

**CUMBERLAND TOWNSHIP AUTHORITY**  
1270 Fairfield Rd, Ste 9 ♦ Gettysburg, PA 17325 ♦ CTA Meeting Room  
**REGULAR MEETING ♦ December 8, 2025**

**CALL TO ORDER**

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

**ATTENDANCE**

Authority Members Present:

Rich Redding (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:

Bob Sharrah – Sharrah Design Group  
Matt Toll – Ryan Homes  
Paul Crone - NVR

Authority Members Absent:

Tom Shealer (Vice-Chairman)

**APPROVAL OF MINUTES**

The minutes from the November 10, 2025 Regular Meeting were reviewed. Member Toddes moved to approve. Member Niebler seconded. Motion carried 4:0

**FINANCIAL APPROVALS**

**APPROVAL OF ACCOUNTS PAYABLES**

Chairman Redding recommended a motion to approve the accounts payables from November 30, 2025 in the amount of \$36,193.38. Member Williams moved to approve. Member Toddes seconded. Motion carried 4:0

Chairman Redding recommended a motion to approve the accounts payables from December 8, 2025 in the amount of \$309,314.04. Member Niebler moved to approve. Member Williams seconded. Motion carried 4:0

**Public Comment**

None

**ACTIVE BUSINESS**

Approval of the amount of the maintenance security for Old Mill Overlook was tabled pending further review by KPI.

**NEW BUSINESS**

Chairman Redding recommended a motion to approve the 2026 Budgets & Employee Wages. Member Williams moved to approve. Member Toddes seconded. Motion carried 4:0

Chairman Redding recommended a motion to approve the purchase of a gift card from the Dobbin House in the amount of \$100 in gratitude of Vice-Chair Tom Shealer's many years of service to the Authority. Member Toddes moved to approve. Member Niebler seconded. Motion carried 4:0.

**CORRESPONDENCE**

None

## REPORTS

### *ENGINEER – TIM KNOEBEL*

**South Plant Improvements Project:** Work is 90% complete. Substantial completion should be achieved by the end of the year. Chairman Redding recommended a motion to approve Pay Request #6 from PSI for Contract 1 in the amount of \$159,168.30. Member Niebler moved to approve. Member Toddes seconded. Motion carried 4:0.

Chairman Redding recommended a motion to approve Pay Request #4 from Monacacy Valley Electric for Contract 2 in the amount of \$35,356.53. Member Toddes moved to approve. Member Williams seconded. Motion carried 4:0.

Chairman Redding recommended a motion to approve Pay Request #5 from Monacacy Valley Electric for Contract 2 in the amount of \$796.77 Member Niebler moved to approve. Member Toddes seconded. Motion carried 4:0.

Chairman Redding recommended a motion to approve Change Order #4 from Monacacy Valley Electric for Contract 2 in the amount of \$4,616.33. Member Williams moved to approve. Member Niebler seconded. Motion carried 4:0.

**Willoughby Run Sewer Easement Access Improvements Project (Siphon Replacement):** Contract has been awarded to CE Williams. Continuing to work with NPS for a permit extension.

**Biosolids Dewatering Study/Sludge Press:** Preliminary drawings complete. Chairman Redding recommended a motion to authorize KPI to move forward with initial design and preparation of permit documents. Member Williams moved to approve. Member Niebler seconded. Motion carried 4:0.

**Cannon Ridge Phase 3:** Todd King will follow up with developer and prepare dedication documents.

**Shaw Property:** Study complete for a 257-unit development. The South Plant and two pumping stations will need upgrades. Estimates provided to LRPC and the developer. Developer is waiting for GMA water study.

### *OPERATIONS MANAGER – TODD WILLIAMS*

Report submitted.

### *SOLICITOR – TODD KING*

Per the PA Supreme Court ruling on the Sunshine Act, we are now able to amend the agenda before a meeting begins.

**Cannon Ridge:** Chairman Redding recommended a motion to authorize Solicitor King to draft a letter to S&A Homes regarding the completion of any remaining punch list items and ultimately, dedication of the sewer lines. Member Niebler moved to approve. Member Toddes seconded. Motion carried 4:0.

### *OFFICE MANAGER – TRACEY BARRICK*

Report submitted.

### *ADMINISTRATIVE MANAGER - BEN THOMAS*

Report submitted.

## REPORTS OF COMMITTEES

*PERSONNEL COMMITTEE*

Nothing to report currently.

*FINANCE COMMITTEE*

Nothing to report currently.

*LONG-RANGE PLANNING  
COMMITTEE*

Nothing to report currently.

*CLOSED PUBLIC MEETING TO  
GO INTO EXECUTIVE SESSION*

The public meeting was closed at 4:27 pm for an executive session to discuss personnel matters.

*REOPENED PUBLIC MEETING*

The public meeting was reopened at 4:50 pm.

There being no further business, the meeting was adjourned at 4:51 pm.

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Tracey Barrick  
Office Manager and Board Secretary