

CENTER TOWNSHIP BOARD MEETING MINUTES

12/01/2020

Called to order at 12:04 pm in the Conference Room at the Center Township Trustee's Office.

Present:

Jada Ray
Zack Light
Alicia Albertson
Jami Pratt

United Way:

- Jami presented a letter from Anita Stewart Executive Director of United Way. She is requesting \$10,500 for 2020 and \$11,500 for 2021 to go alongside a matching grant for funding the homeless shelter. She is agreeable to signing a Community Services Agreement with our office. Jada Ray made a motion to approve giving the United Way the request for money in 2020 and 2021, Zack Light seconds. Motion unanimously approved, 2-0.

Approval of Board Minutes:

- Jami Pratt presented the minutes from the last meeting which was on 11/02/2020. Zack Light motioned to approve, Jada Ray seconds. Motion unanimously approved, 2-0.

Movement of Funds:

- Jami Pratt asked the Board to approve moving funds for the repairs needed to Fire Engine 2 and the Grass Truck. The total would be \$1,025.39 from Vehicle Lease in Cumulative Fire. \$759.40 into Cumulative Fire Repairs and Maintenance and \$265.99 into Cumulative Fire Operating Supplies. Zack Light made a motion to approve this movement of funds for repairs, Jada Ray seconds. Motion unanimously approved, 2-0.
- Jami Pratt asked the Board to approve moving funds for prescription assistance to help a client in need of life saving prescriptions. The move would be \$2,500 total, \$1,400 from 2B Clothing under Direct Poor Relief and \$1,100 from 2C Housing under Direct Poor Relief to 1C Prescriptions under Healthcare section in Direct Poor Relief. Zack Light made a motion to approve this movement of funds for prescription assistance, Jada Ray seconds. Motion unanimously approved, 2-0.

Frankfort Fire Department Air Pack & Radio Request:

- Deputy Chief Ed Cripe has asked the Board if we could purchase air packs for the new Engine 2 so we could make sure the old Engine 2 was properly equipped for use as a backup. The total cost of the air packs is \$22,715. Jami Pratt told the board we could purchase this, if approved out of our Cumulative Fire fund because there is still money available. Zack Light makes a motion to approve the purchase for the air packs, Jada Ray seconds. Motion unanimously approved, 2-0.
- Deputy Chief Ed Crip has also asked the Board if we could fund the radio purchase and installation in the new Engine 2. The total price for this radio and installation is \$4,559.70. Jada Ray made a motion to approve this request, Zack Light seconds. Motion approved unanimously, 2-0.

Jason Forsythe, Frankfort Street Department:

- Jason Forsythe approached Jami Pratt with a request to help Center Township in need this Christmas through the Wayne Webster Christmas Fund. He stated the previous Trustee also helped last year with \$2,500. He is willing to sign a Memorandum of Understanding with the Board also. Zack Light made a motion to approve the FSD request, Jada Ray seconds. Motion unanimously approved, 2-0.

Updates to Standards & Guidelines/ Employee Handbook for 2021:

- Jami Pratt presented the Board with changes she would like to make to the Standards & Guidelines and the Employee Handbook.
 - Standards and Guidelines she proposed changing the rental assistance amounts to align them with the 2021 Fair Market Rent since they had not been changed since 2016. Zack Light made a motion to amend the Standards & Guidelines for 2021, Jada Ray seconds. Motion approved unanimously, 2-0.
 - Employee Handbook she proposed adding 90 day probationary period verbiage. Jada Ray made a motion to amend the Employee Handbook to add the verbiage for 2021, Zack Light seconds. Motion unanimously approved. 2-0.

Next board meeting is set for 12:00 pm on Monday, January 4, 2021 in the conference room at the Center Township Trustee's Office. Meeting was adjourned at 12:21 pm. Minutes typed by Jami Pratt