

Richmond Township Board of Supervisors
Reorganizational Meeting Agenda
Tuesday, January 2, 2024
4:00 P.M.

A. Call to order

B. Reorganization:

1. Appointment of "temporary" Chairman and Secretary
2. Appointment of Chairman
3. Appointment of Vice-Chairman
4. Appointment of Manager/Secretary- Treasurer, Jen Galomb (with rate of compensation of \$65,520.00- as per 2024 final budget.)
 - a.) Treasurer's Bond- currently \$1,000,000
 - b.) Required signatures on Township checks- treasurer's plus one supervisor.
5. Appointment of depository of Township funds- First National Bank
6. Regular monthly meeting dates- as approved December 12, 2023.
7. Appointment of Township Solicitor – Hartman Valeriano Magovern Lutz
8. Adoption of Resolution 2024-01- appointment of Township Engineer, Zoning Officer, Code Official – Kraft Municipal Group, Inc. and Sewage Enforcement Officer- On-Lot- LTL Consultants.
9. Adoption of Resolution 2024-02- appointment of sewage enforcement officers- public sewer enforcement officers- Steckbeck Engineering.
10. Appointment of Emergency Management Coordinator – currently Joshua Young
11. Additional Board Appointments:
 - a) Planning Commission- Four-year term appointment- Kenneth Schlegel- Adoption of Resolution 2024-03.
 - b) Zoning Hearing Board- Three -year term appointment- Lee Gauker- Adoption of Resolution 2024-04
12. Adoption of Resolution 2024-05- Appointment of Herbein & Company, CPA, to audit the Township of Richmond Financial Records for 2023.
13. Adoption of Resolution 2024-06 – Appointment of Berks County Tax Claim Bureau
14. Motion to establish per mile reimbursement rate for 2024 (the IRS rate- \$0.67/mile)
15. Appoint the Township Office to continue collection of the Amusement Tax.

16. Appointment of Tax Collector for the collection of fire and street light taxes.

2024 Wages- As per adopted 2024 final budget

17. Re-affirmation of Roadmaster – Robert Rarick- \$31.85/hour

18. Assistant Roadmaster- Cody Luckenbill- \$28.63/hour

19. Road crew- Justin Conrad- \$23.68/hour

20. PT-road crew- Keith Treichler- \$25.78/hour

21. PT laborers with CDL- \$25.99/hour

22. PT laborers without CDL- \$23.10/hour

2024 Annual Contributions

23. Fleetwood Public Library \$7,000.00

24. Life Lion EMS \$2.00 per capita- \$7,210.00

25. Local Government Program – Albright College \$100.00

26. Berks County Conservation District \$25.00

27. Continuation of the bi-weekly pay period (Monday -Sunday)

28. Payment of the bills between meetings (payroll, payroll taxes, utilities, and bills where discount can be received by the Township, truck fuel bills if not received before meetings and continuation of automatic transfers.)

29. Miscellaneous Business:

30. Public Participation- Business from the floor

31. Adjournment of Reorganizational Meeting