

PENINSULA TOWNSHIP

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**Town Board Meeting
October 31, 2018, 7:00 pm
Township Hall
Minutes**

1. **Call to Order** by Manigold at 7:00 pm
2. **Pledge**
3. **Roll Call** Present: Manigold, Westphal, Bickle, Achorn, Wahl, Sanger Absent: Wunsch
4. **Approve Agenda** Bickle moved to approve the agenda; Wahl seconded. **Passed unam**
5. **Conflict of Interest** None
6. **Business**
 1. **Approve invoices**

Manigold asked for a motion to approve the invoices; Achorn interrupted the motion by reminding the Supervisor of the additional item he wanted to add to the invoice list. This item involved a new plotter for the planner. Manigold explained that the Board earlier had approved a plotter for then Planner, Brian VanDenBrand. However, because time has lapsed on purchasing it, and it was approved in last fiscal year's budget. A new Planner has been hired, and Manigold thought it would be appropriate to have the Board approve the new invoice for the plotter at a cost of \$4,244.54 from Crane and Company. Bickle stated that Sanger, he and Achorn talked about this item being an amendment to this year's budget for the Planning Department. In addition, there are two additional laptop computers on the invoice: one is for BS&A to have a dedicated computer to do payroll and invoices; the other is to replace the broken laptop used for PowerPoint presentations in the Town Hall. Crane and Company looked at the broken computer and said it would cost more to repair it than to buy a new one. Manigold passed the invoice to the Board members. Westphal asked that the Town Board to designate the broken computer as surplus. She thought that perhaps someone could take and repair it once it is in surplus. Bickle moved to declare the laptop as surplus and to allow someone like Mike Achorn to repair and donate it for school use; Wahl seconded. Achorn recused herself for potential conflict of interest. Board voted 5-0, in support.

Bickle moved to approve all of the invoices as amended; Wahl seconded. **Passed unam**
 2. **Clarify and confirm Zoning Board of Appeals board member terms**

Westphal moved that Lisa Hemming receive a one year term to 2019, and John Dolton receive a 3 year term to 2021, on the Zoning Board of Appeals; Bickle seconded. **Passed unam**
 3. **First interviews for clerk position**

Clerk applicants Robin Noval and Rebecca Chown presented their qualifications to the Board. A question and answer period followed each presentation. No action was taken on selecting a clerk, in order for the Board to conduct background checks on both candidates, and to give the Board more time to consider the individuals' qualifications. Bickle will conduct the background check. Selection of the preferred candidate for clerk was scheduled for the next Town Board meeting on Wednesday, November 7, 2018.
9. **Citizen Comments**

Nancy Heller, 3091 Blue Water Road, commented on her observations of the earlier Town Board Special Sub-committee meeting on the Personnel Policy Handbook. She felt that staff needed to be consistently evaluated by a single supervisor, not three supervisors as currently exist in the Supervisor, Treasurer, and Clerk's offices.
10. **Board Comments** None
11. **Adjournment** Bickle moved to adjourn the meeting at 9:10 pm; Wahl seconded. **Passed unam**