

President Pro Tempore Cook called the Special meeting to order at 11:00 a.m.

Roll Call:

Council Members Present: President Tempore Cook and Trustees: Dean, Cavendish.

Absent: President McCann and Trustee Ager attended via Zoom, and Trustee Rubel and Harper were absent

Staff Present: Clerk Joni Scott

Additions/Corrections to Agenda:

President Pro Tempore Cook accepted the agenda as presented.

Public Comment:

None

A. 2023-24 Sixteen-Month Audit Presentation by UHY:

The audit for the 16-month period from March 1, 2023, to June 30, 2024, received an unmodified (clean) opinion, confirming that the village’s financial statements are materially correct. Challenges arose due to the time-consuming process of merging a 12-month ledger with a 4-month ledger, including a \$26,000 discrepancy in sewer special assessments that needs to be addressed with Leelanau Township. The General Fund saw a slight decrease but remains stable, the Major Street Fund maintains a healthy balance, the Water Fund requires rate increases to strengthen its financial position, and the Marina Fund improved its net position despite project expenses. The auditors recommended reconciling the sewer assessment balance with Leelanau Township through either a payment or a clarification of the discrepancy, implementing investment and ACH payment policies, exploring higher-interest cash holdings, consolidating the fireworks fund with the general fund, and strengthening financial oversight by improving the segregation of duties. The audit confirms that the village’s overall financial condition remains solid.

B. Village Manager Candidate Second Interviews:

Second Round Interviews:

The Council conducted second interviews with Douglas Dorando and Jered Ottenwess via Zoom, asking a consistent set of questions to assess their suitability for the Village Manager position. These questions covered key areas such as:

- **Background & Experience:** Candidates were asked about aspects of their background not included in their resumes, how their unique experiences might contribute to their success as a village manager, and their experience with grant writing and administration.
- **Management & Communication:** The Council inquired about their time management strategies, how they prioritize tasks with a small staff, their communication style with the Village Council, and how they prepare for Council meetings.
- **Job Preferences & Expectations:** Candidates were asked about aspects they disliked in previous jobs, their understanding of the salary range, and how they measure success in their roles.
- **Community Engagement:** The Council explored their approach to public relations, strategies for improving community awareness, and their commitment to Northport, including their living situation and willingness to relocate.
- **Availability & Commitment:** Candidates were asked about their availability to start the position and how long they expect to stay in the role.
- **Personal Growth & Reflection:** Ottenwess was specifically asked about personal growth and lessons learned from past experiences, particularly in relation to previous job roles.

At the conclusion of the interviews, no discussion or decision was made due to a lack of a quorum. A special meeting may be called for the Council to take action.

Public Comment:

None

Council Comment:

None

Adjournment:

Trustee Cavendish Moved, Supported by Trustee Dean, to adjourn the meeting. Motion Carried.

The meeting adjourned at 3:05 pm
Several Citizen’s Attended the meeting
Joni Scott, Village of Northport Clerk