

CUMBERLAND TOWNSHIP BOARD OF SUPERVISORS
730 CHAMBERSBURG ROAD, GETTYSBURG, PA 17325
DECEMBER 17, 2024
REGULAR MEETING MINUTES

Chairman Phiel called the regular meeting to order at 7:00 P.M. Present were all Supervisors: Phiel, Biggins, Ramsburg, Brauning and Sheppard. Also present were, Solicitor Sam Wiser, Township Manager David Blocher, Police Sgt. Joshua Rosenberger, Road Superintendent 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 as written.

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

Public Comment:

None

Consent Agenda Approval

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

- 5a. Approval action on Minutes – November 26, 2024, Regular Meeting Minutes.
- 5b. Approval of Bills for the month of December- General Fund - \$194,419.14; Escrow Fund - \$6,353.72; Fire Tax Fund - \$80,219.76; Capital Reserve Fund - \$140,523.00; Building Fund - \$18,517.44
- 5c. Engineering Items:
 - 1. No Items
- 5d. Finance Committee:
 - 1. Ratification to purchase \$4,000.00 for equipment and training for the Medical Marijuana grant which will be reimbursed from the Medical Marijuana grant once the funds are received.
 - 2. Authorize requested 2024 donations to the Adams County Historical Society (\$500.00) and Adams County SPCA (\$500.00).
 - 3. Authorize purchase of an Apple Ipad for the Township Manager in the amount of \$2,196.00.
 - 4. Approve payment to the Gettysburg Fire Department as budgeted from the fire tax fund in the amount of \$71,788.82.
- 5e. Items from Personnel Committee
 - 1. Recognize that the Committee has reviewed the updated Board of Supervisors compensation numbers as part of the amendment to the Second-Class Township Code which is Act 94 of 2024 and has decided to keep all incoming Supervisor's compensation amounts the same with no increase.
 - 2. Acknowledge the resignation received from Tom Clowney and Donald Miller for the Agricultural Security Committee. We thank them for their dedication to serving the Township.
 - 3. Approve signing of the 2025 Memorandum of Understanding between Cumberland Township and Cumberland Township Sewer Authority for the full-time receptionist/office assistant position. Duties will be shared between the Township and the Sewer Authority.
- 5f. Approval of the 2025 Cumberland Township Tax Resolution.

- 5g. Approve signing of the annual health insurance documents and resolutions for the year 2025.
- 5h. Authorization of Resolution 2024-17 adopting the Emergency Operations Plan and Procedures manual.
- 5i. Acknowledge the Township Engineering 2025 fee schedule from KPI and the 2025 fee schedule from Salzmann Hughes for attorney fees.

Mr. Phiel thanked Tom Clowney and Donald Miller for serving on the Ag Security Committee.

Police Report:

Police Chief Trostel presented an oral and written report of police activities for the month of December 2024 including: 263 calls for service, 133 traffic stops, 20 criminal incidents and 6,370 patrol miles. Some highlights of the report were:

- The cadet classes are finishing with a graduation date of December 21st, 2024.
- All officers have passed their MPOETC training and documentation and have been 100% recertified.
- The Department is working with GMS to apply for a LSA grant which will replace the aging laptops with new durable tablets.
- The three new Dodge Durango's were delivered today, December 17th. Roy Kent will be working to get these cars upfitted and ready for police use.
- Officer Barbagello received a compliment from a Township resident who needed assistance with barking dogs in their neighborhood.

Maintenance Department Report:

Mr. Walter read the report for December and some highlights were:

- Mr. Walter stated the crew attended a temporary work zone traffic control seminar in Upper Allen Township sponsored by LTAP.
- With the past few winds storms the crew has been busy with cleaning up of debris and downed trees. There were a few temporary road closures on the south end of the Township while they helped clean up for utility companies.
- Jacob and Levi finished cleaning out the Police Department at the soon to be renovated building and took a pallet of documents to be destroyed to the York County Resource Recovery Center.
- Mr. Walter attended two pre-construction meetings for Cumberland Village IIB and Table Rock Terrace with anticipation of start dates in early 2025 for both projects.
- The temporary Christmas tree drop-off location will be set up as of December 26th for Township residents who would like to drop off their unwrapped, undecorated trees. This will be adjacent to the Administration building in a marked designated area. This will be available until mid-January.
- The first snowstorm fell upon us this past Sunday, and everything went well with the department and their plowing routes.

Mr. Sheppard thanked Jacob for spending 2 days at the Recreation park helping with the lighting.

Active Business:

Approval of 90-day extension request #5 for the Adams County Library land development plan, originally submitted on September 18, 2023.

Miranda Wiser, Executive Director of Adams County Library, gave a background of the plan. Mrs. Wiser gave a timeline of what has currently happened with the plan as far as moving towards approval. Mrs. Wiser stated they need to request two variances which one is for maximum pervious coverage and the other for maximum lot width. They are currently waiting on Attorney Wiser to get back to them with some responses before they submit an application for the variance. It was discussed that the zoning hearing board process is a 60-day process so they may need some extra time past the 60-days so the Board

asked the Library if they were okay with an 120-day extension. Mrs. Wiser agreed and stated they would update the letter received from 90 to 120-days.

Mr. Sheppard made a motion to approve the 120-day extension request for the Adams County Library land development plan. Second by Mr. Brauning and carried. 5-0

Committee Reports and comments from Board Members:

Personnel: No items

Park and Recreation: Mr. Sheppard stated that Al is getting on Board handling the inside work. There was a training two Friday's ago on working on the equipment. they have been busy at the park.

Economic Development: No items

CTA: No items

COG: Mr. Phiel stated that the meeting for December is this Thursday.

CT411: No items

STAFF REPORTS

Manager:

Mr. Blocher reported the following:

- Building update: The bid process is open and available via the Penn-Bid/Bonfire vendor portal. February 4th, 2025, at 2PM is the submission deadline. Shortly thereafter the Bid opening will occur at 730 Chambersburg Road. A mandatory meeting/site visit is scheduled for January 6th, 2025, at 1370 Fairfield Road. In addition, phase 1 environmental study started on December 10th and should be completed by December 19th.
- The reorganization meeting is scheduled for January 6th at 4pm.
- The Township had three new police cars delivered today. We will be completing paperwork and taking ownership tomorrow. The funding for these vehicles will be out of the Long-Term capital budget. Final paperwork will then be submitted for reimbursement from a prior awarded LSA grant.
- Liquid Fuels: The Township completed a 2023 audit today with no findings and noted that all corrective recommendations prior were executed. Like to thank Camie, Chris, and Michele for keeping great records, continuing training, and managing this process for a successful audit.
- As you are aware the Townships Emergency Operations Plan and Procedures manual has been updated with the adoption of resolution 2024-17. This is a biannual requirement that needs updated and appreciate the extra efforts to make sure everything was evaluated during this process. I would like to recognize Mary and thank our Director of Emergency Management Dave Sanders.
- The Township hosted a meeting with the HOA of Deatrick Village on December 10th to understand residents' concerns and evaluate open items to help get this development completed in the Township.
- Preconstruction meetings were held for both Table Rock Terrace and Cumberland Village 2B.
- 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:

- Submitted and completed documents for Cumberland Township's Workers Compensation Annual Audit.
- Worked with Township manager on completing the MAP Grant.
- Attended a webinar hosted by SEK on year-end tax updates and impacts.
- Completed a webinar hosted by PSATS discussing tips for being prepared for the 2025 Organization Meeting.
- Participated in a fraud seminar hosted by ACNB Bank. A team of experts presented on the latest scams and provided ways to protect the Township. They also covered the most recent trends related to various forms of fraud including check, debit card, ACH, email compromise and identity protection. We were alerted that fraud is something that is dealt with daily and on the rise.
- 2023 Liquid Fuels Examination was conducted on-site.

Unless otherwise noted, all votes were unanimous. The meeting was adjourned at 7:25 P.M. to an executive session to discuss litigation and personnel.

Michele Long, Township Secretary

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_____) Supervisors
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