

**MIDDLESEX TOWNSHIP
WORKSHOP MEETING
February 27, 2015**

OFFICIALS PRESENT: **SUPERVISORS:** Chairman Donald S. Geistwhite, Jr.
 Vice-Chairman Steve Larson
 William H. Goodhart
 SOLICITOR: Keith Brenneman
 POLICE: Chief Barry Sherman
 ZONING OFFICER: Mark Carpenter
 MANAGER: Eileen Gault

OFFICIAL ABSENT: **ENGINEER:** Bud Grove

Chairman Geistwhite called the meeting to order at 7:38 am in the Middlesex Township Building.

PUBLIC COMMENT: None.

AUDITOR'S REPORT: Mrs. Andrea Wandling presented the Auditor's Report to the Supervisors. The Audit began on January 10, 2015 and was completed on February 14, 2015. It has been helpful conducting the audit on the weekends. The Auditors mentioned that Sports Emporium continues to be delinquent on their Amusement Taxes and Escrow Fees. Each year as the issues with the new software is resolved, the easier it has become for the Auditors to understand the reports. Chairman Geistwhite on behalf of the Board thanked the Auditor's for all that they do.

The Recreation Director Mrs. Jumper informed the Board that there have been some issues with the sharing of the baseball fields amongst some of the local leagues. The leagues have a combination of children from Middlesex as well as neighboring municipalities. One organization feels as though they have exclusive rights to the fields. Mrs. Jumper along with Mr. Joe Ramp has met with the leaders of these leagues to discuss a possible compromise. Mrs. Jumper's stance is that the more use the fields are getting the more children there is playing baseball and that is the most important issue. The Supervisors are in support of any decision Mrs. Jumper makes regarding this matter and appreciate her informing them of the issue.

FEDERAL SURPLUS PROPERTY PROGRAM APPLICATION FOR ELIGIBILITY:
Mrs. Gault reported that the Township's eligibility for participation in the surplus property program is up for renewal. This renewal process is every three (3) years. On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to authorize the Manager to submit a narrative letter with the application for eligibility for the Federal Surplus Property Program.

TEX VISIONS REQUEST FOR RELEASE OF IMPROVEMENT SECURITY AND REDUCTION OF MAINTENANCE SECURITY TIME PERIOD TO SIX (6) MONTHS:
On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to acting on the recommendation of Bud Grove, Township Engineer, in memo dated February 9, 2015, to release the remaining \$76,722.41 of financial security being held to secure improvements shown on the Final Land Development Plan for Tex Visions at Pine Hill Industrial

Park Lot 6A; subject to receiving maintenance security in the amount of \$76,722.41 and in a form acceptable to the Township Solicitor, to be held for an additional 18 months from the date of its posting and delivery to the Township in order to secure the structural integrity and functioning of the improvements; and further subject to the Developer paying any outstanding costs of review and inspection work on the plan by the Township Engineer to date.

L. DAVID & MARILYN WETZEL FINAL LOT ADDITION SUBDIVISION PLAN: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to approve the Final Lot Addition Subdivision Plan for L. David & Marilyn Wetzel, subject to the following conditions:

1. That the applicant satisfies all comments of the Township Engineer, Bud Grove of Skelly & Loy, Inc. in written plan review no. 1 dated February 20, 2015 in a manner acceptable to the Township Engineer, subject to his final review.
2. That the applicant adds the following note requiring lot consolidation by deed in accordance with SLDO Section 307 to the plan; and deletes the non-building waiver note from both plan sheets.

The purpose of this subdivision plan is to create a lot addition to be added to an adjacent property. Upon recording of this plan, the lot addition created is required to be merged by deed into the tract to which it is being added and any future proposal to subdivide any portion of the tracts so merged shall be in accordance with all requirements of the Pennsylvania Municipalities Planning code (or any successor code or authority), the Middlesex Township Subdivision and Land Development Ordinance and the Middlesex Township Zoning Ordinance. A copy of the proposed deed of merger shall be submitted to Middlesex Township for review and approval as a condition of plan approval prior to recording this subdivision plan.

LOT 9/LOT 10 APPALACHIAN ESTATES FINAL LOT ADDITION SUBDIVISION PLAN: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to approve the following waiver of a section of the Middlesex Township Subdivision and Land Development Ordinance for the Final Lot Addition Subdivision Plan for LOT 9 / Lot 10 Appalachian Estates, subject to the applicant submitting a revised waiver letter with justification and listing the waiver on the plan.

1. [502.c.(3)(a)] – Provide existing and proposed contours on plan.

On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to approve the Final Lot Addition Subdivision Plan for LOT 9 / Lot 10 Appalachian Estates, subject to the following conditions:

1. That the applicant satisfies all comments of the Township Engineer, Bud Grove of Skelly & Loy, Inc. in written plan review no. 1 dated February 20, 2015 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 February 5, 2015 for plat number 15-024.

3. That the applicant deletes the waiver request for SLDO Section 303. Preliminary Plan Submission, from the plan.

PROPOSED ADOPTION OF ORDINANCE NO. 2 – 2015 PROHIBITING THE PARKING OF VEHICLES ON A PORTION OF MACARTHUR DRIVE: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to adopt Ordinance No. 2 – 2015 prohibiting the parking of vehicles on a portion of Macarthur Drive (T414), providing for the erection of signs, and establishing penalties for violation thereof.

PROPOSED ADOPTION OF ORDINANCE NO. 3 – 2015 PROHIBITING THE USE OF APPALACHIAN DRIVE BY TRUCKS, EXCEPT FOR LOCAL DELIVERIES: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to adopt Ordinance No. 3 – 2015 prohibiting the use of Appalachian Drive (T-573) by trucks, except for local deliveries, providing for the erection of signs and establishing penalties for the violation thereof.

ROAD MATERIAL BIDS: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to authorize the Highway Superintendent to obtain bids for road material for the 2015 re-paving project of Army Heritage Drive and oil and chip Appalachian Drive.

Chief Sherman reported that the Collective Bargaining Agreement has been re-typed to include any amendments made to it since 1997. Chief Sherman is requesting the Supervisors approve the Collective Bargaining Agreement with the inclusions. On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to approve the Collective Bargaining Agreement between Middlesex Township and the Police Association of Middlesex, which has been amended to include all of the addenda since 1997.

Chief Sherman reported that in 1988 he wrote a personnel manual for the police department. He recently had the manual re-typed and is asking the Supervisors to adopt the rules and regulations. On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to adopt the Middlesex Township Police Department Rules and Regulations, amended as of February 27, 2015.

Mrs. Gault reported that she received a proposal from Skelly and Loy, Inc. for a project narrative and cost estimate to provide geographic information systems (GIS) support and hosting services to Middlesex Township. The goal of this is to continue development of the web-based GIS tool that will help to maintain and manage infrastructure. Mrs. Gault stated that this will be helpful with gathering data needed for the upcoming MS4 requirement and recommends that the Township obtain this service for one year. This service cost \$300 per month / \$3,600 per year. On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to obtain from Skelly and Loy, Inc. GIS support and hosting services for one (1) year, not to exceed \$3,600 per year as proposed.

Mr. Carpenter reported that Love's Travel Stops represented by Ron Lucas had obtained special exception to expand a non-conforming use in 2011. This was a non-conforming use because in 1998 truck repair and service were excluded in the Commercial Highway Zoning District. This was for an expansion in the back of the property to build a tire service building to only sell tires. They have returned to request a second expansion of the same building for an additional bay to

repair brakes, alternators, and minor repairs. The Supervisors would like clarification of the minor repairs to be done. Mr. Carpenter suggests that Mr. Brenneman review this issue and have a recommendation for the Supervisors by the March 4, 2015 meeting if possible.

EXECUTIVE SESSION: There being no further business, on the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to adjourn the meeting to Executive Session at 8:44 a.m. to discuss a personnel matter, with no action being taken by the Board as a result of the Executive Session.