

CUMBERLAND TOWNSHIP BOARD OF SUPERVISORS
1370 FAIRFIELD ROAD
GETTYSBURG, PA 17325
June 23, 2026
REGULAR MEETING MINUTES

Vice-Chair Biggins called the regular meeting to order at 7:00 p.m. Present were Supervisors: Biggins, Brauning, Sheppard, and Wampler. Also, present were Solicitor Sam Wiser, Township Manager David Blocher, Police Chief Matt Trostel, Road Superintendent Chris Walter, Tim Knoebel, KPI Engineering, and Office Assistant Anita Shank.

Vice-Chair Biggins led the Pledge of Allegiance.

Agenda Approval

Ms. Biggins asked for approval of the agenda as written.

Mr. Sheppard made a motion to approve the agenda as written, seconded by Mr. Wampler, and carried. 4-0

Public Comment

Katie and Tom Koontz, 126 Bottom Road, Orrtanna, (Main Street Investments) presented a request for a change of zoning from residential to mixed use for their property at 1475 Chambersburg Road. They would like to use this property as a short-term rental facility and to also renovate the garage to accommodate a living space for a property caretaker. Mr. Wiser provided the process in which needs to be completed for re-zoning consideration.

Consent Agenda Approval

Mr. Brauning made a motion to approve the consent agenda, items 5a – 5i, seconded by Mr. Sheppard, and carried. 4-0

5a. Action on Minutes – May 26, 2026, Regular Meeting Minutes.

5b. Approval of Bills for the month of June as per check detail report dated May 27th – June 23rd, 2026.

5c. Engineering Items

1. Approval of Half Pint Creamery Plan – Bond Reduction Request #1 to Release Financial Security as per KPI comment letter dated June 16, 2026 from \$230,615.00 to \$66,597.30
2. Approval of the 90-day extension request #1 for the Soliday Family Limited Partnership plan which was originally submitted on March 2, 2026.

5d. Finance Committee Items

1. Approval of professional services from General Code to codify extensive amendments from 2016 (Ord. No. 161-2016) forward pertaining to Buildings, Floodplains, Subdivision Land Development, and Zoning at an estimated investment of \$16,390.00
2. Approve payment to the Gettysburg Fire Department, as budgeted from the fire tax fund, in the amount of \$44,651.86.
3. Approve payment to the Barlow Fire Department, as budgeted from the fire tax fund, in the amount of \$34,684.49.
4. Approval to purchase materials for rear parking and paved area utilizing Co-Stars pricing from New Enterprise Gettysburg from the Building Fund in the amount of \$38,102.18
5. Authorize advertisement and sale of surplus 2016 Dodge Charger from Police Department.
6. Acknowledge the Cumberland Township Sewer Authority will start billing Cumberland Township in the July billing cycle for 5 EDUs at an annual cost of \$2,860.00.
7. Approval to transfer \$ 68,944.47 from General Fund to RACP Checking

5e. Personnel Committee Items

1. Accept resignation from Barbara Underwood as Township Planning Commission member and chair.
2. Acknowledgement of Camie Stouck-Phiel as the Assistant Township Secretary.

5f. Authorize the Township Manager for any actions necessary to effectuate the Black Horse Tavern Bridge project.

- 5g. Acknowledge receipt of the audit report of the Liquid Fuels Tax Fund of the Township of Cumberland, Adams County, for the period January 1, 2024 to December 31, 2024.
- 5h. Set hearing date for a conditional use request located at 1030 Mason Dixon Road for farmers market/corn maze. Recommending hearing date of July 28th, 2026 at 6:30p.m.
- 5i. Approval of Resolution 2026-12 Application and Funding request from Multimodal Transportation Fund administered by the Commonwealth Financing Authority in the amount of \$874,063.00

Active Business

- 1. Approval of Resolution 2026-13 for the Sewage Facilities Planning Module which amended Component 2 of the Module as per KPI Memorandum dated June 16, 2026 & 90-day extension request #5 for the James & Joyce Knefley 2&3 subdivision plan which was originally submitted on February 10, 2025.**

Mr. Knoebel provided the background and the reasoning for the need of the 90 day extension. The owners increased the size of the lots in the plan and then had to resubmit the sewage plan to the DEP and provide updated well samples. The planning commission also has concerns on the impact of the plan on the other subdivision's property lines. A discussion initiated by Mr. Sheppard about the length of the request and if it would provide adequate time for the DEP to complete their work. Mr. Wiser shared that the Township is limited to 90 days for the extension as this was the applicant's request.

Mr. Sheppard made a motion to approve the sewage facilities planning module with component 2 amendment to the module and the 90 day extension request #5 for the James & Joyce Knefley 2&3 subdivision plan. Second by Mr. Wampler and carried 4-0.

- 2. Review and Accept Rear Parking Lot Paving / Services bid for the Cumberland Township Campus from Building Fund. (motion requested).**

Mr. Blocher reviewed the bid process. He stated that there were two bids provided by AAA Paving and Excavating Inc with a quote of \$48,900 and C.E. Williams and Sons with a quote of \$34,925. Based on the bids, it was recommended to accept the bid proposal from C. E. Williams and Sons. Mr. Walter shared that the bids were well below the budgeted limit for this project.

Mr. Brauning made a motion to accept the Rear Parking Lot Paving/Services Bid from C. E. Williams and Son for \$34,925. Second by Mr. Sheppard and carried 4-0.

- 3. Appointment to Planning Commission to fill vacancy – (Term ending 12/31/28)**

Ms. Biggins stated, at this time, there are no definite candidates for the position so this decision will be moved to the next meeting.

Manager Report

Mr. Blocher reported the following:

Building update – All Township Operations have moved back to the 1370 Fairfield Road Campus. No Township activities or events are being held at the previous temporary location.

- Chris Walter and he attended the NPDES (National Pollutant Discharge Elimination System) / Chapter 102 training seminar with Adams County Conservation District (ACCD). DEP was present in addition to review proper procedures that involve earth disturbance.

- PMCA started to work out of the Township offices on Tuesdays. The Township is now preparing an effective measure to clearly communicate when they will be located at the campus and available for our residents.

- Park and Rec Committee held a meeting on 6/16/26 to review a draft RFP. The committee's next step is to make edits and forward to DEP for their recommendations.

- Multiple follow up meetings with HOA's have resulted from our HOA meeting. The Township is working on open items and assisting HOA's in obtaining an understanding of storm water management.

- Chief Trostel and he had an opportunity to meet with Senator Mastriano's staff June 3rd to discuss the future development and needs for Cumberland Township

- June 4th, he had a meeting with the Deatrick Village HOA to review open items with the Development and discuss questions they had. Cumberland Township followed up with the

Developer.

- June 8th Cumberland Township, Adams County Conservation, KPI, and Cannon Ridge HOA met to discuss remaining items that are open with their development. As a result, KPI will be updating and sending an Engineering report to the Developer.
- The past month office started the process to become more efficient with less paper. At the last Planning Commission meeting, they utilized the technology in the meeting room to conduct the meeting. The Township also started to set up SharePoint for meeting preparation, exchange of information, and archival of documents.
- Cumberland Township will not be hosting a National Night Out event. In place of that event the Township will soon be announcing an open house to invite everyone to see our campus
- He extended gratitude to both Camie and Anita for assisting myself and the Township with additional workload as we move forward in filling the Secretary position at the Township.

Police Report

Chief Trostel presented an oral and written report on police activities for the month of May including: 299 calls for service, 174 traffic stops, 19 criminal incident investigations, and 5,665 patrol miles logged. Additional highlights of his report included:

- The police department has completed its move into the 1370 Fairfield Road building and is fully functional.
- An updated report of the vehicle fleet included the recommendation to decommission car 158 and prepare it for sale; car 156 is repaired and fully operational; and the fleet is being detailed and will be completed in time for 4th of July and Bike Week.
- He recognized Officer Spidle for his positive community interactions through a statement and photo shared with him by a community member.
- He presented Officer Lane Hartley with a Commendation for Performance of Duty based on an event in 2025.

Maintenance Department Report

Mr. Walter read his report for May that included:

- The department is completing upgraded storm pipes on Russell Tavern Road, this along with regrading swales. They also widened the intersection of Russell Tavern and Mummasburg Roads
- Working in partnership with Straban, MPT and Gettysburg Borough, they graded shoulders and removed excess sod and material to help with roadway drainage and to prepare for surface treatments on Belmont, Russell Tavern, Miller, Breams Hill, Herrs Ridge Roads and Paddock Drive.
- The first round of mowing has been completed throughout the township.
- Winter Engine conducted a load bank test on the generators at both the Maintenance Facility and the Administration Building.
- Removed and replaced flooring in the maintenance building.
- Contracted weed spraying around signs, guiderails and inlet structures throughout the township was completed last week.
- Worked with Franklin Township on a paving project on Crooked Creek Road and assisted Straban Township with a project in the Twin Oaks Development.
- He attended NPDES (National Pollutant Discharge Elimination System)/Chapter 102 training seminar with Adams County Conservation District (ACCD).

Committee Reports and Comments from Board Members

Economic Development: Mr. Brauning shared that there was a meeting on 6/16/26 but nothing new to report.

Gettysburg Area Recreation Authority: Mr. Sheppard reported that the amphitheater is 90% completed. He thanked Front Runner Construction company for their work on the project. He also shared that the Gettysburg Fire Company has provided use of their on-site building to be used by GARA. He also reported that GARA is excited to add additional lighting as they are preparing for an exciting 4th of July celebration at the park with 3 bands, a large screen projector and extended fireworks display. He encouraged everyone to attend and celebrate.

CTA: Mr. Wampler shared that CTA continues to address repairs and have several projects underway.

Personnel: Ms. Biggins shared that they are seeking to fill the secretary position and will be advertising it soon.

Unless otherwise noted, all votes were unanimous. A motion was made by Mr. Sheppard to adjourn the meeting with a second made by Mr. Wampler and carried 4-0. The meeting was adjourned at 7:40 p.m. for an executive session to discuss personnel, real estate and litigation with no outcome or decisions.

Anita Shank, Office Assistant

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_____) **Supervisors**
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