

Minutes of the Qualification Meeting of Avon Township

March 18, 2015

Call to Order: Chair Richard Bresnahan called to order the meeting of the Avon Township Supervisors at 7:30 P.M. in the Main Chamber of the Avon Township Hall, 16881 Queens Road, Avon.

Pledge: The Pledge of Allegiance was recited.

Roll Call: the following individuals were present:

Board of Supervisors – *Richard Bresnahan, John Merdan, Roger Nelson*

Board Support – *Kelly Martini (Treasurer), Stephen Saupe, (Clerk), Marion Gondringer (Deputy Clerk), Paul Buttweiler (Deputy Treasurer)*

Planning Commission – *LeRoy Gondringer, Ken Mergen (Chair), Stephen Saupe*

Staff Members – *Joe Koopmeiners, Dolores Pilarski, Duane Willenbring*

Approval of Agenda: A discussion of voting issues was added to the agenda. Nelson moved to approve the agenda as amended. Merdan second. All in favor. Motion carried.

Business:

1. **Swearing-in newly elected officials** – John Merdan and Kelly Martini were sworn in as Supervisor for a three-year term and Treasurer for a two-year term, respectively. They recited the oath of office and were issued a certificate of election.
2. **Elect Chair & Vice-Chair** – Merdan moved to appoint Richard Bresnahan to serve as Chair. Nelson second. Two in favor. One abstain (Bresnahan). Motion carried. Bresnahan moved to appoint John Merdan as Vice-Chair. Nelson second. Two in favor. One abstain (Merdan). Motion carried.
3. **Appoint Committee Chairs/Members** – *the following appointments were made:*
 - **Fire Board** – Nelson nominated Merdan. Bresnahan second. Two in favor. One abstain (Merdan). Motion carried.
 - **Humane Society** – Bresnahan nominated Nelson. Merdan second. Two in favor. One abstain (Nelson). Motion carried.
 - **Joint City / Township Planning Board** – Merdan nominated Mergen & Nelson. Bresnahan second. Two in favor. One abstain (Nelson). Motion carried.
 - **Legal** – Merdan nominated Bresnahan. Nelson second. Two in favor. One abstain (Bresnahan). Motion carried.
 - **Grounds, Buildings, & Maintenance Worker Supervisor** – Nelson nominated Merdan. Bresnahan second. Two in favor. One abstain (Merdan). Motion carried.
 - **Planning Commission** – to be rotated
 - **Roads & Snow** – Nelson nominated Merdan. Bresnahan second. Two in favor. One abstain (Merdan). Motion carried.
 - **Weeds** – Bresnahan nominated Nelson. Merdan second. Two in favor. One abstain (Nelson). Motion carried.
4. **Planning Commission Membership** – Merdan moved to appoint Leroy Gondringer and Gerry Kremers to three-year terms on the Planning Commission. Nelson second. All in favor. Motion carried.
5. **Salary, Fee, & Mileage Schedule** – The Fees for Service Schedule was discussed and revised. Nelson moved to approve the revised Fee Schedule. Merdan second. All in favor. Motion carried. The

Salary/Wage Schedule was discussed and revised. Merdan moved to approve the Salary/Wage Schedule. Nelson second. All in favor. Motion carried. Mileage reimbursement is based on federal guidelines.

6. **Snow Plow Operator Raise** – Nelson moved to increase the hourly wage of driver Duane Willenbring to \$24. Merdan second. All in favor. Motion carried.
7. **Resolution 03-18-15 – Establishing a Policy for the Compensation of Town Officers.** Merdan moved to approve Resolution 03-18-15, Establishing a Policy for the Compensation of Town Officers, which updates Resolution 03-19-14. Nelson second. All in favor. Motion carried.
8. **Resolution 03-18-15-1 – Contract Authorization** – Merdan moved to approve Resolution 03-18-15-1, Authorizing a Contract with Roger Nelson, to assist with brush chipping as necessary. Bresnahan second. Two in favor. One abstain (Nelson). Motion carried.
9. **Conflicts of Interest** – no conflicts of interest were known. No Town Board or Planning Commission member should serve as an advocate to promote an agenda for a resident.
10. **Town Meetings Schedule** – no scheduling or other conflicts for the remainder of the year were known.
11. **Town Bank** – Bresnahan moved to continue with Avon State Bank as the township bank. Nelson second. All in favor. Motion carried.
12. **Snow & Ice Policy** – the Supervisors will examine the Snow & Ice Policy at a future meeting. In the meantime, Koopmeiners will examine and make recommendations.
13. **Activity Listing** – A listing of actions required throughout the year was examined. No changes were noted.
14. **Housekeeping Report** – Dolores Pilarski reported that everything is good. Two new door stops have been installed and the remainder will be replaced. A carpet cleaner was donated to the Town Hall.
15. **Maintenance Report** – Joe Koopmeiners reported that everything is good. The yellow plow is underpowered and would be a candidate for replacement. There is some erosion from water running off the Shop Building. Also, water from the Hall roof runs across the sidewalk making slippery conditions.
16. **Newsletter** – LeRoy Gondringer will work on this.
17. **Voting** – Poll open hours will be placed on the road signs. Voting for the Town election went well though one resident was registered in the wrong precinct; the County fixed this mistake.
18. **Liquor License** – Nelson moved to accept a resolution to approve an on-sale liquor license for the Immaculate Conception Church. Merdan second. All in favor. Motion carried.
19. **Helping Hands** – Merdan moved to approve the use of the Town Hall by Helping Hands for a “Living with Healthy Life with Chronic Conditions” class. Nelson second. All in favor. Motion carried.
20. **Employee Evaluations** – the Supervisors temporarily suspended the meeting to meet in private with Koopmeiners and Pilarski for Performance Evaluations.

Adjournment: Merdan moved to adjourn the meeting at about 9:00 PM. Nelson second. All in favor. Motion carried.

Respectfully submitted,
Stephen G. Saupe, Clerk

Supervisor Approval:

Richard Bresnahan

John Merdan

Roger Nelson

Attest

date