

**MIDDLESEX TOWNSHIP  
WORKSHOP MEETING  
December 18, 2020**

|                           |                          |                                                                                                                |
|---------------------------|--------------------------|----------------------------------------------------------------------------------------------------------------|
| <b>OFFICIALS PRESENT:</b> | <b>SUPERVISORS:</b>      | Chairman Donald S. Geistwhite, Jr.<br>Vice-Chairman Steven Larson<br>William H. Goodhart<br>Keith O. Brenneman |
|                           | <b>SOLICITOR:</b>        |                                                                                                                |
|                           | <b>DIRECTOR</b>          |                                                                                                                |
|                           | <b>OF PUBLIC SAFETY:</b> | Chief Steve Kingsborough                                                                                       |
|                           | <b>ZONING/CODES</b>      |                                                                                                                |
|                           | <b>ENFORCEMENT:</b>      | Mark D. Carpenter                                                                                              |
|                           | <b>ASST. CODES/MS4</b>   |                                                                                                                |
|                           | <b>CO-ORDINATOR:</b>     | Gerald Steigleman                                                                                              |
|                           | <b>ROADMASTER:</b>       | Zachary L. Zook                                                                                                |
|                           | <b>MANAGER:</b>          | Eileen M. Gault                                                                                                |

**CALL TO ORDER AND PLEDGE TO THE FLAG:** Chairman Geistwhite called the meeting to order at 7:30 a.m. in the Middlesex Township Municipal Building.

**PUBLIC COMMENT:** Mr. Stan Tarka commented on the excellent job done by the Road Crew during the recent snowstorm. He also stated that he received a robo-call from Advanced Disposal stating the trash was delayed yet he did see a trash truck go by and wanted to be sure he did not miss the pickup. The Township Manager will confirm the delayed trash pick up and get back to Mr. Tarka.

**PRELIMINARY / FINAL SUBDIVISION AND MAJOR LAND DEVELOPMENT PLAN FOR HOLLOWBROOK FARM:** On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to approve waivers of the following sections of the Middlesex Township Stormwater Management Ordinance No. 6 – 2011 (SWMO) and the Middlesex Township Subdivision and Land Development Ordinance No. 8 – 90 (SLDO) for the Preliminary / Final Subdivision and Major Land Development Plan for Hollowbrook Farm.

1. [SLDO 301] – Submission of a separate Preliminary Plan.
2. [SLDO 503.A.4.] – Requirement to provide a wetlands delineation report for part of the property.
3. [SLDO 7073.A.1.] – Requirement for installation of sidewalks, with required note on plan.
4. [SLDO 708.A.] – Requirement for installation of curbing, with required note on plan.
5. [SLDO 719.C.6.c.] – Requirement for Landscape Street Trees on Road frontages planted nearer than five feet outside the proposed right-of-way line.
6. [SWMO 303.J.3.] – Requirement to maintain the inside slopes of the detention basin to a maximum of 4 feet horizontal to 1 foot vertical.

On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to approve entering into an agreement with the property owners to allow use of Small Flow Sewage Treatment Facility to serve a proposed single family detached dwelling on proposed lot 1 of this plan; and approve submission of the Pennsylvania Department of Environmental Protection Sewage Facilities Planning Module for a Small Flow Treatment Facility to serve proposed Lot 1; and adopt Resolution No. 2020 – 19, authorizing the Sewage Facilities Planning Module as a Revision to the Official Sewage Facilities Plan of Middlesex Township.

On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to approve the Preliminary / Final Subdivision and Major Land Development Plan for Hollowbrook Farm, subject to the following conditions:

1. That the applicant satisfies all comments of the Township Engineer, Bud Grove of Skelly & Loy, Inc. in written review dated 11-21-2020 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 4-9-2020 for plat number 20-051, subject to final review by the Township.
3. That the Pennsylvania Department of Environmental Protection approves the Sewage Facilities Planning Module proposing use of a Small Flow Sewage Treatment Facility to serve a single family detached dwelling on proposed Lot 1 of this plan.
4. That prior to issuance of a building permit for construction of a single-family dwelling on proposed Lot 1, the property owner submits a completed application and satisfy all requirements of the Middlesex Township Small Flow Sewage Treatment Ordinance No. 2 – 95, as amended.
5. 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.
6. That the applicant prepares 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.
7. That the applicant enters into a developer's agreement with Middlesex Township regarding required stormwater improvements and posts financial security for required stormwater 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.
8. 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 1 lot approved for construction of dwelling units = \$750, prior to the plans being signed by the Township and released for recording.

**REQUEST OF TERRY M. PECK FOR WAIVER OF ORDINANCE 8 – 2017 SUBDIVISION PLAN REQUIREMENTS TO ALLOW CONSOLIDATION OF EXISTING TRACTS ON MOUNTAIN ROAD BY RECORDED DEED AND SURVEY PLAN:** On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to approve the request of Jacquelyn M. Yeakle, Esquire, on Behalf of the applicant, Terry M. Peck to waive requirements of the Subdivision and Land Development Ordinance to allow consolidation of the existing lots on Mountain Road by deed into one, as shown on the Lot Consolidation Plan submitted with the request, subject to the following conditions:

1. That a note be added to the Lot Consolidation Plan indicating that the combined lots cannot be separately conveyed unless subdivision plan approval is obtained from Middlesex Township.

2. That the Lot Consolidation Plan is recorded along with the Deed of Consolidation at the Cumberland County Office of the Recorder of Deeds.

**ACCEPT BILL OF SALE FOR STREET LIGHT FROM KEYSTONE ARMS:** Township Solicitor Mr. Brenneman reported that this bill of sale to the Township is conveying one streetlight due to an error that was made years ago in which one light was mis-identified. This properly identifies the light. On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to accept the bill of sale for a streetlight from Keystone Arms.

**APPROVE TERMINATION OF DEVELOPER AGREEMENT WITH RESPECT TO LIGHTS IN KEYSTONE ARMS:** Township Solicitor Mr. Brenneman reported that in 2013 Keystone Arms conveyed all of the streetlights for their development to Middlesex Township including those on roadways that had not yet been dedicated because PPL started billing the Township for those. The Township now has all the streetlights. Beginning January 1, 2021, the Township will bill the lot owners for the prorated amount of the cost of streetlights. On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to approve termination of the Developer Agreement with respect to lights in Keystone Arms.

**MOTION TO ADOPT ORDINANCE 4 – 2020, AMENDING ORDINANCE 4 – 2013 TO INCLUDE ALL STREET LIGHT IN KEYSTONE ARMS IN MIDDLESEX TOWNSHIP IN STREET LIGHT DISTRICT 2:** On the motion of Chairman Geistwhite, seconded by Supervisor Geistwhite, it was unanimously agreed to adopt Ordinance 4 – 2020 amending Ordinance 4 – 2013 to include all streetlights in Keystone Arms in Middlesex Township in Street Light District 2.

**MOTION TO ADOPT THE 2021 BUDGET:** On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to adopt the 2021 Budget in the amount of \$4,280,031.00 in Revenues and \$4,280,031.00 in Expenses.

**MOTION TO ADOPT ORDINANCE 5 – 2020 ESTABLISHING REAL ESTATE, FIRE TAX, AND STREET LIGHT DISTRICT ASSESSMENT FOR 2021:** On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to adopt Ordinance 5 – 2020 establishing the Real Estate, Fire Tax and Street Light District Assessment for 2021.

**MOTION TO ADOPT RESOLUTION 2020 – 18 PROVIDING FOOT FRONTAGE ASSESSMENTS ON PROPERTY IN STREET LIGHT DISTRICTS 1 AND 2:** On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed adopt Resolution 2020 – 18 providing foot frontage assessments on property in Street Light Districts 1 and 2.

**EXECUTIVE SESSION:** On the motion of Chairman Geistwhite, seconded by Vice-Chairman Larson, it was unanimously agreed to adjourn to Executive Session at 7:58 a.m. to discuss a personnel matter. The Board reconvened from Executive Session at 8:24 a.m. Chairman Geistwhite stated that it has come to his understanding that there is a recommendation from the Chief to end Probationary Corporal McGeehan's probationary period on the basis that his performance in that position was not satisfactory and return him to his prior position of Patrol Officer. Do I have any motions? Vice-Chairman Larson moved that we affirm the Chief's recommendation to end Probationary Corporal McGeehan's probationary period on the basis that his performance in that position was not satisfactory and return him to his prior position of Patrol Officer effective December 31, 2020. Supervisor Goodhart seconded the motion. Chairman Geistwhite replied all those in favor say "aye." Chairman Geistwhite stated the motion is approved. The Chief is directed to inform Corporal McGeehan that his probationary

period has been ended on the basis that his performance in that position was not satisfactory and that he has been returned to his prior position of Patrol Officer effective December 31, 2020.

On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to remove from a one-year probationary status Patrol Officer Jason Kinsler, Patrol Officer Nicholas Boehme and Detective Joe Hallisey effective January 1, 2021.

On the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to promote Corporal Michael Reibsane to the status of Sergeant for a one-year probationary period effective January 1, 2021.

There being no further business, on the motion of Chairman Geistwhite, seconded by Supervisor Goodhart, it was unanimously agreed to adjourn the meeting at 8:29 a.m.