

**Cumberland Township Board of Supervisors
1370 Fairfield Road, Gettysburg, PA 17325
Minutes of the January 2, 2024 Reorganization Meeting**

The meeting was called to order at 4:00 p.m. Present were Supervisors: Phiel, Ramsburg, Biggins, Sheppard and Brauning. Also, present were Solicitor Sam Wisner, Manager, David Blocher, Treasurer Camie Stouck-Phiel, Road Superintendent Chris Walter and Secretary Michele Long. Secretary.

Mr. Phiel led the Pledge of Allegiance.

Mr. Phiel asked Solicitor Wisner to serve as Acting Chairman for the basis of nominating and voting for a Chair.

Solicitor Wisner asked for a nominations for Chairman. **Mrs. Christine Biggins nominated Mr. Phiel for Chairman for 2024. 5-0 Motion carried.**

Mr Phiel chaired the rest of the meeting.

Mr. Phiel asked for nominations for Vice Chair. **Mrs. Ramsburg nominated Mrs. Biggins as Vice-Chairman for 2024. 5-0 Motion carried.**

Mrs. Ramsburg made a motion seconded by Mr. Brauning and carried to approve the consent agenda as presented for items 6a – 6ll.

- 6a. Affirm reappointment of Township Manager (David Blocher)
- 6b. Affirm reappointment of Secretary and Assistant Treasurer (Michele Long)
- 6c. Affirm reappointment of Treasurer / Finance Director (Camie Stouck-Phiel)
- 6d. Authorize bond for Treasurer, Manager and Assistant Treasurer (1,100,000.00)
- 6e. Appoint Superintendent of Roads (Chris Walter)
- 6f. Appoint Police Chief (Matthew Trostel)
- 6g. Appoint Zoning Officer and Code Enforcement Officer – (Pennsylvania Municipal Code Alliance)
- 6h. Appoint Residential and Commercial UCC Firm – (Pennsylvania Municipal Code Alliance)
- 6i. Appoint Township Engineer and 2024 indicated rates – (KPI Technology)
- 6j. Appoint Township Solicitor and 2024 indicated rates – (Salzmann Hughes)
- 6k. Appoint Solicitor for Zoning Hearing Board with indicated 2024 fees – (Bernard Yannetti)
- 6l. Appoint Alternate Solicitor for the Zoning Hearing Board – (Clint Barkdoll)
- 6m. Appoint S.E.O. and 2024 indicated rates – (KPI Technology)
- 6n. Appoint Per Capita Tax Collector – (Donna Maring)

- 6o. Appoint Deputy Real Estate and Per Capita Tax Collector - (Tammi Knight – Conewago Twp. Tax Collector)
- 6p. Set Real Estate Tax Collector Commission – (2% at discount and 3% at par and penalty collections)
- 6q. Appoint York Adams Tax Bureau as EIT, LST and Delinquent Per Capita tax collector
- 6r. Appoint Cumberland Township as Amusement Tax collector
- 6s. Appoint Emergency Management Coordinator – (David Sanders)
- 6t. Appoint Deputy Emergency Management Coordinator – (Steve Higgs)
- 6u. Set meeting dates - 4th Tuesday of each month at 7:00 p.m.: July meeting will be Wednesday 17th of July; December meeting on Tuesday the 17th, November Workshops (Nov. 5th and Nov. 19th @ 4:00 p.m. for budget review, as needed)
Set workshop dates – second Tuesday of every month at 4:00p.m. (as needed)
- 6v. Authorize Supervisors and appropriate staff to attend the Pennsylvania State Association of Township Supervisors (PSATS) annual Educational Conference on April 14 - 17 in Hershey, PA. Township voting delegate will be Manager David Blocher.
- 6w. Reappointment to Planning Commission – (Two positions – 4 yr. term 12/31/27) - Barbara Underwood and Kirby Kiefer and affirming Robert Bunce as member replacing past member Steve Tallman until 12/31/2025
- 6x. Reappointment to Historical Architectural Review Board – (One position - 5 yr. term 12/31/28) – Gary Shaffer
- 6y. Reappointment to the Zoning Hearing Board – (One position - 3 yr. term 12/31/26) – Tom Marlowe
- 6z. Reappointment to Cumberland Township Sewer Authority Board – (One position – 5 yr. term 12/31/28) – Tom Shealer.
- 6aa. Appoint to the Gettysburg Area Recreation Authority Board – (One position – 5 yr. term 12/31/28) – Steve Toddes
- 6bb. Opt-out/Opt-in for Supervisors’ 2024 health care (forms on file)
- 6cc. Appoint 2023 fiscal year audit, Smith, Elliot & Kerns as the contracted CPA for the purposes of auditing the accounts of the Township consistent with the Second-Class Township Code.
- 6dd. Appoint Adams County National Bank and Belco Credit Union as depositories for Township funds.
- 6ff. Affirm members of the Zoning Review Committee – Tiffany Ramsburg, David Blocher, Barbara Underwood, Dave Sites, Kenny Caudill, Riley Hollingsworth, Michele Long, representative from Adams County Office of Planning and Development and Tim Staub, consultant.

- 6gg. Affirm members of the Agricultural Security Area Advisory Committee – Tom Clowney, James Paddock, Jeffrey Yingling, Donald Miller and George Weikert
- 6hh. Adopt Resolution 2024-01, a resolution eliminating employee contributions to the police pension plan for 2024.
- 6ii. Adopt Resolution 2024-02, a resolution appointing the chief administrative officer of the municipal pension plans.
- 6jj. Adopt Resolutions 2024-03, 2024-04 and 2024-05; Resolutions amending the fees and services for 2024.
- 6kk. Appoint Ronald Bower as Chairman on the vacancy board.
- 6ll. Appoint Committees – (members listed below)
 - o FINANCE – (Shaun Phiel and Jeff Brauning)
 - o ECONOMIC DEVELOPMENT – (Tiffany Ramsburg and Jeff Brauning)
 - o PUBLIC SAFETY - (Shaun Phiel and Warren Sheppard)
 - o HIGHWAY ADMINISTRATION- (Christine Biggins and Jeff Brauning)
 - o PARK AND RECREATION – (Shaun Phiel and Tiffany Ramsburg)
 - o PERSONNEL – (Shaun Phiel and Christine Biggins)
 - o COG REPRESENTATIVES AND ALTERNATE – (Shaun Phiel, Warren Sheppard and Barb Underwood)
 - o PENSION REVIEW – (Tiffany Ramsburg and Christine Biggins)
 - o BUILDING COMMITTEE – (Shaun Phiel and Jeffrey Brauning, Steve Toddes) (Alt. Warren Sheppard)

7. Mr. Phiel explained that there were 2 auditor positions listed on the ballot for this past election. We received two winners of that position as write-ins. Both write-ins declined to accept the position. With that the Board needs to appoint two auditor positions until the next municipal election. At that time the positions will be up for election again. We had interest from the current holders of the auditor board.

Mrs. Biggins made a motion to appoint James Brown to the open 6-year term for auditor. Seconded by Mrs. Ramsburg and carried.

Mrs. Biggins made a motion to appoint Riley Hollingsworth to the open 4-year term for auditor. Seconded by Mrs. Ramsburg and carried.

Reminding that both positions are only appointed until the next municipal election.

There were no public comments.

There being no further business, the meeting was adjourned at 4:05 P.M. for an Executive Session on Personnel.

Michele Long, Secretary

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 _____) Supervisors
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