

**Cumberland Township Board of Supervisors
1370 Fairfield Road, Gettysburg, PA 17325
October 20, 2016 Workshop Minutes**

Chair Underwood called the workshop to order at 8:30 a.m. Present were all Supervisors: Underwood, Paddock, Toddes, Waybright and Shealer; Township Manager Ben Thomas, Jr., Zoning Officer Bill Naugle, Road Superintendent Chris Walter, Secretary Carol Merryman, Police Chief Don Boehs, Police Lieutenant Tim Guise and Township Engineer Tim Knoebel.

Public comment:

Mr. Speros Marinos, reported that there was a very good program at the Police Department Open House, feels that the \$5 million insurance requirement may be prudent for certain special events (reenactments with firearms involved) and thanked the Supervisors and Planning Commission members for their 100% attendance at the Joint Comprehensive Plan Municipal Briefing.

Manager:

Mr. Thomas reported that the Township received \$48,914.04 from the Auditor General's Office dedicated for Firemen's Relief and he asked the Board to authorize forwarding the funds to the Barlow Firemen's Relief Association. Mr. Thomas added that the funds may be used solely for the purchase of safety equipment and training for firefighters. **Mr. Waybright made a motion seconded by Mr. Toddes and carried to disburse the Firemen's Relief funds to Barlow Firemen's Relief Association.**

Mr. Thomas reported that the Board will be hearing Horizon project presentations for 2017 and beyond from the Township Engineer, Road Maintenance, Police and Planning Departments and from himself. He stated that the presentations will not include line items, but rather the larger projects / expenditures that are currently in the works, completed or on the horizon.

Mr. Tim Knoebel, Township Engineer, gave a presentation on the Township's new unfunded requirement to apply for coverage under the MS-4 General Permit for "Municipally Owned Stormwater Collection and Conveyance." Mr. Knoebel reported that the Township's cost will include an annual \$500.00 fee due with the submission of the annual report and the cost for the preparation of the initial submission of the Notice of Intent (due on or before September 16, 2017) will be in the range of \$25,000.00 which needs to be placed in the 2017 budget. Mr. Knoebel also reported that the Township may consider applying for a waiver of the permit and the Board requested that Mr. Knoebel prepare a quote for the cost of applying for such a waiver. Mr. Knoebel will provide the quote by next Tuesday night for the Board's action.

Mr. Bill Naugle, Zoning and Code Enforcement Officer and UCC Building Inspector, gave the Board an overview of what is going on in the Township and what he expects to happen in 2017 in regards to building and development (residential and commercial) in the Township. Mr. Naugle reported that the Township has issued 46 building permits for single-family homes year-to-date as well as 58 other residential permits (decks, sheds, fences) and approximately 10 small, commercial building permits. Mr. Naugle reported that he sees a drop in the number of permits for single-family homes next year due to a lack of approved building lots. Mr. Naugle asked that the proposed text amendments be approved and the Special Events Ordinance be revised.

Mr. Chris Walter, Superintendent of Roads, reported on the 2016 road projects that have all been completed and were very close to the bid / budgeted prices. He added that he feels that the contractors all did an excellent job. Mr. Walter also reported that the Township acquired two new pieces of equipment this year: a mid-size dump truck with plow and a Case Backhoe that is used on a daily basis. Mr. Walter added that the 1990 International dump truck is 26 years old and needs to be replaced at a cost of around \$190,000.00. He added that the price is over double what they paid for the last new dump truck in 1997. Mr. Walter reported that the Township has taken on four additional miles of roads since he was hired in 1999 and although that doesn't sound like a lot, the newly added roads are 32 – 33 feet wide making them more work to salt and plow. Mr. Walter reported on the work that they did this year to the roads as well as

other duties performed; maintenance to trucks and police vehicles and maintenance to Township buildings and property. Mr. Walter stated that the Township road infrastructure is valued at \$22 million and their goal is to keep the Township's good roads good.

Police Chief Don Boehs presented the five-year budget projections for the Police Department and stated that there is very little change from the 2016 budget requests. He stated that they are not requesting to purchase any new vehicle in the 2017 budget. He reported that due to recent incidents of terrorism, disorder and increased violence the department would like to obtain more specialized equipment including: shield, helmets and vests. Chief Boehs added that they will be reaching out to civic groups for possible funding of these purchases. He added that they need new Tasers because theirs are outdated, new computers for the patrol room, hard armor and a digital evidence tracking system. Lieutenant Guise reported that some of the things that were accomplished in 2016 were: dedicated computer server currently being installed, two Motor Vehicle Recorders (MVR's) to be installed in the cars and three budgeted for next year and the radio project was completed. He added that they participated with Gettysburg Area School District in the School Resource Officer program; it is going well and is likely to continue.

Mr. Thomas asked the Board to authorize that the November 3 and 17, 2016 workshops be held at 7:00 p.m. for the entire (line-by-line) budget presentation. **Mr. Paddock made a motion to authorize that the afore-mentioned workshops be held at 7:00 p.m. and advertised accordingly, seconded by Mr. Toddes and carried.**

Mr. Thomas, Township Manager, presented his 2017 Budget Analysis including, but not limited to: the country's economic condition, the Township's residential sales market, the Township's loss of taxed lands and buildings due to vacancy and also change in ownership status and forecasting the Township's stability in 2017 and beyond which indicates that additional revenues or cuts in services will be needed at the current tax rate. Mr. Thomas also presented his Budget Discussion Paper including: Traffic Impact Study (in progress), staffing needs, re-inventing the outside facilities (underground storage tanks), MS-4, Comprehensive Plan and Zoning changes, computer system upgrades, newsletter, active text changes, future use of Township properties, health insurance options, review fee schedules and Intergovernmental Agreements for police services.

Mr. Thomas also presented the Draft Future Land Use Map prepared by the Adams County Office of Planning and Development (ACOPD) for the Central Adams Joint Comprehensive Plan. Mr. Thomas recommended that the Board hold a special joint meeting with the Township's Planning Commission to discuss the draft map so any concerns / questions can go back to the ACOPD. The Board agreed to meet at the November 10, 2016 Planning Commission meeting at 7:00 p.m.

Mr. Thomas reminded everyone that the Adams County Council of Government's Legislative Forum will be held next Thursday, October 27, 2016 at the Adams County Emergency Services Center at 8:30 a.m.

There being no further business the workshop was adjourned at 10:41 a.m.

Carol A. Merryman, Secretary

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