

**TOWNSHIP OF SCIO
WASHTENAW COUNTY, MICHIGAN
RESOLUTION #2025-8**

Resolution Regarding Director of Operations

At a Regular Meeting of the Township Board of Scio Township, Washtenaw County, Michigan held at the Scio Township Hall, 827 N Zeeb Road, in said Township on February 11, 2025, at 7:00pm.

Members Present: Kerry, Flintoft, Brant, Knol, Moenck, Yaple

Members Absent: Reiser

The following preamble and resolution were offered by Yaple and supported by Knol.

WHEREAS, the Scio Township Board of Trustees appointed a Permanent Manager Committee; and,

WHEREAS, the Committee was charged with defining the job description, salary range, and method of recruiting for the Permanent Manager position; and,

WHEREAS, the Committee completed its charge on January 30, 2025; and,

WHEREAS, the Committee has recommended renaming the Manager position to "Director of Operations"; and,

WHEREAS, the Committee has identified a salary range and a job description for the position; and,

WHEREAS, the Committee has tasked the Human Resources Manager to facilitate the recruiting effort by posting the position for 30 days; and,

WHEREAS, the Human Resources Manager will assess the applicant pool and present appropriate applicants to the Township Board; and,

WHEREAS, it is in the best interest of the process that the Human Resources Manager be able to assess the applicants without the input or interference from members of the Township Board; and,

WHEREAS, if after the initial 30-day posting, the Human Resources Manager, in her sole discretion, does not believe that the applicant pool is sufficient, the Committee has recommended that a professional recruiter be engaged to increase the pool of applicants.

NOW THEREFORE BE IT RESOLVED, the Scio Township Board approves the new job title, the job description, and the salary range for the position of Director of Operations as presented; and,

BE IT FURTHER RESOLVED, that the Human Resources Manager will be solely responsible for posting the position, assessing the candidates, and presenting her recommendations to the Board of Trustees; and,

BE IT FURTHER RESOLVED, that during the recruitment period, Board of Trustees members will not involve themselves in the process; and,

BE IT FINALLY RESOLVED, if the Human Resources Manager finds that the applicant pool is insufficient after the initial 30 day posting, the Township Board will consider engaging a professional recruiter to assist in filling the position.

ROLL CALL VOTE:

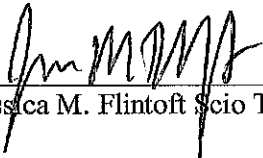
YES: Kerry, Yaple, Flintoft, Brant, Knol

NO: Moenck

ABSENT: Reiser

ABSTAIN: None

RESOLUTION DECLARED ADOPTED

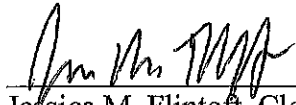


Jessica M. Flintoft Scio Township Clerk

DATED: February 11, 2025

CERTIFICATE

I, Jessica Flintoft, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Scio Township, County of Washtenaw, State of Michigan, at a Regular Meeting held on February 11, 2025 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.



Jessica M. Flintoft, Clerk
Scio Township

DATED: February 11, 2025