

Meeting Minutes
Cascade Charter Township
Township Manager Search Subcommittee
Wednesday, June 5, 2023
8:00 am
5920 Tahoe Dr

ARTICLE 1. Supervisor Lesperance called the meeting to order at 8:05 am.

Present: Township Supervisor Grace Lesperance, Trustee Timmy Noordhoek, Township Treasurer Windy Korstange, Human Resource Director Katie Murawski, and Management Office Admin Assistant Jessica Stine

ARTICLE 2. Approve the current Agenda

Motion was made by Treasurer Korstange to approve the current Agenda. Supported by Trustee Noordhoek. Motion carried 3 to 0.

ARTICLE 3. Acknowledge visitors and those wishing to speak.

There weren't any visitors who wished to speak at that time.

ARTICLE 4. Approval of the 5.8.23 Meeting Minutes

Motion was made by Treasurer Korstange to approve the 5.8.23 meeting minutes as written. Supported by Trustee Noordhoek. Motion carried 3 to 0.

ARTICLE 5. Approval of the 5.15.23 Meeting Minutes

Motion was made by Trustee Noordhoek to approve the 5.15.23 meeting minutes as written. Supported by Treasurer Korstange. Motion carried 3 to 0.

ARTICLE 6. Approval of the 5.17.23 Meeting Minutes

Motion was made by Treasurer Korstange to approve the 5.17.23 meeting minutes as written. Supported by Trustee Noordhoek. Motion carried 3 to 0.

ARTICLE 7. Discuss Interim Candidates

The candidate Foster & Swift suggested will be on vacation and unavailable at the time the township would need them. There are three candidates to consider. HR Director Murawski spoke with two of them and will set up Zoom interviews for Monday, June 12th at 1pm.

The committee planned out a timeline to getting a township manager. The posting will expire on June 16th, screening candidates will take one week, interviews with the board will take one week, and the chosen candidate will likely require a month's notice to their current employer.

ARTICLE 8. Review Township Manager Resumes

The committee reviewed all the resumes that have been submitted thus far and removed candidates they didn't want to consider for the position. Two candidates stood out that they wanted to interview.

ARTICLE 9. Any Other Business

There was not any other business to discuss at this time.

ARTICLE 10. Acknowledge visitors and those wishing to speak.

Dorothy Cribbs attended the meeting and asked about the conflict of interest form the board frequently mentions in their meetings. She wondered if it was implemented yet and was told that it is still being looked through. She asked additional questions about the forensic audit and if their recommendations had been implemented yet. Finally, she asked questions regarding the liquor license for Backyard Restaurant and a zoning hearing for Baas Greenhouse. At that time, the subcommittee recommended she attend the regularly scheduled township board meeting to ask questions not related to the subcommittee's purview.

ARTICLE 11. Adjournment

Motion was made by Trustee Noordhoek to adjourn. Supported by Treasurer Korstange. Motion carried 3 to 0.