

**Special Beaver Creek Trustee's Meeting**

**Thursday, May 12,**

**2016**

Ms. Graff called the Special Trustee Meeting to order at 2:15 P.M. Those present were Trustees: Carol Graff, Tom Kretz, Jeff Roberts and Fiscal Officer, Christy Ahrens. Staff present: Township Administrator/Public Safety Director Alex Zaharieff.

The Purpose of this Special Meeting is to meet in Open Session to discuss an outsource position.

The Trustees reviewed a sample contract with Robert Half Accountemps for interim support for the Fiscal Office Accounts Payable/Payroll position. General discussion occurred regarding the fact the Fiscal Officer and the Township Administrator/Public Safety Director met with Robert Half and discussed the township duties and general office procedures we're looking to have covered. Discussion occurred regarding: pay, the contract, and a time period.

**2016-222** Mr. Kretz made a motion to approve a contract with Robert Half Accountemps for a position to work hours not exceeding thirty (30) hours per week, and pay not to exceed \$26.00 per hour, up through October 31, 2016; and authorize the Township Administrator to sign for the Board, pending approval by legal counsel. Mr. Roberts seconded. General discussion occurred regarding this position not using the UAN system or needing to be bonded and possible changes to the contract concerning the possible reassignment of the person. Roll Call: Mr. Kretz, yes; Mr. Roberts, yes, and Ms. Graff, yes.

**2016-223** Mr. Roberts made a motion to Adjourn at 2:25 P.M. Mr. Kretz seconded. Roll Call: Mr. Roberts, yes; Mr. Kretz, yes; and Ms. Graff, yes.

Trustee: \_\_\_\_\_

Fiscal Officer: \_\_\_\_\_