



**ORGANIZATIONAL MEETING
JANUARY 14, 2025 – 6:00 p.m.
2469 SHORELAND AVENUE
TOLEDO, OH 43611**

AGENDA

- 1. Call to Order and Pledge of Allegiance**
- 2. Roll Call**
- 3. Nomination of Chairperson**
- 4. Nomination of Vice-Chairperson**
- 5. Set Office Closed Dates and Holidays:**
Set 2025 office closed dates and holidays as listed in Lexipol:
New Year's Day – Monday, January 1, 2025
Martin Luther King Day, Monday, January 20, 2025
Presidents Day – Monday, February 17, 2025
Memorial Day – Monday, May 26, 2025
Juneteenth – Wednesday, June 19, 2025
Independence Day – Friday, July 4, 2025
Labor Day – Monday, September 1, 2025
Columbus Day – Monday, October 13, 2025
Veterans Day – Tuesday, November 11, 2025
Thanksgiving Day – Thursday, November 27, 2025
Christmas Eve Day – Wednesday, December 24, 2025
Christmas Day – Thursday, December 25, 2025
- 6. Set Administrative Office Hours:** Monday thru Friday, from 9:00 a.m. to 2:00 p.m.
- 7. Set Trustee Meeting Dates and Times for 2025:** Meetings will be held the 2nd Tuesday of the month at 6:00 p.m.
- 8. Resolution: Approve the creation of Purchase Orders & Blanket Certificates for 2025 set at or below \$50,000 which are necessary to pay township expenses.**
- 9. Approve the Split of Shoreland Building Expenses for 2025:**
To keep the split for 2025 expenses for the Shoreland Avenue Building the same as last year: Fire 60%, Police 20%, General 15%, Roads 2.5% and Parks 2.5%.
- 10. Approve the split of interest received evenly between funds according to the balance of the fund.**
- 11. Establish fund for payment of Elected Officials Assistant and Township Administrator:**
Establish that the Elected Officials Assistant and Township Administrator will be paid from the General Fund, effective/retroactive to January 6, 2025.
- 12. Establish Trustees and Fiscal Officer's payment schedule and from which fund:**
Establish the Trustees' and Fiscal Officer's payment at 26 pays per year based on Fiscal Officer's schedule, to be taken from the General Fund.
- 13. Resolution: Permit the internet auction on GovDeals for the sale of unneeded, obsolete, or unfit personal property of Washington Township, Lucas County, Ohio for the 2025 calendar year.**
- 14. Adjourn**