

**BREITUNG TOWNSHIP BOARD  
SPECIAL BOARD MEETING – COVID-19  
APRIL 6, 2020**

The meeting was called to order by Supervisor Olson at 7:00 p.m.

**Roll Call: Present:** Trustees Rochon, Wales, Soderbloom, Johnson, Clerk Neuens, Treasurer Taylor and Supervisor Olson.

Also present: Superintendent Mulka and DPW Superintendent Guy Forstrom.

Pledge was recited by all.

Public Comment: No comments.

Invocation given by Trustee Soderbloom.

Approval of Agenda: **Motion** by Trustee Soderbloom, **second** by Trustee Wales to approve the April 6, 2020 agenda as presented. **Roll Call Vote: Ayes:** Trustee Wales, Rochon, Supervisor Olson, Clerk Neuens, Treasurer Taylor, Trustees Soderbloom and Johnson. **Motion carried.**

Discussion on COVID-19:

Parks: **Motion** by Trustee Soderbloom, **second** by Trustee Johnson to put up signs at the Quinnesec and East Kingsford parks stating that the parks are closed, and the playground equipment is off limits, until further notice. An ad will be put in the Daily News. **Roll Call Vote: Ayes:** Supervisor Olson, Trustee Wales, Treasurer Taylor, Trustee Rochon, Clerk Neuens, Trustees Soderbloom and Johnson. **Motion carried.**

Superintendent Mulka will let Deputy Kuenzer know to ride by the parks more frequently to be sure our “Parks Closed” signs are being adhered to.

DPW update: The DPW will be starting their spring work with one employee working at a time.

The gate to the brush pile will remain locked with no handing out of the brush key to residents until further notice.

Water & Garbage Billing: No late fees to be assessed on water or refuse bills throughout COVID-19. No water shut-offs to take place during COVID-19. If there are any customers shut off at this time, their water will be turned back on. DPW Superintendent informed the Board that currently no one’s water has been shut off.

Extension of Employee “Shelter in Place” Procedures: **Motion** by Trustee Johnson, **second** by Trustee Wales to extend the current employee “Shelter in Place” for all township employees, including the township custodian, Deputy Treasurer and Deputy Clerk, to remain home unless their immediate supervisor calls them in. Through May 4, 2020 all full-time employees will be paid their normal 40 hours per week; the custodian will be paid for 17.25 hours per week, Deputy Clerk and Deputy Treasurer will be paid 21 hours per week. **Roll Call Vote: Ayes:** Trustee Soderbloom, Clerk Neuens, Trustees Rochon, Johnson, Wales, Treasurer Taylor and Supervisor Olson. **Motion carried.**

Overtime Pay for Administrative Assistant: After discussing whether or not the Administrative Assistant should be paid overtime for two evening hours worked during a week that fell within the “Shelter in Place” administrative paid leave, a **motion** was made by Trustee Wales and **supported** by Trustee Soderbloom to pay Adrienne Savord 2 hours at time-and-one half for assisting with our first telephonic board meeting on March 23, 2020. **Roll Call Vote: Ayes:** Trustees Soderbloom, Rochon, Johnson, Wales and Supervisor Olson. **Nays:** Clerk Neuens and Treasurer Taylor. **Motion carried.**

**04/06/2020 Special Board Meeting, Telephonic, Minutes, Page 2.**

Board Discretionary Time: We should make sure the telephone number and access code is printed in the notice the Daily News publishes for upcoming municipal meetings. Board members should polish up on all forms of communication available as working from home may go on for quite a while. Let's keep praying.

Public Comment: No comments.

**Motion** by Trustee Johnson, **second** by Trustee Wales to adjourn the meeting. **Roll Call Vote: Ayes:** Trustee Soderbloom, Clerk Neuens, Trustees Rochon, Johnson, Wales, Treasurer Taylor and Supervisor Olson.  
**Motion carried.**

The meeting was declared adjourned by Supervisor Olson at 8:32 p.m.

Respectfully Submitted by,

Reviewed and Approved by,

Samantha Neuens  
Breitung Township Clerk

Denny Olson  
Breitung Township Supervisor