

AGENDA # J.2
Scio Township Board of Trustees
Process to Fill Vacant Trustee Position.

FOR MEETING DATE OF: August 9, 2022

PREPARED ON: 8/4/2022

PREPARED BY: Jim Merte

SUBMITTED BY: Administrator

ITEM TYPE: Possible Action

BACKGROUND:

Trustee Courteau has tendered her resignation as of August 5, 2022. Assuming the Board accepts the resignation at its meeting on August 9, 2022, the effective date will be the date of that meeting or August 9, 2022.

The Board has 45 days in which to fill the vacancy or it defers to the County Clerk to call a special election on the next regular election date. Assuming the Board wishes to appoint a Trustee of its own choosing to complete the remainder of the 4-year term, the Board must appoint a replacement by September 23, 2022. If the Board fails to fill the vacancy by this date and, given the timing, the earliest that the special election could occur would be sometime in 2023 which would leave the Trustee position vacant for an extended period of time.

Two regularly scheduled Board meetings are available prior to September 23rd: Tuesday August 23rd, and Tuesday September 13th. To avoid the risk of failing to achieve a quorum at one of the two available meetings, it is proposed to plan for the appointment to occur at the August 23rd meeting (the September 13 meeting is a backup if the appointment does not occur on August 23).

The process for considering candidates will be similar to that used to fill the vacancy earlier in 2022. An Ad hoc Appointments Committee, consisting of the Township Supervisor, Clerk, Treasurer, and Interim Administrator, will receive and review applications for the Trustee position from interested Township residents who 1) are qualified electors who are registered to vote, and 2) file an [online] application including both a cover letter *and* resumé by a deadline of 11:59 pm on Monday, August 15, 2022. The Appointments Committee will provide to the Board of Trustees the materials from those candidates deemed qualified for consideration at the Board meeting of August 23, 2022, with intent to appoint a Trustee at that meeting.

FISCAL IMPACT: -none-

RECOMMENDATION: Interim Administrator recommends approval

MODEL MOTION:

To create an Ad hoc Appointments Committee consisting of the Township Supervisor, Clerk, Treasurer, and Administrator to receive and review applications for a township board trustee position from interested township residents who file an online application including both a cover letter and resume by a deadline of 11:59 pm on Monday, August 15, 2022, and to provide to the Board of Trustees the materials from those candidates deemed qualified for consideration at the Board meeting of August 23, 2022, with intent to appoint a trustee at that meeting.

QUESTION: Shall this Motion be APPROVED?