

**CUMBERLAND TOWNSHIP BOARD OF SUPERVISORS**  
**1370 FAIRFIELD RD., GETTYSBURG, PA 17325**  
**REGULAR MEETING**  
**SEPTEMBER 26, 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 Wisner, KPI Representative Brandon Guiher, Police Chief Matthew Trostel, Superintendent of Roads Chris Walter, Treasurer Camie Stouck-Phiel, and Township Secretary Michele Long. Manager Blocher was absent.

Chairman Phiel led the Pledge of Allegiance.

**Agenda Approval**

Mr. Wisner stated that we have an addition to the agenda which is the Dean Shultz minor plan for review which was recommended by the Planning Commission.

**Mr. Toddes made a motion to approve the agenda with the addition of the Dean Shultz plan, seconded by Mrs. Biggins and carried. 5-0**

**Minutes Approval**

**Mrs. Ramsburg made a motion seconded by Mrs. Biggins and carried to approve the Minutes from the September 12, 2023, Workshop and the August 22, 2023 Regular Meeting. 5-0.**

**Approval of Bills**

**Mr. Toddes made a motion seconded by Mr. Brauning and carried to approve the bills in the following amounts as stated by the Chairman: \$348,739.59 from the General Fund, \$8,829.10 from the Escrow Fund; \$60,000.00 from the Capital Reserve fund and \$75,000.00 from the Park and Rec fund. 5-0**

Chief Trostel welcomed newly hired officer Timothy Mayer.

**Public Comment:**

Brian Fitzgerald, 914 Barlow-Greenmount Road; spoke of the Keystone Service Systems property and the well line being located on his property.

**ENGINEER'S REPORTS:**

**Susquehanna/Gettysburg Regional Airport– Phase 3 final land development plan**

Mr. Brandon Guiher, with KPI Engineering, gave a background of the plan. Mr. Guiher reviewed the KPI comments dated September 25, 2023. Mr. Guiher recommended approval of the plan. Mr. Greg Schrock representing the Airport spoke about the plan and it's current phase. Mr. Wisner stated that the bonding amount in item 3 on the KPI review letter will need to be adjusted as this bonding amount covers the entire property upgrades and they at this time are only working on the grading of the remaining taxiway and installation of Basin 1 and associated stormwater piping and swale construction.

**Mrs. Biggins made a motion to approve the Susquehanna Regional Gettysburg Airport Phase 3 final plan based upon the KPI comment letter dated September 25, 2023 with additional review of the bonding amount in Item 3, seconded by Mrs. Ramsburg and carried. 5-0.**

**Cambridge Crossing Phases 2 & 3 – Revisions to Pre/final subdivision/land development plan**

Mr. Brandon Guiher, with KPI Engineering, reviewed the plan stating that this plan was previously approved but due to an unknown TC Energy easement the plan needed to be revised. With this revision they were also able to add 2 additional units to the plan. Mr. Guiher reviewed the September 13, 2023 KPI comments with the Board. Mr. Guiher recommended approval of the plan with both the September 13 and the January 23<sup>rd</sup>, 2023 KPI comments being addressed.

**Mrs. Biggins made a motion to approve the Cambridge Crossing Phases 2 & 3 revised plan based upon the September 13, 2023 and the January 23<sup>rd</sup>, 2023 KPI comment letter, seconded by Mr. Toddes and carried. 5-0.**

**Thomas E. Clowney – Final subdivision plan and sewage planning exemption**

Mr. Brandon Guiher, with KPI Engineering, gave a background of the plan. Mr. Guiher reviewed the KPI comments dated September 25, 2023, Mr. Guiher recommended approval of the plan and the sewage planning exemption.

**Mrs. Ramsburg made a motion to approve the sewage planning exemption for the Thomas E. Clowney final subdivision plan, seconded by Mr. Toddes and carried. 5-0.**

**Mrs. Ramsburg made a motion to approve the Thomas E. Clowney final subdivision plan based upon the September 25, 2023 KPI comment letter, seconded by Mr. Brauning and carried. 5-0.**

**Cumberland Village Phase 2B – Preliminary plan**

Mr. Guiher reviewed the preliminary plan for Cumberland Village Phase 2B with the Board along with the KPI comments dated September 22, 2023. Mr. Guiher explained that back on October 23, 2018 the Board granted multiple waivers/modifications for this development. The modifications/waivers are listed on the September 22<sup>nd</sup> comment letter.

**Mr. Toddes made a motion to approve the Cumberland Village Phase 2B subdivision plan based upon the September 22, 2023 KPI comment letter, seconded by Mr. Brauning and carried. 5-0.**

**Old Mill Overlook Request for Release of Financial Security**

Mr. Guiher reviewed the third request from Old Mill Overlook development for a bond reduction. Based on the September 25, 2023 KPI comment letter after inspection of the site the recommendation is to release \$19,170.80 and retain \$820,980.05 for work that is still outstanding.

**Mrs. Biggins made a motion to approve the reduction of \$19,170.80 for the Old Mill Overlook development based upon the September 25, 2023 KPI comment letter. Seconded by Mr. Brauning and carried. 5-0**

**Meadowview Townhomes Request for Release of Financial Security**

Mr. Guiher reviewed the first request for bond reduction from the Meadowview Townhomes development. Mr. Guiher reviewed the September 25, 2023 KPI comment letter which recommended a reduction of \$269,993.44 and retaining \$67,498.00 for outstanding items to be completed.

**Mrs. Ramsburg made a motion to approve the Meadowview Townhome bond reduction request based upon the September 25, 2023 KPI comment letter which releases \$269,993.44 and retains \$67,498.00, seconded by Mrs. Biggins and carried. 5-0**

**Extension Request #3 of 90-days for the Speranza Hangar Final land development plan, originally submitted on November 22, 2022.**

Mr. Guiher reviewed the extension request stating the plan is going through the process of review with different governmental agencies at this time. Mr. Speranza spoke on why the plan has been taking so long as he had to move the location of the hangar and now has to revise his stormwater plans.

**Mrs. Ramsburg made a motion to approve the 90-day extension request #3 for the Speranza Hangar Final Land Development Plan. Seconded by Mr. Toddes and carried. 5-0**

**Extension Request #2 of 30-days for the Brian and Patrick Redding land development plan, originally submitted on March 21, 2023**

Mr. Guiher reviewed the extension request stating the plan is going through the process of review with different governmental agencies at this time.

**Mrs. Biggins made a motion to approve the 30-day extension request #2 for the Brian and Patrick Redding Land Development Plan. Seconded by Mrs. Ramsburg and carried. 5-0**

**BR Smith Sewage Planning Module – Holding Tank Agreement**

Mr. Guiher gave a background of the property and what it's intended use is requested to be. He stated that the sewage planning module was submitted and reviewed by DEP. DEP has since returned the module back to the Township and the applicant with outstanding items that are due. These items were received by the Township as of last night, September 25<sup>th</sup>. Mr. Wisner added that with Resolution 2023-09 which requires a 15 calendar day review period of resubmitted items for planning modules they will accept the items and have them reviewed for the October 24<sup>th</sup>, 2023 Board meeting. There was also an outline submitted from KPI dated September 25, 2023 which gave an update on the DEP review status. Charmain spoke representing Brian Smith and Stacey McNeal from Barley Snyders office. Charmain asked for action on the holding tank agreement only. Mr. Wisner added that Mr. Knoebel would like to have time to review all items submitted prior to any approvals which includes the holding tank agreement.

**Mrs. Ramsburg made a motion to wait for the review of all the required documents at one time for the DEP package. Seconded by Mr. Brauning and carried. 5-0**

**MS4 – Basin Retrofit – Request for final payment.**

Mr. Guiher reviewed the request for final payment for CE Williams from the work being completed in the MS4 Basin Retrofit project. Based upon the September 25, 2023 KPI comment letter it was recommend to release the final retained money in the amount of \$9,358.00 to CE Williams and Sons for completed work.

**Mrs. Ramsburg made a motion to release the final money being retained for the MS4 Basin Retrofit project in the amount of \$9,358.00 to CE Williams and Sons. Seconded by Mr. Toddes and carried. 5-0.**

**MS4 – Public Meeting/Update – Authorization for Annual Report**

Mr. Guiher gave an MS4 update to the Board adding that there is an annual report which is due to DEP by September 30<sup>th</sup>, 2023. Mr. Guiher spoke of all of the items that have been completed to have this annual report ready to submit, including the permit requirements with MCM's and PRP's. Mr. Guiher mentioned that the Gettysburg Brethren Church is doing some small projects that will benefit to our future MS4 credits. Mr. Guiher asked the Board for authorization for this annual report to be finalized and submitted.

**Mrs. Biggins made a motion to authorize the annual MS4 report to be finalized and submitted to DEP by the deadline of September 30, 2023. Seconded by Mrs. Ramsburg and carried. 5-0**

### **Keystone Service Systems (KSS) Land Development – Update**

Mr. Guiher with KPI Engineering gave an update on the Keystone Service Systems project located at 960 Barlow-Greenmount Road. Mr. Guiher reviewed the as-built plan with the Board. No action was taken.

### **Dean A. Shultz Subdivision Plan**

A **Cursory Review only** for a subdivision plan mostly within Mount Joy Township but has a 3.3 acre portion being located in Cumberland Township which will have no improvements on it. The property is located on Baltimore Pike. Mr. Wisner explained the plan to the Board. Mr. Ken Scott, representing the applicant, stated that there will be no improvements on the property located in the Township and the property is being consolidated into two lots due to the land being placed into the agricultural preservation program.

**Mr. Todd made a motion to approve the Cumberland Township portion of the Dean Shultz subdivision plan as presented Seconded by Mr. Brauning and carried. 5-0**

### **POLICE REPORT:**

Police Chief Trostel presented an oral and written report of police activities for the month of September 2023 including: 257 calls for service, 57 traffic stops, 13 criminal incidents and 5,672 patrol miles. Some highlights of the report were:

- The Department welcomes new Officer Timothy Mayer who started work on September 11, 2023
- Officers Myers and Mayer are actively working on department field training objectives, obtaining certifications, learning the area, and meeting our residents.
- The speed trailer has been in continuous use in various locations in the Township. Traffic detail assignments are being made as a result of the data being collected from the trailer.
- Fall qualifications are being conducted by new Firearms Instructor Officer Lane Hartley.
- Officer Barbagello reported that a preliminary hearing for the criminal case involving the charge of Neglect of Care-Dependent Person has been held.
- Officer Mayer will be assisting with the Carroll Valley Police drug takeback/drop off site on Oct. 28<sup>th</sup>, 2023 from 10a.m. until 2p.m.
- Sergeant promotion testing will be held on Wednesday, October 18<sup>th</sup>, 2023
- Officer Barbagello and Sgt. Rosenberger were thanked by the Adams County Historical Society for providing de-escalation training.
- Chief Trostel and Officer Myers attended Crisis Intervention Team training that was conducted over the course of a month.

### **MAINTENANCE DEPARTMENT REPORT:**

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

- Mr. Walter stated the pipe project on Twin Lakes Drive has been completed. He spoke with some of the contractors to discuss a wearing course overlay for the development in 2024.
- Pipe replacement was completed on Swetland Road in conjunction with the widening and overlay of the road which was completed by the Cumberland Crossing developer as required per their plan.
- Shoulders were repaired on Blackhorse Tavern Road in conjunction with Straban Township helping with their shoulder machine.
- The line painting for the Township has been postponed due to the recent rainy weather, this should be completed within the next few weeks.
- The entire Department attended a flagger training class held by PSATS and everyone obtained their certification.
- Levi Roberts got his CDL learner's certification and is working on getting his driving time in for anticipation of receiving his CDL Drivers License before the end of the year.

- The new truck upfit has been yet put on hold again and is now slated for middle of November, 2023.
- Mr. Walter personally recognized Louie Holbrook for his years of dedicated service to the Township and wished him well with his recent retirement.

**ACTIVE BUSINESS:**

**Approve 2024 Minimum Municipal Obligations – Revision to the previously approved Police MMO**

Mr. Wisner explained that the 2024 Minimum Municipal Obligations for both uniform and non-uniform employees were approved at last month’s meeting but Mr. Friedlander, our actuary, found a mistake within the MMO for the uniformed employees back from year 2022. This has since been corrected with a decrease from the previously approved 2024 uniformed MMO which was in the Board packets for review. **Mrs. Biggins made a motion to approve the revised 2024 MMO for the Police Department in the amount stated seconded by Mr. Toddes and carried. 5-0**

**Approval of Resolution 2023-12 for workers compensation insurance in regard to operational support personnel for the Barlow Volunteer Fire Department.**

Mr. Wisner explained the purpose of the resolution is to cover the volunteer/support workers for the Barlow Fire Company with workers compensation insurance for activities held, for example bingo’s, dinners, etc..

**Mrs. Ramsburg made a motion to accept the resolution for workers’ compensation insurance regarding operational support at the Barlow Fire Department. Seconded by Mrs. Biggins 5-0**

**Battlefield Blast Soccer Tournament Special Event Permit Ratification**

Mr. Wisner explained that at the last meeting the Board approved the Special Event Permit for the Battlefield Blast Soccer Tournament based upon the Company getting the financial security or bonding that was needed. There was a misunderstanding that this should have been approved based upon the Soccer Tournament falling under the school liability insurance since this is held on School property and they do not need financial security or bonding. They needed a waiver of the bonding for this event which was never received. We are now asking for a ratification of the previous motion stating that the waiver for bonding/financial security would be approved as they are using the school’s liability insurance.

**Mrs. Biggins made a motion to approve the ratification of the Battlefield Blast Soccer Tournament Special Event Permit with the waiver for financial security for the event. Seconded by Mrs. Ramsburg and carried. 5-0**

**Resolutions 2023-13 and 2023-14 from GMS for applications on Additional RACP Grant funding and the statewide LSA grant request for the Police Department**

Mr. Wisner stated these resolutions are for GMS to apply for two separate grants which will help with funding for the remodel of the complex. One application is an additional RACP grant funding request and the other is a statewide Local Share Account (LSA) grant request for the Police Department both of which are for \$700,000.00.

**Mrs. Ramsburg made a motion to approve Resolutions 2023-13 and 2023-14 for additional RACP grant funding and the statewide local share account grant request for the Police Department. Seconded by Mrs. Biggins and carried. 5-0**

**Adams County Historical Society request for RACP sponsorship including approval for a sponsorship and cooperation agreement between the Township and the Historical Society**

Mr. Wisner reviewed both the cooperation agreement and the sponsorship agreement which are drafted between the Township and the Historical Society for the means of the Township sponsoring the Historical Society and serving as the host municipality for payment of the RACP grant funds for the Historical Society in relation to the building they have now completed on Biglerville Road. Mr. Wisner spoke of the

Adams County Historical Society and their RACP agreement which was obtained through Adams County Commissioners. The Historical facility is now complete, and it is time for the Historical Society to draw down the funds from the RACP grant. The County has now decided that they do not want to be the sole governing body to do this, so the Historical Society is asking the Township to be the host municipality for them to go through this process. The funds will not flow through the Township they will go through the IDA.

**Mrs. Ramsburg made a motion to approve the cooperation agreement and the sponsorship agreement between the Township and the Adams County Historical Society which allows the Township to be the sponsor to the Historical Society and their payments of the RACP grant funds. Seconded by Mr. Toddes and carried. 5-0**

**Waiver request from developer Steve Lauriello, Cambridge Crossing 1 Development, for revised placement of a fence.**

Mr. Wisner reviewed a waiver request received from Mr. Steve Lauriello developer for the Cambridge Crossing 1 development regarding placement of the fence to be in a different location than on the approved plan due to the fence being placed very close to the neighboring fence. There is an approval letter signed from the neighbor and signed by the HOA in agreement with the fence being allowed to be kept in the same spot as it is now, and Mr. Laurellio will connect the two existing fences with a section of privacy vinyl fence to match what is currently there. This will make for one long section of fence extending between the two properties just being in a different location than what is shown on the approved land development plan.

**Mrs. Biggins made a motion to accept the waiver request for the Cambridge Crossing 1 Development on placement of the fence, seconded by Mrs. Ramsburg and carried. 5-0**

**FINANCE COMMITTEE:**

Mr. Phiel stated that they received a request from the Gettysburg Area Recreation Authority (GARA) for \$75,000.00 from the Park and Recreation fund for the 2024 year.

**Mrs. Ramsburg made a motion to approve the \$75,000.00 donation to GARA for the 2024 year from the Park and Recreation fund. Seconded by Mrs. Biggins and carried. 5-0**

**Mrs. Ramsburg made a motion to approve the payment to River's Truck Center in the amount of \$118,127.00 for the truck chasis on the new dump truck (\$60,000.00 from the Capital Reserve Fund and \$58,127.00 from the General Fund, (note \$33,733.00 of the General Fund amount was received in 2022 from a County Grant that distributed liquid fuel funds to Municipalities). Seconded by Mr. Toddes and carried. 5-0**

**Mr. Toddes made a motion to approve the rental of the boom mower for the Maintenance Department in the amount of \$2,600.00, Seconded by Mrs. Biggins and carried. 5-0**

**Mr. Ramsburg made a motion to approve hiring Wilson Paving to recycle millings in the amount of \$5,000.00, seconded by Mrs. Biggins and carried. 5-0**

**Mrs. Ramsburg made a motion to approve the purchase of four tires for the 1997 Mack Dump Truck in the amount of \$2,954.96, seconded by Mrs. Biggins and carried. 5-0**

**Mrs. Biggins made a motion to approve the ACNB ACH limit to be set at \$200,000.00 for Real Estate, Fire and Per Capita Tax Deposits, seconded by Mr. Toddes and carried. 5-0**

**PERSONNEL COMMITTEE:**

Mrs. Biggins acknowledged the retirement of Louie Holbrook from the Maintenance Department with the official retirement date being January 2, 2024.

Mrs. Biggins also stated with that retirement we will authorize the Manager to proceed with advertising and taking applications to continue with hiring a Skilled Laborer with the Maintenance Department.

**Mrs. Ramsburg made a motion to approve the advertising and hiring of a skilled laborer, Seconded by Mr. Toddes and carried. 5-0**

**Solicitor:**

No Items

**Committee Reports and comments from Board Members:**

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

**Economic Development Committee:**

No Items

**Highway:**

No Items

**Parks and Recreation:**

Mr. Toddes stated that the park is busy. Baseball numbers have been up for this fall. Farmer’s Market is doing great.

**Planning & Zoning:**

No items

**CTA:**

Mr. Toddes stated on Pin Oak Lane there is a sewer line needing to have the lining replaced. Adams Electric is looking to build on another lot. Upgrades on the plants are being reviewed.

**COG:**

Mr. Phiel stated the meeting is this Thursday, September 28<sup>th</sup>, 2023.

**STAFF REPORTS-,**

**Manager:**

Mrs. Stouck-Phiel reviewed Mr. Blocher’s report in his absence as follows:

- Representative Moul met with Chairman Phiel, Chief Trostel, Superintendent of Roads Walter, and Manager Blocher to discuss current events, talk about our growth, increased resource requirements, and tour the Cumberland Township Campus.
- Pension Review meetings were held to evaluate status with the Pension Committee and leadership.
- The newly updated Personnel Committee held its 1st Bi-Annual meeting with all the organizations that serve Cumberland Township. Those attending included: National Park Service, Barlow Fire Department, Gettysburg Fire Department, Adams Regional EMS, Cumberland Township Police Department, and Cumberland Township EMC. Discussions included reviewing past special events, items that would help interoperability, and keeping the residents of Cumberland Township safe.

- A joint workshop was held September 12th, 2023, with Cumberland Township Sewer Authority, Board of Supervisors, Staff, and support personnel to discuss the past and future of growth within the Township. This allowed for everyone to exchange current information and collaborate on potential growth requirements, grants in process, and the future needs of Cumberland Township
- Manager Blocher attended and completed Probable Cause Training for CDL Supervisory, along with CVM/CDL Records Management in Franklin County.
- Chairman Phiel and Manager Blocher had an introduction meeting with Luke McKnight a new State and Local Government Relations Associate for American Battlefield Trust. Discussions included the importance of keeping the Township updated with future changes as it reflects on funding, keeping the properties presentable, and making sure a good relationship continues.
- Superintendent of Roads Walter, and Manager Blocher attended meetings with the PA Public Utility Commission on site at both the Mummasburg and Herrs Ridge Railroad crossing site towards Biglerville Road. These sites will be receiving new LED lighting, updated signage, and possible audible upgrades.
- The Team has been working on the 2024 and long-term draft budgets. The intention is to hopefully have things prepared for a final vote in November.
- The Township domain has started to move to cumberlandtwppa.gov. All Administrative, CTA, Highway Department, Board of Supervisors, and CTA Board have been set up to start utilizing this domain. The second phase, to start soon, will be moving the Police Department's cumberlandtwppd.com to the Dot Gov domain. The old email addresses will work for a period in addition to the new addresses. The website has had a slight delay in the switch however is anticipated to happen soon.

**Treasurer:**

Mrs. Camie Stouck-Phiel stated that she will be taking a Quickbooks Budget Class.

Mrs. Stouck-Phiel and the Manager have been working on the 2024 budget to provide a more in-depth analysis.

Unless otherwise noted, all votes were unanimous. The meeting was adjourned at 8:50 P.M. to executive session to discuss personnel and litigation.

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Michele Long, Township Secretary

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