

RAY TOWNSHIP BOARD OF TRUSTEES
SPECIAL MEETING MINUTES
THURSDAY, JULY 1, 2021 AT 10:00 A.M.
PAGE 1 of 2

Location: Ray Township Hall
64255 Wolcott, Ray, MI 48096

Present: Joe Jarzyna, Supervisor
Lori Lascoe, Clerk
Betty Grader, Trustee
Doug Stier, Trustee

Absent: Betsy Bart, Treasurer

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES & ROLL CALL.
Supervisor Jarzyna called the meeting to order at 10:00 a.m. The Pledge of Allegiance was recited. Clerk Lascoe called roll; Jarzyna, Lascoe, Grader and Stier were present. Absent: Bart.

2. APPROVAL OF AGENDA –
**MOTION by Stier supported by Grader to approve agenda as presented.
MOTION carried.**

3. PUBLIC COMMENTS: - For Agenda Items
Supervisor Jarzyna asked anyone that would like to speak to come to the podium and state their name and address.

There were no public comments at this time.

4. UNFINISHED BUSINESS

a. Assessor position

Supervisor Jarzyna stated the offer of employment was offered per the phone poll for the Assessor position. He stated the letter of offer of employment has been signed. The annual salary of \$40,000.00 with office hours of Tuesday and Thursday from 9:00 a.m. – 1:00 p.m., with field work being completed in the afternoon. The Assessor's benefits have been revised with no holiday pay, no vacation pay and no medical allowance. The employment is for an at-will employee and the employment may be terminated by either party upon thirty day written notice. The employee will begin on Tuesday, July 6, 2021.

MOTION by Lascoe supported by Stier to confirm the phone poll offering employment to Shawn Biernat for the Assessor's position with the salary of \$40,000.00 with no holiday, vacation, or medical stipend, starting employment on July 6, 2021.

MOTION carried.

5. UNFINISHED BUSINESS

a. Revised Employee Manual Appendix 1

Supervisor Jarzyna stated the Appendix 1 of the Employee Manual has been updated for the Assessor position.

MOTION by Grader supported by Stier to approve the Revised Employee Manual Appendix 1 – Compensation Schedule for the Assessor position, as presented 7-1-2021.

MOTION carried.

b. Revised Employee Manual Appendix 2

Supervisor Jarzyna stated the Appendix 2 of the Employee Manual has been updated for the Assessor Benefits as the signed offer of employment.

MOTION by Stier supported by Grader to approve the Revised Employee Manual Appendix 2 for the Assessor position, as presented 7-1-2021.

MOTION carried.

RAY TOWNSHIP BOARD OF TRUSTEES
SPECIAL MEETING MINUTES
THURSDAY, JULY 1, 2021 AT 10:00 A.M.
PAGE 2 of 2

6. PUBLIC COMMENTS - None

7. ADJOURNMENT

**MOTION by Stier supported by Grader to adjourn the meeting at 10:04 a.m.
MOTION carried.**

Joe Jarzyna, Supervisor

Lori R. Lascoe, MiPMC
Clerk & Recording Secretary

Date