

**RILEY TOWNSHIP BOARD - SPECIAL MEETING**

Held on June 25<sup>th</sup>, 2021 at 7:00 p.m.

Located at 13016 Belle River Road, Riley, Michigan 48041

**Purpose of Special Meeting**

- To consider appointing a Clerk, and to consider resignation letters of township employees

**Call to Order**

- Meeting called to order by Supervisor Titus at 7:00 p.m.
- Pledge of Allegiance

**Roll Call**

**Present:** Trustee Mark Baranowski, Trustee Duane Hagle, Treasurer Mike Rushing, Supervisor Al Titus

**Order of Business**

- 1) Resignation Letters of Township Employees:** Titus read employee resignation letters verbatim from the Administrative Assistant / Building Secretary, and the Office Manager, and asked the board to consider their acceptance.
  - a. Motion to accept the resignation letter from the Administrative Assistant / Building Secretary made by Duane Hagle, seconded by Mark Baranowski. All in favor, motion carried.
  - b. Motion to accept the resignation letter from the Office Manager made by Mark Baranowski, seconded by Mike Rushing. All in favor, motion carried.
- 2) Consider appointment of Township Clerk:** The Board accepted the resignation of the elected Clerk at the last Special Meeting held on June 15<sup>th</sup> and the Township received a couple of responses in the advertised Clerk position for consideration. Titus asked for comments and discussion from the Board on each of the candidates. Titus stated if a Clerk is not appointed by the Board in the next 30 days, St. Clair County will hold a Special Election to fill the Clerk position at a direct cost to the Township approximately \$8,000. Titus asked for comments from the public and all who presented were heard by the Township Board. The Board heard statements of qualifications and experience from both interested candidates who were present in attendance.
  - a. Motion to appoint Dawn Behem as Clerk made by Mike Rushing, seconded by Al Titus. **Roll Call:** Baranowski-No; Hagle-No; Rushing-Yes; Titus-Yes. Motion failed.
  - b. Motion to appoint Mary Mocerri as Interim Clerk made by Mark Baranowski, seconded by Duane Hagle. **Roll Call:** Baranowski-Yes; Hagle-Yes; Rushing-No; Titus-No. Motion failed.

- c. Motion for the Board to take a five-minutes recess made by Duane Hagle, seconded Mark Baranowski. All in favor, motion carried.
- d. Motion to call the meeting back to order made by Al Titus, seconded by Duane Hagle. All in favor, motion carried.

Titus asked the Board for their comments and held further discussion. Agreed that a Clerk is needed to be appointed and a special election held by the county would be costly to the Township.

- e. Motion to appoint Dawn Behem as Township Clerk made by Al Titus, seconded by Mike Rushing. **Roll Call:** Baranowski-Yes; Hagle-Yes; Rushing-Yes; Titus-Yes. Motion carried.

Titus stated the Oath of Office can be performed after the meeting. Dawn Behem submitted a letter of resignation from her Planning Commission appointment that can be added on the next scheduled Board meeting. Titus thanked everyone for attending and giving the Board their input.

**Next Regular Meeting Scheduled:** July 6th, 2021 at 7:00 P.M. at the Township Hall

#### **Adjournment**

Motion to adjourn at 8:10 p.m. made by Duane Hagle, seconded by Mark Baranowski. All in favor, motion carried.

Respectfully submitted by,

Dawn Behem, Recording Secretary (Acting)



Dawn Behem, Riley Township Clerk

Approved July 6<sup>th</sup>, 2021