

**MINUTES  
REORGANIZATION MEETING  
SOUTH MIDDLETON TOWNSHIP BOARD OF SUPERVISORS  
520 PARK DRIVE  
BOILING SPRINGS, PA. 17007**

**JANUARY 3, 2023**

**PRESENT:** BRYAN GEMBUSIA, SHELLY CAPOZZI, RICK REIGHARD, RON HAMILTON, DUFF MANWEILER – SUPERVISORS, Cory Adams – Manager, Jarrett Sweeney – Assistant Manager, Ali Wood – Recording Secretary, Bryan Salzmann – Solicitor, Tim Berndt, Harry Berger, and Tim Yingst

Chairman Gembusia called the meeting to order at 6:00 PM.

**PLEDGE OF ALLEGIANCE:**

Chairman Gembusia led the pledge of allegiance.

**MOMENT OF SILENCE:**

A moment of silence was observed.

**OPENING ANNOUNCEMENTS:**

Chairman Gembusia announced that the meeting is recorded and to turn off cell phones. He also added that this was the reorganization meeting which is ran a little differently than a regular meeting.

**TEMPORARY CHAIRMAN:**

Duff made a motion to nominate Ali Wood as Temporary Chairman. Shelly seconded, and the vote in favor was 5-0. Ali asked for a nomination for Chairman for 2023.

**CHAIRMAN, BOARD OF SUPERVISORS:**

Bryan G. made a motion to nominate Rick Reighard as Chairman for 2023. Ron seconded, and the vote in favor was 5-0.

**VICE CHAIRMAN:**

Ron made a motion to nominate Shelly Capozzi as Vice Chairwoman for 2023. Bryan G. seconded, and the vote in favor was 5-0.

The following appointments were made:

**MANAGER – CORY ADAMS**

**SECRETARY – JARRETT SWEENEY**

**ASSISTANT SECRETARY – ALI WOOD**

**TREASURER – JARRETT SWEENEY with \$2 million bond**

**ASSISTANT TREASURER – CORY ADAMS with \$2 million bond**

**DIRECTOR OF PLANNING/ZONING OFFICER – TIM DUERR**

**SOLICITOR AND SOLICITOR RATE – SALZMANN HUGHES - \$150.00/hr**

**ROADMASTER – RUSS YINGER**

**OPEN RECORDS OFFICER – ALI WOOD**

**ASST. OPEN RECORDS OFFICER – LACI GRAHAM**  
**ENGINEER - BRIAN O'NEILL & CONSULTANTS AS NEEDED**  
**BUILDING CODE OFFICIAL (BCO) – WILLIAM COULSON**  
**ALTERNATE BCO - TIM DUERR**  
**VACANCY BOARD CHAIRMAN – TONY GONZALEZ**  
**PRIMARY S.E.O.-VINCE ELBEL**  
**ALTERNATE S.E.O. - JIM MAUN – 1<sup>ST</sup> ALT, BRIAN O'NEILL – 2<sup>ND</sup> ALT**  
**EARNED INCOME TAX & LST TAX COLLECTOR – CUMBERLAND CTY TAX BUREAU**  
**DEPOSITORY FOR TOWNSHIP FUNDS – ORRSTOWN BANK, CETERA, F&M TRUST, MEMBERS FIRST CREDIT UNION**  
**PLANNING COMMISSION MEMBER – TIM BERNDT - term to expire 12/31/27**  
**PLANNING COMMISSION SOLICITOR/RATE - SALZMANN HUGHES - \$150.00/hr**  
**ZONING HEARING BOARD MEMBER – ALLISON EARNST - Term to expire 12/31/27**  
Resolution #2023-01  
**ZONING HEARING BOARD SOLICITOR – MICHAEL SCHERER - \$130.00/hr**  
**UNIFORM CONSTRUCTION CODE APPEALS BOARD SOLICITOR – CHRIS RICE - \$130.00/HR**  
**EMERGENCY MGT. COORDINATOR & EMS ADMINISTRATOR – RON HAMILTON**  
with a \$6,000 year stipend and use of Township vehicle & gas.  
**DEPUTY EMERGENCY MGT COORDINATOR – JAKE METZGER**  
**EMERGENCY SERVICES CO-ADMINISTRATORS – RON HAMILTON, BILL COULSON & JAKE METZGER**  
**EMERGENCY SERVICES COMMITTEE – RON HAMILTON, TIM YINGST, BRIAN HAMILTON, BILL COULSON & JAKE METZGER**  
**AGRICULTURAL SECURITY AREA CHAIRMAN – BOARD MEMBER AS ASSIGNED**  
**PARKS & RECREATION BOARD MEMBER – JESSICA WILSON – term expires 12/31/27**  
**PARKS & RECREATION SMT BOS REPRESENTATIVE – DUFF MANWEILER**  
- term to expire 12/31/23  
**S.M.T.M.A BOARD APPOINTMENT – BRYAN GEMBUSIA - term to expire 12/31/27**  
**AUDITOR – SMITH ELLIOTT KEARNS (Resolution #2023-02)**  
**VOTING DELEGATE TO PSATS STATE ANNUAL CONVENTION – CORY ADAMS**  
**DELEGATE TO CapCOG – CORY ADAMS**  
**ALTERNATE DELEGATE TO CapCOG – JARRETT SWEENEY**  
**DELEGATE TO THE PA MUNICIPAL LEAGUE – CORY ADAMS**

Shelly made a motion to appoint the above listed appointments. Duff seconded, and the vote in favor was 5-0.

Duff made a motion to approve Resolution #2023-01 (ZHB appointment – Allison Earnst). Shelly seconded, and the vote in favor was 5-0.

Bryan G. made a motion to approve Resolution #2023-02 (Auditor appointment – Smith Elliott Kearns). Ron seconded, and the vote in favor was 5-0.

**PUBLIC INPUT:**

There was no public input.

**ADJOURNMENT:**

Ron made a motion to adjourn the Reorganization meeting, and call to order the Business meeting. Bryan G. seconded, and the vote in favor was 5-0.

**Business Items – Regular Meeting**

**MINUTES: 12/15/22**

Shelly made a motion to approve the minutes. Duff seconded, and the vote in favor was 5-0.

**ORDINANCE #2023-01 – NO PARKING ZONE – TOUCHSTONE DRIVE – PUBLIC HEARING**

The hearing was opened. Cory explained that the ordinance establishes a no parking zone on the southeast side of Touchstone Drive from Eastgate Drive along tax parcel ID #40-09-0529-192U4 for approximately 165 feet in the southwestly direction; and establishes penalties for violations thereof. There was no public comment. The hearing was closed.

Duff made a motion to approve Ordinance #2023-01. Shelly seconded, and the vote in favor was 5-0.

**SOLICITOR REPORT:**

No report was given.

**ENGINEER REPORT:**

No report was given.

**COMMUNITY DEVELOPMENT/ZONING REPORT:**

No report was given.

**MANAGER'S REPORT:**

Cory explained that we have received the proposed 2023 contract for animal welfare services with the Human Society of Harrisburg Area. He added that it has already been accounted for in the budget.

Bryan G. made a motion to approve the Humane Society Contract. Ron seconded, and the vote in favor was 5-0.

Cory explained that staff has been in discussion concerning our winding down of performing inspections at The Porches development. Resolution #2023-03 amends the intermunicipal agreement (IMA) between South Middleton Township and Monroe Township, executing the first amendment to the intermunicipal agreement for building inspections at the Porches development. The amendment will set a cut-off date of no new building applications retroactive back to December 15, 2022. Any building inspections currently on-going will be seen through to fruition, but we will not be taking on any new inspections. Bryan S. added that the developer has been involved and both them and Monroe Township seem to be in favor.

Ron made a motion to approve Resolution #2023-03, subject to final solicitor and manager review. Bryan G. seconded, and the vote in favor was 5-0.

Cory added that the Township requires additional professional consultation to address obstructions to the airspace at the Airport. A proposed professional services agreement with Michael Baker, the Township's aviation consultant, has been drafted.

Shelly made a motion to approve the work order authorization agreement with Michael Baker for Airport obstruction mitigation/removal. Duff seconded, and the vote in favor was 5-0.

Cory also mentioned that after speaking with Rick, staff will need to circle back to the Board about document signatures. Any document that specifies Bryan G. as chairman will either need to be made generic or switched to Rick.

**BILLS FOR PAYMENT:**

Duff made a motion to pay the bills. Shelly seconded, and the vote in favor was 5-0.

**2023 LIAISON APPOINTMENTS:**

- SMSD – Shelly
- Emergency Services – Ron
- Carlisle Regional Representatives – Cory and Board members as assigned
- Planning Commission – Rick
- Finance/Personnel – Bryan G. & Duff
- Road Dept. – Ron & Rick
- Recreation – Duff
- Act 32 Delegate – Bryan G.

Bryan G. made a motion to approve the liaison appointments, as listed. Ron seconded, and the vote in favor was 5-0.

**PUBLIC INPUT:**

Tim Berndt, Palms Court, showed his appreciation toward the Board's action on the no parking ordinance. He also asked what the time frame was for the "no parking" signs to be posted. Cory responded that he would assume by the end of next week.

**SUPERVISORS DISCUSSION:**

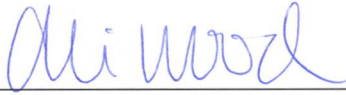
The Board wished everyone a Happy New Year!

**ADJOURNMENT:**

Bryan G. made a motion to adjourn to executive session at 6:13 pm. Shelly seconded, and the vote in favor was 5-0.


Regular session reconvened at 6:26 pm. Shelly made a motion to adjourn the meeting at 6:27 pm. Bryan G. seconded, and the vote in favor was 5-0.

WITNESS:

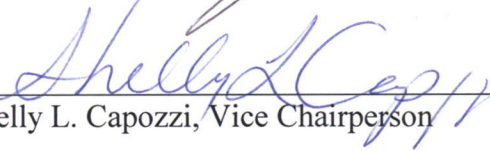


Ali M. Wood, Recording Secretary

**SOUTH MIDDLETON TOWNSHIP  
BOARD OF SUPERVISORS:**



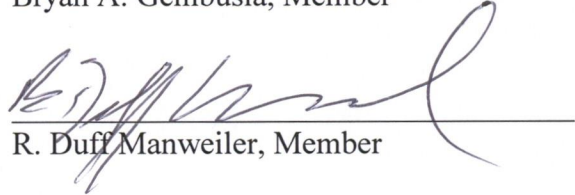
Walter G. Reighard, Chairman



Shelly L. Capozzi, Vice Chairperson

ABSENT

Bryan A. Gembusia, Member



R. Duff Manweiler, Member

ABSENT

Ronald P. Hamilton, Member