



Borough of Gettysburg

**Monday,
June 10, 2019**

Troxell Council Chambers
59 East High Street
Gettysburg, PA 17325

Council Business Meeting AGENDA

MEMBERS

Theodore Streeter	(Mayor)
Susan Naugle	(President)
Jacob Schindel	(Vice-President)
Wesley Heyser	
John Lawver	
Patricia Lawson	
Christopher Berger	
Charles Strauss	

STAFF

Charles R. Gable, <i>MPA</i>	(Borough Manager)
Harold Eastman, Jr.	(Solicitor)
Sara Stull	(Borough Secretary)
Sara Stull	(HR Director)
Robert Glenn, Jr.	(Chief of Police)
	(Planning Director)
	(Zoning Officer)
	(Finance Director)
	(Public Works Director)
	(Code Enforcement)
	(Borough Engineer)
	(EMS Coordinator)
	(Interim Parking Manager)
	(Administrative Assistant)
Nicolette James	
Robert Harbaugh	
Scott Weaver	
Chad Clabaugh, <i>PE</i>	
Dave Sanders	
Becka Fissel	
Karen Mesher	

Borough of Gettysburg
Council Business Meeting Agenda
June 10, 2019 – 7:00 PM

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|-------------|---|-------------------------|
| I. | Council - Call to Order | President Naugle |
| II. | Moment of Silence and Pledge of Allegiance | President Naugle |
| III. | Welcome and Opening Remarks | President Naugle |
| IV. | Announcements | President Naugle |

Executive sessions of the Borough Council were conducted prior to the commencement of the May 28, 2019 work session beginning at 6:00 p.m. consistent with section 708(a)(4) of the Sunshine Act and immediately following the May 28, 2019 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.

An executive session of the Borough Council will be conducted immediately following the adjournment of this evening's meeting 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 and/or former employees of the Borough; (2) to receive information and discuss the possible purchase or lease of real property by the Borough; (3) to consult with its solicitor and other professional advisors regarding information and strategy 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.

V. Approval of Agenda and Minutes - Council

A motion to approve the June 10, 2019 agenda as presented.

A motion to approve the Council Meeting Minutes of May 13, 2019 and the Council Work Session Meeting Minutes of May 28, 2019.

VI. Special Presentation

Mayor Streeter Presentation – Janet Riggs, President Gettysburg College

VII. Public Comment

VIII. Current and Old Business

A. Finance Department

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

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

B. Planning Department/Zoning/Code Enforcement/HARB

- | | |
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| 1. | Departmental Report |
| 2. | Motions Needing Council Action |

Borough of Gettysburg

Council Business Meeting Agenda

June 10, 2019 – 7:00 PM

A motion to accept the recommendations of the Gettysburg Historic Architectural Review Board (HARB) following its review on Wednesday, May 15, 2019 and grant a Certificate of Appropriateness for application #COA-19-0037: 208 Baltimore Street, Gettysburg Presbyterian Church to remove deteriorated historic slate shingles on “Pencil Steeple” turret roof and replace with EcoStar rubber slate shingles in similar configuration as presented.

A motion to authorize the finalization and publication for subsequent enactment at the July 2019 general business meeting of the Borough Council of an ordinance amending and updating Chapter 5, Part 2 of the Gettysburg Borough Code of Ordinances in order to adopt the International Property Maintenance Code, 2015 Edition, as the Property Maintenance Code of the Borough of Gettysburg.

C. Parking Department

1. Departmental Report Becka Fissel

D. Public Works Department

1. Departmental Report Rob Harbaugh

E. Borough Engineer

1. Engineer Report Chad Clabaugh
2. Motions Needing Council Action

A motion to approve Change Order No. 1 of the King Street Stormwater Improvements Contract for the additional connection of three existing drain pipes to the proposed storm sewer trunk line and removal of an existing buried inlet. The Change Order also includes a credit for the existing concrete curbing that was salvaged during construction and therefore, removed from the Contract. This Change Order is a credit in the amount of -\$3,275.00 changing the total contract price to \$65,678.00.

A motion to approve Application for Payment No. 2 to C.E. Williams Sons, Inc. for the King Street Stormwater Improvements Contract in the amount of \$36,632.20.

A motion to approve Application for Payment No. 8 to E.K. Services, Inc. for the Stratton Street Storm Sewer Improvements Contract in the amount of \$32,914.96.

A motion to approve Application for Payment No. 1 to Pro’s Concrete for the 2019 CDBG Curb Ramp Improvements Contract in the amount of \$69,096.35.

A motion to award the Broadway Street Improvements project to the lowest, qualified responsible and responsive bidder (contractor) at the low bid of \$ _____.

A motion to award the 2019 Bridge Maintenance project to the lowest responsible and responsive bidder (Fares Farhat General Construction Services) at their low bid of (\$88,394.96) contingent on the satisfactory receipt and review of references.

F. Police Department

1. Departmental Report Chief Robert Glenny

Borough of Gettysburg
Council Business Meeting Agenda
June 10, 2019 – 7:00 PM

G. Borough Manager

1. **Manager's Report**
2. **Motions Needing Council Action**

Charles Gable

A motion to enact an ordinance prohibiting illegal discharges into and illicit connections to the storm drain systems, the storm sewer systems and the water courses in the Borough of Gettysburg.

A motion, consistent with the Borough of Gettysburg's Fund Balance Policy, to amend the FY2019 General Fund (Fund 01) Budget, by allocating the \$135,715.00 (one-hundred thirty five thousand seven-hundred fifteen dollars) FY2018 General Fund surplus as follows:

- \$8,000.00 (eight thousand dollars) for the purchase of fuel tank probes and float repair, and
- \$4900.00 (four-thousand nine-hundred dollars) for the removal of trees at the Racehorse Alley Garage, and
- \$15,000.00 (fifteen-thousand dollars) for the purchase and replacement of (15) fifteen Windows 7 workstations with Windows 10, and
- \$1,140.00 (one-thousand one-hundred forty dollars) for the upgrade to Office 365 and to migrate existing work stations, and
- \$2,920.00 (two-thousand nine-hundred twenty dollars) to migrate the Borough's Server to Azure Cloud with backup, and
- \$3,695.00 (three-thousand six-hundred ninety five dollars) to relicense Adobe to current Adobe plus esign workflow, and
- \$15,000.00 (fifteen thousand dollars) toward the Borough of Gettysburg's sponsorship of the 120th annual Pennsylvania Municipal League Summit, and
- \$43,000.00 (forty-three thousand dollars) for the installation of a gas furnace in the Municipal Building, and
- \$5,500.00 (five-thousand five-hundred dollars) to purchase (6) six steel park benches with center armrests, and
- \$28,945.00 (twenty-eight thousand nine-hundred forty five dollars) transferred to Debt Service (Fund 23), plus any unused portion of the estimates noted above.

The remaining \$7,615.00 (seven-thousand six-hundred fifteen dollars) is to remain in General Fund Reserves.

H. Borough Secretary

1. **Secretary's Report**
2. **Motions Needing Council Action**

Sara Stull

A motion to adopt a resolution appointing Kenneth C. Kime, Jr. as a member of the Code Enforcement Appeals Board for a five (5) year term expiring on March 15, 2024.

A motion to appoint Wesley K. Heyser as a member of the Civil Service Commission of the Borough of Gettysburg for a six (6) year term expiring in May 2025.

Borough of Gettysburg
Council Business Meeting Agenda
June 10, 2019 – 7:00 PM

IX. Reports

A. Liaison Reports

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| 1. | MSG | Deb Adamik |
| 2. | GARA | Jacob Schindel |
| 3. | GMA | Susan Naugle |
| 4. | Planning Commission | Charles Strauss |
| 5. | Steinwehr Avenue Heart of Gettysburg Battlefield
(SAHGB) | Jacob Schindel |
| 6. | Adams County Boroughs Association (ACBA) | Mayor Streeter |
| 7. | Adams County Council of Governments (COG) | John Lawver |
| 8. | Adams County Transportation Planning Organization
(ACTPO) | Susan Naugle |
| 9. | Adams Overdose Awareness Task Force | Charles Strauss |
| 10. | Trail Feasibility Study | Christopher Berger |

B. Other Reports

1. Elm Street
2. Recycling Report
3. Adams County EMS Report

X. Elected Official's Comments

- A. Mayor Theodore Streeter
- B. Wesley Heyser
- C. Patricia A. Lawson
- D. Charles Strauss
- E. Christopher Berger
- F. John Lawver
- G. Vice President Jacob Schindel
- H. President Susan Naugle

XI. Public Comment

XII. Adjournment

XIII. Executive Session