

**Middlesex Township Board of Supervisors  
Minutes of the Re-organization Meeting for 2021  
January 4, 2021**

**Board of Supervisors:**

**Mike Spreng  
Don Marshall  
Robert Brash**

**Staff Present:**

**Adam T. Hartwig, Township Manager**

**Call to Order**

The Re-organization Meeting of the Middlesex Township Board of Supervisors was called to order at 3:18 p.m. by Chairman Mike Spreng.

**Pledge of Allegiance / Moment of Silence**

Chairman Mike Spreng led the Pledge of Allegiance, followed by a Moment of Silence.

Roll Call showed all present..

**Board of Supervisors – Election of Officers**

**Selection of Chairman** – On a motion of Marshall; seconded by Brash. The Board of Supervisors approved the selection of Mike Spreng as Chairman of the Board of Supervisors. Motion carried unanimously.

**Selection of Vice-Chairman** – On a motion of Spreng; seconded by Brash. The Board of Supervisors approved the selection of Don Marshall as Vice-Chairman of the Board of Supervisors. Motion carried unanimously.

**Announcements**

There were no announcements.

**Public Comment – Items on the Agenda**

There were no public comments at this time.

**Organizational Business**

1. Motion to hire Township Manager/Zoning Officer.

**On a motion by Marshall; seconded by Brash to hire Adam Hartwig as Township Manager/Zoning Officer. Motion carried unanimously.**

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2. Motion to adopt *Resolution # 1 of 2021*, appointing certain persons and/or firms or entities to various Township positions and making certain professional appointments for the Township of Middlesex for calendar year **2021**.

**On a motion by Marshall; seconded by Brash** to adopt *Resolution # 1 of 2021*. Motion carried unanimously.

3. Motion to establish the **Regular** Meetings of the Board of Supervisors as the third Wednesday of every month beginning at 6:30 PM at the Middlesex Township Municipal Building.

**On a motion by Marshall; seconded by Brash** to establish the Board of Supervisors **Regular** meeting schedule for **2021**, as the third Wednesday of every month beginning at 6:30 PM at the Middlesex Township Municipal Building. Motion carried unanimously.

4. Motion to establish **Work Session** Meetings of the Board of Supervisors for the first Wednesday of every month, excluding January, beginning at 3:00 PM at the Middlesex Township Municipal Building.

**On a motion by Marshall; seconded by Brash** to establish the Board of Supervisors **Work Session** meeting schedule for **2021**. Motion carried unanimously.

5. Motion to establish the Treasurer's Bond for 2021, in the amount of \$500,000.00.

**On a motion by Marshall; seconded by Brash** to establish the Treasurer's Bond for 2021, in the amount of \$500,000. Motion carried unanimously.

6. Motion to authorize the Treasurer to pay all bills of a **re-occurring** nature when received.

**On a motion of Marshall; seconded by Brash** to authorize the Treasurer to pay all bills of a **re-occurring** nature when received. Motion carried unanimously.

7. Motion to authorize the Treasurer to transfer monies within Township funds as required for the orderly financial operation of the Township.

**On a motion of Marshall; seconded by Brash** to transfer monies within Township funds as required for the orderly financial operation of the Township. Motion carried unanimously.

8. Motion to set the travel mileage rate for officials and employees' use of personal vehicles for Township business at the rate set by the IRS.

**On a motion of Marshall; seconded by Brash** to set travel mileage rate for officials and employees use of personal vehicles for Township business at the rate set by the IRS. Motion carried unanimously.

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**Planning Commission**

1. Motion to re-appoint **Eric Schmidt**, 112 Pine Ridge Road to the Planning Commission for a **four-year term** to expire **December 31, 2024**.

**On a motion of Marshall; seconded by Brash** to re-appoint **Eric Schmidt**, 112 Pine Ridge Road to the Planning Commission for a **four-year term** to expire **December 31, 2024**. Motion carried unanimously.

2. Motion to re-appoint **David Fowler**, 385 Steiner Bridge Road, to the Planning Commission for a **four-year term** to expire **December 31, 2024**.

**On a motion of Marshall; seconded by Brash** to re-appoint **David Fowler**, 385 Steiner Bridge Road, to the Planning Commission for a **four-year term** to expire **December 31, 2024**. Motion carried unanimously.

**Zoning Hearing Board**

1. Motion to re-appoint **Bill Krenach**, 3001 Krenach Lane, to the Zoning Hearing Board for a **three-year term** to expire **December 31, 2023**.

**On a motion of Marshall; seconded by Brash** to re-appoint **Bill Krenach**, 3001 Krenach Lane, to the Zoning Hearing Board for a **three-year term** to expire **December 31, 2023**. Motion carried unanimously.

2. Motion to re-appoint **Howard Morse**, 560 Deer Creek Lane, as the Alternate to the Zoning Hearing Board for a **three-year term** to expire **December 31, 2023**.

**On a motion of Marshall; seconded by Brash** to re-appoint **Howard Morse**, 560 Deer Creek Lane, as the Alternate to the Zoning Hearing Board for a **three-year term** to expire **December 31, 2023**. Motion carried unanimously.

**VI Appointments/Reappointments to Boards and Commissions**

**1. Roadmaster:**

Motion to appoint **Supervisor Spreng** to the position of **Roadmaster** for the **2021**, calendar year; and to be at a rate not to exceed **\$12.00** per hour a rate which is subject to review and approval by the Elected Township Auditors.

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**On a motion of Marshall; seconded by Brash** to appoint **Supervisor Spreng** to the position of **Roadmaster** for the **2021**, calendar year; and to be at a rate not to exceed **\$12.00** per hour a rate which is subject to review and approval by the Elected Township Auditors. Motion carried unanimously.

**VII Administration.**

1. Motion to adopt *Resolution # 2 of 2021*, declaring the **Police Pension Plan contribution rate for 2021**. Contribution rate set at **5%** of gross pay.

**On a motion of Marshall; seconded by Brash** to adopt *Resolution # 2 of 2021*, declaring the **Police Pension Plan contribution rate for 2021**. Contribution rate set at **5%** of gross pay. Motion carried unanimously.

2. Motion to adopt *Resolution # 3 of 2021*, declaring the **Non-Uniform Pension Plan Contribution rate for 2021**. Contribution rate set at **4%** of gross pay.

**On a motion of Marshall; seconded by Brash** to adopt *Resolution # 3 of 2021*, declaring the **Non-Uniform Pension Plan contribution rate for 2021**. Contribution rate set at **4%** of gross pay. Motion carried unanimously.

3. Motion to adopt *Resolution # 4 of 2021*, appointing **Maher Duessel**, Certified Public Accountants to replace the elected auditors to audit the accounts of the Township for Fiscal Year 2019.

**On a motion of Marshall; seconded by Brash** to adopt *Resolution # 4 of 2021*, appointing **Maher Duessel**, Certified Public Accountants to replace the elected auditors to audit the accounts of the Township for Fiscal Year 2020. Motion carried unanimously.

4. Motion to approve the hourly wage of **Rosemarie Murray** of **\$ 16.00/hour** effective **January 1, 2021**.

**On a motion of Marshall; seconded by Brash** to approve the hourly wage of **Rosemarie Murray** of **\$ 16.00/hour** effective **January 1, 2021**. Motion carried unanimously.

5. Motion to approve the salary of \$75,000 for **Adam T. Hartwig** effective **January 1, 2021**.

**On a motion of Marshall; seconded by Brash** to increase the annual salary of \$75,000.00 for **Adam T. Hartwig** effective **January 1, 2021**. Motion carried unanimously.

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6. Motion to approve the purchase of a marked 2021 Police Ford Explorer from Laurel Auto Group off COSTARS Contract #013-056.

**On a motion of Marshall; seconded by Brash** to approve the purchase of a marked 2021 Police Ford Explorer SUV from Laurel Auto Group off COSTARS Contract #013-056. The motion carried unanimously.

7. Motion to approve the purchase of a 2021 PPV Chevrolet Tahoe for use as an Administration, Code Enforcement, and Emergency Management vehicle from Memorial Highway Chevrolet off COSTARS Contract #026-093.

**On a motion of Marshall; seconded by Brash** to approve the purchase of a 2021 PPV Chevrolet Tahoe for use as a Administration, Code Enforcement, and Emergency Management vehicle from Memorial Highway Chevrolet Off COSTARS Contract #026-093. The motion carried unanimously.

8. Motion to approve **Resolution 7 of 2021** setting the compensation for the position of Elected Tax Collector for the new term starting 2022.

**On a motion of Marshall; seconded by Brash** to approve **Resolution 7 of 2021** setting the compensation of the Elected Tax Collector for the new term starting 2022. The motion carried unanimously.

**ANNOUNCEMENT: The Board of Supervisors will also conduct a Regular Meeting on  
Wednesday, January 20<sup>th</sup> at 6:30 pm**

**Motion to Adjourn**

**Motion by Marshall, seconded by Brash** to adjourn the Re-organization Meeting. Motion was unanimously approved.

The Re-organization Meeting adjourned at 4:50 p.m.

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Adam T. Hartwig  
Township Manager

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