



Borough of Gettysburg

August 12, 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

STAFF

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

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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 July 22, 2019 work session beginning at 6:00 p.m. consistent with section 708(a)(1) of the Sunshine Act and immediately following the July 22, 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, prospective 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 August 12, 2019 agenda as presented.

A motion to approve the Council Meeting Minutes of July 8, 2019 and the Council Work Session Meeting Minutes of July 22, 2019.

VI. Special Presentation

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| A. | Gettysburg Borough Police Mounted Patrol | Chief Glenn |
| B. | Presentation on Gettysburg Borough Police Interaction with I.C.E. | Chief Glenn |

VII. Public Comment

VIII. Current and Old Business

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| 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 approve transfer of \$1,700.00 from Capital Projects fund to the General Fund to correct deposit of Buckle Up Pennsylvania (BUPA) police grant funds.

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A motion to approve transfer of \$69,096.35 from the General Fund to CDBG checking account, and then transfer from CDBG to Capital Projects to repay the account due to receiving one check from County of Adams combining the CDBG and jury parking money.

C. Planning Department/Zoning/Code Enforcement/HARB

1. Departmental Report Charles Gable & Chad Clabaugh
2. Motions Needing Council Action

A motion to enact an ordinance amending the Official Zoning Map of Gettysburg Borough, Adams County, Pennsylvania, for purposes of reclassifying and rezoning certain parcels and portions of parcels of real property adjacent to Schoolhouse Alley and Wall Alley in order to remove the same from the INS-1 Institutional-1 District and to reclassify, rezone and add said parcels and portions of parcels of real property to the RO Residential Office District.

A motion to enact an ordinance 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.

A motion to approve the Operation and Maintenance (O&M) Agreement for Stormwater Management Practices associated with the construction of a garage and driveway at 29 West Broadway.

C. Parking Department

1. Departmental Report Charles Gable
2. Motions Needing Council Action

A motion to amend the Borough of Gettysburg 2019 fee schedule in order to authorize and set a flat rate parking fee of fifteen (\$15.00) dollars per day in connection with the 2019 Gettysburg Christmas Festival special event scheduled for December 6, 2019 through December 8, 2019.

A motion to adopt a resolution approving the sale of surplus Gettysburg Borough personal property (parking equipment) to the City of York pursuant to section 1201.2 and section 1201.3 of the Borough Code.

A motion to authorize the entry into a Memorandum of Understanding with the County of Adams relative to parking services for citizens of Adams County called to jury duty, with a termination date of December 31, 2022, in order to update and replace the 2015 Memorandum of Understanding, which has expired. Susan C. Naugle, President of Borough Council, and Sara L. Stull, Borough Secretary, are hereby authorized to execute the Memorandum of Understanding on behalf of the Borough.

D. Public Works Department

1. Departmental Report Rob Harbaugh

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E. Borough Engineer

1. Engineer Report

Chad Clabaugh

F. Police Department

1. Departmental Report

Rob Glenny

G. Borough Manager

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

Charles Gable

A motion to authorize the issuance of a letter in order to demonstrate to the Eastern Federal Lands Highway Division Gettysburg Borough's commitment to provide twenty (20%) percent matching funds in the amount of \$313,480.00 for the Gettysburg Gateway Connectivity Project in conjunction with an application and request for grant funds in the amount of \$1,253,917.00 through the Federal Lands Access Program. Charles R. Gable, MPA, Borough Manager, is hereby authorized to sign and issue the letter of commitment.

A motion to adopt a resolution authorizing the submission of an application and request for grant funds in the amount of \$1,253,917.00 through the Federal Lands Access Program from the Eastern Federal Lands Highway Division to be used for advance design and engineering relative to the Gettysburg Gateway Connectivity Project and committing the Borough to provide local matching funds in the amount of \$313,480.00 for the Project. Charles R. Gable, MPA, Borough Manager, is designated as the official to execute all documents and agreements between the Borough of Gettysburg and the Eastern Federal Lands Highway Division.

A motion to approve the Minimum Municipal Obligation (MMO) for the Gettysburg Police and Non-Uniformed Pension Plans for 2020.

A motion to set a public hearing and to authorize the provision of written notice to affected property owners and the advertisement of public notice of the public hearing to be held on Monday, September 23, 2019 commencing at 6:30 p.m. for the purpose of receiving information and public comment from affected property owners within the proposed neighborhood improvement district relative to a Petition and Preliminary Plan received by the Borough of Gettysburg for the creation of the proposed West Broadway Islands Neighborhood Improvement District.

A motion to set and authorize the provision of public notice of a special meeting of the Borough Council to be held on Monday, September 23, 2019 commencing immediately following the public hearing for the purposes of determining whether to adopt the preliminary plan as presented at the public hearing as a proposed final neighborhood improvement district plan for the creation of the proposed West Broadway Islands Neighborhood Improvement District and such other business which may come before the Borough Council.

A motion to proceed with the authorization of the acceptance of a proposed donation and gift from Futurestake, Inc. of certain improved real property situate at 340 Baltimore Street and identified as Adams County Tax Parcel No. 16010-0383---000, and to authorize the Borough Manager to explore with community partners sources of funding for the construction and use

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of a community/visitor’s center at the site. Further, to authorize the solicitor to prepare any necessary documents, to include a donation agreement and an authorizing resolution in order to facilitate the Borough’s acceptance of the gift of the proposed donation of the real property.

- H. Borough Secretary**
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| 1. Manager’s Report | Sara Stull |
| 2. Motions Needing Council Action | |

A motion to adopt a resolution to excuse the police from making contributions to the Police Pension Fund for 2019.

IX. Nomination, Selection and Appointment of Eligible Person to fill Vacancy on Borough Council

- A. Nominations and selection of an eligible person to fill the vacant office of member of Borough Council representing the 3rd Ward in order to fill the vacancy in that elective office due to the termination of residency from the 3rd Ward and resignation from office of Charles T. Strauss.**
- B. A motion to adopt a resolution appointing _____ as a member of the Borough Council of the Borough of Gettysburg representing the 3rd Ward in order to fill the vacancy in that elective office occurring as a result of the termination of residency from the 3rd Ward and resignation from office of Charles T. Strauss and to serve as a member of the Borough Council and hold office until January 6, 2020, which is the first Monday in January following the November 2019 municipal election.**

X. Reports

A. Liaison Reports

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| 1. MSG | Deb Adamik |
| 2. GARA | Jacob Schindel |
| 3. GMA | Susan Naugle |
| 4. Planning Commission | |
| 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 | |
| 10. Trail Feasibility Study | Christopher Berger |

B. Other Reports

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

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- XI. Elected Official's Comments**
 - A. Mayor Theodore Streeter**
 - B. Wesley Heyser**
 - C. Patricia Lawson**
 - D. Christopher Berger**
 - E. John Lawver**
 - F.**
 - G. Vice President Jacob Schindel**
 - H. President Susan Naugle**

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