

Washington Township Elected/Appointed Auditors  
Organizational Meeting Agenda

**January 4, 2022 at 6 PM**

1. Call to Order

*Elected Auditor Kathryn Heiges is out of town until April and unable to fulfill her duties. The supervisors appointed Ronald Hamm and Eric Springman to fill the auditor vacancies.*

2. Appointment of Chairperson

3. Appointment of Secretary

4. Set Rates for Elected Supervisors Working as Township Employees

5. Verify Treasurer's Bond

6. New Business

- Statement of Financial Interest must be completed by each auditor and filed with Township Secretary
- Review/Audit of Real Estate Taxes Collected

The Tax Collector must settle the 2021 duplicate prior to January 15, 2022. Once settlement is turned in, the elected/appointed auditors must schedule a time to review and sign off.

7. Adjournment