

**CUMBERLAND TOWNSHIP BOARD OF SUPERVISORS**  
**1370 FAIRFIELD RD., GETTYSBURG, PA 17325**  
**REGULAR MEETING**  
**JANUARY 23, 2024**  
**7:00P.M.**

Chairman Phiel called the regular meeting to order at 7:00 P.M. Present were all Supervisors: Phiel, Toddes, Ramsburg, Biggins and Brauning. Also, present were Solicitor Sam Wiser, KPI Representative Tim Knoebel, 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 stated that there needs to be an amendment to the consent agenda adding the resignation from Speros Marinos for the Historical Architectural Review Board (HARB) and appointing Kenny Caudill to the HARB. This item will be added as 5j.

Mr. Phiel also stated that there is a question on item 5f from the consent agenda regarding the waiver request of bonding for the 2024 Gettysburg Festival of Races Special Event so that will be removed from the consent agenda and placed under Active Business as item 8D.

**Mr. Brauning made a motion to approve the agenda with the changes as stated, seconded by Mrs. Ramsburg and carried. 5-0**

**Public Comment:**

None

**Consent Agenda Approval**

**Mrs. Ramsburg made a motion to approve the consent agenda, items 5a – 5J, as presented, seconded by Mrs. Biggins, and carried. 5-0**

- 5a. Action on Minutes – December 21, 2023, Regular Meeting and the January 2, 2024 Reorganizational Minutes.
- 5b. Approval of Bills for the month of January \$339,205.17-General Fund; \$19,309.87-Escrow Fund; \$1,268.73-Fire Tax Fund.
- 5c. Engineering Items
  - 1. Approval of Extension Request #1 of 90-days for the Adams County Library Final land development plan, originally submitted on September 18, 2023.
- 5d. Items from Finance Committee
  - 1. Award the bid for the Green Light Go Program to Herrs Signal and Lighting Company in the amount of \$141,254.75 for traffic light upgrades on Route 30 and Herrs Ridge Road signal; \$105,520.00 from the Green Light Go Grant; \$29,234.75 from the liquid fuels account; \$6,500.00 from the fire tax fund to be reimbursed by Gettysburg Fire Department for the installation of emergency pre-emption detectors.
  - 2. Approval to purchase 5 Ipads and accessories for the Board of Supervisors in the amount of \$7,380.00 from the Capital Reserve fund – technology.
  - 3. Authorize the advertising and sale of the surplus 1995 International Dump Truck.
  - 4. Approval of Resolution 2024-03 to apply for the Robert C. Hoffman Charitable Endowment Trust Grant.
- 5e. Items from Personnel Committee
  - 1. Approval of the Manager Employment Agreement for 2024.
  - 2. Approval of Miscellaneous Pay Resolution 2024-04.
- 5f. Approval of Cumberland Township Policy #4 regarding mailboxes during a snow event.

- 5g. Ratify Meeting Date changes from the Reorganizational meeting with the April 23<sup>rd</sup> Board of Supervisors Meeting being changed to April 30<sup>th</sup>, 2024, at 7p.m. due to primary election day and the Budget Workshop being moved from November 5, 2024, to October 15<sup>th</sup>, 2024 at 4p.m. due to election day being located in the Township Meeting Room.
- 5h. Appoint Clem Melot with PMCA to the Historical Architectural Review Board (HARB) as the BCO member that is required per the HARB ordinance.
- 5i. Approval of minor modifications to the professional services agreement with Kinsley Construction for design and construction management services for the municipal complex project, which was previously approved at the November 28, 2023, Board meeting.
- 5j. Accept resignation from Speros Marinos for the Historical Architectural Review Board (HARB) for Cumberland Township and appoint Kenny Caudill to the HARB.

### **POLICE REPORT:**

Police Chief Trostel presented an oral and written report of police activities for the month of January 2024 including: 228 calls for service, 254 traffic stops, 18 criminal incidents and 6,467 patrol miles. Some highlights of the report were:

- Officers Myers has completed his field training.
- The Department hosted two students from the Adams County Tech Prep program for job shadowing.
- Officer Keefer is assisting the Adams County Historical Society with building security recommendations and upgrades.
- The second round of Medical Marijuana training has been completed for the remaining officers in the Department.
- Officer Keefer is scheduled to begin training relating to public information releases through FEMA at the National Fire Academy.
- Officer Eiker is scheduled for attending Police Supervisory In-Service Training by Penn State Justice and Safety Institute.
- Officer Myers has started the battery of classes recommended for new hires in the Department Operations Assessment.

### **MAINTENANCE DEPARTMENT REPORT:**

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

- Mr. Walter stated that No Parking signs have been installed on Natural Dam Road along with a barricade built for the bridge approach to keep vehicles out.
- The crew has been busy plowing with the past couple storms.
- The department welcomed Jacob Soliday on his first day of January 16<sup>th</sup>. There was a snowstorm on his first day, so he had to jump right in with plowing. He is adapting well to the Department.
- There were some minor flooding issues from the rainstorm the second week of January with flooded roads and debris needing to be cleaned up.
- With the high winds we have been receiving the crew has been able to identify problem trees and brush that will need to be trimmed when spring arrives.
- The new dump truck has finally been delivered after a year and a half. They will be outfitting it with radios, lights, and other accessories this month.

### **ACTIVE BUSINESS:**

#### **Enos & Rachel King Land Development Plan and request for waiver to formal stormwater management plan preparation.**

Mr. Knoebel gave a background of the plan to the Board along with reviewing the KPI comment letter. Mr. Knoebel explained that the applicant is asking for a waiver to the formal stormwater management plan requirement. There has been almost 25,000 sq. ft. of stormwater disturbance on this property within

the past couple years. Mr. Knoebel also stated that the Planning Commission did not recommend the waiver of a formal stormwater plan. Mr. Knoebel added that if the Board did not grant the stormwater waiver it would not be a huge burden on the applicant and if it isn't approved the Board could still approve the plan based on the KPI comments. Mr. Knoebel stated they would recommend the preliminary plan waiver along with the conditional approval of the plan. Mr. Bob Sharrah representing the applicant stated that they are requesting the waiver of the stormwater plan because this is a barn in the middle of the large field using a commonsense approach the water is not going to flow onto anyone except their own property. Mr. Knoebel stated that he does not feel that requiring the formal stormwater plan would cause a huge burden to the applicant and added that they would work with the applicant on a more practical stormwater standard to be applied. A vegetative filter strip without cattle grazing on it would satisfy most of the requirements.

**Mrs. Ramsburg made a motion for a waiver to the preliminary plan. Seconded by Mrs. Biggins and carried. 5-0**

**Mrs. Ramsburg made a motion to deny the waiver request for a formal stormwater management plan. The plan shall be completed. Seconded by Mr. Sheppard and carried. 4-1 Supervisor Biggins-Nay**

**Mr. Brauning made a motion to approve the Enos & Rachel King plan based upon the January 22, 2024 KPI comments. Seconded by Mrs. Biggins and carried. 5-0**

**RN Miller Farms, LLC land development plan waiver request**

Mr. Knoebel explained that the request is to build a roofed 40' x 64' waste stacking house and a 16'x20' mortality composter to replace the existing storage area that is currently located in the floodplain, which is uncovered and on bare earth. The property is located at 30 Miller Road. Mr. Knoebel added that they will still be submitting a grading plan along with a minor stormwater management plan. Ms. Rebecca Nas from 30 Miller Road reviewed the plan with the Board and gave a background of the farm. Ms. Nas explained the multiple reasons she is requesting the waiver of the land development plan. Mr. Wisner explained that the Board has received numerous requests like these which have been recently reviewed, adding that the ordinance is clear that land development is required for any non-residential structure. The Board has been abiding by this requirement from the ordinance with these past waiver requests. Mr. Wisner stated there is currently a drafted ordinance amendment that will provide an exemption for smaller agriculture projects but that has not been finalized or even presented to the Planning Commission at this point.

**Mrs. Biggins made a motion to grant the waiver request for a land development plan based on the January 11<sup>th</sup> letter submitted by Rebecca Nas and including that a stormwater plan and grading plan are still applicable. Seconded by Mr. Brauning and carried. 4-1 Supervisor Ramsburg-Nay.**

**Approval of Extension Request #6 of 90-days for The Crossings Preliminary land development plan, originally submitted on May 5, 2022.**

Mr. Knoebel reviewed the background of the plan adding that the engineer has made a submission of the revised plan to address the April KPI comment letter. Mr. Knoebel added that this plan will need to go back to the Planning Commission after review of the revisions submitted this evening. Mr. Tony Fructl stated that they have been waiting for their NPDES permit submission and the sewer authority reviewing the plan. Mrs. Biggins questioned what has been completed since the last extension request in October. Mr. Knoebel stated he had no items completed since then besides the resubmission received tonight.

**Mrs. Ramsburg made a motion to deny the 90-day extension request for The Crossings Preliminary land development plan originally submitted on May 5, 2022 based upon the deficiencies on the**

**April 12, 2023 KPI comment letter and the May 11, 2023 McMahon traffic impact study letter. Seconded by Mr. Phiel and carried. 3-Yea 2-Nay Supervisors Biggins and Brauning.**

**Mrs. Biggins made a motion to deny the plan based on the deficiencies on the April 12, 2023 KPI comment letter and the May 11, 2023 McMahon traffic impact study letter. Seconded by Mrs. Ramsburg. 5-0 Motion Carried.**

**Approval of the waiver request of bonding for the 2024 Gettysburg Festival of Races Special Event permit.**

Mr. Sheppard asked Mr. Wiser if the Township will be held liable for waiving the bond for this special event. Mr. Wiser stated that the Special Events Ordinance requires this bond. The Board has waived the bond for this certain special event for the following factors, it is an event for a limited time and duration, and it occurs within the road right of way. There are no specific emergency and police services required and there is sufficient insurance for the event.

**Mr. Sheppard made a motion to approve the waiver request for the 2024 Gettysburg Festival of Races, seconded by Mrs. Biggins. Motion carried. 5-0**

**Solicitor:**

None

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

**COG, Park and Recreation, Planning & Zoning, Public Safety, Highway, CTA.**

**Economic Development Committee:**

**No Items**

**Parks and Recreation:**

Mrs. Ramsburg stated that the Township has decided to closely evaluate the recreational opportunities within the community. Through this process the Township intends to pursue grant funding that will provide money to produce a Parks, Recreation and Open Space Plan which will serve as the roadmap to improve access to recreation opportunities for the Township residents. The intention of the plan is to take inventory of the resources located within and surrounding the Township, poll the community as to what amenities our residents would like to see and generate a strategy for bringing this vision to fruition. The Township will be applying to several state and local grant programs to help fund the cost of completing a Parks, Recreation and Open Space Plan. The Township has identified two state programs, the Community Conservation Partnerships Program (C2P2) and the Greenways, Trails, and Recreation Program (GTRP) as well as the Adams County Parks, Recreation and Green Space Grant Program. The Township intends to apply for each grant in our effort to fund the development of the plan. Mr. Phiel stated that we have worked with GMS to get this started and help with the analysis.

**CTA:**

No Items

**COG:**

Mr. Phiel stated the next meeting will be January 25, 2024 at 8:30 a.m..

**CT411:**

No items

## **STAFF REPORTS**

### **Manager:**

Mr. Blocher reported the following:

- The Building Committee is now meeting every week to assemble the framework to enable a productive workshop soon. All staff and department requests are being evaluated for a second time to bring a great layout to the workshop for everyone to provide feedback. We look forward to the expanded Police facilities, ADA compliancy, and being able to have Cumberland Township community events such as HOA meetings here.
- All full-time staff received an employee benefit review sheet. This annual process started in 2024 and will continue annually. This includes an overview of tenure, wages, time off, and sick time.
- The month of January resulted in three snow declarations being declared. I would ask that we continue to encourage our residents to utilize our Savvy Citizen platform for important updates. When a Snow and Ice Declaration is in place all vehicles must be removed from township streets and right of ways. The Township had received one complaint from an HOA that was covered by contracted services and our Road Master addressed the situation and the same HOA sent a follow up email this last snowstorm Thanking the Township for an excellent job and addressing the situation.
- The Township had MS-4 MSM6 training at KPI on January 10, 2024. Those attending included Mary Voss, Chris Walter, and myself with KPI representatives. Mary will be working as a point person with MS-4 as we roll out items in 2024 for compliance purposes.
- On January 17<sup>th</sup>, the Township attended the Settlement for the Waybright Farm Easement. This will place the Farm into the Adams County Ag Land Preservation Program. The Township contributed 12% of the funds needed in conjunction with 78% coming from the State and 10% county funding to make this possible
- On January 22, 2024. I attended the Home in Adams County Coalition meeting. Different organizations attended and reviewed items such as mid-level housing, voucher assistance programs, and the Adams County average income number being inflated as many of the higher wage positions are outside of the county and those individuals reside within Adams County. Discussion on how those opportunities could come into Adams County.
- We welcomed Jacob Soliday to the Cumberland Township with a snow event and started him early on January 16<sup>th</sup>. This now gets our Highway department back to full staffing.
- As you heard mentioned the Township will be applying for the Hoffman Grant in hopes to equip our police department vehicles, township building, and highway department with AEDs. Well Span is exiting a program that originally provided three AEDs to township approximately 10 years ago.

### **Treasurer:**

Mrs. Camie Stouck-Phiel stated that the auditors were here for the annual audit. She attended a SLFRF Workshop (for the ARPA grant) given by the US Department of Treasury which was for the preparation of the mandatory 2024 State and Local Fiscal Recovery Funds Annual Report. Mrs. Stouck-Phiel also stated she has completed the 1099's, W-2's, all 4<sup>th</sup> quarter reports, and the yearly state filings. She has registered for the 2024 annual PSATS conference in Hershey in April of this year.

Unless otherwise noted, all votes were unanimous. The meeting was adjourned at 8:17 P.M. to executive session to discuss personnel and litigation.

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

\_\_\_\_\_  
Michele Long, Township Secretary