

BREITUNG TOWNSHIP BOARD
SPECIAL BOARD MEETING
PERSONNEL COMMITTEE REPORT &
APPROVAL OF FIRE TRUCK PURCHASE
JANUARY 19, 2007

The meeting was called to order by Supervisor Olson at 7:30 a.m.

Roll Call: Present: Trustees; Gaudette, Wales, Erickson & Dixon, Clerk Coron, Treasurer Cahee & Supervisor Olson.

Also Present: Superintendent, Perry Franzoi

Those in attendance gave pledge to the Flag.

No Public Comment:

Personnel Committee Recommendations:

-RECOMMEND board approval for a revision to the Personnel Manual Section 5.3 and Appendix B; changing new hire wage to start at \$1.00 less with a \$.50 raise at 6 months and another \$.50 raise after one year.

Motion by Treasurer Cahee, second by Trustee Erickson to approve the compensation change as recommended; New hire wage to start at \$1.00 less with a \$.50 raise at 6 months and a \$.50 raise at one year.

Vote: Unanimous, motion carried.

-RECOMMEND that the Deputy Clerk and Deputy Treasurer be paid beyond their current duties, if necessary, to help out with the Water Department while that vacancy is being filled. No benefits would be associated with the increased workload. Total hours paid per Deputy, from all departments, cannot exceed 40 hours per week. Staffing needs to be coordinated between the Superintendent, Clerk and Treasurer. All people in the office cover for each other and have had some cross training. This would only be a temporary measure.

Motion by Trustee Gaudette, second by Trustee Dixon to approve the increase of hours as recommended; Deputy Clerk and Deputy Treasurer to be paid beyond their current duties, if necessary, to help out with the Water Department while that vacancy is being filled. No benefits would be associated with the increased workload. Total hours paid per Deputy, from all departments, cannot exceed 40 hours per week. Staffing needs to be coordinated between the Superintendent, Clerk and Treasurer. **Vote: Unanimous, motion carried.**

Motion by Treasurer Cahee, second by Trustee Wales to accept Irene Ackerman's resignation-retirement, effective February 2, 2007. **Vote: Unanimous, motion carried.**

-RECOMMENDATIONS for the Assessing Office:

1) Immediately change Assessing Department Clerk to a part time position. As the current Level II contract ends, we will look to combine the part time clerk duties with the Level II duties. The new position would be a Level I or Level II Assessor and could be full time or a part time flex position, with or without benefits and be in place by midyear.

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OR

2) Immediately combine Water/Admin Clerk/Receptionist and the Assessing Clerk positions and then plan for a full time or part time flex position with a Level I or a Level II Assessor to run the Assessing Department.

After the two options were presented, Treasurer Cahee presented a third option. First of all, she feels that the assessing office should be dealt with separately. And that by combining both positions, it will overload the new person stepping in. Her recommendation is as follows:

3) Leave the Receptionist/Water Clerk/Administrative Assistant as one full time position and then reassess the Assessing office near the end of March or beginning of April.

Motion by Trustee Gaudette, second by Supervisor Olson to accept recommendation #2: to immediately combine the Water/Admin Clerk/Receptionist position with the Assessing Clerk position and plan to hire a full time or part time Level I or Level II Assessor to run the daily operations of the Assessing office. Superintendent Franzoi to implement the change.

Vote: Ayes; Trustees; Gaudette, Dixon, Erickson & Wales, Supervisor Olson. Nays; Treasurer Cahee and Clerk Coron. **Motion carried.**

Chief Iverson is recommending the acceptance of the Pierce Proposal from Pomasl Fire Equipment; total price of \$201,440.00. Pierce is offering \$10,000 for our old truck. No upfront payment; pay on delivery. Custom built. 8-9 months for delivery. 2006 International Chassis - 330 hp. The KME proposal met the specifications exactly and was the only to do so, but, their price was excessive - \$239,000.00.

Motion by Trustee Wales, second Trustee Gaudette to approve the purchase of the Pierce Proposal from Pomasl Fire Equipment for a 2006 International Chassis - 330 horse power in the amount of \$201,440.00.

Vote: Unanimous, motion carried.

Motion by Supervisor Olson, second by Trustee Wales to adjourn the meeting.

Vote: Unanimous, motion carried.

The meeting was declared adjourned by Supervisor Olson at 8:44 a.m.

Respectfully Submitted by,

Samantha Coron
Breitung Township Clerk