



# Borough of Gettysburg

**Monday, November 9, 2020  
7:00 PM**

**Borough Council  
Business Meeting  
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/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 Glenny, 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  
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- |             |   |                  |
|-------------|---|------------------|
| <b>I.</b>   | <b>Council - Call to Order</b>                    | <b>President</b> |
| <b>II.</b>  | <b>Moment of Silence and Pledge of Allegiance</b> | <b>President</b> |
| <b>III.</b> | <b>Welcome and Opening Remarks</b>                | <b>President</b> |
| <b>IV.</b>  | <b>Announcements</b>                              | <b>President</b> |

Executive sessions of the Borough Council were conducted on Monday, October 19, 2020, Monday, October 26, 2020, and on Monday, November 2, 2020, each date commencing at 4:00 p.m. consistent with sections 708(a)(1) and 708(a)(5) of the Sunshine Act for the following purposes: (1) to discuss matters involving the employment, the termination or reinstatement of employment, the terms and conditions of employment, and the possible furloughing or laying off of Borough employees; and (2) to review and discuss matters of Borough business which, if conducted in public, would violate a lawful privilege or lead to the disclosure of information or matters of confidentiality protected by law.

An executive session of the Borough Council was conducted prior to this evening's meeting, beginning at 4:00 p.m., consistent with sections 708(a)(1), 708(a)(4) and 708(a)(5) of the Sunshine Act for the following purposes: (1) to discuss matters involving the employment, the termination or reinstatement of employment, the terms and conditions of employment, and possible furloughing or laying off of Borough employees; (2) to provide, consider and discuss information regarding pending grievances and disciplinary matters on which identifiable complaints have or are expected to be filed by the International Brotherhood of Teamsters Local Union No. 776, Police Labor Organization; and (3) to review and discuss matters of Borough business which, if conducted in public, would violate a lawful privilege or lead to the disclosure of information or matters of confidentiality protected by law, including matters related to the conduct of investigations of possible violations of law.

**V. Approval of Agenda and Minutes - Council**

**A motion to approve the November 9, 2020 agenda as presented.**

**A motion to approve minutes of the Council Meeting of October 13, 2020; Council Budget Work Session on October 19, 2020; Council Work Session on October 26, 2020; and Council Budget Work Session on November 2, 2020 as presented.**

**VI. Public Comment**

**VII. Current and Old Business**

**A. Department of Planning /Zoning/Code Enforcement**

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

**Carly Marshall**

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**A motion to enact an Ordinance amending the text of the Gettysburg Borough Zoning Ordinance relative to the regulation of nonconforming buildings, structures and uses and relative to certain general and supplemental Zoning Ordinance provisions regulating minimum lot and yard area requirements.**

**A motion to enact an Ordinance amending the text of the Gettysburg Borough Zoning Ordinance relative to apartment conversions of existing buildings and the amendment of the minimum lot requirements for apartment conversions and the elimination and deletion of minimum habitable floor area requirements for dwelling units and apartments.**

**A motion to authorize the Borough of Gettysburg to execute and deliver a Land Development Agreement and an Operation and Maintenance Agreement with K & W Tire Company, Inc. in connection with its land development plan for its building expansion project in the Borough.**

**B. Department of Historic & Environmental Preservation**

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

**A motion to accept the findings and recommendation of the Borough of Gettysburg Historic Architectural Review Board (HARB) as set forth therein following its review on October 21, 2020 and grant Certificates of Appropriateness for the following applications as presented: COA 20-0076, 344 Washington Street – Debbie Kauffman to remove the aluminum siding to be replaced with vinyl siding and restore and paint the existing wood casing windows per the *Secretary of the Interior Guidelines* as presented in the application dated July 28, 2020; COA 20-0080, 111 Baltimore Street – Adams County Courthouse re-roofing of the main courthouse structure with architectural shingles to mimic slate style shingles and re-roof the clock tower with a black rubber coated metal roof and replace rotted wood in the clock tower structure as needed per the *Secretary of the Interior Guidelines* as presented in the application dated October 16th, 2020.**

**C. Parking Department**

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

**A motion to authorize the preparation of a proposed ordinance amending Chapter 15 of the Code of Ordinances of the Borough of Gettysburg for the purpose of adding ordinance provisions and regulations providing for app-only parking zones within the Borough and establishing certain app-only parking zones.**

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**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 approve application for payment #5 final in the amount of 4,293.75 to C.E. Williams Sons, Inc. for work completed on the Broadway Street Improvements Project.**

**F. Police Department**

1. Departmental Report
2. Motions Needing Council Action

Chief Rob Glenny

**A motion to adopt a resolution authorizing the entry of the Borough of Gettysburg into an Intermunicipal Mutual Aid Police Cooperation Agreement with Cumberland Township pursuant to the Pennsylvania Intergovernmental Cooperation Act and the Municipal Police Jurisdiction Act.**

**A motion to adopt a resolution for the purpose of authorizing and approving the Borough's sale of a 2016 Ford Police Interceptor SUV to Liberty Township for its estimated fair market value of \$6,500.00 pursuant to section 1201 of the Borough Code.**

**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 accept the J. P. Harris Tax Exoneration report for tax years 2012 through 2014 as presented.**

**A motion to authorize the finalization and publication for intended enactment at the December 14, 2020 monthly general business meeting of the proposed Borough of Gettysburg Nondiscrimination and Local Human Relations Commission Ordinance.**

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**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 2021 in order to make an independent examination of the accounting records of the Borough for fiscal year 2020 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 Assistant Borough Manager/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 2021 has been prepared and will be made available for public inspection for a period of not less than ten (10) days commencing on Thursday, December 3, 2020 and ending at the close of business on Monday, December 14, 2020, prior to the completion and adoption of the budget for fiscal year 2021 by the Borough Council.**

**A motion to authorize the solicitor to prepare, finalize and publish a proposed Ordinance for intended enactment at the next monthly general business meeting of the Borough Council to be held on December 14, 2020 for the purposes of fixing the real property tax rate for the Borough of Gettysburg for fiscal year 2021 at \_\_\_\_\_ mills, the occupation tax rate at 30 mills and the fire protection services appropriations tax rate at .25 mills.**

**A motion to reappoint David Rice to the Shade Tree Commission for a five-year term expiring in October 2025.**

**A motion to adopt a resolution approving the appointment by Lisa A. Angstadt, Tax Collector of the Borough of Gettysburg, of Donna Maring to serve as Deputy Tax Collector.**

**VIII. Reports**

**A. Liaison Reports**

- |   |                    |
|---|--------------------|
| 1. MSG  | Deb Adamik         |
| 2. GARA   | Jacob Schindel     |
| 3. GMA  | Christopher Berger |
| 4. Steinwehr Avenue Heart of Gettysburg Battlefield<br>(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<br>(ACTPO) | Judith Butterfield |
| 8. Adams County Heroin Awareness Task Force                     | Matt Moon          |
| 9. Trail Feasibility Study                                      | Christopher Berger |
| 10. Healthy Adams Bicycle Pedestrian Inc. (HABPI)               | Patricia Lawson    |

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**B. Other Reports**

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

**IX. Elected Official's Comments**

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

**X. Public Comment**

**XI. Adjournment**