

Meeting Minutes
Cascade Charter Township
Township Manager Search Subcommittee
Monday, May 8, 2023
1:00 pm
5920 Tahoe Dr

ARTICLE 1. Supervisor Lesperance called the meeting to order at 1:12 pm.

Present: Township Supervisor Grace Lesperance, Township Treasurer Windy Korstange, Trustee Timmy Noordhoek, 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 5.1.23 Meeting Minutes

Motion was made by Trustee Noordhoek to approve the 5.1.23 meeting minutes as written. Supported by Treasurer Korstange. Motion carried 3 to 0.

ARTICLE 5. Approval of the 5.4.23 Meeting Minutes

Motion was made by Treasurer Korstange to approve the 5.4.23 meeting minutes as written. Supported by Trustee Noordhoek. Motion carried 3 to 0.

ARTICLE 6. Discuss Township Manager Search

HR Director Murawski said that Attorney Mike Homier looked over the position description and said it was ready to be used with the two changes HR Director Murawski suggested. HR Director Murawski also asked him about MML's confidentiality form and if he had any candidates to recommend.

Supervisor Lesperance suggested the recently retired superintendent of Texas Township, Julie Vanderwiere as a candidate for interim township manager. Another suggested candidate was 'Nate' from Brighton, but he may have recently been selected as the interim township manager for Traverse City. TM Swayze thought Nate would be a good candidate and Attorney Homier said that if Nate wasn't available, he may know someone to recommend. Brian Donovan was contacted but no one had heard back from him yet. The City of Chelsea currently has an interim search posted on MML.

The subcommittee discussed search firms and consulting groups that had submitted proposals. They also reviewed the position posting from Caledonia, when they were looking for a township manager. Position salary range was also discussed. The township needs a candidate with municipal knowledge but private sector skills.

Admin Assistant Stine will finish creating the position brochure. HR Director Murawski is set to go ahead with posting the interim position.

ARTICLE 7. Any Other Business

The next meeting will be Monday, May 15th at 1pm, in the front conference room, at the township office.

ARTICLE 8. Acknowledge visitors and those wishing to speak.

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

ARTICLE 9. Adjournment

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