MIDDLESEX TOWNSHIP
REORGANIZATIONAL MEETING
January 6, 2025
7:00 PM

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

CALL TO ORDER AND PLEDGE TO THE FLAG: Mr. Geistwhite called the meeting to order at 7:00 p.m., with Chief Beam 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.

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.

Engineer: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Gerald “Bud” Grove as the Township Engineer.

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. Anthony DeLuca to the Zoning Hearing Board, term to expire January 1, 2030.

Planning Commission Member: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Thomas Ryan to the Planning Commission, term to expire January 1, 2029.

Planning Commission Member: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mrs. Robynn Eppley to the Planning Commission, term to expire January 1, 2029.

Recreation Board Member: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mrs. Linda Eckenrode to the Recreation Board, term to expire January 1, 2030.

Recreation Board Member: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mrs. Tracy Heiter to the Recreation Board, term to expire January 1, 2030.

Municipal Authority: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Donald Wandling to the Municipal Authority, term to expire January 1, 2030.

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: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Orrstown Bank and Member's 1st as depositories for funds.

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.

RESOLUTIONS:

2025 – 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 Supervisor Goodhart, it was unanimously agreed to adopt Resolution 2025 - 1 identifying all three Supervisors and the Manager/Secretary/Treasurer as signatories for the township funds at Orrstown Bank.

2025 – 2 Identifying All Three Supervisors and Manager/Secretary/Treasurer as Signatories for Township Funds at Member's 1st: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to adopt Resolution 2025 - 2 identifying all three Supervisors and the Manager/Secretary/Treasurer as signatories for the township funds at Member's 1st.

2025 – 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 2025 - 3 reducing member contribution to the Police Pension Plan from 5% to 0%.

2025 – 4 Disposition of Specific Public Records: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to adopt Resolution 2025 – 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 2025 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 2025 budget.

PUBLIC COMMENT: There was no public comment.

MS4 STORMWATER UPDATES: There were no reports or updates.

APPROVAL OF MINUTES: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to approve the minutes of December 27, 2024.

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 2025.

REPORTS:

Solicitor – No report.

Engineer – No report.

Director of Public Safety – Chief Kingsborough submitted the monthly Police Report. 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. As requested by the Supervisors, Mr. Carpenter submitted a report with a map of residential lots available in the Township. There are approximately 618 lots available at five (5) major developments.

Codes Enforcement – Mr. Steigleman submitted the monthly Codes Enforcement Report. Report entered into record. Mr. Steigleman gave a brief update on the Diamond of Carlisle located on the Harrisburg Pike.

Roadmaster – Mr. Zook submitted and briefly discussed the monthly Highway Department Report. Report entered into record.

Municipal Authority – Chairman Geistwhite reported that things are going well at the Municipal Authority.

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

Manager – Mrs. Gault submitted and briefly discussed the end of the year CCTB (Cumberland County Tax Bureau) report. Action will be taken on the holiday schedule at the next meeting. There was a request from a resident to get an extension on their septic pumping. This was denied due to it being the second request.

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

Discussion and possible action to appoint Mr. William E. Harner to serve as a representative for Middlesex Township on the Letort Regional Authority: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. William E. Harner to serve as a representative on the Letort Regional Authority for a 4-year term to expire 01/01/2029.

STAFF / SUPERVISOR COMMENTS: Vice-Chairman Larson commended the Roadmaster Mr. Zook for his efforts in getting the no turn signs installed at Deer Lane. There was some discussion about the ball field usage at the park. Mrs. Gault reported that Mr. Vince Elbel will be retiring at the end of the year.

EXECUTIVE SESSION: There was no executive session.

There being no further business, on the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson it was unanimously agreed to adjourn the meeting at 7:35 p.m.