

Cumberland Township Board of Supervisors
1370 Fairfield Road, Gettysburg, PA 17325
Minutes of the January 7, 2019 Reorganization Meeting

The meeting was called to order at 3:00 p.m. Present were Supervisors Underwood, Waybright, Paddock, Toddes, and Phiel. Also present were Manager Ben Thomas, Jr., Secretary Carol Merryman, Police Chief Don Boehs and Road Superintendent Chris Walter.

Mrs. Underwood appointed Mr. Thomas Acting Chairman.

Mr. Thomas asked for a nomination for Chair. Mr. Toddes nominated Mrs. Underwood for Chair for 2019. Mr. Paddock seconded the motion and it carried.

Mrs. Underwood chaired the rest of the meeting.

Mr. Toddes made a motion seconded by Mr. Phiel and carried to re-appoint Mr. Waybright as Vice-Chair.

Mr. Waybright made a motion seconded by Mr. Toddes and carried to re-appoint Mr. Ben Thomas, Jr. Township Manager.

Mr. Phiel made a motion seconded by Mr. Paddock and carried to re-appoint Mrs. Carol Merryman Secretary/Treasurer.

Mr. Toddes made a motion seconded by Mr. Paddock and carried to re-appoint Mr. Ben Thomas, Jr. as Assistant Treasurer.

Mr. Phiel made a motion seconded by Mr. Waybright and carried to re-appoint Mr. Chris Walter Superintendent of Roads.

Mr. Toddes made a motion seconded by Mr. Paddock and carried to re-appoint Mr. Donald Boehs Chief of Police.

Mr. Toddes made a motion seconded by Mr. Paddock and carried to re-appoint Ms. Michele Long Zoning Officer and Building Code Official.

Mr. Waybright made a motion seconded by Mr. Phiel and carried to appoint Mr. Dave Baker; (Carroll Valley Intergovernmental Cooperation Agreement) Residential UCC Building Inspector.

Mr. Toddes made a motion seconded by Mr. Waybright and carried to appoint Mr. Ed Strevig; (Middle Department Inspection Services) UCC Commercial Building Inspector.

Mr. Toddes made a motion seconded by Mr. Paddock and carried to re-appoint Mr. Rob Neale Fire/Sprinkler Plans and Inspections Specialist.

Mr. Paddock made a motion seconded by Mr. Phiel and carried to appoint KPI Technology Township Engineer.

Mr. Phiel made a motion seconded by Mr. Waybright and carried to re-appoint Salzmann Hughes, P.C. Township Solicitor.

Mr. Phiel made a motion seconded by Mr. Waybright and carried to appoint Mr. Bernard Yannetti Solicitor for the Zoning Hearing Board.

Mr. Waybright made a motion seconded by Mr. Paddock and carried to appoint Mr. Mike Toms Alternate Zoning Hearing Board Solicitor.

Mr. Paddock made a motion seconded by Mr. Toddes and carried to re-appoint Mr. Gil Picarelli, KPI Technology, Sewage Enforcement Officer.

Mr. Toddes made a motion seconded by Mr. Waybright and carried to re-appoint Dominic Picarelli Back-up Sewage Enforcement Officer.

Mr. Toddes made a motion seconded by Mr. Waybright and carried to re-appoint Mrs. Donna Maring Per Capita Tax Collector.

Mr. Phiel made a motion seconded by Mr. Waybright and carried to appoint Tammi Knight; (Conewago Township Tax Collector) Deputy Real Estate and Per Capita Tax Collector.

Mr. Toddes made a motion seconded by Mr. Paddock and carried to set the Real Estate and Per Capita Tax Collector's commission rate for 2019 to 2% for collections made at discount and 3% for collections made at par and penalty.

Mr. Waybright made a motion seconded by Mr. Toddes and carried to re-appoint York Adams Tax Bureau as collector of Earned Income, Local Services, and Delinquent Per Capita Taxes.

Mr. Toddes made a motion seconded by Mr. Paddock and carried to re-appoint Cumberland Township as Amusement Tax collector.

Mr. Paddock made a motion seconded by Mr. Phiel and carried to re-appoint Mr. Ron Bower Chairman of Vacancy Board.

Mr. Phiel made a motion seconded by Mr. Toddes and carried to re-appoint Mr. David Sanders Emergency Management Coordinator.

Mr. Toddes made a motion seconded by Mr. Waybright and carried to re-appoint Officer Steve Higgs Deputy Emergency Management Coordinator.

Mr. Phiel made a motion seconded by Mr. Toddes and carried to hold the regular meetings on the 4th Tuesday of each month at 7:00 p.m. except in December when the meeting will be held on the Thursday, December 19th at 7:00 p.m.

Mr. Waybright made a motion seconded by Mr. Paddock and carried for the workshops be held on the Thursday preceding the 2nd Tuesday at 8:30 a.m. as needed and Thursday preceding the 4th Tuesday at 8:30 a.m. as needed.

Mr. Toddes made a motion seconded by Mr. Paddock and carried to retain ACNB Bank as depositor for Township's funds.

Mr. Paddock made a motion seconded by Mr. Phiel and carried to bond the Manager and Treasurer for 1,100,000.00 each.

Mr. Paddock made a motion seconded by Mr. Phiel and carried to authorize Supervisors and appropriate staff to attend the Pennsylvania State Association of Township Supervisors (PSATS) Annual Educational Conference April 14 – 17, 2019 in Hershey, PA.

Mr. Paddock made a motion seconded by Mr. Phiel and carried to reaffirm the Solicitor's attendance at the Planning Commission meeting as needed.

Mr. Paddock made a motion seconded by Mr. Toddes and carried to re-appoint Steve Tallman to the Planning Commission for a four-year term expiring 12/31/2022.

Mr. Waybright made a motion seconded by Mr. Phiel and carried to re-appoint Tom Beauchat to the Zoning Hearing Board for a three-year term expiring 12/31/2021.

Mr. Toddes made a motion seconded by Mr. Phiel and carried to re-appoint Tom Shealer to Cumberland Township Authority for a five-year term expiring 12/31/2023.

Mr. Paddock made a motion seconded by Mr. Phiel and carried to re-appoint Gary Shaffer to the Historical Architectural Review Board (HARB) for a five-year term expiring 12/31/2023.

Mr. Waybright made a motion seconded by Mr. Phiel and carried to re-appoint the Park and Rec Committee as it stands including: Steve Toddes, James Paddock, Tom Beauchat, Sarah Weigle and Ben Thomas, Jr. – Advisory.

Mr. Phiel made a motion seconded by Mr. Toddes and carried to re-appoint the Agricultural Security Area Advisory Committee for 2019 as it stands including: David Waybright, Parker Coble, Donald Miller, Tom Clowney and James Paddock.

Mr. Waybright made a motion seconded by Mr. Phiel and carried to re-appoint Mr. Ben Thomas, Jr. as the representative to the York Adams Tax Bureau and Adams County Tax Collection Committee and to re-appoint Mr. Toddes as the alternate representative for the two committees.

Mr. Toddes made a motion seconded by Mr. Phiel and carried to appoint Mr. Paddock as representative on the Grand History Trail Committee.

Mr. Waybright made a motion seconded by Mr. Toddes and carried to adopt a Management Agreement Resolution with Cumberland Township Authority @ \$13,000 x 25% benefits and overhead.

Forms for the Supervisors to elect or opt-out of the Township's group health insurance coverage were provided.

Mr. Phiel made a motion seconded by Mr. Waybright to keep the committees as follows:

FINANCE – Barbara Underwood and Shaun Phiel

ECONOMIC DEVELOPMENT – Shaun Phiel and Barbara Underwood

PUBLIC SAFETY – Barbara Underwood and David Waybright

HIGHWAY MAINTENANCE – David Waybright and Steve Toddes

PARK AND RECREATION - Steve Toddes and Jim Paddock

PERSONNEL - Barbara Underwood and Steve Toddes

BUILDING AND GROUNDS – Barbara Underwood, Steve Toddes and Jim Paddock

COG REPRESENTATIVE & ALTERNATE – Barbara Underwood, Jim Paddock and Ben Thomas, Jr.

CENTRAL ADAMS COMPREHENSIVE PLAN- David Waybright, Jim Paddock, and Barbara Underwood – alternate

PENSION REVIEW – Mr. Toddes

Mr. Waybright made a motion seconded by Mr. Toddes and carried to adopt the following Resolution:

RESOLUTION 2019-01

A RESOLUTION ELIMINATING EMPLOYEE CONTRIBUTIONS TO THE POLICE PENSION PLAN FOR 2019

BE IT RESOLVED AND ENACTED by the Authority of Cumberland Township, Adams County, Commonwealth of Pennsylvania, by the Board of Supervisors, it is hereby resolved and enacted as follows:

The conditions required by Act 600 allowing for the elimination of employee contributions to the Police Pension Plan have been met;

** The condition of the plan is such that contributions may be reduced, or eliminated, as evidenced by an actuarial study;

** Municipal contributions will be required to keep the fund actuarially sound;

** The governing body of the Municipality eliminates employee contributions in 2019.

ENACTED AND ORDAINED THIS 7th DAY OF JANUARY, 2019 BY THE BOARD OF SUPERVISORS OF CUMBERLAND TOWNSHIP.

Mr. Phiel made a motion seconded by Mr. Paddock and carried to adopt the following Resolution:

RESOLUTION 2019-02

A RESOLUTION APPOINTING THE CHIEF ADMINISTRATIVE OFFICER OF THE MUNICIPAL PENSION PLANS FOR CUMBERLAND TOWNSHIP

We appoint Ben Thomas, Jr. as the Administrative Officer for the Police and Non-Uniformed Pension Plans of Cumberland Township.

ENACTED AND ORDAINED THIS 7th DAY OF JANUARY, 2019 BY THE BOARD OF SUPERVISORS OF CUMBERLAND TOWNSHIP.

Mr. Thomas reported that the fees were not increased and there is a new fee schedule with Middle Department Inspection Agency for commercial inspections only. Mr. Thomas also reported that staff is investigating going to a per square foot fee. Mr. Paddock made a motion seconded by Mr. Toddes and carried to adopt Resolutions 2019-03, 2019-04 and 2019-05.

RESOLUTION 2019-03

RESOLUTION FOR THE PERMIT FEE SCHEDULE

RESOLUTION 2019-04

SUBDIVISION AND LAND DEVELOPMENT PLAN FEES

RESOLUTION 2019 -05

STORMWATER MANAGEMENT PLAN FEES

Mr. Waybright made a motion seconded by Mr. Toddes and carried to affirm the agreement with Middle Department Inspection Agency for commercial inspections.

Mr. Paddock made a motion seconded by Mr. Phiel and carried to re-affirm the resolution for Code Enforcement naming the Zoning Officer – Michele Long, Cumberland Township Police Officers and Township Manager – Ben Thomas, Jr. as Code Enforcement Officers.

Mr. Paddock made a motion seconded by Mr. Toddes and carried to affirm the retro-active (the week prior to Thanksgiving) pay increase for Zoning Officer – Michele Long to \$21.75 per hour as agreed to by the Personnel Committee.

Other Business:

Mr. Waybright made a motion seconded by Mr. Toddes and carried to set the date for the Central Adams County Comprehensive Plan public hearing for February 26, 2019 at 6:00 p.m.

Mr. Waybright made a motion seconded by Mr. Toddes and carried to authorize the Chair to sign the Non-Uniformed Collective Bargaining Agreement when it is completed.

There being no further business, the meeting was adjourned at 3:30 p.m.

Carol Merryman, Secretary

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_____) Supervisors
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