

AGENDA
THE PORT AUSTIN VILLAGE COUNCIL
SPECIAL MEETING
Tuesday April 11, 2017

Call Meeting to Order at **6:30 pm**

Pledge of Allegiance to the Flag

Roll Call: Andreski, Brecht, Jobe, Kendall, Maschke, Polega, & President Confer

AGENDA:

1. Restructure Village Organization

PUBLIC COMMENT:

COUNCIL MEMBERS COMMENTS:

Adjourn:

Tuesday April 11, 2017

*SPECIAL
PORT AUSTIN VILLAGE COUNCIL MEETING
17 West State Street, Port Austin, MI 48467*

MEMBERS PRESENT: Andreski, Jobe, Kendall, Maschke

MEMBERS ABSENT: Brecht, Polega, Confer

EMPLOYEES PRESENT: Thomas Rapson

GUESTS PRESENT:

Pledge of Allegiance to the flag was recited.

President Pro Tem Kendall called the regular meeting to order at 6:30pm.

Roll Call was taken.

Agenda: Kendall explained the purposed hiring procedures. The main purpose for these is to make sure there is consistency in the hiring procedure, even if there are different people doing the hiring.

Some Discussion was had.

Kendall reported that he has sent the procedures and the DPW job descriptions over to the lawyers at EMC for review. He is waiting for their response.

Moved Maschke, support Jobe to accept the Hiring Procedures as presented, along with the two DPW job descriptions. Ayes: All

Maschke explained the drug and physical testing. We will be using Huron Medical Center for the testing. She is working on getting everything set up with them.

The labor committee is still working on developing job descriptions for the other Village employees.

Kendall discussed his concern with not being efficient in getting things done. His idea to possibly help with this is to look into having a Village Manager position.

Some discussion was had on what the position would entail.

Consensus was that this was a good idea to look into.

Labor committee will begin with developing a purposed job description and then the idea can be evaluated further to determine if it is something we want to pursue.

Maschke feels we should consider moving Chad Parrish into the DPW Supervisor position.

Much discussion was had.

Moved Maschke, support Andreski to move Chad Parrish to DPW Supervisor, with his pay being retroactive back to April 1st equal to what the previous Supervisor was receiving, contingent upon Parrish passing the Drug and Physical testing. Ayes: All

Kendall commented that they plan to use Equifax to conduct the background checks. He will work with the Clerk to get it set up.

Labor committee plans to begin reviewing applications on Tuesday April 18th.

Maschke commented that we should have Parrish sit in on the interviews; he can offer insight into the position and might have questions that the committee might not think about.

Public Comment: NA

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With no further business; **Moved Maschke support Jobe,** meeting adjourned at 7:29 pm.

Clerk Certification

I the undersigned, Thomas Rapson, the duly qualified and appointed Clerk for the Village of Port Austin, Huron County Michigan, DO HEREBY CERTIFY that the forgoing is a true and complete copy of certain proceedings taken by the Village of Port Austin,

At a Special board meeting conducted on the ___11th___ day of _____April_____ 2017.

_____ Thomas Rapson, Village Clerk