

**MIDDLESEX TOWNSHIP
WORKSHOP MEETING
March 18, 2016**

OFFICIALS PRESENT: SUPERVISORS: Chairman Donald S. Geistwhite, Jr.
Vice-Chairman Steve Larson
William H. Goodhart
SOLICITOR: Keith O. Brenneman
DIRECTOR OF
PUBLIC SAFETY: Barry L. Sherman
ZONING OFFICER: Mark D. Carpenter
MANAGER: Eileen M. Gault
ENGINEER: Bud Grove

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

PUBLIC COMMENT: Mr. David Fry, 280 N. Old Stonehouse Road reported his concern of the retention ponds located at the Tioga Organic Farm being a mosquito breeding ground. Mr. Fry would like vector control accountability and asked if this information can be put on website.

The Township Engineer Mr. Grove commented that the ponds are designed for infiltration, and there is a possibility at this point that when the bottom of the ponds were constructed it got compacted. There are a number of remedies that are being reviewed, however, at this point the Township is still holding improvement security and have final control over whether the Township feels the improvements were constructed as design. Generally at this time of year there is a high water table and it may take a while for this to stabilize. Mr. Grove assured the residence that the Township is aware of the situation and is staying on top of the matter.

Jacqueline Ingert, 240 N. Old Stonehouse Road, would like additional speed enforcement done on N. Old Stonehouse Road.

APPROVAL OF MINUTES - FEBRUARY 3, 2016: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to approve the minutes of February 3, 2016.

AUDITOR'S REPORT: The three (3) Auditor's for Middlesex Township are Andrea Wandling, Cindy Gleim-Pool and Jenny Pyers. Andrea Wandling was present on their behalf to submit and discuss the Auditor's Report. The audit began on January 5, 2016 and was completed on February 5, 2016, auditing on Friday evenings and some Saturdays and Sundays. There were no major issues that couldn't be addressed by the Township Manager and Administrative Assistant. The audit was submitted to DCED prior to the deadline and published in the newspaper as required. The auditors submitted the 2015 audit and requested approval of their 65 total cumulative hours. On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to authorize payment for the 65 total cumulative hours to the Auditors for the 2015 Audit.

CUMBERLAND AREA ECONOMIC DEVELOPMENT: Ms. Mary Kunas, Manager, Business Attraction, of Cumberland Area Economic Development Corporation and Mr. Jim

Kingsborough, Part Owner of the Carlisle Airport were present. The Carlisle Airport is privately owned and they wanted to discuss the possibility of selling the airport to a public entity in hopes of expanding and developing a larger facility. Public entities have access to Federal Aviation Administration Funding for these types of improvements. At this time, Ms. Kunas is reaching out to neighboring municipalities such as Middlesex, North Middleton, South Middleton, Monroe, Dickinson and the Borough of Carlisle to create a work group with a representative from each of these municipalities. The group would discuss the idea of private vs public ownership and develop a plan of options available. Chairman Geistwhite agreed to be the representative for Middlesex Township.

SHEETZ STORE AT EMBERS DRIVE & SR 0011 FINAL MINOR SUBDIVISION PLAN AND FINAL MAJOR LAND DEVELOPMENT PLAN: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to approve waivers #1-5 as written of the following sections of the Middlesex Township Subdivision and Land Development Ordinance for the Final Minor Subdivision Plan and Final Major Land Development Plan for Sheetz Store at Embers Drive and SR 0011, to the extent necessary for each of the two plans, subject to the applicant submitting a waiver letter with justification for each and listing the waivers on the plan.

1. [303 and 502] – Requirement for separate Preliminary Plan Submission.
2. [709] – Requirement for construction of sidewalks along adjacent road frontage along Harrisburg Pike, SR 0011, with required note on plan.
3. [719.c.(7)(b)1.] – Requirement to not remove any existing tree with diameter of thirty inches or greater, in order to allow removal of one existing tree with a diameter of thirty inches, as shown on plan.
4. [719.c.(15)(f)] – Requirement that any parking area with more than 2,000 square feet of gross area must provide a minimum of ten percent of the gross area of the parking lot to interior landscaping areas; with required interior parking area landscaping be provided at other locations on the site.
5. [708.e.(2)(d) and 708.e.(2)(e).] – Requirement that driveways shall not enter onto or exit from arterial streets and driveways serving corner lots shall be located on the lower street classification; in order to allow one access driveway from the proposed Sheetz Store onto Harrisburg Pike, SR 0011.

On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to approve the Final Minor Subdivision Plan for Sheetz Store at Embers Drive and SR 0011, subject to the following conditions #1-3 as written:

1. That the applicant satisfies all comments of the Township Engineer, Bud Grove of Skelly & Loy, Inc. in review memos dated February 19, 2016 and March 17, 2016, to include the suggested conditions for plan approval, 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 review report dated January 4, 2016 for plat number 16-006.
3. That the applicant adds to the plan ownership information and signature blocks for all owners and/or equitable owners of all the property shown on the plan, including both lot 2 and lot 3.

On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to approve submission of the DEP Sewage Facilities Planning Application Mailer for Public Sewer Planning Exemption for the Final Major Land Development Plan for Sheetz Store at Embers Drive and SR 0011, requesting sewage flows of 2,800 gallons per day.

On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to approve the Final Major Land Development Plan and Stormwater Management Plan for Sheetz Store at Embers Drive and SR 0011, subject to the following conditions #1-11 as written:

1. That the applicant satisfies all comments of the Township Engineer, Bud Grove of Skelly & Loy, Inc. in review memos dated February 19, 2016 and March 17, 2016, to include the suggested conditions for plan approval, in a manner acceptable to the Township Engineer, subject to his final review.
2. That a Stormwater Management Operation and Maintenance Plan for the development, in a form acceptable to the Township Engineer and subject to his final review; is in place prior to the plan being signed by the Township and released for recording. That a specific Stormwater Management Operation and Maintenance note be added to the plan in a form acceptable to the Township Engineer and Township Solicitor.
3. That the applicant enters into a Drainage System Construction and Maintenance Agreement with Middlesex Township regarding any proposed drainage improvements within the right-of-way of SR 0011 for which a PennDOT Highway Occupancy Permit is required, in a form acceptable to the Township Solicitor, prior to the plan being signed by the Township and released for recording.
4. That the Township receives official notice from PennDOT regarding their approval of the Highway Occupancy Permit application for applicable improvements required by this plan prior to the plan being signed by the Township and released for recording.
5. That the Township receives official notice from PennDOT regarding their approval of the Traffic Signal Permit application for applicable revisions to the Traffic Signal Permit required by this plan prior to the plan being signed by the Township and released for recording.
6. That the applicant enters into a Traffic Signal Construction and Maintenance Agreement with Middlesex Township regarding any proposed revisions to the existing Traffic Signal Permit at Embers Drive and SR 0011 for which PennDOT approval is required, in a form acceptable to the Township Solicitor, prior to the plan being signed by the Township and released for recording.
7. That the applicant creates shared driveway easements with the property owners of the shared private driveways shown on the plan, in a form acceptable to the Township Engineer and Township Solicitor, prior to the plan being signed by the Township and released for recording. That, when in a form acceptable to Middlesex Township, such shared driveway use easements be recorded at the Cumberland County Office of the Recorder of Deeds and a recorded copy provided to Middlesex Township.
8. That the applicant enters into shared use and maintenance agreements with the property owners of the shared private driveways shown on the plan, in a form acceptable to the Township Engineer and Township Solicitor, prior to the plan being signed by the Township and released for recording. That, when in a form acceptable to Middlesex Township, such shared driveway use and maintenance agreements be recorded at the Cumberland County Office of the Recorder of Deeds and a recorded copy provided to Middlesex Township.

9. That the applicant satisfies all comments of the Cumberland County Planning Department, in review report dated January 4, 2016 for plat number 16-006.
10. 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 plan being signed by the Township and released for recording.
11. 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 non-residential land development of \$1,000 per acre x 3.37 acres (net) = \$3,370, prior to the plan being signed by the Township and released for recording.

AMENDMENT TO MUNICIPAL SERVICE AGREEMENT BETWEEN MIDDLESEX TOWNSHIP AND ATLANTIC TRANSPORTATION SYSTEMS, INC., (ATS): On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to execute the amendment to the Municipal Service Agreement between Middlesex Township and Atlantic Transportation Systems, Inc.

ADDENDUM TO CONTRACT BETWEEN MIDDLESEX TOWNSHIP AND ADVANCED DISPOSAL SERVICES SHIPPENSBURG: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to execute the addendum to the contract between Middlesex Township and Advanced Disposal Services Shippensburg.

The Township Manager reported that the Tax Collector Mr. Frank Roberto had to file his Oath of Office with the County at a cost of \$22 and was seeking reimbursement. On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to reimburse the Township Tax Collector Mr. Frank Roberto in the amount of \$22 for filing fees.

EXECUTIVE SESSION: There being no further business, on the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to adjourn the meeting at 8:57 a.m. to Executive Session to discuss a personnel matter, with no action being taken by the Board as a result of the Executive Session.