

**BOROUGH OF GETTYSBURG  
TROXELL COUNCIL CHAMBERS  
59 EAST HIGH STREET, GETTYSBURG, PA 17325  
COUNCIL BUSINESS MEETING MINUTES  
AUGUST 14, 2023**

**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 and Mr. Chad Carr. Mr. John Lawver and Ms. Patricia Lawson were absent. **Staff present included:** Mayor Rita Frealing; Borough Manager Charles Gable; Assistant Borough Manager/Secretary Sara Stull; Borough Solicitor Adam Boyer, Barley Snyder; Police Chief Robert Glenney; Director of Historic and Environmental Preservation Debra English; Parking Manager Rebecca Fissel; and Public Works Director Robert Harbaugh; Planning Director Carly Marshall and Chad Clabaugh, Borough Engineer, C. S. Davidson, Inc. were absent.

**Others present included:** Darlene Brown, representing Elm Street, 355 West High Street; Lisa Cadigan and Lori McCullough with the Adams County Arts Council, 125 South Washington Street; Judi McGee, 256 Baltimore Street; Scott English, owner of The Gettysburg Academy, 66-68 W. High Street; Brian Hodges, 137 Ridge Avenue and owner of The Brafferton Inn, 44 York Street; Linda Atiyeh, owner of The Upper Crust, 26 York Street; Shelley Knouse, owner of Fresh Boutique, 28 Chambersburg Street; Kelly Kaiser, 200 E. Middle Street; Peter Bales, 35 Hanover Street; Susan Cipperly, 314 North Stratton Street; Kari Greenwalt, 256 Baltimore Street; Sharon Michaels, 120 York Street; Ted Hurt, 241 Baltimore Street and Erin Himmelberger, Warehouse, 231 North George Street, York, PA. Representing the press was Jim Hale with the *Gettysburg Times*; and filming by *Community Media-ACCTV*.

**President Wesley Heyser** announced that the second Community Development Block Grant (CDBG) Public Hearing will be held on Monday, August 28, 2023 at 6:30 PM.

**President Wesley Heyser** announced an executive session of the Borough Council of the Borough of Gettysburg will be conducted immediately following the adjournment of this evening's monthly general business meeting consistent with section 708(a)(1) and section 708(a)(5) of the Sunshine Act for the following purposes: (1) to provide information and discuss matters involving the employment, the terms and conditions of employment, the salary and benefits of administrative Borough employees and the investigation of complaints involving current Borough employees; and (2) to review and discuss matters of Borough business which, if conducted in public, could lead to the disclosure of information and matters of confidentiality protected by law.

## **Approval of Agenda and Minutes**

**Moved Mr. Moon seconded Mr. Berger to approve the August 14, 2023 agenda as presented. Motion carried unanimously.**

**Moved Mr. Moon seconded Mr. Berger to approve minutes of the Council Meeting on July 10, 2023; CDBG Public Hearing, and the Council Work Session on July 24, 2023 as presented. Motion carried unanimously.**

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

**Brian Hodges, 137 Ridge Avenue and owner of The Brafferton Inn, 44 York Street** asked Council about the procedure for open board members. He said that he was not aware that Justin Harman had resigned from HARB and that Andrew Johnson is on tonight's agenda for appointment to fill the unexpired term ending in August 2026. He asked Council to table the motion tonight if it was not properly advertised.

**Judi McGee, 256 Baltimore Street** expressed her concern about the idling buses in front of her house and said that it is damaging to her property and that the unsupervised children are over running on her property causing problems. She said that the Borough needs to decide if this is a residential area or a tourist community that caters to the buses that sit and idle. She said that Destination Gettysburg works to bring tourist buses to Gettysburg and should provide information and regulations to bus operators.

**Sharon Michaels, 120 York Street** expressed her concern with the idling buses in front of her house stating that patrons leave garbage and that items have been stolen from her porch. The pollution from the buses is harmful especially to the elderly and young residents.

## **Current and Old Business**

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

**Manager Gable in the absence of the Planning Director** gave the following report: the Rezoning Committee met for the fourth time recently and the topics will be placed regularly on the Planning Commission agenda if anyone is interested in attending; yard sale, solicitation and transient retail permits are now available online to better streamline the process and noted that three online permits were issued in July with a total of 121 permits issued last month.

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

**Director of Historic and Environmental Preservation Debra English** gave the following report: received a \$2,200.00 grant from the Adams County Community Foundation Environmental fund to be used for GBSWA public outreach and rain barrel

distribution; she and Ms. Mesher attended the sustainability workshop at the Gettysburg College on August 24<sup>th</sup> to showcase the rain barrels to the students and donated the demo rain barrel to the Turtle Garden at the College; and she provided façade concept renderings from the Adams County Arts Council for the color schematic dated July 31, 2023 for Council to review.

**Councilwoman Butterfield** had some concerns regarding the Adams County Arts Council proposal for a façade restoration and asked Council to consider a separate motion from HARB's overall list in the current motion as it appears on the agenda. The wording on tonight's motion states pending the submittal of a front façade rendering depicting a lighter stone that lacks the specificity. She asked who determines what color is light enough.

**President Wesley Heyser** said that HARB does not have the authority to determine building colors noting the purple house on York Street. The motion can be amended to approve the materials for the Adams County Arts Council motion.

**Councilman Moon** agreed that HARB does not have the authority to regulate paint colors and pointed out the "hideous purple " house on Baltimore Street.

**Department of Historic & Environmental Preservation English** said that HARB does not regulate paint color but can request or recommend color change (the purple house). The color for the Arts Council façade improvement was not specified on the HARB motion as the Arts Council was providing renderings for review with the color changes from the HARB meeting dated July 19<sup>th</sup> as shown on the July 21<sup>st</sup> renderings which were reviewed and unanimously approved through HARB.

The representatives from the Adams County Arts Council and the architect for the project said that a document was provided with the color changes on July 21<sup>st</sup> as depicted in the submission submitted after HARB review. The metal siding in this submittal will be ash gray, and the stone was recommended to be a darker color. Charcoal gray was the first color option reviewed at the HARB meeting on July 19<sup>th</sup>. HARB suggested the lighter gray in the metal siding, but they would prefer the darker color for maintenance purposes. The representatives pointed out that the building is in disrepair and that they are pending grant funding, so they would like a decision tonight on as much as possible because time is of the essence with the necessary repairs.

**Moved Mr. Moon seconded Mr. Carr to accept the recommendation as amended of the Borough of Gettysburg Historic Architectural Review Board (HARB) following its review on July 19, 2023 and grant Certificates of Appropriateness for the following applications as presented: COA-230040 MAJOR PROJECT: 33 W. Middle Street – GSC Homes proposed rear porch reconstruction per the application dated May 4, 2023; COA-230054 MAJOR PROJECT: 29 W. Middle Street – GCS Homes for the proposed reconstruction of the east-facing porch replicating a traditional profile per the application dated July 11, 2023; COA-230048 MAJOR**

**PROJECT: 51 E. Stevens Street – Orchard County Realty LLC for the rear siding replacement using white vinyl siding per the application dated May 23, 2023; COA-230046 MAJOR PROJECT: 37 Breckenridge Street – Nolan Peterson for the proposed exterior renovations, most of which are in-kind except for the slightly different profile, using 5-V Crimp Metal for the roof, and to consider preserving any original materials beneath the existing siding per the application dated May 3, 2023; COA-230028 MAJOR PROJECT: 147 W. Middle Street – Patrick Luckenbaugh for the installation of a 5-V Crimp Metal roof in a muted gray color and for the restoration, repointing, and the capping off at the top of the chimney per the application dated June 15, 2023; COA-230049 MAJOR PROJECT: 125 South Washington Street for the proposed restoration façade design of the Adams County Arts Council building as submitted on the application dated June 16, 2023; and as updated on July 31, 2023, for a front façade depicting a stone, Board and Batten, and matching trim work. Motion carried unanimously as amended .**

### **Parking Department**

**Parking Manager Fissel** gave the following report: recently hired Mario Casciotta as a part-time Parking Enforcement Officer; the oversized vehicle parking signs were placed; the Residential Parking Permit (RPP) renewals are due by August 31<sup>st</sup>; the Parking Department has been tracking the bus spaces from July 26<sup>th</sup> to August 12<sup>th</sup> and received \$108.75 to date; she received calls from people regarding a SUV towing a U-Haul trailer, a truck with a camper, and a bus company that was glad to have bus parking available. She said that the parking spaces have been helpful in dealing with the recreational vehicles (RV) in the area due to the many surrounding campgrounds, noting that RV owners and drivers hauling trailers are often looking for parking in the downtown area.

**Councilman Carr** said that he thought that the oversized parking was for bus parking only and not for other oversized vehicles. He asked if the Pilot Parking Program could be discussed further and possibly amend it.

**Councilman Moon** agreed stating that it could cause issues for buses to park if campers or other oversized vehicles are parked in the designated areas.

**President Wesley Heyser** also agreed that he thought the parking was for buses only. He asked that the Parking Pilot Program be placed on the September Council Work Session for further discussion.

### **Public Works Department**

**Public Works Director Harbaugh** gave the following report: the painting of lines and pavement markings began the week of August 7<sup>th</sup>; JVI Group completed the base repairs to the contracted streets; and Martins Paving began the street preservation to chip and seal Elm Street, Seminary Avenue, North and South Howard Avenues, McMillan

Street, Ridge Avenue, Red Patch Avenue and West Railroad Street on August 9<sup>th</sup> and should complete the project by the end of this month.

**Councilman Carr** expressed his concern with the line painting after midnight noting that no one is there directing traffic and that only orange cones are set up to direct traffic. He said that this is dangerous and asked if the Public Works and Police Departments could work together during these type of projects.

**Public Works Director Harbaugh** explained that the crew only does one lane of traffic at a time and then goes back to complete the second lane. He said that it would take a crew of approximately twenty people to be at all intersections to complete the line painting and if the project were contracted out it would be very expensive.

#### **Borough Engineer**

**Public Works Director Harbaugh in the absence of Engineer Clabaugh** gave the following report: JVI Group completed the 2023 Street Improvements Project, but we will hold five percent for final punch list items such as grass seed to be completed.

**Moved Mr. Moon seconded Mr. Carr to approve Application for Payment #1 to JVI Group, Inc, in the amount of \$62,510.00 for items complete to date, associated with Contract No. 2 of the 2023 Street Improvements Project, as recommended by the Borough Engineer. Motion carried unanimously.**

**Moved Mr. Berger seconded Mr. Moon to execute and deliver an Operation and Maintenance Agreement with Ian and Ashley Miller for the stormwater management facilities associated with real property located at 4 South West Confederate Avenue. Motion carried unanimously.**

#### **Police Department**

**Chief Glenn**y gave the following report: announced that the Annual National Night Out held on August 1<sup>st</sup> was an incredible success with a big turnout of people in attendance. He commended Gettysburg Police Department Officer Eric Wenrich for doing a great job in planning the event.

**President Wesley Heyser** asked Chief Glenn to relay compliments from Borough Council to the Police Department for a fine job.

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

**Manager Gable** gave the following report: discussed Borough fund balances and said that there is 2.1 million dollars available in the General Fund and 1.5 million dollars available in the Capital Reserve Fund, which will help fund the Capital Improvement Plan that Council adopted in 2021.



**Moved Mr. Carr, seconded Mr. Berger to approve all bills and payrolls for the month as presented. Motion carried unanimously.**

**Moved Mr. Carr, seconded Mr. Moon to appoint Borough Manager Charles Gable as the voting delegate at the Pennsylvania Municipal League Leadership Summit on October 5-8, 2023. Motion carried unanimously.**

**Moved Mr. Carr, seconded Mr. Moon to appoint Andrew Johnson to the Gettysburg Historical Architectural Review Board in order to complete the term of Justin Harman which will expire in August 2026. Motion carried unanimously.**

**President Wesley Heyser** gave a brief explanation of the process of the appointments to an Authority, Board or Commission (ABCs). He said that Councilwoman Butterfield and Councilman Moon manage the ABCs. All applications received are kept on file for them to review when appointment renewals or openings become available. The ABCs are not advertised due to the number of boards that we would be advertising appointments for every month and that it would be costly.

**Councilman Moon** explained that he and Councilwoman Butterfield thoroughly review applications on file and then contact people and meet with them to discuss which Board that they are interested in serving. Citizens submit applications to the Borough throughout the year and not necessarily when there are openings. He said that the Borough had an application on file from Andrew Johnson, that they met with him to discuss his interest in serving on HARB, and noted that he has extensive knowledge with over twenty years of construction experience. The Volunteer Application Forms are available in the Borough lobby or by contacting the Borough office, and it is also on the Borough Website at [www.gettysburgpa.gov/filesunderBoroughSecretary/Asst.BoroughManager](http://www.gettysburgpa.gov/filesunderBoroughSecretary/Asst.BoroughManager).

**Councilman Carr** noted that Councilman Moon often mentions at the Borough Council meetings the need for volunteers to serve on the ABCs.

**Councilman Carr** stated that he appreciates the monthly pillow tax totals that are provided to Council, but asked if we could request from Destination Gettysburg the totals collected from the hotels, bed and breakfast etc.

**Councilman Moon** noted that, when the hotels, Air B & B's etc. submit their funds to the Adams County Courthouse, there are no reports included.

**Manager Gable** said that we do not know the number of heads and beds at the hotels, but we have surpassed previous years that funds were collected dating back to 2014.

## **Liaison Reports**

### **Main Street Gettysburg**

**President Wesley Heyser in the absence of President Sellers** gave the following report: Main Street Gettysburg submitted an application to DCED for a Planning Grant to reestablish the Elm Street Program.

### **Gettysburg Area Recreation Authority (GARA)**

**Councilman Carr** had nothing to report.

### **Gettysburg Municipal Authority (GMA)**

**Councilman Berger** gave the following report: the booster station options will be revisited regarding extending the water main to provide more water pressure in the Herr's Ridge high-pressure zone; Buchart Horn is finalizing the well pump and treatment design along with preparing the public water supply permit application for the Andrews Well; the Cemetery Hill Tank Project was awarded to C. E. Williams; and a preconstruction meeting took place with demolition to begin soon for renovations to the new GMA office building at 424 East Middle Street.

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

**Councilwoman Butterfield** gave the following report: Main Street is seeking to increase funding so that they can expand trolley and event schedules; discussed a wreath contest for merchants; they asked businesses to encourage visitors to return for the Gettysburg Christmas Festival; opening tickets are sold out for the upcoming Gettysburg Anniversary movie to be held in October and the Christmas movie will be throughout December; and Jackie White gave a report on the Eisenhower Society activities and noted that she has been an active member in the society since it was founded.

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

**Mayor Frealing** had nothing to report.

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

**Councilwoman Butterfield** gave the following report: the next meeting of ACTPO will be held on October 25<sup>th</sup>; gave a report on the Gettysburg Station Project formerly known as the REDDI Project with a focus on the transit building, noting that Darlene Brown said that the plan was always to move the transit building when the project came to fruition; members asked for a traffic study of both Stratton and York Streets to be completed.

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

**Councilwoman Butterfield** gave the following report: they would like to seek more overall involvement from the school districts; the collaboration subcommittee continues to work on a survey for needs of cyber-security training within the county and was tasked with asking a County Commissioner and a Manager to submit three names outside of the county to critique the proposed survey.

## **Health Adams Bicycle Pedestrian, Inc. (HABPI)**

**Councilwoman Lawson** was absent.

## **Overdose Awareness Task Force**

**Councilman Moon** gave the following report: met last month and conducted an organizational meeting and discussed what the mission of the task force is moving forward; the next task force meeting is scheduled for August 15<sup>th</sup>; he announced the 2023 International Overdose Awareness Memorial Walk will be held on August 31<sup>st</sup> from 6:00 PM to 8:00 PM beginning at the Adams County Courthouse and ending at the Gettysburg Area Recreation Authority.

## **Trail Feasibility Study**

**Councilman Berger** had nothing to report.

## **Other Reports**

### **Recycling**

**Councilwoman Butterfield** gave the following report: attended the Professional Recyclers of Pennsylvania (PROP) Recycling and Organics Conference along with Debra English and Karen Mesher on July 19<sup>th</sup>. The theme was repurposing demolition materials, and she shared the information with Main Street for use with the Brown House. She noted the convenience of the conference that was held in Gettysburg made it possible for them to attend the HARB and COG meetings.

## **Elected Officials' Comments**

**Councilwoman Butterfield** reported that @Home in Adams County along with Commuter Services of PA have partnered to provide transportation resources for people to increase their walking, biking, and bus trips. They have posters displayed regarding the program throughout the area.

**Mayor Frealing** gave the following report: was asked by the Lancaster Historical Society, who is developing a museum about Thaddeus Stevens would like to involve



Gettysburg since he lived here and had his law firm in Gettysburg; she did a Podcast highlighting Gettysburg with Destination Gettysburg and learned that Bookings.com rated Gettysburg number one.

**Councilman Carr** asked the chief to thank Police Officer Jordan Klunk for always being professional when he has called the police department about issues.

**Councilman Carr** expressed concern about the amplified sound coming from the square that was louder than the band, and can be heard a block away and inside of the buildings. He asked when does First Amendment expression become disorderly conduct.

**Chief Glenn** responded that it could fall under disorderly conduct dependent on the time of day, but that determinations are situational and not easily defined under the law. He urged the public to contact the police anytime they have concerns at 717-334-8101.

### **Public Comment**

**Darlene Brown, representing Elm Street, 355 West High Street** announced that Main Street Gettysburg hosted a meeting that included representatives from the Department of Community and Economic Development (DCED) and the Pennsylvania Downtown Center (PDC) in an effort to reestablish the Elm Street Program. The PDC approved \$25,000 for the program with a \$25,000 match from Main Street Gettysburg. The next step is for the submission of an application for a DCED Planning Grant.

**Kari Greenwalt, 256 Baltimore Street** expressed her concerns about the Parking Pilot Program and said that dedicating buses to park in front of apartment buildings creates issues for people who need to park to unload groceries and laundry. She would encourage the buses to park in other areas such as at the schools or at the fire department. She also expressed her concern about paying to park on Sundays.

**Moved Mr. Berger, seconded Mr. Moon to adjourn the meeting at 8:45 PM to an executive session. Motion carried unanimously.**

Respectfully submitted,



Sara L. Stull  
Borough Secretary