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**VILLAGE OF SUGAR GROVE  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
**FROM:** SCOTT KOEPPPEL, VILLAGE ADMINISTRATOR  
**SUBJECT:** APPOINTMENTS: VILLAGE CLERK  
**AGENDA:** January 16, 2024 REGULAR BOARD MEETING  
**DATE:** January 5, 2024

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**ISSUE**

Should the Board ratify President Konen's appointment of Tracey Conti as the Village Clerk.

**DISCUSSION**

Section 1-9B-1 of the Village Code provides that the Village Clerk is appointed and serves at the pleasure of the Village President with the advice and consent of the Village Board.

Tracey Conti was hired as the Executive Assistant/Village Clerk and her first day of employment was January 3, 2024. President Konen proposes appointing Tracey as the Village Clerk. Konen asks that the Board ratify the appointment.

**COST**

There are no costs associated with this action.

**RECOMMENDATION**

That the Village Board ratifies President Konen's proposed appointment of Tracey Conti as Village Clerk.



## RESOLUTION NO. 20240116A

### A RESOLUTION APPOINTING A VILLAGE CLERK

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**WHEREAS**, the Village of Sugar Grove (“Village”) is not a home rule municipality within Article VII, Section 6A of the Illinois Constitution, and accordingly, seeks to act pursuant to the powers granted to it under 65 ILCS 5/1-1 *et seq.*; and,

**WHEREAS**, there is currently a vacancy in the office of Village Clerk; and,

**WHEREAS**, under Section 1-9B-1 of the Village of Sugar Grove Village Code of Ordinances, the Village President, with the advice and consent of the Village Board of Trustees, shall appoint a Village Clerk who shall have the powers, duties, and responsibilities enumerated in Sections 1-9B-4 through 1-9B-8; and,

**WHEREAS**, the Village President has appointed Tracey Conti as Village Clerk and finds that it is in the best interest of the Village to approve the appointment of Tracey Conti as the Village Clerk; and,

**NOW, THEREFORE, BE IT RESOLVED** by the corporate authorities of the Village of Sugar Grove as follows:

**Section One:** The Village President has appointed Tracey Conti as the Village Clerk and the Village Board of Trustees has approved the appointment in accordance with Section 1-9B-1 of the Village of Sugar Grove Village Code of Ordinances.

**PASSED AND APPROVED** by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, this 16<sup>th</sup> day of January, 2024.

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Jennifer Konen  
President of the Board of Trustees  
of the Village of Sugar Grove, Kane  
County, Illinois

ATTEST: \_\_\_\_\_

Rachel Wortham, Deputy Clerk,  
Village of Sugar Grove

	Aye	Nay	Absent	Abstain
Trustee Heidi Lendi	_____	_____	_____	_____
Trustee Matthew Bonnie	_____	_____	_____	_____
Trustee Sean Herron	_____	_____	_____	_____
Trustee James White	_____	_____	_____	_____
Trustee Michael Schomas	_____	_____	_____	_____
Trustee P. Sean Michels	_____	_____	_____	_____
Village President Jennifer Konen	_____	_____	_____	_____