MIDDLESEX TOWNSHIP
REORGANIZATIONAL MEETING
January 3, 2024
7:00 PM

OFFICIALS PRESENT:	SUPERVISORS:	Chairman Donald S. Geistwhite, Jr.
		Vice-Chairman Steven Larson
	SUPERVISOR:	William H. Goodhart
	SOLICITOR:	Keith O. Brenneman
	PUBLIC SAFETY DIRECTOR:	Chief Steve D. Kingsborough
	FIRE / EMC:	Chief Edwin Beam
	ZONING OFFICER:	Mark D. Carpenter
	ASST. CODES ENFORCEMENT/ MS4 COORDINATOR:	Gerald Steigleman
	ENGINEER:	Bud Grove
	MANAGER:	Eileen M. Gault
OFFICIALS ABSENT:	ROADMASTER:	Zachary L. Zook

CALL TO ORDER AND PLEDGE TO THE FLAG: Mr. Geistwhite called the meeting to order at 7:00 p.m., leading the pledge to the flag in the Middlesex Township Municipal Building.

ELECTION OF CHAIRMAN AND VICE-CHAIRMAN: The meeting was turned over to the Solicitor Mr. Brenneman with the first order of business being the election of the Chairman and Vice-Chairman of the Board of Supervisors. Mr. Brenneman then asked for nominations for Chairman. Mr. Larson nominated Mr. Geistwhite as Chairman. There being no further nominations, the nominations were declared closed. It was unanimously agreed to appoint Mr. Geistwhite as Chairman. Mr. Brenneman then turned the meeting over to Chairman Geistwhite. Chairman Geistwhite nominated Mr. Larson as Vice-Chairman. There being no further nominations, the nominations were declared closed. It was unanimously agreed to appoint Mr. Larson as Vice-Chairman. Chairman Geistwhite.

APPOINTMENTS:

Manager/Secretary/Treasurer: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mrs. Eileen M. Gault as the Manager/Secretary/Treasurer.

Zoning Officer: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mark D. Carpenter as the Zoning Officer.

Solicitor to Board of Supervisors: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint the Law Office of Keith O. Brenneman, P. C. as the Solicitor to the Board of Supervisors.

Solicitor to Planning Commission: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint the Law Office of Keith O. Brenneman, P. C. as the Solicitor to the Planning Commission.

Solicitor to Zoning Hearing Board: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Jennifer B. Hipp of Bogar & Hipp Attorneys at Law as the Solicitor to the Zoning Hearing Board.

Sewage Enforcement Officer: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Vince Elbel as the Sewage Enforcement Officer.

Assistant Sewage Enforcement Officer: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Jim Maun as the Assistant Sewage Enforcement Officer.

Zoning Hearing Board: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. William Shover, Jr. to the Zoning Hearing Board, term to expire January 1, 2029.

Zoning Hearing Board (Alt.): On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Troy Wilkinson as an alternate member to the Zoning Hearing Board, term to expire January 1, 2027.

Planning Commission Member: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Larry Claycomb to the Planning Commission, term to expire January 1, 2028.

Planning Commission Member: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Wesley Beard to the Planning Commission, term to expire January 1, 2028.

Letort Regional Authority: There is a vacancy on the Letort Regional Authority Board, term to expire January 1, 2025.

Municipal Authority: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Randy Waggoner to the Municipal Authority, term to expire January 1, 2029.

Cumberland County Tax Bureau (CCTB Delegate): On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mrs. Eileen M. Gault as the CCTB Delegate.

CCTB Alternate: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Donald S. Geistwhite, Jr. as the CCTB Alternate.

Administrator PMRS, AFLAC and New York Life Insurance: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mrs. Eileen M. Gault as the administrator for PMRS, AFLAC and New York Life Insurance.

Depositories for Funds: Orrstown Bank & Member's 1st – This has been tabled.

BOS Representative to the Municipal Authority: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Donald S. Geistwhite, Jr. as the BOS Representative to the Municipal Authority.

Building Committee: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Steven Larson to the Building Committee.

Building Committee: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Donald S. Geistwhite, Jr. to the Building Committee.

Cumberland Perry Task Force: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Mark D. Carpenter to the Cumberland Perry Task Force.

Cumberland Perry Task Force (Alternate): On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. William H. Goodhart to the Cumberland Perry Task Force as an alternate.

Vacancy Board Member: There is a vacancy for the Vacancy Board Member.

RESOLUTIONS:

2024 – 1 Identifying All Three Supervisors and Manager/Secretary/Treasurer as Signatories for Township Funds at Orrstown Bank: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to adopt Resolution 2024 - 1 identifying all three Supervisors and the Manager/Secretary/Treasurer as signatories for the township funds at Orrstown Bank.

2024 – 2 Identifying Two Supervisors (Mr. Larson and Mr. Goodhart) and Manager/Secretary/Treasurer as Signatories for Township Funds at Member's 1st: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to adopt Resolution 2024 - 2 identifying Mr. Larson, Mr. Goodhart and the Manager/Secretary/Treasurer as signatories for the township funds at Member's 1st.

2024 – 3 Reducing Member Contribution to Police Pension Plan from 5% to 0%: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to adopt Resolution 2024 - 3 reducing member contribution to the Police Pension Plan from 5% to 0%.

2024 – 4 Disposition of Specific Public Records: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to adopt Resolution 2024 – 4 authorizing the disposition of specific public records in accordance with the Pennsylvania Historical and Museum Commission's Retention and Disposition Schedule for Records of Pennsylvania Municipalities.

ESTABLISHMENT OF UNIFORM AND NON-UNIFORM SALARIES PER 2024 BUDGET: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to establish the uniform and non-uniform salaries based on the 2024 budget.

PUBLIC COMMENT: There was no public comment.

MS4 STORMWATER UPDATES: There were no reports or updates.

APPROVAL OF MINUTES: The minutes for December 6, 2023 have been tabled.

On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to approve the minutes of December 29, 2023.

AUTHORIZE PAYMENT OF BILLS: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to authorize the payment of the bills for January 2024.

REPORTS:

Solicitor – Mr. Brenneman reported that he is still working on the letter to PennDOT in support of the Pine Hill access to Harrisburg Pike.

Engineer – No report.

Director of Public Safety – Chief Kingsborough submitted and briefly discussed the monthly and annual Police Report. He reported that Middlesex Township had the 2nd highest call volume west of Silver Spring Township. Report entered into record.

Fire/EMC – Chief Beam submitted the monthly Fire Chief Report. Report entered into record.

Zoning – Mr. Carpenter submitted and briefly discussed the monthly Zoning Report. Report entered into record.

Codes Enforcement – Mr. Steigleman submitted the monthly Codes Enforcement Report. Report entered into record.

Roadmaster – Absent. Mr. Zook had submitted the monthly Highway Department Report. Report entered into record.

Municipal Authority – Chairman Geistwhite reported that the Authority Staff extended 3600 feet of water pipe from Well #1, along Cumberland County property to serve the LNG project. There have been some issues with drilling another well.

Recreation/Recycling Coordinator – Mrs. Jumper submitted the monthly Recreation Director Report. Report entered into record.

Manager – Mrs. Gault submitted and briefly discussed the monthly CCTB (Cumberland County Tax Bureau) report.

OLD BUSINESS:

None.

NEW BUSINESS:

Discussion and possible motion to accept the resignation of Scott Shirey as a regular Zoning Hearing Board Member: On the motion of Chairman Geistwhite, seconded by Vice-Chairman

Larson, it was unanimously agreed to accept the resignation of Mr. Scott Shirey as a regular Zoning Hearing Board Member.

Discussion and possible motion to appoint alternate Zoning Hearing Board Member Edward P. Murphy as a regular Zoning Hearing Board Member to fulfill the term of Scott Shirey until (01/01/26): On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Edward P. Murphy (ALT Member) to fulfill the term of Mr. Scott Shirey, (regular ZHB Member) until January 1, 2026.

STAFF / SUPERVISOR COMMENTS:

EXECUTIVE SESSION: None.

There being no further business, on the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson the meeting was adjourned at 7:16 p.m.