

SECOND REGULAR
RAISIN CHARTER TOWNSHIP
BOARD of TRUSTEE MEETING
5525 OCCIDENTAL HWY
TECUMSEH MI 49286
JANUARY 25, 2016

Meeting called to order at 10:01 by clerk, Betty Holdridge

Members present: Kami Johnson, Larry Crittenden, Tom Hawkins, Debra Brousseau, and Betty Holdridge. Dale Mitchell arrived at 10:30.

Members absent: James Cavanaugh

Others present: James Palmer, Tom Van Sickle, Dale Witt

Public Comment: Tom Van Sickle asked about the web site.

Communication: Hawkins updated on the web site.

Motion Brousseau, second Johnson to approve agenda as presented. M/C

Hawkins discussed policies and stated we may want to revisit the credit card policy. Update that policy. Hawkins has been working on application for persons applying for positions on boards and committees.

Job Description: Positions within the Township require a job description.

The Job Description for the Building maintenance person needs to be done as soon as we can possible get it done and the job description for grounds keeper should be ready before March as the park will open April 1, 2016. These will include park grounds, township grounds and cemeteries. Township could hire a second person for summer employment to help with grounds or could contract a company to assist. A job description should be ready to present to the board at the February 22, 2016 second regular meeting.

Board should make a decision as to whether a person should be hired as a department head for Raisin Works. Superintendent will oversee the people in Raisin Works until a decision is made for a department head.

Motion Brousseau, second Crittenden to hire an administrative person to oversee Raisin Works Department.

Motion Hawkins, second Crittenden to amend motion to state administrative person will overseecRaisin Works maintenance and groundskeeper both full time and part time.

Vote taken on amendment M/C

Vote taken on motion M/C

Motion Crittenden, second Hawkins to have Special Meeting on Monday, February 1, 2016 at 10:00 to work on job description for administrative position to oversee Raisin Works Department. M/C

Discussion about Holloway Fire Station

Building isn't feasible for a Fire Department. Isn't large enough for newer fire trucks.

Building could be used for other purposes, but would need repairs.

Building could be torn down and area could be used as a park.

Dig a larger well with a pump to service trucks when on that side of the township.

Is it cheaper to repair and remodel the building or remove the building and make use of property in another way or sell property?

Hawkins will get prices on various ideas and return to the board with them.

Meeting adjourned at 11:40.