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# BURTCHVILLE TOWNSHIP

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*MICHAEL APPEL, SUPERVISOR*  
*ROBERT BAILEY, CLERK*  
*ALAN BRIOLAT, TREASURER*  
*PATRICK JANKSS, TRUSTEE*  
*CYNTHIA MINNIE, TRUSTEE*

## **Burtchville Township Board of Trustees SPECIAL Meeting June 7, 2023**

- 1) The Special Meeting of the Township Board of Trustees, was called to order by Supervisor Appel at 8:02a.m. followed by the Pledge of Allegiance. Roll call; Bailey, Janks, Minnie, Briolat, and Appel.
  
- 2) A Special meeting was held by the Township Board to discuss a contract for Brandon Doan to operate the DPW.
  - a) Motion by Appel supported by Briolat to close regular meeting and go into closed session. Voice vote passes unanimously.
  
  - b) Board Members discussed entering into a contract between Brandon Doan and Burtchville Township to be Superintendent of the Burtchville Water Department. Contract to run July 1, 2023 thru June 30 2026. Motion by Bailey supported by Appel to reopen the regular session. Voice vote passes unanimously. Motion carries.
  
  - c) Motion by Bailey supported by Appel to offer the contract to Brandon Doan. Roll call vote; Ayes: Bailey, Appel, Janks, Minnie, and Briolat. Nays; None. Motion carries. Brandon Doan is given a copy of the contract and told to read it over and at the Board meeting on June 19, 2023 and can sign the contract if he accepts it.
  
- 3) Motion by Appel supported by Minnie to go into closed session at 8:43a.m. Voice vote passes unanimously. Meeting in closed session.
  - a) Hiring of a replacement deputy clerk/clerk's administrative assistant. With hourly review in six months. Board discussed the job and its' duties. Motion by Appel supported by Minnie to go back into regular session at 8:50a.m. Voice vote passes unanimously. Back into regular session.

b) The board members talked with Heather Hart about the job and if it was as she thought it would be. Heather stated it was.

Motion by Bailey supported Appel to offer the position of Deputy Clerk paying \$20.00 hour with same benefits offered as the other office workers receive with a starting date of June 5, 2023. Roll call vote ayes: Bailey, Appel, Janks, Minnie2, and Briolat.

Motion to adjourn by Briolat supported by Appel. Voice vote passes unanimously. Meeting adjourned at 9:00a.m.

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Robert C Bailey, Clerk

June 19, 2023  
Date