



VILLAGE OF SUGAR GROVE BOARD REPORT

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES

FROM: SCOTT KOEPPPEL, VILLAGE ADMINISTRATOR
TRACEY R. CONTI, EXECUTIVE ASSISTANT/VILLAGE CLERK

SUBJECT: APPOINTMENT OF JAMES VASSELLI AND MICHAEL GARRIGAN AS DEPUTY CLERKS FOR THE VILLAGE OF SUGAR GROVE

AGENDA: MARCH 18, 2025

DATE: MARCH 10, 2025

ISSUE

Should the Board approve Village Clerk Tracey Conti's proposed appointments of James Vasselli and Michael Garrigan as Deputy Clerks?

DISCUSSION

Section 1-9B-9 of the Village Code provides that the Village Clerk may authorize a person to act in her absence as Deputy Clerk. The appointment to this position of a current employee requires the consent of the Village Administrator, while the appointment of a person who is not a current employee is subject to the advice and consent of the Board of Trustees.

Clerk Conti proposes appointing James Vasselli and Michael Garrigan as Deputy Clerks and asks that the Board ratify both appointments.

COST

There is no cost associated with this action.

RECOMMENDATION

That the Village Board ratifies the appointment of James Vasselli and Michael Garrigan as Deputy Clerks.