

BOROUGH OF GETTYSBURG
59 EAST HIGH STREET, GETTYSBURG, PA 17325
COUNCIL WORK SESSION MINUTES
JULY 22, 2019

President Susan Naugle called the meeting to order at 7:00 PM with the following Councilors present: Vice President Jacob Schindel, Mr. Wesley Heyser, Ms. Patricia Lawson (by phone), Mr. Christopher Berger, and Mr. John Lawver. Staff present included: Mayor Theodore Streeter; Borough Manager Charles Gable; Interim Parking Manager Rebecca Fissel; Finance Director Nickie James; Public Works Director Robert Harbaugh, Management Assistant Karen Mesher and Chad Clabaugh, Borough Engineer, C. S. Davidson, Inc. Staff Absent included: Borough Solicitor Harold Eastman, Puhl Eastman & Thrasher; Borough Secretary Sara Stull; and Police Chief Robert Glenny.

Others present include: Deb Adamik, President, Main Street Gettysburg; James Greenelich filming for *Community Media-ACCTV*; Jim Hale representing the *Gettysburg Times*.

Announcements

General Announcements

President Naugle announced that the Community Development Block Grant (CDBG) meeting to accept funding requests will be held at 6:30 PM on August 26, 2019 and on September 9, 2019 in Council Chambers.

President Naugle announced that Chief Robert Glenny will give a presentation at the August 12, 2019 Council Business meeting on the Borough's policies related to the relationship between ICE and the Gettysburg Police Department.

Executive Sessions

President Naugle announced that an executive session of the Borough Council was conducted immediately following the adjournment of the July 8, 2019 monthly general business meeting consistent with section 708(a)(1), section 708(a)(3), section 708(a)(4) and section 708(a)(5) of the Sunshine Act.

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President Naugle an executive session of the Borough Council will be conducted immediately following the adjournment of this evening's work session consistent with section 708(a)(1), section 708(a)(3), section 708(a)(4) and section 708(a)(5) of the

Sunshine Act for the following purposes: (1) to discuss matters involving the employment, the termination or resignation of employment, the terms and conditions of employment of employees, prospective employees and/or former employees of the Borough; (2) to receive information and discuss the possible purchase, lease or acquisition of real property by the Borough; (3) to discuss information in connection with litigation filed in the Adams County Court of Common Pleas to Docket No. 19-S-206 captioned Linda Atiyeh, et al., Plaintiffs v. Borough of Gettysburg, et al., Defendants; and (4) to review and discuss Borough business which, if conducted in public, would violate a lawful privilege or lead to the disclosure of confidential information protected by law.

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

There was no public comment at this time.

New Business

Borough News Letter – Fall / Winter Addition – Susan Naugle

Ms. Naugle said that she is in the process of compiling articles for the Fall / Winter addition of the Borough Newsletter, and would like to get it out to residents by October. She asked fellow Council members for their assistance and to consider taking over publication (printing and mailing) of the newsletter before her term ends in December.

Borough Council Appointments – Susan Naugle

Ms. Naugle discussed two board vacancies currently on the Code Enforcement Appeals Board, which will also address any storm water appeals from residents. She said that the Planning Commission also needs a second alternate for their commission. She said that Council will consider the Third Ward Borough Council vacancy at their August 12th Council Business Meeting (and will receive applications through 5PM on August 8th); and will need to appoint at that meeting in order to meet the August 15th deadline someone to serve until the first Monday in January, 2020. She noted that residents must be 18 years old and a resident of the Third Ward for at least a year; and that the Adams County Elections Office will send letters to both the Adams County Democratic Committee and the Adams County Republican Committees to name a candidate to be placed on the November ballot for the purpose of filling the 2-year term.

PBS 2019-9 Gettysburg Borough Community Center – Deb Adamik / Charles Gable

Mr. Gable said that Tim Shields, owner of 340 Baltimore Street, would like to give the “Brown House” to the Borough of Gettysburg for the purpose of public use: Community / Visitor center to include public restrooms, storage area, ADA accessibility to the structure and restrooms, an elevator, public bathrooms, service desk, Borough display cases, office and meeting rooms, and rentable spaces. He said that Mr. Shields will donate this building to serve both residents and visitors, and would provide a preliminary conceptual sketch

plan to reflect possible uses. He noted that Mr. Shields would like to have an answer regarding the acceptance of his gift by the end of the year; and that Council would need to vote at their August or September meeting to meet this deadline.

West Broadway Islands Neighborhood Improvement District – Charles Gable

Mr. Gable discussed the progress of the West Broadway Islands and the need for a Neighborhood Improvement District (NID), as represented by Attorney Bernie Yannetti, to address the West Broadway Islands Neighborhood Improvement District (parcel boundaries, annual fee, and future maintenance). He said that Council would need to vote to set a Public Hearing date on the matter at their August 12th Council Business Meeting to view a presentation and to receive comment regarding the creation of the West Broadway Islands Neighborhood Improvement District.

Old Business

Baltimore Street Revitalization Project – Deb Adamik / Charles Gable

Ms. Adamik discussed the progress of the Baltimore Street Revitalization Project, and the matching funds needed by August 31st by the Borough of Gettysburg to demonstrate a commitment from the municipality needed for the Federal Lands Access Program (FLAP) Grant. She said that the match would total \$315,000 for the \$1.567 million dollar federal grant. Borough Council discussed various ways (Revolving Loan, PIB Loan, and DCED Funds) to achieve the matching funds; and the ability to replenish the money moving forward. Council proposed the creation of an ad hoc committee to discuss those economic development challenges including fundraising, loan repayment, and commitment letter. Mr. Gable said that Council would need to vote on a Commitment Letter at its August 12th Council Business Meeting.

Community Development Appropriations (PBS 2014-3) – Susan Naugle/Charles Gable

Ms. Naugle discussed the Community Development Appropriations which are dispensed out of the Borough budget, and how to streamline the process. She encouraged staff feedback regarding any recommended changes since the 2015 Borough Resolution. Council; and what appropriation guidelines must be followed. Council would like to see how those funds were used the previous year, and make it part of the application process. Mr. Gable said that he would draft a revision to the resolution for the August 26th Council Workshop to address what is needed for an appropriation request by an agency.

Short-Term Rentals (PBS 2018-3) - Charles Gable

Mr. Gable said that the Borough will place a moratorium on Short-Term Rental Procedures until a Planning Director is seated on staff.

Pennsylvania Municipal League (PML) Summit Update – Charles Gable

Mr. Gable discuss the Pennsylvania Municipal League (PML) Conference slated for the first weekend (October 3-October 6, 2019) in October. He asked Council for their help staffing the “Meet-N-Greets” and registration tables; and updated them on their solicitation/sponsorship efforts at \$34,000 to date (goal is \$50,000). He noted that playground construction event is on October 3rd.

Special Event Parking Rate – Becka Fissel / Charles Gable

Mr. Gable said that fee changes are done by resolution, and discussed Special Event Parking. He said that there is currently a \$10.00 daily rate at the garage; and that there are large upcoming events that might necessitate a higher fee. He noted that outside shuttles are used at large events, and that any Borough fees implemented would be in line with those fees. He said that the REDDI Lot can accommodate 150 cars for overflow parking; and suggested maintaining the garage rate, and asking a \$15.00 fee rate collected by the Borough for the REDDI Overflow Lot. He suggested this rate be used as a trial rate for the Christmas Festival, and then reassess the rate in January. He said that the rate for Gettysburg Hotel guests would not change.

Council Comment

Ms. Naugle requested an updated on road maintenance on Broadway. Mr. Harbaugh said that street milling is on track, and will continue on E. Broadway, W. Broadway, and King Street. Residents praised construction communication by Public Works, both by word-of-mouth and by door hangers. Mr. Clabaugh said that CE Williams is committed by contract for 110 days, and that things are progressing well. Mr. Lawver commented on weeds throughout the Borough.

Public Comment

There was no public comment at this time.

Adjournment

The meeting was adjourned to an executive session at 9:00 PM. Council President Naugle dismissed the meeting at 9:30 PM.

Respectfully submitted,

Karen M. Mesher
Management Assistant