

**BREITUNG TOWNSHIP BOARD**  
**SPECIAL BOARD MEETING – DISCUSSION ON FUTURE DPW STAFFING**  
**AND CORONAVIRUS PREPAREDNESS PLAN POLICY**  
**AUGUST 31, 2020**

The meeting was called to order by Supervisor Olson at 6:00 p.m.

**Roll Call: Present:** Trustees Wales, Rochon, Johnson, Soderbloom, Treasurer Taylor and Supervisor Olson. [all attended in person]. **Absent:** Clerk Neuens.

Also present: DPW Superintendent Guy Forstrom, Future Township Trustee Paul Taff, and Deputy Clerk Karie Taff. [all attended in person] and Superintendent Steve Mulka (via telephone).

No public telephonic attendance.

Pledge was recited by all.

Public Comment: No comments.

Discussion on Coronavirus Preparedness Policy: The policy should address sick time and COVID sick time. When COVID sick time is used, the Board would like that to be tracked. Superintendent Mulka noted that the policy does not need to be approved by the Board. The Board would like Superintendent Mulka to consult with MTA for advice. This discussion will continue in the future.

Discussion on Future Department of Public Works Staffing: In discussion with DPW Superintendent Guy Forstrom, he feels whomever is hired as his replacement should be a good fit, a people person in order to deal with residents, ability to multi-task, must be ok with receiving emergency water calls at night as the water system auto dialer calls if an alarm goes off, etc. The current set-up of one lead person and three employees is working sufficiently, he has no comments to offer on internal employees that may be interested until they apply, the water main project coming up is going to be a big job to coordinate.

**Motion** by Trustee Rochon, **second** by Trustee Soderbloom to have DPW Superintendent Forstrom and Township Superintendent Mulka to create a Department of Public Works Superintendent job description and post both internally and externally as soon as possible. Resumes/Applications are due by 4:00 p.m. on Thursday, September 17, 2020. Resumes/Application will be given to all board members as they arrive. All resumes/applications will be reviewed at a special meeting held on Monday, September 21, 2020 at 6:00 p.m.

**Vote: Unanimous, motion carried.**

Superintendent Mulka plans to reach out to the Fire Department Chief and Assistant Chiefs to schedule a meeting with the Board. The meetings will tentatively be for Wednesday, September 9, 2020.

**Motion** by Trustee Soderbloom, **second** by Trustee Rochon to adjourn the special meeting.

**Vote: Unanimous, motion carried.**

The meeting was declared adjourned by Supervisor Olson at 7:45 p.m.

Hand notes taken by Deputy Treasurer Karie Taff in Clerk Neuens' absence.

Respectfully Submitted by,

Reviewed and Approved by,

Samantha Neuens  
Breitung Township Clerk

Denny Olson  
Breitung Township Supervisor