

# **RICHLAND TOWNSHIP BOARD OF TRUSTEES**

## **SPECIAL MEETING**

**MAY 25, 2017**

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

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

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

**PUBLIC COMMENT:** Comments were received and answered regarding the M-46 (Gratiot Road) reconstruction project.

**OLD BUSINESS:** None.

### **NEW BUSINESS:**

**ASSESSMENT – HEMLOCK TILE DRAIN PROJECT:** Motion by Susan Neuenfeldt, second by David Knoll, authorizing Saginaw County Public Works Commissioner to control the financial obligation of the assessment roll for the Hemlock Tile Drain Project through the Saginaw County Public Works Office. Roll call vote Knoll, yes; Neuenfeldt, yes; Earley, yes; Herhold, yes; Frederick, yes. (5) yeas, (0) nays. Motion carried.

**OFFICE ADMINISTRATOR/FINANCE COORDINATOR:** Motion by Susan Neuenfeldt, second by David Earley, to approve the job description, as presented, for Office Administrator/Financial Coordinator and to set the hourly pay range for the position from \$16.83 to \$19.71 depending on experience with Clerk Herhold assisting Manager Reno with the interview process. Unanimous vote. Motion carried.

**OFFICE ADMINISTRATOR/FINANCE COORDINATOR OPENING:** Motion by Susan Neuenfeldt, second by David Knoll, authorizing Manager Reno to place advertisements for the Office Administrator/Finance Coordinator position in The Valley Shopper and The Saginaw News. Unanimous vote. Motion carried.

**PUBLIC COMMENT:** Questions were raised and answered concerning both the Hemlock Tile Drain and the M-46 (Gratiot Road) projects.

**ADJOURNMENT:** Motion by Susan Neuenfeldt, second by David Earley, to adjourn the special meeting. Unanimous vote. Meeting adjourned – 8:34 P.M.

Respectfully submitted by:  
Renee R. Herhold      Richland Township Clerk