

December 2, 2024

A Special Meeting of the Chocolay Township Board was held on Monday, December 2, 2024, in the Chocolay Township Fire Hall. Supervisor Lynch called the meeting to order at 5:30 p.m.

PLEDGE OF ALLEGIANCE.

TOWNSHIP BOARD.

PRESENT: David Lynch (Supervisor), Max Engle (Clerk), Ben Zyburt (Treasurer), Richard Bohjanen, Don Rhein, Jon LeGalley, Mark Stonerock (Trustees)

STAFF PRESENT: William De Groot, Suzanne Sundell

OTHER STAFF IN ATTENDANCE: Mason Mitchell, Lisa Perry, Joe Neumann, Lee Gould

PRESENT VIA ZOOM: Chet Janik, Michigan Leadership Institute

APPROVAL OF AGENDA.

Rhein moved, Zyburt supported to approve the agenda as presented.

MOTION CARRIED

PUBLIC COMMENT – NONE.

CONSENT AGENDA

- A. Approve Minutes of Previous Meeting – Regular Meeting, November 11, 2024.

Zyburt moved, Engle supported to approve the consent agenda as presented.

MOTION CARRIED

SUPERVISOR’S REPORT

Supervisor Lynch indicated that this is his first meeting, and he has nothing to report at this time. He will be discussing the hiring of the Township Manager later in the meeting.

CLERK’S REPORT

Nothing to report.

TREASURER’S REPORT - NONE

PUBLIC HEARING – NONE

PRESENTATIONS – NONE

CONSIDER TOWNSHIP MANAGER APPLICATIONS FOR INTERVIEWS

Chet Janik, Michigan Leadership Institute (MLI) joined the meeting via Zoom. Mr. Janik is the consultant that has been hired to conduct the Manager Recruitment. Janik reported that 31 applications had been received and that the hiring committee had met at before the Board meeting to review the applications and make recommendations. Out of the 31 candidates, five have been recommended to be interviewed next week.

Those recommended to be interviewed are:

1. Jered Ottenwess – has been a City Manager and Village Manager in various places for the last 15 years.
2. Daniel Sabolsky – currently the City Manager for the City of Cheboygan and has Town Manager and other experience prior to that.
3. Jeff Thornton – most recently was the Village Manager for the Village of Caledonia
4. Lois Bressette – currently the supervisor of the Waupaca County Board in Waupaca, WI and has previously been involved with City Council.
5. James Shockey – currently works in Winter Park, Colorado in different capacities.

The schedule for interviews would be:

1. December 11th – 5:45, 6:45, and 7:45
2. December 12th – 5:45 and 6:45 with discussion after

If this is agreeable to the Board, Mr. Janik will contact the applicants after this meeting to check on their availability and if they prefer in person or remote. He will also forward sample questions to the Board by the end of week. Mr. Janik will also perform a general background search on all candidates, with a report to follow.

Zyburtt moved, Rhein supported that the Township Board move ahead with the five candidates that have been recommended for a personal interview on December 11th and December 12th.

MOTION CARRIED

CONSIDER REVIEW OF FOIA COORDINATOR, OFFICE OF MANAGER PROCEDURE

Township Manager De Groot discussed the lawsuit from last year that one of the mandates handed down was that the FOIA Coordinator had to be trained on a yearly basis. As De Groot does not have that training, he would recommend upon hiring the next Manager that they be sent to the training that is sponsored by MMRMA (Risk Management) in the spring (usually March or April). At that time, there could be a transition to the Manager's office. Until that time, it should be kept in the Clerk's office.

Bohjanen moved, Zyburtt supported that due to the fact of the requirement to have a trained FOIA Coordinator, and at this time we do not have a person for this, that the transfer from the Clerk to

the Manager be delayed until such time there is a Manager in place and they have had the opportunity to attend the FOIA training

DISCUSS MANAGER TIMING AND TRANSITION PLANNING

Manager De Groot discussed the possibility of being available to help with transition if the need would arise after he has left, as the new Manager may not be in place prior to his leaving.

Supervisor Lynch thanked him for this offer – asked the Board their thoughts about an extension on contract based on hourly rate plus time and materials.

Trustee Bohjanen wondered if it was reasonable to ask the candidates what their thoughts would be. Manager De Groot also mentioned that some may have a clause similar to the one in his contract for timing of notice, such as a 3-month clause.

Supervisor Lynch suggested that something be brought to the Board for the December 9th meeting.

BOARD MEMBER COMMENTS

Mark Stonerock – Looking forward to the adventure and hopes they have a great working relationship. Has been on several boards before.

Jon LeGalley – had a question on the order of the applicants that are being interviewed. Supervisor Lynch responded that it was in random order.

Don Rhein – welcomed the new members to the Board.

Richard Bohjanen – welcomed the new members to the Board.

Ben Zyburt – welcomed new members.

Max Engle – welcomed new members.

Dave Lynch – welcomed new members.

PUBLIC COMMENT – None.

Rhein moved, Engle supported that the meeting be adjourned.

MOTION CARRIED

The meeting was adjourned at 5:51 p.m.

Max Engle, Clerk

David Lynch, Supervisor