MIDDLESEX TOWNSHIP
ORGANIZATIONAL MEETING
January 7, 2012

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

CALL TO ORDER AND PLEDGE TO THE FLAG: Mrs. Gault called the meeting to order at 7:00 p.m. in the Middlesex Township Building, with Fire Chief Edwin Beam leading the pledge to the flag.

ELECTION OF CHAIRMAN AND VICE-CHAIRMAN: Mrs. Gault stated that the first order of business was the election of the Chairman and Vice-Chairman of the Board of Supervisors at which time Mrs. Gault 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. Mrs. Gault then asked for nominations for Vice-Chairman. Mr. Geistwhite nominated Mr. Larson as Vice-Chairman. There being no further nominations, the nominations were declared closed. On the motion of Mr. Geistwhite, seconded by Mr. Goodhart, 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. Gault as Township Secretary/Treasurer/Manager.

Solicitor to the Board of Supervisors: 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 Board of Supervisors.

Solicitor to the Planning Commission: On the motion of Chairman Geistwhite, seconded by Mr. Goodhart, 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 Mr. Goodhart, it was unanimously agreed to appoint Mr. Michael Rundle as Solicitor to the Zoning Hearing Board.

Engineer: On the motion of Chairman Geistwhite, seconded by Mr. Goodhart, it was unanimously agreed to appoint Grove Associates as Township Engineer with 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 with his new fee schedule effective January 1, 2013.

Assistant Sewage Enforcement Officer: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Edward Elbel as Township Assistant Sewage Enforcement Officer.

Zoning Officer: On the motion of Chairman Geistwhite, seconded by Mr. Goodhart, it was unanimously agreed to appoint Mr. Mark Carpenter as Township Zoning Officer.

Planning Commission Member: On the motion of Chairman Geistwhite, seconded by Mr. Goodhart, it was unanimously agreed to appoint Mr. Mike Buchanan as a Planning Commission Member, term to expire January 1, 2017.

Recreation Board: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Ms. Robin Hermansen as a Recreation Board Member, term to expire January 1, 2017.

Recreation Board: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mrs. Marion Smyser as a Recreation Board Member, term to expire January 1, 2017.

Recreation Board: On the motion of Chairman Geistwhite, seconded by Mr. Goodhart, it was unanimously agreed to appoint Mrs. Beth Herbster as a Recreation Board Member, term to expire January 1, 2017.

Letort Regional Authority: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Herbert Weigl, Jr. as a Letort Regional Authority Board Member, term to expire January 1, 2017.

Vacancy Board Member: On the motion of Chairman Geistwhite, seconded by Mr. Goodhart, it was unanimously agreed to appoint Mrs. Gault as the Vacancy Board Member.

TCC Delegate: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mrs. Gault as the Delegate to the CCTCC(Cumberland County Tax Collection Committee).

TCC Alternate: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to appoint Mr. Goodhart 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 Vice-Chairman Larson, it was unanimously agreed to appoint Mrs. Gault as the Administrator for PMRS, AFLAC and Valic.

Depositories for Funds: On the motion of Chairman Geistwhite, seconded by Mr. Goodhart, it was unanimously agreed to appoint Orrstown Bank as a Depository for Township funds. On the motion of Vice-Chairman Larson, seconded by Mr. 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 Mr. 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 Mr. 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 Mr. Goodhart as an Alternate Building Committee Member.

Tri-County Regional Planning Commission Member: On the motion of Mr. Geistwhite, seconded by Mr. Goodhart, it was unanimously agreed to appoint Mr. Grove as the representative for Middlesex Township to the Tri-County Regional Planning Commission.

RESOLUTIONS:

2013 – 1: Identifying Donald S. Geistwhite, Jr. and Eileen Gault for Safety Deposit Access. On the motion of Mr. Goodhart, seconded by Vice-Chairman Larson, it was unanimously agreed to authorize Chairman Geistwhite and Secretary/Treasurer/Manager Eileen Gault for Safety Deposit Access at Orrstown Bank.

2013 – 2: Identifying all Three Supervisors and Secretary/Treasurer/Manager as Signatories for Township funds. On the motion of Chairman Geistwhite, seconded by Mr. Goodhart, it was unanimously agreed to authorize all three Supervisors and Secretary/Treasurer/Manager Eileen Gault as authorized Signatories on the Orrstown Bank Accounts for Middlesex Township.

2013 – 3: Identifying two Supervisors and Secretary/Treasurer/Manager 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, Mr. Goodhart and Mrs. Gault as authorized signatories for Township Funds at Member's 1st.

2013 – 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%.

2013 – 5: Promulgation to the Emergency Management Plan - On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to the promulgation to the Emergency Management Plan.

ESTABLISHMENT OF UNIFORM AND NON-UNIFORM SALARIES PER 2013 BUDGET: On the motion of Chairman Geistwhite, seconded by Mr. Goodhart, it was unanimously agreed to approve the establishment of the uniform and non-uniform salaries per the 2013 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 December 28, 2012.

AUTHORIZE PAYMENT OF BILLS: On the motion of Vice-Chairman Larson, seconded by Mr. Goodhart it was unanimously agreed to approve the payments of the December 2012 bill list.

REPORTS:

Solicitor: Absent

Engineer: None

Police: Chief Sherman gave the monthly Police Report. Report entered into record.

Zoning: Mr. Carpenter gave the monthly Zoning Report. Report entered into record.

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.

Fire/EMC: Mr. Beam gave the monthly Fire/EMC Report. Report entered into record. Mr. Beam stated that the Promulgation to the Emergency Management Plan has to be done every two (2) years.

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Secretary: None

OLD BUSINESS:

Resolution 2013 – 6: Authorizing Middlesex Township to join with the Borough of Carlisle, North Middleton and South Middleton in applying for a grant from DCED: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson it was unanimously agreed to join with the Borough of Carlisle, North Middleton Township and South Middleton Township in applying for a grant from DCED.

Discussion about Street Light District 2 at Keystone Arms: Mr. Carpenter reported that he is currently working on finalizing the list for District 2. The County needs to get back to the Township regarding the tax bill printing deadlines. On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to authorize Mrs. Gault in conjunction with consulting with Mr. Brenneman to move forward with advertising for Street Light District 2 at Keystone Arms and to proceed with all the requirements necessary for tax billing if applicable for 2013.

Discussion about Developer's Agreement for Appalachian Estates: Mr. Grove reported that it has been about seven and one-half (7 ½) years since anything has been done at Appalachian Estates. The development has changed hands and is now owned by Tiday Property Management. After evaluation and review, the estimated probable cost to complete the required improvements has increased significantly from $45,450.83 to $129,873.01. A draft Developer's Agreement has been done by Mr. Brenneman and has to be signed by the developer before the Supervisors can take action.

NEW BUSINESS:

Street light replacement: Mr. Sherman reported that the lights in Street Light District 1 along the Miracle Mile are in need of replacement. The total cost for replacement is $13, 678.00. If the lights are replaced before May 2013, the Township will be eligible for a rebate from PPL. These lights are guaranteed for ten (10) years. On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to approve the replacement of lighting and fixtures in Street Light District 1.

New vehicle purchase: Money obtained from a drug & seizure arrest was received in 2010 and must be utilized for the Police Department. On the motion of Vice-Chairman Larson, seconded by Chairman Geistwhite, it was unanimously agreed to authorize Chief Sherman to purchase a new utility vehicle for the Police Department.

Chief Sherman requested authorization to purchase through Co-Stars a 2013 Ford Super-duty F550 4-wheel drive single axle dump truck. The truck cab will be purchased from Hondru Fleet Group, Manheim, PA at a cost of $41,946.70. The stainless steel body for the cab will be purchased from U.S. Municipal, Evans City, PA at a cost of $30,727.00. Total for the truck is $72,673.70. This has been budgeted for in the State Fund and the General Capital Reserve Equipment Fund. On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to authorize the Highway Superintendent to purchase the 2013 Ford Super-duty F550 4-wheel drive single axle dump truck.

Chief Beam reported that the Fire Fund Drive had received over $15,000.00 dollars in donations this year. He was surprised of the lack of donations from the businesses in Middlesex which totaled approximately $1,000.00 dollars if that of the total $15,000.00 dollars received.

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