

CUMBERLAND TOWNSHIP AUTHORITY
730 Chambersburg Rd ♦ Gettysburg, PA 17325 ♦ Township Meeting Room
REGULAR MEETING ♦ March 10, 2025

CALL TO ORDER

The Authority met in a regular session and the meeting was called to order at 3:03 pm with Chairman Redding presiding.

ATTENDANCE

Authority Members Present:

Rich Redding (Chairman), Steve Niebler (Treasurer), Steve Toddes

Authority Members Absent:

Tom Shealer (Vice-Chairman), Jim Williams

Additional Authority Representation:

Tim Knoebel (Engineer), Todd King (Solicitor) & Bethany Carter (Intern),
Ben Thomas (Administrative Manager), Tracey Barrick (Office Manager &
Board Secretary)

Others in Attendance:

Harlan Lawson – GMS Funding Solutions

APPROVAL OF MINUTES

The minutes from the February 10, 2025 Regular Meeting were reviewed. Member Toddes moved to Approve. Member Niebler seconded. Motion carried 3:0.

FINANCIAL APPROVALS

*APPROVAL OF ACCOUNTS
PAYABLES*

Chairman Redding recommended a motion to approve the accounts payables from February 28, 2025 in the amount of \$55,762.85. Member Niebler moved to approve. Member Toddes seconded. Motion carried 3:0.

Chairman Redding recommended a motion to approve the accounts payables from March 10, 2025 in the amount of \$23,969.26. Member Toddes moved to approve. Member Niebler seconded. Motion carried 3:0.

Public Comment

ACTIVE BUSINESS

Chairman Redding recommended a motion to approve the February 2025 Investment Policy. On behalf of the Finance Committee, Member Niebler moved to approve. Member Toddes seconded. Motion carried 3:0.

NEW BUSINESS

Chairman Redding recommended a motion to approve the February 18, 2025 Amendment to the Personnel Policies & Guidelines, Article E: Attendance & Leave. On behalf of the Personnel Committee, Member Niebler moved to approve. Member Toddes seconded. Motion carried 3:0.

Chairman Redding recommended a motion for to approve bringing billing back in-house starting with the July billing cycle. Member Toddes moved to approve. Member Niebler seconded. Motion carried 3:0.

CORRESPONDENCE

None

REPORTS

ENGINEER – TIM KNOEBEL

South Plant Improvements Project: Chairman Redding recommended a motion to authorize issuance of Notice of Award and to authorize signature of the agreement with PSI for Contract 1 (\$993,735) and Monacacy Valley Electrical for Contract 2 (\$440,885),

subject to satisfactory review by the Solicitor, Authority Staff, and Engineer. Member Niebler moved to approve. Member Toddes seconded. Motion carried 3:0.

Old Mill Road PS Retrofit: Equipment has been delivered, Notice to Proceed has been issued.

Greenmount Area: The Township and Authority met with PA DEP about the Township's Act 537 plan related to this area. A discussion took place regarding the schedule for a private treatment system for the area of which no permit application has been submitted to PA DEP nor submission of a land development plan to the Township. The holding tank at the former Boyd's Bears property & several other failing systems were also discussed. The plan is to have a follow-up meeting with PA DEP & all parties involved.

Annual Chapter 94 Report: Chairman Redding recommended a motion to authorize signature and submission to GMA and PA DEP upon review by the Operations Manager. Member Niebler moved to approve. Member Toddes seconded. Motion carried 3:0.

*OPERATIONS MANAGER –
TODD WILLIAMS*

Nothing to report at this time.

SOLICITOR – TODD KING

Nothing to report at this time.

*OFFICE MANAGER –
TRACEY BARRICK*

Report submitted. The Extension Agreement for Cumberland Village IIB is being recorded. The Gettysburg Campground Sewer Service Agreement is being reviewed by the owner. Working with Muni-Link on the appropriate options in response to increased ACH collection security requirements. Audit is scheduled for April 16th & 17th.

*ADMINISTRATIVE MANAGER -
BEN THOMAS*

Report submitted.

*TOWNSHIP MANAGER- DAVID
BLOCHER*

Analysis of the Equipment and Services table will be ready by the April meeting. The township is establishing a meeting to discuss the action plan moving forward post DEP meeting.

REPORTS OF COMMITTEES

PERSONNEL COMMITTEE

Nothing to report at this time.

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 4:34 pm for an executive session to discuss personnel matters.

REOPENED PUBLIC MEETING

The public meeting was reopened at 5:08 pm

There being no further business, the meeting was adjourned at 5:09 pm.

Tracey Barrick
Office Manager and Board Secretary