

WINDSOR TOWNSHIP BOARD OF SUPERVISORS
January 21, 2010

The recessed meeting of the Windsor Township Board of Supervisors was called to order at 1:11 p.m. by Chairman Paul Smith.

Those present: Paul Smith, Jan Smith, Dean Heffner, Jennifer Gunnet, Jeremy Trout and Mike Hess (ARRO).

Mr. Trout presented the Board with updated information on the purchase of a leaf truck. The option to purchase the truck in its entirety from ODB versus purchasing the truck chassis from Freightliner and the leaf box from ODB were discussed as well as the new emissions versus the old emissions. Also discussed was the 25 cubic yard box compared to the 30 cubic yard box. It was noted that the 30 cubic yard box is 34" longer than the 25 cubic yard box. Mr. J. Smith suggested purchasing the 30 cubic yard box now. He added that we will eventually need a second machine and a 25 cubic yard box could be ordered at that time. Mr. Heffner suggested doing it in reverse. Delivery was discussed. If the truck is delivered to Freightliner, then there is a \$700 delivery charge to deliver it to ODB to have the box installed. An option would be for two employees to deliver it. On the motion of Dean Heffner seconded by Jan Smith, the Board authorized the purchase of a 2011 Freightliner with a leaf box from ODB and to have Freightliner deliver it to ODB. Motion carried. Three votes yes.

Mr. Trout noted that there is a camera available to be mounted on the rear of the truck to assist the driver with seeing what is behind him. The cost of the camera is \$1350.00. On the motion of Jan Smith seconded by Dean Heffner, the Board authorized the camera to be added to the above truck at a cost of \$1350.00 or less. Motion carried. Three votes yes.

The Board went into executive session at 1:45 to 2:20 p.m. to discuss personnel comments.

At 2:20 the Board met with the Public Works employees as follow: Troy Dehoff, Rick Dietz, Jeffrey Player, Ronald Howard, Joseph Kerchner, James O'Dell, Lonnie Miller and Michael Diehl.

The Board was asked about the status of future wage increases. The employees were advised that hourly rate employees who are eligible for Target Wage increases will receive an adjustment April 1, 2010. The next review of all employee wages will be for the October 1, 2010, consideration. The employees were also advised that future wage review will no longer take place on the calendar year. Because of year end requirements, wage reviews will take place some other time of the year. This gives the Board more time to do considerations. It was mentioned by the employees; why not address salary adjustment on the employee anniversary date. It was felt that this would be more difficult to budget.

There was some discussion as to job responsibilities between a Skilled and Semi-Skilled employee. It was acknowledged that a Semi-Skilled employee could operate equipment the

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same as a Skilled employee upon their request, which would be on the job training. This would give them experience operating equipment so that they could apply for a Skilled position when it became available.

The Employee Handbook is being updated and will be given to everyone within the next month or so. It was asked if there are major changes and the Board said there wasn't.

There was discussion concerning area shops that provide service for the fleet. For the most part there are two shops that do our work and are very good.

The Board presented the employees with a group picture which was taken at the Open House of the Public Works Building on October 3, 2009. The Board expressed their appreciation to the Township Manager for her help in making this presentation happen. The employees thanked the Board.

Respectfully submitted,

Jennifer L. Gunnet
Secretary