

**LIBERTY TOWNSHIP
ORGANIZATIONAL MEETING
JANUARY 13, 2020**

AGENDA:

FISCAL OFFICER:

CALL THE MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF MEETING BEING TAPED

- Fiscal Officer calls for Chairperson Nominations for 2020
- Fiscal Officer calls for Vice Chairperson Nominations for 2020

New Chairperson calls for the following motions to allow the Township to conduct business for 2020

- Meeting Times
- Legal Notices
- Agenda Form
- Minutes for Meeting
- Special Meeting Notices
- Roberts Rule of Order
- Transfer of monies within funds
- Trustees Spending Allowances/Credit Card Spending Limit
- Mileage/Mileage Monthly Record Template
- Cemetery Fees/Guidelines/Hours
- Road Superintendent Pay/Job Descriptions
- Weekend/Holiday Pay
- New township personnel/ Part-time/Unskilled Labor Pay/Job Descriptions/Hours (Start/Ending Times)
- Snow Removal Emergency/Hire additional CDL drivers or non CDL drivers in an emergency
- Fire Prevention Officer for 2020
- Road/Sign Checklist
- Pre-Inspection Checklist
- Roads Training
- Driving/Snow Policy
- Use of township Vehicles
- Safety Policy
- Harassment Policy
- Retention Plan
- Public Records Policy
- Records Requests/Copies
- Culvert Inventory
- Public Building Inspection
- Video Taping of Meetings

- **Zoning Fees**
 - Rezoning Application
 - Compensation of Boards/Appointment of Board Members
 - Compensation of Zoning Inspector/Zoning Secretary and Job Description
 - Outdoor commercial Advertising Sign
 - Residence Permit
 - Relocation of Structure
 - Garages and Accessory Buildings
 - Additions to Existing Structure
 - Commercial and Industrial Permit

- **ADJOURN ORGANIZATIONAL MEETING**