

**MIDDLESEX TOWNSHIP
WORKSHOP MEETING
January 25, 2019**

OFFICIALS PRESENT: SUPERVISORS: Vice-Chairman Steve Larson
William H. Goodhart
SOLICITOR: Keith O. Brenneman
DIRECTOR OF
PUBLIC SAFETY: Barry L. Sherman
FIRE CHIEF: Edwin Beam
ZONING OFFICER: Mark D. Carpenter
MANAGER: Eileen M. Gault

OFFICIALS ABSENT: SUPERVISORS: Chairman Donald S. Geistwhite, Jr.
ENGINEER: Bud Grove

Vice-Chairman Larson called the meeting to order at 7:30 am in the Middlesex Township Building.

PUBLIC HEARING: AMENDING ORDINANCE 3 – 89 SECTION 6.05.A. ARTICLE VI RESIDENTIAL FARM (RF) DISTRICTS: Vice-Chairman Larson announced that the first order of business is a Public Hearing in which Vice-Chairman Larson then turned the meeting over to the Township Solicitor Mr. Brenneman. Mr. Brenneman reported that the public hearing is for the purpose of considering amending Zoning Ordinance 3 – 89 section 6.05.A. Article VI Residential Farm (RF) Districts. Mr. Brenneman gave a summary of the procedures followed prior to the hearing. Mr. Brenneman then turned the hearing over to Vice-Chairman Larson. There being no further questions or comments Vice-Chairman Larson declared the hearing closed.

PUBLIC COMMENT: None.

PROPOSED ADOPTION OF ORDINANCE 2 – 2019 AMENDING ORDINANCE 3 – 89 SECTION 6.05.A. ARTICLE VI RESIDENTIAL FARM (RF) DISTRICTS: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to adopt Ordinance 2 – 2019 amending Ordinance 3 – 89 Section 6.05.A. Article VI Residential Farm (RF) Districts.

FIRE BOX UPDATES: Fire Chief Ed Beam was present to request approval of the updates and changes made to the Fire Boxes. He explained that the Township is divided geographically in sectors based upon the difference between the closest fire companies. Each sector is assigned first engine, second engine, etc. or whatever equipment to be sent on first alarm, second alarm on down to fifth alarm, motor vehicles accidents, etc. This information is sent to the County which is put into their CAD system and through GIS. Each street in that area is linked to the GIS and whenever a 911 call comes in the information is retrieved and the equipment is dispatched. Most of the boxes that have been updated and changed with picking the closest fire company geographical time wise. On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to approve the updates to the Fire Boxes in Middlesex Township and to authorize the Township Manager to execute the letter to the Office of Public Safety authorizing and accepting the updates and changes.

PROPOSED FEE SCHEDULE RESOLUTION 2019 – 5: Mr. Stan Tarka questioned the fee for a peddler's permit and how often it is requested. Chief Sherman responded that the fee was increased and it is now required for a peddler requesting the permit to provide a background check at their own expense. Mr. Tarka then questioned the sub-division lot fee. Mr. Carpenter reported the fee is standard to what other municipalities charge. Mr. Tarka asked how many tournaments are held in which the Manager responded that there haven't been many if any tournaments in years. On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart it was unanimously agreed to adopt Resolution 2019 – 5 establishing the Fee Schedule for Middlesex Township.

PROPOSED RECORDS DISPOSITION RESOLUTION 2019 - 6: Mr. Tarka asked for clarification for the timing of how long the records are kept. The Solicitor Mr. Brenneman stated that it depends on the record. The PA Historical and Museum Commission by Municipal Records Law was passed for establishing the criteria for how long each category of documents must be maintained. Once they exceed the time period in which they are to be maintained, that is when they are authorized to be destroyed by Resolution. Mr. Tarka asked how long bank statements are kept for. The Manager responded for 7 years. Mr. Tarka thanked the staff for clarification. On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart it was unanimously agreed to adopt Resolution 2019 – 6 authorizing the disposition of records.

Chief Sherman requested permission to dispose of chairs and desks no longer needed by the Township. On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart it was unanimously agreed to authorize Chief Sherman to dispose of the chairs and desks no longer needed by the Township.

Mr. Tarka asked Mr. Carpenter to give an update on the draft ordinance the Planning Commission (PC) is drafting on non-commercial keeping of livestock. Mr. Carpenter explained that the PC was directed by the Board of Supervisors to review this when a resident addressed the Board about the keeping of chickens. It is a long term effort and no rush to complete. The PC has not addressed the keeping of exotic animals at this time. Mr. Carpenter stated that the draft ordinance they currently have is very well written and mainly addresses the keeping of the chickens and lays out the limited number of chickens allowed, how they would be kept, how often cages are to be cleaned, etc. Mr. Carpenter would like to include cats & dogs in this Ordinance. The current Ordinance states that you can keep a reasonable number of ordinary household pets but there is no definition of what a household pet is. Mr. Carpenter said this will be on the PC agenda at the February 11, 2019 meeting.

EXECUTIVE SESSION: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to adjourn the meeting at 8:07 a.m. to Executive Session to discuss a personnel matter with no action being taken as a result of the Executive Session.