



Solon Township Hall
15185 Algoma Avenue NE
Cedar Springs MI 49319
616-696-1718

Minutes of the Special Meeting of the Solon Township Board of Trustees
June 21, 2017

Meeting Called to Order by Supervisor Robert Ellick at 10:05 pm.

Members present: Robert Ellick, Art Gerhardt, Mark Hoskins, Mary Lou Poulsen

Members Absent: Fred Gunnell

Public comment: none

- Discussion of applications received for Administrative Assistant/Deputy Treasurer position.
- 2nd interview with one applicant.
- Set details of employment including but not limited to: hours, rate of hourly pay, probationary/evaluation timeframe, vacation, personal and holiday pay.
- Motion by Gerhardt to authorize Supervisor to offer employment to first choice candidate, supported by Poulsen, motion carried 4 – 0.
- Motion by Gerhardt to authorize Supervisor to offer employment to second choice candidate if first choice does not accept, supported by Hoskins, motion carried 4 – 0.

Adjourn: A motion was made by Hoskins to adjourn, seconded by Gerhardt. Motion carried 4 to 0.
Meeting adjourned 1:40pm.

Submitted by: Mary Lou Poulsen, Solon Township Clerk