line. Motion carried.

President Simpson noted that Muriel Rice will continue on the committees that Mr. Murphy was assigned except for one change. She will now be on the Sidewalk Committee and Mr. Troxell will be on the Safety Committee for the remainder of this year.

Mr. Zellner - Sidewalk Committee, reported that they will resume checking sidewalks in the spring.

Mr. Schmitt - Property Committee, noted that the regular Property Committee meeting will be held on Monday, October 19th at 10:30 AM.

Mr. DeHaas - Highway Committee, reported that the work on the railroad tracks is scheduled to begin by October 31st.

Moved Mr. DeHaas, seconded Mrs. Gustafson to approve all bills and payrolls for the month. Motion carried.

Mr. Zellner - Utility Committee, reported that they met with Mr. Hank Lockard of Sammons Communications to discuss the renewal of the cable TV franchise.

Moved Ms. Giles, seconded Mr. DeHaas to authorize Mr. Oyler to advertise the RPP Ordinance for adoption at the November Council meeting. Motion carried.

Moved Mr. DeHaas, seconded Mr. Schmitt to approve the purchase of a tar kettle from Crafft, the low bidder, at a bid price of \$10,783. Motion carried.

Moved Mr. Schmitt, seconded Mr. Troxell to approve the agreement with PennDOT for the maintenance of traffic signal in preparation of the ECONS Project. Motion carried.

#### Managers Report:

Police negotiation session scheduled for October 5th and 6th was cancelled at the request of the police union.

Finance Committee/Budget Meeting will be held on Thursday, October 29th at 3:30 PM and on Friday, November 6th at 3:00 PM. All of Council should attend these two meetings.

Special Meeting for the bond issue will be held on Friday, October 23rd at 3:30 PM.

Highway Committee will meet immediately following the Special Meeting on October 23rd.

Moved Mr. Schmitt, seconded Mr. DeHaas to adopt the Acquisition and Relocation Procedures which will be used by the Borough or any of its subrecipient agencies whenever state or federal funds are involved. Motion carried.

Dr. Powell reported that the Department of Community Affairs has made available additional grant assistance to promote first-time homeowners through the "Home Investment Partnerships Program/Housing and Community Development Program." The applications were sent to potential applicants in September, with a grant deadline of November 20th for funding in 1993. He advised the Council that Adams County Interfaith Housing Corporation was considering a project involving the acquisition of the current Brandon Trailer Court on South Washington Street, but that the Borough would have to be the sponsoring agency to



apply for the funds, which he guessed might be \$175,000. He advised Council that if it agreed to apply for these funds, a public hearing would be necessary. He also advised Council that he had heard a preliminary indication that all applicants for the Planning Assistance Grant would be approved, and it appeared likely, then, that we would be able to proceed with our Comprehensive Plan Update and Zoning Revisions in a few months.

President Simpson ask for an update on 135 West Middle Street which was condemned earlier this year.

Mr. Oyler noted that a possible lien could be attached so the Borough could regain the funds put into the condemned house.

Dr. Powell reported that he has not received an answer from the owner but feels he will be willing to sell in the future. He will check into the Small Community Funding in reference to filing a lien against the property.

Mr. Lawver reported that the highway crew has moved the playground equipment from Meade School to the Rec Park. They will install the playground in the spring.

Mr. Lawver reported that the men are currently digging holes for the trees to be planted on October 20th. They are also paving streets and alleys at this time.

Chief Gantz reported that a Crossing Guard has been hired to begin work on Monday, October 19th.

Ms. Filer reported that the haunted trail will be on Saturday, October 24th at 7:00 PM. Everyone is invited to attend this event.

Mr. Persson reported on the enhancement money available from PennDot through the Intermodal Service Transportation Enhancement Act (ISTEA). The application must be submitted by November 1st for consideration of such projects as Lincoln Square Park, The Lincoln Square Interpretive Facility and the Chessie System Railroad Station. Council should approve the Resolution at tonights meeting if they intend to proceed with the implementation of these projects.

Moved Mr. DeHaas, seconded Mrs. Gustafson to adopt the Intermodal Service Transportation Enhancement Act (ISTEA) Resolution. Motion carried unanimously.

Mr. Persson invited Council on a field trip to Lancaster on Friday, October 30th. They will be visiting with the Chamber of Commerce, Planning Office and other organizations.

Moved Mr. Ditzler, seconded Mr. Zellner to approve the reports of the Treasurer, Chief of Police, Code Enforcement Officer and Parking Department. Motion carried.

Moved Mrs. Gustafson, seconded Mr. Schmitt to approve HARB "consent agenda". Motion carried.

Mrs. Gustafson noted that Gettysburg College should be commended on the Ice House project.

Mr. Troxell noted he would be attending the PSAB Convention on October 15th and 16th in Seven Springs.

With no further business the meeting was adjourned at 9:00PM.

Respectfully submitted,

*Sara L. Weaver*

Sara L. Weaver  
Borough Secretary





**BOROUGH OF GETTYSBURG**  
**ADAMS COUNTY, PENNSYLVANIA**

34 EAST MIDDLE STREET  
GETTYSBURG, PA 17325  
717-334-1160

Francis I. Linn, Mayor  
Charles W. Sterner, Treasurer  
and Borough Manager

Jean E. Simpson, President, Council  
John A. Murphy, Vice President  
Sara L. Weaver, Borough Secretary  
Donald G. Oyler, Borough Solicitor

19 October 1992

This is to certify that at its October 14th meeting, Gettysburg Borough Council adopted the attached "Acquisition and Relocation Procedures," which will be used by the Borough or any of its subrecipient agencies whenever state or federal funds are involved. These guidelines have been developed consistent with the provisions of the Uniform Relocation Assistance and Real Property Acquisition Policies Act as Amended (1987--49CFR Part 24), and the HUD Final Rule for Relocation, Displacement, Acquisition, and Replacement of Housing (24 CFR Part 570).

Attest:

Jean E. Simpson  
Jean E. Simpson, President  
Borough Council

Attest:

Sara L. Weaver  
Sara L. Weaver, Secretary

ACQUISITION AND RELOCATION PROCEDURES  
BOROUGH OF GETTYSBURG

In accordance with the provisions of the Uniform Relocation Assistance and Real Property Acquisition Policies Act as Amended (1987--49CFR Part 24), and the HUD Final Rule for Relocation, Displacement, Acquisition, and Replacement of Housing(24 CFR Part 570), the Borough of Gettysburg and any subrecipient agencies receiving federal funds will implement the following procedures:

RELOCATION

- A. Any person who may be displaced from his home shall be furnished with a written description of his rights as outlined in the HUD brochure "Relocation Assistance to Tenants Displaced from Their Homes." The following information will be included:
1. All payments for which a person is eligible, basic conditions of eligibility, and procedures for obtaining payments.
  2. Information about services, referrals, and assistance in filling out claims.
  3. All displaced persons will not be moved without a minimum advance notice of 90 days, and then only if a comparable replacement dwelling is available.
  4. All persons who may be displaced will be advised of their right to legal representation and their right to appeal any relocation decision, including referrals for such assistance.
  5. The eligibility of those persons who may be displaced begins as soon as negotiations commence for the acquisition of their property.
- B. The Borough and any subrecipient agencies must designate a person who will serve as "Relocation Coordinator." This person will work closely with displaced persons to determine their preferences and to ease the problems caused by relocation. The Coordinator will work closely with the appropriate social service agencies and seek technical assistance from the Department of Community Affairs as the circumstances warrant. The Coordinator will assume the responsibility for assuring that displaced clients understand their rights under the Uniform Act, and are able to obtain all benefits in a timely fashion.
- C. In the event relocation is required, the Borough and its subrecipient agencies will maintain a current and continuing list of comparable replacement housing, and no person or household being displaced shall be required to move unless at least one comparable replacement dwelling (as defined in 49 CFR Part 24.2d) has been made available. A comparable replacement dwelling will be considered to have been made available to a person if:
1. The person is informed of the location; and



2. The replacement dwelling has been inspected by the Relocation Coordinator to determine that it meets decent, safe and sanitary standards as outlined in 49CFR Part 24.2(d)1-6; and
3. The replacement housing is available at a monthly cost for rent plus average utility costs that does not exceed the "Total Tenant Payment" determined under 24 CFR 813.107; and
4. The person has sufficient time to negotiate and enter into a purchase agreement or lease for the property; and
5. Subject to reasonable safeguards, the person is assured of receiving the relocation assistance and acquisition payment to which the person is entitled in sufficient time to complete the purchase or lease of the property.
6. At time of relocation, the person is assured of any advanced relocation payments if needed, and that he will be assisted in preparing and filing all claims, with prompt payment being forwarded.

D. After relocation, the Borough or its subrecipient agency will:

1. Evaluate the success of the relocation by making follow-up contacts with the person/household relocated at least twice a year; and
2. Maintain adequate records to demonstrate that the Borough or subrecipient agency has complied with the law and regulations.

#### ACQUISITION

A. The Borough or its subrecipient agency will designate a person who will serve as "Acquisitions Coordinator." This person will work closely with the property owner, keeping him fully advised of the acquisition interest, advising him of his basic protections under law and the nature of acquisition procedures as outlined under law. The Coordinator will then undertake the acquisitions process using the following procedures:

1. The owner will first be advised in writing of the Borough or subrecipient agencies formal interest in the property, and will be advised of his basic protections under law and the general acquisition procedures;

2. The Borough or subrecipient agency will obtain preliminary title evidence, a boundary survey and legal description of the property, and obtain an appraisal. The owner will be invited to accompany the appraiser if he chooses.
3. The Borough or subrecipient agency will review the appraisal, seek necessary corrections, prepare a statement explaining the basis for the action, and then establish just compensation.
4. The Borough or subrecipient agency will provide the owner with a written offer of just compensation, provide a summary statement of the basis for the offer, explain acquisition procedures, and begin negotiation of the price and any other terms or conditions of the sale.
5. If the Borough or subrecipient agency reaches agreement with the owner, it will insure that a proper purchase agreement is signed, and will complete settlement with a proper settlement cost statement detailing payment of purchase price and any incidental expenses. The net amount will be paid, a receipt obtained from the owner, and the deed will be properly recorded.
6. Following acquisition, the Borough or its subrecipient agency will execute a lease (if necessary) to cover period until owner has successfully completed his relocation. The Borough or its subrecipient agency will also obtain final title evidence and maintain records that demonstrate its compliance with the law and regulations.





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WHEREAS, Enhancement money is available from PennDOT through the Intermodal Service Transportation Enhancement Act (ISTEA); and

WHEREAS, certain projects in the Borough of Gettysburg are eligible for Enhancement money under current criteria used by the Penn DOT ISTEA Advisory Committee, namely,

1. Lincoln Square Park;
2. The Lincoln Square Interpretive Facility; and
3. The Former Western Maryland Railroad Depot (now CSX); and

WHEREAS, applications for such Enhancement money must be submitted for consideration by November 1, 1992; and

WHEREAS, PennDOT and the PennDOT ISTEA Advisory Committee may prefer projects that can be initiated and/or completed within two to three years from the time of funding; and

WHEREAS, organizations and municipalities are encouraged to consider applying for Enhancement money for multiple projects if the same can be initiated and/or completed within two to three years from the time of funding; and

WHEREAS, Main Street Gettysburg, Inc., a Pennsylvania non-profit corporation, has instituted a program to raise the local money necessary to match the ISTEA funding through the "Buy-A-Brick" Program; and

WHEREAS, the "Buy-A-Brick" Program has already raised over \$18,000 towards such match money.

NOW THEREFORE BE IT RESOLVED, that the Borough of Gettysburg fully supports the three Projects referred to in the Preambles;

FURTHER RESOLVED, that the Borough of Gettysburg hereby indicates its intention to proceed with implementation of each of those Projects once the funding for the same is in place.

This is a true copy of the Resolution unanimously adopted by Gettysburg Borough Council at its meeting of October 14, 1992.

ATTEST:

  
Sara L. Weaver, Borough Secretary