

**MIDDLESEX TOWNSHIP
SUPERVISORS ORGANIZATIONAL MEETING
JANUARY 2, 2007**

OFFICIALS PRESENT:	SUPERVISORS:	Chuck Shughart Victor Stabile Don Geistwhite
	SOLICITOR:	Keith Brenneman
	ENGINEER:	Bud Grove Absent
	POLICE CHIEF:	Barry Sherman
	ZONING OFFICER:	Mark Carpenter
	SECRETARY:	Mary Justh
	RECREATION:	Denise Jumper - Absent

CALL TO ORDER AND PLEDGE TO THE FLAG

Chuck Shughart called the meeting to order at 7:03 PM in the Municipal Building. Mr. Don Geistwhite led the assembly in the pledge to the flag.

ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

Mr. Shughart turned the meeting over to Solicitor Keith Brenneman. Mr. Brenneman asked for nominations for chairman. Mr. Geistwhite nominated Mr. Chuck Shughart for Chairman of the Board of Supervisors and Mr. Victor Stabile as Vice-Chairman. Mr. Stabile seconded the motion and it carried unanimously.

The following appointments were approved by a motion made by Mr. Don Geistwhite seconded by Mr. Charles Shughart and passed unanimously.

APPOINTMENTS:

POSITION	APPOINTEE
Secretary/Treasurer	Mary Justh
Solicitor to Board of Supervisors	Snelbaker & Brenneman, P.C.
Solicitor to Planning Commission	Snelbaker & Brenneman, P.C.
Solicitor to Zoning Hearing Board	Michael Rundle
Engineer	Grove Associates
Sewage Enforcement Officer	Vince Elbel
Assistant Sewage Enforcement Officer	Edward Elbel
Zoning Officer	Mark Carpenter
Zoning Hearing Board Member	Jay Layman
Alternate	Dale Fields
Municipal Authority Member	Jack Blair
Recreation Board	Robin Hermansen
Vacancy Board Member	Mary Justh
Depositories for Funds	Orrstown Bank & Commerce Bank
BOS Representative to the	Don Geistwhite

Municipal Authority
Building Committee

WSTB Alternate

Chuck Shughart
Don Geistwhite
Don Geistwhite

RESOLUTIONS

Resolution 2007 – 1 Mr. Stabile made a motion to adopt Resolution 2007 – 1 Identifying Mr. Chuck Shughart and Mrs. Mary Justh for Safety Deposit Access. Mr. Geistwhite seconded the motion and it passed unanimously

Resolution 2007 – 2 Mr. Stabile made a motion to adopt Resolution 2007-2 Identifying all three Supervisors and Secretary/Treasurer as Signatories for Township Funds. The Resolution was seconded by Mr. Geistwhite and passed unanimously.

Resolution 2007 – 3 Mr. Stabile made a motion to adopt Resolution 2007 -3 Reducing Member Contribution to Police Pension Plan from 5% to 0%. Mr. Geistwhite seconded the motion and it passed unanimously.

Resolution 2007 – 4 Mr. Stabile made a motion amending the Engineering Fee Schedule submitted by Mr. Grove dated December, 2006 for Inspection Services Reimbursement. Mr. Geistwhite seconded the motion and it passed unanimously.

ESTABLISHMENT OF SALARIES – Mr. Stabile made a motion to adopt the salaries for all non-uniform employees as reflected in the 2007 budget. Mr. Geistwhite seconded the motion it passed unanimously.

APPROVAL OF MINUTES – Mr. Geistwhite made a motion to approve the minutes for 6 & 29 December 13, 2006 with changes. Mr. Stabile seconded the motion and it passed unanimously.

AUTHORIZE PAYMENT OF BILLS – Mr. Geistwhite made a motion to authorize payment of the December bills per the bill list. The motion was seconded by Mr. Stabile and passed unanimously.

CITIZEN PARTICIPATION - None

REPORTS

SOLICITOR: Mr. Brenneman submitted a draft Animal Control Ordinance to Chief Sherman for consideration.

ENGINEER: None

POLICE: Report presented and ordered to file.

ZONING: Report presented and ordered to file. Mr. Stabile asked Mr. Carpenter about the Beagle Club Road property and the trailer that was to be placed on the property.

MUNICIPAL AUTHORITY: Mr. Geistwhite reassured the Supervisors are working with Kabro about water runoff. The Municipal Authority is working on a personal manual.

RECREATION: Report presented and ordered to file.

FIRE/EMC: Report presented and ordered to file.

SECRETARY: No report.

OLD BUSINESS

David J. Raudabaugh Preliminary Subdivision Plan – Mr. Grove's comments have been resolved. Cumberland County comments have been resolved. Mr. Stabile stated that the only comments were the ones on Mr. Grove's memo, and there are three waivers, 1. Sidewalks, Curbing on and street trees N. Middlesex Road. Mr. Stabile made a motion on the Preliminary Subdivision Plan of David J. Raudabaugh for Melody Lane, dated March 22, 2006 last revised on October 16, 2006 to grant the 3 waiver requests in his letter of December 4, 2006 and as noted on the face of the plan and as recommended by the Planning Commission. Mr. Geistwhite seconded the motion and it passed unanimously. Mr. Stabile made another motion to approve the plan subject to the applicant comply with the Engineer's comments memo dated December 28, 2006 and that we recommend for the DEP planning module and it be approved DEP. Mr. Geistwhite seconded the motion and it passed unanimously.

Resolution 2007 – 5 Establishing the Fee Schedule for the Letort Regional Authority Plan Review - Mr. Brenneman stated that there is no resolution prepared at this time, but that one will be prepared and executes with your approval for the fees schedule for the plan review. Mr. Stabile made a motion to adopt Resolution 2007-5 to establish the fees for the Ordinance. The motion was seconded the motion and it passed unanimously.

NEW BUSINESS

Ordinance 1- 2007 Prohibiting the Location and Erection of Structures Within the Right-of-Way - Mr. Brenneman stated that this is the Ordinance that was requested by the Board concerning the Erection of Structures in the Right-of-Way. Mr. Geistwhite seconded the motion and it passed unanimously.

The meeting was adjourned at 7:51 on a motion by Mr. Don Geistwhite and seconded by Mr. Stabile.

GROVE ASSOCIATES, INC
2007 MIDDLESEX TOWNSHIP RATES
(Based per hour unless otherwise indicated)

Principal, Professional Engineer (P.E)	\$115.76
Staff Engineer, Licensed P.E.	97.65
Staff Engineer, E.I.T. (or equivalent)	93.01
Engineer Tech IV	85.18
Engineer Tech III	73.82
Engineer Tech II	62.45
Engineer Tech I	53.37
CAD Project Manager	86.09
Design Draftsperson II	73.80
Design Draftsperson I	65.87
Draftsperson	51.09
Professional Land Surveyor	90.30
Survey Tech IV	77.22
Survey Tech III	63.59
Survey Tech II	57.92
Survey Tech I	51.10
Secretarial / Clerical	45.45

EQUIPMENT

FEE

GPS (Global Positioning System)	\$33.00
EDM (Electronic Distance Meter)	8.75
CAD (Computer Aided Design)	8.75

MEETINGS

FEE

Regular Scheduled Public Meetings	\$240.00 per meeting
** The above fee is a flat fee for a maximum of three (3) hours attendance; includes travel time and mileage; an hourly rate per the above schedule will be charged for hour thereafter.	
Workshops/Special Meetings	\$ Hourly Rate
**Rates charged shall be per the above hourly fee schedule.	

Reimbursable expenses, which include but are not limited to reproduction services, messenger and delivery services, postage and copies will be billed at cost.

Subcontractors will be charged at cost plus 10%.