

Jackson Township Board of Trustees  
Special Meeting Minutes  
June 10, 2016

The meeting was called to order by President, Mike Moyer, at 8:01 a.m. Roll call was taken. Trustees: Mr. Moyer, Mr. DeVilbiss and Mr. Gillman were all present.

**Visitors:** Melanny Michael

**Visitor Comments:** No comments

At 8:02 a.m., Mr. Moyer made a motion to move into executive session to discuss personnel. Mr. DeVilbiss seconded the motion. Vote: Mr. Moyer – Yes, Mr. DeVilbiss – Yes Mr. Gillman – Yes Motion passed. At 8:17 a.m., Mr. Moyer made a motion to return to regular session, seconded by Mr. DeVilbiss. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Gillman – Yes Motion passed. Mr. DeVilbiss made a motion to offer Doug Pohl the full time position of Road Supervisor @ \$24.50 an hour for a six month probation period. When the six month probation period has ended, Mr. Pohl's pay will increase to \$25.00 an hour. Mr. DeVilbiss stated Mr. Pohl would like to bring with him 3 weeks of vacation he has earned from the County. Mr. DeVilbiss said our current Personnel Policy does not cover lateral transfers of vacation, sick leave and insurance, so the trustees decided to honor Mr. Pohl's request and give him the 3 weeks of vacation. Mr. Moyer stated our Personnel Policy should be reviewed, but for now, any future lateral transfers of employment will be honored on a case by case basis at the discretion of the trustees. Mr. Gillman seconded Mr. DeVilbiss's motion. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Gillman – Yes Motion passed. Mr. Moyer will call Mr. Pohl to see if he will accept the full time position of Road Supervisor. Mr. Gillman asked when Mr. Pohl could start work. Mr. DeVilbiss and Mr. Moyer stated they had discussed July 1<sup>st</sup> being Mr. Pohl's first day of employment. Mrs. Winkler stated this would work out due to the fact July 1<sup>st</sup> is the beginning of a new pay period. Mr. Moyer stated Mr. Pohl does not work on Fridays. Mr. Pohl asked if he could work part time the next 2 Fridays to begin acclimating himself with the road operations, building, equipment, etc. The trustees decided this would be a good idea, so Mr. Pohl will work part time hours for the next 2 Fridays. Mr. Holloway's last day of employment with us is tomorrow, June 11<sup>th</sup>. If Mr. Pohl accepts this position, Mr. Burnett's title will change to Assistant Road Supervisor and his pay will decrease to \$20.00 @ hour effective July 1, 2016. Mrs. Winkler gave Mr. Moyer the paperwork for new hires to give to Mr. Pohl to fill out if he accepts the position. Discussion followed regarding OPERS. As long as an employee has not retired from OPERS, that employee may continue to pay into OPERS when starting a new job.

With no further business, Mr. Gillman made a motion to adjourn the meeting. Meeting was adjourned at 8:26 a.m.

Submitted by: \_\_\_\_\_  
Diana Winkler, Fiscal Officer

Attested by: \_\_\_\_\_  
Michael Moyer, President