

CUMBERLAND TOWNSHIP BOARD OF SUPERVISORS
730 CHAMBERSBURG ROAD, GETTYSBURG, PA 17325
AUGUST 26, 2025
REGULAR MEETING MINUTES

Chairman Phiel called the regular meeting to order at 7:00 p.m. Present were all Supervisors: Phiel, Biggins, Ramsburg, Brauning and Sheppard. Also present were Solicitor Sam Wiser, Township Engineer Tim Knoebel; Township Manager David Blocher, Police Chief Matt Trostel, Road Superintendent Chris Walter, Treasurer Camie Stouck-Phiel, and Township Secretary Michele Long.

Chairman Phiel led the Pledge of Allegiance.

Agenda Approval

Mr. Phiel asked for approval of the agenda as written.

Mr. Brauning made a motion to approve the agenda as written, seconded by Mr. Sheppard, and carried. 5-0

Public Comment:

Bertha Turner, Park Avenue asked for the speed trailer to be placed back on Park Avenue. She also asked for more trash liners at the Gettysburg Recreation Park.

Visitor; Adams County Library

Kathleen Pratt, resident of Cumberland Township and a trustee from the Adams County Library. Ms. Pratt gave some background on the library including how many Cumberland Township residents visited the library and the money that was saved for residents from being able to rent books instead of purchase them. Ms. Pratt also gave further background information on how many residents within Adams County are members of the library. Ms. Pratt asked for a donation to be considered from the Township for the 2026 budget.

Consent Agenda Approval

Mrs. Biggins made a motion to approve the consent agenda, items 6a – 6j, seconded by Mrs. Ramsburg, and carried. 5-0

- 6a. Action on Minutes – July 29th, 2025, Regular Meeting Minutes.
- 6b. Approval of Bills for the month of August; General Fund - \$519,424.63; Escrow Fund - \$6,742.10; Building Fund - \$6,242.98; Capital Reserve - \$459.64; RACP Loan Fund - \$109,900.76.
- 6c. Engineering Items
 - 1. Approval of Jordan Property subdivision plan located at 471 Solomon Road based upon the KPI comment letter dated August 19, 2025.
 - 2. Approval of Extension Request #2 of 90-days for the Knefley Lots 2 & 3 revisions subdivision plan, originally submitted on February 10th, 2025.
- 6d. Finance Committee Items
 - 1. Approval of BFPE quote in the amount of \$3,589.00 for updates and installation of the fire alarm in the Maintenance Office and Garage.
 - 2. Approval to extend the internship for the Police Department from intern Logan Brewer for an extra 130 hours which will be at a cost of \$1,300.00. These funds will be used from the police donations received.
 - 3. Approval of a request for amendment of professional services from Warehaus in the amount of \$4,870.00 to revise the security system submittal in the new building.
 - 4. Acknowledgement of Change Order Number 7 from ECI construction a \$8,670.00 expenditure out of the \$26,010.00 allowance for Trench Rock Removal of the Building

Renovation Project.

- 6e. Recognize the retirement of Clem Melot with Pennsylvania Municipal Code Alliance (PMCA) and appoint Kim Spittler as our new Township Building Code Official who is the new Regional Operations Manager with PMCA
- 6f. Replace Clem Melot on the Historic Architectural Review Board with Kim Spittler, Township BCO from PMCA.
- 6g. Approval of a memorandum of understanding agreement with Cumberland Township and Cumberland Township Sewer Authority for the utilization of services provided by Government Management Services (GMS).
- 6h. Approve 2026 Minimum Municipal Obligations for the uniform and non-uniform pension plans.
- 6i. Approval of the improvement modification release and indemnification agreement between Cumberland Township and Pennsylvania Interfaith Community Programs.
- 6j. Approve signature on the engagement/fee agreement letter for legal services between Campbell Durrant and Cumberland Township to provide uniform negotiations with the collective bargaining agreement.

Active Business:

MS4 Update/Public Participation – Submission of the annual report to the P.A. Department of Environmental Protection (DEP).

Mr. Knoebel gave a Municipal Separate Storm Sewer System (MS4) update to the Board adding that there is an annual report which is due to the Department of Environmental Protection (DEP) by September 30th, 2025. Mr. Knoebel spoke of the items that had been completed to enable this annual report to be ready to submit, including the permit requirements with Minimum Control Measures (MCM's) and Pollutant Reduction Plan's (PRP's). Mr. Knoebel stated we have implemented several projects within the Township to meet the requirements needed for MCM's and PRP's. Mr. Knoebel reviewed six MCM measures the Township has accomplished as required. Mr. Knoebel explained that they are still waiting on the guidance for renewal of these permits. DEP has currently extended the permit indefinitely. Once this information is released the Township will be made aware of what is or may be needed for the next permit period. From what Mr. Knoebel has heard the emphasis on the next round of permits will be on volume management. Mr. Knoebel asked the Board for authorization to submit the annual report to DEP.

Mr. Sheppard made a motion to authorize the Township Engineer to submit the annual MS4 report to DEP by the deadline of September 30, 2025. Seconded by Mrs. Biggins and carried. 5-0

Review and approval of Township Ordinance 2025-203 amending certain provisions of Chapter 10 (Health and Safety) and Chapter 21 (Streets and Sidewalks) of the Cumberland Township Code relating to enforcement procedures and penalties.

Mr. Wiser stated that this amendment removes a provision that creates an administrative appeal process before the Board of Supervisors. Mr. Wiser explained that these are generally for lower level violations where someone feels the code officer is interpreting the code incorrectly and they want to appeal the code officer's decision. With the current regulation if this would occur the first step is to have an administrative hearing before the Board of Supervisors. This really creates an extra step as the Board isn't equipped to respond that quickly in these types of matters and it is a bit cumbersome for the Board. Mr. Wiser added with this ordinance amendment it removes that step in the violation process for the administrative hearing with the Board of Supervisors and defaults to the Magisterial District Judge who will ultimately be making the decision.

Mrs. Biggins made the motion to approve amending certain provisions of Chapter 10 (Health and Safety) and Chapter 21 (Streets and Sidewalks) of Cumberland Township Code relating to enforcement procedures and penalties. Second by Mrs. Ramsburg, motion carried 5-0.

Approval of Extension Request #5 of 90-days for the Knefley Property Remainder land development plan, originally submitted on May 8th, 2024.

Mr. Sharrah representing the applicant for the project stated they have been working on this project to resolve comments from the Township Engineer. Mr. Sharrah felt that some of the comments he is trying to resolve need to come in front of the Board as he continues to go back and forth with the Township Engineer with no answers. Mr. Sharrah requested with the extension if he could meet with the Board, Township, Engineer and representatives that could help him move forward. Mr. Sharrah questioned the request for a traffic study for a subdivision of land that he doesn't know what is ultimately going to happen with it. Mr. Knoebel, Township Engineer, stated there are 18 comments and he didn't know if they wanted to review all of those this evening. Mr. Knoebel stated this is an 11-lot subdivision that no one is really aware of what is going to happen with it, it could be just houses or it could be a combination of houses and businesses, we have no direction with it to determine which comments would apply and which ones could be removed. With the uncertainty we can only apply the most stringent comments until such we are made aware of the future use of the property. Mr. Knoebel explained that they contacted the traffic engineer on the plan and they indicated that there should be some type of scope of work or summary of what may be coming with the lots. There was discussion between the Board and the representative. Mr. Sharrah was unaware at the time of what was being planned for the subdivision. Mrs. Ramsburg feels it would be more appropriate for the applicant to work on one plan at a time. He currently has a storage shed plan in the pipeline and with the uncertainty of this plan they should concentrate on that and come back with this when there is an idea of what he wants to do with the lots.

Mrs. Ramsburg made a motion to deny extension request #5 of 90-days for the Knefley Property Remainder land development plan, originally submitted on May 8th, 2024 based upon the lack of response and completion of comments from the June 11, 2025, KPI comment letter within the last 90 days. Second by Mr. Sheppard and carried 5-0.

Mrs. Biggins made a motion to deny the Knefley Property Remainder land development plan based on the June 11, 2025, KPI comment letter since there have been no comments address in the past 90 days. Second by Mr. Brauning. 5-0 Motion Carried.

Approval of Extension Request #6 of 90-days for The Crossings land development plan, originally submitted on January 31st, 2024.

Mr. Dave Thomas with S&A Homes gave background information on the plan and an update on the comments that have been addressed. Mr. Thomas added that they resubmitted the plan on July 15, 2025 and did receive comments from KPI on August 12, 2025. There were two major comments that they didn't address correctly. Mr. Thomas stated that one was the open space, they thought the meadow area could be used for open space but after a meeting with Township Staff, the Solicitor and the Township Engineer they were mistaken and this wasn't addressed correctly. Mr. Thomas stated they have already started working on an updated plan to address the open space comment. The other comment was regarding their discharge location from Basin B2. Mr. Thomas added that with the meeting this past Monday their Engineer now has a better understanding of what is being expected from the Township regarding the outfall pipes. Mr. Thomas stated they had 16 comments with their submission prior to this last one and they are now down to 11 comments which are mostly outside agency or administrative comments to complete. Mrs. Biggins questioned the comments from the Planning Commission on outstanding comments. Mrs. Ramsburg stated that the Township has been talking about this plan for years now and why did we just wait until yesterday to have meeting. Mr. Knoebel asked Mr. Thomas if there is anything you are doing to address a comment that you have questions on, please have more communication between the engineers. The Board had open discussion with the applicant regarding the requirements of the open space ordinance.

Mrs. Biggins made a motion to deny extension request #6 of 90-days for The Crossings land development plan, originally submitted on January 31st, 2024 based upon the lack of completion of comments from the KPI comment letter and lack of open space requirements. Also the basis of the denial is due to the applicant being told by the Board during the last extension request that there would be no additional extension request approved and at that time the applicant represented that all of their remaining comments would be addressed within the time period of the last extension. Second by Mr. Phiel and carried 5-0.

Mrs. Biggins made a motion to deny The Crossings land development plan based on the fact that the applicant has not satisfactorily addressed the comments set forth in KPI comment letter dated August 12, 2025 and that the applicant has been denied an additional extension due to the fact that the developer previously requested extension requests and represented that no additional extension would be necessary. Second by Mr. Phiel and carried 5-0

Manager Report:

Mr. Blocher reported the following:

- As noted last month, Cumberland Township's Non-Uniformed and Police Pension Plan Audits were completed at the Township level. The Audit is still under detailed review, followed by a formal review. We should expect that to be completed soon.
- The Township has been assigned an analyst to our CFA MTF (The Commonwealth Financing Authority Multimodal Transportation Grant) application. The application for the Bridge Replacement on Herra Ridge Road has been considered complete and is moving to further consideration rounds.
- Supervisor Brauning and I attended the groundbreaking for the North Ridge development. Executive Director Dave Keller of Luminist expressed his gratitude for the Township, Elected Officials, and staff for their involvement with the municipal process. (See Attached)
- As a result of recent staffing changes, Cumberland Township's Office Hours will change effective September 1st. Hours will be Monday through Thursday 8am -2pm for walk-up hours. The Township strongly encourages appointments during those times to best serve everyone.
- The Township will host the e-cycling event for current Waste Connections customers on September 20, 2025 from 8am -10am. The location will be 730 Chambersburg Road with access from Country Club Lane.
- The CBA committee has been busy with Negotiations; follow-up meetings are scheduled for the Uniform and Non-uniform unions this month.
- The Township started experiencing mail delivery issues on August 1st. Mail is being returned to the sender advising them to change the address for Cumberland Township mail. The only mailing address that changed was for the Cumberland Township Sewer Authority. All other Township mail should continue to be sent to 1370 Fairfield Road, Gettysburg, PA 17325.
- The Township is accepting items for the Fall Newsletter. If you have something that you feel would be beneficial for the Cumberland Township Dispatch, please email it to info@cumberlandtwppa.gov
- The Township is starting the review and preparation of its anticipated 2026 budget.

Police Report:

Chief Trostel presented an oral and written report of police activities for the month of August including: 264 calls for service, 230 traffic stops, 21 criminal incidents and 9,078 patrol miles. Some highlights of the report were:

- National Night Out had some great weather and they were very pleased with all the families that came out to see all the organizations that participated. CTPD would like to give special recognition to the First Responders Children's Foundation and their sponsors who provided the toys which were able to be handed out to all the children who came to see us. Chief Trostel recognized our Intern Logan Brewer, Sgt Josh Rosenberger and Sgt Josh Goodling for all their help in making this event a success.
- Sgt Rosenberger attended advanced roadside search and seizure training that was hosted by the PA District Attorney Institute.
- Officer Eric Yost has completed Motor Carrier Safety Assistance Program (MCSAP) training at Harrisburg hosted by PA State Police. Officer Yost is also certified in weights and measures and will assist the department in education and development of enforcement strategies to preserve our roadways infrastructure.
- Wellspan Emergency Management Office has asked for assistance in developing and executing an active shooter drill at the Gettysburg Hospital in September.
- Chief Trostel received an email complimenting Officer Fausto Rodriguez for his professionalism during an interaction he had with a resident.
- Chief Trostel stated he has been nominated (and accepted) to the Vice-President position within the Adams County Chiefs of Police Association due to the retirement of Conewago Twp Police Chief Gary Baumgardner.
- Sgt. Joshua Goodling gave a patrol report from the 2025 Gettysburg Bike Week event.

Maintenance Department Report:

Mr. Walter read the report for August, and some highlights were:

- Mr. Walter stated the seal coating project is finished and they are waiting for the fog seal application to be applied in the near future.
- Mr. Walter added that once the fog seal application is finished Alpha Space will paint double yellow center lines on all of the Township roads along with a select few fog lines.
- The department worked on pipe replacements and regrading swales on the south end of Herrs Ridge Road and Breams Hill Road in preparation for a future paving project in that area.
- Mr. Walter stated that the traffic signal that was damaged in late June has been replaced and rewired. We have been in contact with the trucking company that was involved and have submitted for reimbursement.
- The John Deere Grader that was out of service was repaired and back in use. Kammerer Farms Inc. made the repairs at a significant cost savings over a dealer repair service.
- The crew has started a storm sewer upgrade in the Woodcrest Development and that will continue through next week.
- Looking forward to next month we will be assisting Waste Connections on September 20th for the annual e-cycling event.
- Mr. Walter attended the PSATS MS4 training seminar yesterday, Aug. 25th in Enola, PA.

Committee Reports and comments from Board Members:

Economic Development: Mr. Brauning stated there may be a meeting set up in the near future.

Gettysburg Area Recreation Authority: Mr. Sheppard stated the Board of Directors meeting was last evening. A lot of exciting things are going on and they are still trying to fix items that have been needing repair for a while. They need lights repaired on Weikert Field and repair to the concrete on the amphitheater. Mr. Sheppard recognized Front Runner Construction for a massive donation to remove the roof and old siding from the Weikert Press Box at no charge for labor and materials. Mr. Sheppard gave a big thank you for their generous donations. Mr. Sheppard also stated there is \$38,000.00 worth of new

playground equipment on the way due to grants received from DCNR. Mr. Steve Toddes and the construction group from ACTI at Gettysburg High School who work on Habitat for Humanity projects will be helping with designing a new playground with the new equipment received.

CTA: There are reports in the packets.

COG: Mr. Phiel stated the meeting is this Thursday.

Unless otherwise noted, all votes were unanimous. The meeting was adjourned at 8:26 p.m. for an executive session to discuss personnel, real estate and litigation with no action.

Michele Long, Township Secretary

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_____) Supervisors
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