

RECORD OF PROCEEDINGS

Minutes of **Greenfield Township Trustees** *Meeting*

February 13, 2020

Held 12:15 PM

The Greenfield Township Trustees met in a work session meeting at the firehouse. The purpose of the meeting was to review employee job descriptions and policy. Trustee Kosch called the meeting to order. Dave Cotner, Lonnie Kosch and Kent Searle were present.

Zoning Inspector job description was reviewed and changes were made; however this job description was not finished at the meeting and will be worked on at the next work session meeting.

Once the job description is complete the employee will receive a copy to advise them on what their job duties consist off.

Motion to adjourn was made by Trustee Cotner; seconded by Trustee Kosch.
All voted yes and meeting adjourned at approximately 1:35 p.m.