

December 17, 2012

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A workshop with the Supervisors was held Monday, December 17, 2012 at 7:00 p.m. in the Township Building. The workshop was advertised as required by law. Those present were Jim Fuller, Barry Schrope, Annette Mullen, Vicki Jenkins, Dave Jenkins and Dexter Potter.

The purpose of the workshop is to continue working on establishing a Township Employee Handbook and discuss outstanding items. Outstanding items consist of should retirement be handled the same as termination or resignation when it comes to remaining vacation days, part time to full time employment, blood alcohol level/drug detection training for employees with a CDL license and under the job description for road master the \$500 limit threshold for spending. The supervisors asked the secretary to contact other townships in the area to see if there is any interest in others completing the training for blood alcohol level/drug detection for CDL employees.

The supervisors discussed all outstanding items and asked the secretary to submit the draft copy to the township solicitor for review and comment. With solicitor approval the handbook could be adopted at January's meeting.

Workshop adjourned at 8:00 p.m.

Respectfully Submitted,

Vicki L. Jenkins
Twp. Secretary