



# Borough of Gettysburg

December 10, 2018

Council  
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)  
Rebecca LaBarre (Planning Director)  
Rebecca LaBarre (Zoning Officer)  
Nicolette James (Finance Director)  
Rob Harbaugh (Interim Public Works Director)  
Carl Segatti (Interim Chief of Police)  
Scott Weaver (Code Enforcement)  
Chad Clabaugh, *PE* (Borough Engineer)  
Dave Sanders (EMS Coordinator)  
Richard L. Miller, II (Parking Manager)  
Karen Mesher (Administrative Assistant)

**Borough of Gettysburg**  
Council Business Meeting Agenda  
December 10, 2018 – 7:00 PM

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

An executive session of the Borough Council was conducted immediately following the adjournment of the November 13, 2018 monthly general business meeting of the Borough Council pursuant to section 708(a)(1) and section 708(a)(4) of the Sunshine Act.

An executive session of the Borough Council was conducted immediately following the adjournment of the November 26, 2018 work session of the Borough Council pursuant to section 708(a)(1) and section 708(a)(4) of the Sunshine Act.

An executive session of the Borough Council was conducted immediately prior to the commencement of this evening's meeting beginning at 6:30 p.m. consistent with section 708(a)(1) of the Sunshine Act to discuss matters involving the employment and appointment, the terms and conditions of employment and the hiring of a prospective public official or employee of the Borough.

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

A motion to approve the December 10, 2018 agenda as presented.

A motion to approve minutes of the Public Hearing November 13, 2018, Council Meeting November 13, 2018, Special Council Meeting November 26, 2018, and Council Work Session Meeting November 26, 2018.

**VI. Public Comment**

**VII. Special Presentation**

Mayor Streeter presentation to the Auxiliary Police and Volunteers.

**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            | Becky LaBarre |
| 2. | Motions Needing Council Action |               |

A motion to accept the recommendations made by the Gettysburg Historic Architectural Review Board (HARB) following its review on November 28, 2018 and grant Certificates of Appropriateness for the following applications: COA-18-0108, 129 S. Stratton Street—Lynn Barrett for replacement of existing historic tin shingle roof with wide-spread standing seam metal panel system on the front elevation and multi-ribbed panels on the rear, in choice of color scheme for the main roof and coordinating porch shingles to be determined by the

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owner between documented red or desired blue; COA-18-0115, 251-253 Chambersburg Street—SPG Capital, LLC for installation of new entry doors with full-lite storm doors and double-hung storm windows as presented, with final choice of entry door design to be administratively approved by Preservation Officer; COA-18-0116, 43-45 E. Middle Street—Douglas & Morgan Miller for alterations to historic windows including installation of permanent storms and replication of millwork in alternate material as presented; and COA-18-0117, 196 S. Street—Survivors, Inc. for preliminary construction of footprint ONLY as presented, with final design requiring further review.

A motion to enact an ordinance amending the text of the Gettysburg Borough Zoning Ordinance for the purposes of amending Part 2 by adding certain definitions; by revising the regulations for the Residential Office Redevelopment (ROR) District relative to certain dimensional standards, by removing certain uses permitted by right and by adding an incentive-based extended height mixed-use building use to be permitted by special exception; and by amending Part 15 by adding certain specific requirements and criteria for the new extended height mixed-use building use to be permitted by special exception.

A motion to enact an ordinance amending Chapter 4, Part 3 of the Gettysburg Borough Code of Ordinances, the Regulated Rental Unit Occupancy Ordinance, to allow a designated property manager to reside or actively maintain offices within 40 miles of the rental unit.

A motion to approve and execute an engagement letter submitted by Matthew E. Teeter, Esquire, of the Teeter Law Office in Gettysburg, relative to the performance of legal services as the solicitor of the Zoning Hearing Board of the Borough of Gettysburg and as the solicitor of the Borough's Code Enforcement Appeals Board

A motion to set a public hearing on the proposed Central Adams Joint Regional Comprehensive Plan to be held on February 11, 2019, commencing at 6:30 p.m. consistent with the requirements of section 302(b) of the Pennsylvania Municipalities Planning Code.

**C. Parking Department**

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| 1. | Departmental Report            | Richard Miller |
| 2. | Motions Needing Council Action |                |

A motion to authorize the finalization and publication for subsequent enactment at the January 2019 monthly general business meeting of the Borough Council of an ordinance for the purpose of amending Chapter 15, Part 7 of the Code of Ordinances relative to temporary reserved spaces and placement of open-top refuse containers in unmetered and in metered parking zones.

**D. Public Works Department**

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| 1. | Departmental Report | Robert Harbaugh |
|----|---------------------|-----------------|

**E. Borough Engineer**

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|----|-----------------|---------------|
| 1. | Engineer Report | Chad Clabaugh |
|----|-----------------|---------------|

Motion to approve Application for Payment Number 3 to E.K. Services, Inc. for the Stratton Street Storm Sewer Improvements project in the amount of \$85,095.01.

Motion to approve Contract Change Order Number 3 for the Stratton Street Storm Sewer Improvements project which increases the contract time by 134 days, setting the new

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substantial completion date at May 1, 2019, to allow for final restoration work to be completed in the spring, when temperatures are suitable.

Motion to approve Contract Change Order Number 1 in the amount of \$6,811.52 for extra restoration work as recommended by the contractor and supported by the Borough Engineer for the Racehorse Alley Parking Garage – Maintenance 2018 project.

Motion to approve Application for Payment Number 1/Final in the amount of \$56,602.53 to Structural Restoration Services, Inc. for the Racehorse Alley Parking Garage - Maintenance 2018 project.

**F. Police Department**

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

A motion to authorize the Borough Manager to extend a conditional offer of employment as chief of police to \_\_\_\_\_, subject to a finding by the Civil Service Commission that he is eligible for the position and subject to the terms and conditions set forth in the Borough Manager's letter containing the conditional offer of employment.

**G. Borough Manager**

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

A motion to adopt a resolution for the purposes of setting, updating and confirming the Borough's fees and charges for the issuance of licenses, permits and the provision of municipal services.

A motion to adopt the Borough of Gettysburg budget for fiscal year 2019 containing an estimate of annual revenues and receipts for the General Fund in the amount of \$4,900,564 and an estimate of annual expenditures in the amount of \$4,900,564.

A motion to adopt the Borough of Gettysburg budget for fiscal year 2019 containing an estimate of annual revenues and receipts for the Fire Protection Services Fund in the amount of \$125,000 and an estimate of annual expenditures in the amount of \$125,000.

A motion to adopt the Borough of Gettysburg budget for fiscal year 2019 containing an estimate of annual revenues and receipts for the Community Development Block Grant (CDBG) Fund in the amount of \$143,065 and an estimate of annual expenditures in the amount of \$143,065.

A motion to adopt the Borough of Gettysburg budget for fiscal year 2019 containing an estimate of annual revenues and receipts for the Company K Memorial Fund in the amount of \$-0- and an estimate of annual expenditures in the amount of \$-0-.

A motion to adopt the Borough of Gettysburg budget for fiscal year 2019 containing an estimate of annual revenues and receipts for the Capital Projects Fund in the amount of \$10,000 and an estimate of annual expenditures in the amount of \$900,000.

A motion to adopt the Borough of Gettysburg budget for fiscal year 2019 containing an estimate of annual revenues and receipts for the Debt Service Fund in the amount of \$622,728 and an estimate of annual expenditures in the amount of \$608,415.

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A motion to adopt the Borough of Gettysburg budget for fiscal year 2019 containing an estimate of annual revenues and receipts for the Capital Reserve Fund in the amount of \$5,300 and an estimate of annual expenditures in the amount of \$29,580.

A motion to adopt the Borough of Gettysburg budget for fiscal year 2019 containing an estimate of annual revenues and receipts for the Liquid Fuels Fund in the amount of \$199,887 and an estimate of annual expenditures in the amount of \$310,000.

A motion to adopt the Borough of Gettysburg budget for fiscal year 2019 containing an estimate of annual revenues and receipts for the Revolving Loan Fund in the amount of \$2,680 and an estimate of annual expenditures in the amount of \$-0-.

A motion to adopt the Borough of Gettysburg budget for fiscal year 2019 containing an estimate of annual revenues and receipts for the Eichelberger-Stahle Charitable Trust Fund in the amount of \$20.00 and an estimate of annual expenditures in the amount of \$20.00.

A motion to approve the distribution of the Eichelberger-Stahle Funds to Borough residents as required and recommended.

A motion to enact an ordinance fixing the tax rates of the Borough of Gettysburg for fiscal year 2019 at 3.8320 mills on each dollar of real estate assessed valuation for general Borough purposes, 30 mills on each dollar of occupational assessed valuation for general Borough purposes, and at .25 mills on each dollar of real estate assessed valuation for fire protection services appropriations tax purposes.

A motion to set the first monthly general business meeting of the Borough Council for fiscal year 2019 to be held on Monday, January 14, 2019 at 7:00 P.M., and to authorize the provision of public notice for the business meeting.

A motion to set the organization meeting of the Board of the Gettysburg Borough Storm Water Authority to be held on Monday, January 14, 2019 at 6:30 p.m. and to authorize the provision of public notice for the meeting.

A motion to set a public hearing on Thursday, January 17, 2019 at 7:00 PM for the purpose of receiving public comment to review the past performance of the Borough's cable operator, COMCAST, and to identify the future cable-related community needs of the Borough. This public hearing is being held to satisfy the requirements of the Federal Cable Act of 1984 and will convene in the Charles Sterner Building at the Gettysburg Area Recreation Authority (GARA), 545 Long Lane, Gettysburg, PA 17325.

**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<br>(SAHGB) | Jacob Schindel  |
| 6. | Adams County Boroughs Association (ACBA)                    | Mayor Streeter  |
| 7. | Adams County Council of Governments (COG)                   | John Lawver     |

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| <b>8.</b>  | <b>Adams County Transportation Planning Organization<br/>(ACTPO)</b> | <b>Susan Naugle</b>       |
| <b>9.</b>  | <b>Adams County Heroin Awareness Task Force</b>                      | <b>Charles Strauss</b>    |
| <b>10.</b> | <b>Trail Feasibility Study</b>                                       | <b>Christopher Berger</b> |

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

**XI. Public Comment**

**XII. Adjournment**