

**Cumberland Township Board of Supervisors  
June 24, 2014 Meeting Minutes**

The regular meeting was called to order at 7:00 p.m. by Chairperson Underwood. Present were Supervisors: Underwood, Paddock, Toddes and Waybright; Manager Ben Thomas, Jr., Solicitor Sam Wisner, Police Chief Don Boehs, Zoning Officer Bill Naugle, Engineer Tim Knoebel and Secretary Carol Merryman. Others present were: Carolyn Greaney, Barry and Jean Stone, Steve Tallman, Elizabeth Magner, Speros Marinos, Harry Holt, Ron Garris, Jim Delaney, Matt Battersby and Vanessa Pellechio from The Gettysburg Times. Mr. Ferranto was absent. The meeting was recorded.

Chairperson Underwood led the Pledge of Allegiance.

**Mr. Toddes made a motion to approve the Minutes of the May 22 and June 5, 2014 workshops and May 27, 2014 meeting seconded by Mr. Waybright and carried 4-0.**

**Mr. Toddes also made a motion to pay the bills, in the amounts of \$81,032.92 from the General Fund including a \$3,853.43 Fire Tax transfer, \$9,713.25 from the Escrow Fund and \$5,997.19 from the Capital Reserve Fund seconded by Mr. Waybright and carried 4-0.**

**Engineer/Plans:**

Mr. Knoebel reported that the Oak Lawn Memorial Gardens Final Subdivision Plan located on Chambersburg Road proposes the subdivision of a 9.064 acre lot from the existing 24.672 acre cemetery property. This lot is to be conveyed to the adjoining lands of James Delaney to form a 9.801 acre lot. Mr. Knoebel added that he has prepared a memo dated June 18, 2014 that includes minor comments and there is a Non-Building Waiver that needs approval. Mr. Knoebel did point out that a Deed of Consolidation is required and there is an access easement that goes across Lot 2 to provide access to the maintenance shed on Lot 1 and a note should be placed on the plan which states that the owner of Lot 1 will be responsible for the maintenance of the access easement across Lot 2. **Mr. Waybright made a motion to approve the Non-Building Waiver seconded by Mr. Toddes and carried 4-0. Mr. Waybright also made a motion to approve the Final Subdivision Plan contingent upon the applicant satisfying the comments in the engineer's June 18, 2014 memo and adding the note to the plan pertaining to the maintenance of the access easement seconded by Mr. Paddock and carried 4-0.**

Mr. Knoebel also reported that Adams Electric Cooperative, located on Biglerville Road and South Avenue, is proposing a subdivision of their property to provide for a .5 acre residential lot for a single-family home. Mr. Knoebel added that there is public water and sewer there, but the sewer line will have to be extended and they will have to speak to Cumberland Township Authority about this. Mr. Knoebel also reported that they have submitted a request for a Sewage Planning Exemption and action could be taken on that and sent on to Pa. Dept. of Environmental Protection for their approval while they work on the other details. **Mr. Toddes made a motion to approve the Sewage Planning Exemption for Adams Electric Cooperative seconded by Mr. Waybright and carried 4-0.**

**Solicitor Wisner reported that the Board held an Executive Session from 6:15 p.m. to 6:55 p.m. this evening discussing real estate negotiations.**

**Visitors:**

Mr. Harry Holt, Business Manager of St. Francis Xavier Church / School located on Table Rock Road, stated that he was present to formally petition the Supervisors for an extension of the improvements to the intersection of Boyd's School Road and Table Rock Road that were a condition of the approval of their Land Development Plan and ask for the Township's assistance dealing with Columbia Gas. The conditions included widening Table Rock Road to allow for bus turns; lengthening the extension of the bridge on both sides and the installation of guard rails. He explained that they have encountered some delays, but the real hitch is the presence of a high pressure Columbia Gas line and an encroachment into the line's right-of-way. After discussion, the Supervisors asked Mr. Holt to schedule a meeting with Columbia Gas representatives and Township staff will attend this meeting in an effort to help negotiate with them for the easement that is needed. Mr. Thomas asked Mr. Holt how long it is going to take their contractor to complete the job once started and Mr. Holt will have to research this and get back to the Township.

**Public Comment:**

Mr. Speros Marinos, 912 Baltimore Pike, on behalf of the Cumberland Township Historical Society, presented the Township a check, in the amount of \$637.89, to be used to purchase name signs and sign posts to be placed at the Township boundaries on Township roads. Mr. Thomas added that the signs will be installed by the Township Road Department with no charge for the labor. Mr. Marinos added that they now have a Historic Preservation Committee and hope to give the Township insight into what is, isn't or should be protected. Mr. Marinos also thanked the Township for recognizing the 265<sup>th</sup> Anniversary of Cumberland Township with an Open House, they are working with other businesses and they are working on getting a birthday cake. Chair Underwood thanked Mr. Marinos for the Historical Society's donation and Mr. Marinos added that there are eight places on the Gettysburg National Military Park where you enter Cumberland Township that are not marked. He asked the Township if they can do anything to assist with this, it would be appreciated. Mr. Marinos also asked for the Zoning to be updated.

**Police Report:**

Police Chief Boehs presented a written and oral report of police activities for the month of May including: 347 complaints, 86 traffic stops, 58 combined arrests, 13 traffic accidents, 16 targeted enforcements and 9,879 patrol miles. He added that they assisted other agencies 19 times. He also reported that the renovations to the Police Department are about 90% complete.

**Active Business:**

**Mr. Paddock made a motion seconded by Mr. Toddes and carried 4-0 to approve the Pa. Act 537 Issue Specific Update for the Greenmount Planning Area and authorize the Chairperson to execute the Resolution as provided by the Solicitor.**

Mr. Thomas reported that due to an error in the quantities on the original bid specifications for road maintenance, the bids were not opened and have been re-advertised to be publicly opened on Wednesday,

July 2, 2014 at 11:00 a.m. and is subject to final review and approval by the Board of Supervisors at one of their July meetings.

The Board scheduled a road inspection for the morning of Wednesday, July 9, 2014 at 9:00 a.m. This will include attendance of the full Board and will be advertised accordingly.

Chair Underwood reported that the Finance Committee is recommending the continued utilization of the Township Intern, Josh Ehrman for 16 hours per week at \$10.00 per hour for 12 weeks. Mr. Thomas reported that Josh has expended the 300 hours for which the Township received a state grant. He added that Josh was not able to complete all of the tasks that he was given including the Road Inventory Survey and an Administrative Operations Manual and would like to do so. Mr. Thomas added that this is both a bargain and an investment. **Mr. Toddles made a motion to utilize the services of Intern Josh Ehrman for 16 hours per week at \$10.00 per hour for 12 weeks seconded by Mr. Paddock and carried 4-0.**

Mr. Thomas presented a Fire / EMS Tax Distribution – Reimbursement Report for the use by the Fire Departments that service the Township to assist them when submitting for reimbursement of expenses from the Fire Tax. Mr. Thomas added that this form was written as a direct result of the Memorandum of Understanding. **Mr. Waybright made a motion to adopt the Fire / EMS Tax Distribution – Reimbursement Report Form seconded by Mr. Toddles and carried 4-0.**

Chair Underwood reported that the Finance Committee is recommending the transfer of \$35,000.00 from the General Fund to the Capital Reserve Fund for capital equipment purchases. Mr. Thomas added that the total amount budgeted was \$70,000.00 and the balance will be transferred later in the year. **Mr. Toddles made a motion to approve the \$35,000.00 transfer to the Capital Reserve Fund seconded by Mr. Waybright and carried 4-0.**

Chair Underwood also reported that the Finance Committee is recommending approval of a purchase requested by the Road Department of an external mapping and measuring system, in the amount of \$1,808.50. Mr. Thomas explained that the system works via satellite and the vehicle's transmission system, gives exact measurements, latitude and longitude and its' software is compatible with Adams County's Pictometry or Google Earth. He added that it is a great time / cost saving mechanism and the price has come down on this technology. **Mr. Toddles made a motion to approve the purchase of the mapping and measuring system seconded by Mr. Waybright and carried 4-0.**

Chair Underwood reported that the Finance Committee is also recommending the purchase of a 2014 Chevrolet Caprice PPV equipped and deeming a 2007 Dodge Charger as surplus to be sold via the sealed bid process. The total estimated expense is \$32,975.00 and this was budgeted. **Mr. Waybright made a motion to approve the purchase of a 2014 Chevrolet Caprice PPV equipped seconded by Mr. Paddock and carried 4-0. Mr. Paddock made a motion seconded by Mr. Waybright and carried 4-0 to deem a 2007 Dodge Charger as surplus and prepare for the bidding process.**

Mr. Thomas reported that the Board has received the latest draft of the Amusement Tax Ordinance and a date must be set for a public hearing. He added that, if authorized, all of the entities that currently collect this tax will be notified so they can view the draft ordinance that will be placed on the Township's

website and offer testimony at the public hearing. **The Board scheduled the public hearing for the Amusement Tax Ordinance for August 26, 2014 at 6:30 p.m.**

Chair Underwood explained that the Adams County Association of Township Supervisors wants to combine the Conference Committee and Programs Committee into one committee. She added that it is difficult for them to find people to serve on the committees and to make a change to their by-laws, all member Townships must vote on the change. **Mr. Paddock made a motion to approve combining the two committees into one committee seconded by Mr. Toddes and carried.**

Mr. Thomas reported that the Board is being requested to authorize the re-signing of the Scott and Michelle Milhimes Final Land Development Plan. He explained that they were working on the preparation of some legal documents and the 90 days in which they have to record their plan has expired. Solicitor Wisner also reported that the Milhimes' are providing cash for their financial security and he is preparing a Financial Security Agreement. **Mr. Paddock made a motion to authorize re-signing the Scott and Michele Milhimes Final Land Development Plan and approve the Financial Security Agreement seconded by Mr. Waybright and carried 4-0.**

Chair Underwood reported that the Agricultural Security Area Advisory Committee is meeting tomorrow, Wednesday, June 25, 2014 at 7:00 p.m. here at the Township Building.

Mr. Thomas also reported that the Township received a request for a letter of endorsement for a grant application for the Adams County Farmer's Market Association, Inc. **Mr. Paddock made a motion to approve the letter of endorsement for the Adams County Farmer's Market Association, Inc.'s grant application seconded by Mr. Waybright and carried 4-0.**

Chair Underwood reported that the Township has a waiver request from Gettysburg Bike Week for their Special Events permit. The liability insurance requirement for their event is \$5 million and they are requesting that the requirement be lowered to \$2 million. **Mr. Toddes made a motion to waive the \$5 million requirement to a \$2 million requirement seconded by Mr. Waybright and carried.**

Chair Underwood acknowledged receipt of an email from Eileen Mathias from the Longview III Homeowner's Association regarding the safety of bikers and walkers on Herr's Ridge Road.

**Solicitor:** Solicitor Wisner reported that he received a Land Development report from KPI today regarding the Keller property and he will be reviewing the report with Township staff to determine if there are any actions necessary.

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

Mr. Toddes reported on the activities at the Gettysburg Area Recreation Authority.

#### **Staff Reports:**

Mr. Thomas reported that the Township received a dividend from EMC Insurance Company for the Worker's Compensation policy 2012/2013 because of low claims, in the amount of \$10,644.00. He added

that this will be a one-time occurrence because of the new legislation specific to Worker's Compensation, the Firefighter's Cancer Presumption Law.

Mr. Thomas requested a brief Executive Session to discuss a personnel matter.

The Zoning Officer and Secretary's reports were reviewed.

The meeting was adjourned at 8:05 p.m. for an Executive Session to discuss a personnel matter.

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Carol A. Merryman, Secretary

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