

RESOLUTION
No 12-01

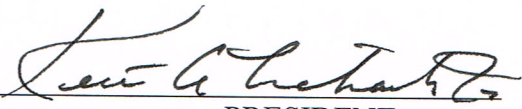
BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE NORTHERN MORAINÉ
WASTEWATER RECLAMATION DISTRICT follows the following policy and procedure in the
appointment or reappointment of Board of Trustee members to fill vacancies:

1. No later than ninety (90) days in advance of the end of a Trustee's term, the District Clerk shall publish a Public Notice in the largest daily newspaper serving the majority of the District's service area announcing an opening on the board. That notice shall specify the Village or Villages, from which a trustee vacancy will occur and invite interested persons to submit a written letter of application, including contact information, a resume including a listing of qualifications as well as references and/or letters of recommendation. The Public Notice shall include a deadline for receiving applications such that they are available for review at the regular Board Meeting two (2) months preceding the scheduled term end. If an interested applicant resides in unincorporated Lake or McHenry County, and his or her residence has been annexed into the District, such applicant may apply as if he or she resided in the represented municipality, *i.e.*, Island Lake, Lakemoor, or Port Barrington, closest to his or her residence.
2. All applications received shall be forwarded to the Board of Trustees in the board packet for the regularly scheduled board meeting two months prior to scheduled term end. The District Clerk shall include a certification statement that the applicant is a resident of the Village from which a trustee is being sought or resides within the District's service area or is a customer of the District. Applicants shall be invited to attend the board meeting to discuss their interest in serving on the Board of Trustees. The Board of Trustees shall use this opportunity, at the Board's discretion, to interview and vet the candidates to confirm their qualifications, the sincerity of their interest in serving and to determine the candidates understanding of the need to serve the best interest of the District even when those interests conflict with the interests of the community within which they reside. This process shall be conducted during the open, public session of the meeting.
3. Following the interview or interviews, the Board of Trustees shall convene an Executive Session for the purpose of discussing personnel, during which the Board will deliberate on the candidates for the purpose of forming a consensus on any specific recommendations to the appointing authorities.
4. Upon reconvening in Regular Session, the Board President will announce any action taken during the Executive Session, or shall conduct any needed votes of the Board to determine a recommendation on any particular candidate or candidates. Should the Board vote to recommend any one specific candidate or candidates, the Board President shall direct the District Manager to forward a letter of recommendation conveying the Board of Trustees recommendation or recommendations, along with the applications of all interested parties received to the approval authorities.
5. The final appointment or reappointment is entirely at the discretion of the appointing authorities and the appointed Trustee, upon qualifications per the 1917 Sanitary District Act, shall be sworn in and seated at the first regularly scheduled board meeting following the appointment.

6. In the event of a sitting Trustee's term ends prior to an appointment or reappointment being made, that Trustee shall continue to serve until reappointed or replaced by the appointing authorities.
7. In the event that a mid-term vacancy occurs, the District Clerk shall initiate this process as soon as practicable and the deadlines for submission of applications and process may be shortened to accommodate any legal requirements of the appointing authorities.

DATED this 13th day of March, 2012

NORTHERN MORaine WASTEWATER
RECLAMATION DISTRICT, an
Illinois municipal corporation,

By: 
PRESIDENT



SEAL

ATTEST

Marica S. Camera

DISTRICT CLERK

PASSED: 5 Ayes 0 Nays.

APPROVED: 3/13/12