MIDDLESEX TOWNSHIP
ORGANIZATIONAL MEETING
January 4, 2012

OFFICIALS PRESENT:	SUPERVISORS:	Chairman Donald S. Geistwhite, Jr.
		Vice-Chairman Steve Larson
		William H. Goodhart
	SOLICITOR:	Keith Brenneman
	POLICE:	Chief Barry Sherman
	ZONING OFFICER:	Mark Carpenter
	MANAGER:	Eileen Gault
	FIRE CHIEF:	Edwin Beam
	ENGINEER:	Bud Grove

CALL TO ORDER AND PLEDGE TO THE FLAG:
Mr. Geistwhite called the meeting to order at 7:03 p.m. in the Middlesex Township Building, leading the pledge to the flag.

ELECTION OF CHAIRMAN AND VICE-CHAIRMAN:
Mr. Brenneman stated that the first order of business was the election of the Chairman and Vice-Chairman of the Board of Supervisors at which time Mr. Brenneman asked for nominations for the position of Chairman. Mr. Larson nominated Mr. Geistwhite as Chairman of the Board of Supervisors. There being no further nominations, Mr. Brenneman declared the nominations closed. On the motion of Mr. Larson, seconded by Mr. Goodhart, it was unanimously agreed to appoint Mr. Geistwhite as Chairman of the Board of Supervisors. Mr. Goodhart nominated Mr. Larson as Vice-Chairman of the Board of Supervisors. Chairman Geistwhite declared the nominations closed. On the motion of Mr. Goodhart, seconded by Mr. Geistwhite, it was unanimously agreed to appoint Mr. Larson as Vice-Chairman of the Board of Supervisors.

APPOINTMENTS:

Secretary/Treasurer/Manager: On the motion of Chairman Geistwhite, seconded by Mr. Goodhart, it was unanimously agreed to appoint Mrs. Gault as Township Secretary/Treasurer/Manager.

Solicitor to the Board of Supervisors: On the motion of Chairman Geistwhite, seconded by Mr. Larson, it was unanimously agreed to appoint Snelbaker & Brenneman, P.C. as Solicitor to the Board of Supervisors.

Solicitor to the Planning Commission: On the motion of Chairman Geistwhite, seconded by Mr. Larson, it was unanimously agreed to appoint Snelbaker & Brenneman, P.C. as Solicitor to the Planning Commission.

Solicitor to the Zoning Hearing Board: On the motion of Chairman Geistwhite, seconded by Mr. Goodhart, it was unanimously agreed to appoint Mr. Michael Rundle as Solicitor to the Zoning Hearing Board.

Engineer: On the motion of Chairman Geistwhite, seconded by Mr. Larson, it was unanimously agreed to appoint Grove Associates as Township Engineer with an increase of the proposed fee per hour from $138.47 per hour to $140.00 per hour.

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

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

Zoning Hearing Board Member: On the motion of Chairman Geistwhite, seconded by Mr. Goodhart, it was unanimously agreed to appoint Mr. Dwayne D. Kohr as a Zoning Hearing Board Member, term to expire January 1, 2017.

Zoning Hearing Board Member Alternate: On the motion of Chairman Geistwhite, seconded by Mr. Larson, it was unanimously agreed to appoint Mr. Anthony DeLuca as a Zoning Hearing Board Member Alternate, term to expire January 1, 2015.

Planning Commission Member: On the motion of Chairman Geistwhite, seconded by Mr. Larson, it was unanimously agreed to appoint Mr. Larry Claycomb as a Planning Commission Member, term to expire January 1, 2016.

Planning Commission Member: On the motion of Chairman Geistwhite, seconded by Mr. Larson, it was unanimously agreed to appoint Mr. James Dries as a Planning Commission Member, term to expire January 1, 2016.

Municipal Authority Board Member: On the motion of Chairman Geistwhite, seconded by Mr. Larson, it was unanimously agreed to appoint Mr. Eric Donley as a Municipal Authority Board Member, term to expire January 1, 2017.

Recreation Board: On the motion of Chairman Geistwhite, seconded by Mr. Larson, it was unanimously agreed to appoint Mrs. Betsy Barnes as a Recreation Board Member, term to expire January 1, 2016.

Vacancy Board Member: On the motion of Chairman Geistwhite, seconded by Mr. Goodhart, it was unanimously agreed to appoint Mrs. Gault as the Vacancy Board Member.

TCC Delegate: On the motion of Mr. Larson, seconded by Mr. Goodhart, it was unanimously agreed to appoint Mrs. Gault as the Delegate to the TCC (Cumberland County Tax Collection Committee).

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

Administrator for PMRS, AFLAC and Valic: On the motion of Chairman Geistwhite, seconded by Mr. Larson, it was unanimously agreed to appoint Mrs. Gault as the Administrator for PMRS, AFLAC and Valic.

Depositories for Funds: On the motion of Chairman Geistwhite, seconded by Mr. Larson, it was unanimously agreed to appoint Orrstown Bank as a Depository for Township funds. On the motion of Mr. Larson, seconded by Mr. 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 Mr. Larson, seconded by Mr. Goodhart, it was unanimously agreed to appoint Mr. Geistwhite as a BOS Representative to the Municipal Authority.

Building Committee: On the motion of Chairman Geistwhite, seconded by Mr. Goodhart, it was unanimously agreed to appoint Mr. Steve Larson as a Building Committee Member. On the motion of Chairman Geistwhite, seconded by Mr. Larson it was unanimously agreed to appoint Mr. Goodhart as an Alternate Building Committee Member.

RESOLUTIONS:

2012 – 1: Identifying Mr. Donald S. Geistwhite, Jr. and Mrs. Eileen Gault for Safety Deposit Access. On the motion of Mr. Larson, seconded by Mr. Goodhart, it was unanimously agreed to authorize Chairman Donald S. Geistwhite, Jr. and Secretary/Treasurer/Manager Mrs. Gault for Safety Deposit Access at Orrstown Bank.

2012 – 2: Identifying all Three Supervisors and Secretary/Treasurer/Manager as Signatories for Township funds. On the motion of Chairman Geistwhite, seconded by Mr. Larson, it was unanimously agreed to authorize all three Supervisors and Secretary/Treasurer/Manager Eileen Gault as authorized signatories on the Orrstown Bank Accounts for Middlesex Township.

2012 – 3: Reducing Member Contribution to Police Pension Plan from 5% to 0% - On the motion of Chairman Geistwhite, seconded by Mr. Larson, it was unanimously agreed to reduce member contributions to police pension plan from 5% to 0%.

ESTABLISHMENT OF NON-UNIFORM SALARIES PER 2012 BUDGET: On the motion of Chairman Geistwhite, seconded by Mr. Larson, it was unanimously agreed to approve the establishment of the non-uniform salaries per the 2012 budget.

PUBLIC COMMENT: None

APPROVAL OF MINUTES: On the motion of Chairman Geistwhite, seconded by Mr. Larson, it was a unanimously agreed to approve the minutes of December 30, 2011.

AUTHORIZE PAYMENT OF BILLS: On the motion of Chairman Geistwhite, seconded by Mr. Larson it was unanimously agreed to approve the payments of the December 2011 bill list.

REPORTS:

Solicitor: None

Engineer: None

Police: Entered into Record.

Zoning: Entered into Record. Mr. Carpenter reported that he had only issued seven permits for the month of December and has provided a report showing what those permits were issued for.

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

Recreation/Recycling Coordinator: Entered into record.

Fire/EMC: Entered into record.

Secretary: Mrs. Gault reported on the spreadsheet compiled by Administrative Assistant Ms. Hermansen showing the savings on the purchase of propane and the savings of the electricity since the upgrade done by Trane.

OLD BUSINESS:

Change to correct Ordinance 8 – 2011 to 10 – 2011, pertaining to changeable signs: On the motion of Chairman Geistwhite, seconded by Mr. Larson, it was unanimously agreed to authorize the correction of Ordinance 8 – 2011 to become Ordinance 10 – 2011 pertaining to changeable signs.

NEW BUSINESS:

Order a new dump truck: Chief Sherman was requesting authorization to purchase a single axle dump truck through Co-Stars at a cost of $142,271.00. On the motion of Chairman Geistwhite, seconded by Mr. Larson, it was unanimously agreed to authorize Chief Sherman to purchase the single axle dump truck.

Sale of 1994 dump truck: Chief Sherman was requesting authorization to sell the 1994 dump truck on Municibid. On the motion of Chairman Geistwhite, seconded by Mr. Larson, it was unanimously agreed to authorize Chief Sherman to sell the 1994 dump truck.

Lease agreement for motorcycle: Middlesex Township's newly part-time hire Mr. James Borza had retired from the Pennsylvania State Police and left with a certification to operate a motorcycle for the department. Mr. Borza is proposing to Middlesex Township Police Department for $1.00 a year to lease his motorcycle that he will use during the approximate months of mid-March through October. Mr. Borza will continue any training necessary in order to maintain his certifications. On the motion of Chairman Geistwhite, seconded by Mr. Larson, it was unanimously agreed to execute the lease agreement for a motorcycle in the amount of $1.00 per year between Middlesex Township and Mr. James Borza.

The meeting was adjourned to Executive Session at 7:32 p.m. to discuss a personnel matter. The Board reconvened from executive session at 7:45 p.m. with no action being taken by the Board as a result of the Executive Session.

Mrs. Gault then informed the Supervisors that the recent Auditor that won the election as a result of a tie-breaker was going to decline the position; therefore, they would need to appoint an Auditor at the next meeting. Mrs. Gault recommends that the Supervisors appoint Mrs. Jenny Pyers who is still interested in the position. This matter has been tabled until notification from the Election Bureau that the candidate has officially declined the Auditor position.

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