

CUMBERLAND TOWNSHIP BOARD OF SUPERVISORS
1370 FAIRFIELD RD., GETTYSBURG, PA 17325
JULY 17, 2024
MEETING MINUTES

Chairman Phiel called the regular meeting to order at 7:00 P.M. Present were all Supervisors: Phiel, Biggins, Sheppard, Ramsburg, and Brauning. Also, present were Solicitor Sam Wiser, Township Manager David Blocher, Police Chief Matthew Trostel, Superintendent of Roads Chris Walter, Treasurer Camie Stouck-Phiel, and Township Secretary Michele Long.

Chairman Phiel led the Pledge of Allegiance.

Agenda Approval

Mr. Phiel asked for approval of the agenda with a slight change to item 8(1) changing from a 90-day extension request to a 120-day extension request.

Mrs. Ramsburg made a motion to approve the agenda with the slight change, seconded by Mr. Brauning, and carried. 5-0

Public Comment:

None

Consent Agenda Approval

Mr. Brauning made a motion to approve the consent agenda, items 5a – 5i, as presented, seconded by Mrs. Biggins, and carried. 5-0

- 5a. Action on Minutes – June 25, 2024, Regular Meeting Minutes.
- 5b. Approval of Bills for the month of July- General Fund - \$217,959.13; Escrow Fund - \$6,270.30 and Fire Tax Fund - \$1,395.73.
- 5c. Engineering Items
 - 1. Gettysburg Municipal Authority – Andrews Wellhouse; Land Development Plan conditional approval based on the July 11, 2024 KPI comment letter.
 - 2. Susquehanna Regional Airport – Phase 3 Final Land Development Plan conditional approval based upon the July 11, 2024 KPI comment letter.
- 5d. Finance Committee
 - 1. Acknowledgement of disbursement for the Township funding portion of the Maring Farm Ag Preservation program in the amount of \$29,980.02 as per agreement previously approved at the February 27, 2024 Board meeting and as budgeted.
- 5e. Ratify the sublease request per the existing lease and terms for the Willoughby Run Cell Tower located on the Township property.
- 5f. Authorize the Chairman to execute a memorandum of understanding with the Police Union addressing the transition of Detective Higgs as acting Sergeant.
- 5g. Authorize the advertisement of an Ordinance to establish a deferred retirement option program within the Cumberland Township Police Pension Plan.
- 5h. Approval of the yearly renewal agreement from Signal Service for the traffic signal maintenance and inspections.
- 5i. Authorize the advertisement of a Debt Ordinance under the Local Government Unit Debt Act, with terms as approved by the finance committee, to fund the renovation of the Cumberland Township Municipal Campus.

POLICE REPORT:

Chief Trostel introduced the newly hired Cadet Jordan Spidle with a brief background of his history and accomplishments.

Police Chief Trostel presented an oral and written report of police activities for the month of July 2024 including: 282 calls for service, 89 traffic stops, 15 criminal incidents and 7,053 patrol miles. Some highlights of the report were:

- Cadet Jordan Spidle has started the 125th Police Academy on July 8th at Harrisburg Community College with the first week going very well. Jordan was in for training during bike week.
- Field training is going well with the new part-time officer Joe David.
- Sgt. Rosenberger conducted a bicycle safety rodeo on June 22, 2024 at the Gettysburg Church of the Brethren.
- Chief Trostel announced the National Night Out scheduled for August 6th, 2024.

MAINTENANCE DEPARTMENT REPORT:

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

- Mr. Walter stated the project was finished on Lakeview Drive.
- Today was the official beginning of the updates to the traffic signals at Herrs Ridge and Route 30 intersection with all system upgrades working properly.
- The crew re-graded a waterway along the northern portion of Blackhorse Tavern Road.
- The Department worked on various paving projects with Gettysburg Borough and Straban Township.
- The work continues on the temporary administrative offices at the Country Club property.
- The Twin Lakes Drive paving project is scheduled to begin this Thursday. Informative letters have been distributed to the residents in the neighborhood.

ACTIVE BUSINESS:

Approval of Extension Request #5 of 120-days for the Thomas & Joanne Clowney Land Development Plan, originally submitted on April 17, 2023

Mr. Knoebel spoke to the Board regarding the outstanding items for the land development plan, reviewing the last comment letter from June 1, 2023. Mr. Terry Sheldon, the designer for the applicant, explained that this is a family operation and the decisions from the family are taking longer than they would like. Mr. Sheldon stated he has submitted some waiver requests for the next Planning Commission meeting, and he hopes to have plans resubmitted, along with the NPDES permit application for review within the next two weeks. Mr. Sheldon feels this will be the last request to come in. Mr. Sheldon explained that it has taken him a long time to get a final design from the owners to be able to work with.

Mr. Sheppard made a motion to approve the 120-day extension with this being the last and final approval unless there is significant progress for the Thomas & Joanne Clowney Land Development Plan. Seconded by Mr. Brauning and carried. 4-1 (Ramsburg Opposed)

Committee Reports and comments from Board Members:

Personnel, Park and Recreation, Economic Development, CTA, COG, CT411:

Personnel: No Items

Park and Recreation: Mr. Sheppard announced that there have been 21 resumes received for the open position at the Rec Park. Mr. Sheppard asked if they could review some of the questions used for interviews that have been held here the Township Building. Mr. Blocher stated he would supply them with what has been used. Mr. Sheppard also stated that Erin’s official last day was July 12th but she will be staying as a part time position to help get the new person up to speed.

Economic Development Committee: No items

CTA: Report is in the binders

COG: Mr. Phiel stated that they discussed possibly doing another fire study since the last one was completed in 2013.

CT411:

STAFF REPORTS

Manager:

Mr. Blocher reported the following:

- The RFP for finance options for the building renovation that was approved at the June BOS meeting has been distributed to multiple financial institutions. Responses to the RFP are due back by August 9, 2024.
- The Green Light Go Grant project for the Signal Lights located at Herrs Ridge & Route 30 have been installed. Our Superintendent of Roads is collaborating with parties involved to investigate traffic concerns that the Township has received.
- GARA is currently interviewing for the vacant Executive Director position.
- National Night Out planning and participation is going well. The event will be held at 730 Chambersburg Road, August 6, 2024, from 4-7pm
- The fifth edition of the Cumberland Township Dispatch was published this week and is available via its normal sources.
- Want to thank Mary and the Maintenance Department for their assistance in helping to get 730 Chambersburg Road ready to allow the Township to move into a temporary location.
- The Township continues to work with Kinsley, Warehaus, GMS, and others to get the building project to the point of enabling bidding and to continue forward progress.
- By the End of July, we should hopefully have our occupancy process complete for 730 Chambersburg Road.
- Had a meeting with Angie Crouse, Director of Elections and Voter Registration for Adams County. We are looking to move the voting location from our current building to 730 Chambersburg Road until January 1, 2026.
- AEDs have been received and deployed in all police vehicles, both buildings, and two in the maintenance fleet. This was possible from the Hoffman Trust Grant.

Treasurer:

Mrs. Camie Stouck-Phiel reported the following:

- As Cumberland Township's PSATS Salary Survey Plus Processor I completed 100% of the 2024 PSATS Salary Survey, this completed survey will now allow us access to budget preparation data.
- Worked closely with Benecon Ancillary Benefit Administrator on continued billing issues.
- Completed two PSATS webinars and a webinar held by SEK on enhancing financial insights by providing timely updates on industry changes and valuable tips for performance. Topics such as Tips to Take Before the Audit, Upcoming Audit Changes, Establishing and Maintaining Effective Internal Controls and Interpreting Financials were just some of the many topics discussed.
- Attended the second Capital Blue Cross Health Promotion & Wellness Workshop in the summer series. The workshop identified strategies and offered suggestions and tips on managing stress.

- Completed all the required 2nd Quarter 2024 payroll liability reports and payments.

Unless otherwise noted, all votes were unanimous. The meeting was adjourned at 7:40 P.M. to executive session to discuss litigation, real estate and personnel.

Michele Long, Township Secretary

_____)
_____)
_____) Supervisors
_____)
_____)