

Minutes of
January 23, 2023
INDIANFIELDS TOWNSHIP
SPECIAL BOARD MEETING
1633 Mertz Rd., Caro, MI 48723

Meeting called to order at 6:30 PM by Twsp. Supervisor William Campbell. Present were Trustee Eric King, Treasurer Kristine King, and Clerk Robert Keilitz.

Absent: Trustee Ron Woloshen.

Public Comment: One resident was in attendance.

Approval of Agenda: in the absence of a full Board, the agenda was approved as submitted.

Approval of Minutes of 1/9/2023 Regular Meeting: Motion to approve (K. King/E. King) the minutes as written. Motion passed.

Business: Board Policies and Procedures- The proposed Handbook was reviewed page-by-page. The "No Nepotism" clause was changed to prohibit any employees to be supervised by relatives. Hiring will be based on qualifications. The language of Section 1-B was moved to Section 2-B and 1-B was deleted. The language stating that interviews will be open to the public was deleted. Hiring will be voted on at an open meeting based on recommendations by the interviewer or the interviewing committee. The language pertaining to Voluntary Separation of Employment was amended. The language pertaining to Supplemental Employment was amended. The language pertaining to Hiring was amended. A statement clarifying the observation of holidays falling on a weekend was added. The language pertaining to the Grievance Process was amended. The language pertaining to Use of Township Vehicles and Equipment was amended. The language pertaining to Employment Regulations- Employee Code of Conduct, Disciplinary Process, and Substance Abuse were amended. Following the completion of this review, it was moved and supported (E. King/Keilitz) that the Personnel Policy Manual be adopted as of this date. Motion approved.

Public Comment: Our guest told us how enjoyable he found this meeting to be!

Announcements and Correspondence: None.

There being nothing further to come before the Board, the meeting was adjourned at 8:34 PM.

William Campbell, Township Supervisor

Robert Keilitz, Township Clerk