

Cumberland Township Board of Supervisors  
Workshop Minutes  
October 20, 2011

Chairman Waybright called the workshop to order at 8:30 a.m. Present were all Supervisors; Solicitor Sam Wisner, Manager Ben Thomas, Jr., Engineer Tim Knoebel, Assistant Secretary Carol Merryman, Zoning Officer Bill Naugle and Police Chief Boehs. Visitors present were: Dale Molina, Don Sangirardi, Al Ferranto, Speros Marinos, Mike Jackman, Elizabeth Magner, Mark Walters from The Gettysburg Times and Tim Prudente from The Evening Sun. The meeting was recorded.

**Engineer:**

Mr. Knoebel updated the Supervisors on the meeting held with PA Dept. of Environmental Protection (PaDEP) on the Greenmount Act 537 Plan informing PaDEP of the Township's decision to suspend any public sewer for this area, at this time, because it is not financially feasible with the number of users that are available. He added that the Township will continue to have discussions with property owners, as applicable. He also stated that PaDEP does concur with the Township's decision. He stated that a letter summarizing the discussion at that meeting needs to be drafted and sent to PaDEP and he will be working on that letter as soon as possible.

Mr. Knoebel also reported that Patriot's Choice has made a request by email for release of their performance bond and he is waiting on a formal request from them. Mr. Knoebel added that they have supplied an 18-month maintenance bond for the streets that were just accepted.

**Public Comment:**

Mr. Speros Marinos, 912 Baltimore Pike, thanked the COG for their work on the prevailing wage, asked the Board to consider a Township-wide Historical Architectural Review Board (HARB) and questioned the need for a HARB area where it currently is. Mr. Marinos also questioned the fairness in taxation in regards to roads since he lives on a state road and pays taxes to the Township.

Ms. Elizabeth Magner, 470 Belmont Road, stated that she sent out the flyer regarding the proposed poultry operation on Mummasburg Road and apologized to the Board if they had to deal with any inappropriate behavior. She asked the Board to consider a change to the language in the Zoning Ordinance. Solicitor Wisner stated that the request needs to be a general request, not specific to any proposal. Mr. Thomas referred her to Section 27-2001, Chapter 3, Application for amendments by citizens.

Mr. Mike Jackman, 862 Boyd's School Road, made several comments about the proposed Earned Income Tax Ordinance. He urged the Township to have a plan for implementation of the changes that the new tax collection system has, including education of the public. He also suggested that the due date for the taxes should be tied to the federal due date rather than just April 15<sup>th</sup> and suggested that the ordinance should not be gender specific. Mr. Thomas stated that he felt that those minor changes could be made.

**Manager:**

Mr. Thomas stated that the department heads will be presenting a pre-budget oral presentation that will not include any figures. He added that the 2011 budget contained many cost reductions especially with the loss of revenues seen over the past three years and stated that the Township has to plan to fund depreciation and structural improvements to our operations to maintain its level of service in the future.

Mr. Tom Shealer, Superintendent of Roads, reported that the Road Department consists of five full-time employees who maintain 90 lane miles of roads. Mr. Shealer also reported on the vehicle/equipment fleet, their age and condition, the required maintenance of the traffic signals, road name signs, storm drain pipes, box

culverts, bridges, mowing, snow removal, the current condition of the Township's roads and future budgetary needs. Mr. Shealer also reported that he has prepared a Winter Operations Plan and it should be ready for the Board's review very soon. Mr. Thomas reported that the Plan will be placed on the website when it is completed.

Police Chief Don Boehs reported that the Police Department provides 24/7 365 days per year service. Police Chief Boehs stated that department has several capital needs and upgrades including vehicle replacement and rotation, an upgrade to the evidence room and the need for a security wall with a window and secure door in the lobby to the Police Department.

Mr. Bill Naugle, Zoning Officer and Building Inspector, reported that the Township building is a nice, stable building but, there are some things needed including: a new HVAC unit in the Police Department, inefficient toilets that should be replaced, exit signs, painting, new garage doors, a partition for the meeting room and landscaping. Mr. Thomas added that he hopes to improve the efficiencies of the building and will be putting together a three-year funding plan.

Mr. Thomas reported that the Township received two letters from Jack Wagner, Pennsylvania Auditor General, regarding the 2011 state aid allocation for the Volunteer Firefighter's Relief Association and General Municipal Pension System. The letters explained that the allocations have significantly increased due to enhanced efforts in collecting the Gross Premium Tax and this will be a one-time event. Mr. Thomas explained that the Firefighter's Relief Association is not the Fire Department. The Relief Association supports the health and safety of the volunteers and the funds are restricted to that only.

Mr. Thomas also reported that he has received the annual Animal Control Services Agreement from the Adams County SPCA and recommended that discussion on this item be held for a budget meeting.

Mr. Thomas reported that the committee has had two productive meetings with Gettysburg Borough regarding consolidating their police departments with one meeting including a representative from the PA Department of Community Economic Development (DCED) and the committee will be giving a more in-depth report to the Supervisor and residents regarding what options and steps are available to the two municipalities.

Mr. Thomas reported that Act 32 requires a centralized county tax collection system for Earned Income Tax and in compliance with the Act, the Township has given legal notice of their intent to adopt Ordinance 2011-140 amending the Earned Income and Profits Tax Resolution in its entirety at the regular meeting on October 27th. Mr. Thomas added that this has been in the works since 2008, has been a huge undertaking and the Tax Collection Committee has chosen York Adams Tax Bureau as the tax collector. He added that the adopted ordinance must be filed with the PA Department of Community and Economic Development (DCED) by December 1<sup>st</sup> and there will be training to help tax preparers, employers and residents to understand what they are now required to do in regards to withholding and submitting the tax.

Mr. Thomas reported that he is proposing a personnel policy to pay a \$25.00 per month stipend to employees assigned Township cell phones who choose to use their personally owned cell phone for Township business. The stipends would be paid quarterly. Mr. Thomas added that this will save the Township money and make it easier for some employees who must now carry two phones while they are off-duty. Mr. Thomas asked that if the Board concurs with this policy that it take effect in November. Solicitor Wiser added that this reimbursement is clearly within a level that it is not a taxable fringe benefit to the employee.

Mr. Thomas asked the Board to consider a one-year extension to the Municipal Waste Contract for 2013. Mr. Thomas reported that the re-bidding process will have to be done a year from now and would like to discuss this further.

Mr. Thomas reported that the Township is potentially eligible for reimbursement from FEMA for flood related damages from tropical storm Lee and an agent must be designated to file the appropriate forms.

The Supervisors have received a request from the PA State Association of Township Supervisors asking them to make a statement of support for the Guard and Reserve and Mr. Thomas asked the Board to review this request for action at the regular meeting.

Mr. Thomas asked for a resolution authorizing payroll transfer approvals electronically by the ACNB Bank. This authorizes a second and a third person to approve electronic transfers. **Mr. Shealer made a motion seconded by Mr. Phiel and carried to authorize approval of electronic transfers with ACNB Bank.**

Mr. Thomas requested an Executive Session to discuss various personnel issues.

**Solicitor:** No further report.

**Committee Reports:**

**Planning/Zoning** – Chairman Waybright reported that the Zoning Amendment Review Committee held an organizational discussion on October 3, 2011 to determine when and where they would meet and procedures for the meetings and will meet again on Monday, October 24<sup>th</sup> at 7:00 p.m. at the Township Building and the meetings are open for public viewing. The committee hopes to meet on the fourth Monday and second Tuesday of each month.

**Public Safety** – No report.

**Finance Committee** – Mr. Phiel thanked the department heads for their pre-budget reports.

**Park and Rec** – Chairman Waybright reported that a meeting will be scheduled in January.

**Personnel** – Executive Session.

**CTA** – Mr. Phiel reported that they are finalizing the Administrative Agreement between the Authority and the Township. Mrs. Golden reported that the Old Mill Road pump station is moving forward and this will allow for the abandonment of the Route 30 pump station.

**COG** – Mrs. Underwood reported that through the COG’s Legislative Committee, Franklin County COG and Cumberland Valley Builder’s Association testimony was presented at a Senate hearing in Franklin County and it appears that they may be closer than ever to getting the threshold for prevailing wages raised. Mr. Thomas and the Board commended Mrs. Underwood for her participation.

**ACTPO** – Meeting is next week.

**CT411** – Mr. Shealer reported that he attended a class at Shippensburg for gravel and dirt roads and there may be funding available to help improve gravel roads and you must have attended the class to be eligible for the funding.

At 9:57 a.m., Chairman Waybright adjourned the workshop for an Executive Session to discuss a personnel issue with no report to follow.

\_\_\_\_\_  
Carol A. Merryman, Asst. Secretary

\_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_) Supervisors  
\_\_\_\_\_)  
\_\_\_\_\_)