MIDDLESEX TOWNSHIP
REORGANIZATIONAL MEETING
January 4, 2023
7:00 PM

OFFICIALS PRESENT:	SUPERVISORS:	Chairman Donald S. Geistwhite, Jr.
		Vice-Chairman Steven Larson
	SOLICITOR:	Keith O. Brenneman
	ZONING OFFICER:	Mark D. Carpenter
	ASST. CODES ENFORCEMENT/ MS4 COORDINATOR:	Gerald Steigleman
	ROADMASTER:	Zachary L. Zook
	FIRE / EMC:	Chief Edwin Beam
	MANAGER:	Eileen M. Gault
OFFICIAL ABSENT:	SUPERVISOR:	William H. Goodhart

CALL TO ORDER AND PLEDGE TO THE FLAG: Mr. Geistwhite called the meeting to order at 7:05 p.m., leading the pledge to the flag in the Middlesex Township Municipal Building.

ELECTION OF CHAIRMAN AND VICE-CHAIRMAN: The meeting was turned over to the Solicitor Mr. Brenneman with the first order of business being the election of the Chairman and Vice-Chairman of the Board of Supervisors. Mr. Brenneman then asked for nominations for Chairman. Mr. Larson nominated Mr. Geistwhite as Chairman. There being no further nominations, the nominations were declared closed. It was unanimously agreed to appoint Mr. Geistwhite as Chairman. Mr. Brenneman then asked for nominations for Vice-Chairman. Chairman Geistwhite nominated Mr. Larson as Vice-Chairman. There being no further nominations, the nominations were declared closed. It was unanimously agreed to appoint Mr. Larson as Vice-Chairman. The meeting was then turned over to Chairman Geistwhite.

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 the Manager/Secretary/Treasurer.

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

Solicitor to 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 the Solicitor to the Board of Supervisors.

Solicitor to 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 the Solicitor to the Planning Commission.

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

Engineer: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Bud Grove – 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 Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Vince Elbel as the 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 the Assistant Sewage Enforcement Officer.

Zoning Hearing Board: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Jason Kelso to the Zoning Hearing Board, term to expire January 1, 2028.

Zoning Hearing Board (Alt.): On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Ed Murphy as an alternate member to the Zoning Hearing Board, term to expire January 1, 2026.

Planning Commission Member: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Jim O'Connell to the Planning Commission, term to expire January 1, 2027.

Planning Commission Member: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mrs. Robyn Eppley to the Planning Commission, term to expire January 1, 2025.

Recreation Board: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mrs. Marian Smyser to the Recreation Board, term to expire January 1, 2028.

There is a vacancy on the Recreation Board, term to expire January 1, 2028.

Letort Regional Authority: There is a vacancy on the Letort Regional Authority Board, term to expire January 1, 2025.

Municipal Authority: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Donald S. Geistwhite, Jr. to the Municipal Authority, term to expire January 1, 2026.

Cumberland County Tax Bureau (CCTB Delegate): On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mrs. Eileen M. Gault as the CCTB Delegate.

CCTB Alternate: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Donald S. Geistwhite, Jr. as the CCTB Alternate.

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

Depositories for Funds: Orrstown Bank & Member's 1st – This has been tabled.

BOS Representative to the Municipal Authority: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Donald S. Geistwhite, Jr. as the BOS Representative to the Municipal Authority.

Building Committee: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Steven Larson to the Building Committee.

Building Committee: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Donald S. Geistwhite, Jr. to the Building Committee.

Cumberland Perry Task Force: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Mark D. Carpenter 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 Mr. William H. Goodhart to the Cumberland Perry Task Force as an alternate.

Vacancy Board Member: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Stanley Tarka as the Vacancy Board Member.

RESOLUTIONS:

2023 – 1 Identifying All Three Supervisors and Manager/Secretary/Treasurer as Signatories for Township Funds at Orrstown Bank: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to adopt Resolution 2023 - 1 identifying all three Supervisors and the Manager/Secretary/Treasurer as signatories for the township funds at Orrstown Bank.

2023 – 2 Identifying Two Supervisors (Mr. Larson and Mr. Goodhart) 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 adopt Resolution 2023 - 2 identifying Mr. Larson, Mr. Goodhart and the Manager/Secretary/Treasurer as signatories for the township funds at Member's 1st.

2023 – 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 adopt Resolution 2023 - 3 reducing member contribution to the Police Pension Plan from 5% to 0%.

2023 – 4 Promulgation to the Emergency Management: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to adopt Resolution 2023 - 4 Promulgation to the Emergency Management.

2023 – 5 Disposition of Specific Public Records: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to adopt Resolution 2023 – 5 authorizing the disposition of specific public records in accordance with the Pennsylvania Historical and Museum Commission's Retention and Disposition Schedule for Records of Pennsylvania Municipalities.

2023 – 6 Establishing Fees and Charges: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to adopt Resolution 2023 - 6 establishing fees and charges.

ESTABLISHMENT OF UNIFORM AND NON-UNIFORM SALARIES PER 2023 BUDGET: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to establish the uniform and non-uniform salaries based on the 2023 budget.

PUBLIC COMMENT: Mr. Stanley Tarka, 210 Old Stonehouse Road, stated that with the recent cardiac event with the NFL football player and the quick action of the medical staff and use of the AED, inquired as to whether there was an AED at the park. Mr. Tarka noticed the one in the meeting room and was informed by staff of one in the Police Department and two at the park. Staff training of CPR was mentioned as well as the purchase of more AED's.

MS4 STORMWATER UPDATES: Mr. Steigleman stated that Flying J is co-operating with the continued clean-up. Mr. Steigleman and Mr. Grove are planning to have a meeting regarding the Quality Inn to discuss the action to be taken regarding the clean-up that needs to be done.

APPROVAL OF MINUTES: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to approve the minutes of December 7, 2022.

AUTHORIZE PAYMENT OF BILLS: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to authorize the payment of the bills for January 2023.

REPORTS:

Solicitor – No report.

Engineer – No report.

Director of Public Safety – Chief Kingsborough submitted and briefly discussed the monthly and annual Police Report. Report entered into record.

Zoning – Mr. Carpenter submitted and briefly discussed the monthly Zoning Report. Report entered into record. Mr. Carpenter then reported that the Zoning Ordinance Re-write Committee is currently working on creating an official map that will include revised districts. The designations of the districts will change to go with the new Zoning Ordinance. After further discussion, the Supervisors are pleased with the approach and proposed changes thus far.

Codes Enforcement – Mr. Steigleman submitted the monthly Codes Enforcement Report. Report entered into record.

Roadmaster – Mr. Zook submitted and briefly discussed the monthly Highway Department Report. Report entered into record. Mr. Zook gave a brief update on the recent PENNDOT Grant that was applied for. This will integrate the traffic signals along the Harrisburg Pike with PENNDOT's system so that at anytime they can manipulate the timing of the signals if need be.

Municipal Authority – Chairman Geistwhite reported that the Audit will begin on January 11, 2023. The Authority has retained the services of Hamilton & Musser to perform the audit for the next 3 years. Site locating for an additional water source is continuing in the area west of existing Well #1. Further VLM-EM (very-low-frequency electromagnetic) fracture tracing is scheduled to begin the week of January 23, 2023. If the sites show potential water sources, the Authority will drill test wells in the designated area. Staff met with representatives from Charter Homes and Town Square Engineering to discuss water and sewer improvements for the Grange Project.

Recreation/Recycling Coordinator – Mrs. Jumper submitted the monthly Recreation Director Report. Report entered into record. Mrs. Gault mentioned the Easter Egg Hunt on the report and that the dates have been established for the Summer Playground Program.

Fire/EMC – Chief Beam submitted the monthly Fire Chief Report. Report entered into record.

Manager – Mrs. Gault mentioned that she met with the Auditors prior to the meeting and the audit will begin on January 21, 2023. Five consecutive Saturdays have been scheduled to complete the audit. The monthly CCTB (Cumberland County Tax Bureau) report was briefly discussed. Bosler Library Board of Directors thanked the Supervisors for their donation for the Library Outreach Specialist that was in attendance at the Tree Lighting Event.

OLD BUSINESS:

Discussion and possible action on application of CRG Real Estate for amendments to Comprehensive Plan, Zoning Ordinance Map and Text for new Redevelopment Opportunity Overlay District: Mr. Carpenter mentioned that the PC (Planning Commission) has reviewed this and made a few revisions to it. Mr. Charles Courtney was in attendance to discuss the application and mentioned that this have been reviewed by the Township PC, Mr. Grove, Mr. Carpenter and an informal County PC review. Mr. Courtney stated that all discussions have been good, he appreciated everybody's work and that it was a thoughtful approach. On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to authorize the advertisement of a public hearing on February 24, 2023 for the application of CRG Real Estate for amendments to the Comprehensive Plan, Zoning Ordinance Map and Text for a new Redevelopment Opportunity Overlay District.

Discussion and possible action on application of UGI Carlisle LNG, LLC for Special Exception and Variance: Mr. Carpenter reported that this project came before the Supervisors previously. An application for a Zoning Hearing has been submitted for a Special Exception to allow the use because it is similar to a public utility but it is not a public utility, therefore, a Special Exception is needed. A Variance is required since the tank will be 125 ft. tall and the maximum height allowed in the RF (Residential Farm) District is 35 ft. The Supervisors are in support of this project based on the information provided.

Discussion and possible action on request for extension of review time for Preliminary Final Major Land Development of Lot 3 Pine Hill Industrial Park: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to approve the request of the applicant's representative, Elizabeth C. Davison, PE of H. Edward Black and Associates, Ltd., and grant an extension of the maximum time period for action on the Preliminary Final Major Land Development of Lot 3 Pine Hill Industrial Park until April 7, 2023.

NEW BUSINESS:

Discussion and possible action to consent to the Cumberland County Tax Claim Bureau Repository Sale: Properties on this list are subject to both statutory upset sale and judicial sale, but no bids were received to satisfy the municipal and/or school tax obligations that were owed on the properties. With the properties being in repository status, there is no tax revenue being generated. The Real Estate Tax Sale Law provides that the Tax Claim Bureau may accept an offer of any price on properties placed in the repository of unsold properties with the consent of all taxing districts where the property is located. On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to consent to Cumberland County selling the properties in Middlesex Township on the County Repository List.

Discussion and possible action to execute the 2023 Municipal Domestic Animal Protective Service Agreement: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to execute the 2023 Municipal Domestic Animal Protective Service Agreement between Middlesex Township and the Humane Society of Harrisburg Area.

Discussion and possible action on approval to purchase an Exmark 60" zero turn mower: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to approve the purchase of an Exmark 60" zero turn mower.

STAFF / SUPERVISOR COMMENTS: The water issue at Country Manor West as mentioned in the Codes Enforcement Report was briefly discussed. Mrs. Gault mentioned the email that the Supervisors were sent regarding the letter penalizing Waste Management. Mr. Stanley Tarka mentioned that Waste Management stops at the corner of Hoover Road and Old Stonehouse to dump the trash, resulting in trash debris everywhere.

EXECUTIVE SESSION: None.

There being no further business, on the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson the meeting adjourned at 8:00 p.m.