

GOLDEN TOWNSHIP BOARD
SPECIAL MEETING/WORK SESSION
JANUARY 3RD, 2008

The special meeting of the Golden Township board was called to order at 4:30 P.M. at the Golden Township Hall. Member present Don Walsworth, Kevin Ackley, Connie Cargill, Carl Fuehring and Laurie Kolosci.

Kevin reported that he had gone to the new Township Hall and identified all the keys for the building. It was thought that a list must be kept of all who have a key and a sign out program be designed for special use events.

There was much discussion on who will be responsible for the renting out of the hall and who will be responsible for the details pertaining to renting as well as over all maintenance. It was determined that the renting out of the hall will be handled by the deputies in the office, with special situations being brought to the board for approval, and that general maintenance for the time being would be assessed to see if one individual should be placed in charge of general maintenance or if our current employee's in charge of Parks and Cemetery could handle what was needed in an efficient manner and not be more than they had anticipated their current duties and compensation to be.

The details of the application and rental agreement were discussed so that an application and set of rules could be compiled, those documents are as follows and will go before the board at the regular meeting for approval.

The sign at the new hall was discussed and feelings were to keep it simple with name phone and address and possibly a lighthouse.

Discussion on the new Township Hall/offices and policies and maintenance issues that need to be addressed. Items discussed were:

Security:

1. A close watch on all keys to the facility. (A sign out sheet for keys will be held by the clerk)
2. Hall rental, one person to be in charge of opening, closing and small maintenance of the facility. (Office personnel will be responsible for renting the hall.)
3. Use and maintenance of Township equipment limits to ensure cyber security. Dave Woods will be contacted to help with the move and security issues.
(Mowing at the new hall will be done by the park/cemetery employees with new wage guidelines. A clean professional look is desired. general maintenance for the time being would be assessed to see if one individual should be placed in charge of general maintenance or if our current employee's in charge of Parks and Cemetery could handle what was needed in an efficient manner and not be more than they had anticipated their current duties and compensation to be)

Rental agreements and applications:

1. Approval of application
2. No alcohol on premises.
3. No food preparation on site. (serving only)
4. Renter contact information
5. Renters to have event insurance certificate? (Certain events may need to have their own insurance)
6. \$50.00 deposit if clean \$25.00 to be refunded. Or \$100.00 with 50% back.(\$100.00 w/50% back after clean up only for paying users)

7. Trash bags to be available for sale which can be set curbside for pick up. (Keep 10 prepaid bags in the kitchen, before returning the deposit count bags and charge accordingly.)
 8. Rational distinction clause (time, fee to be able to adjust)
- OR no fee at all?? (Use of facility time will need fee adjustments)

Free use of Facility for:

1. Non-profit organizations such as government agencies, associations, Churches, youth functions with proper approval. Note: youths must be supervised by no less than 1 adult for every 10 kids
2. Community members may use the facility for organized community functions, sporting events type functions with proper approval. (Must have at least 2 adults for all youth programs and 1 additional adult for every 10 children after.)
- 3.

Playground area:

1. To be maintained by the parks/cemetery employees.
2. Baseball fields and the fencing.
- 3.

Signage:

1. Northwood signs submitted a verbal bid for \$487.00 if the sign is taken to them. Other were mentioned such as David Allen racing, PM Collision. (Contact others for prices)
2. Information on the sign, name, address, no hours on the sign.
3. A picture or outline of the Lighthouse was talked about.
- 4.

Cleaning of the Hall:

1. Person mentioned that may be interested were Marky Bronkema and Phyllis Kidder.
- 2.

Motion by Kolosci Support by Cargill to adjourn all yes, meeting adjourned. 5:45 P.M.

Respectfully submitted by,

Laurie Kolosci
Golden Township Clerk