

**BOROUGH OF GETTYSBURG
TROXELL COUNCIL CHAMBERS
59 EAST HIGH STREET, GETTYSBURG, PA 17325
COUNCIL BUDGET WORK SESSION MINUTES
OCTOBER 18, 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, Mrs. Judith Butterfield, Ms. Patricia Lawson, Mr. John Lawver and Mr. Nicholas Redman. **Staff present included:** Mayor Theodore Streeter; Borough Manager Charles Gable; Assistant Borough Manager/Secretary Sara Stull; Police Chief Robert Glenney; Director of Historic & Environmental Preservation Debra English; Planning Director Carly Marshall; Parking Manager Rebecca Fissel; Public Works Director Robert Harbaugh; and Chad Clabaugh, Borough Engineer, C. S. Davidson, Inc.

Others present included: Representing the press was Jim Hale with the *Gettysburg Times*; and filming by *Community Media-ACCTV*.

President Wesley Heyser announced an executive session of the Borough Council was conducted immediately following the October 12, 2021 business meeting consistent with section 708(a)(1), section 708(a)(4) and section 708(a)(5) of the Sunshine Act.

President Wesley Heyser announced an executive session of the Borough Council will be conducted immediately following the adjournment of this evening's 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, and the terms and conditions of employment, of 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 could lead to the disclosure of information or matters of confidentiality protected by law.

President Wesley Heyser announced the upcoming meetings as follows:

Monday, October 25, 2021	7:00 PM	2022 Budget Work Session
Monday, November 1, 2021	7:00 PM	2022 Budget Work Session
Thursday, November 4, 2021	7:00 PM	2022 Budget Work Session <i>(if needed)</i>
Monday, November 8, 2021	7:00 PM	Council Business Meeting <i>(Vote to Advertise 2022 Budget)</i>
Monday, November 29, 2021	2022 DRAFT	Budget Issued for Public Review
Monday, December 13, 2021	7:00 PM	Council Business Meeting <i>(2022 Budget Adoption)</i>

Public Comment

There was no public comment at this time.

Presentation

Chief Glenny gave a presentation explaining the Pennsylvania Law Enforcement Accreditation Commission (PLEAC) Program that the police department enrolled in this year (see attached). Officer Bryan Holden has been assigned as the coordinator for this program and completed the initial training to fulfill this role.

Ms. Lawson asked if all police departments follow the same procedure to become accredited. Chief Glenny responded no, and that larger agencies would require more because they have holding cells and 911 centers associated with their departments.

Mr. Moon asked what the cost for the police department would be to become accredited. Chief Glenny responded that he doesn't have the costs that would be incurred.

Ms. Lawson asked, of the 145 departments that are currently accredited as noted by the chief, what is the total number of police departments in Pennsylvania. Chief Glenny responded that he doesn't know how many departments are in Pennsylvania.

2022 Budget

Manager Gable presented Borough Council with the 2022 Budget Proposal (see attached). He gave a brief description and review of the following funds:

Fund 03 – Fire Fund – a 0.25 mill tax which is a pass through to the Gettysburg Fire Department.

Fund 04 – Community Development Block Grant (CDBG) Fund – this is a federal program by Housing Urban and Development (HUD) which the Adams County Office of Planning and Development manages for the Borough. The funds have been used for ADA ramps, and was used for the South Street Construction Project.

Fund 35 – Liquid Fuels Fund – can be used for winter maintenance, bridges, traffic signals, street lighting, engineering fees, signs and road markings.

Fund 40 – Revolving Loan Fund – these are restricted funds that must be used for economic development projects. Funds were used for COVID-19 expenses, noting that parklets were built in the downtown area to help businesses.

Fund 96 – American Rescue Plan Act (ARPA) of 2021 – staff recommendations are to replace the general fund revenue loss in 2020, and to return all department staffing to pre-pandemic levels. This would include one police officer, one in administration, and three public works employees.

Fund 01 – General Fund – this fund must be balanced as required by state law and identify all revenues and expenditures.

Manager Gable reviewed expenses for each department. Some highlights included hiring a Code Compliance Officer and not contract services with PA Municipal Code Alliance as a cost savings; the three new Public Works employee salaries would be paid through ARPA; Parking Department to use a license plate recognition camera (LPR) program that can be used with their handhelds for ticketing; and the KIOSK in the parking garage needs upgraded.

Manager Gable noted that the annual appropriation for the Gettysburg Area Recreation Authority (GARA) was reduced in 2021 to \$66,164, and asked Council if they wish to increase the amount for 2022. Borough Council consensus was to increase the amount to \$70,000.

Public Comment

There was no public comment at this time.

President Heyser dismissed the meeting at 9:00 PM to an executive session.

Respectfully submitted,

Sara L. Stull
Borough Secretary