

CUMBERLAND TOWNSHIP BOARD OF SUPERVISORS
1370 FAIRFIELD RD., GETTYSBURG, PA 17325
REGULAR MEETING
DECEMBER 21, 2023
7:00P.M.

Chairman Phiel called the regular meeting to order at 7:00 P.M. Present were all Supervisors: Phiel, Toddes, Ramsburg, Biggins and Brauning. Also, present were Solicitor Sam Wiser, KPI Representative Tim Knoebel, Township Manager David Blocher, Police Chief Matthew Trostel, Superintendent of Roads Chris Walter, Treasurer Camie Stouck-Phiel, and Township Secretary Michele Long.

Chairman Phiel led the Pledge of Allegiance.

Supervisor Recognition:

Chairman Phiel and the Board recognized Supervisor Steve Toddes for his 12 years of devoted service with the Township as his term will be ending after this meeting. Mr. Phiel read some highlights of Steve's years at the Township and all that he accomplished. The Board honored him with a very nice service award and a certificate from PSATS. Commissioner Randy Phiel also recognized Supervisor Toddes with a certificate from Adams County.

Agenda Approval

Mr. Toddes made a motion to approve the agenda, seconded by Mrs. Ramsburg and carried. 5-0

Public Comment:

None.

Consent Agenda Approval

Mrs. Ramsburg made a motion to approve the consent agenda, items 5a – 5n, as presented, seconded by Mr. Brauning, and carried. 5-0

- 5a. Action on Minutes – November 28, 2023, Regular Meeting.
- 5b. Approval of Bills for the month of December \$1,645,340.33 General Fund (this includes the supplemental appropriations transfers); \$11,958.79 Escrow Fund; \$1,085.93 Fire Tax Fund.
- 5c. Engineering Items
 - 1. Recommend approval of Hemler Brothers Assets - Final Land Development Plan based upon the December 18, 2023, KPI comment letter with approval of the waiver of a separate preliminary plan submittal.
 - 2. Recommend approval to reduce the financial security being held for the Benuel & Martha King Dairy Barn plan based upon the December 14, 2023 KPI comments.
 - 3. Approval of Extension Request #1 of 90-days for the SAI Ram 27, LLC Final land development plan, originally submitted on September 25, 2023.
 - 4. Approval of Extension Request #3 of 60-days for the Thomas & Joanne Clowney Final land development plan, originally submitted on April 17, 2023.
 - 5. Approval of the release request of retainage to Flyway Excavating, Inc. for the MS4 Stream Bank Restoration projects based upon the December 19, 2023 KPI comment letter.
- 5d. Items from Finance Committee
 - 1. Recommend approval for a check to be sent to River's Truck Center in the amount of \$95,775.00 for the balance due on the new dump truck upfit.
- 5e. Items from Personnel Committee
 - 1. Approve signing of the Memorandum of Understanding between Cumberland Township and Cumberland Township Sewer Authority for the full time hiring of the receptionist/office assistant position which is currently part time. Duties will be shared

- between the Township and the Sewer Authority.
2. Acknowledgement starting 2024 insurances will be effective the date of hire and will be terminated on the last day of the month coinciding with the last day of employment.
 3. Acknowledgement of the promotion for Jordan Reichart to Assistant Road Superintendent effective January 1, 2024.
 4. Recognize the hiring of Jacob Soliday for the vacant skilled laborer position in the Maintenance Department with a start date of January 16, 2024.
- 5f. Acknowledgement of the disbursement for our funding portion of the Waybright Farm Ag preservation program in the amount of \$29,302.56 from agreement previously approved at the June 26, 2023 meeting.
 - 5g. Approval of the 2024 Budgets.
 - 5h. Approval of the 2024 Cumberland Township Tax Resolution.
 - 5i. Approval of CDL Memorandum of Understanding for the Road Maintenance Department Contract.
 - 5j. Approval of Scheduling and Deferred Retirement Option Plan Memorandum of Understanding for the Police Department Contract.
 - 5k. Approve signing of the annual health insurance documents and resolutions for the 2024 year.
 - 5l. Signing and approval of the Memorandum of Understanding between the Gettysburg Area Recreation Authority and the Township for the 2024 funding.
 - 5m. Approval of Township Policy #2 for the need of four authorized check signers on the state liquid fuels funds account.
 - 5n. Approval of Township Policy #3 regarding meeting recordings.

POLICE REPORT:

Police Chief Trostel presented an oral and written report of police activities for the month of December 2023 including: 223 calls for service, 153 traffic stops, 10 criminal incidents and 5,954 patrol miles. Some highlights of the report were:

- Officers Myers is approaching the final stage of field training after the first quarter of 2024.
- A 2,000.00 donation was received in memory of Township resident Adam Brown from the Barlow area.
- Sgt. Rosenberger, A/Sgt. Higgs, Officer's Eiker and Barbagello participated in the Gettysburg Fire Department 'Stuff the Truck' event.
- The Department hosted two students from the Adams County Tech Prep program for job shadowing.
- Officer Yost completed a Survive and Thrive course that was put on by the US DOJ Bureau of Justice Assistance.
- Chief Trostle is almost at the halfway point of the Northwestern School of Police Staff and Command with a 98.89% GPA.
- Chief Trostle stated that the Sergeant promotions are still being worked on and hope to have it completed by the beginning of February. The Chief also stated that they are looking to advertise for the vacant position around the beginning of March.

MAINTENANCE DEPARTMENT REPORT:

Mr. Walter gave the report for December and some highlights were:

- Mr. Walter stated that the Department is prepared for the winter season and has been busy with clean up from some recent storms that have blown trees down along with minor flooding from the rainstorm this past week on Red Rock and Natural Dam Roads.
- This past week has been busy with promotions and interviews within the Department. The Department will be fully staffed by mid-January.
- The Township will be accepting Christmas Trees for recycling until January 15th. There is a

designated marked area to the left of the parking lot when you drive in from Route 116 where the trees can be placed.

- Dave and Chris had a meeting with Will Cameron a bridge engineer from Pennoni Associates which ended with some recommendations/updates for the Department to look into for the upcoming spring season to the bridge on Blackhorse Tavern Road.
- The new dump truck is now in Harrisburg at Stephenson Equipment and will likely be here at the beginning of January.

ACTIVE BUSINESS:

Cumberland Crossing Homeowners Association request for removal of the walking trail.

Mr. Knoebel reviewed the letter received from Cumberland Crossing Homeowners Association with the Board. Mr. Knoebel explained where the trail is located, adding that there is an easement on the property for the County's greenway plan. The trail is through this easement which is recorded on the current land development plan. Mr. Knoebel added that he did not recommend removing the County's easement as that may foresee that to come to fruition in the future. It was explained that the Homeowners Association was contacted but no one was in attendance at the meeting.

Mr. Toddes made a motion to deny the Homeowners Associations request to remove the walking trail from the Cumberland Crossing Development located on Swetland Road. Seconded by Mrs. Biggins and carried. 5-0

Solicitor:

None

Committee Reports and comments from Board Members:

COG, Park and Recreation, Planning & Zoning, Public Safety, Highway, CTA.

Economic Development Committee:

No items

Parks and Recreation:

Mr. Toddes explained that the Recreation Park is in the process of working with the Gettysburg Borough and Cumberland Township to review their bylaws which will be expiring. He added they are having line dancing and karate now.

CTA:

Mr. Toddes stated that the siphon over at the Country Club property is set to be replaced. The pump truck has been delivered.

COG:

Mr. Phiel and Mr. Blocher gave the following updates:

- Representative Moul reported that House Bill 1300 regarding the \$1.65 monthly surcharge will remain through Feb. 29, 2024. The surcharge will rise to \$1.95 starting on March 1, 2024 and continuing through Jan. 31, 2026. The change is projected to generate \$60 million in addition E-911 funding for counties.

CT411:

No items

STAFF REPORTS

Manager:

Mr. Blocher reported the following:

- On December 19th the Township received notice to withdraw the Land Development plan from any further review and consideration for approval for the Residence of Willoughby Run SDGI File 1944. The Trone Family Trust sold the conveyed property to the American Battlefield Trust by deed dated November 16, 2023.
- Green Light Go Grant – Herra Ridge Road & Route 30 is moving forward with the following schedule: Bids were placed on PennBID week of December 11, newspaper ads the week of December 11 and December 18, Bid Opening – January 9, 2024, with the Bid Award – January BOS meeting.
- The Professional Services agreement was sent to Kinsley Construction on November 29th and the Township is waiting for their acceptance.
- The MS4 Pollutant Reduction Plan (PRP) Final Report NPDES Permit No. PAG133748 was submitted by KPI after Township review on December 8th, 2023.
- Supervisor elect Sheppard spent a half day with Supervisor Phiel and I on November 28th. The time was used to go over business in the Township, the budget, and to meet the staff.
- On December 7th I completed the PSATS Emergency Management Tabletop Exercise Seminar. In addition to that training, I have completed the requirements for completion of the PSATS Graduate Program.
- Welcome Jacob Soliday to the Cumberland Township Team. Jacob will be joining our Maintenance Department mid-January as a skilled laborer.
- Jordan Reichart will be promoted to Assistant Superintendent of Roads effective January 1, 2024.
- Thank you to the Supervisors and entire Cumberland Township staff for all the hard work, dedication and assistance starting as the manager at the beginning of 2023.

Treasurer:

Mrs. Camie Stouck-Phiel stated that she worked with a QuickBooks consultant and Treysta to convert to QuickBooks Enterprise. She has also completed an intermediate QuickBooks training and a year-end reports training class. She also stated the Township will be receiving a check for \$517.00 in cash back from the procurement card. Mrs. Stouck-Phiel completed the yearly workers’ compensation audit.

Unless otherwise noted, all votes were unanimous. The meeting was adjourned at 7:45 P.M. to executive session to discuss personnel.

Michele Long, Township Secretary

_____)
 _____)
 _____) Supervisors
 _____)
 _____)