

**MIDDLESEX TOWNSHIP
REORGANIZATIONAL MEETING
January 5, 2022**

OFFICIALS PRESENT:	SUPERVISORS:	Chairman Donald S. Geistwhite, Jr. Vice-Chairman Steven Larson William H. Goodhart
	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:	PUBLIC SAFETY DIRECTOR:	Chief Steve D. Kingsborough
	ENGINEER:	Bud Grove

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

Skip Ebert was present to administer the Oath of Office to newly re-elected Township Supervisor Donald S. Geistwhite, Jr.

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. Goodhart 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.

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. Dwayne Kohr to the Zoning Hearing Board, term to expire January 1, 2027.

There is (1) alternate vacancy with a 3-year term expiring January 1, 2025.

Planning Commission Member: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Tracy Gleim to the Planning Commission, 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. Steve Zeigler to the Planning Commission, term to expire January 1, 2026.

Recreation Board: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Ms. Karen Coon to the Recreation Board, term to expire January 1, 2027.

Letort Regional Authority: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Luke Shaffner to the Letort Regional Authority, term to expire January 1, 2026.

Municipal Authority: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Ted Murphy to the Municipal Authority, term to expire January 1, 2027.

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: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Orrstown Bank and Member's 1st as depositories for funds, with Supervisor 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 Mr. Donald S. Geistwhite, Jr. as the BOS Representative to the Municipal Authority.

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

Building Committee: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, 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: Vacant

RESOLUTIONS:

2022 – 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 Supervisor Goodhart, it was unanimously agreed to adopt Resolution 2022 - 1 identifying all three Supervisors and the Manager/Secretary/Treasurer as signatories for the township funds at Orrstown Bank.

2022 – 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 Vice-Chairman Larson, seconded by Supervisor Goodhart, it was agreed by Supervisor Larson and Goodhart to adopt Resolution 2022 - 2 identifying Mr. Larson, Mr. Goodhart and the Manager/Secretary/Treasurer as signatories for the township funds at Member's 1st, with Supervisor Geistwhite abstaining.

2022 – 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 2022 - 3 reducing member contribution to the Police Pension Plan from 5% to 0%.

2022 – 4 Disposition of Specific Public Records: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to adopt Resolution 2022 - 4

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.

ESTABLISHMENT OF UNIFORM AND NON-UNIFORM SALARIES PER 2022 BUDGET: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to establish the uniform and non-uniform salaries based on the 2022 budget.

PUBLIC COMMENT: Mr. Robert Bruce, 250 N. Old Stonehouse Road, expressed his dissatisfaction of the lack of response to his emails to the Township Manager. His recent email pertained to his concern about the Marijuana Plant and the red glowing light show from it as well as the overwhelming pollution and odor. Mr. Bruce is suggesting an ordinance if there isn't already one against this type of attraction or any future expansion plans. Mr. Bruce explained that there are solutions available for the odors. Chairman Geistwhite stated that he will personally speak with Mr. Toigo about this issue. Mr. Bruce then reported that there is a junk pile that is growing everyday at Sunday's Mill and he and his wife are tired of looking at it every day. Assistant Codes Enforcement Officer Mr. Steigleman will investigate the situation.

Mr. Skip Ebert former Judge and DA of Cumberland County expressed his gratitude to Middlesex Township for allowing the Cumberland County Chiefs of Police Association to hold their meetings at the Township each month and for years.

MS4 STORMWATER UPDATES: Discussion and possible motion to execute the joint permit application for the PRP Stream Restoration Project at the Frey-Phillips property. Mr. Steigleman reported that Skelly & Loy is completing the application for the PRP Stream Restoration Project. Mr. Steigleman obtained signatures from the adjoining property owners once again in October since there was a new owner of one of the properties. Roadmaster Zook reported that at the end of December the road crew was working with Skelly & Loy doing outfall inspections. On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to execute the joint permit application for the PRP Stream Restoration Project at the Frey-Phillips property.

APPROVAL OF MINUTES: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to approve the minutes of November 19, 2021.

On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to approve the minutes of December 1, 2021.

Approval of the minutes for December 30, 2021, has been tabled.

AUTHORIZE PAYMENT OF BILLS: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to authorize the payment of the bills for January 2022.

REPORTS:

Solicitor – No report.

Engineer – Absent. No report.

Director of Public Safety – Absent. No report.

Zoning – Mr. Carpenter discussed and submitted the monthly Zoning Report. Report entered into record.

Codes Enforcement – No report.

Roadmaster – Mr. Zook discussed and submitted the monthly Highway Department Report. Report entered into record.

Municipal Authority – Chairman Geistwhite reported that everything is the same with the Authority.

Recreation/Recycling Coordinator – Mrs. Jumper submitted the monthly Recreation Director Report. Report entered into record.

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

Manager – No report.

OLD BUSINESS:

Discussion and possible motion on request no. 2 for release of improvement security for Preliminary/Final Land Development Plan for Carlisle Steel Supply, LLC: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to on the recommendation of Township Engineer Bud Grove to reduce the improvement security from \$308,688.75 down to \$75,708.48, subject to receiving the correct amount and form of security.

Discussion and possible motion to execute the excess Maintenance Agreement between Cumberland Preserve and Middlesex Township: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to authorize the Roadmaster to execute the excess Maintenance Agreement (road bond) between Cumberland Preserve and Middlesex Township.

Discussion and possible motion to direct staff to re-issue the trash/recycling RFP based upon a two-year contract period with three optional one-year extensions: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to direct the staff to re-issue the trash/recycling RFP based upon a two-year contract period with three optional one-year extensions.

Discussion and possible motion to establish a hearing date for the proposed liquor license transfer from the Borough of Carlisle to Middlesex Township (Sports Emporium): On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to establish a hearing date of January 28, 2022, for the proposed liquor license transfer from the Borough of Carlisle to Middlesex Township (Sports Emporium).

NEW BUSINESS:

Discussion and possible motion on request of Elizabeth Knouse Foote – Cumberland Range Phase 4 – to appeal Township Engineer Recommendation to Update Required Financial Security: Zoning Officer Mr. Carpenter reported that in 2018 Phase 3 was approved in which an improvement security was required. At the time, in order to extend the road out to Middlesex Road for Phase 4 a

security of \$556,862.02 was required. Recently Township Engineer Bud Grove was reviewing the request to use the same \$555,862.02 to begin improvements in Phase 4 in which he updated the amount to \$625,465.00 which had to do with excavating work. After much discussion, it was agreed that the Township Solicitor Mr. Brenneman will revise the Developer's Agreement for Phase 4, escrow for engineer inspections will be submitted and before the plan is recorded, Recreation Fee-in-Lieu will be paid.

Discussion and possible motion on Stormwater Management Plan for Charles A. & Heidi A. Taverna 51 W. Middlesex Drive: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to on the recommendation of Township Engineer Bud Grove, memo dated January 3, 2022, to approve the Stormwater Management Plan for Charles A. & Heidi A. Taverna on the following conditions.

1. [SWMO 502] The Stormwater Operation and Maintenance Agreement (O & M Agreement) be reviewed and approved by Township solicitor Keith Brenneman and our office. We understand that Mark Carpenter has a copy of the agreement and, by a copy of the memorandum, ask Mark to forward it to Keith Brenneman and me for review.
2. [SWMO 502] The approved O & M Agreement being recorded at Cumberland County Courthouse as a Condition of Plan Approval.
3. Following article 13 of the Subdivision and Land Development Ordinance, the Township receiving financial security for \$20,761.00 to secure the proposed stormwater management improvements.

Discussion and possible motion 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 Supervisor Goodhart, it was unanimously agreed to consent to Cumberland County selling the properties in Middlesex Township on the county Repository List.

Discussion and possible motion to establish hearing date for the proposed liquor license transfer from McKay Enterprises, Inc. on behalf of CHR Corp. d/b/a Rutter's in Middlesex Township: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to establish a hearing date of January 28, 2022, for the proposed liquor license transfer from McKay Enterprises, Inc. to CHR Corp. d/b/a Rutter's in Middlesex Township.

Discussion and possible motion on appointment of a Deputy Tax Collector: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint as Deputy Tax Collector Mr. Ben Havens.

There being no further business, on the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson the meeting adjourned at 7:50 p.m.