

MIDDLE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS
JANUARY 7, 2013 7:00 P.M.- 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. Administrative Director
5. Assistant Administrative Director
6. Operations Director
7. Assistant Operations Director
8. Treasurer
9. Assistant Treasurer
10. Township Secretary and Administrative Coordinator
11. Budget & Finance Coordinator
12. Building Inspector(s) and BCO
13. Human Resources Coordinator
14. Insurance and Risk Management Director
15. Open Records Officer
16. Public Works Coordinator, Parks Liason & Banquest Hall Coordinator
17. Recycling Coordinator
18. Sewer Department Coorinator
19. Tax Collector Committee Delegate
20. Tax Collector Committee Delegate Alternate(s)
21. Township Solicitor
22. Alternate Township Solicitor
23. Special Legal Counsel
24. Planning Commission Solicitor
25. Alternate Planning Commission Solicitor
26. Zoning Hearing Board Solicitor
27. Alternate Zoning Hearing Board Solicitor
28. Township Engineer
29. Alternate Township Engineer
30. Sewage Enforcement Officer
31. Alternate Sewage Enforcement Officer
32. Zoning, Code Enforcement Officer
33. Alternate Zoning Officer
34. Board of Appeals for Building Codes
35. Chairman of Vacancy Board
36. Economic Development Committee

37. Emergency Management Director
38. Emergency Management Deputies
39. Golf Course Executive Advisory Board
40. Parks & Recreation Board Members
41. Parks & Recreation Director
42. Regional Park Commission
43. Planning Commission
44. Representative to COG
45. Voting Delegate at PSATS Convention
46. Zoning Hearing Board
47. Set Treasurer's Bond
48. 2012 Regular Meetings
49. Assistant Treasurer's Bond
50. Depository of the General Fund and Payroll Account
51. Depository of the Sewer Fund
52. Depository of the Golf Course Fund
53. Depository for the State Fund
54. 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).
55. Board of Supervisors 2013 meetings
56. Board of Supervisors 2013 work sessions
57. Set mileage rate at IRS guideline for use of personal vehicle on township business
58. Salary, Benefits and Personnel Package

OTHER BUSINESS

- 1. 2013 Presentation**
- 2. Approval Minutes**
 - a. December 27, 2012
- 3. Report of Executive Sessions**
- 4. Golf Cart Lease**
 - a. Award Bid
- 5. Treasurer's Report**
 - a. Approval of Payables
 - b. Wayne Bank Commitment Letter – F-450 Ford Truck with Plow
- 6. Solicitors Report**

- a. Resolution 01-2013-01 – Middle Smithfield Township Plan Application and Retainer Fee Calculation Form
- b. Resolution 01-2013-02 - Middle Smithfield Township Other Than Residential Building Code
- c. Resolution 01-2013-03 – Middle Smithfield Township Residential Building Code Fee Schedule
- d. Resolution 01-2013-04 – Middle Smithfield Township Fee Schedule
- e. Resolution 01-2013-05 – Middle Smithfield Township CCP Municipal Golf Course Price List
- f. Resolution 01-2013-06 – Resolution Adopting a Township Volunteer Appointee Attendance Policy
- g. Resolution 01-2013-07 – Establishing the Compensation for the Township Real Estate Tax Collector Commencing the 2014 Tax Year
- h. Internship Agreement

7. Engineers Report

- a. White Heron Lake Minor Subdivision Plan

8. New Business

9. Old Business

10. Executive Session (if necessary)

11. Public Comment (non–agenda items)

12. Adjournment