



Borough of Gettysburg

November 14, 2016

**COUNCIL
AGENDA**

MEMBERS

Theodore Streeter (Mayor)
 Robert Krummerich (President)
 Scot Pitzer (Vice-President)
 Susan Naugle
 Graham Weaver
 Jacob Schindel
 AmyBeth Hodges
 Wesley Heyser

STAFF

Charles R. Gable, MPA (Borough Manager)
 Harold Eastman, Jr. (Solicitor)
 Sara Stull (Borough Secretary)
 Sara Stull (HR Director)
 Becky LaBarre (Planning Director)
 Becky LaBarre (Zoning Officer)
 Nicolette James (Finance Director)
 Daniel Hilliard (Public Works Director)
 Joseph Dougherty (Chief of Police)
 Scott Weaver (Code Enforcement)
 Karen Mesher (Administrative Asst.)
 Karen Mesher (Parking Supervisor)
 Chad Clabaugh, PE (Borough Engineer)
 Dave Sanders (EM Coordinator)

Borough of Gettysburg
Council Business Meeting Agenda
November 14, 2016

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| I. | Call to Order | President Krummerich |
| II. | Prayer and Pledge of Allegiance | Jacob Schindel |
| III. | Welcome and Opening Remarks | President Krummerich |
| IV. | Announcements | President Krummerich |

An executive session of the Borough Council of the Borough of Gettysburg was conducted immediately following the adjournment of the October 11, 2016 Borough Council meeting consistent with sections 708(a)(1) and 708(a)(5) of the Sunshine Act.

An executive session of the Borough Council of the Borough of Gettysburg was conducted immediately following the adjournment of the October 24, 2016 Borough Council work session consistent with section 708(a)(1) of the Sunshine Act for the purpose of discussing matters involving the employment, the terms and conditions of employment and the evaluation of performance of current or former Borough employees.

An executive session of the Borough Council shall be conducted immediately prior to the adjournment of this meeting consistent with sections 708(a)(1), 708(a)(4) and 708(a)(5) of the Sunshine Act for the following reasons and purposes: (1) to discuss matters involving the employment, the terms and conditions of employment and the evaluation of performance of current or former Borough employees; (2) to consult with the Borough Manager, the Open Records Officer and the solicitor relative to determinations issued by the Pennsylvania Office of Open Records in the pending appeals filed to Docket No. AP 2016-0890, Docket No. AP 2016-1149 and Docket No. AP 2016-1154; and (3) to review and discuss 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. **Motion to Approve the November 14, 2016 Agenda as Presented**
- VI. **Approval of Minutes**

Motion to approve October 11, 2016 Council Meeting Minutes

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Motion to approve October 24, 2016 Council Work Session Meeting Minutes

- VII. Public Comment
- VIII. Special Presentation

**Mayor Streeter – Award Presentations to Police Officers:
Shannon Hilliard – PA DUI Associations “Top Gun” Award
Bill Orth – Appointment to position of Master Patrol Officer
Brandi Courtesis and Michael Carricato – appointments to the
position of Patrol Officer First Class**

**Mayor Streeter – Present Proclamation to John Lewis, Coordinator
of Educational Service, Gettysburg Area School District, for Youth
Experiencing Homelessness Awareness Week**

IX. Current and Old Business

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 adopt a resolution appointing Smith Elliott Kearns & Company, LLC as the independent auditor of the Borough of Gettysburg during fiscal year 2017 in order to make an independent examination of the accounting records of the Borough for fiscal year 2016 and to perform such other duties and to exercise the powers as conferred upon an independent auditor under the Borough Code.

B. Planning Department/Zoning/Code Enforcement/HARB

- 1. Departmental Report Becky LaBarre
- 2. Motions Needing Council Action

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A motion to approve and authorize the issuance of a Certificate of Appropriateness for item C (196 South Stratton Street), as set forth in the minutes of the October 19, 2016, meeting of the Historic Architectural Review Board consistent with the findings and recommendations of HARB as set forth therein.

Note: ACNB requested that they be removed from the consent agenda, because they are considering modifications to their vinyl canvas signs that were submitted to HARB.

C. Parking Department

1. Departmental Report Karen Mesher
2. Motions Needing Council Action

A motion to honor the MOU with the Gettysburg Area Retail Merchants Association (GARMA), and approve their request for free holiday parking in the designated parking areas with the exclusion of exempted meters as stated in the MOU.

A motion to authorize the Borough Manager to send a letter of support to the County Commissioners supporting the implementation of the vehicle surcharge as authorized in Act 89 of 2013.

D. Public Works Department

1. Departmental Report Daniel Hilliard

E. Borough Engineer

1. Engineer Report Chad Clabaugh
2. Motions Needing Council Action

A motion to approve the financial security for the completion of the required improvements for the conditionally approved land development project of Gettysburg College for its Welcome Center Renovation in the amount of \$49,459.30 consistent with the certification letter dated November, 9, 2016 issued by C.S.

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Davidson, Inc., Borough Engineer, and in a form authorized by the Pennsylvania Municipalities Planning Code.

A motion authorizing the Borough to execute and deliver a Memorandum of Land Development Agreement and an Operation and Maintenance Agreement for Stormwater Management Practices for the approved Welcome Center Renovation land development project of Gettysburg College.

F. Police Department

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| 1. Departmental Report | Joseph Dougherty |
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G. Borough Manager

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

A motion to authorize the solicitor to prepare, finalize and publish a proposed ordinance for enactment at the next general business meeting of the Borough Council to be held on December 12, 2016 for the purposes of amending certain provisions to the Borough's Non-Uniformed Employees' Pension Fund in order to comply with applicable provisions of the Internal Revenue Code.

A motion to adopt a resolution to excuse the police from making contributions to the Police Pension Fund for 2016.

A motion to authorize the Borough Secretary 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 2017 has been prepared and will be made available for public inspection for a period of not less than ten (10) days prior to the completion and adoption of the budget for fiscal year 2017 by the Borough Council.

A motion to authorize the solicitor to prepare, finalize and publish a proposed ordinance for enactment at the next general business meeting of the Borough Council to be held on December 12, 2016 for the purposes of fixing the real property tax rate for the Borough

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of Gettysburg for fiscal year 2017 at 3.9203 mills, the occupation tax rate at 30 mills and the fire protection services appropriations tax rate at .25 mills.

X. Reports

A. Liaison Reports

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| 1. GARA | Jacob Schindel |
| 2. GMA | Susan Naugle |
| 3. USS Gettysburg | Graham Weaver |

B. Other Reports

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| 1. MSG | |
| 2. Elm Street | |
| 3. Steinwehr Avenue Heart of Gettysburg Battlefield
(SAHGB) | AmyBeth |

Hodges

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| 4. Adams County Boroughs Association (ACBA) | Graham Weaver |
| 5. Adams County Council of Governments (COG) | Mayor Streeter |
| 6. Adams County Transportation Planning
Organization (ACTPO) | Susan Naugle |
| Adams County EMS Report | |
| 7. PA State Association of Boroughs (PSAB) | |
| 8. National Park Service Advisory Committee | Graham Weaver |

XI. Elected Official's Comments

- A. Mayor Theodore Streeter
- B. Susan Naugle
- C. Graham Weaver
- D. Jacob Schindel
- E. AmyBeth Hodges
- F. Wesley Heyser
- G. Vice President Scot Pitzer
- H. President Bob Krummerich

XIII. Public Comment

XIV. Executive Session

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XV. Adjournment