



# **RICHMOND TOWNSHIP**

## **ROAD DISTRICT**

8712 Route 31  
Richmond, IL 60071  
815-678-4144

Effective 3/13/2020 9:00AM

In an effort to maintain a safe and healthy environment for our employees and our community the Richmond Township Road District building will be restricted to authorized persons only. Visitor will require an appointment to be permitted inside the building, no one exhibiting signs of illness will be permitted, all persons will be required to wash their hands (to CDC guidelines) immediately upon entering, and all persons will only be permitted to enter through the approved entry point.

Authorized persons are employees of the Richmond Township, any person with an appointment cleared by the commissioner or administrative assistant, any person deemed approved by commissioner or administrative assistant.

Entry shall be permitted through the shop person door only unless of an emergency.

All persons entering the building must wash their hand at the metal work sink located in the shop next to the office door, with hot water and soap per CDC recommendations for hand washing.

All persons must wash their hands immediately before entering the office at the metal work sink located in the shop next to the office door, with hot water and soap per CDC recommendations for hand washing.

Chris Gumm

Commissioner, Richmond Township Road District.

**Chris Gumm, Commissioner**  
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