

MIDDLE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS
JANUARY 4, 2021 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. Golf Operations
11. Township Secretary
12. Asst. Township Secretary
13. Budget & Finance Manager
14. Building Inspector(s) and BCO
15. Human Resources Director
16. Safety Committee Chairman
17. Open Records Officer
18. Alternate Open Records Officer
19. Recycling Coordinator
20. Tax Collector Committee Delegate
21. Tax Collector Committee Delegate Alternate(s)
22. Township Solicitor
23. Alternate Township Solicitor
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 & Special Projects Township Engineer
30. Sewer Department Engineer
31. MS-4 Engineer
32. Sewage Enforcement Officer
33. Alternate Sewage Enforcement Officer
34. Zoning Officer
35. Code Enforcement Officer

36. Assistant Code Enforcement Officer
37. Zoning Officer (Alternate)
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 Director
45. Emergency Management Deputies
46. Golf Course Executive Advisory Board
47. Golf Course Executive Advisory Board Chairman
48. Historical Commission
49. Historical Commission Chairman
50. Parks & Recreation Board Member(s)
51. Parks & Recreation Chairman
52. Parks & Recreation Director
53. Planning Commission
54. Planning Commission Alternate
55. Representative to COG
56. Safety Committee
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 of the Golf Course Fund
67. Depository for the State Fund
68. 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).
69. Board of Supervisors 2020 regular meetings
70. Board of Supervisors 2020 work sessions
71. Set mileage rate at IRS guideline for use of personal vehicle on township business
72. Salary, Benefits and Personnel Package
73. Employee Safety Manual

Other Business

1. Approval Minutes

- a. December 3rd, 17th and 28th, 2020

2. Report of Executive Sessions

3. Treasurer's Report

- a. Payables

4. Solicitors Report

5. Engineers Report

- a. Bushkill Creek Village Minor Subdivision

6. Old Business

7. New Business

- a. Authorize & Advertise the 2021 Township Meetings
- b. Authorize the Secretary to Advertise Spring and Fall Cleanup

8. Public Comment

9. Adjournment

Board of Supervisors 2021 meetings. Meetings will be held at 7:00 p.m. unless otherwise indicated

- January 28th (proposed)