

**Herron Island
Policy Review Committee
Minutes – July 26, 2018**

Present: Mike Gage, Judy Gage, Jane Morgan, Merry Kogut, Frank VanRavenswaay
Absent: Roger Smith, Jane Wooster

1. Reviewed minutes from last meeting. Approved with changes. Merry will post on HI website.
2. Job Descriptions: reviewed General Maintenance Manager (Gary W) and Road Maintenance Manager (Jack W).
 - Discussed need for separation of Committee chair position and those who do the work.
 - Discussed need for work orders for paid work done.
 - What would the Chain of Command look like?
 - Need more clarification on the Roads j.d. Mike will follow up with Jack Wells.
3. Jane M has not been able to contact Charles Smith to follow up with his j.d. Will call again
4. Frank asked for clarification about Charles' job. When did he assume all his duties including reading the meters? Jane will follow up with Charles when they meet.
5. Dana Gruber suggested that if an owner wants to make a change to their water meter, they must first submit a \$1000 deposit and get prior approval from the Island Manager, similar to the existing policy for cutting across a Herron Island road.
6. Merry was able to have Ken Freeman make changes to the policies on the H.I. web page. Brief discussion about where they should be posted.
7. Ferry Access Policy: Merry's edits were reviewed. Mike asked for more time for further review.

Next Meeting
Aug 9
Aug 23

Submitted by Jane Morgan 7/26/2018

