

Approved February 24, 2020

KOCHVILLE TOWNSHIP BOARD OF TRUSTEES BOARD MEETING
Kochville Township Hall
5851 Mackinaw Road, Saginaw, MI 48604
MINUTES OF February 11, 2020

Pledge of Allegiance/Roll Call

The Board Meeting was called to order at 6:32 pm by Supervisor Loiacano at Kochville Township Hall. The Pledge of Allegiance was recited.

PRESENT: Supervisor Loiacano, Clerk Machata, Treasurer Knowlton, Trustee Ferrell and Trustee Thon

ALSO, PRESENT: Steve London, Township Manager; Chris VanLoo, Fire Chief; Mike Comstock, DPW Manager; Jamie Uptmor, Deputy Clerk; Kerri Malesky, Kochville Veterans Hall Director; Catey Knowlton, Deputy Treasurer; Ann Coon, Accounting Clerk; Trish Foerster, DPW Assistant Manager; Hayden Boensch, DPW; Gil Perez, DPW; Evan Vallencourt, DPW; Tyson McKinley, DDA Director; Dennis Knowlton, Planning Commission.; Mark Nottley of Municipal Consulting Services, LLC. There were 1 other interested parties/guests.

Agenda Approval

Motion by Clerk Machata and seconded by Treasurer Knowlton to approve agenda as written. Motion carried.

Public Comment - None

New Business

Classification and Compensation Study

Mark Nottley of Municipal Consulting Services, LLC presented a summary of the Classification and Compensation Study his company performed for Kochville Township. A 9-step program for salary increases is presented in the study. Mr. Nottley suggested that the 5 positions that were listed with compensated below the minimum average be brought up to the minimum average and the other positions brought up to the next step of the 9-step process recommended in the study. Lengthy discussion took place. It was asked about pay increases for Firefighters, the Fire Chief, Veterans Hall Director and part time DPW workers as these positions were not listed in the study. It was suggested to look at employee years of service and where they fall into the 9 steps. It was questioned whether the township has ever considered offering part time employees benefits. For instance, earning PTO (paid time off) or being paid for Township Holidays. Discussion took place on how to implement pay increases. Manager London will look at the steps and bring to the board where to possibly place employees. Trustee Ferrell suggested that board members look at the 9 steps and give their input on where employees should fall as years of service should be considered.

New Business (cont.)

A budget workshop was discussed and will be schedule for Tuesday, February 25, 2020 at Kochville Township Hall starting at 6:30 pm.

Manager London stated that an offer had been made to an applicant, Summer Richard, for the Office Administrator position and Summer accepted and will be starting Thursday, February 20. Manager London stated Summer will bring a lot of versatility to the township with her background.

Manager Comments

- The Planning Commission voted to put the master plan out for bid.
- The backup generator at Veterans Hall is fully operational.

Board Comments

Trustee Ferrell

- Stated hopefully the study will make happier employees and give them a fairer wage.

Treasurer Knowlton

- Stated that hopefully employee questions were answered.
- Thanked the employees, board members and township manager for attending.

Trustee Thon - none

Clerk Machata

- The March 10, 2020 Presidential Primary Election is fast approaching.
- The election equipment has been preliminary tested and is functioning like it should.
- Absentee applications are coming in and ballots going out.
- Thanked Deputy Clerk, Jamie Uptmor for her hard work with the election preparation.

Supervisor Loiacano

- The budget workshop will be Tuesday, February 25, 2020 at Kochville Township Hall starting at 6:30 pm.

Adjournment

Motion by Clerk Machata and seconded by Treasurer Knowlton to adjourn the meeting at 8:28 pm.
Motion carried.


Kevin Machata, Clerk

3-1-2020
Date