

**MIDDLESEX TOWNSHIP
ORGANIZATIONAL MEETING
January 2, 2019**

OFFICIALS PRESENT:	SUPERVISORS:	Donald S. Geistwhite, Jr. Steve Larson William H. Goodhart
	DIRECTOR OF PUBLIC SAFETY:	Barry L. Sherman
	SOLICITOR:	Keith O. Brenneman
	FIRE/EMC:	Edwin Beam
	ZONING OFFICER:	Mark D. Carpenter
	MANAGER:	Eileen M. Gault
OFFICIALS ABSENT:	ENGINEER:	Bud Grove

CALL TO ORDER AND PLEDGE TO THE FLAG: Mr. Geistwhite called the meeting to order at 7:00 p.m. in the Middlesex Township Building, with Director of Public Safety Chief Sherman leading the pledge to the flag.

ELECTION OF CHAIRMAN AND VICE-CHAIRMAN: The meeting was turned over to the Manager with the first order of business being the election of the Chairman and Vice-Chairman of the Board of Supervisors. Supervisor Goodhart nominated Supervisor Geistwhite as Chairman of the Board of Supervisors. There being no further nominations, the nominations were declared closed. It was unanimously agreed to appoint Supervisor Geistwhite as Chairman of the Board of Supervisors. Chairman Geistwhite then nominated Supervisor Larson as Vice-Chairman. There being no further nominations, the nominations were declared closed. On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Supervisor Larson as Vice-Chairman of the Board of Supervisors.

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 Township Manager/Secretary/Treasurer.

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

Solicitor to the 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 Solicitor to the Planning Commission.

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

Engineer: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Bud Grove of Skelly & Loy, LLC as Township Engineer at the rate of the submitted fee schedule.

Sewage Enforcement Officer: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Mr. Vince Elbel as Township 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 Township Assistant Sewage Enforcement Officer.

Zoning Officer: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Mr. Mark D. Carpenter as Township Zoning Officer.

Zoning Hearing Board Member: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. William Shover, Jr. as a Zoning Hearing Board Member, term to expire January 1, 2023.

Planning Commission Member: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Mr. Jim O'Connell as a Planning Commission Member, term to expire January 1, 2022.

Recreation Board Member: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Ms. Erin Havens as a Recreation Board Member, term to expire January 1, 2023.

Municipal Authority Member: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Mr. Randy Waggoner as a Municipal Authority Board Member, term to expire January 1, 2023.

CCTCC Delegate: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Township Manager Eileen M. Gault to the CCTCC (Cumberland County Tax Collection Committee).

CCTCC Alternate: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Chairman Geistwhite to the CCTCC (Cumberland County Tax Collection Committee) as an Alternate.

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

Depositories for Funds: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Orrstown Bank as a depository for Township funds.

Depositories for Funds: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Member's 1st Credit Union as a depository for Township funds with Chairman Geistwhite abstaining.

BOS Representative to the Municipal Authority: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Chairman Geistwhite as the Board of Supervisor Representative to the Municipal Authority.

Building Committee: On the motion of Supervisor Goodhart, seconded by Chairman Geistwhite, it was unanimously agreed to appoint Vice-Chairman Larson as a Building Committee Member. On the motion of Supervisor Goodhart, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Chairman Geistwhite as a Building Committee Member.

Cumberland Perry Task Force: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Mr. Mark D. Carpenter as the Representative for Middlesex Township 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 Supervisor Goodhart as the Alternate Representative for Middlesex Township to the Cumberland Perry Task Force

Vacancy Board Member: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Township Manager Eileen M. Gault as the Vacancy Board Member.

RESOLUTIONS:

2019 – 1: Identifying all Three Supervisors and the Manager/Secretary/Treasurer as Signatories for Township funds. On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to authorize all three Supervisors and Manager/Secretary/Treasurer Eileen M. Gault as authorized Signatories on the Orrstown Bank Accounts for Middlesex Township.

2019 – 2: Identifying two Supervisors (Mr. Larson & Mr. Goodhart) and the Manager/Secretary/Treasurer as Signatories for Township funds. On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to authorize the two Supervisors and Manager/Secretary/Treasurer Eileen M. Gault as authorized Signatories on the Member's 1st Account for Middlesex Township.

2019 – 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 reduce member contributions to the police pension plan from 5% to 0%.

ESTABLISHMENT OF UNIFORM AND NON-UNIFORM SALARIES PER THE 2019 ADOPTED BUDGET: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to approve the establishment of the uniform and non-uniform salaries per the 2019 adopted budget.

PUBLIC HEARING: Chairman Geistwhite announced that the next order of business is a Public Hearing in which Chairman Geistwhite then turned the meeting over to the Township Solicitor Mr. Brenneman. Mr. Brenneman reported that the public hearing is for the purpose of considering amending the Zoning Ordinance to provide for self-storage facilities in the Village Center (VC) and Residential Country (RC) Zoning Districts. Mr. Brenneman then gave a

summary of the procedures followed prior to the hearing. Mr. Brenneman then turned the hearing over to Chairman Geistwhite. Supervisor Goodhart questioned whether the property owner could auction goods that are abandoned in the storage facilities. Mr. Brenneman responded that there are state laws that govern that issue. There being no further questions or comments Chairman Geistwhite declared the hearing closed.

PUBLIC COMMENT: None.

APPROVAL OF MINUTES: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was a unanimously agreed to approve the minutes of November 7, 2018.

On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was a unanimously agreed to approve the minutes of December 6, 2018.

On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was a unanimously agreed to approve the minutes of December 26, 2018.

AUTHORIZE PAYMENT OF BILLS: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to approve the payments of the January 2019 bills.

REPORTS:

Solicitor: No report.

Engineer: Absent. No report.

Director of Public Safety: No report.

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

Municipal Authority: Chairman Geistwhite reported that the Authority will be shutting down the well sometime in February to dig deeper. The Authority Manager has recently met with Eichelbergers.

Recreation/Recycling Coordinator: The Manager reported that the Zumba classes are still ongoing & the next session of Yoga classes will begin on January 10 and continue until February 28. The bus trips are being arranged and will be announced soon.

Fire/EMC: Mr. Beam submitted and briefly discussed the monthly Fire/EMC Report. Report entered into record.

Manager: The Manager reported that she received a phone call from a resident (unaware at this time that the resident was in attendance of the meeting) regarding a home located on the corner of Hickorytown Road & Trindle Road pumping water out of their basement and the water eventually running across her property. Realizing she was at the meeting, the Manager asked if Ms. Shawver would like to address the Board at which time she said she would like for me to continue. Ms. Shawver had informed the Manager that in the past she had spoken to a couple different staff members regarding the issue and was informed that it is potentially a civil issue.

Ms. Shawver was wanting to know the Townships stance on the situation and was requesting a letter from the Board regarding their stance. The Manager felt that with staff present that was aware of the situation they could enlighten the Board and the Solicitor on the situation. Chairman Geistwhite then stated that the Board could not stop the individual from pumping water out of their basement. He also stated that it appears from what he could see from the road that a shed sitting on her property is impeding the natural flow of the water. Ms. Shawver stated that the shed has been on her property since 1978 and the majority of the problem is coming from the excess water from the house pumping. Director of Public Safety Chief Sherman then stated that this has been a wet year which we haven't had in a long time. Township Solicitor Mr. Brenneman stated that unfortunately this is a situation that is a civil issue. He stated that the origin of the water is not on the Township's facilities or property if someone is pumping it out of their basement and there is no way to differentiate between water that is being pumped out of a basement or what is an excessive amount of rain for the year. Mr. Brenneman then stated that if the cause is as Ms. Shawver indicated water coming out of a homeowner's basement, then the Township can not regulate that. That is something that Ms. Shawver has as a private cause of action against the property owner. After further discussion, Ms. Shawver was informed there was nothing the Township could do regarding this situation and this is a civil issue.

NEW BUSINESS:

Resolution 2019 – 4 Promulgation to the Emergency Management: Fire Chief Beam reported that every 2 years a Promulgation has to be done which tells FEMA, the County, etc. that Middlesex Township has reviewed their Emergency Operations Plan. Fire Chief Beam has reviewed the plan with the Director of Public Safety Chief Sherman and made some changes and updates. On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to approve Resolution 2019 – 4 Promulgation to the Emergency Management.

OLD BUSINESS:

Proposed adoption of Ordinance 1 – 2019 Amending the Zoning Ordinance to provide for self-storage facilities in Village Center (VC) and Residential Country (RC) Zoning Districts: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to adopt Ordinance 1 – 2019 Amending the Zoning Ordinance to provide for self-storage facilities in the Village Center (VC) and the Residential Country (RC) Zoning Districts.

There being no further business, on the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to adjourn the meeting at 7:55 p.m.