

**MIDDLESEX TOWNSHIP
SUPERVISORS MEETING
March 1, 2023**

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

CALL TO ORDER AND PLEDGE TO THE FLAG: Vice-Chairman Steven Larson called the meeting to order at 7:00 p.m. in the Middlesex Township Municipal Building, with Supervisor Goodhart leading the Pledge of Allegiance.

PUBLIC COMMENT: None.

MS4 / STORMWATER: Mr. Steigleman reported that dumpsters were brought in, and cleanup is being started behind the Quality Inn. Flying J is still cleaning up trash behind their property. Mr. Zook reported that staff is working on their progress report for reimbursement for the grant for November 2022 – February 2023. Mr. Steigleman brought to Mr. Zook's attention that the oil separator needs cleaned out as part of the MS4.

APPROVAL OF MINUTES: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to approve the minutes of February 1, 2023.

The Minutes of February 24, 2023 were not ready for approval.

AUTHORIZE PAYMENT OF BILLS: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to authorize the payment of the March 2023 bills.

REPORTS:

Solicitor – No report.

Engineer – Absent. No report.

Director of Public Safety – Chief Kingsborough submitted and briefly discussed the monthly Police Report stating that the County Control number is blank due to it being the first of the month. Report entered into record.

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

Zoning – Mr. Carpenter submitted and briefly discussed the monthly Zoning Report. Mr. Carpenter reported that Velocity Cycles will be moving to Middlesex Township for approximately 6 months to a year. They are building a new shop in North Middleton. Report entered into record.

Codes Enforcement – Mr. Steigleman submitted and briefly discussed the monthly Codes Enforcement Report. Mr. Steigleman noted that in his report there is a list of businesses that he had sent violation letters to regarding lighting issues. Report entered into record.

Roadmaster – Mr. Zook submitted and briefly discussed the monthly Roadmaster Report. Mr. Zook reported that since there hasn't been much of a winter, they have been doing maintenance work in all the facilities. The letter received from PENNDOT regarding Deer Lane stated that it is the Township's responsibility to take care of any issue that we see as an issue. If we contact LTAP (Local Technical Assistance Program) through PENNDOT, they can do a field meeting with us and provide some options. Mr. Zook will continue to update the Supervisors on this. Mr. Zook reported on the pre-emptive devices and working on a way to expedite the process.

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

Municipal Authority – Chairman Geistwhite absent, no report.

Manager – The Manager reported that the zoning ordinance rewrite is going along well.

OLD BUSINESS:

Discussion and possible action on Preliminary / Final Land Development Plan, Take 5 Car Wash and Oil Change: Present for the applicant was Conner Anderson, who gave a brief update of the proposed plan. On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed regarding the sewage facilities planning for the Preliminary/Final Land Development Plan for Take 5 Car Wash and Oil Change, to approve the Sewage Facilities Planning Exemption Module for submission to PA DEP, subject to their review and approval.

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), and the Middlesex Township Stormwater Management Ordinance No. 6-2011 (SWMO), for the Preliminary/Final Land Development Plan for Take 5 Car Wash and Oil Change, 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 along adjacent streets, with required note on plan.
2. [SLDO 708.A.] – Requirement for installation of curbing along adjacent streets, with required note on plan.
3. [SWMO 303.D., 301.E., 303.B.2., 303.C.1.] – Requirements to infiltrate stormwater runoff.
4. [SWMO 301.K.] – Requirements to submit an Environmental Impact Assessment report.

On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to approve the Preliminary/Final Land Development Plan for Take 5 Car Wash and Oil Change, subject to the following conditions:

1. That the applicant satisfies all comments of the Township Engineer, Bud Grove of Skelly & Loy, Inc., A Terracon Company, in written review dated February 27, 2023 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 September 14, 2022 for plat number 22-116.
3. That the applicant satisfies all comments of Max E. Stoner, PE for Middlesex Township Municipal Authority, in written review dated December 27, 2022, subject to his final review.
4. That the applicant satisfies all comments of Andrew C. Parker, Chairman of the Letort Regional Authority, in written review dated February 20, 2023.
5. That the applicant enters into a developer's agreement with Middlesex Township regarding required public improvements and posts financial security for required public improvements for this plan with the Township in an amount acceptable to the Township Engineer and form acceptable to the Township Solicitor, prior to the plans being signed by the Township and released for recording.
6. That per Section 705.E.2.b. of the Subdivision and Land Development Ordinance No. 8-90, as amended, the applicant pays to Middlesex Township the required fee in lieu of dedication of park and recreation areas for the residential subdivision of \$1,000 per disturbed acre of development area, prior to the plans being signed by the Township and released for recording.
7. That the applicant obtains an NPDES Permit for the development project on this plan, prior to the Township signing and releasing the plan for recording.
8. That the applicant prepare and record a Stormwater Management Operation and Maintenance plan for the development, in accordance with SWMO Article V and SWMO Sections 302.F. 303.C.9., in a form acceptable to the Township Engineer and the Township Solicitor.
9. That, when plans are released by Middlesex Township for recording at the Cumberland County Office of the Recorder of Deeds, the applicant records all plan sheets of the plan set.

The applicant's representative is aware of and okay with the conditions.

Discussion and possible action on Final Subdivision Plan, Meadowbrook Farms Phase X: John Sepp, Penn Terra Engineering, was present on behalf of Pamay Development for the final phase X of Meadowbrook Farms Subdivision. There was a brief discussion and update about the final phase.

On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to approve waivers of the following one(1) section of the Middlesex Township Subdivision and Land Development Ordinance No. 8 – 90 (SLDO); for the Final subdivision Plan for Meadowbrook Farms Phase X, subject to providing written request and justification for each waiver and listing the waivers on the cover sheet of the plan set.

1. [SLDO 703.c.] – Length of Cul-de-sac.

On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to approve the Final Subdivision Plan for Meadowbrook Farms Phase X, subject to the following conditions:

1. That the applicant satisfies all comments of the Township Engineer, Bud Grove of Skelly & Loy, Inc., A Terracon Company, in written review dated February 16, 2023, 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 December 27, 2022 for plat number 22 – 162.

3. That the applicant satisfies all comments of Max E. Stoner, PE for Middlesex Township Municipal Authority, in written review dated December 27, 2022, subject to his final review.
4. That the applicant enters into a developer's agreement with Middlesex Township regarding required public improvements and posts financial security for required public improvements for this plan with the Township in an amount acceptable to the Township Engineer and form acceptable to the Township solicitor, prior to the plans being signed by the Township and released for recording.
5. That per Section 705.E.2.b. of the Subdivision and Land Development Ordinance No. 8 – 90, as amended, the applicant pays to Middlesex Township the required fee in lieu of dedication of park and recreation areas for the residential subdivision of \$750 per dwelling unit x 24 lots approved for construction of dwelling units = \$18,000 total, prior to the plans being signed by the Township and released for recording.
6. That the applicant obtains an NPDES Permit for the development project on this plan, prior to the Township signing and releasing the plan for recording.
7. That, when plans are released by Middlesex Township for recording at the Cumberland County Office of the Recorder of Deeds, the applicant records all plan sheets of both the design (19 sheets) and final (3 sheets) plan sheets.

The applicant's representative is aware of and okay with the conditions.

NEW BUSINESS:

Discussion and possible action on the completion of the 2022 Audit: Present on behalf of the Middlesex Township Auditors was Mr. Dennis Pyers. Mr. Pyers reported that the auditors have conducted and completed the 2022 Audit of the accounts and found them to be in good order. A copy of the report has been filed electronically with DCED as required and has been submitted for publication in the Sentinel. The Audit was initiated on January 4, 2023 and completed on February 18, 2023. The Auditors are aware that the Township is in the process of getting a new accounting system and believe it will improve things. Mr. Pyers stated that the current system caused some challenges for the staff and with the audit. He expressed his appreciation to Robin and Eileen for being helpful and professional during the audit and giving of their time with the audit being conducted on Saturdays. On the motion Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to accept the 2022 Audit Report and to compensate the Auditors for their time.

Discussion and possible action on the New Kingstown Fire Company, the Shermans Dale Community Fire Company, the North Middleton Township Volunteer Fire Company and the Carlisle Volunteer Fire Fighters Association Contract For Fire Protection:

New Kingstown Fire Co. Contract for Fire Protection: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to execute the 2023 Contract For Fire Protection between the New Kingstown Fire Co. and Middlesex Township.

Shermans Dale Community Fire Co. Contract for Fire Protection: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to execute the 2023 Contract For Fire Protection between Shermans Dale Community Fire Co. and Middlesex Township.

North Middleton Township Fire Co. Contract for Fire Protection: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to execute the 2023 Contract For Fire Protection between the North Middleton Fire Co. and Middlesex Township.

Carlisle Volunteer Fire Fighters Association On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to execute the 2023 Contract For Fire Protection between the Carlisle Volunteer Fire Fighters Association and Middlesex Township.

SUPERVISOR/STAFF COMMENTS: Mr. Carpenter asked about clarification regarding the motion that was made at the Public Hearing on February 24, 2023, at which he was told that it was a denial and that it is over.

There being no further business, on the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to adjourn the meeting at 7:32 p.m.