

Process for Appointing a New Township Trustee

May 21, 2024

With the appointment of Township Trustee Scott Hendrickson to Township Supervisor, the Board must now conduct a selection process for a new Trustee. The effective date of his resignation as Trustee was May 9, 2024. If the Township Board wishes to fill the position, they must do so Wednesday, June 23, 2024.

The proposed schedule is as follows:

May 9, 2024

At its May 9, 2024 Board meeting, the Board reviews Supervisor's proposed process for replacement.

May 10, 2024

On Friday, May 10, 2024 the township announces the vacancy and requests that interested individuals submit a public service application, with resume and 3 professional references by Wednesday, May 22, 2024. Applications must be filed with Abby Tithof, Human Resources Director.

May 21, 2024

On Tuesday, May 21, 2024 at its regular meeting the Board adopts Supervisor's proposed process for Trustee replacement including the selection of Trustee Sundland, Clerk Guthrie and Trustee Wilson as the three member review committee and candidate questionnaire.

May 23, 2024

On Thursday, May 23, 2024 each committee member is provided with copies of candidate applications.

May 29, 2024

On Wednesday, May 29, 2024, the search committee convenes a special meeting to review the applicants. The committee selects the top applicants for interviews. Candidates are notified of their interview schedule by the Township Manager. Interviews shall be scheduled 30 minutes apart and consist of 8-10 questions.

June 4, 2024

On Tuesday, June 4, 2024 the Board shall have a Special Board meeting at 4:00pm, for the purpose of interviewing the finalists. The selection of a new Township Trustee shall be placed on the agenda under Action. The newly appointed Trustee will be sworn in as soon as possible and attend the June 18, 2024 Board meeting.