

CUMBERLAND TOWNSHIP AUTHORITY  
1370 Fairfield Road ♦ Gettysburg, PA 17325 ♦ Township Meeting Room

AUTHORITY REGULAR MEETING ♦ September 9, 2024

CALL TO ORDER

The Authority met in a regular session and the meeting was called to order at 3 pm with Vice-Chairman Tom Shealer presiding.

ATTENDANCE

Authority Members Present:

Tom Shealer (Vice-Chairman), Steve Niebler (Treasurer), Steve Toddes, Jim Williams

Authority Members Absent:

Rich Redding (Chairman)

Additional Authority Representation:

Tim Knoebel (Engineer), Todd King (Solicitor), Todd Williams (Operations Manager), Ben Thomas (Administrative Manager), Tracey Barrick (Office Manager & Board Secretary)

Others in Attendance:

Dave Blocher – Cumberland Township Manager

APPROVAL OF MINUTES

Minutes from the August 12, 2024 Regular Meeting were reviewed. Member Toddes moved to approve. Member Niebler seconded. Motion carried 4:0.

FINANCIAL APPROVALS

APPROVAL OF ACCOUNTS PAYABLE

Vice-Chairman Shealer recommended a motion to approve the accounts payables from August 31, 2024 in the amount of \$40,837.59. Member Williams moved to approve. Member Niebler seconded. Motion carried 4:0.

Vice-Chairman Shealer recommended a motion to approve the accounts payables from September 9, 2024 in the amount of \$68,521.30. Member Niebler moved to approve. Member Williams seconded. Motion carried 4:0.

Public Comment

None

ACTIVE BUSINESS

None

NEW BUSINESS

None

CORRESPONDENCE

None

REPORTS

ENGINEER – TIM KNOEBEL

Boyd's School Road Sewer Extension: Vice-Chairman Shealer recommended a motion to approve payment of Payment Requisition No. 3 in the amount of \$25,952.48 upon receipt of the required close-out documents. Member Niebler moved to approve. Member Williams seconded. Motion carried 4:0.

South Collection System – Siphon Replacement: Vice-Chairman Shealer recommended a motion to approve final payment to C.E. Williams in the amount of \$23,348.84. Member Niebler moved to approve. Member Toddes seconded. Motion carried 5:0. Member Williams abstained.

**Old Mill Road Pump Station - Retrofit:** Vice-Chairman Shealer recommended a motion to authorize issuance of the Notice to Proceed and signature of the agreement pending the solicitor's approval of the bonds & insurance submission and contractor's execution of the agreement. Member Williams moved to approve. Member Toddes seconded. Motion carried 4:0.

*OPERATIONS MANAGER –  
TODD WILLIAMS*

Report submitted.

*SOLICITOR – TODD KING*

Solicitor King reviewed the status of his work.

*OFFICE MANAGER –  
TRACEY BARRICK*

Report submitted.

*ADMINISTRATIVE MANAGER -  
BEN THOMAS*

Report submitted. Ben discussed the federal appropriations grant requirement for a non-discrimination policy & the need to appoint a designated civil rights coordinator. This will require action at next month's board meeting.

#### REPORTS OF COMMITTEES

*PERSONNEL COMMITTEE*

Requested an executive session.

*FINANCE COMMITTEE*

Nothing to report at this time.

*LONG-RANGE PLANNING  
COMMITTEE*

Nothing to report at this time.

*CLOSED PUBLIC MEETING TO  
GO INTO EXECUTIVE SESSION*

The public meeting was closed at 3:38 pm for an executive session to discuss personnel matters.

*REOPENED PUBLIC MEETING*

The public meeting reopened at 3:47 pm.

There being no further business, the meeting was adjourned at 3:47 pm.

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Tracey Barrick  
Office Manager and Board Secretary