

January 22, 2025

A Special Meeting of the Chocolay Township Board was held on Wednesday, January 22, 2025, in the Chocolay Township Fire Hall. Supervisor Lynch called the meeting to order at 5:30 p.m. The Special Meeting was called to conduct interviews for the Township Manager position.

PLEDGE OF ALLEGIANCE.

TOWNSHIP BOARD.

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

ABSENT: Mark Stonerock (excused)

STAFF PRESENT: Suzanne Sundell, Dale Throenle, Lisa Perry, Lee Gould, Tony Carrick, Nick Carter, Linda Poole, Brad Johnson

OTHERS PRESENT (via ZOOM): Chet Janik, Michigan Leadership Institute

APPROVAL OF AGENDA.

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

MOTION CARRIED

SUPERVISOR - NONE

CLERK - NONE

INTERVIEW WITH TOWNSHIP MANAGER CANDIDATE #1

Eric Paupore introduced himself to the Board. Mr. Paupore has a B.S. in Criminal Justice from NMU and a B.A. in English Literature from NMU. He has also attended the Land Management Police Training Program from Federal Law Enforcement Training Center (FLECTC) in Brunswick, GA. He is currently employed as a Planning / Zoning Specialist with the City of Marquette. He responded to a series of questions from the Board.

INTERVIEW WITH TOWNSHIP MANAGER CANDIDATE #2

Scott Mulka – Declined interview prior to meeting.

INTERVIEW WITH TOWNSHIP MANAGER CANDIDATE #3 – VIA ZOOM

Richard Lock joined the meeting via Zoom and introduced himself to the Board. Mr. Lock has a B.A. in Economics from Adrian College. He is currently employed with PlayData, LLC in Ann Arbor, MI. He responded to a series of questions from the Board.

A copy of the interview questions are attached to the minutes.

TOWNSHIP MANAGER DISCUSSION

Discussion of Board Members on their thoughts on candidates. It was felt by the Board members that the position should be reposted, as they want to make sure they get the right fit for the Township and the employees.

Rhein moved, Zyburt supported that the position for Township Manager be reposted to find a more suitable candidate for the Township.

MOTION CARRIED

Chet Janik (MLI) indicated that there would be no extra costs for his services per the contract. He feels you don't want to select someone just to fill the position. Janik also stated that the salary range needs to be looked at, as this was a concern during the first round. Housing is also an issue.

Supervisor Lynch stated that we should be looking at raising the salary. Treasurer Zyburt agreed with this. Trustee Rhein stated that we should look at the budget before deciding on this.

Trustee LeGalley asked about the option of hiring an interim. Supervisor Lynch felt this was not necessary at this time, as he is using this as an opportunity to acquaint himself more with the budget and other areas.

Supervisor Lynch will meet with Bill De Groot (former Township Manager) and Mr. Janik to go over salary range and stipend that could be offered in the new posting.

BOARD MEMBER COMMENTS

Mark Stonerock – Absent

Jon LeGalley – None

Don Rhein – None

Richard Bohjanen – None

Ben Zyburt – None

Max Engle – None

Dave Lynch – None

PUBLIC COMMENT

Tony Carrick (Police Chief) – offered help to Supervisor Lynch in any way needed from the Department Heads and staff.

Zyburt moved, Rhein supported that the meeting be adjourned.
MOTION CARRIED

The meeting was adjourned at 6:45 p.m.

Max Engle, Clerk

David Lynch, Supervisor

DRAFT

INTERVIEW QUESTIONS

OPENING QUESTION

1. While we have had an opportunity to review your resume, our audience has not. Would you very briefly review your background and what causes you to be interest in the manager position?

BOARD RELATIONSHIP

1. Please tell us what is your understanding of the role of the Township Manager?
2. Township government is a unique form of government. The Board of Trustees and other elected officials are co-employers which occasionally leads to conflicts. What type of a relationship would you like to establish with the elected officials?
3. Tell us about a complex work situation in which you were involved and how it was resolved.

MANAGEMENT STYLE

1. Time management and balancing multiple priorities is an important skill to be effective in this role. How do you make decisions about how you spend your time, and what strategies do you use for balancing multiple priorities?

EMPLOYEE RELATIONSHIPS

1. Please tell us how you would proceed in developing trust and respect with the Department Heads and Township employees?

BUDGET

1. This vacancy is for a Manager with oversight responsibility for the township budget. Describe in detail your experience with budget development, financial management, and developing grant proposals.

LEADERSHIP

1. What are the three effective leadership qualities you think are the *most* important? How have you demonstrated these qualities in your past or current position?

JOB EFFECTIVENESS

1. Please tell us about one or two of your proudest professional accomplishments. What types of challenges do you most enjoy tackling?
2. If offered the position, could you please provide us an approximate timeline when you could begin your duties with this Township?

WRAP UP

1. We appreciate your interest in the position – thank you for coming. Are there questions that you have for the trustees about the position?

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