

North Middleton Township Board of Supervisors January 4, 2016

The meeting of the North Middleton Township Board of Supervisors was held at the Township Municipal Building, 2051 Spring Road, Carlisle PA on January 4, 2016. Chairman James Hare called the meeting to order at 6:09 p.m. Board members present were Vice Chairman Harry Kelso, Supervisor Robert Reisinger, Supervisor Pat McDowell, Supervisor David Smith, Manager Deborah Ealer, Police Chief Doug Reitz and Recording Secretary Lori Coleman. Solicitor Mark Allshouse was not in attendance.

Visitors: see attachment.

Public Comment / Hearing of Visitors

No comments were offered.

Consent Agenda

- a. Meeting Minutes: 12/03/15 Action Meeting**
- b. Payment of the bills: 12/14/15; 12/28/15**
- c. Tax Collector Reports: 26-30, October and November monthly reports**
Supervisor Kelso moved to approve the consent agenda, and Supervisor Smith seconded the motion. The motion carried.

Business of Township Officials

Township Manager

- a. December Report**
Ms. Ealer presented her report to the board. Supervisor Reisinger questioned the two BRAC meetings. Ms. Ealer noted the first meeting was the regular monthly meeting in which an RFP for a lobbying company from Washington D.C. was discussed. The second meeting was a special meeting with the AHEC historian to introduce the members and discuss the committee goals.
- b. Financial Report**
Ms. Ealer presented the financial report to the board. She is in the process of working on the year end budget and analysis. She anticipates having it completed next week.
- c. Skelly and Loy Reference Letter**
Ms. Ealer reviewed a reference letter request from Skelly and Loy, Inc. for the professional support for the development, expansion and administration of North Middleton's GIS and MS4 program. Supervisor Reisinger asked if they completed any work for the township. Ms. Ealer noted the township has not personally used their services but have participated in work for the MS4 program and the LeTort stormwater study. Supervisor Reisinger felt the township could not offer a reference letter since they completed no work for the township. The board agreed.
- d. Executive Session**
Ms. Ealer requested an executive session following the meeting to discuss a personnel matter and potential litigation issue.

Police Chief

- a. December Report**
Police Chief Reitz distributed his monthly report to the board earlier in the day.

Solicitor's Report: Mark Allshouse

a. December Report

Supervisor Hare presented Solicitor Allshouse's report to the board.

Engineer's Report

No items were presented.

New Business

a. Fleet Safety Policy

Ms. Ealer noted the township's insurance company suggested the board consider implementing a Fleet Safety Program. Ms. Ealer presented a draft for the board's review. A copy was forwarded to Solicitor Allshouse, Police Chief Reitz and Public Works Director Zach Zook. Supervisor Reisinger inquired if a rate reduction was offered with the implementation. Ms. Ealer was unsure, but would complete a follow-up. Supervisor McDowell requested a copy of another municipality's policy so a comparison could be completed. Supervisor McDowell inquired if the township had a safety officer. Ms. Ealer said the township has a safety committee. Normally, they look to the safety committee chairman (Ruben Lao) to be the safety officer. Supervisor Kelso commented the policy would require a lot of work. Supervisor McDowell suggested Solicitor Allshouse research any current litigation involving a Fleet Safety Policy. The board decided to table the issue to the next meeting.

b. North Middleton Authority November Minutes and December Manager's Report

Supervisor Hare presented the reports.

Old Business

a. Fire Apparatus Bid Award

Supervisor Hare reviewed the information from the 1995 Fire Company Engine bid. He noted the winning bid submitted was in the amount of \$36,100. Solicitor Allshouse reviewed the bid and approved the sale from a legal standpoint. Supervisor Kelso moved to accept the bid of \$36,100 to sell the 1995 Fire Company Engine, and Supervisor Reisinger seconded the motion. Supervisor Reisinger verified with Ms. Ealer that the funds go to the township fire fund. The motion carried.

Executive Session

Supervisor Hare noted the board would hold an executive session following the meeting to discuss two personnel matters, one legal matter and one potential litigation issue.

The meeting was adjourned at 6:23 p.m.

Respectfully submitted,

Deborah Ealer
Township Secretary

Lori Coleman

Recording Secretary