

**Au Train Township Special Board Meeting Minutes  
September 26, 2024 6:30 pm - 7:05 pm**

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**Roll Call:**

Board Members Present: Supervisor Michelle Doucette, Clerk Mary Johnson, Treasurer Kristy Cota, and Trustee Jake Miller. Absent: Trustee Tom Balmes.

Also Present: Donna Shields, Amy Hernandez, Scott Smith, Peggy Smith, Kristen and Brian Van Wieren, Mary Tiernan.

Supervisor Doucette opened our special meeting at 6:30 p.m. leading us with the pledge.

**Purpose of the Special Board Meeting:**

Supervisor Doucette noted that the purpose for the Special Board Meeting was to discuss the Letter of Resignation and develop a plan to fill this position and appoint of an Interim Zoning Administrator.

**Approval of the Agenda:**

Moved Johnson/seconded Cota to **approve the agenda**. Motion carried.

**Public Comment:** Public Comment was made by Scott Smith.

**Acceptance of Zoning Administrator Resignation:** Supervisor Doucette read the email received by the Board the evening of September 18, 2024 from Zoning Administrator Kathleen Lindquist, effective immediately.

Moved Johnson/seconded Doucette to **accept the resignation from Zoning Administrator Kathleen Lindquist, effective immediately**. Motion carried.

**Appointment of Interim Zoning Administrator:** After much discussion among the Board, Moved Doucette/seconded Cota, to **appoint Clerk Mary Johnson as Interim/Acting Zoning Administrator until the position is filled**. Doucette, yes; Cota, yes; Miller, yes; Johnson, yes. Motion carried.

**Wage Determination for Interim Zoning Administrator:** After review and discussion of the current salary for the position, Moved Doucette/seconded Cota, to **pay Acting Zoning Administrator Mary Johnson, \$500.00 for the month of September and then a monthly salary of \$1,250.00**. Doucette, yes; Cota, yes; Miller, yes; Johnson, yes. Motion carried.

**Publication of Zoning Administrator Position Vacancy:** After review of Board schedules and publication deadlines, the position will be advertised in the Munising Beacon on October 4<sup>th</sup> and 11<sup>th</sup>, with a deadline of October 18, 2024 to submit letter of interest to Supervisor Doucette. Moved Johnson/seconded Doucette to **hold a Special Board Meeting on October 24, 2024 at 6:30 to interview applicants for the Zoning Administrator Position**. Motion carried.

**Public Comment:** Public Comments were received from Duane Newton (via email) and Peggy Smith.

**Board Member Comments:** Additional Board Member Comments were made.

**Adjournment:** Moved Johnson/seconded Cota to **adjourn at 7:05 pm**.

Submitted by Mary Walther Johnson, Clerk

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Mary Walther Johnson

APPROVED DATE: \_\_\_\_\_

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