

AGENDA  
COGAN HOUSE TOWNSHIP BOARD OF SUPERVISORS  
ORGANIZATIONAL MEETING  
JANUARY 6, 2025

CALL TO ORDER  
PLEDGE OF ALLEGIENCE

APPOINT A TEMPORARY CHAIRMAN & SECRETARY

1. Nominate & elect a permanent chairperson.
2. Nominate & elect Vice Chairperson
3. Appoint a secretary & establish compensation
4. Appoint a Treasurer
5. Establish the amount of Treasurer's Bond
6. Appoint a Road Master
7. Appoint or reappoint employees who are not elected officials & set wages.
8. Appoint the following Solicitor, Engineer, Ema Coordinator, Vacancy Board, and SEO and Alternates.
9. Select Depositories for Township Fund.
10. Certify delegates to attend PSATS Conference & designate one person as the voting delegate & decide what the township pay for attending & Transportation.
11. Set Mileage Rate for Officials using personal vehicles for township business.
12. TCC voting Delegate
13. Establish tax collection agent and salary, Mary Gregory elected commission remains 10%
14. Establish a monthly meeting location, date & time First Tuesday of the month unless a conflict with holidays or election at 6:00 pm location stays at the Cogan House Municipal Building. Office hours remain the same.
15. Authorize & establish reimbursement policy for the township employees to attend training.
16. Establish Open Records Officer for 2025.

The Regular Meeting follows adjournment of Organizational Meeting  
ADJOURN ORGANIZATIONAL MEETING \_\_\_\_\_