

**Cumberland Township Board of Supervisors
1370 Fairfield Road, Gettysburg, PA 17325
Minutes of the September 27, 2016 Regular Meeting**

The regular meeting was called to order at 7:00 p.m. by Chair Underwood. Present were all Supervisors: Underwood, Waybright, Toddes, Shealer and Paddock; Manager Ben Thomas, Jr., Solicitor Sam Wisner, Police Chief Don Boehs and Secretary Carol Merryman.

Chair Underwood led the Pledge of Allegiance.

Mr. Shealer made a motion to approve the Minutes of the August 23, 2016 Regular Meeting, as presented, seconded by Mr. Toddes and carried.

Mr. Toddes made a motion seconded by Mr. Paddock and carried to approve the bills as follows: \$71,336.94 from General Fund, \$1,213.50 from the Escrow Fund and \$960.00 from the Capital Reserve Fund. Mr. Waybright made a motion seconded by Mr. Toddes and carried to approve the transfer as follows: \$39,082.15 from General Fund to Health Insurance Account.

Public comment:

Mr. Allen Duncan, formerly of 1291 Chambersburg Road, thanked the Board and staff for their help and support with the Oak Lawn Cemetery, and for their service. Mr. Duncan stated that he was a resident of the Township for 45 years.

Mr. Speros Marinos, 912 Baltimore Pike, reported on the Cumberland Township Historical Society's tour of Barlow Fire Department, stated that he would like to know how many times our Police Department assists at Gettysburg College, thanked the Board for their efforts with the Federal "payments in lieu of taxes" and asked that the zoning be updated.

Mr. Al Ferranto, 501 Knight Road, thanked the Board for the public interaction that has been occurring at the meetings.

Engineer/Plans:

Mr. Thomas reported that the Township has received a request from Sharrah Design Group, Inc., on behalf of Rupa, Inc., for an extension of the review period for the Musket Ridge Land Development Plan until March 31, 2017. **Mr. Waybright made a motion to approve the request and extend the review period for Musket Ridge until March 31, 2017 seconded by Mr. Toddes and carried.**

Police Report:

Police Chief Don Boehs presented a written and oral report of police activities for the month of August including: 493 complaints - Psych/suicide-2, Disturbances-5, Assault/Harassment-4, Domestic-8, Criminal Mischief-3, Suspicious Activity-24, Thefts-1, Alarms-18, Medical Emergency-10, 911 Hang Up-3, Sexual assault-2, Burglary-2, Fraud-4, Wanted Person-4, Reported Drug Activity-3; 193 traffic stops, 94 combined arrests, 10 traffic accidents, 15 targeted enforcements and 12,765 patrol miles. He added that they assisted other agencies nine times and they were assisted three times. Police Chief Boehs reported that they have had over 800 Oak Lawn Cemetery complaints and 139 walk-in complaints. Police Chief Boehs also reported that he will be holding a Town Hall meeting on October 19, 2017 at 7:00 p.m. at the Township Building.

Active Business:

Mr. Thomas reported that the Township has received a request from Attorney Bernard Yannetti, on behalf of Pa. Interfaith Community Programs, Inc., to re-sign and re-date the Misty Ridge, Lot 5 – Building A Plan so that it may be recorded since the 90-day period has expired. Mr. Thomas added that they have paid the fee for this. **Mr. Shealer made a motion to approve the request seconded by Mr. Toddes and carried for the Misty Ridge, Lot 5 – Building A Plan to be re-signed and re-dated.**

Mr. Thomas reported that the Township received a request and appropriate fee paid, from PJ Martin Engineering for a Zoning Text Amendment for the MX Zone, on behalf of his client, Graphcom. The request, if approved, would add “Custom Printing, Sewing, or Assembly of Promotional Items” as a permitted use in the MX District. Mr. Thomas added that the request must be reviewed by the Township and County Planning Commissions and the Board must hold a public hearing within 60 days of the receipt of the request. Mr. Thomas suggested that the hearing be scheduled for October 25, 2016 at 7:30 p.m. during the regular meeting. The Board agreed to that date and time.

Mr. Thomas reported that the Adams County Commissioners are requesting a confirmation of the Township’s participation in the County’s joint bidding process for collection of municipal waste and recycling beginning in 2018. **Mr. Waybright made a motion to enter into the County’s joint bidding process for collection of municipal waste and recycling seconded by Mr. Paddock and carried.**

Mr. Thomas announced that there will be a Municipal Briefing on the progress of the Central Adams Joint Comprehensive Plan held on Wednesday, October 12, 2016 from 6:00 p.m. – 8:00 p.m. at the Agricultural and Natural Resources Center, located at 670 Old Harrisburg Road. Mr. Thomas added that the Supervisors and members of the Planning Commission are invited to attend and it is open to the public. Mr. Thomas added that there will also be a public workshop held on Thursday, October 20, 2016 from 6:00 – 8:00 p.m. also held at the Ag Center on Old Harrisburg Road.

Mr. Thomas reported that the Township has had text changes to the Zoning Ordinance on the table for quite some time and the Planning Commission did recommend approval of the changes at their last meeting. Solicitor Wisner added that some modifications were made based on the Planning Commission’s discussions and County Planning Commission comments, revisions were made to the ordinance, and it was sent back to the County Planning Commission for their re-review. He added that once the County Planning Commission comments have been received it can come back to the Board to authorize advertisement and set a date for a public hearing.

Mr. Thomas reported that he has prepared a 2017 Budget Writing Time-line and the process will begin for the Board at the October 20, 2016 workshop at 8:30 a.m. At the workshop, the Board will review talking points, hear from the Department Heads, review 2016 completed projects, discuss 2017 proposed projects and staffing and Mr. Knoebel will report on MS-4.

Finance Committee:

Police Chief Boehs explained that the Board had previously approved moving \$50,000.00 in the budget from Part-Time Salaries to Full-Time Salaries to cover the change in status of Office Derek Hartman to full-time. He added that there is a second request to allocate the \$50,000.00 into \$20,300.00 Salary of Patrolmen, \$24,795.00 Police Overtime, \$4,280.00 Health Insurance, \$400.00 Dental Insurance and \$65.00 Vision Insurance. **Mr. Toddes made a motion to approve the budget line item transfers, as stated, seconded by Mr. Shealer and carried.**

Mr. Thomas also reported that the Police Department has surplus equipment to be sold to Conewago Township, in the amount of \$500.00. **Mr. Waybright made a motion seconded by Mr. Toddes and carried to authorize the sale of the surplus Police equipment to Conewago Township, in the amount of \$500.00.**

Mr. Thomas requested that a three foot size Logo Plaque is be purchased to be placed on the wall in the meeting room between the two flags in the amount of \$239.00, as recommended by the Finance Committee. **Mr. Shealer made a motion to authorize the purchase of the Logo Plaque, to be hung in the meeting room, at a price of approximately \$240.00, seconded by Mr. Paddock and carried.**

Mr. Thomas reported that a request has been received from Jackie Dwyer, Executive Director of the Gettysburg Area Recreation Authority (GARA.) Ms. Dwyer's request states that she is asking for a letter of support for the Kiwanis Playground that they are planning to break ground on in the spring of 2017 and the purpose of the letter is to help elicit support from the Adams County Grant Foundation. The playground will be designed to be handicapped accessible and create a safe recreational environment for all children. **Mr. Paddock made a motion to approve the letter of support, as requested, seconded by Mr. Toddes and carried.**

Mr. Thomas reported that the next agenda item is the approval of the Township's 2017 Minimum Municipal Obligation (MMO) for both of the Township's Pension Plans and approval of the MMOs is required by September 30, 2016. Mr. Thomas also reported that our 2016 allocation from the Commonwealth of Pennsylvania is anticipated to be increased by \$13,950.00. He added that the estimates are based on payroll as follows: Police Pension Plan \$111,579.00 and Non-Uniformed Pension Plan \$50,118.00 and these figures will be input into the 2017 budget. **Mr. Toddes made a motion to approve the 2017 Non-Uniformed Pension Plan MMO, in the amount of \$50,118.00, seconded by Mr. Waybright and carried. Mr. Shealer made a motion to approve the 2017 Police Pension Plan MMO, in the amount \$111,579.00, seconded by Mr. Toddes and carried.**

Mr. Thomas reported that he has been requested to serve on the Adams County Economic Development Corporation's (ACEDC) Board of Directors. He added that it will involve six meetings per year on the second Tuesday of every other month at 8:00 a.m. **Mr. Waybright made a motion to authorize Mr. Thomas to serve on the ACEDC's Board of Directors, seconded by Mr. Shealer.** Mr. Ferranto stated that he has a concern about Mr. Thomas accepting this position because of the workload that he already has with the Township and feels that he should concentrate on the Township. Mr. Thomas stated that he feels that serving on the board will be a plus for the Township. Shealer stated that he will ask Mr. Thomas to step down from this position if he sees that his work with the Township is being compromised by attending these meetings. **The motion carried.**

Solicitor:

Solicitor Wisner stated that he has received an Easement Agreement prepared by Attorney Yannetti between Harvest Investment Group and Cumberland Township and he hopes this may be the final easement needed to clean-up the St. Francis intersection improvement project at Boyd's School Road and Table Rock Road. **Mr. Shealer made a motion to authorize Chair Underwood to execute the Easement Agreement, on behalf of the Township, seconded by Mr. Toddes and carried.**

Solicitor Wisner also reported that he has received a request from Attorney Bernard Yannetti, on behalf of Misty Ridge – Recreational Lot, asking that the sanitary sewer note indicating that there would be one EDU of water and sewer to the site be removed from the approved plan and in lieu of constructing a permanent bathroom facility, providing a year-round port-o-pot located on-site. Attorney Yannetti adds in his letter that a revised as-built drawing will be provided with the sewer note removed and the 3/4" water line and sewer lateral also removed. After much discussion, including the Park and Rec funds being

returned to Pa. Interfaith for the construction of the pavilion that was supposed to be for public use. Mr. J.R. Crushong stated that the pavilion will still be available for public use, similar to the pavilions at Oakside Park and people could go to the Community Room to use the bathroom facilities there. Discussion was held regarding the distance to those facilities and handicap accessibility. **Mr. Shealer made a motion to table the request, to have the request reviewed by the Township's Planning Commission and to have the Cumberland Township Authority's minutes to review prior to action being taken. The motion was seconded by Mr. Toddes and carried.**

Solicitor Wiser requested that the Board authorize Chair Underwood to execute a Stormwater Operation and Maintenance (O&M) Agreement for the Jarvis property located in Deatricks Village. Solicitor Wiser reported that this has been thoroughly reviewed by the Township's engineer. **Mr. Paddock made a motion to authorize Chair Underwood to execute the O&M Agreement for the Jarvis property in Deatricks Village seconded by Mr. Shealer and carried.**

Solicitor Wiser reported that the Township's Sign Ordinance is a stand-alone ordinance and being a Land-Use regulation, should be part of the Zoning Ordinance. Additionally, as part of the Zoning Ordinance is subject to the Municipalities Planning Code and the proposed amendment will need to be advertised two times and a public hearing must be held. Solicitor Wiser suggested holding the public hearing on October 25, 2016 along with the proposed amendment from Graphcom.

Committee Reports and comments from Board Members:

Public Safety – Chair Underwood reported that she and Gettysburg Fire Department representatives met with our Congressman and went over some thoughts that they have on a “payment in lieu of taxes” since the National Park Service cut off their \$5,000.00 donation to the Fire Department.

Parks and Recreation – Mr. Toddes reported that things are going well at the Rec Park, they had good attendance at Movie Night, and the building in the back is being considered to be converted to a youth center and he will have more information coming on that. He added that they did go look at the piece of ground the Mr. Martin Hill is interested in donating to the Township for recreation purposes.

CTA – Mr. Shealer reported that they are still working on the re-location of the sewer line on SR 0116 at the bottom of the hill and there are issues with the paint on the Authority's new truck.

COG – Chair Underwood reported that the speakers last month were representatives from Destination Gettysburg and they mentioned the \$135,000,000.00 being brought into the county by the travel industry.

CT411 – Chair Underwood read a statement regarding comments made at the August meeting by resident, Zach Gulden, regarding the Township's health insurance costs and coverages that she felt needed to be clarified for factual accuracy and some incorrect information that was reported by the Gettysburg Times reporter, Ken Knox, regarding a tax increase. Chair Underwood requested that a retraction be printed in the newspaper regarding the alleged tax increase.

Finance, Highway, Buildings and Grounds, Personnel, Planning and Zoning, and Economic Development – no reports

Staff Reports:

Manager – Mr. Thomas reported that the Traffic Impact Fee Committee had their first meeting on September 7, 2016 and traffic studies at the identified intersections have now been completed and will be reviewed by the committee. Mr. Thomas added that the Adams County Office of Planning and Development will be able to produce the Township's Land Use Assumption Report, this will save the taxpayers a fair amount of money and they will be providing the Township with a contract that Solicitor Wiser will review. Lastly, Mr. Thomas reported that the Township's Liquid Fuels allocation for 2017 has increased by \$13,000.00 over 2016.

The Zoning Officer and Secretary's reports were reviewed.

Unless otherwise noted, all votes were unanimous. There being no further business, the meeting was adjourned at 8:24 p.m.

Carol A. Merryman, Secretary

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