

**Town of Greenville**  
**SPECIAL TOWN BOARD MEETING**  
**Employee Manual Workshop**  
**January 31<sup>st</sup>, 2022 6:00pm**

A special meeting of the Town Board of the Town of Greenville was held on January 31<sup>st</sup>, 2022. At 6:00 pm at Pioneer Hall for the purpose of conducting an employee manual workshop. Four Board members were present, Councilman Bensen was absent. Highway Superintendent Michael Dudley was present as well as recording secretary Jessica Lewis.

*Supervisor Macko opened the meeting with the Pledge of Allegiance at 6:03 pm.*

The Town Board Members read line by line from pages 18-27 of the handbook making minor adjustments throughout. Jessica Lewis kept notes of the adjustments to share with Mrs. Erin Nevins to add to the master copy of the handbook that will, upon completion and Board approval, be sent to the Publisher. As Mrs. Erin Nevins and Attorney Tal Rappleyea were not present a running list of questions was generated to forward to them. The responses received on those questions will be discussed during the next work shop (on February 21<sup>st</sup>, 2022).

One item was added to the running tentative task list:

- Research alternate water sample labs that offer pick up service.

*At 7:49 pm Councilman Rauf moved that the workshop be closed and the meeting go into regular session, seconded by Councilman Richards. Carried 4 ayes*

Supervisor Macko read aloud Renee Hamilton's resignation letter that was received by the Town Board on January 27<sup>th</sup>, 2022.

*Supervisor Macko motioned to accept Renee's resignation with regret, noting that her position of Deputy Water Superintendent was not listed, seconded by Councilman Rauf. Carried 4 ayes*

Supervisor Macko informed the Town Board of the bill received on January 18<sup>th</sup>, 2022 by Alan Tavenner of Delaware Engineering, DPC for the roof repair work done on the Waste Water Plant by Schoenecker Construction Company, LLC. The Board discussed the additional repairs deemed necessary by the contractor and inspector since the initial quote was sent, as well as, their overall satisfaction with the quality of the repairs that were performed.

*Councilman Rauf motioned that the invoice of \$87,000.00 be paid to Schoenecker Construction Company, LLC out of the ARPA funds, seconded by Councilman Richards. Carried 4 ayes*

C.A. Albright provided an inspection and a quote to the Town Board for the boiler systems at the library. Upon inspection it was discovered that one of the tanks had seepage and it is only a matter of time before it turns into a leak.

*Councilman Richards motioned to do what it takes to get the system up to safe operating standards without exceeding \$7,070.00, seconded by Councilman Rauf. Carried 4 ayes*

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*At 8:08 pm Councilman Richards moved to go into executive session to discuss medical, financial, credit, or employment history of a particular person/corp, or matters leading to said dismissal, removal, promotion, appointment, employment, discipline, demotion or suspension, seconded by Councilman Rauf. Carried 4 ayes*

*Councilman Bear moved to close executive session; no motions were made, and adjourn the meeting at 8:31 pm, seconded by Councilman Rauf. Carried 4 ayes*

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Jessica K. Lewis, Town Clerk-Collector

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Supervisor Macko

\_\_\_\_\_  
Councilman Bear

\_\_\_\_\_  
Councilman Richards

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Councilman Rauf (arrived at 6:08 pm)

DRAFT