

CUMBERLAND TOWNSHIP BOARD OF SUPERVISORS
1370 FAIRFIELD RD., GETTYSBURG, PA 17325
AUGUST 27, 2024
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 Zachary Rice, 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.

Agenda Approval

Mr. Phiel asked for approval of the agenda as written.

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

Public Comment:

Bertha Turner; 140 Park Avenue; Complimented Chief Trostle for the department working diligently when Route 116 was closed.

Consent Agenda Approval

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

- 5a. Action on Minutes – July 17, 2024, Regular Meeting Minutes.
- 5b. Approval of Bills for the month of August- General Fund - \$505,771.59; Escrow Fund - \$12,528.88; Fire Tax Fund - \$3,173.49; Building Fund - \$147.02; and State Fund - \$40,000.00.
- 5c. Engineering Items:
 - 1. Approval to reduce the financial security being held for Cambridge Crossings Phases 2 & 3 land development plan per the August 21, 2024 KPI comment letter.
 - 2. Approval to release the financial security being held for Willoughby Run Storage Sheds land development plan per the August 19, 2024 KPI comment letter.
 - 3. Approval of 90-day extension request #1 for the Knefley Property Remainder Subdivision Plan, originally submitted on May 8, 2024.
 - 4. Approval of 90-day extension request #2 for The Crossings Preliminary Subdivision Plan, originally submitted on January 31, 2024.
 - 5. Information regarding Cannon Ridge Phase 3 Road Dedication per KPI comment letter dated August 22, 2024.
- 5d. Finance Committee:
 - 1. Ratify the proposal for electric work to be completed in the Township equipment building from Crouse Electric for installation of a new electric panel to feed two buildings, the fuel pumps and the possibility of a future gate in the amount of \$4,845.00.
 - 2. Approval for L&H Mechanical to relocate the fuel controls from the current Administration Building to the Maintenance Building in the amount of \$9,700.00.
 - 3. Approve Boyds School Road guiderail repairs and upgrades from previous auto accident up to the amount of \$11,855.00 to be reimbursed by insurance company.
 - 4. Purchase of grapple attachment for skid loader in the amount of \$5,556.00.
 - 5. Request to hire Wilson Paving to recycle millings in the amount of \$5,000.00.
 - 6. Approve rental of the boom mower for the Maintenance Department in the amount of \$5,200.00.

7. Approval of miscellaneous road sign purchases from the Maintenance Department as budgeted.
 8. Approval of payment for remaining open invoices for the Herrs Ridge & Route 30 Traffic Signal upgrades in the amount of \$135,068.29 of which \$105,068.29 will be paid from the general fund and \$30,000.00 from the liquid fuels fund, noting that \$105,520.00 will be reimbursed from the awarded Green Light Go grant.
 9. Approve the Treysta server move for \$5,750.00 and the cloud set-up in the amount of \$5,750.00.
- 5e. Personnel Committee:
1. Authorize the Manger to advertise, take applications, and hire a part-time uplift and radio technician.
- 5f. Reapproval of Resolution 2019-09 and to authorize the appropriate Township officials to sign this resolution that was approved in the minutes of the December 19, 2019, Board of Supervisors' meeting but not previously signed.
- 5g. Adoption of Ordinance 2024-200 which authorizes the issuance of a note to Adams County National Bank in the maximum principal amount of \$4,500,000.00.
- 5h. Approve 2025 Minimum Municipal Obligations.
- 5i. Adoption of Ordinance 2024-199 to establish a deferred retirement option program with the Cumberland Township Police Pension Plan.
- 5j. Approval of Cumberland Township Policy #6 regarding anonymous Right to Know Requests.
- 5k. Approval of Resolution 2024-10 authorizing the Township to reimburse funds expended from the Township's Building Fund Account from the proceeds of the note issued to fund the municipal building renovation and expansion project.
- 5l. Authorize the decommission, sale of surplus equipment and advertising for the 2014 Chevrolet Caprice police cruiser.

POLICE REPORT:

Police Chief Trostel presented an oral and written report of police activities for the month of August 2024 including: 289 calls for service, 330 traffic stops, 16 criminal incidents and 7,235 patrol miles. Some highlights of the report were:

- Cadet Jordan Spidle is beginning defensive tactics and firearms training this week and is excelling at the academy.
- Part-time Officer Joe David has completed his field training with excellent reviews.
- Officers conducted additional traffic enforcement with the increased volume of traffic due to detours from the Route 116 bridge replacement.
- Sgt. Rosenberger and Officer Barbagello attended a community event hosted by Adams County Domestic Relations at the Human Services Building.
- Sgt. Goodling gave a full report from last month's bike week activities.

MAINTENANCE DEPARTMENT REPORT:

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

- Mr. Walter stated the paving project was finished on Twin Lakes Drive.
- The crew has been working on replacing and upgrading the storm sewer piping on the north side of Blackhorse Tavern Road.
- Horner Road was regraded and shoulders were cut along with outfall cleaning and adding riparian barriers to the road.
- The micro-surfacing project began last week by Stewart and Tate and will be finished by the end of this week.
- The work continues on the move to the temporary administrative offices at the Country Club property.

ACTIVE BUSINESS:

Table Rock Terrace Land Development Plan – request for waivers.

Mr. Knoebel explained the plan to the Board. He reviewed the five waiver requests as stated below:

Mr. Knoebel stated that the preliminary plan waiver is a standard request which he has no problems with. **Mrs. Biggins made a motion to approve the preliminary plan waiver request with the ability to submit a final plan from Section 22-203. Second by Mr. Sheppard and carried. 5-0**

The second waiver is regarding the requirement to provide 50 feet separation between street intersections. Mr. Knoebel stated that he has conversed with the traffic engineer for the Township along with the Township Attorney and Township staff regarding this waiver. The traffic engineer is concerned with the number of access points being too close together on the plan. She suggested taking an access point and having it normally closed with a gate for emergency personnel ability to access. Mr. Knoebel would support the most eastern access, closest to Table Rock Road, being gated to only emergency personnel. This would give 640 ft. from Table Rock Road which would meet the requirement. Mr. Rice added that this would not set a precedent for future developments, this is a site-specific waiver for this specific development project.

Mrs. Biggins made a motion to approve the waiver request from Section 22-403.8F to grant a waiver for the western most access to be closer than 500 feet to the nearest intersection which is Cambridge Court with the understanding that the eastern access will be gated and normally closed, adding that the developer will be required to maintain the gate and provide the gate and lock for emergency personnel. Second by Mr. Sheppard and carried. 5-0

The third waiver is for the requirement that driveways shall be constructed so that motorists are not required to back onto the roadway. Mr. Knoebel stated that since these driveways will be fronting a low volume roadway that is only accessible to the townhomes instead of a major arterial or collector roadway he would not see an issue with this waiver.

Mr. Sheppard made a motion to approve the waiver request from Section 22-405.1.L for the requirement that driveways shall be constructed so that motorists are not required to back onto the roadway, on the basis of the private minor neighborhood street with low traffic volume in compliance with the alternate design criteria. Seconded by Mr. Brauning and carried. 4-1 Ramsburg Nay

Another requested waiver is to the requirement of sidewalks to be installed on both sides of the proposed street. The street being Knoll View Drive. Mr. Knoebel stated that the developer has designed the project to not provide sidewalks on the outer loop of Knoll View Drive. There are no houses fronting this loop. Mr. Knoebel stated that the Planning Commission recommended this waiver with the condition that they would provide interconnectivity with the Cambridge Court (Cambridge Crossing Phase 1) development.

Mrs. Ramsburg made a motion to deny the waiver request from Section 22-504.1 to eliminate the sidewalk on the northern outer loop as identified on the land development plan with a condition that the developer would provide interconnectivity with Cambridge Court (within Cambridge Crossings Phase 1 development). Seconded by Mrs. Biggins, motion carried 5-0.

A fifth and final item requested; Mr. Knoebel explained that the Zoning Ordinance has a 25 ft. setback requirement from the street right of way and in order to meet the front set back for the homes on Knoll View Drive the designer has changed the right of way to 30 feet instead of the 50 feet that is required. Mr. Knoebel added that this would make the requested waiver from Section 22-403.2 which is the widths of the right of way section. Noting that these streets will not be dedicated to the Township and will be privately owned. Mr. Knoebel explained he does not see a problem with this waiver request being it

really doesn't change the street or the design of the development. Mr. Knoebel added that he recommends as a condition of this waiver that the parking be limited to one side of the street on the outer part of the loop, that there be no parking between Boyds School Road and the first building and they would have to provide whatever the rights of ways are required for each of the utilities as the utilities will be dedicated.

Mrs. Biggins made a motion to approve the requested waiver from Section 22-403.2 to reduce the required right of way to 30 feet from 50 feet with the parking to be limited to one side of the street on the outer part of the loop, that there be no parking between Boyds School Road and the first building and they would have to provide whatever the rights of ways are required for each of the utilities as the utilities will be dedicated. 2nd by Mr. Sheppard, motion carried. 3-2 Brauning & Ramsburg Nay.

Committee Reports and comments from Board Members:

Personnel, Park and Recreation, Economic Development, CTA, COG, CT411:

Personnel: Mrs. Biggins stated she met with the Manager and Police Chief to discuss department goals and she appreciated their time and energy with this. Mrs. Biggins added that she has been trying to learn more about healthcare, dental and vision insurance and would like to thank personnel for trying to learn more and getting the best options for these insurances for the Township. Mrs. Biggins also thanked staff for all of their hard work on the transition to the Country Club.

Park and Recreation: Mr. Sheppard stated that they are again interviewing for the vacant Executive Director position. Mr. Sheppard now oversees building and grounds at the current time until the position is filled.

Economic Development Committee: No items

CTA: No items

COG: Mr. Phiel stated that Charles Gable and Carl Whitefield spoke about the America250PA Commission. They explained how they are going to tie Gettysburg and the surrounding area in with the yearlong 250th celebration of Pennsylvania. Mr. Phiel added that a group got together regarding revisions to the fire study and what role COG may have in this. The group decided that a new fire study wouldn't do much more than what the current one does. COG asked the group ACTVISA to attend a meeting to discuss the best way to go about what can be done for fire departments along with asking the different municipalities to reach out to their local fire departments to see what their needs may be. Representatives from both Torren Ecker and Dan Moul's office attended the meeting. The annual ACATO conference will be held November 20th, 2024 at Saves. Mr. Blocher stated that a representative from Dan Moul's office noted that they will be introducing legislation proposing audio and/or video recordings would be able to take the place of the current process that municipalities pay to meet the requirements of a stenographer.

CT411: No items

STAFF REPORTS

Manager:

Mr. Blocher reported the following:

- The Maring Settlement took place on July 24th with Supervisor Biggins also in attendance. Cumberland Townships contribution of \$29,980.02 or 30.31% placed an easement on this property for Ag Preservation.

- On July 29th the National Park and Cumberland Township staff had a meeting to review future projects and exchange information to make sure everyone stays up to date with things happening in Cumberland Township.
- On August 19th, I traveled with Deb Musselman from the conservation district to almost all the open projects in Cumberland Township. She will be the primary representative from the Conservation district for the Township moving forward.
- The Township has been assigned Keisha Ransome as our RACP consultant. We will be working with Keisha's role will be to help the Office of the Budget (OB) with oversight of our RACP grant in areas such as match funding, review of our RACP PMP, construction monitoring, and grant compliance. The first kick off call will occur August 27th at 11am.
- The Township Campus will be undergoing treatment for the spotted lantern fly Wednesday August 28th. This treatment will be performed by the Department of AG.
- Supervisor Phiel, Chief Trostel, and I will be meeting to discuss Township projects with Representative Moul on September 3rd, 2024.
- The temporary offices at 730 Chambersburg Road are almost ready to move in. A detailed plan has been formalized. Some items have started to move with administrative offices to start Tuesday September 3rd. During the week of September 3rd-5th the Township Offices will be closed except for appointment only.
- Rep Moul's office noted that he will be introducing legislation proposing that audio or video recordings would be able to take the place of the current process that municipalities pay to meet the requirements of a stenographer.
- Two Responses to the Townships RFP for financing were received and reviewed with our solicitor and finance committee.
- Cumberland Twp. completed a survey at the request of the Pennsylvania Cybersecurity Planning Committee. Those results will be used to continue and expand initiatives in place in Pennsylvania.
- National Night out was postponed because of inclement weather. The Township is currently evaluating dates to have a Fall event in its place. Information should be coming out soon
- GARA is interviewing again for the vacant Executive Director position.
- The building committee and team have been working countless hours to get the building design to a bid ready status. The intention is to meet this goal in September.

Treasurer:

Mrs. Camie Stouck-Phiel reported the following:

- Worked with the manager on reviewing items needed to submit the Green Light Go grant. Started organizing files and proof of payments for grant submittal.
- Consulted with YATB on current EIT distribution and LST distribution and 2025 EIT and LST projections for budgeting purposes.
- Met with Benecon Ancillary Benefit Administrator, and the personnel committee on future health insurance options.
- Completed two PSATS webinars pertaining to budget planning, tips and ideas for assisting with building a better budget throughout the year.
- Concluded the summer Capital Blue Cross Health Promotion & Wellness Workshop series. The final class was a recap of all the summer classes.
- Worked with the manager on 2025 salary information and started to prep the document used to create the 2025 budget.

Unless otherwise noted, all votes were unanimous. The meeting was adjourned at 8:20 P.M. to executive

session to discuss litigation, real estate and personnel.

Michele Long, Township Secretary

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_____) Supervisors
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