

**Cumberland Township Board of Supervisors**  
**1370 Fairfield Road, Gettysburg, PA 17325**  
**October 26, 2021 – 7:00 P.M.**

At 7:00 P.M. the regular meeting was called to order by Chairman Waybright. Present were all Supervisors: Waybright, Toddes, Phiel, Ramsburg and Brauning. Also present were Solicitor Sam Wiser, Township Manager Ben Thomas, Jr., Police Chief Don Boehs, Engineer Tim Knoebel, Treasurer/Finance Director Camie Stouck-Phiel and Secretary Carol Merryman. There were approximately 20 Township residents present, David Blocher from the Gettysburg Fire Department and Jim Hale from The Gettysburg Times. Several residents participated via Zoom.

Chairman Waybright led the Pledge of Allegiance.

Mr. Toddes read the following statement:

At the last meeting the Board of Supervisors authorized the hiring of an additional full time police officer. Following the authorization, the Personnel Committee discussed the hiring process to be utilized to fill the positions. The Township does not have an established process or policy for the hiring of police officers. The Personnel Committee recommends a process that provides equal opportunity to any qualified, interested applicant, takes into account any veteran preference required by law, and accounts for the recent changes in state law regarding hiring.

Although the Personnel Committee has not received hiring process recommendations from the Chief since the last meeting, we feel that an open and transparent hiring process is in the best interest of the Township and Department. Upon adoption of the hiring process, we suggest that the Chief provide the Personnel Committee with a suggested application form, suggested advertising options, and an oral examination format.

The agenda also includes potential action on an Amended School Resource Officer (SRO) Agreement. If the Township and School district approve the agreement, the SRO would, from early June to mid-August, be working full time for Cumberland Township Police and not the School District (this is the only change in the agreement). This change will allow Cumberland Township Police to have an extra patrol officer during the busiest time of the year, which includes Gettysburg 4<sup>th</sup> of July weekend and the Gettysburg Bike Week.

The Personnel Committee is recommending the hiring of two part time police officers.

These part time officers would assist in covering officer Paid Time Off and providing additional manpower when needed. We feel this will help in the effort of keeping patrol officers on the street.

Mr. Toddes stated that he would like to add the changes to the School Resource Officer Agreement to the agenda.

Police Chief Boehs stated that he sent an email to the full Board on October 15, 2021 and respectfully requested that two officers be hired soon to replace the Lieutenant and Sergeant positions. He also asked for direction on the hiring process; either emergency hiring or advertisement and requests. His suggestion would be resumes and oral interviews. He added that all members of the department are working diligently to maintain 24/7 coverage, are all getting fatigued and are concerned for the community and officer's safety. Police Chief Boehs asked the Board for direction and dialog on how they would like him to proceed. He added that he did not hear back from any Board members so he contacted HACC, University of Md. and spread the word and got back three resumes; two from Md. and one from Pa. and

has two qualified candidates. Police Chief Boehs requested that the Board act soon on this because they need the manpower and positions.

**Mr. Toddes made a motion to approve the agenda with the addition of the Hiring Policy for the Police Department (Letter J. under Active Business). The motion was seconded by Mr. Phiel and carried.**

**Mr. Toddes made a motion seconded by Mrs. Ramsburg and carried to approve the Minutes of the September 28, 2021 Regular Meeting.**

**Mr. Phiel made a motion seconded by Mrs. Ramsburg and carried to approve the bills in the amounts as stated by the Chairman: \$188,282.10 from the General Fund, \$3,102.10 from the Escrow Fund and \$1,536.78 from the Capital Reserve Fund.**

**Public comment:**

Mr. David Blocher, representing the Gettysburg Fire Department, thanked the Board for their cooperation and also spoke to them regarding the Fire Tax and funding to their department who respond to 28% of their calls in Cumberland Township. Mr. Blocher requested \$140,000.00 for 2021 for several different projects and also asked to receive \$150,00.00 in 2022 for various projects.

The following people commented on police staffing:

Roger Semplak, 440 Old Mill Road

William Davis, Fairfield Road (made a \$1,000.00 cash contribution to the Police Department)

William Coe, 105 Twin Lakes Drive

Teri Coe, 105 Twin Lakes Drive

Kirby Scott, 18 Kestrel Drive

Elizabeth Magner, 470 Belmont Road

Warren Sheppard, 1610 Fairfield Road

**Engineer:** Mr. Knoebel reported that the Township has a request from Henry King for the release of financial security being held for his greenhouse project, in the amount of \$16,637.50. Mr. Knoebel has produced a memo dated October 25, 2021 that recommends that the release can be made pending verification that the Stormwater Operations and Maintenance Agreement has been executed and recorded.

**Mr. Brauning made a motion to approve the full release with the condition as stated in Mr. Knoebel's memo seconded by Mr. Phiel and carried.**

Mr. Knoebel also reported that the Artillery Ridge Campground Final Land Development Plan had been tabled at the last meeting giving the applicant time to address more of the engineer's comments, they have received revised plans and produced a new memo dated October 26, 2021. Mr. Knoebel stated that there is one waiver request to Section 303 requiring the submission of a separate preliminary plan and that is a typical waiver request. Mr. Knoebel read over the remaining comments on the memo and recommended approval contingent upon the comments being addressed. **Mr. Toddes made a motion to approve the waiver request to Section 303 requiring a separate preliminary plan seconded by Mrs. Ramsburg and carried. Mr. Toddes made a motion to approve the Artillery Ridge Campground Final Land Development Plan subject to the comments in the engineer's October 26, 2021 memo being addressed. The motion was seconded by Mr. Brauning and carried.**

**Police Report:** Police Chief Don Boehs presented a written and oral report of police activities for the month of September 2021 including: 283 complaints, 32 traffic stops, seven traffic accidents, three targeted enforcements, 15 combined arrests, 8,750 patrol miles and 32 walk-in complaints. He added that

they assisted other agencies three times and they were assisted six times. There were three assists to Pa. State Police. Police Chief Boehs reported that Detective (now Acting Sgt.) Higgs is handling 21 active felony cases occurring within the last nine months. Police Chief Boehs added that Officer Barbagello is assisting Detective Higgs. There was further discussion regarding Police Department staffing.

#### **Active Business:**

Mr. Thomas handed out project reports from the Maintenance and Building/Zoning Departments and the Manager for the Supervisors to review for the 2022 Budget.

Mr. Thomas recommended that the Board hold a Budget Workshop on Thursday, November 4, 2021 beginning at 6:00 P.M. **Mr. Phiel made a motion seconded by Mr. Toddes and carried to schedule the Budget Workshop as recommended.**

Mr. Thomas reported that the Township received a letter from the Adams County Commissioners regarding the Solid Waste Contract – Bidding Process. He reported that beginning in 2022 the County is no longer going to be involved with the bidding process but, the County will continue to support municipal organizations where applicable for the solid waste procurement process. Mr. Thomas asked the Board if they were in favor of continuing in the Solid Waste Contract in conjunction with Straban Township and East Berlin and Abbottstown Boroughs, to keep the number of trash trucks off of the Township roads and hopefully save the Township residents money. **Mr. Phiel made a motion to continue in the Solid Waste Contract – Bidding Process seconded by Mr. Toddes and carried.**

Mr. Thomas reported that over the fall and winter months KPI is working with Clauser Environmental on the MS4 projects here at the Township Building along Willoughby Run and at The Human Resources Building on Boyd's School Road. He added that we have been working closely with the watershed specialist at the Adams County Soil Conservation Service who will be applying for a Stormwater Grant at the end of this week on behalf of the Township for the Human Resources Building project. He added that we will be having internal training as part of the Minimum Control Measures and will be meeting with members of the Homeowner's Associations regarding Best Management Practices.

Mr. Thomas reminded everyone about the vacancy on the Zoning Hearing Board that needs to be filled.

**PERSONNEL COMMITTEE:** Mr. Toddes presented the School Resource Officer (SRO) Agreement with Gettysburg Area School District and reported that the only change is to the duty hours. He explained that the SRO will stop one week after the official end of school and start whenever the athletic programs begin. There will be roughly six weeks in the summer when the SRO will be working for the Police Department. **Mr. Toddes made a motion to approve the School Resource Officer (SRO) Agreement with Gettysburg Area School District seconded by Mrs. Ramsburg and carried.**

**FINANCE COMMITTEE:** Mr. Phiel reported that the committee recommends the completion/disconnection of the remaining streetlights on Deatrack Drive at a cost of \$1,427.00. **Mr. Brauning made a motion seconded by Mrs. Ramsburg and carried to approve the completion/disconnection as recommended.** Mr. Phiel also recommended the purchase of an air operated oil pump for engine oil from Northern Tool at a cost of \$1,279.98. **Mrs. Ramsburg made a motion to approve this purchase, as recommended, seconded by Mr. Toddes and carried.** Mr. Phiel reported that the Maintenance Department was able to re-grind a pile of millings for use on future projects by renting a crusher/grinder from Wilson Paving, the job was completed much quicker than anticipated and the cost was well below the \$6,000.00 that was expected. Lastly, Mr. Phiel reported that the Maintenance Department desires to replace a 27 year old dump truck with a 2023 International Dump Truck and given the supply chain the Finance Committee is recommending a Letter of Intent to get in the

que for a truck and it is non-binding. **Mr. Phiel made a motion to ratify the Letter of Intent for the purchase of a 2023 International dump truck seconded by Mr. Toddes and carried. Mr. Brauning voted against the motion.**

**Added to Agenda – Hiring Policy for Police Officers -** Mr. Toddes presented a Hiring Policy and Solicitor Wisner went over what was included in the policy including: minimum requirements, Act 120 certification, receipt of applications, non-discrimination, oral review process, background investigation, physical agility requirement, medical and psychological examinations after a conditional offer of employment is made, a polygraph and CVSA as part of the background check for the top three candidates and reporting to MPOETC after hiring. Police Chief Boehs requested to do an emergency hiring because this will take months and he already has two very good candidates. He asked to have oral interviews with the Board and Manager and to do a thorough background check. This was discussed at length. **Mr. Toddes made a motion seconded by Mr. Brauning and carried to adopt the Cumberland Township Hiring Policy waiving Sections 2.4 and 2.5 for this hiring round only and the balance of the policy will go into effect immediately.**

**SOLICITOR:** Solicitor Wisner reported that DCED has slated the application for issuance of debt for the refinance of the maintenance building for November 4, 2021 and we can complete the refinance process the next week. Solicitor Wisner also reported that November 2<sup>nd</sup> is the day that objections are due for the petition that was filed by the Township for the distribution of the \$1.00 of compensation that is being paid for Oaklawn and that would be distributed to the Commonwealth of Pennsylvania. Lastly, there is currently a bill pending in the House that will expand the uses of ARPA dollars and the date for the initial report has been pushed back to April.

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

**Park and Recreation –** Mr. Toddes reported that things are going well at the park.

**COG –** Mr. Phiel reported that the Legislative Forum will be held on October 28<sup>th</sup> at 6:30 P.M.

**Economic Development –** Mr. Brauning reported that he is not aware of anything coming into the vacant Sunoco location and also reported on two fund raisers that Barlow Fire Department is having.

**CT411 –** Police Chief Don Boehs requested approval of a Letter of Intent for the purchase of two Dodge Durango’s for next year similar to what was done for the Maintenance Dept. **Mr. Toddes made a motion seconded by Mr. Brauning and carried to approve a non-binding Letter of Intent for the acquisition of two Dodge Durango Police cruisers to be acquired in 2022 pending final budget decisions.**

**Highways, Public Safety, Planning and Zoning and CTA – No reports**

The Zoning Officer and Treasurer’s reports were reviewed.

Unless otherwise noted, all votes were unanimous. The meeting was adjourned at 8:44 P.M. for an Executive Session to discuss real estate, contract negotiations and personnel issues with no action to follow.

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Carol A. Merryman, Secretary

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