

**BOROUGH OF GETTYSBURG**  
**59 EAST HIGH STREET, GETTYSBURG, PA 17325**  
**COUNCIL WORK SESSION MINUTES**  
**JULY 23, 2018**

President Susan Naugle called the meeting to order at 7:00 PM with the following Councilors present: Vice President Jacob Schindel, Mr. Christopher Berger and Mr. John Lawver. Ms. Patricia Lawson attended via Telephone. Mr. Charles Strauss and Mr. Wesley Heyser were absent. Staff present included: Borough Manager Charles Gable; Borough Secretary Sara Stull; Harold Eastman, Solicitor; Interim Police Chief Carl Segatti; Planning Director Becky LaBarre; Finance Director Nickie James; Parking Manager Richard Miller; Interim Public Works Director Robert Harbaugh; and Chad Clabaugh, Borough Engineer, C. S. Davidson, Inc.

Others present include: Deb Adamik, President, Main Street Gettysburg; Jennie Shaffer, Artworks, 30 York Street; Pat Verderosa, 265 Victor Street; Nancy Kramer, 12 Wade Avenue; and Becka Fissel, Gettysburg Parking Enforcement Officer. Representing the press was Jim Hale with the *Gettysburg Times*.

President Susan Naugle announced that a public hearing is scheduled prior to the Council meeting on August 13<sup>th</sup> at 6:00 PM. It is to hear comments regarding the proposed text amendments for the Residential Office Redevelopment (ROR) District.

President Susan Naugle announced that the upcoming bridge project on Route 30 (York Road) in Gettysburg Borough and Straban Township is scheduled to begin the week of July 30<sup>th</sup>.

President Susan Naugle announced that the annual National Night Out is scheduled for Tuesday, August 7<sup>th</sup> from 6:00 PM to 8:00 PM. Sponsors include Olde Getty Place, Main Street Gettysburg and United Way of Gettysburg.

President Susan Naugle announced an executive session of the Borough Council will be conducted immediately following the adjournment of this meeting consistent with section 708(a)(1) of the Sunshine Act to discuss matters involving the employment, the qualification for employment, the terms and conditions of employment and the evaluation of qualifications of prospective Borough employees.

Mayor Streeter announced that a cake reception is planned in recognition of retired Police Chief Joe Dougherty prior to the August 13<sup>th</sup> Council meeting at 6:30 PM.

There were no public comments at this time.

**Old Business:**

**PBS 2017-1 – Local Economic Revitalization Tax Assistance (LERTA) Program**

Manager Gable gave a brief background noting that the County and Borough both approved the same LERTA program earlier this year. The Gettysburg Area School District (GASD) did not approve it, and has made changes to the abatement schedule. He pointed out that the sunset provisions of the LERTA approved by the Borough and County has expired since the GASD failed to act before the April 30, 2018 sunset provision. The Borough's LERTA Ordinance is now void and will need to be redone.

President Susan Naugle said that the school board would like to hear a response on the changes in their draft resolution. Their next meeting is scheduled for August 6<sup>th</sup>, and she suggested that members of Council attend.

Council members also suggested that a joint meeting be held between all parties Borough, County and GASD. They also expressed the importance of a mixed used for this development area.

Manager Gable was instructed to prepare a letter requesting a joint meeting between parties and the importance of the residential component.

**PBS 2016-38 – RFPs for Professional Services – Manager Gable** reported that the RFP for Auditors due August 10<sup>th</sup>, and Insurance due August 13<sup>th</sup>, have both been advertised.

**PBS 2018-1 –MS4 Funding Pollution Reduction Plan (PRP) – Manager Gable** asked Council for direction as to how they prefer to proceed, form a focus group or hold a town hall meeting. He also noted that information has been received recently, and he suggested that Council revisit the concepts of using GMA as the fee collection agency vs. creating a separate Storm Water Authority. Manager Gable said that it is permissible for the Council to appoint itself as the Board of Directors for the new Storm Water Authority, and said that other municipalities have done this.

Council consensus was to schedule a town hall meeting to allow more opportunity for citizens to attend and learn about the MS4 Plan. They also asked that this item be placed on the August agenda to approve the MS4 Program to stay with the Borough and not with GMA. Chad Clabaugh, Borough Engineer said that he will reach out to other clients they work with to gather information on how they handle their MS4 program.

**PBS 2018-4 Chapter 15 Parking Revisions – Parking Manager Miller** presented Council with the proposed changes to the parking ordinance for loading and unloading. He noted that the current ordinance has a liberal interpretation that causes issues and creates uncertainty and also complicates enforcement of those meters. Mr. Miller suggested that specific reasons to reserve spaces for loading and unloading should be determined.

Council consensus is to prepare a list of specific reasons to reserve spaces for loading and unloading. Some members said that it's important to support the hotels and allow for loading and unloading parking spaces. They also agreed to increase the rate of rental fees for meter bags and that a time period to rent spaces should be defined.

Parking Manager Miller suggested naming specific areas for the food vending trucks to park, but noted that for special events they can park anywhere. Council consensus was to allow the food trucks to park anywhere since they must pay for the parking spaces. Councilman Schindel suggested limiting the number of permits issued per street for the food trucks.

**Update on Sunday Enforcement – Parking Manager Miller** presented Council with a summary of the Sunday parking revenue with Passport and IPS Group. He said that the department only received a few complaints from both tourist and citizens not aware of the Sunday meter enforcement.

## **New Business:**

**Exploration of Potential Use(s) for 340 Baltimore Street – President Susan Naugle** asked Council members to discuss what role the borough might have for a welcome center at this location. She

said that this is a tourist town and an amenity that we should have, noting that visitors typically expect to find a visitors bureau to get information.

Mayor Streeter suggested that Destination Gettysburg handle the welcome center as a satellite location. Councilman Berger agreed with Mayor Streeter stating that this location is a perfect area for a welcome center. Councilman Schindel also agreed noting that the Borough is not in a position to manage a welcome center and clean restrooms. He also pointed out that this is premature to discuss at this time since we don't know definitely what is going in at this location.

Councilwoman Lawson said that it would be great for Destination Gettysburg to assume the responsibility for providing clean restrooms, and for watering flower baskets downtown. She noted that Destination Gettysburg receives the "lion's share" of the revenue from the "pillow tax" on overnight hotel accommodations.

**EIT Collections Study – House Resolution Bill #291 – Finance Director James** explained that HR#291 directs the Department of Revenue to conduct a Feasibility Study for Statewide EIT Collection. The study will investigate the feasibility and potential costs savings associated with the replacement of local earned income tax collection methods by local taxing committees with a statewide collection method. She said that a letter was received from York Adams Tax Bureau (YATB) expressing concerns regarding a statewide collection of EIT, and it also pointed out the benefits of a local collection agency. Ms. James noted that the Borough hasn't had any issues with YATB.

Council consensus was to have a letter drafted and send to Borough state representatives for approval to keep the local tax collection agency and not a statewide EIT collection.

**Gettysburg Area Recreation Authority (GARA) – Councilman Schindel** reported that the Charlie Sterner building's roof is leaking much worse and needs repaired as soon as possible. He asked if the Borough could help fund this repair. Councilman Schindel said that GARA Executive Director Jackie Dwyer is currently getting proposals for the roof repairs.

Manager Gable noted that the GARA Lease states that GARA is responsible for maintaining the buildings. He said that the Borough is in the process of setting up the revolving loan fund and that GARA could possibly apply for a loan. There were no public comments.

President Susan Naugle adjourned the meeting to an executive session at 9:35 PM. The executive session was dismissed at 10:45 PM.

Respectfully submitted,

Sara L. Stull  
Borough Secretary