

CUMBERLAND TOWNSHIP BOARD OF SUPERVISORS
1370 FAIRFIELD RD., GETTYSBURG, PA 17325
REGULAR MEETING
MARCH 28, 2023

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

Chairman Phiel led the Pledge of Allegiance.

Chairman Phiel announced that there was an executive session held on March 22nd, 2023 to discuss real estate and personnel matters

Mr. Toddes made a motion to approve the agenda, seconded by Mrs. Ramsburg and carried. 4-0 Biggins Absent.

Mr. Brauning made a motion seconded by Mr. Toddes and carried to approve the Minutes from the February 28, 2023, Regular Meeting. 4-0 Biggins Absent.

Mr. Toddes made a motion seconded by Mrs. Ramsburg and carried to approve the bills in the amounts stated by the Chairman: \$496,979.43 from the General Fund, \$3,525.20 from the Escrow Fund, \$145,664.00 from the ARPA Fund, \$3,373.56 from the Capital Reserve Fund. 4-0 Biggins Absent.

Mr. Phiel stated that we were going to move the Personnel Committee Report to the beginning of the agenda.

PERSONNEL COMMITTEE –

There was a presentation for Acting Sergeant Joshua Rosenberger who has been recommended to be promoted to Sergeant. Mr. Phiel explained that Joshua Rosenberger along with multiple officers had testing for the Sergeant's position and Joshua came out on top. Chief Trostel gave a background of the testing given for this promotion. Along with this Chief Trostel explained Mr. Rosenberger's police background and experience. Chief Trostel asked the Board to take all of these items into consideration with Mr. Rosenberger's promotion request.

Mrs. Ramsburg made a motion to authorize the promotion of Acting Sergeant Joshua Rosenberger to Police Sergeant. Seconded by Mrs. Ramsburg and carried. 4-0 Biggins Absent.

Public Comment:

Bertha Turner, 140 Park Avenue; was concerned with the electronic recycling dates and where they were located.

ENGINEER'S REPORTS:

B.R. Smith Properties, LLC Sewage Facilities Planning Module

Mr. Rayn Picarelli, with KPI Engineering, reviewed the intent of the plan for the BR Smith property sewage planning module with the Board. Mr. Picarelli stated that they had just received revised information this morning and did not have enough time to have a complete review for tonight's meeting. Mr. Picarelli stated that a full review would be able to be brought back to the Board next month for action. Mr. Scott Gould with McNees Law representing BR Smith Properties stated that the planning module should not be tabled since the comments were minor in fact and have all been addressed. Mr. Gould

stated none of these comments should hold up any decisions made tonight; all can be answered here at the meeting.

Mrs. Ramsburg made a motion to table the Sewage Facilities Planning Module for B.R. Smith Properties per the recommendation of the Township Engineer, seconded by Mr. Toddes and carried. 4-0 Biggins Absent.

CRE Biglerville Sewage Planning Exemption

Mr. Picarelli gave a background of the plan and reviewed the sewage planning exemption for the property. Mr. Picarelli stated the developer has been working with the Cumberland Township Sewer Authority and has now received a willingness to serve letter. Mr. Picarelli recommended approval for the sewage planning module to be submitted for signature.

Mr. Toddes made a motion to approve the Sewage Facilities Planning Exemption for the CRE Biglerville Plan, seconded by Mr. Brauning and carried. 4-0 Biggins Absent.

Artillery Ridge Campground WWTP Sewage Planning Module

Mr. Picarelli gave a background of the plan and reviewed the sewage planning module for the property. Mr. Picarelli stated that most of the comments have been addressed. Mr. Picarelli added that comment number 6 from the Sewage Facilities Planning Module Review on the March 27, 2023 KPI comment letter should be added to the Developer's agreement when it is prepared for the land development plan.

Mr. Toddes made a motion to approve the Sewage Facilities Planning Module for Artillery Ridge Campground based on the KPI Engineering letter dated March 27, 2023, seconded by Mrs. Ramsburg and carried. 4-0 Biggins Absent.

Speranza Hangar Extension Request

Mr. Picarelli reviewed the 90-day request for extension of the plan and recommended it to be approved.

Mr. Brauning made a motion to approve the 90-day extension request for the Speranza Hangar Plan. Seconded by Mrs. Ramsburg and carried. 4-0 Biggins Absent.

Musket Ridge Extension Request

Mr. Picarelli reviewed the 90-day request for extension of the plan adding that we have received revisions of the plan which will be heard at the April Planning Commission meeting. Mr. Picarelli recommended the extension.

Mr. Brauning made a motion to approve the 90-day extension request for the Musket Ridge Plan. Seconded by Mrs. Ramsburg and carried. 4-0 Biggins Absent.

MS4 Update

Mr. Picarelli gave an update on the stream bank restoration projects both at the Cumberland Township complex and at the Adams County Human Services Building. Mr. Picarelli explained that after inspection of the work it has been considered to be substantially complete. Mr. Picarelli stated they have done a very nice job with the work. They have asked for a 2-year maintenance bond for the work to ensure stability of plantings and grass. Flyaway Excavating has requested payment for their work in the amount of \$159,500.00. Mr. Picarelli stated we will be holding 10% as stipulated in the contract documents. With that Mr. Picarelli recommended payment of \$143,550.00 to Flyaway Excavating.

Mr. Toddes made a motion to approve payment in the amount of \$143,550.00 to Flyaway Excavating for the MS4 Stream Bank Restoration Projects as per the KPI comment letter dated March 27, 2023. Seconded by Mrs. Ramsburg and carried. 4-0 Biggins Absent.

POLICE REPORT:

Police Chief Trostel presented an oral and written report of police activities for the month of March 2023 including: 218 calls for service, 101 traffic stops, 10 criminal incidents and 5,372 patrol miles. Some highlights of the report were:

- Chief Trostel announced that Cadet Dakota Myers is doing great in Cadet School with a 97% GPA.
- Chief Trostel gave an update on the upfits for the two new Durangos' adding that one car is complete and the other is well on its way to be completed.
- Chief Trostel announced that the 2023 Durango was delivered last month. This car will be replacing the 2018 Dodge Charger.
- The 24th National Prescription Drug Takeback is scheduled for April 22nd, 2023 at the Carroll Valley Police Department which Officer Keefer will be helping with.
- The Co-Responder Agreement has been signed by Cumberland Township and is out for other final signatures.
- Barlow Fire Chief Eric Hubbard thanked Officers Keefer, Weikert and Eiker for their help with two separate incidents.
- Sergeant Higgs attended DUI Checkpoint and Standard Field Sobriety testing refresher course.
- Multiple Officers attended a Trauma Informed Interviewing course by the Adams County District Attorney's Office.

MAINTENANCE DEPARTMENT REPORT:

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

- Mr. Walter stated the crew has finished winter tree trimming, adding with the recent wind storms they had a few issues with downed trees on the roadways.
- Mr. Walter added that last Thursday evening there was a lighting strike on the controller components at the traffic light at Herr's Ridge Road and Route 30 which is up and running with back up components they had in the shop.
- Hamiltonban Township assisted the Department with their boom mower on Swetland Road this month.
- Mr. Walter stated they helped Adams County Conservation District unload a truck load of tree stakes for their countywide tree planting efforts.
- Snow stakes have been removed from various developments and street sweeping has begun and will continue through April 1st.
- Jake Sharrah is scheduled to take his on-road driving test for his CDL license in April.
- The 2023 Road Bids were opened on Wednesday, March 22nd and will be awarded at tonight's meeting. The bids fell within the projection numbers.

ACTIVE BUSINESS:

A presentation was given to the Board regarding the upcoming 160th Reenactment Special Event scheduled for June 23-25, 2023, on Blackhorse Tavern Road. Mr. Jim Fox, representing the reenactment and Mr. Clem Malot, PMCA Code Official, explained that an intent to issue the special event permit has been given to the applicants. The Township is asking for a \$50,000.00 bond to cover potential damage to infrastructure of roads, equipment, etc. Mr. Fox reviewed all the steps he has taken to get the incident action plan completed and submitted. Mr. Fox stated that they have now submitted the incident action plan to PMCA, the Police Chief, and the EMA Director for review. Pennsylvania State Police along with the neighboring Township, Highland Township, has been notified. Mr. Malot stated that PMCA hasn't reviewed the submittal of the action plan as of yet but will be in the near future. Mr. Walter mentioned concerns with the road and the reasoning for the bond to be set at \$50,000.00. Mr. Malot ensured he would be working closely with the Township on any comments or issues he may have and for the Township to inform him of any concerns they have.

A conditional use application was received from BR Smith properties for a campground within the Mixed Used Zoning district which requires conditional use approval. The Board was asked to set a hearing date for this request within the 60-day time frame which was done at last month's (February) meeting. The Township has now received a request for an extension of that hearing date from April 4th to instead be held on April 19th, 2023 at 5:30 p.m..

Mr. Toddes made a motion to accept the hearing extension request and reschedule the hearing for April 19th at 5:30 p.m., noting that the readvertising will be at the expense of the applicant. Seconded by Mrs. Ramsburg and carried. 4-0 Biggins Absent.

Mr. Phiel and Mr. Walter reviewed the Road Project bids which were opened March 22, 2023 at 10:00 a.m.. The low bids were as follows:

Line Painting: DE Gemmill, Inc. for \$25,584.00

Crack Sealing: Russell Standard Corporation for \$29,880.00

Double Seal Coat and Fog Seal: Russell Standard Corporation for \$144,200.00

Mr. Walter stated the crack sealing bid came in a little bit lower than what was expected. The line painting bid was right in line with the projection and the seal coat bid was a little more than projected.

Mr. Walter recommended the Board to accept the low bids.

Mrs. Ramsburg made a motion to accept the low bids as stated above, seconded by Mr. Toddes and carried. 4-0 Biggins Absent

Mr. Walter explained that April is '811 Safe Digging Month'. With that the Township has been asked to authorize signature on an Endorsement Letter, Proclamation and Resolution in support of "Pennsylvania 811 Safe Digging Month." This is a yearly item for Townships.

Mrs. Ramsburg made a motion to authorize signature the documents in support of the Pennsylvania 811 Safe Digging Month seconded by Mr. Brauning and carried. 4-0 Biggins Absent.

Mr. Blocher explained they have received a proposal for engagement from Sharrah Design Group regarding consolidation of the four separate parcels located at the Township Campus into one parcel. Mr. Blocher recommended the Board consider moving this forward.

Mr. Toddes made a motion to approve the proposal for engagement from Sharrah Design Group dated March 27, 2023 as written. Seconded by Mrs. Ramsburg and carried. 4-0 Biggins Absent.

Mr. Blocher stated we have a resolution reviewed by our Solicitor authorizing the Township to submit a formal application and business plan for the recently received RACP grant. This will allow the Township to move forward with the process.

Mrs. Ramsburg made a motion approving the signature on Resolution 2023-07 authorizing the filing of a formal application and business plan for the redevelopment assistance capital program grant. Second by Mr. Brauning and carried. 4-0 Biggins Absent

Mr. Blocher reviewed the Memorandum of Understanding between Cumberland Township Sewer Authority and Cumberland Township for use of equipment, services, and facilities at the Cumberland Township Administration Building. Mr. Blocher stated this is just an update to a current document we have with updated pricing.

Mr. Brauning made a motion to accept the Memorandum of Understanding for the use of equipment, services and facilities between Cumberland Township and Cumberland Township Sewer Authority. Seconded by Mrs. Ramsburg and carried. 4-0 Biggins Absent.

Mr. Blocher reviewed a second Memorandum of Understanding between Cumberland Township and Cumberland Township Authority in regard to the part-time Receptionist/Office Assistant Position. Mr. Blocher stated that all costs will be split for time used for this position.

Mrs. Ramsburg made a motion to accept the Memorandum of Understanding between Cumberland

Township and Cumberland Township Authority for the cooperation with the new part-time Receptionist/Office Assistant Position, seconded by Mr. Toddes. Motion Carried. 4-0 Biggins Absent.

FINANCE COMMITTEE –

Mr. Brauning made a motion to authorize the sale of surplus equipment and advertisement for the 1995 International Single-Axle Dump Truck, seconded by Mrs. Ramsburg and carried. 4-0 Biggins Absent.

Mr. Brauning made a motion to authorize the decommission, sale and advertisement for the 2018 Dodge Charger Police Cruiser, seconded by Mr. Toddes and carried. 4-0 Biggins Absent.

Mr. Brauning made a motion to approve the 2023 Dodge Charge upfit kit purchase in the amount of \$9,358.03. Seconded by Mrs. Ramsburg and carried. 4-0 Biggins Absent.

Mrs. Ramsburg made a motion to authorize the purchase of two mounted laptop docking stations for both 2022 Dodge Durango's at \$1,656.20, seconded by Mr. Brauning and carried. 4-0 Biggins Absent.

SOLICITOR:

Mr. Wisner stated that there has been an increase in applicants submitting items on the day of the Board or Planning Commission meeting expecting review by Staff, Engineering and Attorney to be completed by that evening's meeting. Mr. Wisner stated with this there may be a reason to think about adopting a policy to be clear on what is expected for submissions and review times. Mr. Wisner added his thoughts for a policy which could be added to a future agenda to state 'No submission for any land development plan, subdivision plan, planning module, conditional use application, curative amendment request or any other land use or land development submittal subject to the review and approval from the Board of Supervisor's shall be considered by the Board of Supervisors unless the submission is received by the Township and its designees no later than close of business Wednesday of the week prior to the public meeting'. Staff suggested the 15-day review period as is stated in the Subdivision and Land Development Ordinance. Mr. Wisner added that he will work with staff and the Engineer to come up with a good time frame for submittals to be reviewed for a public meeting.

Committee Reports and comments from Board Members:

COG, Park and Recreation, Planning & Zoning, Public Safety, Highway, CTA, Economic Development –

Highway – Mr. Walter mentioned that he, the manager, and the highway committee took a tour of the Township Roads to show them the upcoming summer projects.

Parks and Recreation – Mr. Toddes stated that things are going well. Little League has started along with other activities at the park.

Planning & Zoning - Mr. Wisner stated that we will be meeting tomorrow to go over the new proposed Zoning Ordinance.

CTA - Mr. Toddes announced that CTA is working in conjunction with PennDot on extending the sewer line on Route 116 for the upcoming culvert replacement. The new part-time receptionist started on Monday and is going well.

COG – Mr. Blocher stated that different items were brought up regarding cyber security and we are making sure that the Township is all up to date with that.

STAFF REPORTS-

Manager:

Mr. Blocher reviewed a press release which will be published in the Gettysburg Times regarding the Township receiving \$3,566,262.00 in grant awards. Mr. Blocher stated we look forward to the positive impact this will have on the Township.

Treasurer:

Mrs. Camie Stouck-Phiel stated that we have received the \$1,000.00 wellness grant.

Unless otherwise noted, all votes were unanimous with Mrs. Biggins being absent. The meeting was adjourned at 8:17 P.M.

Michele Long, Township Secretary

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_____)
_____) Supervisors
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