

**MIDDLESEX TOWNSHIP
ORGANIZATIONAL MEETING
January 4, 2016**

OFFICIALS PRESENT:	SUPERVISORS:	Donald S. Geistwhite, Jr. Steve Larson William H. Goodhart
	PUBLIC SAFETY	
	DIRECTOR:	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 Former Supervisor Victor P. Stabile leading the pledge to the flag.

Mr. Victor P. Stabile administered the Oath of Office for elected Supervisor Donald S. Geistwhite, Jr.

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 asked for nominations for Vice-Chairman. Supervisor Goodhart nominated Supervisor Larson as Vice-Chairman. There being no further nominations, the nominations were declared closed. On the motion of Supervisor Goodhart, seconded by Chairman Geistwhite, it was unanimously agreed to appoint Supervisor Larson as Vice-Chairman of the Board of Supervisors.

PUBLIC HEARING: Chairman Geistwhite announced that the first order of business is a Public Hearing in which he then turned the meeting over to the Zoning Officer Mr. Carpenter. Mr. Carpenter then stated that this public hearing is on the proposed amendment to the Middlesex Township Zoning Ordinance 3 - 89 with respect to vehicle sales and services and supplementary regulations for wholesaling, storing, warehousing and distribution centers. Mr. Carpenter gave a summary of the proposed sections to be amended as well as procedures followed prior to the hearing. Reviews and comments were provided by the Middlesex Township Planning Commission with recommendation for approval of the ordinance. Reviews and comments were provided by the Cumberland County Planning Department with recommendation for approval of the ordinance except for section 14.61K, regarding refrigeration noise control. Their concern being that it would only apply to the wholesaling, storing, warehousing and distribution centers within an interchange area and not the standards within the rest of the ordinance. Mr. Carpenter then turned the hearing over to Chairman Geistwhite for public comment. There being no further questions or comments, Chairman Geistwhite declared the hearing closed.

PROPOSED ORDINANCE 1 – 2016: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to amend the Middlesex Township Zoning Ordinance with respect to vehicle sales and services and supplementary regulations for wholesaling, storing, warehousing and distribution centers.

APPOINTMENTS:

Manager/Secretary/Treasurer: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, 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 Vice-Chairman Larson, 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. Scott Shirey as a Zoning Hearing Board Member, term to expire January 1, 2021.

Zoning Hearing Board Alternate Member: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Ms. Kelly Neiderer as a Zoning Hearing Board Alternate Member, term to expire January 1, 2019.

Planning Commission Member: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Mr. Larry Claycomb as a Planning Commission 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. Jim Dries as a Planning Commission Member, term to expire January 1, 2020.

Recreation Board Member: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Ms. Linda Eckenrode as a Recreation Board Member, term to expire January 1, 2020.

Municipal Authority Member: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Peter Lusardi as a Municipal Authority Board Member, term to expire January 1, 2021.

CCTCC Delegate: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Township Manager Eileen M. Gault as the Delegate 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 Supervisor Goodhart, seconded by Vice-Chairman Larson, 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 Chairman Geistwhite, seconded by Vice-Chairman Larson it was unanimously agreed to appoint Supervisor Goodhart 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:

2016 – 1: Identifying Donald S. Geistwhite, Jr. and Eileen M. Gault for Safety Deposit Access. On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to authorize Chairman Geistwhite and Township Manager Eileen M. Gault for Safety Deposit Access at Orrstown Bank.

2016 – 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.

2016 – 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, with Chairman Geistwhite abstaining.

2016 – 4: Reducing Member Contribution to Police Pension Plan from 5% to 0% - On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, 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 2015 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 2016 adopted budget.

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 20, 2015 and December 2, 2015.

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 2015 bill list.

REPORTS:

Solicitor: Absent.

Engineer: Absent.

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

Zoning: Mr. Carpenter reported that there were 7 permits issued for the month. One of the permits was for a Hibachi Restaurant going in at 1075 Harrisburg Pike, Keystone Arms

Property. A demolition permit was issued for the single family house at 229 Wolfs Bridge Road and for the Sak, Inc. BP at 1163 Harrisburg Pike. Mr. Carpenter reported that on December 10, 2016 he had a 5 year audit from the Department of Labor and Industry. The audit is for commercial accessibility, plan review and field inspection. The audit went well with only a couple of minor discrepancies. Chairman Geistwhite commended Mr. Carpenter for a job well done.

Municipal Authority: Chairman Geistwhite stated that he is pleased to report that things are going well with the Municipal Authority. They had passed the 2016 budget and hired a new employee.

Recreation/Recycling Coordinator: Recreation Report was submitted and entered into record.

Fire/EMC: No report.

Manager: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson is was unanimously agreed to renew the Township membership with the Carlisle Area Chamber of Commerce.

NEW BUSINESS:

Ordinance update for Roadway Cut Permit: Mr. Sherman reported that when the township issues permits to companies that are putting in underground cable, etc. we do charge a fee for the permit. If any damage is done to township roads, we currently have no bonding to cover the damages. Mr. Sherman will contact Township Solicitor Mr. Brenneman for guidance on this issue.

Mr. Sherman reported that with the widening of Bernheisel Bridge Road we need to consider posting a weight restriction on the road. Mr. Sherman will pursue this issue with the Township Solicitor Mr. Brenneman.

Reduction of Security – Comfort Inn: One the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, acting on the written recommendation of Township Engineer, Bud Grove of Skelly & Loy, we approve the second request for reduction of improvement security being held for the Preliminary/Final Subdivision Plan and Major Land Development Plan for Comfort Inn (Shady Lane) from \$142,946.16 to \$101,794.00, subject to receiving the reduced amount of improvement security in a form acceptable to the Township Solicitor.

Auditor Appointment: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to accept the resignation of Mr. Brad Morgan, declining the position of Township Auditor effective 01/04/2016.

One the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Andrea B. Wandling fulfill the position as Auditor effective 01/04/2016.

There being no further business, on the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to adjourn the meeting at 7:50 p.m.