

**PITTSFIELD CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN
RES #21-49**

RESOLUTION TO APPROVE A REORGANIZATION WITHIN THE CLERK'S OFFICE

September 8, 2021

At a Regular Meeting of the Township Board of Pittsfield Charter Township, Washtenaw County, Michigan, located at the Township Administration Building, 6201 W. Michigan Avenue, in said Township, on the 8th day of September, 2021 at 6:30 p.m.

Present:

Absent:

The following preamble and resolution were offered by _____ and supported by _____.

WHEREAS, the Pittsfield Charter Township Clerk's Office has worked hard over the years to provide the gold standard of public service to the residents of Pittsfield Township, and has excelled in doing so during an unprecedented time of change and obstacles; and

WHEREAS, the Pittsfield Township Clerk's Office is constantly trying to improve services, and has an opportunity to reevaluate the organization of staff and job duties due to the attrition of two employees; and

WHEREAS, the Clerk's Office hopes to realign its focus to provide an even more thorough, efficient, and accurate schedule of services to both external and internal customers of the Township;

NOW THEREFORE BE IT RESOLVED, that the Pittsfield Township Board of Trustees hereby authorizes the creation and/or modification of the following positions effective September 13, 2021.

<u>Position Title</u>	<u>Group</u>	<u>Create</u>	<u>Modify</u>	<u>Eliminate</u>
Records Specialist ¹	TPOAM			1.0
Department Coordinator ²	Non-Union	1.0		
Deputy Clerk/Election Records Manager ³	Non-Union		1.0	
Elections Custodian (PT) ²	Non-Union	0.5		

¹ Vacant Position

² New Position

³ Title Change

ROLL CALL VOTE:

AYES: -

NAYS: -

ABSENT: -

ABSTAIN: -

RESOLUTION DECLARED _____.

Michelle L. Anzaldi, Clerk
Pittsfield Charter Township

Dated: September ____, 2021

CERTIFICATE

I, Michelle L. Anzaldi, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Pittsfield Charter Township, County of Washtenaw, State of Michigan, at a Regular Meeting held on September 8, 2021, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Michelle L. Anzaldi, Clerk
Pittsfield Charter Township

Dated: September __, 2021