

**BOROUGH OF GETTYSBURG  
TROXELL COUNCIL CHAMBERS  
59 EAST HIGH STREET, GETTYSBURG, PA 17325  
COUNCIL WORK SESSION MEETING MINUTES  
AUGUST 23, 2021**

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

**Others present included:** Jill Sellers, President of Main Street Gettysburg; Loring Shultz Jr. and Cindy Codori Shultz, owner of Sleepy Hollow Ghost Tours, 1246 Baltimore Pike. Representing the press was Jim Hale with the *Gettysburg Times*; and filming by *Community Media-ACCTV*.

#### **Announcements**

**President Heyser** announced an executive session of the Borough Council was conducted immediately following the adjournment of the August 9, 2021 general business meeting consistent with section 708(a)(1) and section 708(a)(5) of the Sunshine Act.

**President Heyser** announced an executive session of the Borough Council will be conducted immediately following the adjournment of this evening's work session meeting consistent with section 708(a)(1) and section 708(a)(5) of the Sunshine Act for the following purposes: (1) to discuss matters involving the employment, the termination of employment, and the terms and conditions of employment of former, current or prospective Borough employees; and (2) 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).

**Cindy Codori Shultz, owner of Sleepy Hollow Ghost Tours** expressed her concerns about walking tours that are violating the Borough ordinance. She said that some tours go above the Borough limit of 26 people in a group; and some are using amplifiers and are too close to other tours that will drown out their guides. Mrs. Shultz said that because some operators don't have a brick-and-mortar location in the Borough people come to her business located at the Farnsworth House believing that her tour is their tour. She often must deal with disgruntled customers of other tour groups that can't locate where they should be.

## **New Business**

### **High Street Brews Subdivision Plan**

**Chad Clabaugh, Borough Engineer** explained that High Street Brews would like to expand their building. He said that the Borough has an unused alley beside the business which would require vacating for them to expand. Mr. Clabaugh said that he spoke with Public Works Director Harbaugh and Gettysburg Municipal Authority Utilities Manager Mark Guise and both reported that they don't have a need for the alley.

**Solicitor Eastman** explained the process to vacate an alley. He said that a petition should be submitted to Borough Council to request vacating the alley from the four adjoining property owners. Once the petition is received then Borough Council would need to set a public hearing.

### **Guided Walking Tour Complaints**

**Manager Gable** said that complaints have grown over the past few years with walking tour groups and noted that it has increased to 17 licensed businesses. Staff members suggested forming a working group that would include business owners and two members of Council to discuss the issues and review the ordinance. Council members support forming an AD Hoc Committee.

**Planning Director Marshall** pointed out that there are two issues that include enforcement and the need for ordinance changes. The office has been receiving numerous complaints including people in the walking tours standing and sitting on private property and group sizes. She said that she spoke with Gettysburg Area School District officials regarding tours meeting at Unity Park on Baltimore Street, and they haven't expressed any issues with the tour groups.

## **Old Business**

### **2022 Capital Improvement Plan (CIP) Discussion/Questions**

**Manager Gable** asked if Council has any changes to make to the Capital Improvement Plan since his detailed presentation was submitted at the Council Work Session on July 26, 2021. If there are no changes he asked that Council approve the plan at the September Council meeting.

**Councilman Moon** said that the plan is quite impressive and commended staff for their work in developing the CIP. He suggested making sure that the Baltimore Street property (Brown House) is planned for public facilities and should have extra bathrooms to accommodate the public.

**Councilman Heyser** responded that all items in the CIP have merit and that he would approve it.

**PBS 2021-5 American Rescue Plan Act of 2021 (ARPA)**

**Manager Gable** asked if Council has any changes to make to the American Rescue Plan Act of 2021 since his detailed presentation was submitted at the Council Work Session on July 26, 2021. If there are no changes he asked that Council approve the plan at the September Council meeting.

**Councilman Lawver** noted that the article in the *Gettysburg Times* didn't clarify what the ARPA funds could be used for, and said that some people in the community believe the Borough can spend it on anything. He pointed out that these are restricted funds and must follow the government guidelines on spending.

**Councilman Heyser** said that the Borough should restore the shortfalls from the budget and rehire staff that was lost during COVID-19. He noted that taxes cannot be lowered beyond the 2019 level.

**Manager Gable** said that with Council approval both these plans will be placed on the September Council agenda for approval.

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

There were no public comments at this time.

The meeting adjourned at 7:50 PM.

Respectfully submitted,

Sara L. Stull  
Borough Secretary