

**MIDDLE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS**  
**JANUARY 3, 2011 - MEETING AGENDA**

*Cell Phones should be turned off when entering the meeting room*

**Pledge of Allegiance**

**Organization -**

1. Chairman
2. Vice Chairman
3. Public Works Director
4. Operations Director
5. Administrative Director
6. Treasurer
7. Assistant Treasurer
8. Township Secretary and Administrative Coordinator
9. Open Records Officer and Archives & History Coordinator
10. Human Resources Coordinator & Finance and Budget Secretary
11. Township Solicitor
12. Planning Commission Solicitor
13. Special Legal Counsel
14. Zoning Hearing Board Solicitor
15. Township Engineer
16. Director of Operations at Country Club of the Poconos
17. Sewer Director
18. Sewage Enforcement Officer
19. Alternate Sewage Enforcement Officer
20. Zoning, Code Enforcement Officer and BCO
21. Building Inspector(s)
22. Tax Collector Committee Delegate
23. Tax Collector Committee Delegate Alternate(s)
24. Board of Appeals for Building Codes
25. Chairman of Vacancy Board
26. Planning Commission
27. Zoning Hearing Board
28. Emergency Management Director
29. Parks & Recreation Director
30. Regional Park Commission
31. Economic Development Committee
32. Representative to COG
33. Voting Delegate at PSATS Convention
34. 2011 Regular Meetings
35. Scheduled Work Sessions
36. Set Treasurer's Bond

37. Assistant Treasurer's Bond
38. Employee Bond
39. Depository of the General Fund and Payroll Account
40. Depository of the Sewer Fund
41. Depository of the Golf Course Fund
42. Depository for the State Fund
43. Bills that impact normal operation, are subject to discounts or penalties are payable when due with approval confirmation at the following meeting. (examples, Payroll, taxes, electric, telephone, postage).
44. Set mileage rate at IRS guideline for use of personal vehicle on township business

### **OTHER BUSINESS**

1. Approval of the December 30, 2010 minutes
2. Approval of Payables
3. Solicitors Report
  - a. Resolution 01-2011-01 – Middle Smithfield Township Plan Application and Retainer Fee Calculation Form
  - b. Resolution 01-2011-02 - Middle Smithfield township 2011 Fee Schedule
  - c. Resolution 01-2011-03 – Middle Smithfield Township Residential Building Code Fee Schedule
  - d. Resolution 01-2011-04 – Middle Smithfield Township Other Than Residential Building Code Fee Schedule
4. New Business
  - a. Jim Dellavalle – River's Edge Park Skills Area, Pump Track Proposal
5. Public Comment
6. Executive Session (if necessary)
7. Adjournment