

TOWNSHIP OF MIDDLESEX

CUMBERLAND COUNTY, PENNSYLVANIA

RESOLUTION NO. 2023 - 14

A RESOLUTION OF THE BOARD OF TOWNSHIP SUPERVISORS OF
MIDDLESEX TOWNSHIP, CUMBERLAND COUNTY, PENNSYLVANIA,
ESTABLISHING A SUBMISSION DEADLINE FOR REQUESTS FOR THE
ACCEPTANCE OF PUBLIC ROADWAYS.

WHEREAS, the deadline for submitting documentation to PennDOT for Middlesex Township to receive liquid fuels program funds for roads dedicated and accepted as public roadways in Middlesex Township is September 1 of each year in order for Middlesex Township to receive liquid fuels program funds in the Spring of the following year; and

WHEREAS, due to the considerable time that must be expended by Township staff, including Township professional staff, to review, draft and/or approve documentation for the Board of Supervisors to properly take action to accept dedication of roadways, the Board of Supervisors desires to establish a reasonable deadline for Middlesex Township to receive and approve all documents necessary for the Board of Supervisors to be in the position to accept dedication of roadways at a public meeting in time for the Township to qualify for liquid fuels program funds.

NOW THEREFORE, it is hereby RESOLVED by the Board of Township Supervisors of Middlesex Township, as follows:

1. For Middlesex Township to accept dedication of roadways as public roadways of Middlesex Township, the following documentation must be received by Middlesex Township, reviewed by staff and professional staff, as the case may be, and found acceptable by such staff:

A. A written request by the developer or property owner to release improvement security due to completion of the required improvements as noted in the recorded land development plan and/or described in the executed developer's agreement with the Township, as well as a letter requesting that specific roadways be accepted for dedication by Middlesex Township;

B. As-built drawing of the roadways requested to dedicated that is submitted and approved by the Township Engineer;

C. A proposed Deed of Dedication the form of which will be reviewed and approved by the Township Solicitor. The final original deed of dedication must include either full plan sheets depicting the roadway(s) being dedicated or high resolution PDF files depicting the such roadway(s), or meet any other requirements as established by the

Office of the Recorder of Deeds for recording. Accordingly, an owner or developer having such a Deed prepared must confirm with the Recorder of Deeds that the plan attachment(s) depicting the roadway(s) are acceptable for recording with the Deed;

D. A current owner title search of the land comprising the roadway or roadways requested to be accepted by the Township that will be reviewed and must be approved by the Township Solicitor;

E. The release of all liens and unacceptable encumbrances that appear in the current owner title search, or assurances provided in writing acceptable to and approved by the Township Solicitor that such liens and encumbrances shall be removed;

F. Delivery to Middlesex Township of maintenance security ensuring the functioning and structural integrity of the roadway improvements being dedicated, effective for a period of 18 months from acceptance of dedication, in an amount acceptable to the Township Engineer and in a form acceptable to the Township Solicitor; and

G. Upon the approval of the Deed of Dedication noted in item C., above, delivery to Middlesex Township or the Township Solicitor of the approved original Deed of Dedication properly executed, notarize and containing a completed and signed Department of Revenue Form REV-183 Realty Transfer Tax Statement of Value.

2. The above documents must be delivered as noted above and be approved by staff no later than seven (7) days prior to the first regular public meeting of the Board of Supervisors in the month of August, which meeting takes place the first Wednesday of August each year. Otherwise, acceptance of dedication shall be deferred by the Board of Supervisors until a meeting during the next calendar year.

3. Provided that all documents are delivered as noted in Paragraph 2 and are found acceptable, the request that the roadways be accepted by Middlesex Township shall appear on the agenda for consideration and possible approval by the Board of Supervisors at the regular August public meeting held on Wednesday.

4. Nothing in this Resolution shall be construed not to allow the acceptance of the dedication of any roadway offered for dedication at any meeting of the Board of Supervisors that occurs prior to the regular August public meeting held on Wednesday, provided the proper documents as noted above have been delivered, reviewed, and accepted by Township staff before such meeting.

RESOLVED this 29th day of September, 2023.

ATTEST:

Eileen M. Gault
Township Secretary

(Township Seal)

TOWNSHIP OF MIDDLESEX

By: [Signature]
Chairman, Board of Township
Supervisors