

**BOROUGH OF GETTYSBURG  
59 EAST HIGH STREET, GETTYSBURG, PA 17325  
DUE TO COVID-19 PANDEMIC, MEETING  
CONDUCTED VIA TELECOMMUNICATIONS  
DEVICES THROUGH ZOOM PLATFORM  
COUNCIL WORK SESSION MEETING MINUTES  
MARCH 22, 2021**

**Vice President Wesley Heyser**, called the meeting to order at 7:00 PM and asked the Borough Secretary Sara Stull to conduct a roll call of Council members in attendance. The following **Councilors were present**: Mrs. Judith Butterfield, Ms. Patricia Lawson, Mr. John Lawver, Mr. Christopher Berger and Mr. Matthew Moon. President Jacob Schindel was absent. **Staff present included**: Mayor Theodore Streeter; Borough Manager Charles Gable; Assistant Borough Manager/ Secretary Sara Stull; Borough Solicitor Harold Eastman, Barley Snyder; Parking Manager Rebecca Fissel; Planning Director Carly Marshall; Director of Historic & Environmental Preservation Debra English; Finance Assistant Tammy Murdorf; Police Chief Robert Glenney; Public Works Director Robert Harbaugh; and Chad Clabaugh, Borough Engineer, C. S. Davidson, Inc.

**Others present included**: Deb Adamik, President, Main Street Gettysburg; Phillip Goble, Chairman of the Gettysburg Historical Architectural Review Board (HARB), 132 East Middle Street; Chief Edward Mizenko, Gettysburg Fire Department; Kathy Gilbert, President and Jennie Dillon, Vice President representing the Gettysburg Area Retail Merchants Association (GARMA); Jane Nutter, President of the Gettysburg Black History Museum; Rita Frealing, 261 South Washington Street; Chad-Alan Carr, Community Theater, 49 York Street; Kierstan Belle Demps, 3 West Street; Jim Hale representing the *Gettysburg Times*; and Mark Wherley, *Community Media-ACCTV* filming through Zoom platform.

#### **Announcements**

**Vice President Wesley Heyser** announced that on February 8, 2021, the Borough Council unanimously voted in favor of the following motion:

**A motion to authorize the preparation of an ordinance for the designation of an area on 4<sup>th</sup> Street as a Residential Parking Program (RPP) Street.**

This motion inadvertently omitted the provision of the required advertisement of this ordinance. It was the intention of the Council to do both: (1) authorize the Solicitor to prepare the ordinance and (2) to advertise the ordinance prior to enactment, as is legally required. The Borough will advertise this ordinance on or before April 3, 2021 in the *Gettysburg Times*. A motion to enact the ordinance will appear on Council's April 12, 2021 agenda.

**Vice President Wesley Heyser** announced an executive session of the Borough Council of the Borough of Gettysburg was conducted earlier today on Monday, March 22,



2021, commencing at 4:00 PM., consistent with section 708(a)(1), section 708(a)(3) and section 708(a)(5) of the Sunshine Act for the following purposes: (1) to discuss matters involving the employment and the terms and conditions of employment of current and prospective Borough employees; (2) to consider and discuss the purchase or lease of real property; 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.

**Public Comment** – Restricted to Old Business and New Agenda Items (not tabled items).

**Phillip Goble, HARB Chairman 132 East Middle Street** addressed Council regarding to an article in the *Gettysburg Times* that said that an applicant might sell their home rather than preserve the architectural elements due to the expense. He said that HARB members are aware of the costs and challenges that property owners within the district have, and certainly do not want to chase people out of town. Mr. Goble pointed out that HARB has little flexibility due to the regulations established by both federal and Borough guidelines that the Board must follow. He noted that HARB member Gary Shaffer, an architect, has volunteered to meet with the applicants to look for possible solutions.

**Councilman Heyser** thanked Mr. Goble and the members of HARB for their service and noted that they do not make decisions but are an advisory Board to Council that concerns buildings in the historical district that are 50 or more years old.

**Rita Frealing, 261 South Washington Street** announced that she is a mayoral candidate, and that she is looking forward to being a team player and working with Borough Council, staff and the police department. She said that she will listen to all voices in Gettysburg and that all groups need to be inclusive.

### **Special Presentation(s)**

**A. Chief Edward Mizenko, Gettysburg Fire Department**, reported that the Municipal Box Alarm Cards have been updated and that all municipalities need to review and approve them. He explained that the Box Alarm Cards dictate to the Adams County Department of Emergency Services (911 Communications Center), which mutual aid Fire Departments will be dispatched to assist the Gettysburg Fire Department during emergency responses. It would include the following response units: engines, tankers, fire police, boats, traffic units, etc.

**B. Jane Nutter, President Gettysburg Black History Museum** gave a presentation of their vision to create a museum to educate visitors where history can be “told in our words”. She said that currently they are partnering with the Adams County Historical Society to share artifacts for the public to view. Ms. Nutter said that they are working with historians, the National Park Service, and the Gettysburg College. More information about



the Gettysburg Black History Museum can be located on their website at [www.gettysburgblackhistory.org](http://www.gettysburgblackhistory.org) and on the museum's Facebook page.

## **New Business**

### **A. Radar Sign on Baltimore Street**

**Chief Glenn**y recommended radar-equipped signs that display vehicles be speeds placed on Baltimore Street to slow traffic entering town and that they could be attached to most signpost and they can be moved to be placed on other streets. The cost for a pair of signs would be \$8,000. Chief Glenn pointed out that the signs would not have prevented the vehicle accident where the vehicle crashed into the buildings and killed the driver. The signs could be purchased now or moved to next year's budget.

**Councilman Berger** asked about the warranty and maintenance cost. Chief Glenn responded that he was not sure and would need to review it.

**Councilman Lawver** asked if it could photograph the vehicles speeding. Chief Glenn responded that he was not sure and would need to review it. He noted that they would not be legally able to enforce the images.

**Councilwoman Lawson** said that there are too many signs where the accident occurred that may cause distractions to drivers. She suggested a survey be taken to see what signs are necessary.

**Borough Engineer Clabaugh** reviewed the signs along Baltimore Pike coming into town. He recommended that a brick barrier be placed in front of the property to protect from hitting the houses again.

**Manager Gable** said that the chief needs to review the terms of the quote and will need to provide more information to Council before making a decision. This item can be placed on an upcoming meeting for further discussion.

### **B. GARA Fill Site RE: Culps Run GBSWA Project**

**Borough Engineer Clabaugh** said that there is not enough fill to move forward with the fill site at GARA at this time but noted that with the upcoming projects there may be fill that can be placed at the site. He noted that preliminary work for the Gettysburg Storm Water Authority project to restore Culps Run has begun, and that they are continuing to work on the designs.

### **C. PBS 2021-5 American Rescue Plan Act of 2021**

**Manager Gable** announced that the American Rescue Plan Act of 2021 will provide financial allocations to local governments to alleviate substantial revenue losses brought on by COVID-19. It is estimated that Gettysburg Borough will receive \$763,656, but that no information is available at the county or state level as to what the Borough may receive. He said that this is encouraging news and would help with the Borough's financial impact from the pandemic.

## **Old Business**

### **A. PBS 2019-10 Food Trucks**

**Parking Manager Fissel** reviewed the following staff recommendations regarding the addition of a new part to Chapter 13 for food truck regulations. The new part of the ordinance would include the following information:

- Food trucks and/or carts are prohibited to park during a snow emergency on any street.
- Trucks cannot unhitch from their trailers.
- If a truck sells retail and food, they would default into the food truck category
- Food truck(s)/cart(s) are prohibited to park in zones 1950 (Lincoln Square) and 2013 (first blocks from Lincoln Square, and Steinwehr Avenue). This could be exempted with:
  - ☐ A Special Event permit, or
  - ☐ A written agreement between the vendor and a brick and mortar business
- Internally lit signs prohibited
- External lighting not required by the PA Vehicle Code is prohibited (e.g., no flood lights, no neon lights, no under carriage lights, etc.)
- Flags or banners are prohibited on the truck and/or trailer
- Accessories can only include a portable sign or a condiment table – 2 feet within the area adjacent to the truck/trailer
- All vehicles will be subject to parking regulations and fees in Chapter 15 (all meters must be active for all spaces utilized by the vendor)
- Food trucks/carts cannot park within 20 feet of the property line of a brick & mortar restaurant (example: If the property line would be extended to the curb, a food truck/vendor would not be permitted to park within 20 feet to the left or to the right of this point). The sole exception is a written agreement between the food truck/cart vendor and the brick and mortar business. The agreement should include dates and times.

**Manager Gable** noted that the concerns of the brick and mortar businesses were taken into consideration; and that these businesses pay property taxes and are frustrated when food trucks park in front of their place of business.

**Jennie Dillon, Vice President GARMA** said that they do not support the food trucks. She pointed out that their organization's mission is to promote the interests of its members who own the brick-and-mortar businesses. Ms. Dillon said that GARMA promotes the parking turnover at the meters and requested a three-hour parking limit so that people could have time to eat and shop.



**Councilman Moon** said that he does not support the recommendations to exclude food trucks from the Lincoln Square and in the first blocks from the Square. He noted that he was able to secure a GARMA flag for his food truck in 2013. Ms. Dillon responded that the GARMA bylaws have changed since that time, and they now only provide flags to the brick-and-mortar businesses. She noted that a business can be a member of GARMA within a five mile radius from Lincoln Square.

**Councilwoman Lawson** asked about food trucks and special events like at Christmas. Kathy Gilbert, President of GARMA, said that the food trucks should be placed in certain areas for special events and not downtown, stating that trucks parked on the square are hazardous.

After Council discussion it was determined that more time is needed to review and discuss a possible ordinance amendment before a decision can be made. The item will be placed on next month's work session agenda.

#### **B. Outdoor Music/Noise Complaint**

**Planning Director Marshall** encouraged citizens to comment about how to regulate outdoor music on Lincoln Square. She said that after reviewing state regulations, the Borough will no longer issue permits for amplified music in outdoor dining areas where alcohol is served. Rules are currently being developed for other parts of the Lincoln Square. Marshall said that they are also reviewing whether to stop issuing Special Event permits that last for an entire season and instead make them monthly permits.

#### **Council Comments**

**Councilwoman Butterfield** announced that the Electronic Recycling Event is scheduled for Saturday, April 17, 2021. Borough residents should contact Judith Butterfield at 717-337-0724 to pre-register.

#### **Public Comment** (open to items not on the agenda)

There were no public comments.

The meeting adjourned at 8:55 PM.

Respectfully submitted,



Sara L. Stull  
Borough Secretary