

RECORD OF PROCEEDINGS

Waterville Township Special Trustees' Meeting

Held at: 4:23P.M. at the Waterville Township Hall on December 5, 2017.

OFFICIALS:

Chair - Kyle J. Hertzfeld – Present
Vice Chair – Keith Moosman – Present
Trustee - Karen M. Schneider – Present
Law Director Dawn E. Sanderson – Present

GUESTS:

Eileen Sullivan
Brett Warner
Jim Fischer

PLEDGE OF ALLEGIENCE:

Keith Moosman called the meeting to order at 4:23 p.m. All those present were asked to join Keith Moosman in reciting the Pledge of Allegiance.

AGENDA:

The Agenda was approved by Kyle Hertzfeld and seconded by Karen Schneider. Motion Carried.

APPLICANTS FOR FISCAL OFFICER:

Applicants include: Eileen Sullivan, Jennifer Bingham and Catherine Vorst.

OPTIONS:

1. Look at resumes and vote.
2. Look at resumes and interview person at Waterville Township Hall and vote.
3. Look at resumes, interview Eileen Sullivan and adjourn for time to interview others.
4. Look at resumes, adjourn for time to think about applicants at home, return for Special Meeting to vote.

COMMENTS:

Eileen Sullivan – Would like her interview in private if other candidates are not going to be present for interviews.

Jim Fischer – left the meeting.

Eileen Sullivan – Had no objections to Brett Warner staying during her interview.

GUEST INTERVIEWED: Eileen Sullivan

Has experience with trust integration, portfolio maintenance, and trust accounting conversion in regional banking. Has outside resource who maintains twenty eight (28) staff who will help her.

Schedule and Availability to accomplish daily requirements: – asked for guidance from Trustees.

Administrative Duties:

Willing to get direction from Trustees to accomplish duties.

Has court accounting experience. No payroll experience, but has outside resources to consult.

Interest in township services began with Les Disher invitation to serve and then being on the Board of Zoning Appeals has been rewarding. Was interested in the Fiscal Officer position before Renee Hertzfeld was in that position.

COMMENTS:

Keith Moosman – How could changes be made to improve the position? Perhaps technology to make note taking and uploading records to the website more efficient.

Next Special Meeting to be held December 11th at 8:00 a.m. Catherine Vorst will conclude Fiscal Officer Interviews.

ADJOURNMENT:

Kyle Hertzfeld made a motion to adjourn. Seconded by Karen Schneider. Motion carried.

Keith Moosman Adjourned at 5:10 p.m.

Notes taken by Dawn E. Sanderson.

Transcribed by Stacie Knapp, not in attendance at this meeting.