

MIDDLESEX TOWNSHIP WORKSHOP MEETING

November 19, 2004

OFFICIALS PRESENT:	SUPERVISORS:	Chuck Shughart, Chairman Vic Stabile, Vice Chairman Donald Geistwhite, Jr.
	SOLICITOR:	Keith Brenneman
	ENGINEER:	Bud Grove (Absent)
	POLICE:	Chief Barry Sherman
	ZONING OFFICER:	Mark Carpenter
	SECRETARY:	Mary Justh

Chairman Chuck Shughart called the meeting to order at 7:32 a.m. in the Middlesex Township Building.

PUBLIC COMMENT – None.

2005 ANIMAL PROTECTION SERVICE AGREEMENT – Solicitor Brenneman provided the Supervisors with the following information to be added to the 2005 Animal Protection Service Agreement: (Society and Municipality acknowledge and agree that Municipality shall be responsible for paying the above fees only with respect to: (1) animals delivered to Society by the Middlesex Township Police Department or any officer or employee of Middlesex Township; and (2) any other animals delivered to Society for which prior express authorization has been given for delivery and/or acceptance to Society by the following representatives of Middlesex Township: the Township Secretary or the Middlesex Township Police Chief.) Mr. Stabile made a motion to accept the 2005 Animal Protection Service Agreement as revised in the letter of November 8, 2004 from Solicitor Brenneman. Mr. Geistwhite seconded the motion and it passed unanimously.

2005 MEETING SCHEDULE – Mr. Geistwhite made a motion to accept the 2005 Meeting Schedule dated November 19, 2005. Mr. Stabile seconded the motion and it passed unanimously.

LETTER FROM CUMBERLAND COUNTY ASSESSMENT OFFICE – Mrs. Justh presented information to the Supervisors regarding the Cumberland County reassessment. Due to increase in the value of real estate, the overall millage will probably remain the same, but revenue received by the Township will increase.

PENNTERRA – Mr. Carpenter reported to the Supervisors that the Planning Commission would be meeting on Monday to recommend on Pennterra. He reported that Mr. Grove is concerned about the Pennterra project and the progress of the developer in satisfying the comments he has made on the plan. The Supervisors must vote on December 1, 2004 regarding the plan. Mrs. Justh informed the Supervisors that \$21,322.50 in engineering review fees are due

from the developer. Mr. Stabile will attend the Planning Commission Meeting on Monday to ascertain the direction of the project.

EXECUTIVE SESSION – Chief Sherman ask the Supervisors to adjourn for Executive Session at 8:10 a.m. The meeting resumed at 8:25 a.m.

FULL-TIME POLICE OFFICER – Chief Sherman asked the Supervisors to make Officer Gerald Steigleman full-time in order to reduce the number of part-time officers and training costs involved. Mr. Stabile made a motion to appoint Gerald Steigleman full-time effective January 1, 2005, pending his probationary period. Mr. Geistwhite seconded the motion and it passed unanimously.

PILOT – Mr. Carpenter will issue a permit to only allow Pilot to reverse the flow of the traffic to the truck fueling pumps at the facility on Route 11.

2005 BUDGET – The Supervisors went over the budget line by line. They settled on a 3.5 percent cost of living raise for township non-uniform employees, with the exception of highway department employees, who are to get a 4 percent increase. The Supervisors added a line item to the budget for merit increases subject to employee evaluations they plan to conduct during the first and second quarters of 2005. The police budget calls for \$360,067 in salaries - a reduction of \$23,000 from what was proposed due to the reduction in hours of part-time officers.

Mr. Stabile made a motion to establish Township holidays as follows: New Year's Day, President's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, the day after Thanksgiving, and Christmas Day. Mr. Geistwhite seconded the motion and it passed unanimously.

Chairman Shughart asked if a Township Employee Manual existed for non-uniform employees. Mrs. Justh replied that non-uniform employees follow the Employee Handbook in effect for the Township Police Department. The possibility of updating one for the non-uniform employees was suggested. Chairman Shughart asked for a motion to permit Township employees to continue to receive longevity pay. Mr. Stabile made the motion, which was seconded by Mr. Geistwhite and it passed unanimously.

Mr. Stabile made a motion to advertise the 2005 Budget. Mr. Geistwhite seconded the motion and it passed unanimously.

Mr. Geistwhite made a motion to advertise the 2005 Meeting Calendar. Mr. Stabile seconded the motion and it passed unanimously.

Chairman Shughart made a motion to adjourn the meeting at 10:30 a.m. Mr. Geistwhite seconded the motion and it passed unanimously.