

**MIDDLESEX TOWNSHIP
ORGANIZATIONAL MEETING
January 3, 2017**

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

ELECTION OF CHAIRMAN AND VICE-CHAIRMAN: The first order of business was the election of the Chairman and Vice-Chairman of the Board of Supervisors. Supervisor Larson nominated Supervisor Geistwhite as Chairman of the Board of Supervisors. There being no further nominations, the nominations were declared closed. On the motion of Supervisor Larson, seconded by Supervisor Goodhart, 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 Supervisor Goodhart, 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 Vice-Chairman Larson, 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 Supervisor Goodhart, it was unanimously agreed to appoint Bud Grove of Skelly & Loy, LLC as Township Engineer at the current fee schedule.

Sewage Enforcement Officer: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, 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 Supervisor Goodhart, 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 Vice-Chairman Larson, 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 Supervisor Goodhart, it was unanimously agreed to appoint Mr. Dwayne Kohr as a Zoning Hearing Board Member, term to expire January 1, 2022.

Zoning Hearing Board Alternate Member: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Richard Boyer as a Zoning Hearing Board Alternate Member, term to expire January 1, 2020.

Planning Commission Member: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Michael Buchanan as a Planning Commission Member, term to expire January 1, 2021.

Planning Commission Member: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Randy Waggoner as a Planning Commission Member, term to expire January 1, 2021.

Recreation Board Member: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Ms. Beth Herbster as a Recreation Board Member, term to expire January 1, 2021.

Recreation Board Member: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Ms. Marian Smyser as a Recreation Board Member, term to expire January 1, 2021.

Recreation Board Member: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Ms. Tammy Eberts as a Recreation Board Member, term to expire January 1, 2021.

Municipal Authority Member: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Eric Donley as a Municipal Authority Board Member, term to expire January 1, 2022.

Letort Regional Authority Member: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Mr. Herbert Weigle, Jr. as a Letort Regional Authority Member.

CCTCC Delegate: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, 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 as the Alternate to the CCTCC (Cumberland County Tax Collection Committee).

Administrator for PMRS, AFLAC and Valic: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Township Manager Eileen M. Gault as the Administrator for PMRS, AFLAC and Valic.

Depositories for Funds: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Orrstown Bank as a Depository for Township funds. On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Member's 1st as a second 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 a BOS Representative to the Municipal Authority.

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

RESOLUTIONS:

2017 – 1: Identifying Donald S. Geistwhite, Jr. and Eileen M. Gault for Safety Deposit Access. On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to authorize Chairman Geistwhite and Township Manager Eileen M. Gault for Safety Deposit Access at Orrstown Bank.

2017 – 2: Identifying all Three Supervisors and 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.

2017 – 3: Identifying two Supervisors 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 authorize Vice-Chairman Larson, Supervisor Goodhart and Township Manager Eileen M. Gault as authorized signatories for Township Funds at Member's 1st.

2017 – 4: 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 2017 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 2017 adopted budget.

PUBLIC COMMENT: Mr. Stanley Tarka complimented the Director of Public Safety and the road crew for a quick response to an e-mail he had sent regarding a stop sign/road sign that was knocked down.

APPROVAL OF MINUTES: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was a unanimously agreed to approve the minutes of December 30, 2016.

AUTHORIZE PAYMENT OF BILLS: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart it was unanimously agreed to approve the payments of the December 2016 bill list.

REPORTS:

Solicitor: Absent.

Engineer: Absent.

Director of Public Safety: Mr. Sherman submitted and briefly discussed the monthly Police Report. Report entered into record.

Zoning: Mr. Carpenter reported that there were 9 permits issued for the month. Wendy's was just renovated. Sports Emporium was adding a building for storage. Keystone Arms is preparing a land development plan for commercial use. Mr. Carpenter reported that he is still working on a couple of zoning amendments. One would be for residential non-conforming uses in the Commercial District and allowing reasonable storage units in the Light Industrial District and other possible uses that might be fitting. Mr. Carpenter will work with the Planning Commission and the Solicitor on this issue.

Municipal Authority: Chairman Geistwhite stated that he is pleased to report that things are going well with the Municipal Authority.

Recreation/Recycling Coordinator: Recreation Report was submitted and entered into record. Mr. Sherman reported that there was approximately 4,000 plus vehicles that came through the compost facility in 2016. There was also approximately 500 tons of material that came through as well.

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

Manager: The Manager reported that the Annual Auditors Meeting will be tomorrow at 6 p.m.

NEW BUSINESS:

Proposed Resolution 2017 – 5 Authorizing the disposition of specific public records: One the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to adopt Resolution 2017 – 5 authorizing the disposition of specific public records.

Approved Code Services, Inc. PA-UCC Services Agreement: One the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to execute the agreement with Approved Code Services, Inc. for “back-up” PA-UCC services.

OLD BUSINESS:

There was some discussion of the closure of Wolf Bridge. The Supervisors asked the Manager to ask Mr. Kirk Stoner, Director of Cumberland County Planning, if he could attend the Workshop Meeting on January 27, 2017 to update the Supervisors on the closure.

There being no further business, on the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to adjourn the meeting at 7:46 p.m.