

Bearinger Township Special Board Meeting

17034 Town Hall Highway
Millersburg, Michigan

April 23, 2015

The purpose of this special meeting is to interview and appoint a qualified person to fill the term of the Bearinger Township Treasurer.

Supervisor John Malaski called the meeting to order at 6:30 pm, followed by the pledge of allegiance. Present for the meeting were board members, Supervisor John Malaki, Clerk Beverly Rossetti, Treasurer Keith Malaski and Trustees Kay Dowker and Archie Patterson. Others in attendance were Irv Dedow, Don Matthews and Duane Walker. Applicants to be interviewed were Cindy Matthews and Emilie Stawiarski.

Supervisor Malaski explained the procedure of the interview. Each applicant would be asked seven (7) standard questions and other board members would be allowed to ask additional questions.

Supervisor's interview questions for Treasurer Applicants:

1. As job responsibilities officially begin on June 1, 2015, are you prepared to take over on that date? And to be sworn in one day between May 4-8th?
 - Will need to set aside time for bank paperwork changeover in May
 - Will need to have deputy selection made (also needed for bank)
2. Tax bills mail out on July 1st. Preliminary work takes place typically the last 10 days of June for the processing of approximately 2,000 bills. Can you schedule your time accordingly and assure the board they will be mailed on schedule?
3. Do you feel you are qualified to handle the job and its responsibilities?
4. How have you prepared for this job?
5. Working closely with the Clerk, Beverly is essential. Do you plan to be available to do so?
6. Adequate technology in place by end of June to handle communications with taxpayers, [i.e., internet, phone with answering machine, etc.]
7. Address for bills to be sent as indicated on resume?

Archie Patterson read an email from MTA stating that the resigning treasurer should recluse herself from the interview and leave the board table. Treasurer Malaski left the table and sat in the audience. Chairman Malaski introduced each applicant and asked which would like to be first? Cindy Matthews volunteered to leave the room and allow Emilie Stawiarski to be interviewed first.

Emilie Stawiarski: After responding to the seven questions, Emilie stated that she feels she is qualified for the treasurer's position. She has set on many different boards, has experience in bookkeeping, handling accounts, payroll and setting budgets. She has knowledge of computers and different software programs and has gone on line and researched Pontem software.

Archie inquired if she would be an independent voter on the board and if she would accept tax payments at her home. Kay Dowker asked how she felt about spending township money on things needed in the township.

Emilie asked Treasurer Malaski about Pontem and the accounting system used for property taxes? Treasurer Malaski inquired if the board would allow her to respond to the question, upon board approval Keitha explained that she did not enter information into the County's tax program or have any connection with Clerk's software as they stand alone to provide important checks and balances and some of the problems encountered. Keitha asked Emile if she understood that settlements have to be made with the county twice a month. Emilie responded that it would be no problem for her.

Supervisor Malaski thanked Mrs. Stawiarski and told her she would be notified of the board's decision.

Cindy Matthews: After responding to the seven questions, Cindy stated that she feels she is qualified for the treasurer's position. In October when she learned that the current treasurer may resign, she contacted Supervisor Malaski to inform him that she was interested in the position. Cindy stated that she has worked many hours with the treasurer, during the winter tax season, learning the accounting system and procedures, entering tax payments and assisting with the final settlement with the county. She feels she is capable of filling the term of Bearinger Township Treasurer. Trustees Patterson and Dowker asked Mrs. Matthews their questions.

Supervisor Malaski thanked Mrs. Matthews and told her she would be notified of the board's decision.

Board Vote: Supervisor Malaski explained that the vote would be by a roll call, each board member is to state the name of the applicant they wish to vote for. If there is a tie the board will vote up to three (3) times, if after three votes there is still a tie, the applicants names will delivered to the County Clerk who will within 45 days call a special election for the township's registered voters to decide who will fill the term of the resigning treasurer.

First Vote: Archie Patterson – Emilie, Beverly Rossetto – Cindy, Kay Dowker – Emilie, John Malaski – Cindy. Emilie two votes, Cindy two votes, **tie vote**.

After a brief discussion,

Second Vote: Kay Dowker – Emilie, Beverly Rossetto – Cindy, Archie Patterson – Emilie, John Malaski – Cindy. Emilie two votes, Cindy two votes, **tie vote**.

Third Vote: Beverly Rossetto – Cindy, Kay Dowker – Emilie, Archie Patterson – Emilie, and John Malaski stated that he could not see putting the township through the expense of an election

and he voted Emilie. Emilie three votes, Cindy one vote. Emilie Stawiarski will fill the term of Bearinger Township Treasurer.

Supervisor Malaski stated that he did not only want to cause the township the expense of a special election but there would also be a very large expense for the county to do the mailing and collection of summer taxes.

Public Comment: Keitha Malaski asked Trustee Patterson if he was going to help his friend with the taxes. He replied yes.

John Malaski told Trustee Patterson he could be the treasurer's deputy.

Being no further comments, Archie Patterson made a motion to adjourn, Kay Dowker seconded the motion. Four yes votes, motion carried.

Meeting adjourned at 8:25 pm.

Minutes taken and respectfully submitted by,

Beverly Rossetto, Township Clerk