

**Richmond Township
Re-organization Meeting
January 3, 2022**

CALL TO ORDER: Salute to flag and moment of silence

1. Appoint Temporary Chairman and Secretary
2. Elect New Chairman, Secretary and Assistant Secretary
3. Elect Vice-Chairman
4. Set Compensation of Secretary-Treasurer Salary and Assistant Clerk
5. Appoint Wage Tax Collector
6. Set Hourly Rate of Township Full-Time Equipment Operators-Laborers
7. Set holidays paid, vacation pay, jury duty pay, PTO pay, bereavement pay, health insurance benefits, etc. for full-time employees
8. Set Hourly Rate of On-Demand Laborer's
9. Set Hourly Rate of On-Demand Equipment Operators
10. Set Hourly Rate of Part-time Plow Operators
11. Set Hourly Rate of Maintenance Employee
12. Appoint Co-Road Superintendents
13. Set Hourly Rate for Full-Time Road Superintendent
14. Appoint Road Masters and general laborers
15. Recommend auditors to set pay rate for full- and part-time working supervisors
16. Set Treasurers Bond Limit (increase as needed)
17. Appoint Legal Council
18. Appoint Elector to serve as Chairman of Vacancy Board
19. Fill Planning Commission Vacancies and set meeting dates
20. Appoint Sewage Enforcement Officer, Assistant Sewage Enforcement Officer, UCC Building Code Inspector, and one supervisor as a code enforcement officer

21. Fill Vacancies in Recreation Board and set meeting/event dates
22. Select Township Depositories
23. Establish Meeting Dates, Location & Times for supervisor/auditor meetings
24. Certify Voting Delegate to State Convention and who can attend
25. Set Road Mileage
26. Set Emergency Management Service Coordinator
27. Set Tax Collector Deputy and Alternate Tax Collector Deputy
28. Set Flood Plain Administrator
29. Set Right-To-Know Officer

Minutes of December 27, 2022 meeting
Correspondence
Bills & Receipts

Reports:

Planning Commission
Recreation Board
Road Master's Report
Tax Collection Committee
Website

Old Business:

Planned supervisor vacations
Any other old business

New Business:

Bids for brine
Bids for diesel
Bids for fuel oil
Any other new business

Citizen's comments & concerns

Adjourn