

# **RICHLAND TOWNSHIP BOARD OF TRUSTEES**

**FEBRUARY 13, 2018**

**MEMBERS PRESENT:** Brian Frederick, Supervisor      David Earley, Treasurer  
David Knoll, Trustee      Susan Neuenfeldt, Trustee  
Renee R. Herhold, Clerk

**CALL TO ORDER:** The regular meeting of the Richland Township Board of Trustees was called to order by Supervisor Frederick at 7:00 P.M. with the Pledge to the Flag.

**APPROVAL OF AGENDA:** Motion by Susan Neuenfeldt, second by David Knoll, to approve the Agenda as presented. Unanimous vote. Motion carried.

**MINUTES FROM PREVIOUS MEETING:** Motion by Renee Herhold, second by Susan Neuenfeldt, to approve and file Minutes from the work session and the regular meeting held January 16, 2018 as written. Unanimous vote. Motion carried.

**BILLS:** Motion by David Earley, second by David Knoll, to pay the bills as listed, total of \$1,282,911.48. Roll call vote Earley, yes; Herhold, yes; Frederick, yes; Knoll, yes; Neuenfeldt, yes. (5) yeas, (0) nays. Motion carried.

**REPORTS:** Motion by Susan Neuenfeldt, second by David Earley, to approve the reports as listed. Unanimous vote. Motion carried.

**PUBLIC COMMENT:** None.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**2018-2019 BUDGET WORKSHOP/PUBLIC HEARING:** Motion by Renee Herhold, second by Susan Neuenfeldt, to set the 2018-2019 Budget Workshop for Tuesday, March 13<sup>th</sup>, 2018, at 6:15 P.M. following with the Public Hearing and adoption of the proposed 2018-2019 Budget at 7 P.M. with the regular March 13<sup>th</sup> Board of Trustee meeting. Unanimous vote. Motion carried.

**BUILDING/ASSESSING/ZONING CONTRACTS:** Motion by Renee Herhold, support by Susan Neuenfeldt, to approve the two year contracts for the Assessor, Zoning Administrator/Ordinance Enforcement Officer (increase in pay of \$141.00 per month), Electrical Inspector, Plumbing/Mechanical Inspector, and Building Inspector, April 1, 2018 through March 31, 2020 as presented, authorizing Supervisor Frederick and Clerk Herhold to sign on behalf of Richland Township. Roll call vote Herhold, yes; Frederick, yes; Knoll, yes; Neuenfeldt, yes; Earley, yes. (5) yeas, (0) nays. Motion carried.

**2018-2019 WAGE RECOMMENDATIONS:** Motion by Susan Neuenfeldt, second by David Knoll, as recommended by the Wage Committee, to increase wages for the Office Manager, DPW Supervisor, DPW Assistant, and part time Office Assistant by \$.25 per hour effective April 1<sup>st</sup>, 2018; also, to increase the Trustees from \$75 to \$78 per meeting, the Commission on Aging Director from \$9.60 to \$9.75 per hour, Board of Review from \$55 to \$60 per meeting, Election Inspectors from \$9.50 to \$10.00 per hour, all effective April 1, 2018. Roll call vote Frederick, yes; Knoll, yes; Neuenfeldt, yes; Earley, yes; Herhold, yes. (5) yeas, (0) nays. Motion carried.

**PERSONNEL POLICY 902:** Motion by Susan Neuenfeldt, second by Renee Herhold, to approve amendments to Personnel Policy 902, Sick Leave/Personal Days, as presented, allowing non-union part time employees who work 52 weeks per year with more than 25 hours per week to earn four (4) hours of personal time for every 250 hours worked. Unanimous vote. Motion carried.

**PART TIME CLERICAL HOURS:** Motion by Susan Neuenfeldt, second by Renee Herhold, as requested, adjusting the part time Office Assistant to work an eight (8) hour day every Thursday with a full one hour off for lunch, allowing the position to increase from 25 to 28 hours per week. Unanimous vote. Motion carried.

**BUDGET AMENDMENTS:** Motion by Susan Neuenfeldt, second by David Knoll, authorizing Manager Reno to make the necessary budget amendments to correct any errors in posting for the 2017-2018 fiscal year. Unanimous vote. Motion carried.

**COMMUNICATIONS:** Motion by Susan Neuenfeldt, second by Renee Herhold, to receive and file communications as presented. Unanimous vote. Motion carried.

**PUBLIC COMMENT:** Comments and questions were received and answered regarding sanitary sewers, storm sewer project, and wind turbines.

**ADJOURNMENT:** Motion by Susan Neuenfeldt, second by David Knoll, to adjourn. Unanimous vote. Meeting adjourned – 7:44 P.M.

Respectfully submitted by:

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Renee R. Herhold Richland Township Clerk