

**Cumberland Township Board of Supervisors  
July 17, 2014 Workshop Minutes**

Chairperson Underwood called the workshop to order at 8:30 a.m. Present were Supervisors Paddock, Underwood, Waybright and Ferranto; Township Manager Ben Thomas, Jr., Solicitor Sam Wiser, Planning Secretary Michele Long, Zoning Officer Bill Naugle, Police Chief Don Boehs. Others present were Tom Shealer, Jim Henderson, Bernie Yannetti, JR Crushong, Dale Molina, Don Sangirardi, Jim Piet. Supervisor Toddes was absent. The workshop was recorded.

**Engineer/Plans: None**

**Public comment: None**

**Visitors:**

Mr. Nathan Hockley gave a presentation to the Board regarding the upcoming Health insurance renewal period and how it will be affected this year by the new Federal Affordable Care Act. Mr. Hockley explained that a survey was given to the employees with a random seven questions and he gave the results of this survey to the Board. Mr. Hockley handed out a draft of the different Health Care options for the Board to review. Mr. Thomas stated that the Township is strapped for time with a renewal date of September 1, 2014. Mr. Thomas added that the Board should be looking at making a decision on this by no later than Aug. 7, 2014.

**Manager:**

Mr. Thomas reported that he received a request from Misty Ridge Lot 10 for a waiver of the recreation and transportation fees until their loan is received from the Pennsylvania Housing Finance Agency (PHFA). Mr. Bernie Yannetti, representing Misty Ridge Lot 10, stated that the Misty Ridge Lot 10 is almost ready for sale, adding that this project is a PHFA Tax credit project that is funded by the state government. Mr. Yannetti explained that through this funding are the monies for the recreation and transportation fees which are received at the time the property goes to settlement. Mr. Yannetti stated that after speaking with the Township Attorney it seems appropriate that these fees are paid at the time of settlement. Mr. Yannetti asked that the developer's agreement state that these fees are to be paid prior to building permit issuance and that they would not be able to receive any building permits until these fees are received by the Township. Mr. Wiser stated that he feels this would be acceptable.

**Mr. Ferranto made a motion to approve the waiver request from Misty Ridge Lot 10 for the recreation and transportation fees to be paid at the time the loan is received from the Pennsylvania Housing Finance Agency and that no building permits are to be issued until this money is received. 2<sup>nd</sup> by Mr. Paddock. Vote 4-0 Toddes Absent.**

Mr. Thomas reported on the meeting that was held at the Board's request with St. Francis regarding the roadway improvements. Mr. Thomas stated that all entities were in attendance including Columbia Gas Transmission. Mr. Thomas summarized the meeting with the following seven (7) points:

1. No one knows the depth and true area of the transmission lines; St. Francis has agreed to do test pits to locate the lines so the appropriate final engineering can be completed.
2. The engineers including St. Francis's project engineer thru Conewago and KPI, the Township Engineer, will meet with the Columbia Gas Transmission Engineer who was not present at the meeting.
3. CS Davidson will send KPI some alternate drawings that were reviewed years ago to refresh their memories in the event there will need to be a "Plan B."
4. The timeline for the project is unknown until all of the final engineering is complete specifically where the transmission lines are located at.
5. St. Francis will be attending the Board meeting in August requesting an extension of time due to Penndot right of way and Columbia Gas Transmission issues.

6. The Township Road Department is working with the contractor to get the road restorations completed from the water & sewer installations that were finished years ago.
7. There are pending easements between the Township and PennDot.

Mr. Yannetti made the board aware that St. Francis has done their due diligence to get this project finished but the problems with Penn Dot and Columbia Gas keeps slowing it down.

Mr. Paddock questioned if Columbia Gas is considering replacement of all lines, Mr. Thomas stated he has not heard that and does not have an accurate answer at this time. Mr. Thomas stated that they would get together again as soon as possible.

Mr. Thomas reviewed the proposal from Dauphin Electric and the cost savings the Township can take advantage of from updating the current lighting in the buildings. Mr. Thomas stated with Met-Ed rebates we will be spending \$5,433.00 and the potential rebate applied for is \$5,433.00, which this will be a pre-approved rebate. Mr. Thomas explained that the overall savings on the electric bill would be approximately \$200.00 a month. Mr. Thomas stated that the labor and installation costs will need to be paid by bringing in an electrical contractor to install the lights. Mr. Thomas added that all of the buildings have been inspected by a Dauphin Electric representative, the cost for the maintenance buildings will be \$10,556.00 and the utility rebate will be \$6,241.00 leaving a net cost of \$4,315.00. Mr. Thomas stated that the total estimated annual energy savings would be \$2,647.00. Mr. Thomas added that the money for this expense is currently in the budget and explained that these rebates have to be taken advantage of by Sept. 1, 2014. Mr. Paddock asked the approximate cost of the electrician. Mr. Naugle stated he would contact him and get an estimate. Mr. Thomas asked the Board for a final recommendation on Tuesday evening.

Mr. Thomas stated that the Township has received bids for the road maintenance projects and they are currently under legal review. Bids were to be for all projects but one bidder only bid on one specific project. Mr. Thomas stated that these bids will be read at Tuesday's meeting.

Mr. Thomas asked Mr. Shealer to join him at the table to give the Board a summary of what has been discussed regarding road projects. Mr. Thomas gave a timeline of the items that have been discussed for road projects since the beginning of 2014. Mr. Thomas reviewed the discussion with McMahon, the traffic engineer, who stated that the transportation impact study must be completed every ten (10) years; Mr. Thomas stated that the ten year window is closing for us in the next couple years; otherwise the current funds collected must be returned. Mr. Thomas explained that the new study can state improvement suggestions and therefore the existing funds can be kept. Mr. Thomas stated that how this money can be used is governed by state law. Mr. Thomas added that looking at the long range projects we were hoping to use these funds for the Herr's Ridge Road paving project but the prior transportation study will not allow it. Mr. Thomas explained that these funds must be used in close proximity of those developers that paid those funds. Due to these funds not being able to be used Mr. Thomas asked the Board for approval to start the planning process for the reconstruction of a portion of Herr's Ridge Road in 2015 at a estimated cost of \$750,000.00. Mr. Thomas explained that during the 2015 budget process Township will need to then decide to apply for loans or how to pay for road costs. Mr. Thomas added that the road project may be delayed until 2016 due to utility repairs. Mr. Thomas reviewed with the Board options available to pay for these road costs. Mr. Thomas asked for authorization to proceed with planning of this major road project. Mr. Paddock asked for the cost difference to just tar & chip and perform minor repairs to Herr's Ridge Road verses total reconstruction. Mr. Thomas said there will be at least three cost analysis options given to the Board for review before any decisions are made.

**Mr. Ferranto made a motion to give Mr. Thomas and Mr. Shealer the authorization to plan for the Herr's Ridge Road reconstruction project.**

**2<sup>nd</sup> by Mr. Paddock. Vote 4-0 (Todd's Absent)**

Mr. Thomas spoke to the Board about the PA Costars Fuel Fleet Card Program. Mr. Thomas explained that the underground fuel tanks located here at the Township Building may not always be working properly and this would be a secondary program that would be able to be used if one of our pumps is broken. Mr. Thomas added that this fuel fleet card would be able to be used anywhere and there are no fees associated with this program.

**Mr. Ferranto made a motion to apply for the PA Costars Fuel Fleet program.  
2<sup>nd</sup> by Mr. Paddock. Vote 4-0 (Toddes Absent)**

**Solicitor:**

Mr. Wisner explained that the Board had previously seen the Draft Memorandum of Understanding which pertains to handicapped accessibility ramps in the Cumberland Village development. Mr. Wisner stated that KPI, Township Engineer, had made a recommendation to approve this MOU but there was one item to work out regarding the term of the agreement. Mr. Wisner explained that the initial term that was agreed upon was a 10 year term. Staff nor Mr. Wisner felt a ten (10) year term was necessary so it has been agreed upon to go with a five (5) year term.

**Mr. Waybright made a motion to enter into the Memorandum of Understanding for Cumberland Village 1A, 1B & 1C with changes as stated by the solicitor.  
2<sup>nd</sup> by Mr. Paddock. Vote: 4-0 Toddes Absent**

**Committee Reports:**

**Planning/Zoning** – No report

**Public Safety** – Mrs. Underwood asked about bids for the sale of the surplus police car. Mr. Thomas stated there were no bids submitted at the current time. Bid opening is August. 7, 2014

**Finance Committee** – Mr. Ferranto stated that spending is a little below budget at the 6 month mark.

**Park and Rec** – No Report

**Personnel** – No Report

**CTA** – No Report

**COG** – Mr. Thomas stated that The Legislative Committee met for a little over an hour and stated that the priorities are at a stand down right now due to the budget not being finalized by the State. COG members will be updated at the next meeting.

**Adams County Conservation District (ACCD)** – Mrs. Underwood announced that an email came through to her regarding the storm drain project and Cumberland Township had only three storm drains listed. Mr. Shealer stated he had not been contacted regarding anything on this project. Mrs. Underwood was going to check in to this due to the Township having more than three storm drains.

**Economic Development** – Ms. Underwood stated Mr. Ferranto, Ben and herself met with Adams Co. representatives to see what may be able to be done with the Herff Jones property. Mrs. Underwood told the Board members that they have information on Local Economic Revitalization Tax Assistance (LERTA) and if this would be a possible route to take for the Herff Jones property. Ms. Underwood stated this would be not only the township but other taxing entities for consideration.

**Mr. Ferranto made a motion to put a committee together to discuss the LERTA.  
2<sup>nd</sup> by Mr. Paddock. Vote 4-0 (Toddes absent)**

**Central Adams County Joint Comprehensive Plan** – Mr. Paddock reported that there was no July meeting but will be having one for August.

**CT411** – No report

The workshop was adjourned at 10:46 a.m. for all.

Executive Session to discuss personnel and contractual matters.

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Michele A Long, Planning Secretary

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