

BOROUGH OF GETTYSBURG
59 EAST HIGH STREET, GETTYSBURG, PA 17325
COUNCIL MEETING MINUTES
DECEMBER 10, 2018

President Susan Naugle called the meeting to order at 7:00 PM with the following Councilors present: Vice President Jacob Schindel, Mr. Wesley Heyser, Ms. Patricia Lawson, Mr. Christopher Berger, Mr. Charles Strauss and Mr. John Lawver. Staff present included: Mayor Theodore Streeter; Borough Manager Charles Gable; Borough Secretary Sara Stull; Borough Solicitor Harold Eastman, Puhl Eastman & Thrasher; Interim Police Chief Carl Segatti; Planning Director Becky LaBarre; Parking Manager Richard Miller; Finance Director Nicolette James; Interim Public Works Director Robert Harbaugh, and Chad Clabaugh, Borough Engineer, C. S. Davidson, Inc.

Others present include: Deb Adamik, President, Main Street Gettysburg; Mike Shestok, 264 Baltimore Street; Hunter Hartman, 56 Hanover Street; Mike Tallent, 811 Johns Avenue; Nancy Kramer, 12 Wade Avenue; Dominic Picarelli, 273 West Street; Bob and Helen DeFayette, 100 King Street; Dennis and Donna McGough, 225 Springs Avenue; and Becka Fissel, Borough Parking Enforcement Officer, 264 S. Washington Street. Representing the press was Jim Hale with the *Gettysburg Times*.

President Susan Naugle recognized Main Street Gettysburg for their efforts in organizing the first Gettysburg Christmas Festival which was a success. She also thanked Borough Staff and the many volunteers and committee members for all their work in making this a great event. Ms. Naugle noted that 2019 is planned to be a three day event.

President Susan Naugle announced that a public hearing is scheduled for Thursday, January 17, 2019 to hear comments regarding Comcast Cable.

President Susan Naugle announced that an executive session of the Borough Council was conducted immediately following the adjournment of the November 13, 2018 monthly general business meeting of the Borough Council pursuant to section 708(a)(1) and section 708(a)(4) of the Sunshine Act.

President Susan Naugle announced that an executive session of the Borough Council was conducted immediately following the adjournment of the November 26, 2018 work session of the Borough Council pursuant to section 708(a)(1) and section 708(a)(4) of the Sunshine Act.

President Susan Naugle announced that an executive session of the Borough Council was conducted immediately prior to the commencement of this evening's meeting beginning at 6:30 p.m. consistent with section 708(a)(1) of the Sunshine Act to discuss matters involving the employment and appointment, the terms and conditions of employment and the hiring of a prospective public official or employee of the Borough.

Moved Mr. Heyser, seconded Mr. Schindel to approve the December 10, 2018 agenda after removing two motions that aren't ready for approval at this time. Motion carried unanimously.

Moved Mr. Lawver, seconded Mr. Schindel to approve minutes of the Public Hearing November 13, 2018, Council Meeting November 13, 2018, Special Council Meeting November 26, 2018, and Council Work Session Meeting November 26, 2018 as presented. Motion carried unanimously.

Public Comments

Deb Adamik, President, Main Street Gettysburg read a prepared statement about the overwhelming success of the Gettysburg Christmas Festival held on December 1st (see attached).

Mike Shestok, 264 Baltimore Street, said that with the Borough facing tax base issues because it's "landlocked", he would support Council either way with their tough decision regarding the height increase.

Hunter Hartman, 56 Hanover Street, cautioned Council against the building height increase creating another oversized eyesore.

Special Presentation

Mayor Streeter along with Sergeant Weikert presented the Auxiliary Police Officers with badges, certificate and a Civilian Medal of Appreciation. The officers honored were Ron Face, Stanley Hopkins, Jim Gallagher and Dave Nett. Mayor Streeter said that these officers provide public safety during borough events. Office volunteers were also honored for their service to the police department. Edith Smith, Police Secretary presented Robert DeFayette and Donna McGough with a certificate and a Civilian Medal of Appreciation.

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

Moved Mr. Heyser, seconded Mr. Schindel to accept the recommendations made by the Gettysburg Historic Architectural Review Board (HARB) following its review on November 28, 2018 and grant Certificates of Appropriateness for the following applications: COA-18-0108, 129 S. Stratton Street—Lynn Barrett for replacement of existing historic tin shingle roof with wide-spread standing seam metal panel system on the front elevation and multi-ribbed panels on the rear, in choice of color scheme for the main roof and coordinating porch shingles to be determined by the owner between documented red or desired blue; COA-18-0115, 251-253 Chambersburg Street—SPG Capital, LLC for installation of new entry doors with full-lite storm doors and double-hung storm windows as presented, with final choice

of entry door design to be administratively approved by Preservation Officer; COA-18-0116, 43-45 E. Middle Street—Douglas & Morgan Miller for alterations to historic windows including installation of permanent storms and replication of millwork in alternate material as presented; and COA-18-0117, 196 S. Street—Survivors, Inc. for preliminary construction of footprint ONLY as presented, with final design requiring further review. Motion carried unanimously.

Moved Mr. Schindel, seconded Mr. Berger to enact an ordinance amending the text of the Gettysburg Borough Zoning Ordinance for the purposes of amending Part 2 by adding certain definitions; by revising the regulations for the Residential Office Redevelopment (ROR) District relative to certain dimensional standards, by removing certain uses permitted by right and by adding an incentive-based extended height mixed-use building use to be permitted by special exception; and by amending Part 15 by adding certain specific requirements and criteria for the new extended height mixed-use building use to be permitted by special exception. YEA: Mr. Schindel, Mr. Berger, Mr. Lawver and Mr. Heyser. NAY: Ms. Naugle, Mr. Strauss, and Ms. Lawson. The vote passed 4 Yea/3Nay.

Moved Mr. Berger, seconded Mr. Schindel to enact an ordinance amending Chapter 4, Part 3 of the Gettysburg Borough Code of Ordinances, the Regulated Rental Unit Occupancy Ordinance, to allow a designated property manager to reside or actively maintain offices within 40 miles of the rental unit. YEA: Ms. Naugle, Mr. Schindel, Mr. Strauss, Mr. Berger and Ms. Lawson. NAY: Mr. Heyser and Mr. Lawver. The vote passed 5Yea/2 Nay.

Moved Mr. Strauss, seconded Mr. Schindel to approve and execute an engagement letter submitted by Matthew E. Teeter, Esquire, of the Teeter Law Office in Gettysburg, relative to the performance of legal services as the solicitor of the Zoning Hearing Board of the Borough of Gettysburg and as the solicitor of the Borough's Code Enforcement Appeals Board. Motion carried unanimously.

Moved Mr. Lawver, seconded Mr. Schindel to set a public hearing on the proposed Central Adams Joint Regional Comprehensive Plan to be held on February 11, 2019, commencing at 6:30 p.m. consistent with the requirements of section 302(b) of the Pennsylvania Municipalities Planning Code. Motion carried unanimously.

Moved Mr. Schindel, seconded Mr. Heyser to approve Application for Payment Number 3 to E.K. Services, Inc. for the Stratton Street Storm Sewer Improvements project in the amount of \$85,095.01. Motion carried unanimously.

Moved Mr. Schindel, seconded Mr. Lawver to approve Contract Change Order Number 3 for the Stratton Street Storm Sewer Improvements project which increases the contract time by 134 days, setting the new substantial completion date at May 1, 2019, to allow for final restoration work to be completed in the spring, when temperatures are suitable. Motion carried unanimously.

Moved Ms. Lawson, seconded Mr. Schindel to approve Contract Change Order Number 1 in the amount of \$6,811.52 for extra restoration work as recommended by the contractor and supported by the Borough Engineer for the Racehorse Alley Parking Garage – Maintenance 2018 project. Motion carried unanimously.

Moved Mr. Schindel, seconded Mr. Berger to approve Application for Payment Number 1/Final in the amount of \$56,602.53 to Structural Restoration Services, Inc. for the Racehorse Alley Parking Garage - Maintenance 2018 project. Motion carried unanimously.

Moved Mr. Schindel, 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. Motion carried unanimously.

Moved Ms. Lawson, seconded Mr. Schindel to adopt the Borough of Gettysburg budget for fiscal year 2019 containing an estimate of annual revenues and receipts for the General Fund in the amount of \$4,900,564 and an estimate of annual expenditures in the amount of \$4,900,564. Motion carried unanimously.

Moved Mr. Berger, seconded Mr. Heyser to adopt the Borough of Gettysburg budget for fiscal year 2019 containing an estimate of annual revenues and receipts for the Fire Protection Services Fund in the amount of \$125,000 and an estimate of annual expenditures in the amount of \$125,000. Motion carried unanimously.

Moved Ms. Lawson, seconded Mr. Schindel to adopt the Borough of Gettysburg budget for fiscal year 2019 containing an estimate of annual revenues and receipts for the Community Development Block Grant (CDBG) Fund in the amount of \$143,065 and an estimate of annual expenditures in the amount of \$143,065. Motion carried unanimously.

Moved Mr. Schindel, seconded Mr. Strauss to adopt the Borough of Gettysburg budget for fiscal year 2019 containing an estimate of annual revenues and receipts for the Company K Memorial Fund in the amount of \$-0- and an estimate of annual expenditures in the amount of \$-0-. Motion carried unanimously.

Moved Mr. Schindel, seconded Ms. Lawson to adopt the Borough of Gettysburg budget for fiscal year 2019 containing an estimate of annual revenues and receipts for the Capital Projects Fund in the amount of \$10,000 and an estimate of annual expenditures in the amount of \$900,000. Motion carried unanimously.

Moved Mr. Schindel, seconded Mr. Berger to adopt the Borough of Gettysburg budget for fiscal year 2019 containing an estimate of annual revenues and

receipts for the Debt Service Fund in the amount of \$622,728 and an estimate of annual expenditures in the amount of \$608,415. Motion carried unanimously.

Moved Mr. Schindel, seconded Ms. Lawson to adopt the Borough of Gettysburg budget for fiscal year 2019 containing an estimate of annual revenues and receipts for the Capital Reserve Fund in the amount of \$5,300 and an estimate of annual expenditures in the amount of \$29,580. Motion carried unanimously.

Moved Ms. Lawson, seconded Mr. Schindel to adopt the Borough of Gettysburg budget for fiscal year 2019 containing an estimate of annual revenues and receipts for the Liquid Fuels Fund in the amount of \$199,887 and an estimate of annual expenditures in the amount of \$310,000. Motion carried unanimously.

Moved Mr. Schindel, seconded Mr. Heyser to adopt the Borough of Gettysburg budget for fiscal year 2019 containing an estimate of annual revenues and receipts for the Revolving Loan Fund in the amount of \$2,680 and an estimate of annual expenditures in the amount of \$-0-. Motion carried unanimously.

Moved Mr. Schindel, seconded Ms. Lawson to adopt the Borough of Gettysburg budget for fiscal year 2019 containing an estimate of annual revenues and receipts for the Eichelberger-Stahle Charitable Trust Fund in the amount of \$20.00 and an estimate of annual expenditures in the amount of \$20.00. Motion carried unanimously.

Moved Ms. Lawson, seconded Mr. Schindel to approve the distribution of the Eichelberger-Stahle Funds to Borough residents as required and recommended. Motion carried unanimously.

Moved Mr. Schindel, seconded Mr. Lawver to enact an ordinance fixing the tax rates of the Borough of Gettysburg for fiscal year 2019 at 3.8320 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 .25 mills on each dollar of real estate assessed valuation for fire protection services appropriations tax purposes. Motion carried unanimously.

Moved Mr. Berger, seconded Mr. Schindel to set the first monthly general business meeting of the Borough Council for fiscal year 2019 to be held on Monday, January 14, 2019 at 7:00 P.M., and to authorize the provision of public notice for the business meeting. Motion carried unanimously.

Moved Mr. Schindel, seconded Ms. Lawson to set the organization meeting of the Board of the Gettysburg Borough Storm Water Authority to be held on Monday, January 14, 2019 at 6:30 p.m. and to authorize the provision of public notice for the meeting. Motion carried unanimously.

Moved Ms. Lawson, seconded Mr. Schindel to set a public hearing on Thursday, January 17, 2019 at 7:00 PM for the purpose of receiving public comment to review the past performance of the Borough's cable operator, COMCAST, and to identify the future cable-related community needs of the Borough. This public hearing is being held to satisfy the requirements of the Federal Cable Act of 1984 and will convene in the Charles Sterner Building at the Gettysburg Area Recreation Authority (GARA), 545 Long Lane, Gettysburg, PA 17325. Motion carried unanimously.

Liaison Reports

Main Street Gettysburg

President Deb Adamik reported that the bike racks arrived and installation will begin later this week.

Gettysburg Area Recreation Authority

Councilman Schindel announced that GARA would like to be part of the Gettysburg Festival in 2019; and had received a \$25,000 grant from DCNR for playground equipment.

Gettysburg Municipal Authority

Council President Naugle reported that GMA reviewed and approved the Request For Proposal from Smith Elliot Kearns and Co. to remain their auditors; reviewed the draft budget and noted it has an increase of 10% in water fund with no increase for the sewer fund; received response from the Susquehanna River Basin Commission regarding the Comp Plan, and ask that GMA provide a status update by June 28, 2019; and a 1.5 million gallon tank which replaces the old tank at the Heritage Ridge site, and a new tank will be placed at Herrs Ridge.

Planning Commission

Councilman Strauss said that the Planning Commission will begin discussing the Sidewalk Ordinance in January.

Steinwehr Avenue Heart of Gettysburg Battlefield

Councilman Schindel announced that the new directors were elected for 2019 at their meeting.

Trail Feasibility Study

Councilman Berger announced that their next meeting is scheduled for Wednesday, December 19th.

Elected Official's Comments

Councilwoman Lawson reported that the East Broadway residents met to discuss traffic calming along the street. Borough Engineer Chad Clabaugh attended and will provide plans for a future meeting.

There were no public comments.

Moved Mr. Schindel seconded Ms. Lawson to adjourn the meeting at 8:45 PM. Motion carried unanimously.

Respectfully submitted,

A handwritten signature in cursive script, reading "Sara L. Stull".

Sara L. Stull
Borough Secretary

**Public Comment Period
Borough Council 12-10-18**

“Daring Greatly”

As President of Main Street Gettysburg, I often say, Main Street Gettysburg is the community. It sounds so trite. The overwhelming success of the Gettysburg Christmas Festival speaks specifically to this point.

This past week has been MSG receiving and gathering a whole host of feedback from guests, hotels, businesses, community members, volunteers and Borough staff members. While there are several things that can be improved upon and we will, the consistent message is the festival was a fun day for the community and a huge economic success for everyone.

On the night of the festival, I walked into “Lord Nelson’s” and George Lower said, “I have never seen so many people in downtown Gettysburg in the 30 years that I have been here. Well Deb, what was done differently?”

I was not prepared for the question, but as I reflected last week, I realized the true recipe for this success was the overwhelming commitment of so many to “dare greatly” as Theodore Roosevelt put it, to have the courage to invest and make this festival happen.

I feel it is essential for me to share with this community the story of this festival and how many people and talents went into it.

2015--Victorian Christmas: Steinwehr BID

- In 2015, the Steinwehr Avenue BID created the Victorian Christmas on Steinwehr. The BID created an annual budget of \$5,000 that has continued to expand this event.**

2017 –MSG invited non-profits to form A Christmas Committee

- **Ole' Getty Place – Stephanie McIlwhee**
- **GARMA – Kathy Gilbert**
- **Gettysburg Borough – Becky LeBarre**

This group focused on promoting a broader holiday community experience in town by including existing events that the non—profits held throughout December.

By now the downtown merchants were inquiring about how to be a part of the Christmas activities.

2018 – Spring – How do we include the downtown merchants and shops?

Deb Adamik asked Roger Lund, a new business in downtown and owner of The Christmas Haus, to take the lead for the downtown merchants.

He accepted and we agreed that we would take a “baby step” with the downtown. He immediately went to work and started connecting with the downtown merchants. Roger.....

- **Came of with the name “A Gettysburg Christmas Festival”**
- **Engaged people and shop owners to become block leaders**
- **Came up with the idea of themes.**
- **Roger successfully created the “buzz” and enthusiasm among the merchant community in downtown.**

Please keep in mind, there was -0- dollars for a budget. Everything had to be grassroots and seeking donors was a priority.

The MSG Board of Directors agreed that MSG would be the fiduciary agent and official host of this event.

In July – Annie Frazee- VP of MSG – created a facebook event and it went viral. No one was prepared or ready for this level of response.

Between July and December 1, 2018 Annie Frazee hosted, reviewed and managed 110,000 facebook interactions.

When MSG called the hotels in August, it was confirmed that people were not just talking about the festival, they were scheduling rooms during a time that typically is slow in our area with hotels.

The Gettysburg Christmas Festival Committee knew we had to take our planning to a higher level.

The MSG Executive Committee approved a new MSG A Gettysburg Christmas Festival Steering Committee, chaired by the newly appointed MSG Director, Roger Lund.

Steering Committee:

- **Roger Lund – Chair of the MSG Gettysburg Christmas Festival Committee**
 - **Program Planning**
 - **Signage Planning and execution**
 - **Set-up**
 - **PR/Media in collaboration with Destination Gettysburg**
 - **Budget**
 - **Leader for the Merchants in downtown**
- **Charles Gable – Borough Manager – Handled Operations**
 - **Planning – particularly with operations – security/safety, and infrastructure/operations**
 - **Stage and signage Set up**
 - **Set up and tear-down of parking, tents, etc.**
- **MSG (Annie and Deb) – Event planning --Facebook Marketing – All administration – Fundraising/accounting – Portapots – Volunteers --Festival trouble shooting and oversight during the event – Transportation and Parking day-of -- .**

Once Roger established the block captains, the original Christmas Committee evolved and focused on the “Programming of the festival.” They created themes and experiences in each area.

A Gettysburg Christmas Festival Committee

■ Block Captains

- **Deb Starry**
- **Chad-Allen Carr**
- **Shelley Knouse – Amato Mesa**
- **Nancy Kramer**
- **Diane Lorden & Jean Grubesky**

■ Destination Gettysburg – Stacey Fox

■ Borough – Charles Gable

■ Other volunteers as recruited

There were 20 Sponsors – 20 – Financial contributions and In-kind Contributions

■ PNC	\$2,500 grant	Carriages
■ Gettysburg College	\$2,000	Signs
■ Sharon McGraw	\$2,000	Portapots
■ Adams Electric	\$2,000	Hotel Shuttle
■ Destination Gettysburg	\$1,500	Event Shuttle
■ ACNB	\$1,000	banner
■ Wellspan	\$1,000	signage
■ M&T	\$ 500	signage
■ 1863 Inn	\$ 175	signage
■ State Farm	\$175	signage

Major In-kind Contributions

- **Borough of Gettysburg** **18 staff members – Charles Gable took the Lead in the operations/infrastructure**
 - **Facilities – Robbie Harbaugh & staff**
 - **Parking – Richard Miller & staff**
 - **Police – Chief Segetti & police officers**
 - **Administrative Staff –All borough staff**
- **Gettysburg Battlefield Bus Tours** **HACC Shuttle**
 - **Max Felty not only sponsored HACC Shuttle, but also handled the Hotel Shuttle**
- **Chris Berger was our official welcoming center on the hotel shuttles**

- **HACC** Parking lot and staff for set up
 - **Shannon Harvey was the superstar.**
 - **Her staff helped to set up and Shannon helped my husband and the volunteers to tear down.**
- **Rabbit Transit** Signs/supporting shuttle service
- **Majestic Theater – Free Showing of It’s a Wonderful Life**
- **Gettysburg College -** Fraternity and entertainment
- **Naomi Brown** Realtor boxes
- **Adams County Planning** Event Map

Volunteers -- --More than 55 volunteers that set up, provided information

MSG's From the Ground Up Team -- Susan Naugle, Nancy and Kirt Kramer -- lead the team.

I'm confident that I missed many. So I send a blanket thank you to all.

So to answer George Lower's question? What was different?

Answer – Many things, but most importantly the readiness and willingness for our community to work as one.

As Marty Mummert, a sign shop owner in town, said, “I saw faces with wonder and happiness.....It was a whole new proud moment for Gettysburg and it shined.”

Thank you