**Robinson Township**

Special Meeting

Meeting Minutes

November 27, 2018, 10:00 a.m.

CALL TO ORDER Robinson Township Board of Supervisors gathered for a special meeting on November 27, 2018. The meeting was called to order by Chairman Rodger Kendall at 10:10 a.m.

Present at the meeting were Chairman Rodger Kendall, Vice Chair

Mary Donaldson, Supervisor David Foley, Manager/Secretary Crystal Brown, and Solicitor Alan Shuckrow. One visitor was present.

Chairman Kendall noted that an Executive Session has just taken place to discuss a personnel matter.

PUBLIC DISCUSSION Chairman Kendall asked if anyone wished to speak on agenda items only. No discussion.

ADMINISTRATIVE No administrative business.

OLD BUSINESS No old business.

NEW BUSINESS Kendall made a motion to ratify approval for the purchase of 4 Visa gift cards in the amount of $25.00 each for employees Boocks, Margerum, Bozic and Ramacker as Thanksgiving recognition. The motion was seconded by Donaldson.

RCV: Kendall – YES, Donaldson – YES, Foley – YES

Kendall made a motion to approve Holding Tank Agreements for (2) sewage holding tanks for Trumbull Corporation construction yard at 771 Robinson Highway. The motion was seconded by Foley.

RCV: Kendall – YES, Donaldson – YES, Foley – YES

Kendall made a motion to separate employment with Administrative Assistant Linda Bozic effective immediately. The motion was seconded by Foley.

RCV: Kendall – YES, Donaldson – YES, Foley – YES

Kendall made a motion to approve Special Payroll that issues final paycheck to Linda Bozic and compensates Manager Crystal Brown for unused comp time. The motion was seconded by Donaldson.

RCV: Kendall – YES, Donaldson – YES, Foley – YES

Kendall made a motion to authorize the purchase of 4 Visa gift cards in the amount of $50.00 each for employees Boocks, Margerum, Brown and Ramacker as Christmas recognition. The motion was seconded by Donaldson.

RCV: Kendall – YES, Donaldson – YES, Foley – YES

PUBLIC DISCUSSION No public discussion.

ADJOURNMENT With no further business to come before the board, Supervisor Kendall made a motion to adjourn the meeting at 10:17 a.m. which was seconded by Donaldson.

RCV: Kendall – Yes, Donaldson – Yes, Foley – Yes

Respectfully submitted:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Crystal Brown, Secretary/Manager