

**Forsyth Township Board
Special Meeting
Gwinn Community Center
March 28, 2022**

Supervisor Boogren called the meeting to order at 5:00 p.m.

Board Members Present: Supervisor Boogren, Clerk Borrett, Treasurer Kevern, Trustee Bodenus and Trustee Heikkila

Board Members Absent: None

Also Present: Bookkeeper Lynn Rodgers and Superintendent of Public Works Eric Jancsi

Agenda: Motion by Borrett, supported by Kevern, to approve the agenda, as presented. Supervisor Boogren commented on a Time Keeping Policy. Motion amended by Borrett, support amended by Kevern, to add 6c. Time Keeping Policy. Motion carried.

Public Comment: None

ACTION ITEMS:

ARPA Funding (6a.): Bookkeeper Rodgers explained that the first part of the ARPA funding is \$324,727, the second part will be later. The total amount will be approximately \$650,000. She then explained what type of items the funding could be spent on and the few exceptions. The Board discussed many possible options. No action was taken at this time.

Employee Handbook (6b.): Supervisor Boogren asked the Board to go over each of their suggested changes. Discussion ensued at each requested change. The attorneys should provide an opinion on Employment of Relatives. Trustee Bodenus will provide an opinion on Safety. Board Secretary Linnee will draft a handbook with the changes for next month's meeting.

Time Keeping Policy (6c.): Treasurer Kevern has drafted a Time Keeping Policy. Currently Public Works is the only department using a time clock. Discussion ensued. The attorney will review. No action taken at this time.

Discussion: None

Public Comment: None

Board Comment: Trustee Bodenus will contact Attorney Mills for an update on the TPOAM Contract.

Adjournment: Supervisor Boogren adjourned the meeting at 6:52 p.m.

Respectfully submitted,
Stacy Linnee
Board Secretary

Michelle Borrett
Forsyth Township Clerk