

CUMBERLAND TOWNSHIP BOARD OF SUPERVISORS
1370 FAIRFIELD RD., GETTYSBURG, PA 17325
REGULAR MEETING
MARCH 26, 2024
7:00P.M.

Chairman Phiel called the regular meeting to order at 7:09 P.M. Present were all Supervisors: Phiel, Sheppard, Ramsburg, Biggins 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.

Chairman Phiel announced that the Board held an executive session today, March 26, 2024 at 6:30 to discuss personnel.

Agenda Approval

Mrs. Biggins made a motion to approve the agenda as presented, seconded by Mrs. Ramsburg, and carried. 5-0

Public Comment:

None

Consent Agenda Approval

Mr. Phiel asked for a motion to approve the consent agenda as presented.

Mr. Brauning made a motion to approve the consent agenda, items 6a – 6l, as presented, setting the text amendment hearing date for April 30, 2024 at 6:00p.m., seconded by Mr. Sheppard, and carried. 5-0

- 6a. Action on Minutes – February 27, 2024, Regular Meeting Minutes.
- 6b. Approval of Bills for the month of March \$260,689.50- General Fund; \$1,934.48- Escrow Fund.
- 6c. Engineering Items
 - 1. Approval of Final Subdivision plan and Sewage Planning Exemption for Charles & Lynn Skopic as per the KPI comments dated March 18, 2024.
 - 2. Approval of Final Subdivision plan and Sewage Planning Non-Building Waiver for William & Edyth Settle as per the KPI comments dated March 19, 2024.
 - 3. Approval of Extension Request #2 of 90-days for the Adams County Library Final land development plan, originally submitted on September 18, 2023
 - 4. Approval of Extension Request #2 of 90-days for the SAI Ram 27, LLC Final land development plan, originally submitted on September 5, 2023
- 6d. Items from Finance Committee
 - 1. Approval to purchase 21 Ton New Rodgers TAG21XL Equipment Trailer from Stephenson Equipment in the amount of \$42,626.88.
 - 2. Authorize pipe purchase for summer maintenance projects in the amount of \$10,589.00.
 - 3. Approval of \$9,898.50 to PIRMA Cyber/Liability Insurance for deductible due on previous email compromise claim.
- 6e. Items from Public Safety Committee:
 - 1. Approval of box alarm card changes for both Gettysburg and Barlow Fire Companies.
- 6f. Set hearing date and approve advertisement for Harvest Investment text amendment request that would amend Section 27-1604.1.A to decrease or eliminate the minimum tract area size to ten (10) acres from the current size of 25 acres. Recommended hearing date of April 30th at 6:00p.m. to begin directly after a previously scheduled text amendment hearing on this same

- date.
- 6g. Authorize the sale of surplus equipment and advertisement for the 1995 20-ton Eager Beaver Equipment Trailer.
 - 6h. Approval of Resolution 2024-06 authorizing the destruction of specific records as approved by the Municipal Records Retention Manual.
 - 6i. Approval of Policy #5 regarding destroying electronically deposited checks after 60 days from deposit.
 - 6j. Pennsylvania 811 Safe Digging Month – Letter of Support, Proclamation and Resolution.
 - 6k. Approval of agreements between Cumberland Township and Shentel, for existing Township cell tower site.
 - 6l. Accept resignation from Keith Ulrich from the Gettysburg Area Recreation Authority Board and replace Warren Sheppard to the vacancy.

Promotion of Sergeant

Chrissy Biggins announced that on March 7, 2024, officers engaged in a competitive examination for the Sergeant promotion. The officer's had to answer a scenario of leadership and policy questions fielded by an oral board staffed by experienced police commanders from the Pennsylvania State Police, West Manchester Township Police Department and Chambersburg Borough Police Department. The officers also had to complete a graded written examination hosted by the Pennsylvania Chiefs of Police Association on October 18th, 2023. Chief Trostle then compiled all of the grading criteria and made the formal recommendation to the Personnel Committee to promote Officer Joshua Goodling to the Sergeant's position. Mr. Trostle read some highlights from Officer Goodling's career, adding that he scored very high on all the testing which was required. Mr. Trostle added that all the officers did very well with the testing.

Mrs. Ramsburg made a motion to promote Officer Joshua Goodling to Sergeant effective May 6, 2024, seconded by Mr. Sheppard. Motion Carried 5-0

POLICE REPORT:

Police Chief Trostel presented an oral and written report of police activities for the month of March 2024 including: 249 calls for service, 137 traffic stops, 11 criminal incidents and 5,943 patrol miles. Some highlights of the report were:

- 13 applications were received for the Cadet position, 1 ride along has been completed for all applicants and interviews are scheduled for April 10th.
- An anonymous resident donated an electric power washer to the Department to help keep the fleet clean in between car washes.
- Officer Myers recently completed Advanced Roadside Impaired Driving Enforcement (ARIDE) training that was hosted by PSP Bureau of Training and Education.
- Officer Keefer completed a Public & Media Relations for Police Course on March 5th.
- Sgt. Rosenberger completed a 16-hour professional development course for supervision of the FTO program hosted at the Franklin County Public Safety Training Center.

MAINTENANCE DEPARTMENT REPORT:

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

- Mr. Walter stated the Department finished tree trimming and removed snow stakes from the Township along with cleaning up equipment from the winter months.
- The Department hosted an intermunicipal meeting to plan projects that Cumberland, Mt. Pleasant, Straban and Gettysburg Borough have planned for the 2024 season.
- Street sweeping was completed this past Monday, a thank you to Gettysburg Borough's operator and time for this.
- The crew started crack sealing the Preserves development in Cumberland Village, Herrs Ridge

Road between Old Mill and Fairplay Roads and Fairplay Road. This is in preparation for the surface treatments scheduled for later this summer.

- Cannon Ridge Development will be getting cracked sealed this year as part of a maintenance rotation.
- The 1995 International Dump truck sold on Municibid for \$22,000.00 which exceeded expectations.
- Mr. Walter added that they worked with GeoDecisions and the Land Logistics Group to begin mapping the Township infrastructure with the GPS equipment purchased in December.
- The 2024 project list has been prepared for recommendation at this evening's meeting and bid documents are ready to be advertised.

ACTIVE BUSINESS:

Review 2024 Road Maintenance Bids and approval for advertisement.

Mr. Walter reviewed the upcoming 2024 Township Road projects scheduled for this summer. He stated these have been reviewed with the Highway Committee and are ready for advertisement. These projects include rebuilding and paving Lakeview Drive in Twin Lakes I; Paving of Twin Lakes Drive; Micro-surfacing of Bittern, Woodhaven, Bobolink, Waxwing, Friendship, Herra Ridge and Fairplay Roads. Some Bridge repairs to the Black Horse Tavern Bridge and the Herra Ridge Bridge along with line painting.

Mr. Brauning made a motion to approve the advertisement and bids for the 2024 Township Road projects. Seconded by Mr. Sheppard and carried. 5-0

Approval of Resolution 2024-05 authorizing the filing of an application to the Community Conservation Partnerships Program for Park and Recreation Grant funding.

Mrs. Ramsburg with the Park and Rec Committee explained the grant which will in turn help the Township create a Parks, Recreation and Open Space Plan for the Township. This is a beginning step to look at grant funding for upcoming recreational opportunities based on what the residents would like to see. This will help us plan and strategize for the future.

Mrs. Biggins made a motion to approve resolution 2024-05 authorizing the filing of an application to the Community Conservation Partnerships Program for Park and Recreation grant funding. Second by Mr. Brauning 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: The Barn at the old Boyd's Bear site will be open as of Easter.

Parks and Recreation:

CTA: Mr. Blocher stated the cyphen project is well underway at the Country Club Property.

COG: Mr. Phiel stated that Adams County gave out 2 Lerta grants to Conewago and Berwick Townships. Mr. Phiel added that Wellspan gave \$100,000.00 to the Oak Lawn Group that is going to be running the cemetery with them no longer going to build a facility there. Shaun, Chrissy, and Camie attended the Destination Gettysburg annual meeting which is very informative. Mr. Phiel stated this helps inform us how tourism affects the lodging tax money the Township receives, which is very helpful with our budget.

CT411: No items

Public Safety: Mr. Phiel stated that last week the public safety committee met with Adams Regional EMS, Barlow and Gettysburg Fire Departments, the EMA Director for the Township, the National Park Service, the Township Police Chief, the Manager, and himself. This group will be getting together 2-3 times a year. This past meeting they discussed the new box cards, safety and response time on Route 30 and Herra Ridge Road, the burned-out house at 2465 Emmitsburg Road; the new traffic pattern at Little Round Top and how there is not enough road room for safety response vehicles, and the upcoming Bike week event in July.

Mr. Phiel added that he is now on the Adams County Association of Townships Committee. They met here at the Township building last week. They are working on the Secretary Luncheon and Flagger Training.

Mrs. Biggins announced that medication takeback is Saturday, April 27th from 10-2p.m.. Collaborating for Youth is having this at different nearby locations which are here at the Township Building, Adams County Housing Authority, the Pennsylvania State Police Barricks, Carroll Valley Borough Building and Biglerville Fire Department.

The newsletter will be out at the beginning of April.

STAFF REPORTS

Manager:

Mr. Blocher reported the following:

- All Cumberland Township technology is now utilizing the dot gov platform which includes the Supervisors and CTA board. As a result, the cumberlandtownship.com website will turn off effective April 1st. The new web address is cumberlandtwppa.gov.
- The Green Light Go grant continues to move forward at Herra Ridge & Route 30. This grant will update the traffic light system. On the recommendation of the Engineer one of the current pedestals will be reused providing a savings of \$7,500.00. In addition, pre-emption devices will be added to Route 30 at a cost of \$500.00. This provides safety benefits for emergency vehicles and citizens.
- The 2023 Floodplain activities annual report was submitted February 28, 2024
- April 24th Residents will be able to pay taxes at the Township building from 8am – 12pm.
- On March 4th Senator Mastriano took time to meet our staff and take a campus tour of our facility.
- Cumberland Township staff will be attending training at PSATS Annual Conference starting April 14th.
- The Building Committee continues to meet weekly with the goal of having information complete for a workshop within the next two months.
- The Township is back to reevaluating scheduling software after the solution chosen previously would not integrate into QuickBooks as outlined.
- The Township has received concerns about the property and its condition located at 2465 Emmitsburg Road. Currently the owner has a demolition permit that is valid until June 20th, 2024. PMCA has been made aware of and is handling this.
- March 20th the Township hosted the Association of Townships meeting.

Treasurer:

Mrs. Camie Stouck-Phiel reported the following:

- Received and reviewed the completed DCED-CLGS-30 Annual Audit and Financial Report. As required a legal advertisement containing concise financial information has also been published.
- Filed the annual 2023 PURTA Local Taxing Authority Report.
- Attended a half-day QuickBooks Enterprise class, highlighting many new and different features that the upgraded Enterprise software offers. Worked closely with Treysta to move QuickBooks to a new secure cloud environment.
- Attended a PSATS class on filing the township’s ARPA Project and Expenditure Report, which is due to the U.S. Department of the Treasury by April 30, 2024. The webinar demonstrated how to access the Treasury’s Reporting and Compliance Portal and submit the Township’s ARPA-related expenditures for the period from April 1, 2023, through March 31, 2024.

Unless otherwise noted, all votes were unanimous. The meeting was adjourned at 7:46 P.M. to executive session to discuss personnel and real estate.

Michele Long, Township Secretary

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_____) Supervisors
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