

BOROUGH OF GETTYSBURG
59 EAST HIGH STREET, GETTYSBURG, PA 17325
COUNCIL SPECIAL MEETING MINUTES
AUGUST 27, 2018

President Susan Naugle called the meeting to order at 6:30 PM with the following Councilors present: Mr. Charles Strauss, Mr. Wesley Heyser, Mr. Christopher Berger and Mr. John Lawver. Vice President Jacob Schindel and Ms. Patricia Lawson were absent. Staff present included: Mayor Theodore Streeter; Borough Manager Charles Gable; Borough Secretary Sara Stull; Solicitor Harold Eastman; Finance Director Nicolette James; Interim Public Works Director Rob Harbaugh and Chad Clabaugh, Borough Engineer, C. S. Davidson, Inc.

Others present include: Deb Adamik, President, Main Street Gettysburg; Charles “Skip” Hockley, Hockley & O’Donnell Insurance Agency, 132 Buford Avenue; Mike Shestok, 264 Baltimore Street; Sue Cipperly, 314 North Stratton Street; and Becka Fissel, Borough Parking Enforcement Officer. Representing the press was Jim Hale with the *Gettysburg Times*.

President Susan Naugle announced the purpose of the special meeting is for Borough Council to consider and to take the following official actions: 1) to award a contract to the lowest qualified responsive and responsible bidder for the purpose of performing routine maintenance work on the Racehorse Alley Parking Garage; and 2) to award a contract to a professional insurance broker or service for the provision of liability insurance and other insurance coverage packages to be maintained by the Borough.

Moved Mr. Lawver, seconded Mr. Heyser to approve the August 27, 2018 Special Meeting Agenda as presented. Motion carried unanimously.

There was no public comment at this time.

Chad Clabaugh reported that two contractors submitted bids for routine maintenance work on the Racehorse Alley Parking Garage. He noted that during the design of the project, it was discussed with Borough staff that they may perform the line striping and painting services based on how the bids came out. Mr. Clabaugh said that it is their recommendation to request that the parking garage staff perform the painting aspects in coordination with the contractors’ services to help proceed with the reduction of scope for the project keeping it within the construction budget. The recommendation is to award the project to the low bidder Structural Restoration Services, Inc. in the amount of \$49, 791.01.

Moved Mr. Lawver, seconded Mr. Heyser to award a maintenance contract to the lowest qualified, responsible and responsive bidder Structural Restoration Services, Inc. in the amount of to \$49, 791.01 to perform routine maintenance work on the Racehorse Alley Parking Garage. Motion carried unanimously.

Manager Gable reported that two bids were received for providing liability insurance coverage for the Borough of Gettysburg. He noted that after reviewing documents and comparing coverages that Hockley & O' Donnell Insurance was the lowest bidder.

Mr. Hockley addressed Council and explained that deductibles were changed this year through the bidding process to keep both bidders equal. He thanked them for the years of service he has been able to provide to the Borough of Gettysburg.

A motion to award a contract to Hockley & O'Donnell Insurance Agency for the provision of providing liability insurance and other insurance coverage packages maintained and carried by the Borough of Gettysburg in the amount of \$181,970.00 subject to the premium set by the requisite insurance providers for said insurance coverage's. Motion carried unanimously.

There was no public comment at this time.

Moved Mr. Berger, seconded Mr. Heyser to adjourn the meeting at 6.45 PM.

Respectfully submitted,

Sara L. Stull
Borough Secretary