

SUPERVISOR DUTIES

Township Supervisor Duties and Responsibilities

- Ensure all Township Ordinances are enforced
- Supervise all public improvements
- Chair all Township Board meetings
- Must maintain records of Supervisor's office
- Prepare and administer the annual Township budget
- Monitor the financial condition of the Township
- Be responsible to the Township Board for the efficient administration of all departments of Township government
- Serve as Township Personnel Director
- Appoints some commission members
- One of the voting members of the Township Board
- May call special meetings
- May appoint a deputy