

**MIDDLESEX TOWNSHIP
ORGANIZATIONAL MEETING
January 5, 2015**

OFFICIALS PRESENT:	SUPERVISORS:	Donald S. Geistwhite, Jr. Steve Larson William H. Goodhart
	POLICE:	Chief Barry L. Sherman
	SOLICITOR:	Keith O. Brenneman
	ZONING OFFICER:	Mark D. Carpenter
	MANAGER:	Eileen M. Gault
	ENGINEER:	Bud Grove

OFFICIALS ABSENT: FIRE CHIEF: Edwin Beam

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 Detective Gerald Steigleman leading the pledge to the flag.

ELECTION OF CHAIRMAN AND VICE-CHAIRMAN: Township Solicitor 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, the nominations were declared 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. The meeting was turned over to Chairman Geistwhite who then asked for nominations for Vice-Chairman. Mr. Goodhart nominated Mr. Larson as Vice-Chairman. There being no further nominations, the nominations were declared closed. On the motion of Mr. Goodhart, seconded by Chairman 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 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 Mr. Goodhart, it was unanimously agreed to appoint Mr. Keith O. Brenneman of Snelbaker & Brenneman, P.C. as Solicitor to the Board of Supervisors.

Solicitor to the Planning Commission: On the motion of Chairman Geistwhite, seconded by Vice-Chairman 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 Supervisor Goodhart, 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 Vice-Chairman Larson, it was unanimously agreed to appoint Bud Grove of Skelly & Loy, LLC as Township Engineer with the current fee schedule.

Sewage Enforcement Officer: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, 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 Vice-Chairman Larson, it was unanimously agreed on the recommendation of Mr. Vince Elbel 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 Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Curtis Barnett as a Zoning Hearing Board Member, term to expire January 1, 2020.

Zoning Hearing Board Alternate Member: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Mr. Anthony DeLuca as a Zoning Hearing Board Alternate Member, term to expire January 1, 2018.

Planning Commission Member: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Tracy Gleim as a Planning Commission Member, term to expire January 1, 2018.

Planning Commission Member: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Jim O'Connell as a Planning Commission Member, term to expire January 1, 2019.

Municipal Authority Member: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Mr. Joe Capuano as a Municipal Authority Member, term to expire January 1, 2020.

CCTCC Delegate: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mrs. 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 Mrs. 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 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 Vice-Chairman Larson, 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 Mrs. Eileen M. Gault as the Vacancy Board Member.

RESOLUTIONS:

2015 – 1: Identifying Donald S. Geistwhite, Jr. and Eileen Gault for Safety Deposit Access. On the motion of Supervisor Goodhart, seconded by Vice-Chairman Larson, it was unanimously agreed to authorize Chairman Geistwhite and Mrs. Eileen M. Gault for Safety Deposit Access at Orrstown Bank.

2015 – 2: Identifying all Three Supervisors and Manager/Secretary/Treasurer as Signatories for Township funds. On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, 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.

2015 – 3: Identifying two Supervisors and Manager/Secretary/Treasurer as Signatories for Township funds at Member's 1st. On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to authorize Vice-Chairman Larson, Supervisor Goodhart and Mrs. Eileen M. Gault as authorized signatories for Township Funds at Member's 1st, with Chairman Geistwhite abstaining.

2015 – 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 2015 ADOPTED BUDGET: On the motion of Chairman Geistwhite, seconded by Vice-Chairman

Larson, it was unanimously agreed to approve the establishment of the uniform and non-uniform salaries per the 2015 adopted budget.

PUBLIC COMMENT: Mr. Brett Reilly in the presence of his father publicly apologized to the Board of Supervisors for the vandalism to the port a potty he participated in at the park. Brett also apologized to the Chief of Police Mr. Sherman and paid in cash for the costs that were incurred for the vandalism. Chief Sherman thanked Brett for coming forward and admitting to his involvement.

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 3, 2014 and December 19, 2014.

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 2014 bill list.

REPORTS:

Solicitor: None

Engineer: None

Police: Chief Sherman submitted and briefly discussed the monthly Police Report. Report entered into record.

Zoning: Mr. Carpenter submitted and briefly discussed the monthly Zoning Report. Report entered into record. Mr. Carpenter reported that the Raudabaugh Subdivision has two (2) new homes under construction and one (1) built.

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. Chairman Geistwhite thanked Mrs. Jumper for the excellent job done with the Tree Lighting and Breakfast with Santa. He also thanked Administrative Assistant Robin Rohrer and the office staff for the job done with getting the staff Christmas Luncheon together.

Fire/EMC: Absent. No report.

Manager: Mrs. Gault reported that she would be meeting with the Auditors the following evening for the Annual Auditors Meeting. The plan is to continue auditing on the weekends since that seems to be more productive than during the week in the evenings.

OLD BUSINESS:

TPF 13-10 Toigo Organic Greenhouse request for reduction of Improvement Security: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed on the recommendation of the Township Engineer to approve the request of

Martin and Martin Inc. on behalf of Toigo Organic Orchards, LLC for reduction of Improvement Security from \$232,637.54 to \$181,337.54.

Keystone Arms request for release of Improvement Security: Township Engineer Mr. Grove reported that the remaining security covers a small portion of Keystone Arms Development that has not been completed. He spoke with Mr. Dave Marschka and explained that the Township can't act on the request to release the security and that he needed to resubmit a request for a reduction before the first of year so it can be acted on at this meeting. As of today, no resubmission has been received. On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to authorize the Township Manager to send a letter to Mr. Dave Marschka asking him to withdraw his request for release of Improvement Security and submit a new one requesting a reduction of Improvement Security. If a withdrawal is not received then the request is denied.

NEW BUSINESS:

Proposed adoption of Ordinance 1 – 2015 confirming participation of Middlesex Township in the PSATS Unemployment Group Trust in accordance with the terms of a restated trust agreement: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to adopt Ordinance 1 – 2015 confirming participation of Middlesex Township in the PSATS Unemployment Group Trust in accordance with the terms of a restated trust agreement.

Yard Waste Processing Equipment Agreement: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to execute the Yard Waste Processing Equipment Agreement between Cumberland County and Middlesex Township.

Proposed Resolution 2015 – 5 Establishing fees and charges for authorized Township business by various ordinances and statues in accordance with these ordinances and statues: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to adopt Resolution 2015 – 5 establishing fees and charges for authorized Township business by various ordinances and statues in accordance with these ordinances and statues.

There being no further business, on the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to adjourn the meeting at 8:00 p.m.