



Borough of Gettysburg

April 27, 2020
7:00 PM

Council
AGENDA

Due to COVID-19 Pandemic, meeting
conducted via telecommunications
devices through ZOOM platform
Gettysburg, PA 17325

MEMBERS

Theodore Streeter (Mayor)
Jacob W. Schindel (President)
Wesley K. Heyser (Vice-President)
John Lawver
Patricia Lawson
Christopher Berger
Judith Butterfield
Matthew Moon

STAFF

Charles R. Gable, *MPA* (Borough Manager)
Harold Eastman, Jr. (Solicitor)
Sara Stull (Borough Secretary)
Sara Stull (HR Director)
Robert Glenny, Jr. (Chief of Police)
Carly Marshall (Director of Planning, Zoning & Code Enforcement)
Debra English (Director of Historic & Environmental Preservation)
Nicolette James (Finance Director)
Rebecca Fissel (Parking Manager)
Robert Harbaugh (Public Works Director)
Scott Weaver (Code Enforcement)
Chad Clabaugh, *PE* (Borough Engineer)
Dave Sanders (EMS Coordinator)
Karen Mesher (Administrative Assistant)

Borough of Gettysburg

Special Council Business Meeting Agenda

April 27, 2020 – 7:00 PM

- I. Council - Call to Order President
- II. Prayer and Pledge of Allegiance President
- III. Welcome and Opening Remarks President
- IV. Announcements President

An executive session of the Borough Council will be held immediately following the adjournment of this evening’s meeting consistent with section 708(a)(1) of the Sunshine Act in order to conduct preliminary discussions of matters involving the employment, the terms and condition of employment, and the possible furloughing and laying off of Borough employees due to the financial impact upon the Borough of the COVID-19 disaster emergency.

V. Approval of Agenda and Minutes – Council

A motion to approve the April 27, 2020 agenda as presented.

A motion to approve minutes of the Council Meeting of March 9, 2020 and the Special Council Meeting of March 19, 2020 as presented.

VI. Public Comment (Restricted to Items on the Agenda)

VII. Special Presentation(s)

- Main Street Gettysburg Deb Adamik
- Main Street Gettysburg Cares Program
- COVID-19 Disaster Business Recovery Jump Start
- Destination Gettysburg Norris Flowers
- COVID-19 Recovery Plan Kristi Cramer

VIII. Current and Old Business

A. Finance Department

- 1. Departmental Report Nicolette James
- 2. Motions Needing Council Action

A motion to approve all bills and payrolls for the month as presented.

A motion to accept the J. P. Harris Tax Exoneration report for tax years 2008 through 2014 as presented.

A motion to authorize the Borough Finance Department to develop, implement, and execute an emergency small business loan program, utilizing available DCED Funds in the Borough’s Revolving Loan Fund (Fund 40), not to exceed the amount of \$180,000. The purpose of this emergency loan program is to assist small businesses in the Borough of Gettysburg to reopen after the conclusion of the state COVID-19 emergency declaration closure order and shutdown.

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B. Department of Planning Department/Zoning/Code Enforcement

- 1. Departmental Report Carly Marshall
- 2. Code Enforcement Report provided by Sharon Hamm

C. Department of Historic & Environmental Preservation

- 1. Departmental Report Debra English

D. Parking Department

- 1. Departmental Report Becka Fissel

E. Public Works Department

- 1. Departmental Report Robert Harbaugh

F. Borough Engineer

- 1. Engineer Report Chad Clabaugh

G. Police Department

- 1. Departmental Report Chief Rob Glenn

H. Borough Secretary

- 1. Secretary's Report Sara Stull
- 2. Motions Needing Council Action

A motion to adopt a resolution to appoint Christopher M. Berger as a member of the Board of the Gettysburg Municipal Authority in order to fill the vacancy in Board membership due to the resignation of Susan C. Naugle in order to complete the remainder of Ms. Naugle's five (5) year term of membership on the Board which will expire on the first Monday in January 2023.

A motion to accept the eligibility list of candidates for entry level patrol officer certified to the Borough Council by the Civil Service Commission of the Borough of Gettysburg. The list will expire on October 19, 2020 unless extended for up to an additional 12 months by the Commission at the request of Council.

I. Borough Manager

- 1. Manager's Report Charles Gable
- 2. Motions Needing Council Action

A motion to adopt a resolution continuing and extending the Declaration of Disaster Emergency for the Borough of Gettysburg.

A motion to adopt a resolution for the purposes of extending the dates for discount, par and penalty payments for the 2020 Gettysburg Borough Real Estate Taxes and for the Borough Per Capita Taxes.

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A motion to adopt a resolution for the purposes of extending time periods and deadline dates for employers to file quarterly returns and to remit employer-withheld Gettysburg Borough Local Services Tax quarterly payments of their employees to June 30, 2020 for the first quarter of 2020 and for extending the time period and deadline date to make such Local Services Tax quarterly payments by self-employed individuals to June 30, 2020 for the first quarter of 2020.

A motion to ratify the approval of suspension of bulk item pickup services by Waste Connections of Pennsylvania until at least May 1, 2020 pursuant to the force majeure provision and related terms of its municipal waste collection, transportation, and disposal contract with the Borough of Gettysburg.

A motion to extend for an additional year through March 31, 2022 the Borough’s municipal waste collection, transportation, and disposal contract with Waste Connections of Pennsylvania and to authorize the execution and delivery to Waste Connections of a one (1) year extension agreement.

A motion to approve the 2020 Municipal Box Alarm Card information as submitted by the Gettysburg Fire Department Fire Chief for the Adams County Department of Emergency Services.

IX. Reports

A. Liaison Reports

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| 1. | MSG | Deb Adamik |
| 2. | GARA | Jacob Schindel |
| 3. | GMA | Vacant |
| 4. | Steinwehr Avenue Heart of Gettysburg Battlefield
(SAHGB) | Judith Butterfield |
| 5. | Adams County Boroughs Association (ACBA) | Mayor Streeter |
| 6. | Adams County Council of Governments (COG) | John Lawver |
| 7. | Adams County Transportation Planning Organization
(ACTPO) | Judith Butterfield |
| 8. | Adams County Heroin Awareness Task Force | Matt Moon |
| 9. | Trail Feasibility Study | Chris Berger |
| 10. | Healthy Adams Bicycle Pedestrian Inc. (HABPI) | Patricia Lawson |

B. Other Reports

1. Recycling Report
2. Gettysburg Fire Department Report
3. Adams County EMS Report

X. Elected Official’s Comments

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- A. Mayor Theodore Streeter**
- B. Matthew Moon**
- C. Judith Butterfield**
- D. John Lawver**
- E. Christopher Berger**
- F. Patricia Lawson**
- G. Wesley Heyser**
- H. Jacob Schindel**

XI. Public Comment

XII. Adjournment

XIII. Executive Session