

Polk Township Regular Organizational Meeting Agenda
Monday, January 3, 2022

Call Meeting to Order

Appoint temporary chairman

Appoint temporary secretary

Review 2021 organizational meeting minutes

Appoint permanent chairman

Appoint permanent vice-chairman

Appoint permanent secretary/treasurer

Reappoint all non-elected officials

Appoint deputy tax collector

Appoint Sewage Enforcement Officer

Appoint assistant secretary

Appoint roadmaster

Set wages for road crew

Suggest wages for all employees including elected officials (can't set officially because the auditors do that)

Set tax collector's wages

Appoint solicitor

Appoint township engineers

Appoint chairman of vacancy board

Appoint depositories and banks

Set meeting times and places for regular meetings and planning commission meetings

Appoint newspaper for township ads

Appoint a CPA for last year's audit

Appoint any and all supervisors to be voting delegates at the PSATS Convention (if any supervisors are planning or maybe planning to go)

Decide whether or not to pay all time-sensitive bills when they're due

Set treasurer's bond

Adjourn meeting