

Jefferson Township  
Re-organization Meeting  
Carsonville Fire Company Building  
January 4, 2010

Alan Loesch, Temporary Chairman, called the meeting to order at 7:50 PM.

**2009 APPOINTMENT OF POSITIONS**

- A. A motion was made by Keith Crum to nominate Alan Loesch to serve as Chairman. Margaret Peterson seconded the motion. Result ; All 3-0.
- B. Alan Loesch made a motion, seconded by Margaret Peterson to make the following appointments, schedules and wages for 2010. Result; All 3-0.
1. Margaret Peterson to serve as Vice Chairman.
  2. Keith Crum to serve as Roadmaster.
  3. Stanley Laskowski from the law firm of Caldwell & Kearns as Township Solicitor.
  4. Brad Crum to serve as Chairman of the Vacancy Board.
  5. Michael J. Brown as Sewage Enforcement Officer.
  6. John Madden as the Alternate SEO.
  7. Brenda Osman to serve as Emergency Management Coordinator.
  8. All Supervisors as Permit Officers for Assessment permits
    - An Administrative Tax Assessment Permit application must be signed by the majority in order to issue a permit
    - Administrative Permits may be signed at any time by Permit Officers (they do not have to be signed during a Township Meeting).
  9. Halifax National Bank as the Township Financial Depository
  10. Meetings
    - Monthly meetings will be held on the first Wednesday of each month, except for the December meeting which will be held the third Wednesday.
  11. Meetings will start at 7:00 PM with a working session for the Supervisors, with no Public participation. The Regular meeting will follow at 7:30 PM.
  12. Certify all Supervisors and the Secretary as Delegates to the annual State Association Convention and appoint Alan Loesch as the voting delegate.
  13. Wages for Labor
    - Supervisors and equipment operators: \$ 9/hr
    - Skilled labor for specialized services: \$9/hr and higher depending on the specific job as defined by the Supervisors

- Unskilled labor according to the job, as defined by the Roadmaster from Minimum Wage up to \$9/hr
  - Road Foreman: Up to \$11/hr as defined by the Roadmaster
  - Snow removal: \$11/hr for snow removal activities.
  - Roadmaster: \$11/hr for labor.
  - Overtime: Time and one half will be paid for hours worked over (8) per day, and hours worked over (40) per week. Overtime must be approved by the Roadmaster before it is worked, except in the case of emergencies such as snow removal.
14. The Treasurers Bond is recommended to be set at \$100,000.

C. Keith Crum made a motion to appoint Robyn Loesch to serve as Secretary/Treasurer. Second by Margaret Peterson. Results; 2-0, Alan Loesch abstained. (Conflict of interest statement filed before meeting.)

1. Keith Crum made a motion to set the pay rate of the Secretary/Treasurer and change it from the 5% commission method used in previous years. The Jefferson Township Secretary/Treasurer shall now be paid \$525/month, payable at each regular monthly Township meeting for services performed during the previous month.
  - If the person appointed as Secretary/Treasurer changes, the incoming and outgoing persons shall be paid on a prorated basis based on the number of days each worked during the month when the change occurred.
  - If the Township receives a grant or emergency financial aid from County, State or Federal Government or from any other source and that grant or aid includes an allowance for administrative support, the Secretary/Treasurer shall be eligible for that administrative payment in addition to the normal monthly amount if the Supervisors appoint the Secretary/Treasurer as the person to perform that administrative work. (Note; The Supervisors may appoint anyone to perform the Administrative work, not just the Secretary/Treasurer.)

Seconded by Margaret Peterson. Result; 2-0, Alan Loesch abstained.

Alan Loesch made a motion to adjourn the reorganization meeting; Keith Crum seconded the motion. All were in favor. Meeting adjourned at 8:18 PM.

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Robyn Loesch  
Secretary/Treasurer