

**Donegal Township Agenda**  
**Organizational/ Regular Meeting**  
January 3, 2022

**Organizational Meeting Agenda**

1. Call the Organizational Meeting to order by acting Chairman Ryan Ritzert.
2. Open for public comment.
3. Appoint **Chairman** of the Board of Supervisors.
4. Appoint **Vice-Chairman** of the Board of Supervisors.
5. Motion to appoint Leslie Stewart to the **Vacancy Board**.
6. Appoint **Road Master**.
7. Appoint Karen Cain to fulfill **2 year Auditor Position**.
8. Motion to have **payroll** every two weeks.
9. Motion to have the **monthly meetings** on the first Tuesday of every month at 7:00 P.M. at the election house.
10. Motion to set the **mileage reimbursement** rate to comply with the IRS rate.
11. Motion to appoint Leslie Stewart as **Secretary/Treasurer** with a \$100.00 monthly raise.
12. Motion to continue Rob Kepple as full time employee with pay increase of \$1.00 per hour effective 1-3-2022. Along with 2 weeks' vacation, 5 personal days and 8 holidays as follow:
  - a. New Years, Good Friday, Memorial Day, July 4<sup>th</sup>, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Day.
13. Motion to continue Michael Haid as part time employee with pay increase of \$1.00 per hour.
14. Motion to **pay part time employees on record as of 1-3-2022 at their current rates**.
15. Motion to appoint Jeff Richardson as the **township's Building Permit and Municipal Code Officer**.
16. Motion to appoint Jeff Richardson as the **township's Stormwater Administrator**.
17. Motion to appoint Jeff Richardson as **township's Floodplain Administrator**.

18. Motion to appoint Leslie Stewart as Township delegate to the **Countywide Act 32 Earned Income Tax Committee**.
19. Motion to appoint Dwayne Weber as backup delegate to the Countywide Act 32 Earned Income Tax Committee.
20. Motion to appoint David Ice as **primary SEO** with Doug Duncan as backup.
21. Motion to appoint Gallagher Law Group as Township **Solicitor**.
22. Motion to appoint Ron Olsen as township's **Engineer**.
23. Motion to appoint Lee McGinnis as our **Emergency Management Coordinator**.
24. Motion to designate Northwest Savings Bank as our **Depository**.
25. Motion to approve **signing of subdivisions** between meetings that have had preliminary approval at a prior monthly meeting and that the corrections requested have been made.
26. Motion to approve the **allowances of checks** to be signed between meetings as necessary and payees designated.
27. Motion to allow employees **\$50.00** for up to 3 hours, and **\$75.00** for more than 3 hours and up to 8 hours for attendance of meetings or informational workshops the board agrees to pay.
28. Motion to approve **Treasurer's Bond** for \$400,000, per year.
29. Motion to adopt Resolution 2022-1-236 appointing Caruso & Spencer PC CPA to perform the **2021 audit**.
30. Motion to appoint Jennifer George (State Dog Warden for Butler County) and Janice Lawniczak (Butler County Humane Police Officer) as **Animal Control Contacts**.
31. Motion to close organizational meeting and open the regular monthly meeting.

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32. Call regular monthly meeting to order.
33. Open for public comments.
34. Motion to accept the minutes of the December 27, 2021 meeting.
35. Review Knoll Subdivision.
36. Motion to approve resolution 2022-2-237 adopting the Butler County's Hazard Mitigation Plan.
37. Motion to accept Dwayne Weber resignation
38. Motion to appoint Michael Haid Vice Chairman Supervisor.
39. Motion to appoint Michael Haid as backup delegate to the Countywide Act 32 Earned Income Tax Committee.
40. Motion to pay bills.
41. Adjourn the meeting.