

Webber Township
2286 W. Springtime St.
Baldwin, MI 49304
231-745-3471

Special Meeting 2/28/2024

Call to Order: 12:00Pm

Pledge of Allegiance

Attendance: Dan Cousar-Here, Pat Williams-Here, Deb Hanes-Here, Ernie Wogatzke- present, Kelly McCune-Here

Approval of Agenda: Approved with additions to solicit for cell phones and Wifi Provider. Motion to approve with additions made by Dan with support from Pat. 5 Aye votes. Motion Carried.

On Going Business: Need to approve alternate members to Board of Review. One permanent member is dealing with health issues and may not be able to make all meetings. Need to appoint up to 2 alternate members. Potential alternate members are Nikki Hughes and Chris Jacobs. Our assessor suggested the ZA for this position as he has firsthand knowledge of properties. Kelly made a motion to appoint Chris Jacobs with support by Pat. Roll Call: Kelly-Yes, Pat-Yes, Dan-Yes, Deb-Yes, Ernie-Abstain. 4 Yes, 1 Abstain. Motion Carries.

Motion to approve ATT Right of Way Agreement made by Pat with support by Deb. Roll Call: Kelly-Yes, Pat-Yes, Dan-Yes, Deb-Yes, Ernie-Yes. 5 Yes. Motion Carries.

Job Descriptions: Sam is planning to leave his maintenance position and will be concentrating strictly on his water/sewer role. He is licensed for water chlorination and will need to get licensed for sewer duties in the near future. It was suggested to separate the water/sewer and maintenance positions. Jesse is interested in retaining the maintenance duties. Pat did some research of our current hours/costs. Currently we are paying Sam, Jesse, and Mario for a combined average of 38 hours per week. Sam feels Jesse can handle the job and he will be available to assist as necessary.

A discussion ensued regarding employee time reporting and accountability. A new time reporting system is being investigated. It's understood we don't need a GPS system, but employees will be required to provide details as to where they are and what jobs/services they were performing at that time.

Discussion regarding the current park maintenance person. There have been various concerns regarding him charging supplies without approval and allowing unauthorized persons to operate mechanical equipment while assisting him with his duties. Discussion further included if disciplinary action should be taken or could the township simply decide not to bring him back as a seasonal employee this year. It was agreed to not bring him back for the 2024 season. Further discussion about writing a volunteer agreement for this former employee. It was agreed to allow him to volunteer, as any other person may do. A member of the public suggested placing a sign at the park thanking our volunteers and stating what tasks they may and may not perform. Kelly made a motion to not bring Mario back as a seasonal employee but to allow him

to volunteer his services at the park with a volunteer agreement and supervision. Pat supported. Deb asked if other volunteers require an agreement. They are not. The question was asked why we are requiring an agreement from one volunteer and no others. After further discussion Deb asked if the motion was to simply not bring Mario back as a seasonal employee and leave it at that. The consensus was that he would have a volunteer agreement that also details what the consequences will be if he does not comply with the agreement. Roll Call vote: Kelly-Yes, Pat-Yes, Dan-yes, Deb-No, Ernie-Yes. 4 Yes votes, One No vote. Motion carries.

Pat made a motion to put together a sign for volunteers at the park. Kelly supported. Pat thanked Ruth Riley for the suggestion. Vote all in favor Aye-5, No-0. Motion carries.

Jesse arrived. Pat explained how she arrived at weekly average hours and asked if that was agreeable with him as long as he doesn't have to supervise other employees. He replied yes.

A discussion ensued regarding what Jesse's responsibilities will be. He is not interested in a supervisory position. It was agreed that he would perform maintenance duties within his skill level. Any issues above his skill level will be brought to the supervisor for further action. After further review of the current job description of the maintenance employee it was agreed that both Jesse and the board need to provide suggestions to produce a final job description document. The Employee Handbook will be amended to list the approved paid holidays. A new job description will be presented to the board for approval at the March meeting.(note vacations were not discussed and will need to be addressed in future meetings). It is the board's intent to keep Jesse at his current hourly wage, but increase his hours to 38 hours per week, which makes him a full time employee eligible for holiday and vacation pay. Sam will remain as a full time employee with responsibilities for Water and Sewer only.

Sam agreed to the water/sewer job description.

IT support replacement. Deb plans to reach out to other townships, the county, and local businesses for recommendations for an IT service replacement. It was noted there is no current contract with our current IT person. Pat made a motion to proceed with finding a new IT person/business with support by Dan. Roll Call vote: Kelly-Yes, Pat-Yes, Dan-yes, Deb-Yes, Ernie-Yes 5 Yes Votes. Motion carries.

Our phone system is a problem. AT&T no longer supports these phones. We are paying AT&T \$834 per month for 4 lines at \$125 per line plus calls. Nikki noted the reason our service fees are so high is because AT&T hasn't offered this service for years. Two lines have been cut for years and we have been paying at least \$250 per month for nothing for the past several years. Lately, if two lines are busy, customers can't get through to us and we can't call out. Our suggestion, based on info from the County's IT person is to go with cell phones for each office. This would mean 4 cell phones. A discussion ensued about cell phones being taken out of the office and used for personal use. It was noted that if a Township cell phone was taken home, it would simply mean we would be working any time the phone was in our possession. It was also noted that our IT person would not be involved in our phone service. We would simply contact the provider with any issues.

Motion to solicit for new phone and wifi service made by Pat with support by Dan. . Roll Call vote: Kelly-Yes, Pat-Yes, Dan-yes, Deb-Yes, Ernie-Yes. 5 Yes Votes. Motion carries.

There was a public discussion regarding the need for a new phone service which included a member of the public accusing the Township employees of not answering the phones due to issues with the trash service. It was explained that due to the large volume of calls, the system couldn't handle them. Residents would just receive an unanswered ring. During this time, the Township employees also couldn't make outgoing calls because the lines were tied up.

There was a discussion about the Presidential Primary Election on 2/27. We had an election challenger, a hostile voter, and several minor exceptions that were quickly resolved. Deb thanked her crew for providing exceptional service to the voters of Webber Township. It was also noted there will not be an election in May.

Motion to adjourn made by Dan with support by Kelly.

Adjourned: 1:18PM

Respectfully submitted,

Deborah L Hanes, Clerk