



Borough of Gettysburg

July 8, 2019

Council Business Meeting AGENDA

Council Chambers
59 East High Street
Gettysburg, PA 17325

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, *MPA* (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)
Nicolette James (Public Works Director)
Robert Harbaugh (Code Enforcement)
Scott Weaver (Borough Engineer)
Chad Clabaugh, *PE* (EMS Coordinator)
Dave Sanders (Interim Parking Manager)
Becka Fissel (Administrative Assistant)
Karen Meshner

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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 |

An executive session of the Borough Council was held immediately following the June 24, 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 acquisition 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 July 8, 2019 agenda as presented.

A motion to approve the Council Meeting Minutes of June 10, 2019, the Council Public Hearing and Council Work Session Meeting Minutes of June 24, 2019.

VI. **Special Presentation**

Mayor Streeter – Present Proclamation to Kayla Repaski, Miss Pennsylvania

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.

A motion to approve the transfer of \$69,096.35 from the Capital Projects Checking to the CDBG checking account.

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A motion to authorize Borough Council President Susan C. Naugle to endorse a letter to the Honorable John Joyce in support of HR 2772, the Investing in Our Communities Act.

B. Planning Department/Zoning/Code Enforcement/HARB

1. Departmental Report
2. Motions Needing Council Action

A motion to accept the recommendation of the Gettysburg Historic Architectural Review Board (HARB) following its review on Wednesday, June 19, 2019 of the following application and for the Borough to grant a Certificate of Appropriateness in the following matter: COA-19-0050, 147 Buford Avenue – Mike Coldsmith to convert a single-family dwelling into a two-unit commercial transient retail rental property, to add a two-story rear addition, and to replace a door, windows, shutters and deck railing, as presented to HARB.

A motion to enact 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.

A motion to authorize the preparation and publication for subsequent enactment of an ordinance amending the Official Zoning Map of Gettysburg Borough, Adams County, Pennsylvania, for purposes of reclassifying and rezoning certain parcels of real property identified as Adams County Tax Parcel ID No. 16010-0304---000, the eastern portion of Adams County Tax Parcel ID No. 16010-0300---000 located on the eastern side of Schoolhouse Alley, and Lot 2 of an approved Final Minor Subdivision Plan, in order to remove the same from the INS-1 Institutional-1 District and to reclassify, rezone and add said parcels of real property to the RO Residential Office District.

A motion to set and authorize the advertisement of public participation hearings for the Borough's 2019 Community Development Block Grant (CDBG) Program to be held on Monday, August 26, 2019 and on Monday, September 9, 2019, with each public hearing to commence at 6:30 p.m.

C. Parking Department

1. Departmental Report
2. Motions Needing Council Action

Becka Fissel

A motion to authorize C.S. Davidson, Inc., the Borough's engineers, to conduct an engineering/traffic investigation and to prepare a report thereon relative to the proposed modifications and removal of public parking on the north side of West Broadway.

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A motion to authorize the preparation and publication for subsequent enactment by the Borough Council of an ordinance amending Chapter 15, Part 3, Section 305 of the Gettysburg Borough Code of Ordinances in order to add the north side of West Broadway between College Avenue and Carlisle Street as a location where parking is prohibited at all times; amending Chapter 15, Part 8, Section 801 of the Code of Ordinances in order to remove West Broadway as a designated snow emergency route; and amending Chapter 15, Part 10, Section 1003.1 of the Code of Ordinances in order to remove an area on West Broadway from the Borough's residential parking permit system and program.

A motion to authorize the preparation and publication for subsequent enactment by the Borough Council of an ordinance amending Chapter 15, Part 8, Section 801 of the Gettysburg Borough Code of Ordinances in order to remove certain areas of South Washington Street and South Street as parts of designated snow emergency routes.

A motion to authorize the preparation of a resolution for the purpose of approving the sale of surplus Gettysburg Borough parking equipment for an estimated fair market value of less than \$2,000.00 pursuant to section 1201.2 and section 1201.3 of the Borough Code.

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 Application for Payment No. 1-Final to Kinsley Construction for the Stratton Street Paving Contract in the amount of \$235,453.64.

A motion to approve Change Order No. 2 for installing an inlet top to C.E. Williams and Sons for the King Street Stormwater Improvements in the amount of \$450.00.

A motion to approve Application for Payment No. 3-Final to C.E. Williams and Sons for the King Street Stormwater Improvements Contract in the amount of \$1,450.00.

A motion to authorize the final release of public improvements financial security for the Gettysburg College CUB and the Gettysburg College Welcome Center projects consistent with the certification letters issued by C.S. Davidson, Inc., the Borough engineers, on July 2, 2019.

F. Police Department

1. Departmental Report Robert Glenny
2. Motions Needing Council Action

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A motion to adopt a resolution authorizing the disposal and sales of surplus Gettysburg Borough Police Department personal property of an estimated fair market value of less than \$2,000.00 pursuant to section 1201.2 of the Borough Code.

G. Borough Manager

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

A motion to adopt a resolution to renew the Borough's participation in the National Park Service's Certified Local Government (CLG) program and to authorize Susan C. Naugle, President of Borough Council, and Sara L. Stull, Borough Secretary, to execute and deliver a Certification Agreement with The Pennsylvania Historical and Museum Commission and any other such necessary agreements or documents with the Pennsylvania State Historic Preservation Office in connection with the renewal of the Borough's designation as a Certified Local Government.

A motion to authorize the solicitor to prepare an ordinance for subsequent enactment for the purpose of amending Chapter 1, Part 6.C. of the Code of Ordinances of the Borough of Gettysburg in order to expand the jurisdiction of the Code Enforcement Appeals Board to determine appeals filed relative to the enforcement of the 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.

H. Borough Secretary

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

A motion to provide notification to the Civil Service Commission of the Borough of Gettysburg to request the Commission's certification of an eligibility list for the position of entry-level patrol officer.

A motion to authorize a COLA increase for retired police pensioner William Laughman, to be paid from the Police Pension Plan effective June 1, 2019.

A motion to authorize a COLA increase for retired police pensioner Walter Gliem, to be paid from the Police Pension Plan effective June 1, 2019.

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 |

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- 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 Lawson**
 - D. **Charles Strauss**

A motion to accept the resignation of Charles T. Strauss from the elective office of member of Borough Council of the Borough of Gettysburg representing the 3rd Ward of the Borough of Gettysburg due to his termination of residency from the 3rd Ward effective on July 15, 2019.

- E. **Christopher Berger**
- F. **John Lawver**
- G. **Vice President Jacob Schindel**
- H. **President Susan Naugle**

- XI. **Public Comment**
- XII. **Adjournment**
- XIII. **Executive Session**