

MIDDLE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

JANUARY 5, 2026 10:00 A.M. - MEETING AGENDA

Please register and receive the zoom link here: <https://tinyurl.com/MSTBOSZoom>. You must register for the meeting in advance. After registration, you will receive confirmation by email with the link to the Zoom meeting.

Pledge of Allegiance

Approval of Agenda, and any Amendments

Organization

1. Chairperson
2. Vice Chairperson
3. Administrative/Operations Director
4. Assistant Administrative/Operations Director
5. Planning & Zoning Director
6. Treasurer
7. Assistant Treasurer
8. Township Secretary
9. Asst. Township Secretary
10. Budget & Finance Manager
11. Human Resources Director
12. Open Records Officer
13. Alternate Open Records Officer
14. Safety Committee Chairperson
15. Safety Committee
16. Recycling Coordinator
17. Tax Collector Committee Delegate
18. Tax Collector Committee Delegate Alternate(s)
19. Township Solicitor
20. Alternate Township Solicitor
21. Planning Commission Solicitor
22. Alternate Planning Commission Solicitor
23. Zoning Hearing Board Solicitor
24. Alternate Zoning Hearing Board Solicitor
25. UCC Board of Appeals Solicitor
26. Township Engineer
27. Alternate & Special Projects Township Engineer
28. Sewer Department Engineer
29. MS-4 Engineer
30. Sewage Enforcement Officer
31. Alternate Sewage Enforcement Officer
32. Zoning Officer
33. Alternate Zoning Officer

34. Building Inspector (s) & BCO
35. Code Enforcement Officer
36. After Hours Code enforcement Officer
37. Assistant Code Enforcement Officer
38. Flood Plain Administrator
39. Appeals Board for Building Codes
40. Chairman of Vacancy Board
41. Compost Processing Board
42. Economic Development Committee
43. Economic Development Committee Chairman
44. Emergency Management Coordinator
45. Emergency Management Deputies
46. Historical Commission
47. Historical Commission Chairman
48. Monroe County Association of Township Supervisors
49. Parks & Recreation Board Member(s)
50. Parks & Recreation Chairman
51. Parks & Recreation Director
52. Planning Commission
53. Planning Commission Alternate
54. Representative to COG
55. Revitalize Route 209 Committee
56. Revitalization Chairperson
57. Voting Delegate at PSATS Convention
58. Zoning Hearing Board
59. Set Treasurer's Bond
60. Assistant Treasurer's Bond
61. Set Budget & Finance Manager's Bond
62. Blanket Employee Dishonesty Bond
63. Depository of the General Fund Savings Account
64. Depository of the General Fund and Payroll Account
65. Depository of the Sewer Fund
66. Depository for the State Fund
67. Depository for the Fire Tax and EMS Tax Fund
68. Bills that impact normal operation, are subject to discounts or penalties are payable when due with approval confirmation at the following meeting.
69. Board of Supervisors 2026 regular meetings
70. Board of Supervisors 2026 work sessions
71. Set mileage rate at IRS guideline for use of personal vehicle on township business
72. Wages, Benefits and Personnel Package
73. Employee Safety Manual

Other Business

1. Approval of the Minutes
 - a. December 30, 2025
2. **Public Comment on Non Agenda Items**
3. **Coorespondence**
4. **Report of Executive Sessions**
5. **Treasurer's Report**
 - a. Payables
6. **Solicitors Report**
7. **Engineers Report**
8. **Old Business**
9. **New Business**
 - a. Authorize the Secretary to Advertise the 2026 Township Public Meetings
 - b. Resolution 01-2026-1: Middle Smithfield Township Residential Building Code Fee Schedule
 - c. Resolution 01-2026-2; Middle Smithfield Township Other Than Residential Building Code Fee Schedule
 - d. Resolution 01-2026-3; Middle Smithfield Township Plan Application and Retainer Fee Calculation Form
 - e. Resolution 01-2026-4; Middle Smithfield Township Fee Schedule for Calendar Year 2026
 - f. Resolution 01-2026-5; Sewerage Receipt & Fee Schedule for Sewage Enforcmeent Services
 - g. Discussion of Re-Opening the 2026 Budget
10. **Public Comment**
11. **Adjournment**