

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 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.

Tracey Barrick
Office Manager and Board Secretary