

CUMBERLAND TOWNSHIP AUTHORITY  
1270 Fairfield Rd, Ste 9 ♦ Gettysburg, PA 17325 ♦ CTA Meeting Room  
REGULAR MEETING ♦ October 13, 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), Tom Shealer (Vice-Chairman), Steve Toddes, Jim Williams

Authority Members Absent:

Steve Niebler (Treasurer)  
Ben Thomas (Administrative Manager)

Additional Authority Representation:

Dan Perva & Ryan Picarelli (Engineers), Todd King (Solicitor), Todd Williams (Operations Manager), Tracey Barrick (Office Manager & Board Secretary)

Others in Attendance:

Bob Sharrah – Sharrah Design Group  
Justin Clark – DRB Group  
Paul Crone - NVR

APPROVAL OF MINUTES

The minutes from the September 8, 2025 Regular Meeting were reviewed. Member Shealer moved to approve. Member Toddes seconded. Motion carried 4:0.

FINANCIAL APPROVALS

*APPROVAL OF ACCOUNTS  
PAYABLES*

Chairman Redding recommended a motion to approve the accounts payables from September 30, 2025 in the amount of \$30,217.20. Member Williams moved to approve. Member Toddes seconded. Motion carried 4:0.

Chairman Redding recommended a motion to approve the accounts payables from October 13, 2025 in the amount of \$287,327.25. Member Shealer moved to approve. Member Williams seconded. Motion carried 4:0.

Public Comment

None

ACTIVE BUSINESS

Chairman Redding recommended a motion to affirm his delivery of the MOU Separation Letter to the township . Member Toddes moved to approve. Member Shealer seconded. Motion carried 4:0.

NEW BUSINESS

Chairman Redding recommended a motion to appoint Tracey Barrick as the Right-to-Know Officer, Mary Voss as the assistant and Ben Thomas as the training officer. Member Shealer moved to approve. Member Williams seconded. Motion carried 4:0.

CORRESPONDENCE

None

## REPORTS

*ENGINEER – TIM KNOEBEL*

**South Plant Improvements Project:** Work is 50% complete. **Chairman Redding** recommended a motion to approve Pay Request #4 from PSI for Contract 1 in the amount of \$192,308.09. Member Williams moved to approve. Member Toddes seconded. Motion carried 4:0.

**Chairman Redding** recommended a motion approve Pay Request #3 from Monocacy Valley Electric for Contract 2 in the amount of \$2,768.18. Member Toddes moved to approve. Member Williams seconded. Motion carried 4:0.

**Chairman Redding** recommended a motion to approve Change Order #2 for Contract 1 in the amount of \$6,166.60. Member Williams moved to approve. Member Shealer seconded. Motion carried 4:0.

The LRPC requested a summary of Change Orders. There is currently 1 total approved Change Order for Contract #1 for +\$6,166.60 and two approved Change Orders for Contract #2 with a total cost change of +\$1,089.00. That is 0.65% of the total project cost in change orders.

**Willoughby Run Sewer Easement Access Improvements Project (Siphon Replacement):** Dan and Ryan will visit KLK to double check measurements before installation. Line flow is expected by the end of next week. **Chairman Redding** recommended a motion to award to CE Williams in the amount of \$89,585 and authorize KPI to issue a Notice to Proceed. Member Shealer moved to approve. Member Toddes seconded. Member Williams abstained. Motion carried 3:0.

**Biosolids Dewatering Study:** Preliminary design completed and submitted to LRPC. Pilot study should be completed by early March by the manufacturer, and the project should be out to bid by fall of 2026. KPI will submit a cost estimate for budgeting purposes.

**Herr's Ridge Road Sewer Extension:** Total cost estimate of \$550,000. There are around 13 residences that can connect, which would only cover around \$200,000 give or take. Alternate options are being discussed, including two separate low-pressure lines, and will be presented to LRPC next month.

**Table Rock Terrace:** Final tests postponed due to mechanical equipment failure. Once parts arrive, testing will be completed.

**Shaw Property:** Preliminary hydraulic study has shown a few areas of concern within the system. One on Old Mill Road, one on Willoughby Run Road, and the Willoughby Run Rd Pump Station. A meeting is set with Envirep to assess the Willoughby Run pumping station and increase hydraulic capacity. It is currently running at 80% capacity. They will also provide cost estimates to correct the other two areas of concern. Goal is to have report to board by November meeting.

*OPERATIONS MANAGER –  
TODD WILLIAMS*

Report submitted.

*SOLICITOR – TODD KING*

**Table Rock Terrace:** The Authority currently has a Reservation & Extension Agreement with Harvest Investment Group, the Owner of the property. The sewer extension work has been completed. DRB Group will be purchasing the lots & building the homes. DRB Group is asking for the sewer reservation to be assigned over to them. Anticipating settlement in the next month. **Chairman Redding** recommended a motion to approve the DRB Group Agreement contingent on the

solicitor's revisions & DRB Group's acceptance of the agreement. Member Shealer moved to approve. Member Todd 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.

There being no further business, the meeting was adjourned at 4:00 pm.

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Tracey Barrick  
Office Manager and Board Secretary