

**KINROSS CHARTER TOWNSHIP
SPECIAL MEETING
EMPLOYEE POLICES and DELINQUENT WATER BILLS ON TRUST LAND**

March 24, 2005

4884 W. Curtis St.

MEMBERS PRESENT

Jason Oberle, Supervisor
Marvin Besteman, Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
Dan Mitchell, Trustee
Wayne Donaway, Trustee
Fred McClendon, Trustee

MEMBERS ABSENT

Also, present Sheila Gaines, Joe Paczkowski, Veronica Hickman, and Alan Moses.
Attendance 5

Supervisor Oberle called the meeting to order at 5:30PM. Supervisor Oberle stated that the special meeting posting states employee policies first however, Alan Moses EMS Director would be late therefore, we will begin with the second item on the agenda.

In June of 2003 Demawating development sold unit 9 & 10 Kristen Circle. According to the townships, records the unit needed to have a horn assembly installed. DPW Personnel installed the horn assembly on June 27, 2003. When he entered the home at number 10 Kristen Circle the horn assembly was installed on what we would call number 9 Kristen Circle. DPW Personnel did not relay information that this double unit had been converted into one home.

In November of 2004, the owners requested service discontinued in their name that they were renting the unit. A name change was done for the tenant. In February of 2005, the water was shut off for non-payment. According to Veronica from Demwating, the unit was sold and then reverted to them for non-payment. Demwating Development resold the unit this month. The new owners requested water service, office staff informed them that the unit had a delinquent bill of \$128.39 and could not turn service back on until all past bills were paid. Because this is trust, land the township cannot place a lien on the property. According to the water & sewer ordinance, we can deny service if there is a delinquent bill. Supervisor Oberle wanted to bring this matter before the Board so that they are aware of the situation. Board members agree that the policy should be adhered.

#1 MOVED: by Dan Mitchell, second by Ed DeWitt, to abide by policy as stated in the Ordinance 1.123 & 1.124 Article 10- Payments & Collections. Motion carried.

Recess: 5:50PM
Reconvene: 6:10PM

Supervisor Oberle stated that the meeting had been called primarily to investigate a situation regarding EMS Director Moses time sheet for pay period ending March 12, 2005, that had been brought to his attention. Apparently, Alan Moses had attended training on behalf of War Memorial Hospital on March 3, and March 4, 2005, and charged this time to the EMS Department.

Alan Moses stated that he did attend training for two days on behalf of War Memorial. However, the training pertains to his position with the township as well and he was uncertain if War Memorial would be paying for his time so he charged his time to the township. When asked by the Board Alan stated that he was paid by War Memorial and received a check from the hospital on the same day he received payment from the township. He stated that during the time he worked under previous Director he was allowed to charge his time to the township when attending training.

Alan was questioned as to why he did not inform his Supervisor of the training as stated in the townships education policy. Alan apologized and stated that it was an error on his part. Board members request that a copy of these meeting minutes be to be placed in Alan's personnel file.

#2 MOVED: by Vicki Ulrich, second by Ed DeWitt, to accept reimbursement of 12 hours pay from Alan Moses for March 3rd and 4th, 2005. Motion carried.

Meeting adjourned at 6:35PM.

Marvin Besteman Jr., Clerk

Jason Oberle, Supervisor