

Personnel/Insurance Committee Meeting 04-27-2015

Where: Twp. Office - 47240 Green Acres Road, Houghton, MI.

When: 3:00 PM.

Who Present: Bill Bingham, Bruce Petersen and John Ollila

Discussion Points:

- The Personnel Manual has been modified to evidence Nick Daavetilla's one page response after reviewing the manual to the Supervisor. The Committee thought it was now time to present the updated manual to the Board for final approval.
- Sick Leave accrual in the updated Personnel Manual was discussed. Right now the employees receive 4 hrs per 160 hours of regular time worked. That amounts to 48 hours/yr. or 6 days per year of sick leave accrual. If an employee had a serious illness and exhausted many days of sick time while out it would require years of work without any sick time taken to replenish their sick leave. The Supervisor was in favor of increasing this to at least 6 hours per 160 hrs. of regular time worked. The committee was split and could not decide on an appropriate number so it was decided when the Board votes on the updated Personnel Manual at the next monthly meeting that they decide this sick leave issue.
- The resignation letter from the Assessor was read and discussed. Most of the points contained within the letter, according to one Committee member were decisions that were unanimously made by the Board of Trustees. The letter was dually noted. The Committee unanimously thought that she has been doing her Assessing and Board of Review oversight duties very well.
- An Assessor vacancy announcement was discussed. It would include:
 - >> One or two days per week 9:00am to 3:00pm office hrs.
 - >> Level II Assessor accreditation or greater
 - >> Application period ending on May 18th at 3:00pm close of business

John moved for adjournment at 3:45 PM

Respectfully submitted:

Bruce Petersen
Township Supervisor