

**MIDDLESEX TOWNSHIP
SUPERVISORS MEETING
October 5, 2022
7:00 p.m.**

OFFICIALS PRESENT: SUPERVISORS: Chairman Donald S. Geistwhite, Jr.
Vice-Chairman Steven Larson
William H. Goodhart
SOLICITOR: Keith O. Brenneman
PUBLIC SAFETY
DIRECTOR: Chief Steve D. Kingsborough
ZONING OFFICER: Mark D. Carpenter
ASST. CODES ENFORCEMENT/
MS4 COORDINATOR: Gerald Steigleman
ROADMASTER: Zachary L. Zook
MANAGER: Eileen M. Gault
ENGINEER: Bud Grove

OFFICIALS ABSENT: FIRE / EMC: Chief Edwin Beam

CALL TO ORDER AND PLEDGE TO THE FLAG: Chairman Donald S. Geistwhite, Jr. called the meeting to order at 7:02 p.m. in the Middlesex Township Municipal Building and lead the Pledge of Allegiance.

PUBLIC COMMENT: None.

MS4 / STORMWATER: Mr. Steigleman reported that the MS4 status report was submitted to DEP for their approval and covered the period of July 1, 2021 – June 30, 2022. Carrol Ehrhart, from Skelly & Loy did an excellent job with the report that contained 701 pages.

APPROVAL OF MINUTES: On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to approve the minutes of August 3, 2022.

On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to approve the minutes of September 7, 2022.

On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to approve the minutes of September 30, 2022.

AUTHORIZE PAYMENT OF BILLS: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to authorize the payments of the October 2022 bills.

REPORTS:

Solicitor – None.

Engineer – Mr. Grove reported that he met with Mr. Fred Tiday on site of Meadowbrook Farms Phase VIII, to inspect the paving project after the waring course was applied over the asphalt binder. Before the Township accepts the dedication of the streets in Phase 8, there are a list of eight things that need to be completed to complete the secure site improvements and dedicate the streets to the Township

as mentioned in Mr. Grove's memo dated 10/3/2022. All parties involved have been copied on the memo.

Director of Public Safety – Chief Kingsborough submitted and briefly discussed the monthly Police Report. Report entered into record.

Zoning – Mr. Carpenter submitted and briefly discussed the monthly Zoning Report. Report entered into record.

Codes Enforcement – Mr. Steigleman submitted and briefly discussed the monthly Codes Enforcement Report. Report entered into record.

Roadmaster – Mr. Zook submitted and briefly discussed the monthly Roadmaster Report. Report entered into record. Mr. Zook reported that Norfolk Southern Railroad did a repair at their crossing. The highway crew is still in the process of painting the intersections along Route 11 and Trindle Road.

The Grant for PennDOT Mr. Zook had mentioned at a previous meeting was submitted and notification was received regarding a traffic signal maintenance agreement and resolution to be adopted. There is an immediate need to approve a resolution for a traffic signal maintenance agreement in order for the Township to obtain the grant from PennDOT.

On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to add to the agenda a Resolution to authorize the Township Manager to sign the Traffic Signal Maintenance Agreement to submit to PennDOT.

On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to approve Resolution 2022 – 10, authorizing the Township Manager to sign a Traffic Signal Maintenance Agreement with PennDOT for submission with the grant.

Fire/EMC – Absent. Chief Beam submitted the monthly Fire Chief Report. Report entered into record.

Recreation/Recycling Coordinator – Mrs. Jumper submitted the monthly Recreation Director Report. Report entered into record. Mrs. Gault reported that the Fall Festival was a success. There was a lot of support and help from the Police Department and Highway Crew.

Municipal Authority – Chairman Geistwhite reported that everything is going well with the Municipal Authority. The Authority is considering drilling another well.

Manager – The Manager reported that there was one letter of interest received regarding the vacancy on the Planning Commission. The staff is still in the process of forming the Steering Committee for the Zoning Ordinance Re-write. Mrs. Gault then mentioned that the staff has been receiving calls and complaints regarding the pink lights at Tioga Farms. It was suggested that the Supervisors reconsider their position.

OLD BUSINESS:

Discussion and Possible Action to extend for 30 days the Appalachian Estates – Appian Drive remaining improvements to be completed: On the motion of Chairman Geistwhite, seconded by Vice-

Chairman Larson, it was unanimously agreed to extend for 30 days the Appalachian Estates – Appian Drive remaining improvements to be completed.

Discussion and Possible Action to hire Luke Hackman Full-Time for the Highway Department with a 6-month probationary period: On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to hire Luke Hackman, Full-time for the Highway Department with a 6-month probationary period starting at \$19.00 per hour.

Discussion and Possible Action to obtain RA Services for accounting and payroll software: The Township Manager reported that Mr. Brenneman has reviewed the license agreement for RA Services and has no issues with it. On the motion of Chairman Geistwhite, seconded by Vice – Chairman Larson, it was unanimously agreed to obtain RA Services for the accounting and payroll software.

Discussion and Possible Action on the Draft 2023 Budget: The Township Manager submitted 2 separate draft 2023 Budgets to the Supervisors, which included the 5-year projection plan and a budget meeting timeline. The two different drafts include a small tax increase, however, the MS4 fees have been removed. A special budget meeting is going to be advertised for October 14, 2022, which will give the Supervisors time to review it prior to the meeting.

NEW BUSINESS:

Discussion and Possible Action on PennDOT District 8 MOU with Middlesex Township for SR944 Truck Detour for SR34 Structure Replacement over Spring Run: Mr. Zook reported that PennDOT will be replacing the bridge just south of Carlisle Springs at the intersections of SR944 and SR34. Shaeffer and Waggoneer Roads will be used as detours. The MOU requires the Contractor to video the road condition prior to construction. On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to execute the MOU between PennDOT District 8 and Middlesex Township.

SUPERVISOR / STAFF COMMENTS: Mr. Zook mentioned that Chris Failor from the Municipal Authority did come out on his own time and help at the Fall Festival.

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 at 8:00 p.m. to Executive Session with no action to be taken as a result.