

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

AUTHORITY REGULAR MEETING ♦ May 13, 2024

CALL TO ORDER

The Authority met in a regular session and the meeting was called to order at 3:00pm with Chairman Rich Redding presiding.

ATTENDANCE

Authority Members Present:

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

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 April 8, 2024 Regular Meeting were reviewed. Member Toddes moved to approve. Member Shealer seconded. Motion carried 5:0.

FINANCIAL APPROVALS

*APPROVAL OF ACCOUNTS PAYABLE*

Chairman Redding recommended a motion to approve the accounts payables from April 30, 2024 in the amount of \$54,716.62. Member Williams moved to approve. Member Shealer seconded. Motion carried 5:0.

Chairman Redding recommended a motion to approve the accounts payables from May 13, 2024 in the amount of \$70,763.75. Member Shealer moved to approve. Member Toddes seconded. Motion carried 5:0.

Public Comment

None

ACTIVE BUSINESS

None

NEW BUSINESS

Chairman Redding recommended a motion to authorize Solicitor King to draft a response to Gettysburg Campground informing them that the Authority will consider reducing their 1<sup>st</sup> quarter 2024 bill after a flow meter is installed in accordance with the Authority's Rules & Regulations. The meter installation must be coordinated with the Authority & be done within 90 days. Member Toddes moved to approve. Member Shealer seconded. Motion carried 5:0.

Chairman Redding recommended a motion to authorize purchasing the staff & board members polo shirts with the Authority logo. Member Shealer moved to approve. Member Williams seconded. Motion carried 5:0.

CORRESPONDENCE

None

REPORTS

*ENGINEER – TIM KNOEBEL*

South Collection System – Siphon Replacement: Chairman Redding recommended a motion to approve Change Order #1 in the amount of \$44,306.00. Member Shealer moved to approve. Member Niebler seconded. Motion carried 4:1. Jim Williams

abstained.

Chairman Redding recommended a motion to approve Request for Payment #3 in the amount of \$42,090.70. Member Shealer moved to approve. Member Toddes seconded. Motion carried 4:1. Jim Williams abstained.

Old Mill Road Pump Station – Retrofit: Chairman Redding recommended a motion to authorize KPI to put this project out to bid & to authorize the purchase of the pump equipment needed for this project, pending the review of the Operations Manager & the Authority staff. Member Williams moved to approve. Member Shealer seconded. Motion carried 5:0.

NPDES Permit Renewal: Chairman Redding recommended a motion to authorize the chairman to sign the NPDES Permit Renewal Applications for both plants & to be forwarded to PA DEP. Member Toddes moved to approve. Member Niebler seconded. Motion carried 5:0.

*OPERATIONS MANAGER –  
TODD WILLIAMS*

Report submitted.

*SOLICITOR – TODD KING*

Solicitor King reviewed the status of the agreements he's drafted.

*OFFICE MANAGER –  
TRACEY BARRICK*

Report submitted.

*ADMINISTRATIVE MANAGER -  
BEN THOMAS*

Report submitted.

#### REPORTS OF COMMITTEES

*PERSONNEL COMMITTEE*

Chairman Redding recommended a motion to approve the hiring of Jarrett Heness in accordance with the wage & benefit package previously agreed upon. Member Niebler moved to approve. Member Toddes seconded. Motion carried 5:0.

*FINANCE COMMITTEE*

Chairman Redding recommended a motion to approve changing the recordkeeper to July Services for the Authority's Defined Contribution Money Purchase Pension Plan. Member Williams moved to approve. Member Niebler seconded. Motion carried 5:0.

*LONG-RANGE PLANNING  
COMMITTEE*

Previously reported.

There being no further business, the meeting was adjourned at 4:16pm.

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Tracey Barrick  
Office Manager and Board Secretary