



Borough of Gettysburg

**Monday, November 8, 2021
7:00 PM**

Borough Council Business Meeting AGENDA

**Troxell Council Chambers
Gettysburg Borough Municipal Building
59 East High Street
Gettysburg, PA 17325**

MEMBERS

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

STAFF

Charles R. Gable, MPA (Borough Manager/Treasurer)
Sara Stull (Asst. Borough Manager/Borough Secretary)
Karen Mesher (Asst. Borough Secretary/Planning Assistant)
Carly Marshall (Director of Planning, Zoning & Code Enforcement)
Debra English (Director of Historic & Environmental Preservation)
Robert Harbaugh (Public Works Director)
Rebecca Fissel (Parking Manager)
Robert Glenney, Jr. (Chief of Police)
Dave Sanders (EMS Coordinator)
Chad Clabaugh, PE (Borough Engineer)
Harold Eastman, Jr. (Borough Solicitor)

Borough of Gettysburg
Council Business Meeting Agenda
Monday, November 8, 2021 – 7:00 PM

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

An executive session of the Borough Council was conducted immediately following the October 25, 2021 and November 1, 2021 work sessions consistent with section 708(a)(1) 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)(4) and section 708(a)(5) of the Sunshine Act for the following purposes: (1) to discuss matters involving the employment, and the terms and conditions of employment, of current or prospective Borough employees; (2) to receive, review and discuss information in connection with issues on which identifiable complaints have been made or are expected to be filed; and (3) to review and discuss matters of Borough business which, if conducted in public, would violate a lawful privilege or could lead to the disclosure of information or matters of confidentiality protected by law.

V. Approval of Agenda and Minutes - Council

A motion to approve the November 8, 2021 agenda as presented.

A motion to approve minutes of the Council Meeting of October 12, 2021; Council Budget Work Sessions on October 18, 2021, October 25, 2021; and November 1, 2021 as presented.

VI. Special Presentation

Jennifer CruverKibi, CPA with MaherDuessel – Present Annual Audited Financial Statements for the year ending December 31, 2020

VII. Public Comment

VIII. Current and Old Business

A. Department of Planning /Zoning/Code Enforcement

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

Carly Marshall

B. Department of Historic & Environmental Preservation

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

Debra English

Borough of Gettysburg
Council Business Meeting Agenda
Monday, November 8, 2021 – 7:00 PM

A motion to accept the recommendation of the Borough of Gettysburg Historic Architectural Review Board (HARB) following its review on October 20, 2021 and grant Certificates of Appropriateness for the following applications as presented: COA 21-0127 MAJOR PROJECT: 29 Chambersburg Street – Frictionless Real Estate to approve the historical façade restoration that will include new wood panels, doors, windows, posts and trim in the front and an awning window on the west side for the proposed restaurant that is consistent with both the *Secretary of the Interior Guidelines* and the *Gettysburg Design Guide* as presented to the Board in the application dated September 29; COA-210129 MAJOR PROJECT – 37 Barlow Street – David Monsour to replace the roof, porch columns and decking, and expand the covered porch on the house and to construct a new rear garage at 37 Barlow Street that is consistent with both the *Secretary of the Interior Guidelines* and the *Gettysburg Design Guide* as presented to the Board in the application dated September 28, 2021.

C. Parking Department

1. Departmental Report

Becka Fissel

D. Public Works Department

1. Departmental Report

Robert Harbaugh

E. Borough Engineer

1. Engineer Report
2. Motions Needing Council Action

Chad Clabaugh

A motion to enact an ordinance vacating and canceling the laying out of an unopened alley, located between West High Street and West Legion Alley, consistent with the granting of the Petition to Vacate an Alley filed by and on behalf of Gemmill, LLC, Kelaco, and Randy B. Inskip and Judith L. Inskip, a majority in number and in interest of the owners of real estate abutting the unopened alley.

A motion to authorize the execution, delivery and recordation of a quitclaim deed from the Borough of Gettysburg to RayPat Enterprises, LLC releasing any rights to use a certain lot or piece of ground, containing 345 square feet, as part of a public alley and reserving in said quitclaim deed a stormwater management easement over, on and across said lot or piece of ground in favor of the Borough. Wesley K. Heyser, President of Borough Council, and Sara L. Stull, Borough Secretary, are hereby authorized to sign, execute, attest and deliver the quitclaim deed on behalf of the Borough.

F. Police Department

1. Departmental Report
2. Motions Needing Council Action

Chief Rob Glenn

Borough of Gettysburg
Council Business Meeting Agenda
Monday, November 8, 2021 – 7:00 PM

G. Office of the Manager/Treasurer

1. Borough Secretary's Report
2. Borough Manager's Report
3. Motions Needing Council Action

Sara L. Stull
Charles R. Gable

A motion to accept all bills and payrolls as presented.

A motion to adopt a resolution appointing Maher Duessel, a firm of certified public accountants registered in the Commonwealth of Pennsylvania, as the independent auditor of the Borough of Gettysburg during fiscal year 2022 in order to make an independent examination of the accounting records of the Borough for fiscal year 2021 and to perform such other duties and to exercise the powers as conferred upon an independent auditor under the Borough Code.

A motion to authorize the Borough Secretary, Sara L. Stull, to give notice and cause the same to be published that the proposed budget, providing an annual estimate of revenues and an annual estimate of expenditures for fiscal year 2022, has been prepared and will be made available for public inspection for a period of not less than ten (10) days commencing on Monday, November 29, 2021 and ending at the close of business on Monday, December 13, 2021, prior to the completion and adoption of the budget for fiscal year 2022 by the Borough Council.

A motion to authorize the preparation and finalization of a proposed resolution, for consideration and intended adoption at the next monthly general business meeting of the Borough Council to be held on Monday, December 13, 2021, for the purpose of setting, updating and confirming the Borough's fees and charges for the issuance of licenses, permits and the provision of municipal services in fiscal year 2022.

A motion to authorize the solicitor to prepare and finalize a proposed tax resolution for consideration and intended adoption at the next monthly general business meeting of the Borough Council to be held on Monday, December 13, 2021 for the purposes of fixing the real property tax rate for the Borough of Gettysburg for fiscal year 2022 at 4.1770 mills, the occupation tax rate at 30 mills and the fire protection services appropriations tax rate at .2500 mills.

IX. Reports

A. Liaison Reports

- | | |
|--|--------------------|
| 1. MSG | Jill Sellers |
| 2. GARA | |
| 3. GMA | Christopher Berger |
| 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 |

Borough of Gettysburg
Council Business Meeting Agenda
Monday, November 8, 2021 – 7:00 PM

- | | | |
|-----|--|---------------------------|
| 7. | Adams County Transportation Planning Organization | |
| | (ACTPO) | Judith Butterfield |
| 8. | Adams County Heroin Awareness Task Force | Matthew Moon |
| 9. | Trail Feasibility Study | Christopher 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

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

XI. Public Comment

XII. Adjournment

XIII. Executive Session