

## **Bear Creek Township Special Meeting**

July 30, 2019

- I. Called to order at 3:30 p.m.
- II. Roll Call
  - a. Present: Keiser, Hoffman, Nowland, Golding
  - b. Absent: Stringer
- III. Purpose of this meeting: to consider the position of Township Clerk
  - a. Anita Stringer resigned her position as Clerk as of 12 p.m. today, July 30<sup>th</sup>, 2019. Keiser read her letter of resignation (attached) to the board.
    - i. **Motion** by Hoffman to accept Anita's resignation, 2<sup>nd</sup> by Nowland  
**Passed- Unanimous**
  - b. Emma Kendziorski, Deputy Clerk, has been preparing to step into the Clerk's position.
    - i. **Motion** by Hoffman to appoint Emma Kendziorski as Bear Creek Township Clerk to fulfil the vacancy by Anita Stringer, 2<sup>nd</sup> by Golding  
**Passed-Unanimous**
    - ii. Kendziorski took the Oath of Office, led by Keiser.
      1. Clarification that Kendziorski will be on Planning Commission, while Stringer will stay on Sewer Board.
- IV. Keiser gave a meeting update: The Planning Commission will meet tomorrow at 6 p.m. to discuss the Master Plan. We will be getting a new planner to assist with the Master Plan, as the previous planner has left her position. Tomorrow's meeting will serve to get everyone up-to-date and on the same page. The meeting will be followed by a second 7:15 p.m. Planning Commission Meeting.
- V. Board discussed the position of Deputy Clerk.
  - a. Lizzy Dufek shadowed for the position on July 29, 2019. Emma will continue to communicate with her to clarify hours.
  - b. Korrie Haas is coming in to shadow for the position on July 31, 2019.
  - c. There are two other applicants from the first round of interviews that are also available for contact if needed.
  - d. Emma will continue to search for a Deputy Clerk.
- VI. Meeting Adjourned 3:55 p.m.

Respectfully Submitted,

Emma Kendziorski, Bear Creek Township Clerk