

**BOROUGH OF GETTYSBURG
TROXELL COUNCIL CHAMBERS
59 EAST HIGH STREET, GETTYSBURG, PA 17325
COUNCIL BUSINESS MEETING MINUTES
MARCH 13, 2023**

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, Mr. John Lawver, Ms. Patricia Lawson and Mr. Chad Carr. **Staff present included:** Mayor Rita Frealing; Borough Manager Charles Gable; Assistant Borough Manager/Secretary Sara Stull; Borough Solicitor Harold Eastman, Barley Snyder; Police Chief Robert Glenney; Planning Director Carly Marshall; Parking Manager Rebecca Fissel; Public Works Director Robert Harbaugh; and Chad Clabaugh, Borough Engineer, C. S. Davidson, Inc. Director of Historic and Environmental Preservation Debra English was absent.

Others present included: Jill Sellers, President of Main Street Gettysburg; Scott English, owner 66-68 West High Street; Bob and Ruthmary McIlhenny, 1370 Old Harrisburg Road; Brian Hodges, 137 Ridge Avenue; Peter Bales, 35 Hanover Street; and Kathy Gilbert, 39 South Street. 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 of the Borough of Gettysburg was conducted immediately following the February 27, 2023 work session meeting of the Borough Council 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, conditions and benefits of employment of Borough employees; and (2) to review and discuss matters of Borough business which, if conducted in public, could lead to the disclosure of information or matters of confidentiality protected by law.

Approval of Agenda and Minutes

Moved Mr. Moon seconded Mr. Berger to approve the March 13, 2023 Council Business Meeting agenda as presented. Motion carried unanimously.

Moved Mr. Carr seconded Mr. Lawver to approve minutes of the Council Meeting on February 13, 2023 and the Council Work Session on February 27, 2023 as presented. Motion carried unanimously.

Special Presentation

Bob McIlhenny – 20th Anniversary of the design of the Official Flag of the Borough of Gettysburg was adopted on March 10, 2003

Mayor Frealing read a proclamation in recognition of the Twentieth Anniversary of the Borough of Gettysburg Official Flag that was adopted on March 10, 2003 (see attached). She introduced Bob McIlhenny who developed the flag.

Bob McIlhenny gave a presentation about the flag and the development process in developing the official flag for the Borough of Gettysburg (see attached).

Public Comment (Restricted to Items on the Agenda)

There were no public comments.

Current and Old Business

Department of Planning/Zoning/Code Enforcement

Planning Director Marshall gave the following report: the next Planning Commission meeting is scheduled for March 20th; and began to receive calls from people interested in volunteering to serve on the Rezoning Steering Committee to work directly with the consultant on the Zoning Ordinance Rewrite and the Official Map Development.

Department of Historic and Environmental Preservation

Moved Ms. Lawson seconded Mr. Moon to accept the recommendations of the Borough of Gettysburg Historic Architectural Review Board (HARB) following its review on February 15, 2023 and grant Certificates of Appropriateness for the following applications as presented: COA-230002 MAJOR PROJECT: 317 Baltimore Street – Diane Bertoli to approve the demolition of an existing garage and construction of a new garage as presented to the Board in the application dated January 10, 2023; COA-230007 MAJOR PROJECT: 43-45 E. Middle Street – Doug Miller to change prior COA approval dated May 18, 2011 exterior façade of existing garage in the application presented to the Board dated February 6, 2023 (excluding Paragraph 2 of scope in this motion for change of use and internal modification for non-personal use). Motion carried unanimously.

Parking Department

Parking Manager Fissel gave the following report: there were forty-five Local Privilege Parking (LPP) Permits issued in February which continues to rise every month, noting that they are becoming more popular with college students and workers downtown; we are no longer using the Passport Parking Application and that the Pay-By-Phone Application is the only parking option at this time. She noted that with the increasing number of complaints received regarding Passport the Borough began phasing it out in mid-2022.

Public Works Department

Public Works Director Harbaugh gave the following report: collected 187 Christmas trees this year for recycling; and Waste Management will install the Big Belly trash compactors on the Lincoln Square next week in two locations, noting that the smaller one will be installed on Steinwehr Avenue.

Borough Engineer

Borough Engineer Clabaugh reported that he attended a meeting with PennDOT officials regarding the Gettysburg Gateway Connectivity Project and learned that the project is on hold until a completed reimbursement agreement is received and a notice to proceed is issued. The design phase should begin within the next two months, and the ground breaking is tentatively scheduled for January 2027 with the project completed by the end of 2028.

Moved Mr. Moon seconded Ms. Lawson to award the construction contract for the 2023 Racehorse Alley Parking Garage Maintenance project to the lowest responsible and responsive bidder JDI Site Solutions, LLC at its bid amount of \$65,913.80. Motion carried unanimously.

Police Department

Chief Glenny gave the following report: he and Mayor Frealing met with President Michael Coglianò and Robert Riley from WellSpan Health Gettysburg Hospital regarding funding for the police department and said that the request of \$35,760.96 has been approved; began efforts for recruiting entry-level patrol officers for the upcoming Civil Service hiring process and have met with several people that are interested; the police officers created a recruitment brochure that was sent to several police academies and the information is also available on the police website at www.gettysburgpa.gov under the police tab; the department received a tremendous deal for two police bicycles from Gettysburg Bicycle that was paid by funds from WellSpan and also from community donations; the mental health co-responder employee that began in February has been a success in working with the public and she also has a great working relationship assisting the police officers, noting that this program is funded by grants through WellSpan Health and is a partnership with York/Adams Mental Health-Intellectual and Development Disabilities (MH-IDD); and said that the Gettysburg Borough Police Crime Watch Program page will soon be available on the Gettysburg Police Facebook Page.

Office of the Manager/Treasurer/Secretary

Manager Gable gave the following financial report: there is \$1.5 million in the general fund checking account; \$948,000 in the reserve fund; and the parking revenue totaled \$1.39 million in 2022 which included parking permits, meters, kiosks, and the Racehorse Alley Parking Garage. He noted that these numbers do not include parking violations collected and that they are in a separate category. The Local Parking Privilege (LPP) program is becoming more popular, which allows people to pay \$35 dollars a month to park in designated 12-hour long-term parking meters that it has been helpful to people who live and work in the community.

Manager Gable gave the following report: he along with Sara Stull, Kara Riethmaier, Chief Glenn and Mayor Frealing will be attending the Public Employer Labor Relations Advisory Service (PELRAS) Conference from March 15th to 17th ; auditors from Maher Duessel are currently working on the annual audits for the Borough and for the Gettysburg Borough Storm Water Authority; parking revenue continues to be robust for the Borough; the pillow tax collected for January is \$7,865.44 which is up from 2022 totaling \$6,177.35; and the general fund has \$1.6 million and there is \$949,000 in the reserve account.

Moved Mr. Moon seconded Mr. Carr to approve all bills and payrolls for the month as presented. Motion carried unanimously.

Moved Mr. Berger seconded Mr. Lawver to authorize a COLA increase for retired police pensioner Cytha Grissom, to be paid from the Police Pension Plan effective February 1, 2023. Motion carried unanimously.

Moved Ms. Lawson seconded Mr. Moon to authorize the entry into a Memorandum of Understanding with the Gettysburg Garden Club relative to the operation of the Gettysburg Downtown Flower Project for a four (4) year term expiring on December 31, 2026. Charles R. Gable, MPA, Borough Manager, is hereby authorized to execute and deliver the Memorandum of Understanding on behalf of the Borough of Gettysburg. Motion carried unanimously.

Reports

Main Street Gettysburg

Jill Sellers, President of Main Street Gettysburg read the following report: **Façade Improvement Program** – Applications are due March 31, 2023 including the application plus two estimates. This is a reimbursement program; so, documentation, such as permits and HARB approvals, will be required for reimbursement after completion; **David Wills House** – Volunteer meeting is scheduled for March 28th. New volunteers are always welcome; **30th Movie Anniversary** – Plans for this celebration weekend are coming together. Mark your calendars for October 13-15, 2023; **Grand History Trail** – Ms. Sellers is arranging for Dennis Hickethier of the Grand History Trail Committee to present the project to the America250PA-Adams County Commission; and **Gettysburg Welcome Center** – Skip Hockley is the chair of this subcommittee. We have major plans for this project to take center stage this year. Please watch for announcements of next steps. Also working on a rural business tools pilot project with Main Street America.

Gettysburg Area Recreation Authority

Councilman Carr announced that GARA will have an Easter Egg Hunt on Saturday, April 1, 2023 at 11:00 AM.

Gettysburg Municipal Authority

Councilman Berger said that there was nothing new to report at this time.

Steinwehr Avenue Heart of Gettysburg Battlefield (SAHGB)

Councilwoman Butterfield gave the following report: currently updating their website; discussed the challenges of getting people out to Steinwehr Avenue during the Christmas Festival.

Adams County Boroughs Association (ACBA)

Mayor Frealing reported that the next meeting of ACBA is scheduled for Monday, March 20, 2023.

Adams County Council of Governments (COG)

Councilwoman Butterfield gave the following report: the Collaboration Committee continues to discuss Cybersecurity readiness and are working with two consultants from Penn State to seek recommendations to improve site readiness; the Legislative Committee went to Washington DC and Harrisburg to discuss the car charging stations and the fire hazard with the electrical charging stations.

Healthy Adams Bicycle Pedestrian, Inc. (HABPI)

Councilwoman Lawson gave the following report: met with representative from Transitions Care Nursing Home on Biglerville Road and Adams County Historical Society to discuss extending the sidewalk from Carlisle Street to the new Adams County Historical Society; the unveiling and placement of a plaque for Tom Jolin will take place on Friday, March 17th which was presented to him in recognition of his eighteen years of dedicated service and also as a founding member of HABPI.

Adams County Transportation Planning Organization (ACTPO)

Councilwoman Butterfield gave the following report: they meet quarterly so the next meeting is scheduled for March 22, 2023.

Overdose Awareness Task Force

Councilman Moon said that the Black Balloon Day held on March 6th on Lincoln Square was well attended and they handed out information about prevention, recovery, and treatment for substance abuse; and they also distributed thirty NARCAN kits.

Trail Feasibility Study

Councilman Berger said that there was nothing new to report at this time.

Recycling

Councilwoman Butterfield gave the following report: to date there are 42 people signed up for the electronic recycling scheduled for Saturday, March 18th from 9:15 AM to 10:45 AM; the paper shred event is scheduled for Friday, May 19th; and the Youth Recyclable Art Contest and Exhibit will be held from April 7th to 28th.

Elected Official's Comments

Mayor Frealing gave the following report: attended the Black History Month reception at the White House and noted that both the President and Vice President spoke; encouraged everyone to donate blood noting that March is Red Cross Month; noted that March is also Women's History Month

and that she attended a program at the WWII Museum where Susan Eisenhower was the featured speaker; attended the Gettysburg Fire Department Awards Banquet held on Saturday, March 26th and that she salutes all fire fighters and recognized the Borough staff who are members: Council President Wesley Heyser, Councilman John Lawver, Public Works Director Rob Harbaugh, Sergeant Larry Weikert, Police Officer Brain Weikert and Custodian Dave Staub.

Councilwoman Butterfield reported that the South Central Assembly met and they established a sub-committee to discuss affordable housing. She recommended Stephanie McIlwee of the Adams County Housing Authority and Stacy Rice of At Home in Adams County to serve on this committee, and both were excited to serve on the committee.

Councilman Lawver asked if building permits need to be posted so that they are visible to the public.

Council President Heyser responded yes.

Public Comment

Scott English, owner 66-68 West High Street read a letter from former Elm Street Manager Stephanie McIlwee who was unable to attend tonight's meeting regarding the Elm Street District (see attached).

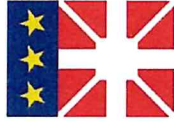
President Heyser reminded everyone of the upcoming Public Hearings regarding zoning amendments scheduled for March 27th: Special Event Venue at 6:00 PM and Colt Park properties at 6:30PM.

Moved Mr. Lawver, seconded Mr. Moon to adjourn the meeting at 8:05 PM. Motion carried unanimously.

Respectfully submitted,



Sara L. Stull
Borough Secretary



Borough of Gettysburg

Office of the Mayor Proclamation

WHEREAS: On March 10, 2003, the Borough Council of Gettysburg voted to adopt an official town flag.

WHEREAS: The dominant element of the flag design is a stylized representation of Lincoln Square, Gettysburg's "Historic Crossroads." The Three Stars represent the Three Days of the Battle of Gettysburg and the Three Wards into which the Borough is divided.

WHEREAS: The federal colors of red, white, and blue denote Gettysburg's significance in United States history. The blue field with gold stars denotes the Pennsylvania state colors.

WHEREAS: Gettysburg Borough Council voted to adopt this flag, designed by local resident Robert McIlhenny, by chance on exactly on the 197th anniversary of the ordination of the Borough of Gettysburg when it became a municipality independent from Cumberland Township in Adams County.

WHEREAS: The United States Navy guided missile cruiser USS Gettysburg has designated this flag as its "House Flag" which is flown by the ship on special occasions and into battle. The Gettysburg community sent the flag as an expression of its respect and support for the men and women who serve aboard the USS Gettysburg.

WHEREAS: March 10, 2023, marked the 20th anniversary of Borough Council adopting the official town flag.

THEREFORE: I, Rita C. Frealing, Mayor join with the community in declaring March 2023

THE OFFICIAL FLAG OF THE BOROUGH OF GETTYSBURG MONTH

In the Borough of Gettysburg.

Given Under My Hand and
The Seal of the Borough of
Gettysburg, this March 13, 2023

Rita C. Frealing
Mayor

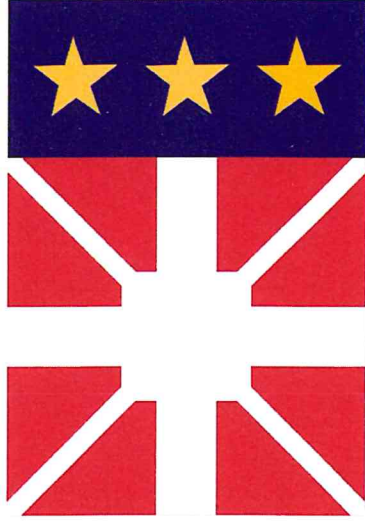
About the flag...

On March 10, 2003 the Borough Council of Gettysburg voted to adopt an official town flag. The design is a simplified rendering of the graphic identity currently used by the Borough of Gettysburg, as shown in the attached drawing.

The dominant element of the flag design is a stylized representation of Lincoln Square, Gettysburg's "historic crossroads." The three stars represent the three days of the Battle of Gettysburg and the three wards into which the Borough is divided.

Federal colors of red, white and blue denote Gettysburg's significance in United States history. The blue field with gold stars denotes the Pennsylvania state colors.

The vote to adopt this flag happened, by chance, to occur exactly on the 197th anniversary of the ordination of the Borough of Gettysburg, when it became a municipality independent from Cumberland Township in what is now Adams County, Pennsylvania.



The OFFICIAL FLAG of the Borough of GETTYSBURG



Gettysburg
HISTORIC CROSSROADS
59 East High Street Gettysburg, PA 17325

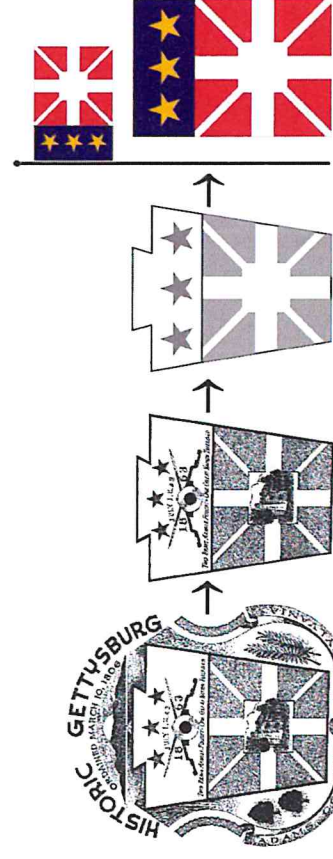
Thank you for purchasing a Gettysburg town flag!

The citizens of Gettysburg are pleased that the United States Navy guided missile cruiser U.S.S. Gettysburg has designated this flag as its "house flag," which is flown by the ship on special occasions and into battle. The community sent the flag as an expression of its respect and support for the men and women who serve aboard the USS Gettysburg.

For more information about Gettysburg flags contact the borough office at (717) 334-1160.

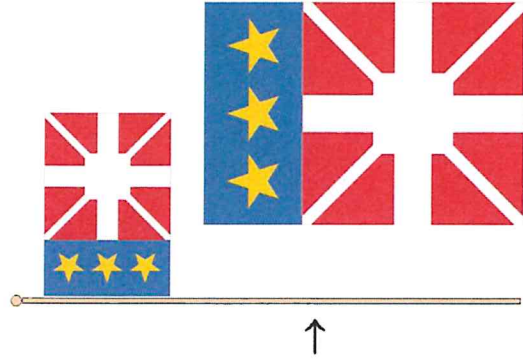


DEVELOPMENT OF THE FLAG DESIGN:

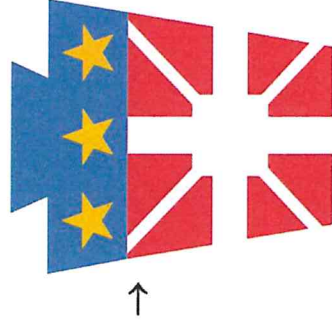


SEAL OF GETTYSBURG
CURRENTLY IN USE

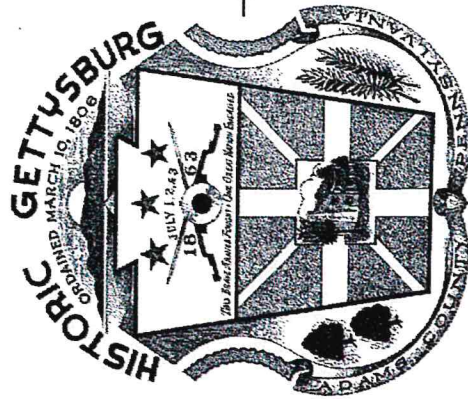
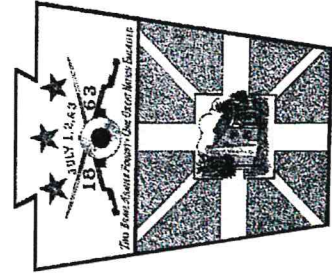
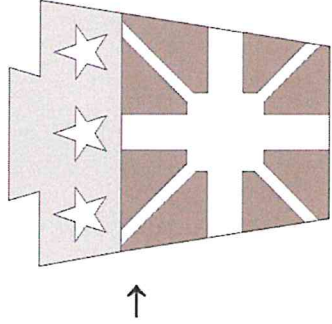
THE FLAG OF THE
BOROUGH OF GETTYSBURG
size ratio = 9:13



THE FLAG OF THE
BOROUGH OF GETTYSBURG



DEVELOPMENT OF THE FLAG DESIGN



SEAL OF GETTYSBURG
CURRENTLY IN USE







Olde Getty Place - Elm Street
40 E. High St. Gettysburg, PA 17325
Phone (717) 334-1518 Fax (717) 334-8326
TDD/TTY Relay Service: 1-800-654-5984
www.adamscha.org

March 6, 2023

To: Scott English
From: Stephanie McIlwee

RE: Elm Street Concept / Mission Statement

Scott:

Just a few quick thoughts regarding the Gettysburg Elm Street Program and Overlay.

To be clear, the *Elm Street Mission* statement includes the words "the promotion of new businesses and expansion of existing businesses."

Gettysburg Elm Street Mission

Gettysburg Elm Street is a partnership of residents, community leaders and government officials dedicated to the revitalization of the designated neighborhood through community development programs that create new homeowners, modernize the housing stock, promote new businesses and expansion of existing businesses, beautify the streetscape, improve safety, and involve volunteers.

The targeted neighborhood is clearly outlined in the Elm Street overlay. It is mixed use which is most appropriate. The creation of new venues is not only supported by the mission and vision of the Elm Street revitalization plan but could be a real positive for the neighborhood and would not really have any more of an impact than large weekly church / funeral services on High Street.

Potential events proposed for the venue (which will be controlled by borough established guidelines) could bring tourists into this historic neighborhood. There is so much amazing African American history in *Olde Getty Place* that no one knows about. A walking tour brochure was developed by the Elm Street program specifically to bring attention to the "history that hides" within the neighborhood.

Without a doubt, the Gettysburg Elm Street Program and neighborhood, "*Olde Getty Place*" has always supported and encouraged the promotion of new businesses and the expansion of existing businesses.

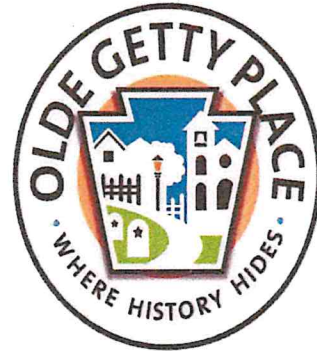
Sincerely,

Stephanie McIlwee
Former Elm Street Manager
Executive Director, PA Interfaith Community Programs, Inc.



This institution is an equal opportunity provider and employer.





Gettysburg Elm Street Mission

Gettysburg Elm Street is a partnership of residents, community leaders and government officials dedicated to the revitalization of the designated neighborhood through community development programs that create new home owners, modernize the housing stock, promote new businesses and expansion of existing businesses, beautify the streetscape, improve safety and involve volunteers.

Gettysburg Elm Street Vision Statement

Olde Getty Place is a neighborhood, rich in history, offering opportunities to a diverse population of proud, mixed-income residents. The community has connections to the past, present and future of Gettysburg. Residents can be a part living history and have the opportunity to contribute to positive change in the neighborhood. It will be safe and clean and within easy walking distance of schools, churches and the downtown. Community development programs will create new home owners, improve the housing stock, beautify the streetscape, encourage in-home businesses and involve volunteers.