

## APPROVED WORK SESSION MINUTES

March 25, 2015

The Grass Lake Charter Township Board met on Wednesday, March 25, 2015 for their monthly work session at the Township Meeting Room. Meeting called to order at 8:30 am. by Stormont.

**Board members present:** Bray, Hart, Zenz, Stormont, Brennan, Loveland and Lesinski

**Also present:** Assessor Deboe.

**Cemetery Clean-Up** – April 25 will be cemetery clean-up day, members of the board will be available to help along with recruiting volunteers for anyone needing service hours.

**LED Sign at Fire Station** – The Board would like to keep this going forward, but would like to explore options if any other sources are available for funding and the Planning Commission needs to visit the sign ordinance to make sure the proper steps would be done for placement of the sign.

**Fire Station Apparatus Room Floor Bid** – Chief Jones is comfortable with the quote from Ohio Michigan Concrete Sawing & Drilling and he feels they will do a good job.

**Township Office Kitchen Renovation** –Chris Payne Construction has provided updated drawings for the renovation and quoted a new estimate. Stormont and Lammers will remove the old cupboards and tear up the carpet. DeBoe has donated a vinyl flooring.

**Treasurer Office** – Loveland explained the status in his office concerning Deputy Treasurer Parzych and the progress that is being made with Anna Loveland helping. Zenz explained to board about inquiring about a Holiday Payout to Parzych when her last check is written and also presenting a gift card to her for her years of service. Zenz also has had concerns about entry level employees starting rate of pay, so she emailed the Township Attorney for some answers. This has prompted the board to form a committee of Bray, Loveland, Zenz and DeBoe to review the Payroll/Full Time/Part Time Non-Elected Benefits in the Policies and Procedure Manual and have updates by July 31, 2015.

Lesinski moved to adjourn the work session at 9:40 am, supported by Bray. Motion carried.

Respectfully submitted, Catherine Zenz, Clerk