

PINE GROVE TOWNSHIP SPECIAL MEETING MINUTES

MARCH 12, 2024 6:00 p.m.

1. **Meeting was called to order** at 6:00 P.M. by Meert.
2. **Pledge of Allegiance.**
3. **Roll Call: Present:** Richardson, Meert, Sell, Hephner Smith-absent.

4. A. RECOMMENDATION FOR RECYCLE CENTER EMPLOYEE

Employee has been sent a certified letter requesting his attendance at this special meeting. Employee was not in attendance. Sell mentioned he has been employed for approximately 5 months and has told her he still does not feel comfortable working the Recycle Center alone. He has trouble helping people and accounting for the money. Sell will document conversation she had with employee 30 days ago in a letter for his file. The board agreed he was a very nice person but not right for the Recycle Center position. *Richardson made a motion supported by Sell to dismiss Employee from the position of Recycle Center Attendant immediately. Roll call vote: Richardson-yes. Meert-yes, Sell-yes, Hephner-yes. Motion passed.* Sell would contact Employee this evening.

B. REVIEW AND FINALIZE ROAD BUDGET

Hephner reported at the Annual Budget Meeting she did not have the exact road figures. The correct figures should be Gravel-\$36060.00, dust control-\$32554.00, trap/fog seal-\$147910.30 and deberming-\$18300.00. Total should be amended to \$234824.34. Meert stated the budget figures had been updated to include the new totals and stated the figures had been updated and presented in the income statement marked New Budget. End figure now shows an excess of \$104356.00. Meert has written in and subtracted the capital outlay for PGT Hall but needs to contact auditor to create a new account for it to pull through onto the statement. *Sell made a motion supported by Hephner to amend this figure from the annual budget and approve the new budget figures as presented. Roll call vote: Richardson-yes, Meert-yes, Sell-yes, Hephner-yes. Motion passed.*

C. ADDRESS BASEMENT MOLD AND ASBESTOS

Hephner would like the Board to consider the contracts from Martin's Environmental and Van Dam & Krusinga's bids for mold and asbestos removal from the basement of PGT Hall. She has checked and the previous bid amounts of the contracts will still be honored. Martin's Environmental-\$10058.00. Van Dam & Krusinga-\$19918.71 *Richardson made a motion supported by Sell to approve the contract bids of Martin Environmental and Van Dam & Krusinga in the amount of \$29976.71. Roll call vote: Richardson-yes, Meert-yes, Sell-yes, Hephner-yes. Motion passed.*

D. NEW EMPLOYEE REVIEW

Person of interest expressed his interest in the position at the recycle center. Meert gave him a copy of the job description to review. Sell explained the duties and the hours for the position. It was explained that it is a customer service job and does involve the handling of cash that he would be responsible for. Person of interest was given the opportunity to ask questions of the Board pertaining to job duties and expectations. Person stated he would like the opportunity to work at the recycle Center. *Richardson made a motion supported by Hephner to hire person of interest as the new recycle attendant. Roll call vote: Richardson-yes, Meert-yes, Sell-yes, Hephner-yes. Motion passed.*

5. **PUBLIC DISCUSSION -NONE.**
6. **ADJOURNMENT**-*Motion by Richardson supported by Hephner to adjourn at 7:02 PM. All yes. Motion passed.*
7. **Respectfully submitted**

Michelle Meert, Pine Grove Township Clerk