

**CUMBERLAND TOWNSHIP BOARD OF SUPERVISORS  
730 CHAMBERSBURG ROAD, GETTYSBURG, PA 17325  
OCTOBER 22, 2024  
MINUTES**

**6:30 P.M.  
AGRICULTURAL SECURITY AREA HEARING FOR BARBARA JO ENTWISTLE  
PROPERTY,  
1260 TABLE ROCK ROAD**

Mr. Phiel brought the hearing to order at 6:40 p.m.. Mr. Phiel turned the hearing over to Attorney Wisner. Mr. Wisner explained how the hearing would be conducted and gave a background of the application. Mr. Wisner announced the items that have been completed in accordance with the Agricultural Security Area (ASA) Regulations for the hearing to be held.

Public Comment: None

The hearing was adjourned at 6:42 p.m.

**REGULAR MEETING AGENDA IMMEDIATELY FOLLOWING THE 6:30 HEARING**

Chairman Phiel called the regular meeting to order at 6:45 P.M. Present were all Supervisors: Phiel, Biggins, Ramsburg, Brauning and Sheppard. Also, present were Solicitor Sam Wisner, Township Manager David Blocher, Police Chief Matthew Trostel, 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 as written.

**Mrs. Ramsburg made a motion to approve the agenda as written, seconded by Mr. Brauning, and carried. 5-0**

Mr. Al Moyer with the Gettysburg Recreation Park introduced himself as the new executive director at the Rec Park. Mr. Moyer thanked Manager Blocher for speaking with him yesterday for about an hour and allowing him the option to come to the meeting this evening in such a short period of time. Mr. Moyer gave some background information about himself and spoke of what a love the park is to the community. Mr. Moyer asked the Board to consider the Rec Park as their partner when considering park and recreation options for the Township. Mr. Moyer also stated he would like to work on partnerships with other Townships that have residents using the Rec Park. Mr. Moyer gave an update on the activities at the park along with things they would like to add in the future. Mr. Moyer is hoping to add a 3-5 year capital plan for the Park. Mr. Moyer stated that he spoke with the Adams County Technical Institute in relation to getting the high school children in the trades programs to come to the park and help with renovations and/or upgrades at the park in the future.

**Public Comment:**

None

**Consent Agenda Approval**

**Mr. Sheppard made a motion to approve the consent agenda, items 6a – 6f, as presented, seconded by Mr. Ramsburg, and carried. 5-0**

- 6a. Action on Minutes – September 24, 2024, Regular Meeting and October 15, 2024 Budget Workshop Minutes.
- 6b. Approval of Bills for the month of October- General Fund - \$293,671.60; Escrow Fund - \$28,762.51; Park and Rec Fund - \$75,000.00; and Fire Tax Fund - \$51,483.60.
- 6c. Engineering Items:
  1. Thomas Realty Investments LP – Preliminary/Final Subdivision Plan (Parcel C) and Non-Building Waiver; motion to approve the Non-Building Waiver and Subdivision plan as per KPI comment letter dated October 8, 2024.
  2. Cumberland Township Remodel Land Development plan - motion to approve the land development plan as per KPI comment letter dated, October 22, 2024.
- 6d. Finance Committee:
  1. Herr’s Signal and Lighting Company to repair pedestrian pole due to accident at Herr’s Ridge Road and Route 30 in the amount of \$8,400.00. Being paid from insurance check received from the offender’s insurance company.
  2. Authorize donation of \$75,000.00 to the Gettysburg Area Recreation Authority from the park and recreation fund as budgeted.
  3. Approve the purchase of 2 skids of crack sealing material from Patch Management in the amount of \$2,800.00.
  4. Approval of transfer from the General Fund to the Capital Reserve Fund in the amount of \$168,675.12 as budgeted for the Capital Reserve Plan.
  5. Authorize payment of \$51,366.58 as requested from Barlow Fire Company from the fire tax fund.
  6. Approval of the purchase of used furniture (desks, meeting room chairs, office chairs, etc.) for office remodel from Gannett in the amount of \$19,000.00.
- 6e. Approval of the Certificate of Appropriateness from the Historical Architectural Review Board for property located at 93 Maple Avenue to build a new single-family dwelling.

**POLICE REPORT:**

Police Chief Trostel presented an oral and written report of police activities for the month of October 2024 including: 305 calls for service, 137 traffic stops, 18 criminal incidents and 6,878 patrol miles. Some highlights of the report were:

- Cadet Jordan Spidle is excelling at the academy. He has been meeting with officers and riding along during his days off.
- An offer for a cadet hire is on the agenda this evening.
- Officers are finalizing fall qualifications and training. There are 6 officers who received expert qualifications.
- Trick or Treat is Oct. 31<sup>st</sup> from 6-8 in the Township. There will be extra officer’s scheduled for patrol that evening.
- Thank you from Janet Gliem to the Department during the services for her late husband Detective Walt Gliem
- Sgt. Rosenberger & Officer Barbagello were asked to speak at the Gettysburg Church of the Brethren on safety and security during church events.
- Officer Keefer represented the Department at the Gettysburg Fire Department open house.
- Officer Keefer also spoke to the Patriot’s Choice Homeowners Association regarding neighborhood safety and community notifications.
- Officer Weikert was detailed at the Gettysburg High School for the homecoming football game.
- Chief Trostel attended coffee with a cop event at Bantam Roaster Coffee Shop.

## **MAINTENANCE DEPARTMENT REPORT:**

Mr. Blocher read the report in Mr. Walter's absence for October and some highlights were:

- Mr. Walter stated they have been utilizing the boom mower to mow behind guardrails, embankments and intersections that they can't normally reach with the regular roadside mower.
- The crew disassembled and moved a rolling file system from Wellspan in York to be used in the Police Department after the renovation is completed. They also salvaged some of the LED lighting left in the administration department to be placed in the Maintenance Department.
- Repairs and upgrades to the guardrails on Boyds School Road at the Township Bridge are completed.
- In cooperation with Crouse Electric and L&H Mechanical the Department buried conduit for the fuel tanks to be powered from the Maintenance Building. This will allow the fuel tanks to remain in operation during the remodel.
- A thermoplastic stop bar was installed at Herrs Ridge Road and Route 30 to help direct motorists where to stop to properly activate the traffic signal.
- In the upcoming month they will be reviewing the winter storm routes, upfitting plows and spreaders, servicing the trucks and equipment in preparation for winter.

## **ACTIVE BUSINESS:**

### **Approval of 120-day extension request #4 for the SAI-Ram land development plan, originally submitted on September 5, 2023.**

Mr. Tim Knoebel gave a background of the land development plan stating the last time the plan was reviewed was March 12, 2024. The plan is still in the Planning Commission stage. Terry Sheldon with Beyond All Boundaries, representing the applicant, added that the applicant is waiting on the underground fuel tank approvals from the Department of Environmental Protection (DEP). Mr. Sheldon stated that the owners are handling the DEP approval themselves without any consultants. Mr. Sheldon added that he is ready to submit revisions within the next week, but the fuel tank issues will still need to be resolved. Mr. Knoebel recommended the Board get some type of update from the applicants on the status with DEP and the fuel tank approvals. Mr. Sheldon stated he would contact the owners to get that update. Mr. Sheldon stated he asked the applicants to give him some further information regarding the progress they have had with DEP but he did not receive that.

**Mrs. Biggins made a motion to grant a 90-day extension request instead of the 120 days originally requested provided the applicant supplies the application materials that have been submitted to the Department of Environmental Protection (DEP) as well as any response from DEP in relation to the removal and or use of the fuel tanks, if there is no response within this time frame the plan will not be extended any further. Second by Mr. Sheppard and carried. 5-0**

### **Approval of 120-day extension request #6 for the Thomas & Joanne Clowney land development plan, originally submitted on April 17, 2023.**

Mr. Knoebel gave a background of the plan noting that Mr. Sheldon has listed the items that are now completed with this plan. Mr. Knoebel added that the NPDES permit is close to being issued and that the Planning Commission has recommended this to the Board. Mr. Knoebel stated there has been a lot of progress with this plan in the past month. Terry Sheldon with Beyond All Boundaries, representing the applicant, stated they are very close to being ready to come to the Board for approval. The items left are DEP approval, the NPDES approval and sewage planning module approval.

**Mr. Brauning made a motion to approve a 90-day extension request instead of the 120-day request that was originally submitted for the Thomas & Joanne Clowney land development plan. Second by Mrs. Biggins and carried. 5-0**

**Table Rock Terrace – Preliminary/Final land development plan; motion to approve based upon the KPI comments dated October 8, 2024 or Approval of Extension Request #2 of 90-days for the Table Rock Terrace Final land development plan, originally submitted on March 11, 2024.**

Mr. Knoebel gave a background of the plan and explained that a revised plan was received this past Friday with an updated cost estimate. The cost estimate addresses the previous comments, and the revised submission also addresses a lot of the previous plan comments. Mr. Knoebel stated the multiple waivers have already been addressed by the Board and he would recommend if the Board was inclined the plan could be approved based on the October 8<sup>th</sup> KPI comment letter.

**Mrs. Biggins made a motion to approve a 90-day extension for the Table Rock Terrace land development plan, Seconded by Mr. Sheppard and carried. 5-0**

**Waiver request for updated sign to be located at 1170 Chambersburg Road.**

Mr. Kevin Coutts with Strickler Signs explained the waiver request to the Board. Mr. Coutts gave the Board a copy of what the sign will look like with the changes. Mr. Coutts stated they would be using the same sign size that is currently located on the property with just an upgrade to the face of the sign.

Mr. Miller with PMCA was present to speak on the waiver. Mr. Miller explained that the current sign is non-conforming to the sign ordinance. The applicant wants to create a new face on the existing sign which is currently too close to the road and the size will be too large per the Ordinance. Mr. Miller stated this will continue to make the size non-conforming. Mr. Wisner stated that since the sign ordinance was a stand alone ordinance it still is part of zoning and he would speak with the Zoning Officer to see if a determination was needed or if this would have to be sent to the Zoning Hearing Board to ask for a variance.

**No action was taken, Mr. Wisner stated he would speak with the Zoning Officer at PMCA to determine if a Zoning Variance would be required or the Officer can give a zoning determination on the signs non-conformity.**

**Approval of Resolution 2024-16 for the Agricultural Security Area property hearing adding the Barbara Jo Entwistle Property located at 1260 Table Rock Road to Agricultural Security Area I.**

Mr. Wisner stated that this item is in relation to the 6:30 Agricultural Security Area hearing that was held this evening. Mr. Wisner explained that a resolution needs to be approved by the Supervisors if they are in favor of the property being in the Agricultural Security Area.

**Mr. Brauning made a motion to approve Resolution 2024-16 for the Agricultural Security Area property hearing adding the Barbara Jo Entwistle Property located at 1260 Table Rock Road to Agricultural Security Area I. Seconded by Mrs. Biggins, motion carried. 5-0**

**Approval of Resolution 2024-14 to authorize the preparation and submission of an electronic application to the Commonwealth Financing Authority and designating officials to execute all associated application and grant documents for Police Department computer upgrades.**

Mr. Blocher explained this is a grant application for our Police Department vehicles to be able to get computer upgrades. GMS would be submitting the grant.

**Mrs. Biggins made a motion to approve Resolution 2024-14 to authorize the preparation and submission of an electronic application to the Commonwealth Financing Authority and designating officials to execute all associated application and grant documents for Police Department computer upgrades. Seconded by Mrs. Ramsburg and carried. 5-0**

**Approval of Resolution 2024-15 to authorize the preparation and submission of a multimodal transportation fund grant application requesting funds from the PA Department of Transportation to support the Herrs Ridge Road Bridge replacement project and designating officials to execute all associated application and grant documents.**

Mr. Blocher explained this is a grant application to PennDot to support the Herr's Ridge Road bridge replacement which is going to be needed in the upcoming future. GMS is also submitting this grant. The

Township will be meeting with Adams County Planning and Penndot to discuss the work to be completed.

**Mr. Brauning made a motion to authorize the preparation and submission of a multimodal transportation fund grant application requesting funds from the PA Department of Transportation to support the Herrs Ridge Road Bridge replacement project and designating officials to execute all associated application and grant documents, seconded by Mr. Sheppard and carried. 5-0**

**Authorization to switch our current Dental and Vision insurance with Sunlife to Benecon; United Concordia Dental and Davis Vision with the approval of the union memorandum of understandings supporting this change.**

Mr. Blocher stated that with a review of our current dental and vision plans we have found that there is a plan with better coverage that is only a small increase in the premium, approximately 975.84 split between 21 employees. This has been discussed with both the uniform and non-uniform unions who are both in agreement to the small increase. With approval this would begin December 1, 2024. Mr. Blocher added that there have been draft memorandums of understanding completed but Mr. Wisner will review those to add the cost increases for future reference.

**Mrs. Ramsburg made a motion to authorize to switch our current Dental and Vision insurance with Sunlife to Benecon; United Concordia Dental and Davis Vision with the approval of the union memorandum of understandings supporting this change. Seconded by Mr. Sheppard and carried. 5-0**

**Approval of 2025 Preliminary Budgets**

Mr. Phiel thanked the staff for their help with the budgets. Mr. Blocher reviewed the preliminary budgets for 2025 along with a summarized packet regarding the budgets with the Board. Mr. Blocher stated there will not be a tax increase for 2025. Mr. Blocher explained that the Township was projecting the need to utilize \$492,041.26 from the capital reserve fund to balance the 2024 budget but with some monies received ie, health insurance rebate, sale of used equipment, smart business practices and one-time windfalls we now will not need this transfer, and the budget will balance itself. Mr. Blocher reviewed the incomes and expenditures with the Board. Mr. Blocher further reviewed the reserve funds along with the other budgets for 2025.

**Mrs. Biggins made a motion to approve the 2025 Preliminary Budgets as presented. Seconded by Mr. Sheppard and carried. 5-0**

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

**Personnel: Mrs. Biggins made a motion for consideration of extending conditional offer of employment to a Police Cadet. Seconded by Mr. Brauning and carried. 5-0**

**Park and Recreation:** Mr. Sheppard stated they have a great executive director at the Gettysburg Rec Park now who can see what needs to happen.

**Economic Development:** No items

**CTA:** Mr. Blocher stated he is going to have a meeting tomorrow with the Business Manager and their Board Chair for updates with grants and items that may be progressing.

**COG:** Mr. Phiel announced that the next meeting is this Thursday the 24<sup>th</sup>.

**CT411:** No items

## STAFF REPORTS

### Manager:

Mr. Blocher reported the following:

- The Township will be attending the Adams County Office of Planning and Development meeting scheduled for October 23, 2024. The Township and GMS will be giving an Executive Summary of the Herrs Ridge Bridge grant and status.
- I would like to extend appreciation to everyone for the teamwork in assembling a budget that represents the Townships needs.
- Grant update- We are currently working on an additional two million dollars of grant funding.  
\$700,000.00 – eRACP for building– Awards announced fall 2024

\$100,000.00 – LSA for security upgrades to building – Awards announced fall 2024 – added that he received notice that we will be receiving this grant.

\$40,000.00 – C2P2 – Park and Rec Study - Awards announced fall 2024

\$40,000.00 – GTRP – Park and Rec Study - Awards announced fall 2024

\$1,075,866.00 – PennDOT Multimodal Transportation Application in process for Herrs Ridge Bridge

\$106,028.00 – LSA Application in progress for PD Technology equipment

\$1,154.06 – Awarded from DOJ Patrick Leahy Bullet Proof Vest Partnership.

- The Township received a donated High Density File System from Well Span Health. This was yet another cost savings area for the Township as we plan for the building renovations. Also, again I would like to extend my appreciation to the Maintenance Department in disassembly and pickup. The estimated cost of a unit similar is approximately \$18,000.00.
- The Building Committee continues to work on the project with the intention that the bids will open before the end of October.
- The Physical Township Administration Offices will be Closed from December 23, 2024, to January 6, 2025. During this time, the Administration team will be available for appointments only or electronically.

**Treasurer:** Mrs. Camie Stouck-Phiel reported the following:

- Continued to work on the Preliminary 2025 Budgets, meetings with Manager, Public Works Superintendent and Chief of Police and Police Sergeants. Attended and contributed to a special budget finance committee meeting and the annual 2025 budget workshop.
- Attended a QuickBooks Users Group. The full-day session used open-forum discussions where participants were able to share insights and brainstorm with fellow QuickBooks users. It was great to learn new ways to retrieve and create reports and also learn some new QuickBooks shortcuts. It was also very beneficial to gain some new contacts for future assistance with QuickBooks.
- Filed and submitted 706B on the DCED Municipal Statistics website.
- Filed and submitted all 3rd Quarter payroll liabilities and reports.
- Completed and passed CPR and First Aid Training.
- Attended a Benecon Health Webinar and the 2025 PMHIC Annual Renewal Meeting. In addition to providing information about Cumberland Township's 2025 renewal, they also reviewed other important program information and compliance updates for 2025.

Unless otherwise noted, all votes were unanimous. The meeting was adjourned at 8:16 P.M. to executive session to discuss litigation, real estate and personnel.

Michele Long, Township Secretary

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