

**Cumberland Township Board of Supervisors
January 17, 2013 Workshop Minutes**

Chairperson Underwood called the workshop to order at 8:33 a.m. Present were Supervisors Ferranto and Toddes; Township Manager Ben Thomas, Jr., Solicitor Jason Kelso, Assistant Secretary Carol Merryman, Zoning Officer Bill Naugle and Township Engineer Tim Knoebel. Others present were: Brian Devost, Jim Paddock and Amy Stansbury from the Evening Sun. Mr. Waybright and Mr. Shealer were absent. The workshop was recorded.

Engineer:

Mr. Knoebel reported that the Judy R. Miller Plan is waiting on a sewer connection and the M & L Properties Plan is waiting on the road vacation approval so it makes sense to grant the extension request for each of those plans.

Mr. Knoebel also reported that the Clifford and Lori Ann Yarwood Plan is a simple lot-addition and is ready for approval once the Solicitor reviews the Deed of Consolidation. He added that there is a Non-Building Waiver that will need to be approved and it has been reviewed and signed by the Sewage Enforcement Officer.

Mr. Knoebel reported that the Maintenance Bond for The Meadows, Phase II, will expire on March 1, 2013. He added that this does not require any action by the Board.

Mr. Knoebel reported that the Maintenance Bond for Patriot's Choice expires near the end of February. He recommended that the Maintenance Bond be allowed to expire and the \$25,000.00 Performance Bond be held until the punch list items have been addressed; including getting written verification that the Homeowners Association will take ownership of the stormwater detention basins. Mr. Ferranto asked that the Board talk to the Homeowner's Association to make sure that everyone knows what is going on. Mr. Knoebel will contact the President.

Mr. Knoebel reported that work is commencing on the next phase of Cumberland Village, Phase 1B and 1C. The construction will occur between the houses built in Phase 1A and the new Fairplay Road. He added that they will video and document the condition of Herr's Ridge Road.

Public comment: None.

Manager:

Mr. Thomas turned the floor over to Mr. Toddes to report on the Gettysburg Area Recreation Committee. Mr. Toddes reported that the Township Park, Rec and Open Space Committee has been meeting with Gettysburg Borough Park and Rec representatives and they are in the process of recommending creating a Gettysburg Area Recreation Authority. He added that Gettysburg Borough did approve the concept at their meeting on Monday evening and the Board will have to take action at their meeting on Tuesday night to move this on to scheduling a public hearing. Mr. Brian Devost refreshed the Board on the Peer-to-Peer Study that was done in 2009 in regards to inter-municipal cooperation with the Gettysburg Rec Park. He explained that this proposal has been changed to create an operating Authority rather than operating with an inter-municipal agreement. Mr. Devost presented a Power Point and also showed some of the website that he has been working on. Mr. Thomas stated that the next step will be for the Board to offer their intent to move forward with the proposed ordinance and schedule a joint public hearing with the Council and Mayor of Gettysburg Borough. He added that Solicitor Kelso has authored the various legal documents that the Board has for their review. Mr. Toddes also confirmed that the funding will not be coming from the taxpayers, but rather from the Park and Rec fees that have been paid by developers.

Mr. Thomas suggested that the Supervisors' and Manager's goals for 2013 be postponed until the next meeting since there are two Supervisors absent.

Mr. Thomas reported that Mrs. Merryman did check with other comparable Townships regarding the percentage of commission that is paid to the Real Estate Tax Collector. The Township's current commission is 3% paid when the taxes are collected in the discount period and 5% for taxes collected in the par and penalty period. Mr. Thomas recommended that the commission be changed to 2% at discount and 3% at par and penalty and that will bring the Township in line with other comparable Townships' commission to their tax collectors. He added that we do feel that our tax collector does a superb job.

Mr. Thomas reported that the Board approved the changes to the Fee Schedule Resolutions with the exception of the Conditional Use and Zoning hearings (\$750.00) and Citizen's Text Amendment hearings (\$650.00) new concept of charging an additional application fee of \$250.00 when the hearing has to be held offsite and an additional hourly charge of \$150.00 per hour (or portion thereof) when the hearing is held at the Township Building and lasts longer than one hour and an additional hourly charge of \$200.00 per hour (or portion thereof) when the hearing is held offsite and lasts longer than one hour. Mr. Ferranto questioned the charge for the Citizen's Text Amendment (\$650.00) and the staff will confirm that. Mr. Thomas reiterate his recommendation that the Board could remove that section (Part 20 §27-2001.3) from the Zoning Ordinance. He added that he has never seen that language in any other Zoning Ordinance and removing it would not preclude a citizen from making a request for an amendment.

Mr. Thomas reported that he is recommending that the current agreement with Cumberland Township Authority for the Administrative Manager's pay be reduced to \$12,000.00 for 2013. He explained that he felt that this would ultimately happen because the Authority had a lot of administrative issues that had to be addressed and that has happened. Chair Underwood also reported that Mr. Thomas opted to receive no pay for the first seven months of the agreement.

Chair Underwood reported that there is a public hearing scheduled for 6:30 p.m. on Tuesday, February 22, 2013 relevant to the vacation of a portion of Woodcrest Drive.

Mr. Thomas reported, for Mr. Shealer, that the Township had executed a resolution in 2004 for participation in the PennDOT Agility Program which was good for five years. Mr. Shealer would like to participate again in 2013 so the resolution must be renewed. He added that Mr. Shealer will be able to give the Board more information at Tuesday's meeting.

Chair Underwood requested that the Board make a motion at Tuesday night's meeting to approve #1 of ACTPO's recommendation to "Adopt an MOU with the York County Metropolitan Planning Organization (MPO) that establishes certain areas where joint planning efforts can be undertaken, particularly for the Urbanized Hanover Area."

Solicitor: Executive Session needed

Committee Reports:

Planning/Zoning – No report.

Public Safety – Chair Underwood reported that everyone should have received year-end reports from Gettysburg and Barlow Fire Departments and there will be further discussion in Executive Session on personnel matters.

Finance Committee – Mr. Thomas reported that the audit process has started for the Township and Authority and the Finance Committee will be meeting next week to review the 2012 year-end report.

Park and Rec – Mr. Toddes reported that they have a meeting on January 30, 2013 at 4:00 p.m.

Personnel – No report.

CTA – Mr. Toddes reported that he attended his first meeting and the Authority would like to have a joint

meeting with the Supervisors in March.

COG – Chair Underwood reported that the Joint Purchasing forms have been distributed and are due back to the COG by February 5th. Mr. Ferranto reported that the Legislative Committee met yesterday to prioritize their Agenda that they will be bringing to the COG next week and they are going to be very interactive with the politicians this year.

ACTPO – Chair Underwood reported that they have a regular scheduled meeting next week.

Economic Development – Chair Underwood reported that she appreciated Robin Fitzpatrick coming in to speak to the Board and she wants to have her come in more often and work with her directly.

150th Commemoration – Mr. Ferranto reported that a meeting was held on Monday and they have been working on acquiring funding, made Governor Corbett and his wife honorary co-chairs of the events, talked about a concert in Cumberland Township, parking and shuttles. He added that John Eline has become Chairman of the Infrastructure Committee. He also reported that the State Police had a representative at the meeting and they will be assisting and would also assist Cumberland Township Police.

CT411 – No further reports.

There being no further business, the meeting was adjourned at 10:08 a.m. for an Executive Session with no report to follow.

Carol A. Merryman, Asst. Secretary

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SUBJECT TO APPROVAL