

**CUMBERLAND TOWNSHIP BOARD OF SUPERVISORS**  
**730 CHAMBERSBURG ROAD, GETTYSBURG, PA 17325**  
**NOVEMBER 26, 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 Chief Matthew Trostel, 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.

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

**Public Comment:**

None

**Consent Agenda Approval**

**Mrs. Biggins made a motion to approve the consent agenda, items 5a – 5l, as presented, setting the 2025 reorganization meeting for Monday, January 6<sup>th</sup> at 4:00p.m., seconded by Mr. Sheppard, and carried. 5-0**

- 5a. Action on Minutes – October 22, 2024, Regular Meeting and November 12, 2024, Special Meeting Minutes.
- 5b. Approval of Bills for the month of November- General Fund - \$553,056.21; Escrow Fund - \$3,847.52
- 5c. Engineering Items:
  - 1. Table Rock Terrace – Preliminary/Final Subdivision and Land Development Plan, Sewage Planning Exemption and Indemnification Agreement; motion to approve the plan, planning exemption and indemnification agreement as per KPI comment letter dated November 13, 2024.
  - 2. Thomas & Joanne Clowney Land Development Plan - motion to approve the land development plan as per KPI comment letter dated November 20, 2024.
  - 3. Approval of 90-day extension request #2 for the Knefley Property Remainder Subdivision Plan, originally submitted on May 8, 2024.
  - 4. Approval of 90-day extension request #3 for The Crossings Preliminary Subdivision Plan, originally submitted on January 31, 2024.
  - 5. Approval of 90-day extension request #1 for The Deatruck Village Subdivision Plan, originally submitted on July 29, 2024.
- 5d. Finance Committee:
  - 1. Payment of Pennoni invoice for Herrs Ridge Road Bridge work completed for grant application assistance in the amount of \$7,482.62.
  - 2. Authorize 2024 funding as budgeted for Adams County Office of Aging (\$6,000.00); Adams County Rescue Mission (\$6,000.00); and York Adams Transit Authority (\$1,000.00).
  - 3. Authorize execution of the purchase agreement to Rivers Truck Center for the 2026 Western Star tandem axle dump truck chassis as per the letter of intent.
  - 4. Approve signature on the purchase agreement to Stephenson Equipment for the 2026 Western Star dump body upfit with plow, spreader, and accessories.

5. Approval of ordering a Township flex vehicle, 2025 Ford Explorer, in the amount of \$41,850.00 as per the 2025 Capital Budget.
6. Approve Gastley's Moving & Storage invoice for \$2,150.00 for moving of new building office furniture from York, PA.
- 5e. Items from Personnel Committee
  1. Recognize the hiring of Fausto Rodriguez Reyes as a police cadet who had a start date of November 18, 2024.
- 5f. Set the 2025 Supervisor's reorganization meeting for January 6, 2025, at 4:00p.m.
- 5g. Approval of the 2025 Final Budgets
- 5h. Approval of Township Privacy Policy #07 for the updated privacy/hippa requirements.
- 5i. Authorization to move forward with the Adams County Council of Governments cybersecurity analysis.
- 5j. Authorize the advertisement and sale of surplus furniture and supplies on Municibid.
- 5k. Approval of the waiver request from 2L Race Services asking to waive the bond of indemnity, which is required for special event permits, since this is only a foot race on public roads.
- 5l. Acknowledge the elimination of Gunn Mowery as our Health Insurance Broker and move the administration of our health reimbursement account to Benecon.

### **POLICE REPORT:**

Police Chief Trostel presented an oral and written report of police activities for the month of November 2024 including: 282 calls for service, 171 traffic stops, 19 criminal incidents and 6,988 patrol miles. Some highlights of the report were:

- The cadet classes are currently in Module 4 with less than a month to graduation for both cadets.
- The Department participated in the Township Trick or Treat held Oct. 31<sup>st</sup> from 6-8.
- Officer Barbagello received a thank-you letter from a tourist who he helped locate their vehicle.
- Sgt. Goodling, Officer Yost and former Officer Myers received thanks for the professionalism and compassion by a person they arrested for DUI.
- Sgt. Rosenberger and Chief Trostle assisted the VIDA Charter School with observations during their lockdown drill.
- Mr. Trostle gave an overview of his schooling at Northwestern University Center for public safety. Mr. Trostle began with the background of what he learned during his classes up to his graduation. Mr. Trostle's focus was on leadership during his time at school and he explained how he will be using that with his time at Cumberland Township. Mr. Trostle also put his study overview on body worn cameras which are not available at Cumberland Township, but he would like to pursue getting them for the future. Mr. Trostle finally gave a list of goals for himself with the Department.
- Chief Trostle introduced the newly hired Cadet, Fausto Rodriguez Reyes. Mr. Trostle gave some background and accomplishments from Mr. Rodriguez-Reyes.

### **MAINTENANCE DEPARTMENT REPORT:**

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

- Mr. Walter stated they had the large pile of millings behind the administration building ground which will allow them to use these for upcoming projects.
- They have begun preparing for the winter season by servicing trucks and mounting spreaders and plows.
- The ped pole that was damaged by a tractor trailer was replaced by Herr Signal. It was also moved to a different location with hopes to help if from being hit in the future.
- The fuel tanks have been transferred to utilize the power at the Maintenance building in preparation for the administration office remodel.
- Signs were placed at the signal at Herts Ridge and Route 30 to help motorists know where to stop

properly to cycle the light.

- Additional horse crossing signs were purchased by Gettysburg Equestrian Historical Society and installed by the Maintenance Department.
- Mr. Walter attended the Roadway Management Conference in Delaware this past month.
- Mr. Walter stated that Jacob Soliday spent some time today installing some new lighting for the Rec Park.

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

**Personnel:** The Board welcomed the new Cadet, Mr. Rodriguez.

**Park and Recreation:** Mr. Sheppard stated they have been busy at the park. The new president Al Moyer is getting acclimated with the board. Mr. Sheppard thanked Mr. Blocher for attending their meeting last evening. They are getting new lights installed and are talking about getting security cameras installed in the future. Mr. Sheppard gave his sympathies for the loss of Mr. Ron Dokes.

**Economic Development:** No items

**CTA:** Mr. Blocher stated the report is in their packets. Mr. Blocher also stated they are trying to set up a meeting with Mr. Smith regarding the Greenmount Sewer Area and the status of his project.

**COG:** Mr. Phiel stated that our state representatives have been attending the Cog meetings, which is nice for them to be there for information. Mr. Phiel added that the annual Adams County Association of Townships (ACATO) dinner was very well attended this year with about 70 participants.

**CT411:** Mr. Brauning stated that he is spearheading an effort to honor the history of the Cumberland Township building renovation. Mr. Brauning asked citizens to sort through old photos to help locate some of the Townships forgotten homesteads, for example churches, schools, businesses, and interesting buildings. These pictures will be used to line the walls of our upcoming renovated Township building. Pictures can be submitted by mail or email and please be sure to include your name and any identifying information you can provide about any photos you submit. Photos can be mailed to Cumberland Township at 1370 Fairfield Road or emailed to [jbrauning@cumberlandtwppa.gov](mailto:jbrauning@cumberlandtwppa.gov).

### **STAFF REPORTS**

#### **Manager:**

Mr. Blocher reported the following:

- The Township successfully submitted the PennDOT MTF funding application on November 5<sup>th</sup>, 2024. This funding would go towards the replacement of the Herrs Ridge Road (at Willoughby Run) Bridge with a wider curb/curb precast concrete box culvert or ridge frame construction structure. Estimated cost of \$1,400,886.00 with a funding request made for \$1,075,886.00. Award announcements are scheduled for summer 2025.
- The Township will complete its LSA statewide grant prior to the November 30<sup>th</sup> deadline. The Township is applying for technology upgrades for use in the Police Department that include tablets for use in and out of police vehicles. This project has an estimated cost of \$106,028.00. The timing of such funding would come at perfect timing to replace items with age and embrace new technology.
- On November 12<sup>th</sup> Cumberland Township received notice that we were awarded \$40,000.00 from a C2P2 grant towards a Park and Rec study to determine what the residents of Cumberland Township would like to see. We are awaiting news on the GTRP grant.

(GTRP = Greenways, Trails, and Recreation Program, C2P2=Community Conservation Partnerships Program)

- Camie and I attended another great regional update event hosted by PSTATS. The topics included Park & Rec, Solar, Management, Municipal updates, and round table discussions with other Townships.
- Attended the GARA meeting held November 25<sup>th</sup> and gave an update on behalf of the Township. Will look forward to some collaborative meetings with GARA and Park & Rec Committee in 2025
- Building Bids are tentatively scheduled to be available via Penn Bid December 11, 2024
- The Township has acquired its gently used furniture.
- 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 by appointment only or electronically.

**Treasurer:**

Mrs. Camie Stouck-Phiel reported the following:

- Attended a QuickBooks Users Group hosted by SEK; the class offered essential year-end preparation tips, including information about cleaning up and merging vendors and customers, and steps to take throughout the year with detailed examples.
- Attended the 2024 PSATS Regional Forum. The full day class offered break-out sessions and roundtable discussions. The forum is a great way to keep up to date on current trends and issues. It also offers wonderful networking opportunities.
- Cumberland Township received over \$500 in cash back from the Township issued P-Cards.
- 2024 Audit prep has started with SEK; submitted internal control documentation and reviewed and submitted 2024 confirmations to be mailed.
- Finished the final class in the QuickBooks Enterprise Learning Series. The class highlighted QuickBooks settings, year-end audit tips, creating, managing and editing templates and reports.

Unless otherwise noted, all votes were unanimous. The meeting was adjourned at 7:36 P.M. to an executive session to discuss litigation and personnel.

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Michele Long, Township Secretary

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