

**MIDDLESEX TOWNSHIP
SUPERVISOR MEETING
December 6, 2023
7:00 p.m.**

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

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

PUBLIC COMMENT: None.

DISCUSSION OF MS4 / STORMWATER: Mr. Steigleman reported that ABF and Loves Travel Stop have submitted an application to DEP for a renewal of their NPDES permit. Pilot and Flying J have completed the sink hole issue, the swales, the pond, the catch basins and the pond outfalls. There are catch basins underneath the parking lot that still have sediment and debris accumulation that need to be cleaned. Mr. Zook reported that the highway crew is still working on project 4 on Wolfs Bridge and will continue through the end of December.

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

On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to approve the minutes of November 17, 2023.

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

REPORTS:

Solicitor - No report.

Engineer – Absent. No report

Police - Chief Kingsborough submitted and briefly discussed the monthly Police Report. 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. Report entered into record.

Codes Enforcement – Mr. Steigleman submitted and briefly discussed the monthly Codes Enforcement Report. Mr. Steigleman spoke with the new owners of Regency Woods North Mobile Home Park and they have had several large water main breaks that they have repaired. There haven't been any complaints lately about the water issues they were having. Super 8 Motel put stakes in the driveway and roped it off, and put no trespassing and no parking signs up. Mr. Steigleman spoke to the Facility Coordinator at Schneider Trucking regarding the lighting situation at their facility. Mr. Steigleman provided him with the photos taken of the facility lighting and a copy of the Township Ordinance. A follow up will be made to ensure this issue is being addressed. Report entered into record.

Roadmaster – Mr. Zook submitted and briefly discussed the monthly Roadmaster Report. Mr. Zook reported that all the trucks are ready for any snow events. Mr. Zook met with HRG recently regarding bridge inspections. The bridges are sound from a safety standpoint, however, there are some maintenance items that need to be checked periodically and worked on as needed. Report entered into record.

Recreation/Recycling Coordinator – Mrs. Jumper submitted the monthly Recreation Director Report. Mrs. Gault stated on behalf of Mrs. Jumper, Thank you to the Supervisors for all their support with the events. Thank you to Roadmaster Zook and the Highway Crew for all their help with decorating, setting up and cleaning up for the Annual Tree Lighting and Santa Breakfast. Thank you to Chief Kingsborough and the Police Department for helping to deliver Santa safely to the Township. After 18 years as a "special guest" at the Tree Lighting and Santa Breakfast, Mr. Ross Paterson has decided this was his last year. He has done an amazing job interacting with the children and their families. His dedicated commitment to our events has helped to make our events run so smoothly and he has helped create memories with families that will last a lifetime. Thank you, Ross! Report entered into record.

Municipal Authority – Absent. No report.

Manager – The Manager reported that the CCTB tax comparison report for this month is showing that the Township is still doing well with the month-to-month comparison and with the calendar year to date despite the numbers being down slightly. The Supervisors had no questions regarding the report.

OLD BUSINESS:

Discussion and Possible Action on the 2024 Solid Waste and Recyclable Bid Opening: The Township Solicitor reported that there were four (4) responses received for the bid opening. They are as follows:

Republic Services: They have decided not to bid the Solid Waste Collection Contract.

Penn Waste/					
Waste Connections:					
year #1A	90-99 gal. cart	\$34.97	year #1B	36 gal. cart	\$29.97
year #2A	90-99 gal. cart	\$36.72	year #2B	36 gal. cart	\$31.47
year #3A	90-99 gal. cart	\$38.55	year #3B	36 gal. cart	\$33.04
year #4A	90-99 gal. cart	\$40.48	year #4B	36 gal. cart	\$34.69
year #5A	90-99 gal. cart	\$42.51	year #5B	36 gal. cart	\$36.43

Apple Valley:	year #1A	90-99 gal. cart	\$26.00	year #1B	36 gal. cart	\$26.00
	year #2A	90-99 gal. cart	\$26.25	year #2B	36 gal. cart	\$26.25
	year #3A	90-99 gal. cart	\$26.50	year #3B	36 gal. cart	\$26.50
	year #4A	90-99 gal. cart	\$26.75	year #4B	36 gal. cart	\$26.75
	year #5A	90-99 gal. cart	\$27.00	year #5B	36 gal. cart	\$27.00

Waste Management:	year #1A	90-99 gal. cart	\$34.98	year #1B	36 gal. cart	\$34.98
	year #2A	90-99 gal. cart	\$36.55	year #2B	36 gal. cart	\$36.55
	year #3A	90-99 gal. cart	\$38.19	year #3B	36 gal. cart	\$38.19
	year #4A	90-99 gal. cart	\$39.91	year #4B	36 gal. cart	\$39.91
	year #5A	90-99 gal. cart	\$41.71	year #5B	36 gal. cart	\$41.71

The apparent lowest bidder is Apple Valley. The Township Solicitor will review all submitted bids for possible action to be taken by the Supervisors at the January 3, 2024, meeting at 7 p.m.

Discussion and Possible Action on request for extension of review time for Revised Preliminary Subdivision Plan, Pine Hill Industrial Park: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was agreed to approve the request of the applicant's representative, Elizabeth C. Davison, PE of H. Edward Black and Associates, Ltd., and accept an extension of the time period for action on the Revised Preliminary Subdivision Plan, Pine Hill Industrial Park, until March 6, 2024.

Discussion and Possible Action on request for extension of review time for Final Subdivision Plan Pine Hill Industrial Park Phase 2: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was agreed to approve the request of the applicant's representative, Elizabeth C. Davison, PE of H. Edward Black and Associates, Ltd., and accept an extension of the time period for action on the Final Subdivision Plan, Pine Hill Industrial Park Phase 2, until March 6, 2024.

Discussion and Possible Action on request for extension of review time for Preliminary Final Major Land Development Plan, Pine Hill Industrial Park Lot 4: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was agreed to approve the request of the applicant's representative, Elizabeth C. Davison, PE of H. Edward Black and Associates, Ltd., and grant an extension of the maximum time period for action on the Preliminary Final Major Land Development Plan, Pine Hill Industrial Park Lot 4, until March 6, 2024.

Discussion and Possible Action on request for extension of review time for Final Minor Lot Addition Subdivision Plan, Jones Property: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was agreed to approve the request of the applicant, Charter Homes Development Company, by their representative Charles M. Courtney of McNees Wallace & Nurick LLC, and accept an extension of the time period for action on the Final Minor Lot Addition Subdivision Plan, Jones Property, until February 8, 2024.

Discussion and Possible Action on request for extension of review time for Preliminary/Final Subdivision and Land Development Plan for Pases 1, 2, & 3, with conceptual Master Plan for Phases 1, 2, 3 & 4 Grange Development: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was agreed to approve the request of the applicant, Charter Homes Development Company, by their representative Charles M. Courtney of McNees Wallace & Nurick LLC, and accept an extension of the time period for action on the Preliminary/Final Subdivision and Land Development Plan for Phases

1, 2, & 3, with Conceptual Master Plan for Phases 1, 2, 3 & 4, Grange Development, until February 8, 2024.

Discussion and Possible Action on the proposed Final 2024 Budget: The Township Manager reported that this is the Final Draft Budget until the Supervisors take action to approve it. Since the last review there was a slight change to the budget in which the employee benefits, with the exception of the Police Department are now compiled under the same funds. As approved, the Recreation Account and Non-Uniform Account will be closed and operate from the General Fund. After some discussion of the budget, on the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was agreed to authorize the advertisement of the 2024 Final Draft Budget for public review with possible enactment on December 29, 2023.

NEW BUSINESS:

Discussion and Possible Action to authorize advertisement of the 2024 Real Estate Tax Rate, Fire Protection Tax Rate and Foot Frontage Assessment for lighting in Street Light District 1 & District 2: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was agreed to authorize the Solicitor to advertise the 2024 Real Estate Tax Rate, Fire Protection Tax Rate and Foot Frontage Assessment for lighting in Street Light District 1 & District 2.

Discussion and Possible Action to execute the 2024 Municipal Domestic Animal Protective Services Agreement: On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was agreed to execute the 2024 Municipal Domestic Animal Protective Services Agreement between Middlesex Township and the Humane Society of Harrisburg Area.

TOWNSHIP STAFF / SUPERVISOR COMMENTS: Chief Beam asked if there was an update on the timeline for the pre-emptive devices. Mr. Zook reported the Township has the devices and that we are waiting on the contractor for installation. Chief Beam asked if Flying J Drive and Clinton Drive could be installed first. Chief Kingsborough asked about the transmitters for the police vehicles. Mr. Zook reported that he is still waiting on prices for the transmitters. Chief Kingsborough reported that the license plate readers are fully operational and are being utilized.

EXECUTIVE SESSION: The meeting was adjourned to Executive Session at 7:50 p.m. for a personnel matter. The meeting reconvened at 8:20 p.m. On the motion of Vice-Chairman Larson, seconded by Supervisor Goodhart, it was unanimously agreed to approve the promotion of Michael Reibsane from Sergeant to Lieutenant, of the Middlesex Township Police Department effective January 1, 2024, at the salary of \$92,000, subject to a one-year probationary period.

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 8:24 p.m.