



**Tuesday, January 2, 2024**  
**5:00 PM**

**Borough Council**  
**Organization Meeting**  
**AGENDA**

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

**STAFF**

**Charles R. Gable, *MPA***  
**Sara Stull**  
**Karen Mesher**  
**Kara Riethmaier**  
**John Whitmore**  
**Debra English**  
**Peter Griffieon**  
**Robert Harbaugh**  
**Rebecca Fissel**  
**Robert Glenny, Jr.**  
**Dave Sanders**  
**Chad Clabaugh, *PE***  
**Harold Eastman, Jr.**

**(Borough Manager/Treasurer)**  
**(Borough Secretary)**  
**(Asst. Borough Secretary)**  
**(Human Resources Coordinator)**  
**(Director of Planning, Zoning & Code Enforcement)**  
**(Historic & Environmental Preservation Coordinator)**  
**(Code Compliance Officer)**  
**(Public Works Director)**  
**(Parking Manager)**  
**(Chief of Police)**  
**(EMS Coordinator)**  
**(Borough Engineer)**  
**(Borough Solicitor)**

**MEMBERS OF COUNCIL**

**Rita C. Frealing (Mayor)**  
**Matthew Moon**  
**Judith Butterfield**  
**Patricia Lawson**  
**Christopher Berger**  
**Chad-Alan Carr**  
**Alisha Sanders**  
**Peter Bales**

**Borough of Gettysburg**  
**Borough Council Organization Meeting**  
**January 2, 2024 – 5:00 PM**

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**ORGANIZATION OF COUNCIL**  
**AGENDA**

- |             |                                                   |                                |
|-------------|---------------------------------------------------|--------------------------------|
| <b>I.</b>   | <b>Call to Order</b>                              | <b>Mayor Frealing Presides</b> |
| <b>II.</b>  | <b>Moment of Silence and Pledge of Allegiance</b> | <b>Mayor Frealing Presides</b> |
| <b>III.</b> | <b>Announcements</b>                              | <b>Mayor Frealing Presides</b> |

**IV. Oath of Office**

**A. Qualification of Members-Elect**

- Mayor Frealing asks Borough Secretary Stull if each member-elect is qualified to serve on Gettysburg Borough Council and is a resident of Gettysburg Borough
  1. **Borough Secretary Sara Stull affirms that each member-elect is a qualified elector of Gettysburg Borough and is able to serve on the Gettysburg Borough Council**
    - a. **Chad-Alan Carr**
    - b. **Matthew Moon**
    - c. **Alisha Sanders**
    - d. **Peter Bales**

**B. Chad-Alan Carr is Sworn In**

- Mayor Frealing and Council Member-Elect Carr stand in front of podium
- Mayor Frealing administers Oath of Office to Council Member-Elect Chad-Alan Carr

**Mayor Frealing:** Please raise your right hand and repeat after me:

***“I Chad-Alan Carr do solemnly affirm, -- that I will support, obey, and defend the Constitution of the United States, -- and the Constitution of this Commonwealth, -- and that I will discharge the duties of my office with fidelity”.***

- Mayor Frealing congratulates Council Member Carr
  - Council Member Carr signs Oath of Office
- Stand in front of podium for press picture(s)
  - Display Oath of Office Certificate
- Council Member Carr takes a seat on the dais

**C. Matthew Moon is Sworn In**

- Mayor Frealing and Council Member-Elect Moon stand in front of podium
- Mayor Frealing administers Oath of Office to Council Member-Elect Matthew Moon

**Borough of Gettysburg**  
**Borough Council Organization Meeting**  
**January 2, 2024 – 5:00 PM**

---

**Mayor Frealing:** Please raise your right hand and repeat after me:

*“I Matthew Moon do solemnly affirm, -- that I will support, obey, and defend the Constitution of the United States, -- and the Constitution of this Commonwealth, -- and that I will discharge the duties of my office with fidelity”.*

- Mayor Frealing congratulates Council Member Moon
  - Council Member Moon signs Oath of Office
- Stand in front of podium for press picture(s)
  - Display Oath of Office Certificate
- Council Member Sanders takes a seat on the dais

**D. Alisha Sanders is Sworn In**

- Mayor Frealing and Council Member-Elect Sanders stand in front of podium
- Mayor Frealing administers Oath of Office to Council Member-Elect Alisha Sanders

**Mayor Frealing:** Please raise your right hand and repeat after me:

*“I Alisha Sanders do solemnly swear, -- that I will support, obey, and defend the Constitution of the United States, -- and the Constitution of this Commonwealth, -- and that I will discharge the duties of my office with fidelity”.*

- Mayor Frealing congratulates Council Member Sanders
  - Council Member Sanders signs Oath of Office
- Stand in front of podium for press picture(s)
  - Display Oath of Office Certificate
- Council Member Sanders takes a seat on the dais

**E. Peter Bales is Sworn In**

- Mayor Frealing and Council Member-Elect Bales stand in front of podium
- Mayor Frealing administers Oath of Office to Council Member-Elect Peter Bales

**Mayor Frealing:** Please raise your right hand and repeat after me:

*“I Peter Bales do solemnly swear, -- that I will support, obey, and defend the Constitution of the United States, -- and the Constitution of this Commonwealth, -- and that I will discharge the duties of my office with fidelity”.*

**Borough of Gettysburg**  
**Borough Council Organization Meeting**  
**January 2, 2024 – 5:00 PM**

---

- Mayor Frealing congratulates Council Member Bales
  - Council Member Bales signs Oath of Office
- Stand in front of podium for press picture(s)
  - Display Oath of Office Certificate
- Council Member Bales takes a seat on the dais

**V. Election of Council President** **Mayor Frealing Presides**

**A. Mayor Frealing will entertain a motion and a second to nominate and elect one of the Council Members as President of the Borough Council.**

- Discussion of motion after it has been seconded
- Roll Call Vote

**Secretary Stull Calls the Roll**

**➤ Newly Elected President of Council takes Gavel, is seated at the center chair, and Presides Over the Remainder of the Meeting**

**VI. Election of Council Vice President** **New Council President Presides**

**A. Newly Elected Council President takes center seat and gavel**

**B. Council President entertains a motion and a second to nominate and elect one of the Council Members as Vice President of the Borough Council.**

- Discussion of motion after it has been seconded
- Roll Call Vote

**Secretary Stull Calls the Roll**

**➤ Newly Elected Council Vice President Takes Seat to the Left of the Council President**

**VII. Announcements** **President of Council**

**VIII. Council Business and Other Organizational Matters** **President of Council**

**A. A motion to adopt Resolution number 010224 to:**

1. Appoint Charles R. Gable, MPA as Borough Manager and Borough Treasurer and set the amount of Mr. Gable's bond at Two-Hundred Thousand (\$200,000.00) Dollars with the Borough of Gettysburg to pay the premium for said bond,
2. Appoint Sara L. Stull as Borough Secretary and set the amount of Ms. Stull's bond at Two-Hundred Thousand (\$200,000.00) Dollars with the Borough of Gettysburg to pay the premium for said bond,
3. Appoint Karen M. Mesher as Assistant Borough Secretary,
4. Appoint Sara L. Stull as Assistant Treasurer,
5. Appoint John Whitmore, AICP as the Director of Planning, Zoning, and

**Borough of Gettysburg  
Borough Council Organization Meeting  
January 2, 2024 – 5:00 PM**

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6. Code Enforcement and as the Borough's Zoning Officer, Appoint Peter Griffioen as Code Compliance Officer
7. Appoint Debra English as the Historic & Environmental Preservation Coordinator and MS4 Coordinator,
8. Appoint Robert Glennv, Jr. as Chief of Police,
9. Appoint Robert Harbaugh as Public Works Director,
10. Appoint Rebecca Fissel as Parking Manager,
11. Appoint Dave Sanders as Emergency Management Coordinator,
12. Appoint Harold A. Eastman, Jr., as Borough Solicitor, and Adam D. Boyer, as Assistant Borough Solicitor,
13. Appoint the firm of C.S. Davidson, Inc. as Borough Engineers,
14. Appoint Mayor Rita C. Frealing as a voting delegate to the Pennsylvania State Association of Boroughs Annual Conference, and
15. Appoint Edward G. Puhl as Chairman of the Vacancy Board.

IX. Public Comment

X. Motion to Adjourn

XI. Council Picture

- A. Gather in front of the podium with President Eisenhower picture in the background