



Borough of Chambersburg

A full service municipality in Franklin County celebrating over 65 years of consumer owned natural gas service over 120 years of community electric and a regional wastewater, water, storm sewer and municipal solid waste utility

FOR IMMEDIATE RELEASE

CHAMBERSBURG EXPLORATORY COMMITTEE RELEASES RECOMMENDATION PROPOSES LOCAL HUMAN RELATIONS LAW BE ADOPTED

Chambersburg – At the Regular Meeting of Chambersburg Town Council on 4/26/2021, after deliberation and debate, and a second evening of extensive public comments, Council approved the formation of a subcommittee comprised of Town Council to explore the issues below:

1. To approve a new Exploratory Committee, established by Town Council, comprised of 3 members of Town Council, in order to research, gather information, and recommend amendment(s) to our local laws to potentially codify Non-Discrimination Non-Harassment into the Code of Ordinances of the Borough of Chambersburg;
2. To research, gather information, and recommend, whether Chambersburg should assume responsibility for investigation, adjudication, and enforcement of complaints with a separate body such as a "Human Relations Commission" as specifically permitted by State Law;
3. To deliver a written memo to Council by late July or early August 2021.

In addition, Council selected by vote the three members of Council who will be on the Committee. The Chair of the Committee was Council Member Kathy Leedy. The other two members were Council Vice President Mike Herbert, and Heath Talhelm, Former Council President.

The Exploratory Committee, which met six times, was officially directed with researching, gathering information, and considering amendment(s) to local law to codify non-discrimination in the Code of Ordinances of the Borough of Chambersburg. They also considered whether Chambersburg should assume local responsibility for investigation, adjudication, and enforcement of complaints with a separate body such as a local "human relations commission" as has already been done to a greater or lesser extent by 69 other Pennsylvania municipalities. Finally, they were to deliver a written report to Council with recommendations. A summary of their meetings is included in their report.

Committee members and invited experts held meetings in person at City Hall. As their meetings were merely a "less-than quorum" subcommittee of Council, members of the public, stakeholders, and the media were invited to attend the meetings, but via *Zoom* only. However, from the beginning, anyone was encouraged to submit questions, comments, ideas, or suggestions via email at ExploratoryCommittee@chambersburgpa.gov, or written correspondence, which could be mailed to the Exploratory Committee, Borough of Chambersburg, 100 S. Second St., Chambersburg, PA 17201. Much input was received during the process.

On Friday, 8/6/2021 the three members of the Exploratory Committee released their final report and recommendations. That report is included herein as it was received by staff and is a public document.

If you have questions about the Exploratory Committee report, contact Borough Secretary Jamia Wright at jwright@chambersburgpa.gov, or feel free to continue to contact the committee at ExploratoryCommittee@chambersburgpa.gov.

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About The Borough of Chambersburg

Chambersburg is a unique community. Chambersburg supplies more services than any other municipality in the Commonwealth of Pennsylvania. In addition to typical town functions (police, fire, parks, etc.), Chambersburg is Pennsylvania's only municipality supplying electric and gas to residents and businesses. Chambersburg is one of thirty-five boroughs (out of 958) to operate a non-profit electric utility. Chambersburg is the largest municipal electric utility in the State, twice as large as the second largest, Ephrata, Lancaster County; and, the only one to operate multiple generation stations. Chambersburg is one of two municipalities in Pennsylvania to operate a natural gas utility. The other is Philadelphia, which does not operate an electric utility. Nationally, Chambersburg is one of about two thousand communities to have its own electric system and one of about eight-hundred communities to have a natural gas system, but one of only about fifty to operate both. Chambersburg manages a regional water system, a regional sanitary sewer system (not through an independent board or authority), and a new storm sewer utility (one of the first storm sewer utilities to form under the new Federal mandate to regulate stormwater). Chambersburg currently has 20,832 residents (2019).

Exploratory Committee report to Chambersburg Borough Council:

Mission: Council members Kathy Leedy, Mike Herbert and Heath Talhelm were appointed by Council in late April 2021 to research, gather information and consider amendment(s) to local law to codify non-discrimination in the Code of Ordinances, and further, to consider whether Chambersburg should assume responsibility for investigation, adjudication and enforcement of complaints with a separate body such as a local human relations commission, and finally, to deliver a written report to Council with its recommendations. This is a summary of the Committee's findings and its recommendations.

Historical background: Pennsylvania in 1975 was the first state in the union to protect government workers from discrimination based on sexual orientation. Today Pennsylvania is the only state in the Northeast that does not have explicit statewide LGBTQ non-discrimination protections by law. New York and the New England states north of it, as well as Maryland and Virginia, have 100 percent legal protection for their LGBTQ population. The Fairness Act has been introduced year after year for decades in Harrisburg, but it has never actually been voted upon by the entire Pennsylvania Legislature. The proposed Fairness Act would add sexual orientation and gender identity to the protected classes in state law.

Current state law: The Pennsylvania Human Relations Commission has jurisdiction to investigate alleged acts of discrimination on the basis of race, color, sex, age (over 40), ancestry, national origin, religious creed, having a GED rather than a high school diploma, handicap or disability, or the use of a guide or support animal for disability, or relationship to a person with a disability. In August 2018, the PHRC issued guidance, saying it would interpret sex discrimination to include, among other things, sexual orientation and gender identity. However, these guidelines do not have the effect of statutes or regulations. None of the expanded protections has been codified and could go away.

The issue: Because Pennsylvania law does not explicitly and clearly include these protections, Chambersburg Borough Council has been asked to consider passing a non-discrimination ordinance (NDO). Local members of the LGBTQ community say they do not want special treatment – they want to be treated equally and for Borough Council to represent *everyone* in the Borough. Members of the LGBTQ community – and their supporters – presented Council with a petition signed by more than 350 people. A local ordinance would make it illegal to discriminate in housing, employment and public accommodation (including stores, restaurants, theaters, hotels).

Residents who oppose the adoption of a non-discrimination ordinance in Chambersburg are concerned about the unintended consequences of expanding non-discrimination protections to LGBTQ citizens and possibly eroding protections for others. They warn of potential legal challenges and the financial cost of such challenges, the impact on businesses and the fairness of a local human relations commission. They question the need for such an ordinance.

Recommendation: The Exploratory Committee recommends that Chambersburg Borough Council adopt a non-discrimination ordinance that includes all of the statewide protections that began with the Pennsylvania Human Relations Act of 1955, and that Borough Council add protections as detailed in the August 2018 PHRC-issued guidance. In our view, it is not an extreme position to have an ordinance that requires residents, businesses and organizations to treat everyone in the community equally in matters of housing, employment and public accommodation. State law already requires non-discrimination for the protected classes in the Pa. Human Relations Act, including race. About a third of Chambersburg's residents are non-white. In addition, the Borough of Chambersburg already has a policy that requires employees, elected officials, volunteers and those who do business with the Borough not to discriminate against the state law's protected classes as well as the LGBTQ community. An NDO would extend those protections to the entire community, including LGBTQ individuals. An NDO is warranted, in the Committee's opinion, because of the gap in protections in state law, as well as discussions at previous Borough Council meetings, the information provided to the Exploratory Committee, additional research and feedback from others. The Exploratory Committee recommends that Chambersburg adopt Gettysburg's non-discrimination ordinance.

Similar efforts: Chambersburg would not be alone if it adopts an NDO. Pennsylvania has the most local LGBTQ-inclusive non-discrimination ordinances (69) of any state in the nation and 35 percent of its population is now covered by such ordinances. Forty-one PA municipalities that have adopted NDOs have a smaller population than Chambersburg. Huntingdon, in December 2019, became the first rural, small town community in Pennsylvania to adopt an LGBTQ-inclusive non-discrimination ordinance. It was followed in 2020 by Shippensburg, Bloomsburg and Gettysburg. Officials from Carlisle and Gettysburg spoke favorably about their non-discrimination ordinances when they met with the Exploratory Committee, and they said no businesses left their communities because of them.

The process: Pennsylvania allows municipalities to adopt non-discrimination ordinances which may include protected classes not specified under state law, as Commonwealth Court confirmed in the *Hartman v. Allentown* case of 2005. The Borough Code, Section 1202(5) permits municipalities “to make regulations as may be necessary for the health, safety, morals, general welfare, cleanliness and beauty, convenience, comfort and safety” of the borough. These are sometimes referred to as police powers and if Chambersburg adopts an NDO, it is recommended that it do so under this authority.

If someone files a discrimination complaint, the complainant would be encouraged to dual file with the Pennsylvania Human Relations Commission at the same time. The case would first go to non-binding mediation, where a local Human Relations Commission of trained volunteers would hear from both sides. The Pennsylvania Human Relations Act specifically authorizes municipalities to establish human relations commissions with powers and duties similar to the state PHRC. These local commissions could include pastors, counselors, attorneys etc. If the local Commission is unable to resolve the matter, the state PHRC continues the case at no cost to the complainant or Borough. If the PHRC is unable to adjudicate the complaint, it would be dismissed. The complainant has the option of taking the case to court, if done within 180 days, with a borough ordinance clearly including LGBTQ individuals as among those protected (in addition to the other protected classes in state law).

The PHRC offers training for Human Relations Commission members at no charge. Other communities that have adopted NDOs report that there is little cost beyond the cost of preparing and advertising the ordinance, and the PHRC has offered to help the Borough draft an ordinance at no charge. The PHRC confirmed there is little cost. Only a small portion of local Human Relations Commissions have dedicated staff and they are in large cities: Philadelphia, Pittsburgh, Allentown, York, Reading, Erie and Allegheny counties.

Legal outlook: The Exploratory Committee recommends that religious and other exemptions that are included in the Pa. Human Relations Act be incorporated into our ordinance, if council approves a NDO. None of the 69 communities with local ordinances in PA has experienced legal challenges (other than the Allentown case). None of the 69 has rescinded ordinances once passed. The federal judiciary has issued a string of rulings expanding LGBTQ rights and banning employment discrimination on the basis of sexual identity in recent years. A significant LGBTQ legal ruling by the U.S. Supreme Court, *Bostock v. Clayton County* (Ga.), in 2020 clarified employment protections in companies with 15 or more workers. The U.S. Education Department expanded its interpretation of federal sex protections in 2021 to include transgender and gay students. Discrimination will be treated as a violation of Title IX.

The U.S. Supreme Court in 2021 ruled, in *Fulton v. City of Philadelphia*, that non-discrimination policies must have neutral application and enforcement. Philadelphia’s standard foster care contract included a clause that allowed for exceptions from non-discrimination requirements regarding sexual orientation at the City’s discretion. The court ruled against the city as a result because its NDO had the potential to be unevenly enforced.

According to the PHRC’s senior attorney, Carl Summerson, the Allentown case makes it clear the Borough has the authority to adopt a non-discrimination ordinance. Summerson, a senior attorney with 37 years of experience, has volunteered to help the Borough write its ordinance. If the state continues a case after mediation efforts fail, any legal exposure would be at the state level, he said.

Exploratory Committee meeting summaries:

May 11, 2021: Committee members discussed the purpose of the committee and its assignment. Information was shared with the committee, including similar ordinances from Carlisle, Gettysburg and Shippensburg, as well as links to Web sites. (At each committee meeting, members received copies of all e-mails and correspondence submitted to exploratorycommittee@chambersburgpa.gov. Also at each meeting, viewers on Zoom were encouraged to submit questions and concerns to that e-mail address.) About 50 people viewed this meeting via Zoom on this night.

May 26, 2021: **Jeffrey Stonehill**, Chambersburg Borough manager, and **Tyler Beaston**, of Salzman Hughes, the Borough's legal counsel, provided an overview of state law and explained that municipalities are permitted to adopt and enforce local non-discrimination ordinances. Nearly 40 people viewed this meeting via Zoom on this night.

June 16, 2021: **Charles R. Gable**, Gettysburg Borough manager, and **Sean Shultz**, Carlisle deputy mayor, discussed their community's non-discrimination ordinances. **Carl H. Summerson**, senior attorney, Pa. Human Relations Commission hearing examiner, discussed the work of the PHRC. About 35 people watched the meeting.

June 30, 2021: **Mike Ross**, president, Franklin County Area Development Corp., and **Stephen Christian**, president of the Greater Chambersburg Chamber of Commerce and executive director of Chambersburg Area Development Corp., voiced concerns about more regulation of local businesses. **Jeremy Samek**, senior counsel with Pennsylvania Family Institute and the Independence Law Center, and **Randell Wenger**, chief counsel of the Independence Law Center, explained why they oppose the adoption of an NDO. Nearly 40 people viewed the meeting via Zoom.

July 21, 2021: **Dr. Wesley Fugate**, president of Wilson College, voiced support of a local ordinance. He discussed recruiting challenges and some of his own experiences as a gay man, as well as the experiences of others at Wilson in the local LGBTQ community; **Megan Shreve**, CEO of South-Central Community Action Programs (SCCAP), and **Drs. Robert and Nicole Hewitt**, educators and facilitators, discussed focus groups with people of color that were conducted as part of the Borough's comprehensive plan outreach (Focus groups met in March before an Exploratory Committee was formed). While the focus groups did not meet to discuss racial issues, the topic kept surfacing with the 27 participants voicing concerns about racial discrimination, limited opportunities for job advancement, disparate treatment by police and inequity in schools and housing. **Scott Bowerman**, pastor of Central Presbyterian Church and co-founder of a local Racial Reconciliation group, spoke in favor of the ordinance. About 35 people viewed the meeting via Zoom.

July 28, 2021: **Jason Landau Goodman**, special policy adviser on local non-discrimination efforts and former executive director of the PA Youth Congress, and **Preston Heldibridle**, executive director of the PA Youth Congress, spoke in favor of the ordinance. **Jack Jones**, president and CEO of BOPIC (Building Our Pride in Chambersburg) Inc. and manager of the Elm Street program, presented results from several local focus groups which included people of color, Hispanic and Haitian community members and professionals. These were conducted as part of the comprehensive plan outreach. (Focus groups met in March and April before an Exploratory Committee was formed. In all, there were 19 focus groups that participated in comprehensive plan outreach efforts.) Mr. Jones said there is a need for a local NDO. **Adam Meredith**, lead pastor of Antrim Brethren in Christ Church, spoke against the adoption of an NDO. About 150 people attended via Zoom.

Prior to each Exploratory Committee meeting, the Borough of Chambersburg sent news releases about the guests, time and place and how to view the meeting by Zoom. News releases were sent to about 24 media outlets and about 1,500 residents who opted to receive information from the Borough. In addition to the attendance by Zoom, links to the recordings of the meetings were provided to those who requested such access. The Exploratory Committee received about 200 e-mails, both for and against the adoption of a non-discrimination ordinance.

The Exploratory Committee reached out to the Pa. State Association of Boroughs for its input, but the PSAB recommended that Council rely on its own legal counsel. It also extended invitations to the Pa. Municipal League and the city of Butler, which considered adopting an NDO before tabling it. Both did not respond. The Chambersburg Council of Churches is being reorganized at this time and declined an invitation.

ORDINANCE NO. _____

AN ORDINANCE OF THE BOROUGH OF GETTYSBURG, ADAMS COUNTY, PENNSYLVANIA, PROHIBITING DISCRIMINATION IN EMPLOYMENT, PUBLIC ACCOMMODATION, HOUSING AND COMMERCIAL PROPERTY; ESTABLISHING THE GETTYSBURG BOROUGH LOCAL HUMAN RELATIONS COMMISSION, ESTABLISHING PROCEDURES FOR FILING COMPLAINTS WITH THE BOROUGH HUMAN RELATIONS COMMISSION, AND PROVIDING A MEDIATION REMEDY FOR FILED COMPLAINTS.

NONDISCRIMINATION AND LOCAL HUMAN RELATIONS COMMISSION

SECTION 1. PREAMBLE.

WHEREAS, the equality of all individuals is a basic tenet of the Constitution of the United States; and

WHEREAS, the population of the Borough of Gettysburg is reflective of the general population of the United States of America, and consists of people possessing a number of different personal characteristics regarding their race, color, sex, religion, religious creed or belief, ancestry, national origin, familial status, marital status, age, veteran status, mental or physical disability or handicap or the use of service or assistance animals or the handler or trainer of such service animals; and

WHEREAS, the direct negative and secondary effects of discriminatory practices involving the personal characteristics set forth herein in matters of employment, public accommodation, housing and commercial property in this country are well known and have been extensively studied and demonstrated; and

WHEREAS, the practice or policy of discrimination against such individuals or groups is a matter of public concern that threatens the rights and privileges of the residents, guests and employees, who respectively live, visit or work in the Borough of Gettysburg; and

WHEREAS, the Borough Council of the Borough of Gettysburg desires to establish and adopt an official policy of nondiscrimination within the Borough in all matters involving employment, public accommodation, housing and commercial property; and

WHEREAS, the Pennsylvania Human Relations Act, at 43 P.S. 962.1, authorizes the legislative body of a political subdivision to establish a local human relations commission

with certain powers similar to those of the Pennsylvania Human Relations Commission;
and

WHEREAS, the Borough Council of the Borough of Gettysburg recognizes the Pennsylvania Human Relations Commission Guidance on Discrimination on the Basis of Sex under the Pennsylvania Human Relations Act as an important interpretative resource;
and

WHEREAS, the Borough Council of the Borough of Gettysburg desires to establish a local human relations commission pursuant to the authority set forth in 43 P.S. §962.1 of the Pennsylvania Human Relations Act.

BE IT ENACTED AND ORDAINED by the Borough Council of the Borough of Gettysburg, Adams County, Pennsylvania, by virtue of the power and authority vested in said Borough Council, as follows:

SECTION 2. SHORT TITLE.

This Ordinance may be cited as the "Borough of Gettysburg Nondiscrimination and Local Human Relations Commission Ordinance."

SECTION 3. PURPOSE; DECLARATION OF POLICY.

- A. The Borough of Gettysburg finds that it is of high public importance to adopt appropriate legislation to ensure that all persons, regardless of race, color, sex, religion, religious creed or belief, ancestry, national origin, familial status, marital status, age, veteran status, mental or physical disability or handicap or the use of service or assistance animals or the handler or trainer of such service animals, enjoy the full benefits of citizenship and are afforded equal opportunities for employment, public accommodation, housing and commercial property.
- B. The Borough Council of the Borough of Gettysburg hereby declares it to be the public policy of the Borough of Gettysburg to foster equality and equal opportunity for all citizens, regardless of race, color, sex, religion, religious creed or belief, ancestry, national origin, familial status, marital status, age, veteran status, mental or physical disability or handicap or the use of service or assistance animals or the handler or trainer or such service animals, in all matters affecting employment, public accommodation, housing and commercial property, and to safeguard the right of all persons to remain free from discrimination or discriminatory practices in any of the foregoing aspects of their lives.
- C. It is the express purpose and intent of this Ordinance that all persons be treated fairly and equally and that all persons within the Borough of Gettysburg be

guaranteed fair and equal treatment under law.

- D. This Ordinance shall be deemed an exercise of the police power of the Borough of Gettysburg, as provided under the Borough Code, for the protection of the public safety, welfare, health and peace of the community of the Borough of Gettysburg.

SECTION 4. DEFINITIONS.

- A. The following words and phrases when used in this Part shall have the meanings given to them in this section.

ACT – The Pennsylvania Human Relations Act, Act of 1955, P.L. 744, No. 222, 43 P.S. § 951 et seq., as amended.

BOROUGH - The Borough of Gettysburg, County of Adams, Pennsylvania.

BOROUGH COUNCIL - The Borough Council of the Borough of Gettysburg, Adams County, Pennsylvania.

BOROUGH OFFICE – The municipal office building of the Borough of Gettysburg located at 59 East High Street, Gettysburg, Pennsylvania 17325.

COMMISSION – The Gettysburg Borough Human Relations Commission as established by this Ordinance pursuant to 43 P.S. § 962.1 of the Pennsylvania Human Relations Act.

COMPLAINANT(S) – Any person or persons filing a complaint alleging discriminatory acts committed in violation of this Ordinance.

DISCRIMINATION: Any discriminatory act or acts taken within the Borough of Gettysburg by any person, employer, employment agency, labor organization or public accommodation on the basis of race, color, sex, religion, religious creed or belief, ancestry, national origin, familial status, marital status, age, veteran status, mental or physical disability or handicap or the use of service or assistance animals or the handler or trainer of such service animals.

DISCRIMINATORY ACTS: Including, but not limited to, all acts set forth in the Human Relations Act, at 42 P.S. § 955, as unlawful discriminatory practices.

EMPLOYER: Any person, as defined in this section, including the Borough of Gettysburg, its departments, boards and commissions, and any other government agency or school district within its jurisdiction, employing four or more employees.

FAIR HOUSING ACT – The Fair Housing Act, P.L. 90-284, 42 U.S.C. § 3601 et seq., as amended.

GUIDANCE – The Pennsylvania Human Relations Commission Guidance on Discrimination on the Basis of Sex under the Pennsylvania Human Relations Act, issued on August 2, 2018, and any subsequent amendments thereto.

PERSON – One or more individuals, partnerships, associations, organizations, corporations, limited liability entities, or similar business entities including the Borough, its departments, authorities, boards and commissions, and other for-profit and nonprofit organizations.

PUBLIC ACCOMMODATION - Any accommodation including, but not limited to those set forth in the Pennsylvania Human Relations Act, at 43 P.S. § 954, which is open to, accepts or solicits the patronage of the general public or offers goods or services to the general public, but shall not include accommodations which are in their nature distinctly private.

RESPONDENT(S) – Any person or persons alleged to have committed discriminatory acts in violation of this Ordinance.

SEX – May refer to sex assigned at birth, sexual orientation, gender identity, gender expression, gender transition and/or transgender, defined as follows:

- (a) Sex assigned at birth – The assignment and classification of individuals at birth, including but not limited to male, female, intersex and the related physical differences between the sexes, such as pregnancy;
- (b) Sexual Orientation – An inherent or immutable enduring emotional, romantic or sexual attraction to other people, including but not limited to heterosexual, homosexual and bisexual;
- (c) Gender Identity – One’s innermost concept of self as male, female, a blend of both or neither. How individuals perceive themselves and what they call themselves. One’s gender identity can be the same or different from their sex assigned at birth.
- (d) Gender Expression – External appearance of one’s general identity, usually expressed through behavior, clothing, haircut or voice, which may or may not conform to socially defined behaviors and characteristics typically associated with being either masculine or feminine.

- (e) Gender transition – The process by which some people strive to more closely align their internal knowledge of gender with its outward appearance. Some people socially transition, whereby they might begin dressing, using names and pronouns and/or be socially recognized as another gender. Others undergo physical transitions in which they modify their bodies through medical interventions and procedures.
- (f) Transgender – An umbrella term for people whose gender identity and/or expression is different from cultural expectations based on the sex they were assigned at birth. Being transgender does not imply any specific sexual orientation.

B. Any terms not expressly defined herein shall be construed in accordance with the Pennsylvania Human Relations Act and consistent with the Guidance issued by the Pennsylvania Human Relations Commission.

SECTION 5. UNLAWFUL PRACTICES/PROHIBITED ACTS.

- A. Discrimination in employment, public accommodations, housing and commercial property, within the Borough of Gettysburg, is prohibited under this Ordinance.
- B. Retaliation against any individual because such individual has opposed any practice forbidden by this Ordinance, or because such individual has made a charge, testified or assisted in any manner in any investigation or proceeding under this Ordinance is prohibited.
- C. Aiding, abetting, inciting, compelling or coercing the doing of any act declared by this Ordinance to be an unlawful practice, or obstructing or preventing any person from complying with the provisions of this Ordinance is prohibited.

SECTION 6. EXCEPTIONS.

- A. Nothing contained herein shall apply to a religious corporation, association, educational institution or society, not supported in whole or in part by governmental appropriations, with respect to the employment of individuals of a particular religion to perform work directly connected to carrying on its religious activities.
- B. Nothing contained herein shall bar any religious or denominational institution or organization, or any organization operated for charitable or educational purposes which is operated, supervised or controlled by or in connection with a religious

organization, not supported in whole or in part by governmental appropriations, from limiting admission to or giving preference to persons of the same religion or denomination with regard to the occupancy, leasing, sale or purchase of any housing accommodation.

SECTION 7. ESTABLISHMENT OF LOCAL HUMAN RELATIONS COMMISSION.

The Gettysburg Borough Human Relations Commission (hereinafter referred to as the “Commission”) is hereby established pursuant to the authority set forth in 43 P.S. §962.1 of the Pennsylvania Human Relations Act.

- A. The Commission shall consist of five (5) members. The terms of office of the Commission members shall be five (5) years and the terms shall be so fixed that the term of office of one (1) member of the Commission shall expire each year, and members may succeed themselves. The membership of the Commission shall be appointed by resolution adopted by the Borough Council. The Borough Council may also appoint at least one, but no more than three individuals to serve as an alternate member or members of the Commission. The term of office of an alternate member shall be three (3) years. The Commission shall promptly notify the Borough Council of any vacancies which occur in the membership of the Commission. Appointments by the Borough Council to fill vacancies shall be only for the unexpired portion of the term of membership.
- B. Members or alternate members of the Commission must be either residents of the Borough or must be employed on a full-time basis within the Borough with their principal office or primary place of employment located within the Borough. The full membership of the Commission shall be comprised of at least three residents of the Borough. In making its appointments to the membership of the Commission, the Borough Council may provide due consideration to an individual who is an attorney or who has a background of service within the legal community of the Borough and Adams County; and may also provide due consideration to an individual from the Gettysburg Ministerium of Churches. A member or alternate member of the Commission shall not hold another Borough office, either elected or appointed, and shall not be an employee of the Borough. Members or alternate members of the Commission may not hold office in any political party. Members or alternate members of the Commission shall serve without compensation, but may be reimbursed for expenses incurred in the performance of their duties.
- C. The Commission shall elect from its membership a chairperson who shall serve an annual term and, if elected, may serve successive terms as Chairperson. The Chairperson shall be responsible for setting Commission meetings, coordinating with the Borough regarding received complaints and answers, and generally ensuring that the duties of the Commission are fulfilled. The Chairperson may delegate

responsibility for Commission duties to specific Commission members. The Chairperson shall report to the Borough Council quarterly regarding the activities of the Commission.

- D. Members of the Commission shall, as soon after their appointment as practical, attend such training and education seminars or sessions as deemed necessary to acquaint themselves with the functioning of the Commission under this Ordinance, as well as the terms, conditions, and provisions of the Pennsylvania Human Relations Act, and the operation of the Pennsylvania Human Relations Commission. Such training and education shall be as directed by the Chairperson and may be performed in conjunction with the Pennsylvania Human Relations Commission or such other qualified trainer or educator in any such related fields to include that of mediation.
- E. The Commission shall have all authority and powers necessary to carry out the purposes of this Ordinance and the duties of the Commission hereunder, provided that such powers shall not exceed those exercised by the Pennsylvania Human Relations Commission under the Pennsylvania Human Relations Act.
- F. The Commission shall operate within the scope of funds that may be allocated, on an annual basis, by the Borough Council and shall not exceed the annual allocation in any year, except upon prior approval of the Borough Council. In adopting this Ordinance, the Borough Council hereby expresses its intention that the operation of the Commission shall be supported by volunteers and volunteer efforts and shall be as close to “zero cost” to the Borough as is reasonably feasible.

SECTION 8. PROCEDURES FOR FILING COMPLAINT.

- A. Any person(s) claiming to be aggrieved (the “Complainant(s)”) by discriminatory acts may make, sign and file a verified complaint alleging violations of this Ordinance, which shall include the following information:
 - 1) The name, phone number, and address of the Complainant(s);
 - 2) The name, phone number, and address of the person(s) alleged to have committed the discriminatory act or acts (the “Respondent(s)”);
 - 3) A concise statement of the facts, including pertinent dates and locations, constituting the alleged discriminatory act or acts;
 - 4) If applicable, the address and a description of any residential or commercial property or public accommodation that is involved; and
 - 5) Such other information as may be required by the Commission.

B. Complaints shall be filed in person at the Borough Office or by mailing such complaints to the Borough Office.

- 1) All complaints must be received by the Borough Office within sixty (60) days of the alleged discriminatory act or acts in order to be considered timely.
- 2) All complaints shall be directed to the Borough Manager's Office.
- 3) The Borough Manager's Office shall convey the complaint to the Chairperson of the Commission within ten (10) days of receipt of the complaint.
- 4) The Commission may designate forms for use by persons to file a complaint; however, complaints submitted in other formats will be accepted provided that such formats include all information required in subsection A. herein relative to the filing of complaints.

SECTION 9. NOTIFICATIONS BY COMMISSION; FILING OF ANSWER

A. Within thirty (30) days of its receipt of a complaint, the Commission shall:

- 1) Provide a copy of the complaint to the Respondent(s) together with a copy of this Ordinance;
- 2) Provide notice to the Complainant(s), confirming that the complaint has been received and processed. If the complaint alleges discrimination on a basis prescribed under federal or state law, the notice sent to the Complainant shall also provide information of a possible right to file with the Pennsylvania Human Relations Commission and/or with the federal Equal Employment Opportunity Commission; and
- 3) Provide notice to the Pennsylvania Human Relations Commission of the filing of any complaint that may be deemed to be within the jurisdiction of the Pennsylvania Human Relations Commission.

B. Within thirty (30) days of receipt of the complaint, the Respondent(s) shall file a written verified answer. An answer to a complaint may be filed in the same manner as an original complaint. If the answer is filed with the Borough Office, it shall be conveyed by the Borough Manager to the Chairperson of the Commission within ten (10) days of filing.

- C. Within ten (10) days of receipt of the answer, the Commission shall provide a copy of the answer to the Complainant(s).
- D. Within thirty (30) days of the filing of the answer, the Commission shall provide notice to both the Complainant(s) and the Respondent(s) of the option to elect to proceed to voluntary mediation in order to resolve the matters giving rise to the complaint. The Commission shall assist in facilitating said mediation.

SECTION 10. MEDIATION.

- A. Within forty-five (45) days of receipt of an answer to a complaint or, where no answer is filed, within sixty (60) days of service of the complaint upon the Respondent(s), the Commission shall proceed in accordance with the following options, in the event that both parties have consented to mediation under section 9.D.
- B. The Commission shall refer the matter to a recognized alternative dispute-resolution service, organization or any other professional mediation service provider. Any costs or expenses that may be associated with the mediation shall be the responsibility of the parties.
- C. The parties shall jointly select the mediator; however, the Commission shall retain the authority to act as the mediator if the parties have agreed to mediation but cannot jointly agree on a mediator. A minimum of three (3) Commission members must be present in order to conduct a mediation session.
- D. Mediation sessions, whether conducted by a third-party mediator or by the Commission, shall be confidential and are not subject to public participation under the Sunshine Act (65 Pa. C.S. § 701 et seq.). Neither the mediation sessions nor the results thereof shall be subject to public access under the Right-to-Know Law (65 P.S. § 67.101 et seq.) or any other applicable law or regulation except upon written consent of all of the parties to the mediation.
- E. The parties shall notify the Commission whether the mediation was successful in resolving the complaint.
- F. If mediation has resulted in an amicable resolution of the complaint and the complaint is resolved, the Commission shall notify the parties that the complaint has been dismissed and shall record the result of the mediation in a notice of dismissal.
- G. If mediation has not resulted in an amicable resolution of the complaint, and if the complaint alleges a violation of this Ordinance which is also prescribed under the

Act, the Commission shall notify the parties that the complaint has been dismissed and, at the election of the Complainant, may refer the complaint to the Pennsylvania Human Relations Commission for further proceedings, if allowed and authorized to do so pursuant to the Act.

- H. If the complaint has not been resolved through mediation, the Complainant(s) may elect to proceed to the Court of Common Pleas of Adams County, Pennsylvania.
- I. In the event the complaint proceeds to either the Pennsylvania Human Relations Commission or to the Court of Common Pleas of Adams County, the Commission shall dismiss the complaint and notify the parties that the Commission no longer has jurisdiction over the matter. The notification shall reference the filing requirements and deadlines set forth in section 962 of the Act (43 P.S. § 962), and any amendments thereto.

SECTION 11. PRIVATE RIGHT OF ACTION AND NO LIMITATION OF REMEDIES.

Nothing contained in this Ordinance shall be deemed to limit the right of any Complainant(s) from pursuing any applicable civil, state, or federal remedy following exhaustion of the administrative mediation remedy under this Ordinance.

SECTION 12. EFFECT ON OTHER FILINGS.

This Ordinance shall have no jurisdiction over matters that are the subject of pending or prior filings made by Complainant(s) before any state or federal court or agency of competent jurisdiction.

SECTION 13. VIOLATIONS AND PENALTIES.

Any person who shall violate any provision of this Ordinance may be subject to any of the penalties enumerated in the Pennsylvania Human Relations Act imposed by the Pennsylvania Human Relations Commission, the Court of Common Pleas of Adams County or by any other court having competent jurisdiction over the matter. Because mediation is the sole administrative remedy provided for herein, the Gettysburg Borough Human Relations Commission shall not have jurisdiction to enter any penalty or enforce the same against a person for a violation of this Ordinance.

SECTION 14. SEVERABILITY.

The provisions of this Ordinance or Part are severable, and if any section, clause, part or provision hereof shall be held to be illegal, invalid or unconstitutional by any court of competent jurisdiction, such decision of that court shall not affect or impair the remaining

sections, sentences, clauses, parts or provisions of this ordinance. It is hereby declared to be the intent of the Borough Council of the Borough of Gettysburg that this Ordinance would have been enacted if such illegal, invalid or unconstitutional section, sentence, clause, part or provision had not been included in this Ordinance or Part.

SECTION 15. REPEALER. All other ordinances or parts of ordinances inconsistent herewith are hereby repealed insofar as the same affect this Ordinance.

SECTION 16. EFFECTIVE DATE. This Ordinance shall take effect upon enactment.

THIS ORDINANCE DULY ENACTED AND ORDAINED according to law on this 14th day of December, 2020, at a duly advertised monthly general business meeting of the Borough Council of the Borough of Gettysburg, Adams County, Pennsylvania.

BOROUGH OF GETTYSBURG

By: _____
Jacob W. Schindel
President of Borough Council

ATTEST:

By: _____
Sara L. Stull, Secretary

APPROVED this ___ day of December, 2020.

By: _____
Theodore H. Streeter, Mayor