

# Forward Township

## Agenda

January 3, 2022

### Board of Supervisors Reorganization Meeting

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#### Call to Order

7:02pm

#### Pledge of Allegiance

#### Reorganization of The Board of Supervisors

1. Appoint Temporary Chairperson
2. Elect of Chairman
3. Elect of Vice-Chairman
4. Vacancy Board

#### Reorganization of Township

1. Appoint Township Secretary/Treasurer and benefits for 2022.
2. Appoint Township Assistant Secretary/Treasurer and benefits for 2022.
3. Appoint Township Roadmaster and Benefits for 2022.
4. Appoint Road Crew and Benefits for 2022.
5. Appoint Ronda Miller as Tax Collector
6. Appoint Margaret Wearing as Auditor
7. Appoint Kimerly Hall & Holly Sarber as Inspectors of Elections
8. Appoint Elizabeth Francino as Judge of Elections
9. Appoint Code Enforcement Officer.
10. Appoint Township Open Records Officer.

#### Reorganization Business

1. Establish Treasurer's Bond in the amount of \$ 1.3 million
2. Appointment of Accounting Firm to preform 2021 Audit
3. Appoint Township Solicitor and agree to contracted fee.
4. Appoint Township Engineer and agree to contracted fee.
5. Appoint Sewage Enforcement Officer and approve Fee Schedule
6. Adopt 2022 Fee Schedule
7. Acknowledge Amy Marree, Emergency Management Coordinator (set by State 911), Appoint Alternate Emergency Management Coordinator: Scott Marree and to authorize any necessary expenses incurred by these officials in the performance of these positions.
8. Reappoint MCA as the townships residential building inspector.

#### Appointment Of Depositories

1. Approvals of NexTier, PLGIT, and Mars Bank as the official depositories of the Township's public funds.
2. Motion for the following to be approved signers:
  - a. Chairman
  - b. Vice Chairman
  - c. Supervisor

- d. Secretary/Treasurer
- e. Assistant Secretary/Treasurer

**Township Representatives**

1. Appoint Representative and alternate to Butler County Council of Governments.
2. Appoint Voting Delegate to PSATS Annual Township Officials Convention.
3. Establish those attending PSATS
4. Appoint Representative & Alternate to the Butler County Tax Collection Commission. (BCTCC)

**Establishing Meeting Dates and Times/Office Hours**

Set Board of Supervisors meetings – Held Every month on the Second Tuesday 7:00 PM at the Township Municipal Building.

January 11	February 8
March 8	April 12
May 10	June 14
July 12	August 9
September 13	October 11
November 15	December 13

Set 2022 office hours – Monday thru Friday 7:30 AM to 3:30 PM except established holidays.

**Public Comment**

**Next Public Supervisors Meeting**

January 11, 2022

**Adjournment**