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 DECEBER 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 **6 months up $ 81,000 up for this year $454,000 in our operating account**

 B. DIRECTOR OF PUBLIC WORKS **process of State line sewer project Prebid meeting here at this office, Feb 3rd 2021. Thank you, Linda for Easements, signed. Testing soil this week. Waiting on 8” extension ODOT approval.**

**Concrete on bridge is now complete.**

 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 motions to approve the Purchase orders for December 2020**

 **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 THE EMERGENCY CLAUSE FOR PURCHASE 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 THE HIRING OF PART TIME JANITORIAL / OFFICE SUPPORT JOANNROBISON AT MAXIMUM OF 24 HOURS A WEEK , PAYING $10.00 AN HOUR, PENDING BACKGROUND APPROVAL AND PREPERATION OF JOB DESCRIPTION BY THE 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 TO ACCEPT 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: HERE, RHONDA: HERE, MARTY: HERE, LINDA: HERE, ELAINE: HERE**