

**BOROUGH OF GETTYSBURG
TROXELL COUNCIL CHAMBERS
59 EAST HIGH STREET, GETTYSBURG, PA 17325
COUNCIL WORK SESSION MEETING MINUTES
JULY 24, 2023**

President Wesley Heyser called the meeting to order at 6:30 PM with the following **Councilors present:** Vice President Matthew Moon, Mrs. Judith Butterfield, Mr. John Lawver, and Mr. Chad Carr. Ms. Patricia Lawson was in attendance via-telecommunications. Mr. Christopher Berger was absent. **Staff present included:** Mayor Rita Frealing; Borough Manager Charles Gable; Assistant Borough Manager/Secretary Sara Stull; and Human Resources Coordinator Kara Riethmaier. **Staff absent included:** Borough Solicitor Harold Eastman, Barley Snyder; Police Chief Robert Glenn; Director of Historic & Environmental Preservation Debra English; Parking Manager Rebecca Fissel; Planning Director Carly Marshall; and Public Works Director Robert Harbaugh.

Others present included: Mark Guise Utilities Manager of Gettysburg Municipal Authority (GMA); Dorothy Puhl GMA Board Chair; Alisha Sanders, 812 Sunset Avenue; Scott English, owner of Gettysburg Academy 66-68 West High Street; Linda Atiyeh, owner of Gallery 30, 26 York Street; Nancie Gudmestad, owner of Shriver House Museum, 309 Baltimore Street; Peter Bales, 35 Hanover Street; Tessa Bardo and Brian Duncan, 240 and 270 Baltimore Street and filming by *Community Media-ACCTV*.

President Wesley Heyser made the following announcements: National Night Out is scheduled for Tuesday, August 1, 2023 at the Gettysburg Area Recreation Park; and the Community Development Block Grant second Public Hearing is scheduled for Monday, August 28, 2023 at 6:30 PM.

Mayor Rita Frealing said that some of the festivities planned for the National Night Out on August 1st are: East River Band will be performing, WellSpan Helicopter, Gettysburg Fire Department will be selling food as a fund raiser, a dump tank featuring the Borough Manager; and donations are accepted for the South Central Communities Action Programs (SCCAP). There will be several community groups attending, so if anyone is interested in having a booth they should contact Mayor Frealing or Chief Glenn. The activities will begin at 4:30 PM and end at 8:00 PM.

President Wesley Heyser announced an executive session of the Borough Council of the Borough of Gettysburg was conducted immediately following the adjournment of the July 10, 2023 monthly business meeting of the Borough Council consistent with section 708(a)(4) and section 708(a)(5) of the Sunshine Act.

Special Presentation

Gettysburg Municipal Authority (GMA)

Dorothy Puhl GMA Board Chair gave a brief explanation as to how the Board derived at the conclusion for the new rate structure which is always a sensitive topic. GMA provides its customers with a safe, adequate, reliable and cost-effective water supply as well as the collection and treatment of wastewater. Mark Guise, GMA Utilities Manager, will share the water and sewer rate study that was completed by David Bush, a consultant with Keystone Alliance Consulting.

Mark Guise, Utilities Manager gave a presentation on the GMA 2023 Water and Sewer Rate Study prepared by Keystone Alliance Consulting (see attached).

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

There were no public comments.

A. Employee Policy Manual

Chapter 10 (Version 4.0) (Final Review)

Chapters 14, 17, 19, 22, 23, 24 (Version 3.0) (Final Review)

President Heyser asked the Council members if there were any changes to be made in these chapters for the final review. Council reviewed and discussed the chapters and made corrections and changes that included: Chapter 14.1.5 Personal Appearance - strike form-fitting clothes; Chapter 17.1.1 Parking - personal vehicles are not allowed to park in the police gated-vehicle area; Chapter 19.3.2 Political Activity - no attendance to political functions unless it is part of the employees job duties; Chapter 23.2 Drug and Alcohol Policy - the policy applies to all employees of the Borough; 23.7.1 CDL Drug and Alcohol Test - add footnote that the law would supersede Employee Handbook; and Chapter 24 Discrimination Policy - some of the language was missing.

Chapters 25 – 33 (Version 2.0) Review

Cover Page (Mission Statement)

The Council had their first review and discussed each of these chapters. They expressed some concerns with the language regarding Chapter 29 - Social Media; Chapter 30 - Email and Electronic Communications; and Chapter 31 - Internet Usage. Attorney Gretchen Love will review and offer her legal advice.

President Heyser said that the final draft will be presented to Council at the August 28th Council Work Session meeting for final review before adoption.

New Business (None)

Public Comment – (Open to items currently tabled or not listed on the agenda).

Nancie Gudmestad, owner of Shriver House Museum, 309 Baltimore Street expressed her concern about the Bus Parking Pilot Program that is proposed to be in front of her business. She said that for many years, she has paid to reserve the parking spaces in front of her business for the buses to load and unload guests. There are many buses that are scheduled for her museum tours and she always greets every bus and has them turn off their motor so that they are not idling. She pointed out that when people purchase homes on a main street in a tourists town, that noises along with buses are expected.

Councilman Carr commended Nancie on how well she manages the buses at the Shriver House Museum.

President Wesley Heyser adjourned the meeting at 9:20 PM.

Respectfully submitted,



Sara L. Stull
Borough Secretary