

October 5, 2023

The monthly meeting of the Richmond Township Supervisors was held at the Township Building at 30348 State Highway 408. The meeting was called to order with a salute to the flag and a moment of silence at 6:00 P.M. In attendance were Supervisors Sharpe and James, Rhonda Phillips, Rick Makohus, John Lawrence, Scott Wheelock, Kathleen Wheelock, Sandy James, and Bob Potts.

Minutes of the September 7, 2023 meeting: Copies were distributed to those in attendance. Morton asked if there were any additions and/or corrections.

**Motion made by James, seconded by Sharpe, to accept the minutes as they stand. Motion carried; two ayes.

Correspondence:

Letter from PennDOT – winter services meeting on Nov. 9th in Meadville

Bills and Receipts: See Treasurer's report.

**Motion made by James, seconded by Sharpe, to approve all bills and receipts. Motion carried; two ayes.

Reports:

Planning Commission – No report.

Rec Board – No report.

Road Master's Report – The month of September we have been edging and ditching roads to help take care of water problems. We also have been putting gravel down which is starting to show that it is helping the roads. As for grading, we have more material to work with. As well, ditching with the gradall takes a lot less road materials away from the roads. Watch out for us as we get ready for the winter months. Thanks.

Tax Collection Committee – No report.

Website Report – 208 visitors for the month of September.

Old Business -

Update on improvements of the Rec Center buildings – The rec building is going to have the roof replaced, the chimney will be torn off, the outer shed will be taken off, and the man door will be replaced. The back building will have the roof painted and sealed, new tin around the outer perimeter, and a sliding door put on it.

Money advance for Rec Center building repairs –

**Motion made by Sharpe, seconded by James, to give \$5000 to Stutzman Indian Run as an advance towards the materials needed to purchase for the projects. Motion carried; two ayes.

General election day on November 7th – Chairs are needed to be taken down for workers.

Newsletter info needed – Information is needed to get the newsletter out hopefully by next week.

1st Preliminary budget meeting recap – We spent more money than last year, mostly on materials for the road and the purchase of the 2004 Chevy Duramax. But we are still in good shape for next year.

New Business:

Halloween hours for Richmond Township – The supervisors set the hours for October 26th to be from 6 pm – 7 pm.

Trunk or Treat – The hours will be 5:30 pm – 7:30 pm for Trunk or Treat on October 26th. The road crew will put up lights for the event.

2nd Preliminary 2024 budget meeting – Thursday, October 26th at 4 pm.

Virtual Payroll QuickBooks training – cost is \$55 on October 26th from 1 pm to 4 pm

**Motion made by James, seconded by Sharpe, to allow the secretary-treasurer participate in this virtual event. Motion carried; two ayes.

Amendment needed for the agenda for tax collector commission increase –

**Motion made by James, seconded by Sharpe, to make an amendment to the agenda. Motion carried; two ayes.

Tax Collector commission raise for per capita –

**Motion made by James, seconded by Sharpe, to increase the Tax Collector commission for per capita from 6% to 10%. Motion carried; two ayes.

Citizens` Comments and Concerns

No comments brought before the board.

**Motion made by James, seconded by Sharpe, to adjourn. Motion carried; two ayes.

Meeting adjourned at 6:19 P.M.

Respectfully submitted,

Rhonda Phillips
Township Secretary