

CUMBERLAND TOWNSHIP AUTHORITY
1270 Fairfield Rd, Ste 9 ♦ Gettysburg, PA 17325 ♦ CTA Meeting Room
REGULAR MEETING ♦ January 12, 2026

CALL TO ORDER

The Authority met in a regular session and the meeting was called to order at 3:23 pm with Chairman Redding presiding.

ATTENDANCE

Authority Members Present:

Rich Redding (Chairman), Jim Williams (Vice Chair)
Steve Niebler (Treasurer), Steve Toddes, Andrew Wampler

Additional Authority Representation:

Tim Knoebel (Engineer), Todd King (Solicitor), Todd Williams (Operations Manager), Ben Thomas (Administrative Manager), Tracey Barrick (Office Manager & Board Secretary), Mary Voss (Admin Assistant)

Others in Attendance:

Dave Blocher - Cumberland Township
Ethan Ketterman - Sharrah Design

APPROVAL OF AGENDA

Chairman Redding recommended a motion to affirm the addition of three agenda items – Approval of the Updated Personnel Policy and Guidelines, Authorize execution of Agreement with Contractor, Authorize Engineer to Issue Notice to Proceed. Member Toddes moved to approve. Member Niebler seconded. Motion carried 5:0.

APPROVAL OF MINUTES

The minutes from the December 8, 2025 Regular Meeting were reviewed. Member Williams moved to approve. Member Niebler seconded. Motion carried 5:0.

FINANCIAL APPROVALS

*APPROVAL OF ACCOUNTS
PAYABLES*

Chairman Redding recommended a motion to approve the accounts payables from December 31, 2025 in the amount of \$46,362.66. Member Toddes moved to approve. Member Williams seconded. Motion carried 5:0.

Chairman Redding recommended a motion to approve the accounts payables from January 12, 2026 in the amount of \$66,381.13. Member Williams moved to approve. Member Toddes seconded. Motion carried 5:0.

Public Comment

None

ACTIVE BUSINESS

Chairman Redding recommended a motion to approve the updated Personnel Policy and Guidelines. Member Niebler moved to approve. Member Toddes seconded. Motion carried 5:0.

NEW BUSINESS

Chairman Redding recommended a motion to approve the 2026 meeting dates as indicated at the bottom of the agenda. Member Williams moved to approve. Member Niebler seconded. Motion carried 5:0.

Chairman Redding recommended a motion to authorize KPI to conduct a 2026 Tap Fee Study. Member Toddes moved to approve. Member Williams seconded. Motion carried 5:0.

CORRESPONDENCE

None

REPORTS

ENGINEER – TIM KNOEBEL

South Plant Improvements Project:

Chairman Redding recommended a motion to approve Pay Request No. 7 for Contract 1 in the amount of \$64,152.23. Member Williams moved to approve. Member Niebler seconded. Motion carried 5:0

Chairman Redding recommended a motion to approve Change Order No. 4 for Contract 1 in the amount of \$28,458.43. Member Williams moved to approve. Member Toddes seconded. Motion carried 5:0.

Chairman Redding recommended a motion to approve Change Order No. 5 for Contract 1 in the amount of \$5,874.86. Member Niebler moved to approve. Member Toddes seconded. Motion carried 5:0.

Chairman Redding recommended a motion to authorize approval and signing of Substantial Completion Certificate for Contract 2.

Willoughby Run ROW Access:

Chairman Redding recommended a motion to execute the Agreement with CE Williams and issue a Notice to Proceed. Member Niebler moved to approve. Member Toddes seconded. Member Williams abstained. Motion carried 4:0.

Chairman Redding recommended a motion to approve payment to CE Williams in the amount of \$31,660 for the matting required by the NPS to protect the area. Member Niebler moved to approve. Member Toddes seconded. Member Williams abstained. Motion carried 4:0.

Cumberland Village IIB:

Chairman Redding recommended a motion to authorize Bond Reduction Requestion No. 1 from JA Myers in the amount of \$1,607,863.75, with a retainage of \$394,642.50. Member Williams moved to approve. Member Niebler seconded. Motion carried 5:0.

Old Mill Overlook:

As-built plans received. Maintenance security of \$111,873. Developer will need to furnish a Deed of Dedication and Rights of Way to Solicitor. **Chairman Redding recommended a motion to accept Engineer's report regarding future dedication of sewers and to authorize the dedication process to continue.** Member Williams moved to approve. Member Toddes seconded. Motion carried 4:0.

Musket Ridge:

Chairman Redding recommended a motion to approve Capacity Request and for Solicitor to draft a Reservation Agreement. Member Williams moved to approve. Member Toddes seconded. Motion carried 5:0.

*OPERATIONS MANAGER –
TODD WILLIAMS*

Chase and Brock are actively working toward their operator certificates.

SOLICITOR – TODD KING

Cannon Ridge Phase III: Letter to developer being prepared regarding outstanding punch list items for dedication.

*OFFICE MANAGER –
TRACEY BARRICK*

Volume 2 of the Flow Zone is out now. A capital funds transfer was made in the amount of \$29,751.68 for 3Q 2025. Final pay request for LSA submitted.

*ADMINISTRATIVE MANAGER -
BEN THOMAS*

Orientation is set up for new Member Andrew Wampler.

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.

There being no further business, the meeting was adjourned at 4:42 pm.

**Tracey Barrick
Office Manager and Board Secretary**