

Personnel/Insurance Meeting
09-25-2014

Where: Twp. Office - Green Acres Road.

When: 4:00 PM.

Who Present: Bill Bingham, Bruce Petersen and John Ollila

Discussion Points:

- Went over the employee Handbook – thru “Standards of Conduct” on page 11. Removed some redundant parts and changed some text to make it more understandable.
- Bruce will get the MTA “confidentiality statement” and include it in the manual.
- Totally redid the “at-will” section of the Personnel Manual.
- The next Comm. meeting is scheduled for October 2, 2014 at the Twp. Office @ 4:00PM.

John moved for adjournment.

Adjourned at 5:05 PM

Respectfully submitted:

Bruce Petersen
Township Supervisor