

Crystal Lake Township
1651 Frankfort Highway – P.O. Box 2129
Frankfort, MI 49635
Phone: (231) 352-9791
Fax: (231) 352-6689

Motion Number: 05-17-2022 # _____

Date: 17 May 2022

WHEREAS, despite numerous training opportunities, there continue to be disagreements between Board members regarding what constitutes appropriate segregation of financial duties and internal financial controls within the Township, and

WHEREAS, the Board recognizes that dialogue with outside financial and legal authorities is needed to help resolve these disagreements,

THEREFORE: the Crystal Lake Township Board of Directors agrees to:

1. invite one of our auditors from Baird, Cotter & Bishop as well as one of our attorneys from Young, Graham & Wendling to join us in a Special Meeting to work toward resolution of these issues and
2. request the following officers submit memoranda as described below to meeting participants one week prior to the Special Board Meeting:
 - a. Supervisor Ferris: detailing (1) her concerns, (2) examples of perceived misconduct, and (3) authoritative sources justifying her concerns and
 - b. Clerk Sullivan and Treasurer Popp: detailing (1) their reasons for their present allocation of duties, (2) examples of remedial measures they have taken to strengthen internal oversight, and (3) the authoritative sources justifying the actions they have taken.

Moved by: _____

Seconded by: _____

VOTE:

Amy Ferris: _____
Supervisor

Brooke Trentham Popp: _____
Treasurer

Richard Nielsen: _____
Trustee

Sue Sullivan: _____
Clerk

William Northway: _____
Trustee

The supervisor declared this motion carried and duly adopted.

Sue Sullivan, Crystal Lake Township Clerk