

**North Middleton Township Board of Supervisors
May 31, 2018**

The workshop meeting of the North Middleton Township Board of Supervisors was held at the Township Municipal Building, 2051 Spring Road, Carlisle PA on May 31, 2018. Chairman Harry Kelso called the meeting to order at 6:00 p.m. Board members present were Vice Chairman Robert Reisinger, Supervisor James Hare, Supervisor David Smith, Supervisor Denise Gembusia, Solicitor Mark Allshouse, Manager Deborah Ealer, Police Chief Gary Carver and Recording Secretary Lori Coleman.

Visitors: see attachment.

Public Comment / Hearing of Visitors

No public comment was offered.

New Business

a. Manager

1. Pipeline Grant

Ms. Ealer discussed a \$12.6 million grant available as result of the DEP penalties from the Sunoco pipeline violations. Any municipality in which the pipeline went through or water drains into is eligible for the grant. The grants are available to minimize pollution and protect watersheds. Ms. Ealer noted the Conodoguinet Creek was listed in the grant as a TMDL priority which categorizes the tributary for a higher precedence, and no match was needed for the grant. Ms. Ealer reached out to HRG and Brehm-Lebo Engineering for a quote to put a grant application together. HRG quoted \$6000 and Brehm-Lebo estimated \$4500. Ms. Ealer felt the grant application could be geared toward the land the township owns which is in the MS4 PRP that includes the township municipal building. Ms. Ealer noted it would be about 60,000 lbs. per year reduction. She was seeking consideration from the board, and pointed out the grant application is due on June 20th. Greg Lebo of Brehm-Lebo Engineering said his firm had completed the campus area which includes the site plan, basins, ponds, etc. Mr. Lebo noted his firm would have to get some of the information from HRG. In addition, he pointed out the funding is available and only 85 municipalities were affected by the pipeline. He felt the township had a good chance of receiving funding since it was part of the MS4 program. The only issue was the short timeline. Supervisor Kelso verified the grant would reduce money taxpayers would have to contribute. Ms. Ealer theoretically felt it would reduce the amount taxpayers would be required to contribute for MS4. Mr. Lebo and Ms. Ealer agreed the grant requirements were very detailed. Supervisor Hare verified Ms. Ealer was seeking approval from the board to apply for the grant. Thus, Supervisor Reisinger moved to authorize Brehm-Lebo Engineering to complete the Mariner East 2 grant at cost not to exceed \$4500. Supervisor Smith seconded the motion, and the motion carried.

Subdivision and Land Development

No plans were reviewed.

North Middleton Authority**a. May Manager's Report**

Supervisor Kelso presented the report from Lee Koch.

b. April 2018 minutes

Supervisor Kelso presented the NMA April minutes.

New Business (cont.)**a. Manager****2. David Hoover Recreation Board resignation**

Ms. Ealer presented the official resignation of David Hoover from the Recreation Board. Supervisor Reisinger recommended sending a letter of thanks for his service. Supervisor Reisinger moved to accept the resignation of David Hoover from the Recreation Board. Supervisor Gembusia seconded the motion, and the motion carried. Supervisor Reisinger inquired about the length of the term for the new person. Ms. Ealer would email the information to the board members. Supervisor Hare asked about the typical term of a Recreation Board member. Ms. Ealer said it was 4 years.

3. Building Codes Fees

Building Codes Officer Sean Braddock approached Ms. Ealer about increasing the inspection fees. Ms. Ealer reviewed the suggested fee rates with the board. The fee rates could be updated via resolution. Ms. Ealer added Mr. Braddock has the certification to complete the commercial and residential electrical inspections. The board supported the increase in building permit fees. Ms. Ealer would prepare the resolution for next week.

4. Cumberland County Rails to Trails Letter of Support Request

Ms. Ealer presented a letter from the Cumberland County Rails to Trails requesting a letter of support to endorse their grant applications for funding projects. Supervisor Hare moved to send a letter of support to the Cumberland County Rails to Trails to endorse their grant applications for funding projects. Supervisor Smith seconded the motion, and the motion carried.

b. Police Chief

Police Chief Gary Carver would present his report next week to the board. He noted the Police Department would complete qualifying at the State Game Lands #230 & Shooting Range on June 7th and 8th from 8am-5pm. He invited the board members to observe. Supervisor Gembusia inquired if the board members could participate. Chief Carver would check with the program organizer.

c. Board**1. CAPCOG meeting**

At the recent CAPCOG meeting, Supervisor Hare reported Cumberland County Commissioner Jim Hertzler said the commissioners passed a resolution in support of widening I-81 to three lanes through Cumberland County. Hence, the CAPCOG members passed a resolution (following the format used by the Cumberland County Commissioners) in support of widening I-81 to three lanes through Cumberland County. Supervisor Hare recommended the board pass a resolution in support of widening I-81 to three lanes through Cumberland County following the same format. Supervisor Hare referenced the recent article in The Sentinel discussing the issue.

Supervisor Hare moved to prepare a resolution in support of widening I-81 to three lanes through Cumberland County following the format used by the Cumberland County Commissioners, and Supervisor Reisinger seconded the motion. The motion carried. The board discussed details from the recent Sentinel article.

2. Safe Firearms Training

Supervisor Gembusia recently met a person that completes firearms safety classes for residents. She wondered if the township would be interested in hosting a seminar or if the police department would want to sponsor. Supervisor Smith felt it was better to go through the police department. Supervisor Gembusia would provide the contact information to Chief Carver.

Old Business

a. Draft RFP for MS4 Services

Supervisor Reisinger discussed the RFP with the board. He felt the township should utilize an engineering firm for the initial services which include the data collection and evaluation. He discussed the other scope of services listed in the RFP. Supervisor Reisinger recommended getting RFP's from 5 firms (HRG, GHD, T&M, Century Engineering, and Skelly & Loy) since they all have experience in completing items for the MS4 process. Then, the board could review all the information submitted and select two firms to do a presentation before the board. Supervisor Hare moved to send the RFP for NMT MS4 implementation services to the following 5 firms: HRG, GHD, T&M, Century Engineering, and Skelly & Loy. Supervisor Smith seconded the motion. Supervisor Kelso asked if the RFP's should be listed on Pennbid. Supervisor Reisinger noted the township could receive 20+ proposals from across state which would have to be reviewed. Supervisor Gembusia felt the RFP's should be sent to the recommended 5 firms and also placed on the township website. She asked for a due date. Supervisor Reisinger recommended June 29th. Thus, Supervisor Hare amended his motion to send the RFP for NMT MS4 implementation services to the following 5 firms: HRG, GHD, T&M, Century Engineering, and Skelly & Loy with a due date of June 29th. Supervisor Smith seconded the motion, and the motion carried.

b. Fire Department

Supervisor Smith inquired if Middlesex Township sent funding to the fire department. Ms. Ealer would complete a follow-up with Shawn Brickner. Supervisor Smith wanted to verify the fire department was receiving the proper funding from Middlesex Township. Supervisor Reisinger asked if Supervisor Gembusia and Supervisor Smith had a meeting with the fire department. Supervisor Gembusia was working on coordinating a meeting. Supervisor Reisinger was seeking clear details of where their funding was being allocated and if they were planning for the future. Supervisor Allshouse referenced a local township which requires a quarterly financial report and a fire and EMS report before disbursing funds. Ms. Ealer stated the township receives a quarterly call report and only gets a financial report during budget time. Supervisor Gembusia referenced her meeting with Shawn Brickner in which he reviewed various operational details of the fire department. The meeting was very informational.

c. Spring Road and Cavalry Road

Ms. Ealer sent a letter to Mike Keiser of PennDOT about the Spring Road Project traffic signal project. She did receive a phone call from a coworker of Mr. Keiser verbally

confirming they want to work with the township. Ms. Ealer reiterated the township was seeking a letter in writing. Ms. Ealer noted Mr. Keiser was on her weekly call list. Supervisor Reisinger suggested a follow-up email in addition to the phone call.

Executive Session

The board entered into an executive session at 6:50p.m. to discuss a potential litigation issue, legal matter, and personnel item. The board returned at 6:54 p.m.

Bob Reisinger motioned proceed with signing an agreement with the Mountainview Estate HOA to complete Phase I due to the developers being in bankruptcy using the agreement from South Middleton Township as a template but keeping the funds at the bank, Dave Smith seconded, with 5 years, motion passed.

The Board entered into a second executive session for a personnel matter at 7:01. No vote was taken.

Adjournment

The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Deborah Ealer
Township Secretary

Lori Coleman
Recording Secretary