

**BREITUNG TOWNSHIP BOARD - SPECIAL BOARD MEETING
PROJECTS, PERSONNEL AND APPRECIATION PLAQUE
JUNE 6, 2022**

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

Roll Call: Present: Trustee Wales, Trustee Rochon, Supervisor Olson, Trustee Taff, Trustee Peterson, and Clerk Larson. **Absent:** Treasurer Taylor, excused.

Also present: Superintendent Mulka and Deputy Assessor Gasperich

Pledge was recited by all.

Approval of Agenda: **Motion** by Trustee Rochon, **second** by Trustee Wales to approve the June 6, 2022 agenda as presented. **Vote: Unanimous, motion carried**

Recognition Plaque: 363 American Legion has purchased a plaque to present to Jim and Candy Ellis for the donation of the P.A system at the Quinnesec Cemetery. **Motion** by Trustee Taff, **second** by Trustee Rochon to honor the Ellis' with an appreciation certificate from the Township at the next Board meeting June 13, 2022 if the Ellis' and Legion representatives are available. **Vote: Unanimous, motion carried**

Personnel & Staffing:

The Assessing Clerk has handed in her resignation and will be done June 30, 2022. Helen Schaller will assist as backup Admin Assistant/Utility Clerk, Assessing Clerk and as the Deputy Clerk, until she moves out of the area. **Motion** by Trustee Peterson, **second** by Trustee Taff to maintain Helen Schaller as a full-time employee at the current salary and benefits until she moves. **Vote: Unanimous, motion carried**

A full-time Assessing Clerk/Superintendent Admin Assistant was discussed with the knowledge of the Deputy Assessor's intention to retire in the future. Superintendent Mulka and the Assessing department will write up qualifications and a job posting to include education provided for the chosen candidate, if interested in the Deputy Assessor position when vacant. **Motion** by Trustee Peterson, **second** by Trustee Rochon to internally post a full-time position with benefits for an Assessing Clerk/Superintendent Admin Assistant, if no internal applications received, then advertise position to the public. **Vote: Unanimous, motion carried**

Trustee Peterson left the meeting at 6:33 p.m

Clarification of the Clerk's salary and benefits was discussed. **Motion** by Trustee Taff, **second** by Trustee Rochon to pay the present Clerk at the previous Clerk's salary and benefits level. **Vote: Unanimous, motion carried**

Current and future projects:

Discussed items listed on the Superintendent's projects and tasks list, and direction was given on some items to proceed with and to assign items a priority score on an updated list for future review.

Motion by Trustee Rochon, **second** by Trustee Taff to adjourn the special meeting. **Vote: Unanimous, motion carried.**

The meeting was declared adjourned by Supervisor Olson at 7:49 p.m.

Respectfully Submitted by,

Reviewed and Approved by,

Wendy Larson
Breitung Township Clerk

Denny Olson
Breitung Township Supervisor