

**BOROUGH OF GETTYSBURG  
TROXELL COUNCIL CHAMBERS  
59 EAST HIGH STREET, GETTYSBURG, PA 17325  
COUNCIL WORK SESSION MEETING MINUTES  
SEPTEMBER 25, 2023**

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

**Others present included:** William Chantelau, 765 Barlow Drive is representing Christ Lutheran Church, 44 Chambersburg Street; Nancie Gudmestad, owner of Shriver House Museum, 309 Baltimore Street; Marcia Wilson, 386 Hill Road, Hanover, Schriver House Museum employee; Linda Atiyeh, owner of Gallery 30, 26 York Street; Shelley Knouse, owner of Fresh Boutique, 28 Chambersburg Street; Dave Petters, owner of Blue and Gray Restaurant, 3 Lincoln Square; Scott English, owner of the Gettysburg Academy, 66-68 West High Street; Susan Cipperly, 314 North Stratton Street; Darlene Brown, 355 West High Street; Peter Bales, 35 Hanover Street; Kari Greenwalt, 256 Baltimore Street; Kelly Kaiser, 200 East Middle Street; Sharon Monahan, 114 West Broadway and Lois Starkey, P.O. Box 26, Orrtanna. Representing the press was Jim Hale with the *Gettysburg Times*; and filming by *Community Media-ACCTV*.

**President Wesley Heyser** announced the upcoming meetings:

**Council Meeting (2024 Budget Proposal) – Tuesday, October 10, 2023 at 7:00 PM**  
**Council Meeting (2024 Budget Work Session) – Monday, October 16, 2023 at 7:00 PM**  
**Council Meeting (2024 Budget Work Session) – Monday, October 23, 2023 at 7:00 PM**  
**Council Meeting (2024 Budget Work Session) – Monday, October 30, 2023 at 7:00 PM**  
**Council Meeting (2024 Budget Work Session) – Monday, November 6, 2023 at 7:00 PM**  
**Council Meeting (Vote to Advertise 2024 Budget) – Monday, November 13, 2023 at 7:00 PM**  
**Council Meeting (2024 Posted for Public Review) – Monday, November 20, 2023**  
**Council Meeting (Vote to Adopt 2024 Budget) – Monday, December 11, 2023 at 7:00 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 September 11, 2023 Council Business Meeting consistent with section 708(a)(1) and section 708(a)(5) of the Sunshine Act.

**President Wesley Heyser** announced an executive session of the Borough Council of the Borough of Gettysburg will be conducted immediately following the adjournment of this evening's monthly work session business meeting consistent with section 708(a)(1) and section 708(a)(5) of the Sunshine Act for the following purposes: (1) to provide information and discuss matters involving the employment, the terms and conditions of employment, the salary and

benefits of administrative Borough employees and the investigation of complaints involving current Borough employees; and (2) to review and discuss matters of Borough business which, if conducted in public, could lead to the disclosure of information and matters of confidentiality protected by law.

### **Special Presentation**

There was no special presentation.

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

**William Chantelau, 765 Barlow Drive** is Chairman of the Property Committee for Christ Lutheran Church, 44 Chambersburg Street and said that he is here tonight to talk about the Sidewalk Ordinance revisions. In May of 2019 they refurbished the entire front of the church which included curbing an ADA sidewalk that totaled approximately \$63,000. They are concerned that contractors or utility companies will dig up the sidewalk and not replace it to the exact original condition, which happened at a nearby location when the sidewalk was repaired with patch work. He asked that when work is done on the sidewalks that the entity be held responsible to repair the area back to its original state. Mr. Chantelau suggested that the penalty fee for the Sidewalk Ordinance should be increased from \$1,000 to \$75,000.

### **Old Business**

#### **A. Oversized Vehicle/Bus Parking Pilot Program**

**Parking Manager Fissel** reported that the three-month Parking Pilot Program will end on October 8<sup>th</sup> and asked the Council if they plan to extend the program since there has not been enough time to gather information. She presented pictures of the designated spaces that are being used by buses and RV Campers.

**Councilman Moon** said that he has not had any positive feedback on this program and that it has only been negative. He noted that people have been critical of these oversized vehicles parking in some areas and said that it has created disruption in some neighborhoods. It may have been better to designate zones for these different parking areas to get more detailed information. He suggested that if the Council wants to proceed with the pilot program, it would be better to wait until spring when bus traffic is higher to gather information.

**Council President Heyser** said that Council's options for the program would be to terminate it, continue now, or revisit the program in the spring when tourist season picks up.

**Councilman Carr** said that it was a good try, but that parking should only be about buses and not oversized vehicles. He would agree to continue the program in the spring but only for buses, and said that it should be viewed in different areas of town.

**Councilman Lawver** said that he only received negative feedback, and said that he is not sure if there was a problem with buses parking and not paying for the meters. He said that

there is no value in extending the program in the winter months but would agree to continue in the spring.

**Councilman Berger** said that he is opposed to the oversized vehicles, but would be willing to revisit the program in the spring. He noted that he spoke with Max Felty, President of Gettysburg Tours who said that bus drivers do not expect to park in front of businesses that they drop people off at.

**Councilwoman Lawson** said that she and Councilwoman Butterfield held a meeting recently with a small group of business owners along with the Borough Manager Gable, Parking Manager Fissel, President of Gettysburg Tours Max Felty, and President of Destination Gettysburg Karl Pietrzak, to discuss the bus parking. She said that it would be better to wait until spring to revisit the program when the tour season begins.

**Councilwoman Butterfield** said that there is no easy solution and said that more information is needed; and agreed to revisit the program in the spring. She noted that it is best to take the advice from both the Borough Solicitor and Borough Staff.

**Council President Heyser** said that the consensus of Council is to wait until spring to revisit the pilot program.

#### **B. Free Holiday Parking in Certain Zones**

**Parking Manager Fissel** said that she has not received a request from the Gettysburg Area Retail Merchants Association (GARMA) regarding holiday parking. The Memorandum of Understanding (MOU) with GARMA is for free holiday parking from Thanksgiving Day through New Year's Day. The free parking is designated every day from 8:00 AM to 8:00 PM during the holiday season with the exception of Fridays, Saturdays and Sundays. The designated parking areas are as follows: Lincoln Square, the first blocks of Baltimore Street, York Street, Carlisle Street and Chambersburg Street, and the first block of Steinwehr Avenue.

**Councilwoman Lawson** and **Councilman Carr** suggested that better signage be placed on the meters to explain the free holiday parking dates and times. They both will work with the Parking Manager and GARMA to prepare better signs.

#### **C. Gettysburg Inner Loop Phase B Design Elements**

**Borough Engineer Clabaugh**, gave a presentation (see attached) on Phase B of the Washington Street Plan and said that the scope and schedule continues to be on hold until the H20 and GTRP grants are announced possible in November. He noted that the project must begin next year to meet the requirements of the Community Development Block Grant (CDBG). He said that some of the design elements need to be determined to move forward and asked the Council for their decision on the following:

- Do not need to relocate parking from Washington St to the Alley. Simply eliminate the parking.

- The taper into the alley is ok considering that it is designed for the Fire Department Ladder Truck.
- Use Red Concrete for the entire width of the Sidewalk. Do not include any brick or a brick strip.
- Do not use a tree box that has a sump and is open to the air with a small fence. Use a tree box that has a cover or grate flush with the proposed sidewalk elevation.
- Do not install a crosswalk on the south side of the railroad tracks. The only crosswalk will be on the north side of the railroad tracks.
- Incorporate Rectangular Rapid Flashing Beacons at the crosswalk north of the railroad tracks and make the actuator or push buttons accessible to bicycles.
- Stop the Red concrete at Railroad Street. Use regular concrete from Railroad Street to Constitution Ave. Consider a radius design in the transition from red to regular concrete to suggest the GIL turns and goes down Railroad St.
- Use Piano Key Thermoplastic for the crosswalk north of the railroad tracks instead of stamped brick pattern.

#### **D. Management of Public Spaces**

##### **1. Lincoln Square**

##### **2. PBS 2016-12 Sidewalk Ordinance Revisions**

##### **i. Sidewalk Replacement Program**

**Solicitor Eastman** pointed out that the highest amount authorized in the Borough Code for a violation is \$1,000.

**Borough Engineer Clabaugh**, said that it is best to follow the ordinance restrictions when replacing sidewalks and it is not to patch the sidewalks when repairing them. He noted that the Public Works Director reviews the Highway Occupancy Permits (HOP) prior to the issuance of the permits, which has worked well.

**Councilman Lawver** suggested adding pinning in the Sidewalk Ordinance which requires a pin to go underneath the sidewalk to protect it better. This would protect the Borough and the property owner.

**Planning Director Marshall** asked the Council to review the Resolution for the Management of Lincoln Square and let her know if they have any changes to it. She said that the resolution was drafted from the Lincoln Square Policy that was adopted by Borough Council on June 12, 2017.

#### **E. PBS 2017-04 Sign Ordinance Revisions**

**Solicitor Eastman** said that he made a constitutional review of the Sign Ordinance and explained that the decision of the United States Supreme Court in *Reed v. Town of Gilbert, Arizona* in regulating signs and is intended to be content-neutral to meet the requirements. He said that he prepared a Legislative History that will be included in the Sign Ordinance.

**Planning Director Marshall** reviewed the Sign Ordinance in detail and noted that the process to revise the ordinance has been ongoing since 2017.

After Council discussion, **Council President Heyser** asked that the final draft be prepared for review at the October Work Session.

**Solicitor Eastman** recommended that a public hearing be held prior to enacting the Sign Ordinance.

## **New Business**

### **Fourth Street & Hanover Street Intersection**

**Manager Gable** said that we have received several complaints about safety at the intersection located at Fourth and Hanover Streets which does not have a traffic signal.

**Chief Glenn**y gave a five-year history regarding incidents that occurred at this location stating that there were seven accidents reported. He noted that Sixth Street, where there is a traffic signal and would expect to be a safer intersection, had sixteen accidents. He is preparing a report with other streets throughout town and will present to Council when completed.

**Borough Engineer Clabaugh**, said that the request received was for a four-way stop or a traffic signal placed at the intersection. He said that it would not meet the requirements of the Pennsylvania Department of Transportation standards as measured by a traffic study. The other option for slowing traffic would be to push curbs outward towards the middle of the street, which would improve the sight lines but parking spaces would be lost. The cost for this would be approximately \$50,000 compared to \$1,000 to install four-way stop signs. He suggested that a traffic study be performed at this location and to also include additional intersections that may pose problems. He said that the Council would need to include the cost of between \$2,500 and \$5,000 in the 2024 Budget to fund a study.

## **Other Business**

**Councilwoman Butterfield** announced that Larry G. Weikert passed away on September 13<sup>th</sup>. He has been a member of the Recycling Committee since its inception in 2007, and was always available to help with many of the programs especially the electronic recycling program. The community and Borough Council will miss him.

**Councilman Carr** said that the timing of traffic signals at Middle and Baltimore Streets needs to be better coordinated because traffic often will back up all the way to Lincoln Square.

**Public Works Director Harbaugh** responded that the rooftop cameras on the Gettysburg Hotel on the Lincoln square feed data to the signal control system but they are not operational, and noted that some of the components are obsolete. He said that he is currently working to gather quotes for repairs but noted that it will be costly to repair.

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

**Susan Cipperly, 314 North Stratton Street** questioned the definition of a mural, noting that in her neighborhood one was painted on a building on Coster Avenue that has been there for

approximately twenty-years. The public art is approximately fifteen feet tall by seventy feet long which was originally plywood panels that were mounted on the building. She said that the latest iteration is glass panels that are mounted on the building with the mural painted on the back of the glass. She said that Council may want to include this type of art in the revisions of the sign ordinance.

**Kari Greenwalt, 256 Baltimore Street** said that she has worked at both the Wills House and the Gettysburg Hotel and noted that both businesses bring in lots of buses, but said that it is important to find safe locations for buses to load and unload. She also noted that the Gettysburg Station development on Stratton Street will create an enormous amount of traffic and that the Council should review traffic as a whole and not just bus parking.

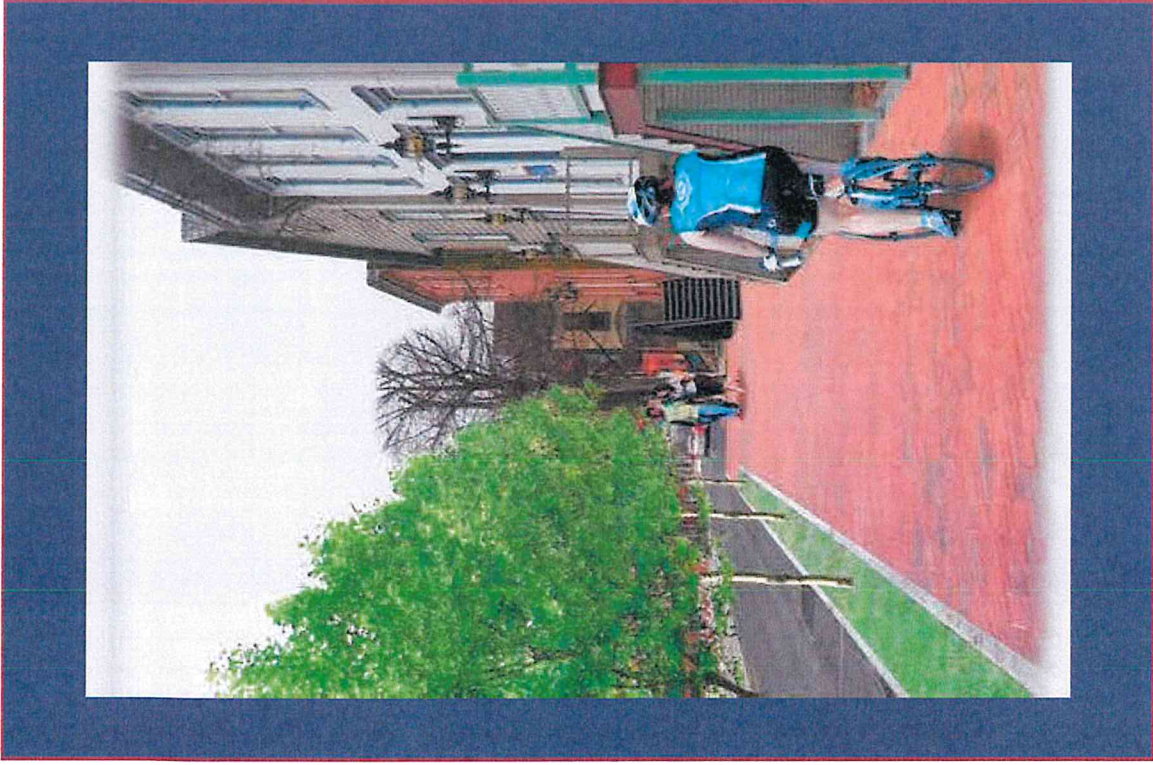
**Scott English, owner of the Gettysburg Academy at 66-68 West High Street** said that there is only one planned town hall meeting scheduled on October 18<sup>th</sup> to discuss the rezoning and asked when the revised plans would be available for the public to review. He said that when he asked about other town hall meetings at the recent Planning Commission meeting, the Commission said that there are budget constraints so they do not know if other meetings would be scheduled. He also asked about the Gettysburg Station development that will bring more vehicles to the downtown area and said that there may not be availability in the Racehorse Alley Parking Garage. He suggested that the Council along with the Gettysburg Station developer work with Jackie White to develop her vacant area into a parking area.

**President Wesley Heyser** adjourned the meeting to an executive session at 10:00 PM.

Respectfully submitted,

*Sara Stull*

Sara L. Stull  
Borough Secretary

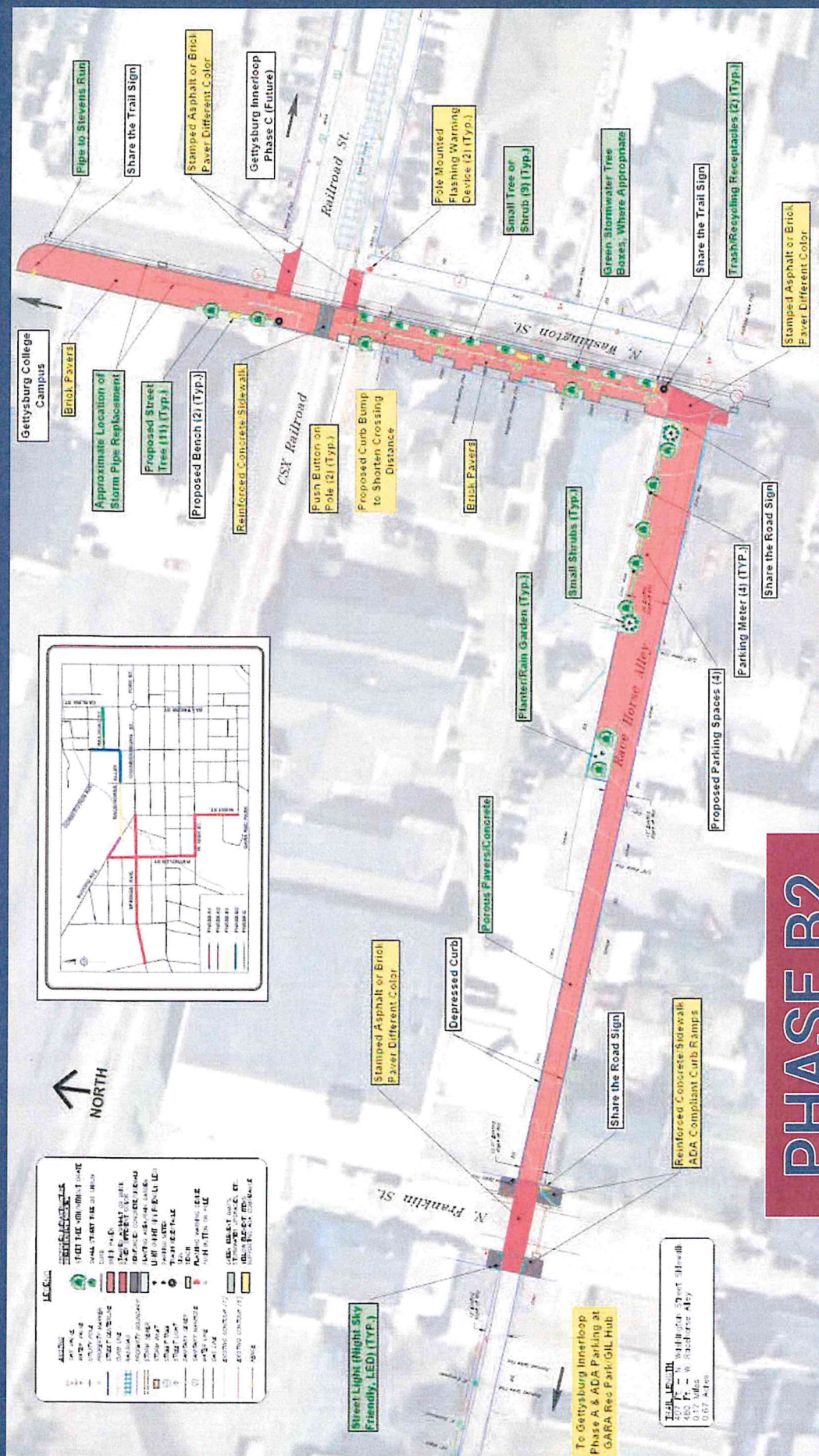


# GETTYSBURG INNER LOOP PHASE B - WASHINGTON STREET

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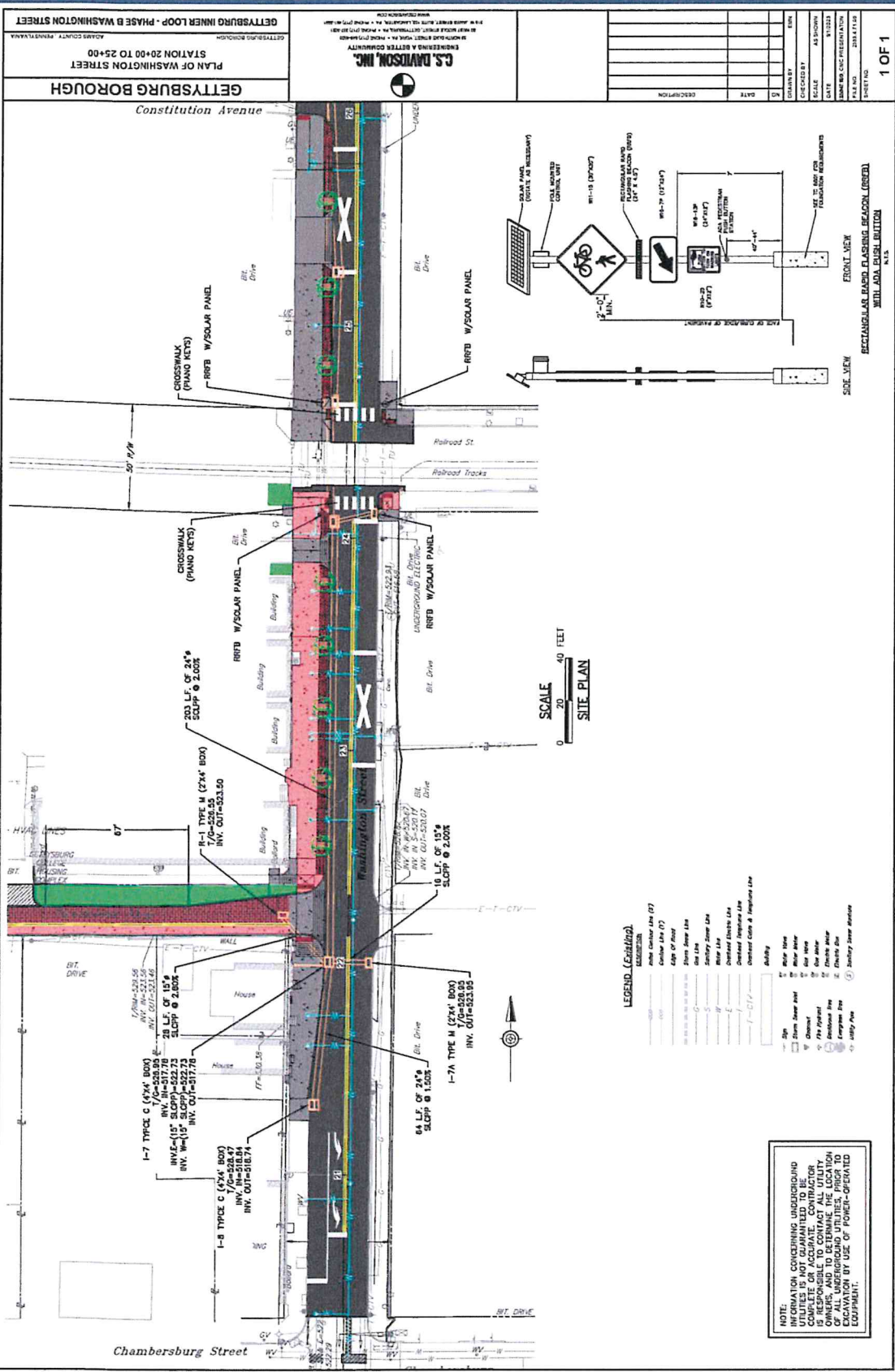
C.S. DAVIDSON, INC.





# PHASE B2

**C.S. DAVIDSON, INC.**



1 OF 1	DATE: 03/11/10	PROJECT NO: 200-411-02
DESIGNED BY: AS/DAWSON	CHECKED BY: AS/DAWSON	DATE: 03/11/10
PROJECT NO: 200-411-02	PROJECT NAME: GETTYSBURG BOROUGH	PROJECT LOCATION: 20+00 TO 25+00

GETTYSBURG BOROUGH  
 PLAN OF WASHINGTON STREET  
 STATION 20+00 TO 25+00  
 CHAMBERSBURG BOROUGH

C.S. DAVIDSON, INC.  
 1000 W. JAMES STREET, SUITE 100, GETTYSBURG, PA 17325  
 717-338-1100  
 WWW.CSDAVIDSON.COM

LEGEND (Continued)  
 1-7 TYPE C (4\"/>

NOTE:  
 INFORMATION CONCERNING UNDERGROUND UTILITIES IS FOR INFORMATION ONLY. THE CONTRACTOR IS RESPONSIBLE TO CONTACT ALL UTILITY COMPANIES AND OBTAIN ALL NECESSARY INFORMATION OF ALL UNDERGROUND UTILITIES PRIOR TO EXCAVATION BY USE OF POWER-OPERATED EQUIPMENT.

SCALE  
 0 20 40 FEET  
 SITE PLAN

FRONT VIEW  
 RECTANGULAR BARRIO FLASHING BEACON (GREEN) WITH ADA PUSH BUTTON

SIDE VIEW

CHAMBERSBURG STREET

WASHINGTON STREET

RAILROAD ST

RAILROAD TRACKS

UNDERGROUND ELECTRIC

RTTB W/SOLAR PANEL

RTTB W/SOLAR PANEL

RTTB W/SOLAR PANEL

RTTB W/SOLAR PANEL

RTTB W/SOLAR PANEL

RTTB W/SOLAR PANEL

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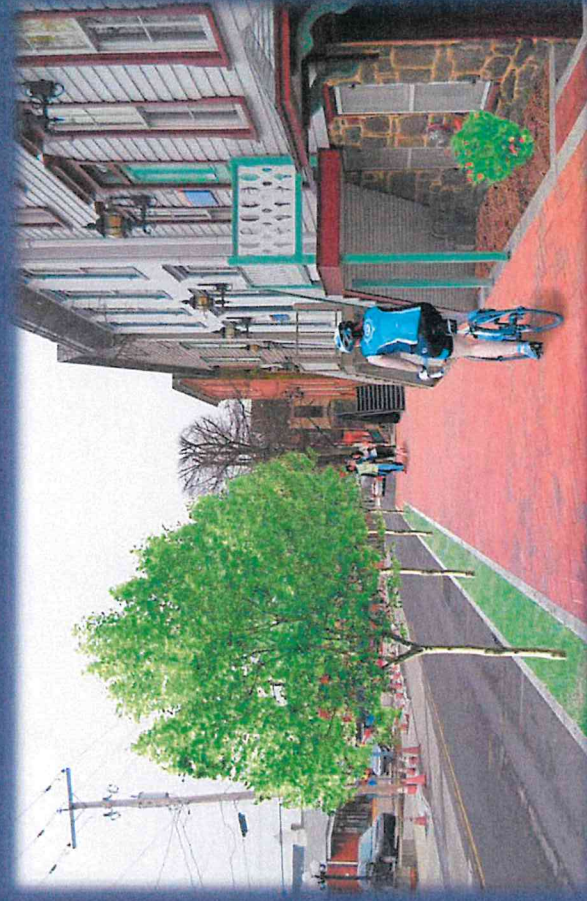
RTTB W/SOLAR PANEL

# WASHINGTON STREET

BEFORE



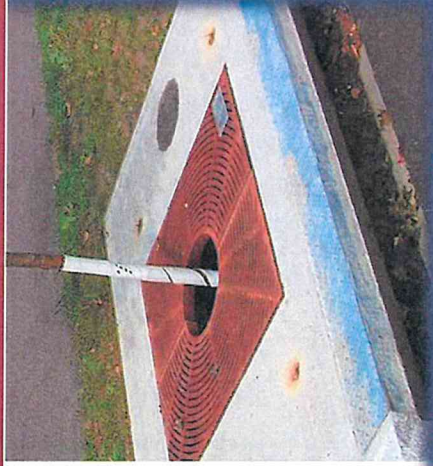
AFTER



C.S. DAVIDSON, INC.



# GREEN STORMWATER TREE BOXES

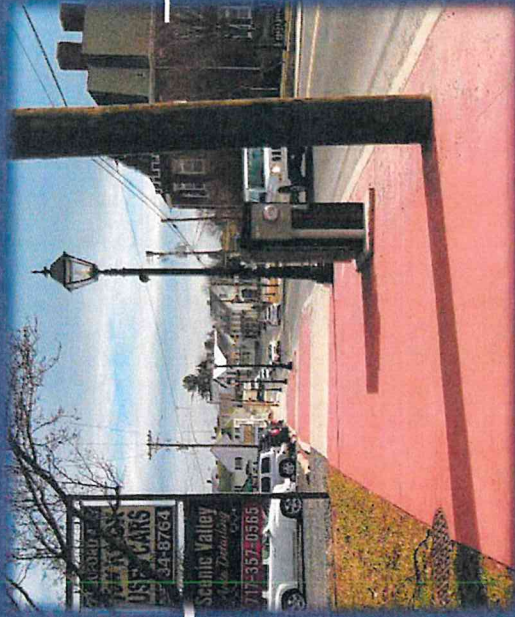


C.S. DAVIDSON, INC.

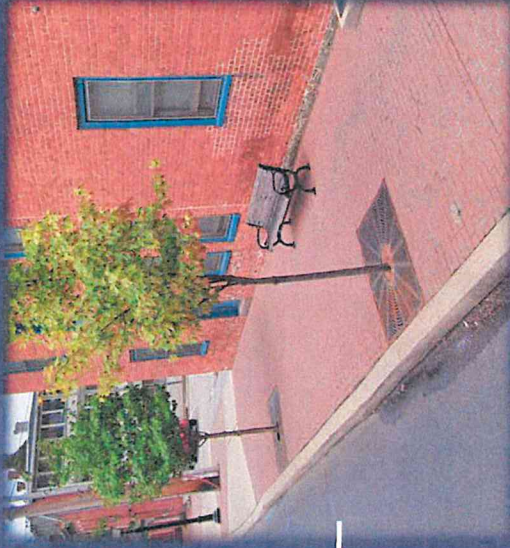
Stormwater tree wells, LLC

# FEATURES

Colored  
Concrete



4' Brick Strip  
with Trees



Colored  
Concrete



New Storm  
Sewer  
Improvements



C.S. DAVIDSON, INC.

REDUCED STREET WIDTH



PIANO KEY  
CROSSWALKS  
& RRFB



TRAFFIC CALMING & SAFETY  
IMPROVEMENTS

C.S. DAVIDSON, INC.



# QUESTIONS?

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Chad Clabaugh, P.E.

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C.S. DAVIDSON, INC.

