

draft

**Special Meeting of the Burt Township Board**

Monday, July 25, 2016

10:00 AM – Township Offices

**Attendance:** Joseph Venturato, Lori McShane, Tara Dongvillo, Lois Leavenworth, Scott Wieting

**Public Comment:** none.

**Approval of Agenda:** Motion offered by McShane, second by Dongvillo, to approve the agenda with the addition of budget review as item C. under old business. 5 ayes.

**Old Business:**

**GIS/Land Value Maps** – At the county commissioners meeting held on July 18, 2016, it was decided that the county would publish a request for proposals to have this GIS mapping done at the county level – with the townships all sharing in the cost. Board decided to hold off on any decision until the county has reviewed and made a decision.

**Rules of Conduct at Board meetings:** Brief discussion reminding the board of our rules that are printed on the reverse side of the agendas – we must follow these rules to maintain order.

**Budget Review:** Motion by Wieting, second by Leavenworth, to approve budget amendments as summarized on the spreadsheet dated 07/11/2016 – 5 ayes.

**New Business:**

**Employee vacation time policy:** If an employee does not use their vacation time in the year accrued, they must use it within 3 months of the next year and no more than 40 hours can be rolled over. The Employment and personnel policies and procedures will be updated and submitted to the board for approval at the next meeting.

**Deeds for triangle swap/Veterans Street** – Motion by Wieting, second by Leavenworth, to authorize Joseph Venturato, Township Supervisor, to sign the Quit Claim deed for the triangle of property bordering Veterans street in exchange for the triangle of property that extends out into the middle of Veterans street. 5 ayes.

**Public Comment:** none

**Adjournment 11:40 AM**

Respectfully submitted July 27, 2016

Lori McShane, Clerk