

**Cumberland Township Board of Supervisors
1370 Fairfield Road, Gettysburg, PA 17325
July 25, 2017 Meeting Minutes**

The regular meeting was called to order at 7:00 p.m. by Chair Underwood. Present were Supervisors: Underwood, Waybright, Toddles and Shealer; Manager Ben Thomas, Jr., Solicitor Sam Wiser, Police Chief Don Boehs, Zoning Officer Bill Naugle, Engineer Tim Knoebel and Secretary Carol Merryman.

Chair Underwood led the Pledge of Allegiance.

Mr. Shealer made a motion to approve the Minutes of the June 22, 2017 workshop and June 27, 2017 regular meetings seconded by Mr. Toddles and carried.

Mr. Toddles made a motion seconded by Mr. Waybright and carried to approve the bills in the amounts of: \$96,720.69 from General Fund, \$1,645.50 from the Escrow Fund, \$30,000.00 from the Capital Reserve Fund, \$30,000.00 from the State Liquid Fuels Fund and \$22,164.00 from the Park and Rec Fund; and transfers in the amounts of: \$40,549.38 from General Fund to Health Insurance Account, \$138.33 from the Escrow Fund to the General Fund and \$1,128.72 from Traffic Impact Fund to General Fund.

Public Comment:

Mrs. Nita Gross, 938 Barlow Greenmount Road, spoke regarding the Keystone Service Systems proposed group home. Mrs. Gross reported that the driveway does not comply with the Township's Zoning Ordinance and although representatives from Keystone had indicated that they would place extra buffering between their home and the Martin's home when they spoke to them after a Township meeting in February; they have now told her that they cannot do that along her property due to the emergency spillway area and because of the trench and 31% grade along the Martin property. She added that they are still getting trash from them.

Mr. Speros Marinos, 912 Baltimore Pike, stated that Bike Week went good this year and he thanked the Police Department for this. He also reported that he needs to have the zoning of his family's business property changed to Commercial, sooner than later, due to his father being in very poor health and he will talk to Mr. Thomas about being on a workshop agenda.

Engineer/Plans:

Mr. Knoebel reported that the Richard J. Storm Final Subdivision Plan, located on the corner of Belmont Road and Route 30, proposes the reconfiguration of a six (6) acre property. He added that the property was recently rezoned from Residential (R) to Mixed Use (MX) and this plan proposes three lots going to two lots with lot additions to adjoining properties. Mr. Knoebel briefly went over the comments of his July 24, 2017 review letter, noted that there is a Non-Building Waiver that also needs approval and recommended that approval be granted. **Mr. Shealer made a motion to approve the Non-Building Waiver for the Richard J. Storm Final Subdivision seconded by Mr. Waybright and carried. Mr. Toddles made a motion seconded by Mr. Waybright and carried to approve the Final Plan contingent upon the comments of the July 24, 2017 review letter being addressed.**

Mr. Knoebel also reported that the Adams County Human Services Building – Parking Lot Addition Final Plan, located on Boyd's School Road, proposes the addition of a sally port, judicial parking area and 80 additional parking spaces. He added that there is one waiver request to §22-517, the requirement to provide financial security, and since they are a government entity, he feels the waiver should be granted. **Mr. Waybright made a motion to grant a waiver to §22-517, the requirement to provide financial**

security, seconded by Mr. Shealer and carried. Mr. Shealer made a motion seconded by Mr. Toddes and carried to approve the final plan, subject to the comments of the July 24, 2017 review letter being addressed.

Mr. Knoebel recommended that action on the Cumberland Crossing Sewage Planning Module be tabled until next month. He stated that they have received comments from Mt. Joy Township that need to be reviewed and they are still in the process of reviewing the agreement that has to go in the Planning Module.

Mr. Knoebel reported that the Township has received a request for extension for approval of the Gettys Point Final Land Development Plan until January 31, 2018 and he recommended that it be granted. **Mr. Waybright made a motion seconded by Mr. Shealer and carried to grant the extension request until January 31, 2018.**

Mr. Knoebel updated the Board on the status of the Municipal Separate Storm Sewer System (MS4) permitting requirements that are due in to Pa. Dept. of Environmental Protection (DEP) by September 16, 2017. He added that there are several parts to this, one of them being a Chesapeake Bay Pollutant Reduction Plan that they have been working on for a couple of months and now the Pollutant Reduction Plan has to be publicly advertised, available for public review and a public hearing must be held to take public comments. He added that the Township has a copy of the plan, a draft advertisement has been prepared and the 30-day review period will start as soon as the advertisement goes in the newspaper. Mr. Knoebel added that the special meeting will be held on August 22, 2017. **Mr. Shealer made a motion seconded by Mr. Waybright and carried to advertise the Chesapeake Bay Pollutant Reduction Plan for public comment and to hold the public hearing on August 22, 2017 at 6:00 p.m.** Mr. Thomas added that a copy of the plan will be on the Township's website and there will be a packet here that includes all of the maps. Mr. Thomas also suggested that an evening workshop be held to discuss the intensity of the plan and how it will be funded.

Lastly, Mr. Knoebel explained that the Keystone Service Systems Plan was not recorded within the 90-day time frame and approval is needed to re-sign the plan. **Mr. Shealer made a motion to authorize the re-signing of the Keystone Service Systems Plan seconded by Mr. Toddes and carried.**

Police Report:

Police Chief Don Boehs presented a written and oral report of police activities for the month of June, 2017 including: 320 complaints - Psych/suicide-3, Disturbances-8, Assault/Harassment-6, Domestic-16, Criminal Mischief-2, Suspicious Activity-11, Thefts-1, Alarms-10 Medical Emergency-12, 911 Hang Up-5, Sexual assault-3, Burglary-0, Fraud-1, Wanted Person-5, Reported Drug Activity-1, Welfare checks-9, Shots Fired-0, Follow-up Investigation-62; 127 traffic stops, 60 combined arrests, 13 traffic accidents, 14 targeted enforcements and 13,786 patrol miles. He added that they assisted other agencies 11 times, they were assisted three times and the assists to Pa. State Police were in Straban, Franklin and Mt. Joy Townships. Police Chief Boehs reported that they had 73 walk-in complaints.

Active Business:

Mr. Thomas reported that the Township has received requests for Fire Tax reimbursement of expenses from Barlow and Gettysburg Fire Departments. He stated that the requests from Barlow total \$33,850.60 and the request from Gettysburg is for \$49,737.67 as indicated on their spreadsheet (incorrectly indicated on their reimbursement report – clarification needed). Mr. Thomas stated that Gettysburg responded to 89 calls and Barlow responded to 39 calls in the reimbursement timeframe and he has reviewed the requests and the expenditures are all in the parameters of the Memorandum of Understanding. **Mr. Toddes made a motion to approve the reimbursement (with correction) to Gettysburg Fire Department, in the**

amount of \$49,737.67, seconded by Mr. Waybright and carried. Mr. Waybright made a motion seconded by Mr. Toddes and carried to approve the reimbursement to Barlow Fire Department, in the amount of \$33,850.60.

Mr. Thomas reported that Adams County Office of Planning and Development (ACOPD) has prepared a review of conditions for future assisted living facilities and he recommended that this item be tabled until Supervisor Paddock is present to be part of the discussion since this was his suggestion. Mr. Thomas added that this could possibly be an item for a future workshop agenda. **Mr. Waybright made a motion to table discussion of the ACOPD comments on the conditions for future assisted living facilities seconded by Mr. Shealer and carried.**

Mr. Thomas reported that he attended an informational session at the Franklin County Council of Governments (COG) on the 2020 United States Census and the Township has started receiving limited information from the U. S. Census Bureau. He explained that the Township is being asked to participate in the Local Update of Census Addresses and he is hoping to partner with the Adams County Office of Planning and Development to do that. He added that when the 2010 Census was getting underway, this was done by hand on paper maps, but now the Township will be required to do it on “GUPS” software. He added that it is imperative that all of the citizens fill out the census forms.

Mr. Thomas also reported that an agreement has been prepared by the attorney for the Confederate Woods Townhouse Property Owner’s Association (POA), Inc. who is installing a new water main on Hills Drive that will be dedicated to Gettysburg Municipal Authority. Mr. Thomas added that the Township is planning on repaving Hills Drive within the next few years and rather than the POA repairing the wearing course where the water main will be installed, they will only repair the base course to grade and give the Township \$2,000.00 to do the wearing course paving when the entire road is done. **Mr. Shealer made a motion to approve the agreement with the Confederate Woods Townhouse Property Owners’ Association seconded by Mr. Waybright and carried.**

Mr. Thomas reported that the Board will hold workshops on August 3 and 17, 2017 at 8:30 a.m. to discuss: 2018 health care; Special Events Ordinance modifications; Citizen’s request for zoning review along Baltimore Pike; Gettysburg Municipal Authority fire hydrant fees and Cumberland Village II recreational land options. Mr. Thomas added that MS4 will be on a September workshop agenda.

Solicitor:

Solicitor Wiser reported that the PennDOT Highway Occupancy Permit for St. Francis Xavier for the Boyd’s School Road and Table Rock Road improvements has been issued. Solicitor Wiser thanked the PennDOT representatives and Senator Alloway for getting this permit issued. The starting date for the project depends on the contractor’s availability. Solicitor Wiser also reported that the Recreation Fee Ordinance needs to be updated to be consistent with the Pa. Municipalities Planning Code regarding the broadened use of the fees and the reimbursement provision which is no longer required. **Mr. Waybright made a motion seconded by Mr. Toddes and carried to authorize Solicitor Wiser to prepare an amended ordinance for the recreation fees.** Lastly, Solicitor Wiser reported that he met with the local Comcast representative, Kristen Ritchey, and she asked him to hold off on any submissions to her because Comcast is updating their model agreement and would like to use that model.

Committee Reports and comments from Board Members:

Public Safety – Chair Underwood stated that they were very pleased that the Township was not impacted on July 1st and everyone was safe.

Finance – Mr. Thomas reported that we are on target with our budget in both revenues and expenditures.

Highway – Mr. Shealer presented the report on the 2017 road projects that are all underway; guiderail

installation on Solomon and Ridge Rds. has been completed; base repair in Woodcrest has been completed in preparation for paving; micro-surfacing and double seal coat projects expected to be completed in the next two weeks; delivery of the new dump truck is expected in early August and they are preparing to sell the 27 year old dump truck.

Building and Grounds – Mr. Shealer reported that he and Mr. Thomas have been “marking-up” the draft lay-out for the building renovation and hope to get an updated drawing for the next committee meeting.

Parks and Recreation – Mr. Toddes reported that everything is going well at the Rec Park. The Borough has gotten a grant to help move the Biser Trail that is on Park Service property and a new parking lot is being constructed. Mr. Toddes also reported that their toilets need to be repaired so they are now using porta-pots.

CTA – Mr. Shealer reported that they had a pre-construction meeting with the successful bidder, Doli Construction Corporation, for the upgrade of the sanitary sewer on Rt. 116 from Park Ave. down to the bridge. He added that they hope to start around the first of August, the project should take about two weeks to complete and there will be some minor delays during the project.

COG – Chair Underwood reported that COG meets Thursday morning and someone is coming to speak about the Uniform Construction Code.

Personnel, Planning and Zoning, Economic Development and CT 411 – no reports

Staff Reports:

Mr. Thomas reminded everyone that the Country Meadows Conditional Use hearing will continue on August 24, 2017 at 6:00 p.m.

The Zoning Officer and Secretary’s reports were reviewed.

Unless otherwise noted, all votes were unanimous. The meeting was adjourned at 8:10 p.m. for an Executive Session regarding collective bargaining and real estate with no action to follow.

Carol A. Merryman, Secretary

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_____) Supervisors
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