MINUTES OF A REGULAR MEETING

OF THE BOARD OF TRUSTEES OF THE

MUNICIPAL AUTHORITY OF THE

TOWN OF JANUARY 18, 2021

TIME: IMMEDIATELY FOLLOWING THE TOWN MEETING

PLACE: TOWN HALL

1. CALL TO ORDER AT 6:58

2. ROLL CALL AND DETERMINATION OF QUORUM.

**SAM: HERE, RHONDA: HERE, MARTY: HERE, LINDA: HERE, ELAINE: HERE**

3. DISCUSSION AND ACTION ON APPROVING THE MINUTES OF THE DECEMBER 2020 MUNICIPAL AUTHORITY MEETING.

 **ELAINE MOTIONED TO APPROVE THE MINUTES OF THE DECEMBER 2020 MUNICIPAL AUTHORITY MEETING.**

 **SAM SECONDED**

 **SAM: YES, RHONDA: YES, MARTY: YES, LINDA: YES, ELAINE: YES**

4. REPORTS FROM TOWN OFFICIALS AND/OR EMPLOYEES:

A. FINANCIAL REPORTS

**WATER DEPT DOING GREAT WE ARE UP $81,000. $454,000** **IN OUR OPERATING ACCOUNT**

B. DIRECTOR OF PUBLIC WORKS

**STATELINE SEWER PROJECT PREBID MEETING IS FEB 3RD**  **BID CLOSING THE 10TH. THE 8” EXTENTION ON NORTH SIDE OF 412, WE ARE WAITING ON ODOT FOR THEIR APPROVAL ON RIGHT AWAY EASEMENT**

 C. CHAIRMAN

 D. VICE CHAIRMAN

 E. MUNICIPAL AUTHORITY CLERK

 F. MUNICIPAL AUTHORITY ATTORNEY

5. PUBLIC INPUT (LIMITED TO 3 MINUTES PER PERSON)

6. DISCUSSION AND ACTION ON PURCHASE ORDERS FOR DECEMBER 2020

 WATER PO #’S 11839 –11876 **TOTALING $59,214.30**

 STREETS PO #’S 1573-1581 **TOTALING $22,826.46**

 METER PO #’S 680-683 **TOTALING $151.53**

 **FOR A GRAND TOTAL OF $82,192.29**

SAM MOTIONED TO APPROVE THE PURCHASE ORDERS FOR WATER STREETS AND METER

 MARTY SECONDED

 **SAM: YES, RHONDA: YES, MARTY: YES, LINDA: YES, ELAINE: YES**

 6.A DISCUSSION AND ACTION ON EMERGENCY CLAUSE APPROVAL

**ELAINE MOTIONED TO ACCEPT EMERGENCY CLAUSE ORDERS**

**SAM SECONDED**

 **SAM: YES, RHONDA: YES, MARTY: YES, LINDA: YES, ELAINE: YES**

7. DISCUSSION AND ACTION ON HIRING PART TIME JANITORIAL / OFFICE SUPPORT

 **RHONDA MOTIONED TO APPROVE, HIRING PART TIME JANITORIAL / OFFICE SUPPORT JOANN**

 **ROBISON FOR A MAXIMUM OF 24 HOURS A WEEK AT $10.00 AN HOUR PENDING**

 **BACKGROUND CHECK AND PREPERATION OF JOB DECRIPTION BY THEY VICE MAYOR**

 **MARTY SECONDED**

 **SAM: YES, RHONDA: YES, MARTY: YES, LINDA: YES, ELAINE: YES**

8. DISCUSSION AND ACTION ON APPROVAL OF RESOLUTON ESTABLISHING COVID RELATED TOWN EMPLOYEE TIME OFF POLICY

 SAM MOTIONED WE ACCEPT THE SAME RESOLUTION 2021-1-1

 MARTY SECONDED

 **SAM: YES, RHONDA: YES, MARTY: YES, LINDA: YES, ELAINE: YES**

9. NEW BUSINESS.

10. ADJOURNMENT.

ELAINE MOTIONED TO ADJOURN

SAM SECONDED

 **SAM: YES, RHONDA: YES, MARTY: YES, LINDA: YES, ELAINE: YES**

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**MAYOR – ELAINE CARR VICE MAYOR – RHONDA WISE**