

EATON TOWNSHIP SUPERVISORS

REORGANIZATION AGENDA

January 5, 2026

Call to Order:

- **Pledge of Allegiance**
- **Appoint Temporary Secretary**
- **Appoint Temporary Chairman**
- **Appoint Chairman**
- **Appoint Vice-Chairman**
- **Appoint Road Master**
- **Appoint Assistant Road Master**
- **Appoint Secretary**
- **Appoint Treasurer**
- **Appoint Treasure as the CAO of the Pension Plan**
- **Appoint Secretary as the TCC representative, Open Records Officer**
- **Appoint Pre-Construction / Sign Permit and Code Enforcement Officer**
- **Appoint Full-Time Road Worker**
- **Appoint Part-Time Road Workers as needed**
- **Appoint Township Solicitor**
- **Appoint Township Engineer when needed**
- **Appoint the third-party Building Code Inspection Agency**
- **Appoint Township Sewer Enforcement Officer**
- **Appoint EMA Coordinator**
- **Appoint back-up Secretary**
- **Appoint back-up Treasurer**
- **Appoint back-up Pre-Construction/Sign Permit & Code Enforcement Officer**
- **Appoint Auditors**
- **Establish the amount of the treasurer's bond**
- **Determine Treasurer Pay**
- **Determine Secretary Pay**

Notice: The Chairman may change the order of the agenda items during the meeting depending on the public's interest. The meeting of the Eaton Township Board of Supervisors may be electronically recorded and will be maintained as part of the record of the meeting until the minutes are transcribed and approved by the Board of Supervisors. The recordings are for the use of transcribing minutes only.

- **Determine Assistant Road Master Pay**
- **Determine Full Time Road Worker Pay & Benefits**
- **Determine Part Time Road Workers Pay**
- **Determine Pre-Construction, Demo, Sign Permit & Code Enforcement Officers Pay**
- **Determine EMA Pay**
- **Set the Pay for Appointed Auditors**
- **All Supervisors be classified as working Supervisors**
- **Set rate of mileage reimbursement for personal vehicle use**
- **Review and approve Township Fee Schedule and SEO fees**
- **Review and approve PSATS membership and fees**
- **Appoint delegates to the State Convention and appoint a voting delegate**
- **Convention attendance compensation**
- **Set the Holiday schedule**
- **Set clean-up day date and time**
- **Set regular monthly meeting days and time**
- **Select Depository for Township funds (PS Bank)**
- **Wages and important bills be paid between meetings, all bank accounts remain the same**
- **One supervisor and treasurer signature required on all checks**
- **Any checks with Chad and Diana's signatures will also require another supervisor's signature**
- **Nominate and appoint individuals for:**
 - Zoning Hearing Board**
 - (3) Members**
 - (1) Alternate**
 - Planning Commission Board**
 - (5) Members**
- **Zoning Hearing Board reorganization meeting on January 14th at 6:30 PM**
- **Planning Commission reorganization on January 27th at 7:00 PM with meetings scheduled quarterly April 27, July 27, October 26 at 7:00 PM**
- **Recognize any Citizens' concerns**
- **Motion to Adjourn**

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