

**MIDDLESEX TOWNSHIP
ORGANIZATIONAL MEETING
January 6, 2020**

OFFICIALS PRESENT:	SUPERVISORS:	Steve Larson William H. Goodhart
	DIRECTOR OF PUBLIC SAFETY:	Steve Kingsborough
	FIRE/EMC:	Edwin Beam
	ZONING OFFICER:	Mark D. Carpenter
	MANAGER:	Eileen M. Gault
OFFICIALS ABSENT:	SUPERVISOR:	Donald S. Geistwhite, Jr.
	SOLICITOR:	Keith O. Brenneman

CALL TO ORDER AND PLEDGE TO THE FLAG: Mr. Larson called the meeting to order at 7:00 p.m. in the Middlesex Township Building, with Director of Public Safety Chief Kingsborough leading the pledge to the flag.

ELECTION OF CHAIRMAN AND VICE-CHAIRMAN: The meeting was turned over to the Manager with the first order of business being the election of the Chairman and Vice-Chairman of the Board of Supervisors. Supervisor Goodhart nominated Supervisor Geistwhite as Chairman of the Board of Supervisors. There being no further nominations, the nominations were declared closed. It was unanimously agreed to appoint Supervisor Geistwhite as Chairman of the Board of Supervisors. Supervisor Goodhart then nominated Supervisor Larson as Vice-Chairman. There being no further nominations, the nominations were declared closed. On the motion of Supervisor Goodhart, seconded by Supervisor Larson, it was unanimously agreed to appoint Supervisor Larson as Vice-Chairman of the Board of Supervisors.

APPOINTMENTS:

Manager/Secretary/Treasurer: On the motion of Vice-Chairman Larson, 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 Vice-Chairman Larson, seconded by Supervisor Goodhart, 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 Vice-Chairman Larson, 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 Vice-Chairman Larson, 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 Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Bud Grove of Skelly & Loy, LLC as Township Engineer at the rate of the submitted fee schedule.

Sewage Enforcement Officer: On the motion of Vice-Chairman Larson, 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 Vice-Chairman Larson, 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 Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Mr. Mark D. Carpenter as Township Zoning Officer.

Zoning Hearing Board Member: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Mr. Anthony DeLuca as a Zoning Hearing Board Member, term to expire January 1, 2025.

On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Mr. Jason Kelso as a Zoning Hearing Board Member, term to expire January 1, 2023.

Planning Commission Member: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Mr. Larry Claycomb as a Planning Commission Member, term to expire January 1, 2024.

On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Mr. Wesley Beard as a Planning Commission Member, term to expire January 1, 2024.

Recreation Board Member: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Mrs. Linda Eckenrode as a Recreation Board Member, term to expire January 1, 2025.

On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Mrs. Tracy Heiter as a Recreation Board Member, term to expire January 1, 2025.

Municipal Authority Member: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Mr. Donald Wandling as a Municipal Authority Board Member, term to expire January 1, 2025.

CCTCC Delegate: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Township Manager Eileen M. Gault 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 to the CCTCC (Cumberland County Tax Collection Committee) as an Alternate.

Administrator for PMRS, AFLAC and New York Life: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to appoint

Township Manager Eileen M. Gault as the Administrator for PMRS, AFLAC and New York Life.

Depositories for Funds: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Orrstown Bank as a depository for Township funds.

Depositories for Funds: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Member's 1st Credit Union as a depository for Township funds.

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 the Board of Supervisor Representative to the Municipal Authority.

Building Committee: On the motion of Supervisor Goodhart, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Chairman Geistwhite as a Building Committee Member.

On the motion of Supervisor Goodhart, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Vice-Chairman Larson as a Building Committee Member.

Cumberland Perry Task Force: On the motion of Vice-Chairman Larson, 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 Vice-Chairman Larson, seconded by Supervisor Goodhart, 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 Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to appoint Township Manager Eileen M. Gault as the Vacancy Board Member.

RESOLUTIONS:

2020 – 1: Identifying all Three Supervisors and the Manager/Secretary/Treasurer as Signatories for Township funds. On the motion of Vice-Chairman Larson, 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.

2020 – 2: Identifying two Supervisors (Mr. Larson & Mr. Goodhart) and the Manager/Secretary/Treasurer as Signatories for Township funds. On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to authorize the two Supervisors and Manager/Secretary/Treasurer Eileen M. Gault as authorized Signatories on the Member's 1st Account for Middlesex Township.

2020 – 3: Reducing Member Contribution to Police Pension Plan from 5% to 0% - On the motion of Vice-Chairman Larson, 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 2020 ADOPTED BUDGET: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to approve the establishment of the uniform and non-uniform salaries per the 2020 adopted budget.

PUBLIC COMMENT: Mr. Stanley Tarka, 210 N. Old Stonehouse Road, wanted to know if the Supervisors had any information or updates from the County with regards to the new voting machines, backing up of the ballots, etc. for the upcoming primary election.

APPROVAL OF MINUTES: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to approve the minutes of December 4, 2019.

On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to approve the minutes of December 27, 2019.

AUTHORIZE PAYMENT OF BILLS: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to approve the payments of the January 2020 bills.

REPORTS:

Solicitor: Absent. No report.

Engineer: No report.

Director of Public Safety: Chief Kingsborough submitted and briefly discussed the December and the 2019 Annual Police Report. Report entered into record.

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

Municipal Authority: Absent. No report.

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

Fire/EMC: Chief Beam had no report since all the information he needs for it had not been received from the County. He expressed his appreciation to the Supervisors for the new vehicle. Chief Beam then requested authorization to purchase software for the laptop in the new vehicle. IamResponding is a responder tracking system that will dispatch to mobile devices. It notifies who is responding to calls, where they are going and when then will arrive. The Supervisors are in favor of this since it is a budgeted item.

Chief Beam reported that he is in contact with a Supervisor at PennDOT regarding the danger at the intersection of Deer Lane and Wertzville Road (944) and he agrees that something needs to be done. Chief Beam suggested that when on Deer Lane heading North, no left turn be allowed

and on Wertzville Road heading Westbound no left turn onto Deer Lane. Chief Beam will continue to pursue a meeting with representatives from PennDOT and the Township.

Manager: The Manager reported that she met with the Auditors prior to the meeting and the Audit will begin on January 18, 2020. They will continue to audit on the weekends as it works best for everyone. The Manager then requested authorization to open a house account with Lowe's. This account gives a 5% discount and in some cases 10% on each purchase. On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to authorize the Township Manager to open a house account at Lowe's.

NEW BUSINESS:

Resignation of Randy L. Waggoner from the Planning Commission: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to accept the resignation of Mr. Randy L. Waggoner from the Planning Commission.

Resignation of Kelly Neiderer from the Zoning Hearing Board: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to accept the resignation of Mrs. Kelly Neiderer from the Zoning Hearing Board.

Sketch Plan for Residential Development of Bailey Property at 121 Country Club Road: Mr. Doug Gosik was present to discuss the proposed preliminary sketch plan. This is the former Kahn Property that consists of three separate parcels that total approximately 70 acres. The smaller part of the parcel is in the Residential Country (RC) District and the larger part in the Residential Farm (RF) District. The developer is proposing a Traditional Neighborhood Development (TND) with a mixture of smaller and larger single-family homes and duplexes. Township Engineer Mr. Grove commented that there are 58 lots on one side of the development with only one way in and out to the area. Vice-Chairman Larson is not opposed to the idea of this development and would like further discussion of the sketch plan at the Workshop Meeting on January 31, 2020.

Request for Security Reduction – Cumberland Range Estates – Phases 1, 2, & 3: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to authorize the Engineer Mr. Grove to provide his recommendation for the requested security reductions.

OLD BUSINESS:

Waste and Recyclables Collection Bid Award: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to award as the lowest responding bid, Advanced Disposal Services, LLC, the new waste and recyclables contract beginning April 1, 2020.

Final Minor Subdivision Plan for the Rotz family Trust, Elwood D. & Donna R. Rotz: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to approve waivers of the following sections of the Middlesex Township Subdivision and Land Development Ordinance No. 8 – 2017 (SLDO), for the Final Minor Lot Addition and Consolidation Subdivision Plan for the Rotz Family Trust, Elwood D. & Donna S. Rotz, subject to providing written request and justification for each waiver and listing the waivers on the cover sheet of the plan set.

1. [SLDO 707.A.1.] – Requirement for installation of sidewalks, with required note on plan.
2. [SLDO 708.A.] – Requirement for installation of curbing, with required note on the plan.
3. [SLDO 719.C.6.a.3.] – Requirement for landscape street trees on North Middlesex Road frontage.

On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to approve the Final Minor Lot Addition and Consolidation Subdivision Plan for The Rotz Family Trust, Elwood D. & Donna S. Rotz, subject to the following conditions:

1. That the applicant satisfies all comments of the Township Engineer, Bud Grove of Skelly & Loy, Inc. in written review dated 12-4-2019 in a manner acceptable to the Township Engineer, subject to his final review.
2. That the applicant satisfies all comments of the Cumberland County Planning Department, in written report dated 12-5-2019 for plat number 19 – 175, except comment #2, subject to final review by the Township Zoning Officer.

Traffic Signal Permit Plan for York to Trindle Urban Connector Project: Representatives from Dawood Engineering were present to discuss the traffic signal plan located on the south side of the Township in which a portion of the traffic signal equipment will be in Middlesex Township and the remainder in South Middleton Township. On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to require the property owner on the north side of Trindle Road to enter into a traffic signal construction and maintenance agreement with Middlesex Township within 60 days of January 6, 2020. If such an agreement is not entered into by that time, the resolution shall be deemed to be rescinded and PennDOT notified accordingly unless the 60-day time period is extended by Middlesex Township.

Proposed adoption of Resolution 2020 – 4 Authorizing Submission of the Trindle Road Traffic Signal Permit Application to PennDOT: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to approve Resolution 2020 – 4 submitting an application for traffic signal approval on Trindle Road.

Executive Session: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to adjourn the meeting at 8:35 p.m. to Executive Session with no action to be taken as a result of the Executive Session.