

Cumberland Township Board of Supervisors
1370 Fairfield Road, Gettysburg, PA 17325
May 22, 2018 Meeting Minutes

The meeting was called to order at 7:00 p.m. by Chair Underwood. Present were all Supervisors: Underwood, Phiel, Waybright, Toddes and Paddock; Manager Ben Thomas, Jr., Solicitor Sam Wiser, Police Chief Don Boehs, Zoning Officer Bill Naugle and Secretary Carol Merryman. Also present were: Jim Piet, Bob Sharrah, Jim Henderson, eight residents and Mary Grace Keller from the Gettysburg Times.

Chair Underwood led the Pledge of Allegiance.

Mr. Toddes made a motion seconded by Mr. Waybright and carried to approve the Minutes of the April 19, 2018 workshop meeting and April 24, 2018 regular meeting.

Mr. Waybright made a motion seconded by Mr. Phiel and carried to approve the bills in the amounts of \$125,799.25 from the General Fund, \$32,222.40 from the Capital Reserve Fund, \$873.48 from the Escrow Fund and a transfer of \$46,788.55 from the General Fund to the Health Insurance Account.

Visitor: Mr. Jim Henderson, Chairman of the Township Planning Commission, was present to update the Board on the Planning Commission's next steps on the Draft Joint Comprehensive Plan. Mr. Henderson reported that the Commission has compiled a list of recommendations and he did go over a few of them. He added that they will be having a public meeting at 6:00 p.m. on June 14, 2018 prior to their regular meeting to receive public comment and new recommendations coming from the public may be added to what they already have. These recommendations will then go to the County Planning Office. Solicitor Wiser added that the County Planning Office may want to share the comments with Gettysburg Borough and Straban Township for their input prior to the recommendations coming to the Supervisors.

Public comment:

Mr. Speros Marinos, 912 Baltimore Pike, on behalf of the Cumberland Township Historical Society, reported that the 270th Anniversary of Cumberland Township is only about a year away and they will be asking the Adams County Historical Society and the Township Supervisors to join with them in the activities. Mr. Marinos also mentioned that the billing problem that he mentioned with Adams Regional Emergency Medical Services has been resolved, he is pleased with the Draft Joint Comprehensive Plan and he asked that the zoning be updated.

Mrs. Nita Gross, 938 Barlow Greenmount Road, stated that she had let Mr. Naugle know about some tall weeds on the neighboring property (Keystone System Services) and they had already been taken care of. She also submitted written complaints regarding a number of things on the property including: storm water running off of their property onto hers, slopes greater than 10% within 12 feet of the property line, driveway that is not wide enough and roof drains going straight out to the back of the property. The complaint was given to Mr. Naugle and a copy to Mr. Knoebel.

Engineer/Plans:

Mr. Knoebel reported that the Township received an extension request from the Gettysburg Battlefield Resort for approval of their land development plan until September 1, 2018. He reported that they are addressing comments, are an active participant in the Greenmount Sewer Study and recommended that the Supervisors grant their request. **Mr. Paddock made a motion to extend the approval timeframe for Gettysburg Battlefield Resort until September 1, 2018 seconded by Mr. Toddes and carried.**

Mr. Knoebel also reported that the Township received a request for release of financial security from Gettysburg Area School District for the Middle School construction project. Mr. Knoebel prepared a memo dated May 22, 2018 that recommends that \$104,350.00 be retained because as-built plans need to be provided for both projects and a final inspection needs to be done. **Mr. Paddock made a motion to release \$417,398.66, retaining \$104,350.00, for the Middle School project seconded by Mr. Phiel and carried.**

Mr. Knoebel gave the Supervisors an update on the Cumberland Village, Phase 2 Preliminary Plan. He stated that the plan consists of 189 residential units and has been pending since it was approved by the Planning Commission in 2007. He added that the plan went back before the Planning Commission as an update for them and will be on the Board's agenda within the next couple of months. Solicitor Wiser suggested that staff (including CTA) meet with the developer before it goes on the agenda.

Mr. Knoebel also gave the Board an update on the maintenance security for Cumberland Village, Phase 1A. He reported that they are holding \$30,500.00 for repairs to curbing, sidewalks and stormwater management and the work should be done in the first part of June. Mr. Knoebel added that the maintenance security for Phase 1B has been released. The Board asked about the status of the bridge and walking trail that is supposed to interconnect the two phases and Mr. Piet stated that he would have to check with Mr. Hill since he hasn't been involved with it. He reported that Mr. Hill has been working with the Homeowner's Association and he believes they want to do a sidewalk along Herr's Ridge Road that would be in the right-of-way (as far from the road as it can be) rather than the trail.

Mr. Knoebel also reported that he and Township staff visited Cedar Ave. and Maple Ave. to look into the stormwater complaints that were received by the Board at the last meeting. He reported that the area is flat, doesn't drain very well and there is no stormwater system in place. He added that the property owners could make some improvements on their properties to help with the problems and he will provide them with some information from a Design Assistance Manual.

Mr. Knoebel also reported that the Township received PAG-13 General Permit Approval from Pa. DEP for the Township's MS4 NPDES Permit. He added that the approval did have conditions and the Township has thirty days to reply to Pa. DEP. **Mr. Paddock made a motion seconded by Mr. Toddes and carried to authorize Mr. Knoebel and staff to respond to Pa. DEP regarding the conditions of the PAG-13 MS4 General Permit.**

Mr. Knoebel gave the Board an update on the Greenmount Sewer Study including his April 19th presentation, May 2nd Summary Report and follow-up items from the May 17th workshop.

Mr. Knoebel also informed the Board that the stormwater complaint regarding the Keystone System Service project on Barlow Greenmount Road goes to the Adams County Conservation District since the project is still under construction. He added that they have to install the stormwater management but, with all of the rain, the ground has not been in a condition that they could do that. Mr. Knoebel also stated that the final grading has not been done yet and if the slopes are not in conformance with the plan that will be followed up on.

Police Report:

Police Chief Don Boehs presented a written and oral report of police activities for the month of April, 2018 including: 417 complaints - Psych/suicide-5, Disturbances-7, Assault/Harassment-5, Domestic-8, Criminal Mischief-1, Suspicious Activity-10, Thefts-0, Alarms-9 Medical Emergency-7, 911 Hang Up-3, Sexual assault-3, Burglary-0, Fraud-1, Wanted Person-1, Reported Drug Activity-2, Welfare checks-13, Shots Fired-0, Follow-up Investigation-43; 165 traffic stops, 138 combined arrests, 12 traffic accidents, 23 targeted enforcements, SRO Calls – 24 with 1 arrest and 6,258 patrol miles. He added that they

assisted other agencies 10 times and they were assisted twice. Assists to Pa. State Police were in Straban, Mt. Joy and Butler Townships. Police Chief Boehs reported that they had 62 walk-in complaints.

Active Business:

Mr. Thomas reported that the Township received a one-time lump-sum donation of \$12,000.00 from The Civil War Trust. The Trust recently purchased the former location of Mulligan MacDuffer Adventure Golf on Baltimore Pike and made the donation in recognition of the tax consequences when the property is transferred to the National Park Service. He added that the \$12,000.00 will be used to help purchase a new Police vehicle.

Solicitor Wisner reported that he has been working with the Gettysburg Area School District on the renewal agreement for the School Resource Officer and the only change is the rate structure and that is based on actual costs. **Mr. Phiel made a motion seconded by Mr. Toddes and carried to renew an agreement with the Gettysburg Area School District for School Resource Officer police services for four additional years.**

Mr. Thomas reported that the intersection improvements to Boyd's School Road and Table Rock Road are scheduled to begin on July 9, 2018 and should take approximately eight weeks to complete. He added that they will be using PennDOT approved detours while the intersection is closed to traffic.

Mr. Thomas also reported that the Township has received a copy of Freedom Township's Comprehensive Plan revision for review and any comments need to be made to Freedom Township by July 1, 2018. Mr. Thomas added that this will be placed on the June meeting agenda and asked the Board to supply any comments by then.

Mr. Thomas reported that an Electronic Device Recycling Event will be held on June 16, 2018 from 9:00 a.m. until 12:00 noon at the Cumberland Township Building for Waste Connections customers in Cumberland and Straban Townships and Abbottstown Borough.

Mr. Thomas reported that the Township received a State Police Fines and Penalties payment in the amount of \$2,540.52. He explained that this allocation only goes to municipalities with populations of less than 3,000 or provide at least 40 hours of local police services per week.

Mr. Thomas acknowledged the receipt of the 2017 Annual Report of Municipal Authorities for the Gettysburg Area Recreation Authority.

Mr. Thomas reported on the York Adams Tax Bureau meetings that either he or Mr. Toddes attend on a regular basis. He reported that the Bureau's cost of collection is 1.4% and they collected \$46,717,000.00 in 2017. He also reported that they are very aggressive with their collections and they are up 3.5%.

Solicitor:

Solicitor Wisner reported on the legality of the Township purchasing supplies, services and construction for its' Municipal Building renovations through the Keystone Purchasing Network (KPN). Solicitor Wisner explained how the KPN works and concluded that the Township is clearly authorized by the Commonwealth Procurement Code to participate in certain cooperative purchasing agreements and that compliance with the Township's advertising and bidding requirements in the Second Class Township Code will be deemed met so long as KPN complies with all applicable requirements governing its' procurement of supplies, services and construction at issue. Solicitor Wisner stated that it is a unique program that merits further investigation. He added that he has a synopsis prepared and he will make that available for the Building Renovation Working Group.

Committee Reports and comments from Board Members:

Personnel – Chair Underwood reported that Ben Plank has been hired as a skilled laborer/ equipment operator at \$15.95 per hour beginning on 5/7/18 and Annelise Niner has been hired as an Administrative Assistant at \$16.50 per hour beginning on 5/14/18. Chair Underwood added that their wages will be re-evaluated after completion of their six-month probationary period. **Mr. Toddes made a motion seconded by Mr. Waybright and carried to approve the hiring of Ben Plank at the hourly rate of \$15.95 and Annelise Niner at the hourly rate of \$16.50 to be reevaluated after the completion of their six-month probationary period.** Chair Underwood also reported that Bill Naugle will be retiring and the Personnel Committee has been reviewing his responsibilities and make the following recommendation: effective July 2, 2018 Planning Secretary Michele Long be appointed to Assistant Zoning Officer and Building Code Official (upon completion of her BCO certification) at an hourly rate of \$20.00 per hour. **Mr. Waybright made a motion to approve Michele Long’s appointment to Assistant Zoning Officer and Building Code Official (upon completion of her BCO certification) at an hourly rate of \$20.00 effective July 2, 2018 seconded by Mr. Paddock and carried.** Chair Underwood also reported that they are continuing discussions with another municipality to provide residential Uniform Construction Code inspections with other services being contracted out specific to commercial, specialized reviews and inspections and will have a final proposal later this summer. Chair Underwood also reported that the committee will have a final proposal for Code Enforcement logistics later this summer.

Personnel/Public Safety/ Finance – Chair Underwood reported that the committees recommend that Lane Hartley be provided a provisional offer of part-time Police employment effective July 27, 2018 pending successful completion of the Police Academy and a thorough background check. **Mr. Waybright made a motion to make Lane Hartley a provisional offer of part-time Police employment as described by Chair Underwood seconded by Mr. Toddes and carried.** Mr. Thomas added that there is currently a vacancy in the department that Mr. Hartley will be filling.

Finance – Mr. Phiel reported that the budget is where it should be for this time of year and the purchase of a 2018 Dodge Charger police vehicle was discussed. He added that the committee recommends the transfer of \$70,000.00 from the General Fund to the Capital Reserve Fund. **Mr. Phiel made a motion to approve a \$70,000.00 transfer from the General Fund to the Capital Reserve Fund, as budgeted, seconded by Mr. Toddes and carried.**

Public Safety – Chair Underwood asked the Board for a motion to approve the Box Card changes in the southwestern area of the Township due to staffing changes. **Mr. Waybright made a motion to approve the finalization of the Box Card changes seconded by Mr. Toddes and carried.**

Highway - No report.

Parks and Recreation – Mr. Toddes reported that the Charlie Sterner building needs a new roof and they have a new computer system (Recdesk) that has increased the rentals.

Planning and Zoning – No report.

Building and Grounds – Chair Underwood reported that the next meeting is on June 6th at 3:00 p.m. here at the Township Building.

CTA – Mr. Thomas reported that they will be receiving grant funds for the project in front of the Township Building and they are working on the Rt. 30 manhole project.

COG – meets Thursday morning at 8:30

Economic Development – No report.

Manager - Mr. Thomas reported that the Finance Committee is recommending the purchase of a replacement 2018 Dodge Charger for the Police Department through the State Contract with a net cost of \$16,000.00 with the \$12,000.00 from the Civil War Trust and to deem the 2010 Tahoe as surplus to be sold when the new vehicle goes into service. **Mr. Waybright made a motion to proceed with the purchase of the new 2018 Dodge Charger and to deem the 2010 Tahoe as surplus seconded by Mr. Phiel and carried.**

Mr. Thomas also reported that the Township has received the Draft 2019-2022 Adams County Transportation Improvement Program (TIP) for public review. He added that there will be public meetings on June 13, 2018 at 11:00 a.m. and 7:00 p.m. at the Ag Center on Old Harrisburg Road and comments are due back to the County by June 18, 2018. Mr. Thomas requested that the Board make a motion to have staff request that the intersection of Herr's Ridge Road and Rt. 30 be included on the TIP. **Mr. Waybright made a motion seconded by Mr. Paddock and carried to request that improvements to the Herr's Ridge Rd. and Rt. 30 intersection be included on the TIP.**

Mr. Thomas also reported that they will be going out to take a look at the Misty Ridge pavilion to see what percentage is used for storage / recreation.

Mr. Waybright reported that he attended the Barlow VFC Appreciation Dinner and they asked him to express their appreciation for the support that Cumberland Township has been giving them.

The Zoning Officer and Secretary/Treasurer's reports were reviewed.

Unless otherwise noted, all votes were unanimous. The meeting was adjourned at 8:30 p.m. for an Executive Session with no action to follow.

Carol A. Merryman, Secretary

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_____) Supervisors
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