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**HAYES TOWNSHIP BOARD**  
**Special Meeting Minutes**  
**July 22, 2013**

The special meeting of the Hayes Township Board was called to order by Supervisor Ethel Knepp at 7:30 p.m.

Board members present were Marlene Golovich, Ethel Knepp, Doug Kuebler, Rich Burnett and Robbin Kraft. Also present was Scott Parker. The purpose of this meeting is to discuss and potentially hire a person responsible to clean the Township hall and discuss the Veterans Memorial Dedication scheduled for August 18, 2013.

Supervisor Knepp asked to be joined in repeating the Pledge of Allegiance.

**TOWNSHIP HALL JANITOR** -The Board reviewed the applications for the Township Hall Janitor position.

Doug Kuebler asked what the wages would be and would the hours be limited. Supervisor Knepp stated they would be the same as the previous cleaning personnel. Doug also stated that the Board needed to develop a job description.

Clerk Golovich will develop a job description based on the previous cleaning personnel schedule.

Marlene Golovich made a motion, supported by Rich Burnett to hire Richard Phillips as the township hall janitor.

Roll Call

Robin Kraft	Yes
Ethel Knepp	Yes
Rich Burnett	Yes
Doug Kuebler	Yes
Marlene Golovich	Yes

Motion carried.

Ethel Knepp made a motion, supported by Rich Burnett to amend the Township Rental Agreement to change the rental fee from \$75.00 to \$100.00, remove the reduced fee for non-profit organizations and to make some minor changes to the check off list (see attached updated agreement). Motion carried unanimously.

Supervisor Knepp will be responsible for taking hall rental reservations. When the Township develops a new web page residents will be able to reserve the hall on line.

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**VETERANS MEMORIAL**- A new plaque needs to be ordered to accommodate an additional 25 names for the veteran's memorial for WWI, WWII and the Korean War. It was also ~~decide~~ **decided** to make the veterans plaques free standing rather than attaching them to the rocks. A plaque will be made to identify the memorial and be attached to the largest rock. Additional plaques will be made and installed as needed. Scott Parker will be installing the plaques. Clerk Golovich will order a cake and/or cupcakes as well as ice cream and drinks for the dedication.

Without objection the meeting was adjourned at 9:16 p.m.

Respectfully Submitted

Marlene Golovich  
Hayes Township Clerk

Minutes approved as corrected August 12, 2013