

Charter Township of Portage

Houghton, Michigan

“Progress our Goal”

Minutes of the Special Board of Trustees Meeting to Review/Interview the Candidates for the Clerks Vacancy

When: April 11, 2016 (Monday)

Where: 47240 Green Acres Road, Houghton, MI 49931

Time: 6:30 P.M. just prior to the regularly scheduled monthly Board meeting

Public Present: None – except for the two Clerk Candidates

Discussion Items:

- There were three candidates that have applied for the Clerk’s vacancy – Heidi Paoli Riutta, Christine Abramson and another person who was referred to us from MiWorks. The MiWorks candidate did not live in Portage Township so she was not eligible to hold an appointed/elected position according to MTA. She was called and informed of this.
- Both candidates were invited for 15 minute interviews prior to the monthly meeting. Each was asked a series of similar questions. After the monthly meeting the Board would go in to executive session and would further discuss the answers provided and vote to hire one of the two candidates. Judging from the answers given; both candidates seemed well qualified and were very interested in the position.

Public Comment: None

Adjourned to go in to session for the normal monthly meeting: