

**BOROUGH OF GETTYSBURG**  
**59 EAST HIGH STREET, GETTYSBURG, PA 17325**  
**COUNCIL MEETING MINUTES**  
**MAY 14, 2018**

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, Mr. Christopher Berger and Mr. John Lawver. Mr. Charles Strauss was absent. Staff present included: Mayor Theodore Streeter; Borough Manager Charles Gable; Borough Secretary Sara Stull; Solicitor Harold Eastman; Chief Joseph Dougherty; Planning Director Becky LaBarre; Parking Manager Richard Miller; Interim Public Works Director Robert Harbaugh and Chad Clabaugh, Borough Engineer, C. S. Davidson, Inc.

Others present include: Gary Shaffer, Chairman, Historical Architectural Review Board (HARB); Max Bramel, Healthy Adams Bicycle/Pedestrian Inc. (HABPI); Jordan P. Gable, Lexington Park, Maryland; Deb Adamik, President, Main Street Gettysburg; Robin Fitzpatrick, President, Adams County Industrial Development Authority (ACIDA); Mike Shestok, 264 Baltimore Street; Nancy and Kurt Kramer, 12 Wade Avenue; Max Felty, Felty Investments, 789 Baltimore Street; Jim Biesecker, representing Gettysburg College; Gina Levan, 101 Chambersburg Street; Steve and Pat Nevada, Bed & Breakfast, 160 East Middle Street; Brian Duncan, Brickhouse Inn Bed and Breakfast, 452 Baltimore Street; Jon Shultz, Americana Souvenirs, 150 North Third Street; Steve Garvick, 55 Chambersburg Street; Monica Oss and Jay Mackie, 163-165 York Street; Audrey Tamblyn, 38 East Middle Street; Larry Weikert, 326-328 Baltimore Street; Sharon Graff, 70 East Stevens Street; Paul Witt, Nate and Laura Mares, Best Western Hotel, 301 Steinwehr Avenue; Peggy Gustafson, HARB member; Martin Jolin, HABPI; Sue Cipperly, 314 North Stratton Street; Tim Woodward, 102 Baltimore Street; Marie Davis, 831 Johns Avenue; Ron Frenette, 811 Johns Avenue; and Becka Fissel, Borough Parking Enforcement Officer; Representing the press was Jim Hale with the *Gettysburg Times*.

President Susan Naugle announced the second electronic device recycling will be held on June 16<sup>th</sup> at the public works building.

President Susan Naugle thanked Main Street Gettysburg staff for coordinating with the Intersection Church volunteers to clean the Waysides throughout the Borough.

President Susan Naugle announced that a ribbon cutting will be scheduled later in June for the Gettysburg Inner Loop Project.

President Susan Naugle announced an executive session of the Borough Council was conducted immediately following the adjournment of the April 23, 2018 work session consistent with sections 708(a)(1) and 708(a)(5) of the Sunshine Act.

President Susan Naugle announced an executive session of the Borough Council will be conducted immediately following the adjournment of this meeting consistent with sections 708(a)(1) and 708(a)(5) of the Sunshine Act for the following purposes: (1) to discuss matters involving the employment, the qualification for employment, appointment, termination of employment, the terms and conditions of employment, the evaluation of performance and promotion of Borough employees; and (2) to review and discuss items of Borough business which, if conducted in public, would either violate a lawful privilege or lead to the disclosure of confidential information.

**Moved Mr. Lawver, seconded Mr. Heyser to approve the May 14, 2018 agenda after adding a motion for the Civil Service Commission. Motion carried unanimously.**

**Moved Ms. Lawson seconded Mr. Schindel to approve the Public Hearing and Council Meeting Minutes of April 9, 2018 and the Council Work Session Meeting Minutes of April 23, 2018. Motion carried unanimously.**

#### **Public Comments:**

**Mike Shestok, 264 Baltimore Street**, addressed several concerns relating to the Adams County Comprehensive Plan regarding the Gettysburg Municipal Authority “Big Pipe” connection and buses idling on Baltimore Street. Mr. Shestok said that he is in support of the proposed building height increase, and the designation of a Residential Parking Permit System on Johns Avenue.

**Marie Davis, 831 Johns Avenue**, addressed her concerns regarding parking on Johns Avenue and supports approval of the Residential Parking Permit System. She noted that cars park in front of her driveway occasionally, and that there is litter and cigarette butts along the street and sidewalk areas. She also addressed the idling buses and loud noise occurring.

**Sue Cipperly, 314 North Stratton Street**, addressed Council regarding the zoning amendments about her concerns with restrictions on parking/driveway regulations.

**Paul Witt, Best Western Hotel, 301 Steinwehr Avenue**, said that he doesn’t support the Residential Parking Permit System on Johns Avenue. He said that there doesn’t appear to be a parking problem for the residents in the area. Mr. Witt said that he has parking for his employees and hotel guest. He also noted that buses are given handouts of instructions not to idle their buses.

**Robin Fitzpatrick, President, Adams County Industrial Development Authority (ACIDA)**, addressed Council to clarify that the ACIDA is not advocating that Council increase the maximum building height at the Gettysburg Station property. She pointed out that her organization offered the Borough suggestions and anecdotal

information that they received from potential developers. Ms. Fitzpatrick noted that ACIDA could sell the property without the proposed height increase.

### **Special Presentation:**

**Mayor Streeter presented a Proclamation to Max Bramel, Healthy Adams Bicycle and Pedestrian, Inc. (HABPI), declaring May 14-18 as Bike to Work Week.**

**Historical Architecture Review Board (HARB) – 2018 Award Presentations – Planning Director Becky LaBarre and Gary Shaffer, Chairman, HARB presented the following awards for: REHABILITATION: Certificate of Exceptional Merit – 789 Baltimore Street, Max Felty; Certificate of Merit – 75 W. Stevens Street, Gettysburg College; Honorable Mention – 101 Chambersburg Street, John & Gina Levan; 154-156 E. Middle Street, Steve & Pat Nevada; 150 N. Third Street, Jon Shultz. RESTORATION: Certificate of Exceptional Merit – 55 Chambersburg Street, Steve & Deb Garvick. STABILIZATION: Certificate of Merit – 163-165 York Street, Monica Oss & Jay Mackie. PRESERVATION: Certificate of Exceptional Merit – 38 E. Middle Street, Audrey Tambyln; Certificate of Merit – 326-328 Baltimore Street, Larry Weikert; 217 North Stratton Street, Katherine Crandall; 70 E. Stevens Street, Sharon Graff; and 58 W. Water Street, Jonathan & Jessica Diehl. NEW COMMERCIAL CONSTRUCTION: Certificate of Merit – 301 Steinwehr Avenue, Paul Witt and Nate & Laura Mares. NEW RESIDENTIAL CONSTRUCTION: Certificate of Merit – 12 Wade Avenue, Kurt and Nancy Kramer.**

**Jordan P. Gable – Presentation of display case for Sister City Memorabilia.** Mr. Gable, brother of Manager Charles Gable, built a cherry wood shadowbox and display case, and donated to the Borough of Gettysburg for Sister City Sekigahara, Japan memorabilia. A Gettysburg Times newspaper was placed in the shadowbox which includes the coverage of the September 5, 2016 signing ceremony.

Manager Charles Gable gave an overview presentation of the 2017 General Fund Budget, recapping how the Borough completed the year.

**Moved Mr. Schindel seconded Mr. Berger to approve all bills and payrolls for the month as presented. Motion carried unanimously.**

**Moved Mr. Schindel seconded Mr. Lawver authorizing the transfer from the surplus funds in an amount sufficient to ensure that the General Fund Reserve account balance is not less than twenty-five (25%) percent of the budgeted general fund revenues for fiscal year 2017. Motion carried unanimously.**

**Moved Mr. Schindel seconded Ms. Lawson authorizing payment from the surplus funds in order to subcontract with Pennsylvania Municipal Code Alliance (PMCA) for a PMCA employee to work sixteen (16) hours per week in the Borough's**

**Planning Department to be budgeted in an annual aggregate amount not to exceed twenty-five thousand (\$25,000.00) dollars. Motion carried unanimously.**

**Moved Mr. Berger seconded Mr. Schindel to supplement budget line item 01-430-740 for fiscal year 2018 in order to allow payment from surplus funds for the remaining balance due for the purchase and installation of the Borough's new fuel dispensing facilities system, in order to pay off and eliminate any Borough debt related to that capital purchase. Motion carried unanimously.**

**Moved Ms. Lawson seconded Mr. Schindel to pay from the surplus funds the balance due on the Borough's 2009 Pennsylvania Infrastructure Bank (PIB) loan for the purpose of retiring the General Obligation Note of the Borough, Series of 2009. Motion carried unanimously.**

**Moved Mr. Schindel seconded Mr. Lawver to transfer any remainder of the surplus funds from the fiscal year 2017 budget to the Capital Reserve Fund for any future street, alley and bridge construction, repairs and/or maintenance. Motion carried unanimously.**

**Moved Mr. Heyser seconded Mr. Schindel to accept the recommendations of the Gettysburg Borough Historic Architectural Review Board (HARB) following its review on Wednesday April 18, 2018 and grant a Certificate of Appropriateness for the following applications: COA-18-0015, 778 Baltimore Street – Gettysburg Tours, Inc. for porch alterations as presented in the application submitted February 28, 2018; and COA-18-0027, 30 Chambersburg Street – Christ Evangelical Lutheran Church for repairs to stairs, cupola, and stone wall as presented in the application submitted April 4, 2018. Motion carried unanimously.**

**Moved Mr. Berger seconded Mr. Schindel to enact an ordinance amending the text of Part 13: Parking, Loading and Unloading and amending the text of Part 2: Definitions of the Gettysburg Borough Zoning Ordinance, for the purposes of amending the Borough's parking regulations and to add or revise related definitions in the Zoning Ordinance. Motion carried unanimously.**

**Moved Mr. Schindel seconded Mr. Heyser to authorize the setting of a public hearing of the Borough Council to be held on Monday, June 25, 2018 at 6:30 p.m., to be held immediately prior to the duly advertised work session of the Borough Council, and to authorize the provision of public notice of the public hearing consistent with section 609 of the Pennsylvania Municipalities Planning Code relative to a proposed amendment of the Official Zoning Map of Gettysburg Borough for the purposes of reclassifying and rezoning certain real property located in the Borough and identified as 71 Buford Avenue (which includes real property identified as 61 Buford Avenue) in order to remove the same from a R-2 Moderate Density Residential District and to add said real property to a GC General Commercial District of the Borough. Motion carried unanimously.**

Parking Manager Richard Miller announced that his department will have designated hours in the lobby for walk in customers beginning in June. He said that the Borough will be hosting the UP Safety Conference to be held in Gettysburg May 30-31.

**Moved Ms. Lawson seconded Mr. Berger to authorize the preparation and publication for subsequent enactment of an ordinance amending Chapter 15, Part 10, Section 1003 of the Code of Ordinances in order to designate an area in the 800 block of Johns Avenue as a Residential Parking Permit System area. After some discussion the vote unanimously failed 6 NAY / 0 YEA.**

Council members expressed concern that the issues presented by residents wouldn't be solved with the RPP Program. They noted that vehicles can continue to park along the street for two-hour periods. President Naugle pointed out that the RPP program was instituted to help with hardship for residents parking. She said that in monitoring Johns Avenue for a period of time it never had many cars parked there, so it didn't present a hardship. The hotel construction last year may have been an issue, so she suggested that Council can monitor during the upcoming summer months to see if there is a problem.

**Moved Ms. Lawson seconded Mr. Schindel to authorize a reduction of the parking meter reservation fee for vendors participating in the seasonal Lincoln Square farmer's market on Saturday mornings to \$2,300.00 for the 2018 farmers' market season. YEA: Mr. Schindel, Mr. Berger and Mrs Naugle. NAY: Mr. Heyser, Ms. Lawson and Mr. Lawver. The vote tied with Mayor Streeter casting a yea vote. The vote then passed 4 YEA/ 3 NAY.**

Councilman Heyser noted that he is in favor of the farmers' market, but opposed to the reduction noting the Borough must collect revenues where it can. He said that the property owners must pay taxes, so by providing a reduction could result in a tax increase.

President Naugle said that she supports the farmers' market and that they have been downtown for many years. She pointed out that the fee was a 50% increase from last year due to having them pay the same as other vendors.

Councilwoman Lawson asked when the farmers' market was notified of the increase. Planning Director LaBarre said that she contacted them in November of 2017.

Public Works Director Harbaugh announced that the brush pick-up would begin the week of May 21<sup>st</sup>. He reported that the Carlisle Street project is on hold due to issues that need to be resolved.

**Moved Ms. Lawson seconded Mr. Schindel to award a contract to C. E. Williams Sons, Inc. as the lowest qualified responsible and responsive bidder for the rental of heavy construction vehicles and equipment as set forth in the Borough's specifications and instruction to bidders. Motion carried unanimously.**

**Moved Mr. Schindel seconded Mr. Lawver to approve the financial security in connection with the Preliminary/Final Land Development Plan for Central Pennsylvania Transportation Authority's Trillium CNG fueling station project in the amount of \$52,243.13, consistent with the certification letter issued by C.S. Davidson, Inc., with said financial security being provided to the Borough in the form of a performance bond to be issued by Western Surety Company. Motion carried unanimously.**

**Moved Ms. Lawson seconded Mr. Schindel authorizing the Borough of Gettysburg to execute, deliver and accept a Land Development Agreement and an Operation and Maintenance Agreement for Stormwater Management Practices with Central Pennsylvania Transportation Authority in connection with the Preliminary/Final Land Development Plan for the Trillium CNG fueling station project located at real property of the Adams County Transit Authority identified as 257 North Fourth Street in the Borough. Motion carried unanimously.**

**Moved Mr. Schindel seconded Mr. Heyser authorizing the Borough of Gettysburg to execute, deliver and accept an Operation and Maintenance Agreement for Stormwater Management Practices with the landowner, Futurestake, Inc., in connection with the Stormwater Management Site Plan for an accessory building addition and related improvements located at real property identified as 297 Steinwehr Avenue in the Borough. Motion carried unanimously.**

**Moved Mr. Lawver seconded Mr. Schindel to provide notification to the Civil Service Commission of the Borough of Gettysburg of two (2) vacancies in the position of entry-level patrol officer in the Gettysburg Police Department and to request the Commission's certification of an eligibility list to the Borough Council for the position of entry-level patrol officer. Motion carried unanimously.**

Manager Gable reported that he would be out of town to attend the upcoming APMM Conference to be held May 15-17. He announced that the Pennsylvania Municipal League (PML) intends to hold their 2019 Annual Statewide Conference in Gettysburg. The dates have been set for October 3<sup>rd</sup> thru 5<sup>th</sup>, 2019.

### **Liaison Reports:**

#### **Main Street Gettysburg**

**Moved Mr. Berger, seconded Ms. Lawson to adopt a resolution in support of the Application of Main Street Gettysburg for Keystone Communities Main Street Program Designation with the Pennsylvania Department of Community and Economic Development and to authorize Sara L. Stull, Borough Secretary, to provide a certified copy of the resolution to DCED. Motion carried unanimously.**

## **Gettysburg Area Recreation Authority**

**Councilman Schindel** announced that GARA scheduled a Casino Night at the Rec Park on September 15<sup>th</sup> from 6:30 PM to 9:00 PM. Tickets are available for \$30.00.

## **Gettysburg Municipal Authority**

**Council President Naugle** reported that GMA received and reviewed the Quarterly Financial Report. She said that the Utilities Manager met with the Gettysburg National Park Service to discuss any concerns regarding the new water storage structure.

## **Adams County Boroughs Association**

**Mayor Streeter** announced that the next meeting is scheduled for May 21<sup>st</sup> at the Pike Restaurant. The guest speaker is Raymond Gouker, founder of Adams Community Television now known as Community Media.

## **Elected Official's Comments:**

**Mayor Streeter** announced that approximately 20 USS Gettysburg Crew members would be in Gettysburg May 18-19. Events will be planned for them and they will also do community service projects during their stay.

**Councilwoman Lawson** announced that the Gettysburg College Commencements are scheduled for this upcoming weekend.

**Councilman Heyser** announced that Council will be hosting a Town Hall meeting on June 7<sup>th</sup> at 7:00 PM at the Gettysburg Fire Department. All Borough Ward public is invited to attend.

**Councilman Schindel** announced that the Annual Gettysburg Antique Market will be held downtown this weekend.

**Council President Naugle** announced that she is finalizing the Borough Newsletter for printing and mailing. If anyone has anything to submit send to her by this Wednesday.

**Moved Mr. Schindel, seconded Mr. Berger to appoint Susan Naugle as the voting delegate and Patricia Lawson as the alternate for the PSAB Annual Conference held in June. Motion carried unanimously.**

## **Public Comments:**

**Mike Shestok, 264 Baltimore Street,** thanked the Borough staff for all their work on the 2018 budget.

**Brian Duncan, Brickhouse Inn Bed and Breakfast, 452 Baltimore Street,** expressed his concerns regarding increased enforcement related to short-term rental properties and lodging. He said that owners will need time to make any upgrades, and suggested the Borough schedule an informational meeting for property owners.

Planning Director Becky LaBarre reported that her office is currently working on sending out information regarding the regulations. She said that a meeting is an excellent idea and would plan to schedule one in the future.

With no further business to come before Council, moved Ms. Lawson, seconded Mr. Schindel to adjourn the meeting to an executive session at 9:20 PM. Motion carried unanimously.

Councilwoman Naugle dismissed the executive session at 9:45 PM.

Respectfully submitted,

Sara L. Stull  
Borough Secretary