

**SPECIAL MEETING OF THE CHELSEA AREA CONSTRUCTION AGENCY BOARD  
WEDNESDAY, JANUARY 15, 2020, 1:00 P.M.  
LOCATION: 12172 JACKSON ROAD  
DEXTER, MI 48130**

**BOARD MEMBERS PRESENT:** Chair James Drolertt (Dexter Township), John Hanifan (City of Chelsea), Marc Keezer (Lyndon Township), and Treasurer Greg McKenzie (Lima Township).

**BOARD MEMBERS ABSENT:** Tom McKernan.

**STAFF PRESENT:** None.

**OTHERS PRESENT:** None.

**CALL TO ORDER:** Chair Drolett called the meeting to order at 1:00 p.m.

**CALL TO THE PUBLIC:** None.

**APPROVAL OF THE JANUARY 15, 2020 AGENDA:** Motion by Hanifan, seconded by Drolett, to approve the January 15, 2020 agenda. All Ayes. Motion carried unanimously.

**INTERVIEWS OF APPLICANTS FOLLOWED:**

1:00 p.m. – Carolyn Donahee (Office Manager position)

1:45 p.m. – Devin Morgan (Office Manager position)

2:30 p.m. – Christopher Pietrzyk (Office Manager position)

3:15 p.m. – Carie Tillman (Office Manager position)

4:00 p.m. – Ryan Miller (Building Official Position)

All current applicants provided resumes and were present for interviews.

Motion by Hanifan, seconded by Keezer, to authorize the Chair to offer Devin Morgan the Office Manager position. All Ayes. Motion carried unanimously.

After discussion Mr. Ryan Miller informed the Board that he would consider the Building Official position.

**CALL TO THE PUBLIC:** None.

**ADJOURNMENT:** Motion by Hanifan, seconded by McKenzie to adjourn the meeting at 4:45 p.m. All Ayes. Motion carried unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Kathleen Kennedy". The signature is written in black ink and is positioned above the printed name.

Kathleen Kennedy  
For Tom McKernan