

# MINUTES MIDDLESEX TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING

WEDNESDAY, JANUARY 21, 2026 - 6:30 PM

**Call to Order @ 6:30 PM**

**Pledge of Allegiance**

**Moment of Silence**

**Roll Call**

**Mike Spreng  
Don Marshall  
Rob Brash**

**Staff Present**

**Jeffrey Winkle, Township Manager  
Heather Tautkus, Treasurer  
Brandi Barkey, Admin. Assistant  
Justin Bouch, Chief of Police**

**Public Comment**

None

## **1. Reports**

The following reports are submitted for the Board's review.

Township Reports:

- a. Treasurer's Report December 2026
- b. Treasurer's Year End Report - 2025
- c. Tax Collectors Report December 2026
- d. EIT – Berkheimer Report for December 2026
- e. Berkheimer Year End Report - 2025
- f. Police Calls for Service Report December 2026
- g. Officer Activity Report December 2026
- h. Police Year End Report - 2025
- i. Monthly Building Permit Issuance December 2026
- j. Year End Building Permit Issuance Report - 2025

**Motion to accept the above reports as submitted, made first by Don Marshall, second by Rob Brash. Motion passed unanimously.**

## **2. Minutes**

- a. The minutes from December 17, 2025 regular meeting submitted for review.  
**Motion made first by Don Marshall, second by Rob Brash to approve the Board of Supervisors minutes of the December 17, 2025 meeting. Motion passed unanimously.**
- b. The minutes from the January 5, 2026 re-organization meeting submitted for review.  
**Motion to approve the Board of Supervisors minutes of the January 5, 2026 meeting made first by Don Marshall, second by Rob Brash. Motion passed unanimously.**

**Middlesex Township Board of Supervisors  
Regular Meeting Agenda  
January 21, 2026 – page 2**

---

**3. Warrant List**

- a. **Motion to approve Warrant List #1-21-2026 made first by Don Marshall, second by Rob Brash. Motion passed unanimously.**

**4. Correspondence**

- a. Letter dated December 17, 2025 from the County of Butler Bureau of Elections thanking Middlesex Township for serving as a polling location and reminder of the election dates for 2026: Primary – May 19, 2026 and General – November 3, 2026

**5. Administration**

- a. Informational – Invitation to the America250PA's Butler County Kick-Off Event on January 25, 2026 and the Butler County Courthouse.
- b. **Motion to approve Middlesex Township Ordinance No. 141 establishing the Middlesex Township Supervisors' compensation as per the Pennsylvania Second Class Township Code, Act 69 as amended made first by Don Marshall, second by Rob Brash. Motion passed unanimously.**
- c. **Motion to approve proposal from HRG Engineering dated January 14, 2026 in the amount of \$3,000 for GIS mapping updates made first by Don Marshall, second by Rob Brash. Motion passed unanimously.**
- d. Informational – Township Pension Committee met with First Commonwealth Advisors January 7, 2026.
- e. Informational – Review of proposal for new door lock installations on Municipal building.
- f. **Informational** – Sienna Village B1 and B2 Community Center.  
Discussion tabled until next BOS meeting 2/4/2026.

**6. Community Development**

**7. Public Safety**

**Police**

Police Chief - Justin Bouch

**MTVFC**

December Report

**EMS – Quality Ambulance**

December Report

**Public Works**

December Report

**8. Zoning Hearing Board**

**9. Parks and Recreation**

**10. Township Engineer**

Monthly engineering report dated January 15, 2026.

**Middlesex Township Board of Supervisors  
Regular Meeting Agenda  
January 21, 2026 – page 3**

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**11. Township Solicitor**

**12. Public Comment – Non-Agenda Items (General Comments)**

**Upcoming Meeting Schedule**

- a. February 4, 2026 – Board Work Session meeting at 3:00 pm
- b. February 18, 2026 – BOS Regular Meeting 6:30 pm

**Adjourn**

**Motion to adjourn @ 7:19 PM made first by Don Marshall, second by Rob Brash. Motion passed unanimously.**

  
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Township Manager

**Date**

2/4/26

