

**BOROUGH OF GETTYSBURG
TROXELL COUNCIL CHAMBERS
59 EAST HIGH STREET, GETTYSBURG, PA 17325
COUNCIL BUSINESS MEETING MINUTES
DECEMBER 13, 2021**

President Wesley Heyser called the meeting to order at 7:00 PM with the following **Councilors present:** Vice President Matthew Moon, Ms. Patricia Lawson, Mr. Christopher Berger, Mrs. Judith Butterfield, Mr. John Lawver and Mr. Nicholas Redman. **Staff present included:** Mayor Theodore Streeter;; Assistant Borough Manager/Secretary Sara Stull; Borough Solicitor Harold Eastman, Barley Snyder; Police Chief Robert Glenn, Director of Historic & Environmental Preservation Debra English; Planning Director Carly Marshall; Finance Assistant Tammy Murdorf; Code Compliance Officer Peter Griffieon; Public Works Director Robert Harbaugh; and Chad Clabaugh, Borough Engineer, C. S. Davidson, Inc. Borough Manager Charles Gable and Parking Manager Rebecca Fissel were absent.

Others present included: Jill Sellers, President of Main Street Gettysburg. Ross Hetrick, Thaddeus Stevens Society, 27 East Stevens Street; and Tony Strickland, 531 Baltimore Street. Representing the press was Alex Hayes with the *Gettysburg Times*; and filming by *Community Media-ACCTV*.

President Wesley Heyser announced an executive session of the Borough Council was conducted on Monday, December 6, 2021, commencing at 8:00 PM, consistent with section 708(a)(1), section 708(a)(4) 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, and the evaluation of performance of current Borough employees; (2) to receive, review and discuss information in connection with issues on which identifiable complaints have been made or are expected to be filed, and to consult with its insurance defense attorney regarding information or strategy relative to such identifiable complaints; 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. Moon seconded Mr. Lawver to approve the December 13, 2021 agenda as presented. Motion carried unanimously.

Moved Ms. Lawson seconded Mr. Berger to approve minutes of the Council Meeting of November 8, 2021; and Council Work Session on November 22, 2021 as presented. Motion carried unanimously.

Public Comment (Restricted to Items on the Agenda)

There was no public comment at this time.

Current and Old Business

Department of Planning /Zoning/Code

Planning Director Marshall introduced Peter Griffieon who began work on December 6th as the Code Compliance Officer for the Borough. Mr. Griffieon said that he is excited to begin work and noted that he recently purchased a house in the Borough.

Moved Mr. Moon seconded **Ms. Lawson** to adopt a resolution for the authorization and ratification of the entry of a contract with **Alam B Roofing Contractors** for the performance of emergency repairs, necessary work, temporary safeguards and emergency measures at certain real property within the Borough of Gettysburg at 240-242 Chambersburg Street for the abatement of a clear and imminent danger to the health, safety and welfare of residents of the Borough, as ordered to be performed by the Borough's Building Code Official. Motion carried unanimously.

Moved Ms. Lawson seconded **Mr. Berger** authorizing the Borough of Gettysburg to execute and deliver an Operation and Maintenance Agreement For Stormwater Management Practices with the Blue Mountain Group of Shippensburg in connection with the Preliminary/Final Land Development Plan titled Shippensburg Physical Therapy. Motion carried unanimously.

Department of Historic & Environmental Preservation

Moved Mr. Moon seconded **Mr. Lawver** to accept the recommendation of the Borough of Gettysburg Historic Architectural Review Board (HARB) following its review on November 17, 2021 and grant Certificates of Appropriateness for the following applications as presented: COA 21-0140 MINOR PROJECT: 111 Baltimore Street, Historic Adams County Courthouse – Ross Hetrick, President of the Thaddeus Stevens Society to approve the installation of the historical statue of Thaddeus Stevens in front of the Historic Adams County Courthouse 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 October 25, 2021; COA-210142 MAJOR PROJECT – 531 Baltimore Street – Jane, Tony and Julie Strickland for the new construction of a building as presented to the Board in the design development drawings that represent the architectural style and details that is consistent with both the *Secretary of the Interior Guidelines* and the *Gettysburg Design Guide* for new construction as presented to the Board in the application dated October 27, 2021. Motion carried unanimously.

Public Works Department

Public Works Director Harbaugh gave the following report: the next phase of the South Street Project is the storm drain and street lighting portion which is scheduled to

begin on December 6th; GMA and Columbia Gas continue with water line and gas line replacements and are currently working on High Street; CSX has completed all railroad crossings within the Borough; public works crew continues to pick-up leaves.

Borough Engineer

Engineer Clabaugh gave a brief synopsis to reject the bid and readvertise the South Street CDBG Curb and Sidewalk Improvement project bid. He said that the low bidder withdrew due to an error made on their bid submission.

Solicitor Eastman explained that bidders are allowed under the law to withdraw their bid if a mathematical error was made, so the bidder does have a legitimate reason to legally withdraw.

Moved Ms. Lawson seconded Mr. Lawver to reject all bids received on the South Street CDBG Curb and Sidewalk Improvements project and to authorize the Borough Engineer to readvertise for bids. Motion carried unanimously.

Moved Mr. Berger seconded Ms. Lawson authorizing the Borough of Gettysburg to execute and deliver the Grant of Permanent Easement and Temporary Construction Easement Agreement with Mark Kile and Heidi Kile, owners of certain real property located in the Borough, identified by street address as 323 Baltimore Street, in connection with the South Street Storm Sewer Improvements Project. Motion carried unanimously.

Police Department

Police Chief Glenny gave the following report: there was a guilty verdict in the March shooting incident; two officers are in the process of drafting an ordinance regarding the use of skateboards and electric scooters.

Office of the Manager/Treasurer/Secretary

Moved Mr. Moon, seconded Ms. Lawson to approve all bills and payrolls for the month as presented. Motion carried unanimously.

Moved Mr. Lawver, seconded Mr. Moon to adopt a resolution approving the appointment by Lisa A. Angstadt, Tax Collector for the Borough of Gettysburg, of Donna J. Maring to serve as a Deputy Tax Collector. Motion carried unanimously.

Moved Mr. Moon, seconded Mr. Berger to authorize a COLA increase for retired police pensioner Larry Runk to be paid from the Police Pension Plan effective September 1, 2021. Motion carried unanimously.

Moved Mr. Berger, seconded Mr. Lawver to adopt a resolution for the purposes of setting, updating and confirming the Borough's fees and charges for the issuance of licenses, permits and the provision of municipal services in fiscal year 2022. Motion carried unanimously.

Moved Ms. Lawson seconded Mr. Moon to adopt the Borough of Gettysburg budget for fiscal year 2022 containing an estimate of annual revenues and receipts for the General Fund in the amount of \$6,577,697 and an estimate of annual expenditures in the amount of \$6,577,697. Motion carried unanimously.

Councilman Moon said that the proposed 2022 budget does five key things: "it replenishes and rebuilds our capital reserves; restores police and all other departments to prepandemic staffing levels; expands our police budget by approximately fifteen percent investing in key systems that need modernization; invests aggressively in our ambitious Capital Improvement Plan; and achieves a modest tax relief for the taxpayers".

President Heyser thanked Council and staff for the work involved with this difficult process. It was a good team working together to make thoughtful decisions. He explained that Manager Gable used the 2019 millage rate as a baseline and then applied a modest increase for the 2022 Budget.

Moved Mr. Redman, seconded Mr. Lawver to adopt the Borough of Gettysburg budget for fiscal year 2022 containing an estimate of annual revenues and receipts for the Fire Protection Services Fund in the amount of \$122,955 and an estimate of annual expenditures in the amount of \$122,955. Motion carried unanimously.

Moved Ms. Lawson, seconded Mr. Moon to adopt the Borough of Gettysburg budget for fiscal year 2022 containing an estimate of annual revenues and receipts for the Community Development Block Grant (CDBG) Fund in the amount of \$340,297 and an estimate of annual expenditures in the amount of \$340,297. Motion carried unanimously.

Moved Mr. Moon, seconded Ms. Lawson to adopt the Borough of Gettysburg budget for fiscal year 2022 containing an estimate of annual revenues and receipts for the Capital Projects Fund in the amount of \$714,570 and an estimate of annual expenditures in the amount of \$757,369. Motion carried unanimously.

Moved Ms. Lawson, seconded Mr. Moon to adopt the Borough of Gettysburg budget for fiscal year 2022 containing an estimate of annual revenues and receipts for the Debt Service Fund in the amount of \$643,045 and an estimate of annual expenditures in the amount of \$643,045. Motion carried unanimously.

Moved Mr. Berger, seconded Mr. Lawver to adopt the Borough of Gettysburg budget for fiscal year 2022 containing an estimate of annual revenues and receipts for

the Capital Reserve Fund in the amount of \$412,369 and an estimate of annual expenditures in the amount of \$0.00. Motion carried unanimously.

Moved Mr. Lawver, seconded Mr. Redman to adopt the Borough of Gettysburg budget for fiscal year 2022 containing an estimate of annual revenues and receipts for the Liquid Fuels Fund in the amount of \$184,200 and an estimate of annual expenditures in the amount of \$78,577. Motion carried unanimously.

Moved Mr. Moon, seconded Ms. Lawson to adopt the Borough of Gettysburg budget for fiscal year 2022 containing an estimate of annual revenues and receipts for the Revolving Loan Fund in the amount of \$1168 and an estimate of annual expenditures in the amount of \$1524. Motion carried unanimously.

Moved Ms. Lawson, seconded Mr. Moon to adopt the Borough of Gettysburg budget for fiscal year 2022 containing an estimate of annual revenues and receipts for the American Rescue Plan Act (ARPA) Fund in the amount of \$1,569,131 and an estimate of annual expenditures in the amount of \$1,047,033. Motion carried unanimously.

Moved Mr. Moon, seconded Ms. Lawson to adopt a resolution fixing the tax rates of the Borough of Gettysburg for fiscal year 2022 at 4.1770 mills on each dollar of real estate assessed valuation for general Borough purposes, 30 mills on each dollar of occupational assessed valuation for general Borough purposes, and at 0.2500 mills on each dollar of real estate assessed valuation for fire protection services appropriations tax purposes. Motion carried unanimously.

Moved Mr. Redman, seconded Ms. Lawson to set the organization meeting of the Borough Council to be held on Monday, January 3, 2022 at 5:00 PM, pursuant to section 1001(a) of the Borough Code and to authorize the provision of public notice for the organization meeting. Motion carried unanimously.

Moved Mr. Berger, seconded Mr. Lawver to set the first monthly general business meeting of the Borough Council on Monday, January 10, 2022 at 7:00 PM and to authorize the provision of public notice for the business meeting. Motion carried unanimously.

Moved Ms. Lawson, seconded Mr. Redman to set monthly general business meetings of the Borough Council for fiscal year 2022, all commencing at 7:00 PM, on the following dates, and to authorize the provision of public notice for the business meetings:

- Monday, January 10, 2022**
- Monday, February 14, 2022**
- Monday, March 14, 2022**
- Monday, April 11, 2022**
- Monday, May 9, 2022**

- Monday, June 13, 2022
- Monday, July 11, 2022
- Monday, August 8, 2022
- Monday, September 12, 2022
- Tuesday, October 11, 2022
- Monday, November 14, 2022, and
- Monday, December 12, 2022.

Motion carried unanimously.

Moved Ms. Lawson, seconded Mr. Lawver to set monthly work session meetings of the Borough Council for fiscal year 2022, all commencing at 7:00 PM, on the following dates, and to authorize the provision of public notice for the work session meetings:

- Monday, January 24, 2022
- Monday, February 28, 2022
- Monday, March 28, 2022
- Monday, April 25, 2022
- Monday, May 23, 2022
- Monday, June 27, 2022
- Monday, July 25, 2022
- Monday, August 22, 2022
- Monday, September 26, 2022
- Monday, October 24, 2022, and
- Monday, November 28, 2022.

Motion carried unanimously.

Moved Ms. Lawson, seconded Mr. Lawver to set a special Borough Council meeting on January 24, 2022 at 6:45 PM for the purpose of reviewing and considering any submitted bids for the South Street CDBG Curb and Sidewalk Improvements project and to consider the award of a construction contract or contracts for that project to the lowest qualified responsive and responsible bidder or bidders. Motion carried unanimously.

Moved Mr. Redman, seconded Ms. Lawson to set the fiscal year 2023 budget work session meetings of the Borough Council for fiscal year 2022, all commencing at 7:00 PM, on the following dates, and to authorize the provision of public notice for the budget work session meetings:

- Monday, October 17, 2022
- Monday, October 31, 2022, and
- Monday, November 7, 2022.

Motion carried unanimously.

Liaison Reports

Main Street Gettysburg

President Sellers gave the following report: the Giving Spree received donations in the amount of \$13,244.19 (plus another \$1,000 donated thereafter) for the capital campaign for the future Gettysburg Welcome Center; Main Street Gettysburg delivered two fun-filled weekends of the Christmas Festival. The total cost of the festival was \$9,012 including sponsorships and in-kind prize donations. Thanks to businesses, partners, sponsors, and over 30 volunteers who pulled together to make it successful; and announced that we are an Official Nonprofit Affiliate of the America250PA Commission and looking forward to working with our local partners to plan celebrations for the nation's 250th birthday.

President Heyser acknowledged Mrs. Sellers for all her hard work in planning the Christmas Festival weekends.

Councilwoman Lawson congratulated Mrs. Sellers and all the volunteers for their work with the Christmas Festival weekends. This event helps with tourism during December which is a slow month.

Gettysburg Municipal Authority (GMA)

Councilman Berger gave the following report: work continues on the Heritage Land Tank located on Natural Springs Road; High Street Water Main Replacement Project has been completed; Interceptor Phase II Replacement received notification that the PA Historical and Museum Commission has determined that a Phase I Archaeological Survey must be completed; a rate increase for sewer will take effect in 2022, noting that GMA alternates each year the water and sewer increases.

Steinwehr Avenue Heart of Gettysburg Battlefield (SAHGB)

Councilwoman Butterfield reported that there was no regular meeting held in December and noted that they have an annual meeting in a social setting which was held at the Reliance Mine Saloon.

Adams County Council of Governments (ACCOG)

Councilwoman Butterfield reported that they met on November 19th at the Adams County Arts Council (ACAC) due to the Emergency Management Service building being used for COVID issues. They voted to re-elect David Laughman as President and to meet again at ACAC on December 16th.

Adams County Transportation Planning Organization (ACTPO)

Councilwoman Butterfield reported that the next meeting will be held on January 26, 2022. They discussed the Adams County Transportation ONWARD2050 Survey that was completed in October.

Adams County Heroin Awareness Task Force

Councilman Moon reported that they continue to work on a strategy for the Master Plan. He said that he was asked to serve as the Task Force Chairman.

Healthy Adams Bicycle Pedestrian Inc. (HABPI)

Councilwoman Lawson reported that they expect to know by the end of calendar year if they are awarded the (DCNR) Department of Community and Natural Resources Grant for \$17,500.

Other Reports

Recycling Report

Councilwoman Butterfield gave the following report: the waste hauler contract bid information will be advertised in the newspaper on December 11th and 15th for haulers to submit bids online at Penn BID; electronic recycling is scheduled for Saturday, March 19, 2022 and the paper shred event is scheduled for Friday, May 20, 2022.

Elected Officials' Comments

President Heyser announced that there would be no Borough Council Work Session held in December. He acknowledged Nicholas Redman who filled the Council opening for a short period of time and said that Council plans to appoint him to one of the Boards in the future.

President Heyser presented outgoing Mayor Ted Streeter with a pen shaped from a witness tree that stood during the Battle of Gettysburg. He noted that the pen was donated by a private citizen for the occasion. President Heyser said that Mayor Streeter was elected in 2016 to fill the remaining term of Mayor William Troxell upon his retirement. Ted has been a great addition and knowledgeable of government policy noting that he also served on Borough Council for 14 years.

Mayor Streeter thanked Borough Council and staff stating that he has enjoyed working with everyone and serving the Borough for approximately 23 years. He said that he began serving on Borough Council in 1997 when he filled the term of then Councilman William Troxell after he became Mayor following the death of Mayor Francis Linn.

Councilwoman Lawson said that we are still in the midst of the pandemic with hospitals filled with patients. She asked that everyone wear mask and get their vaccinations to protect others.

Councilman Redman thanked everyone for welcoming him on Borough Council and said that he wishes to remain involved. He said that this was a great experience.

Public Comment

There was no public comment at this time.

Adjournment

Moved Mr. Moon, seconded Ms. Lawson to adjourn the meeting at 8:10 PM to an executive session. Motion carried unanimously.

Respectfully submitted,

Sara L. Stull
Borough Secretary