

Fife Lake Township Special Board Meeting  
August 17, 2026  
134 Morgan St.; Fife Lake, MI 49633  
231-879-3963

**Supervisor Lisa Radtke, Clerk Annie Allen, Treasurer Cathy Sorrow, Trustee Dawn Zimmerman, Trustee Jayme Werner**

*Meetings have audio/video recorded & available on YouTube@FifeLake Township*

1. Call to order by Supervisor Radtke at 5PM.
2. Pledge of Allegiance was recited.
3. Roll Call: Sorrow, Allen, Radtke, Zimmerman, Werner, all present.
4. Conflict of interest: None:
5. Approval of the Agenda:

**Werner made a motion to approve the agenda. Sorrow seconded. No discussion. Motion carried unanimously, voice vote.**

6. New Business:
  - a. Background on Assessor search: Supervisor Radtke and Treasurer Sorrow briefed the board members on the pre-screening they completed on the assessor candidates. Some candidates dropped out during the process. The previous Fife Lake Township assessor recommended Abby Abbott. After the pre-screening with Abby, Supervisor Radtke and Treasurer Sorrow recommended board interview due to her expertise in customer service, experience as a current assessor, and she is within the Township's budget.

Assessor candidate, Abby Abbott, arrived at 5:05PM.

- b. Interview with Assessor Candidate: Abby Abbott introduced herself and explained how she is one of the assessors at Garfield Township and she also holds a Realtor License. The board members asked Abby questions in an interview format. Abby has the ability to work remotely and promptly address Fife Lake Township assessment needs. She also explained her experience in the assessor software that is required: APEX, and BSA .net and cloud. Abby has no obligation to attend Garfield Township's Board of Review, so there is no conflict with scheduling.

- c. Action on Assessor Position: A new assessor computer will need to be purchased, and the software programs will need to be downloaded.

**Sorrow made a motion to hire Abby Abbott. Werner seconded. No discussion. Roll Call: Allen- Yes, Radtke- Yes, Zimmerman- Yes, Werner- Yes, Sorrow- Yes. Motion carried. 5-0.**

**<The motion was amended to: Starting date will be September 1, 2026.>**

**Sorrow made a motion to adopt the Assessor Job Description, with the change from exempt to non-exempt, bi-weekly pay based on annual salary, and at-will employee. Allen seconded. No discussion. Roll Call: Radtke- Yes, Zimmerman- Yes, Werner- Yes, Sorrow- Yes, Allen- Yes. Motion carried. 5-0.**

7. Conflict of Interest: None.
8. Other Business: None.
9. Adjournment:

**Werner made a motion to adjourn at 5:22PM. Sorrow seconded. No discussion. Motion carried unanimously, voice vote.**

Respectfully submitted,

*Annie Allen*

Annie Allen

Fife Lake Township Clerk