

PERSONNEL/AIRPORT COMMITTEE  
MEETING MINUTES  
Tuesday, July 1, 2025  
Howard Male Conference Room

The Personnel Committee met on Tuesday, July 1, 2025, at 12:00 p.m. in the Howard Male Conference Room.

COMMISSIONERS PRESENT: Brenda Fournier, Chair  
Todd Britton  
Bill Peterson  
John Kozlowski, excused  
Lucille Bray, sitting in for Commissioner Kozlowski

OTHERS PRESENT: Jesse Osmer, County Administrator  
Keri Bertrand, County Clerk  
Commissioner Dan Ludlow  
Nicki Janish, Home Improvement/Public Conservator  
Jamie Samson, IT

CALL TO ORDER  
Chair Fournier called the meeting to order at 12:00 p.m.

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

ROLL CALL  
Roll was taken with the following members present: Commissioners Bray, Peterson, Britton, and Fournier. Commissioner Kozlowski, excused.

ADOPT AGENDA  
Chair Fournier presented the agenda for approval. Moved by Commissioner Peterson and supported by Commissioner Bray to approve the agenda as presented. Motion carried.

PUBLIC COMMENT  
None.

PROGRAM ASSISTANT VACANCY & DIRECTOR HOURS/SALARY  
Home Improvement Director and Public Conservator Nicki Janish is requesting approval to fill the Program Assistant vacancy in her office and is asking for the position to be reorganized to include a longer work week with an increased pay scale to attract good help that is here to stay. The workload between the two programs has grown drastically and the budget would support this request.

Director Janish reported as a Department Head her position is inconsistent with other Department Heads as she is not at 40-hour per week and would like the position to be adjusted to 40-hours per week at the current hourly rate.



Director Janish is also requesting to divvy up all employee related expenses equally between the Home Improvement and Public Conservator budgets as they now are equally busy. County Administrator Jesse Osmer reported the request for 2026 will need to be made to the budget subcommittee and he will look into 2025.

Moved by Commissioner Peterson and supported by Commissioner Britton to recommend approval to fill the Program Assistant vacancy at the new rate/hours as presented. Roll call vote was taken: AYES: Commissioners Bray, Peterson, Britton and Fournier. NAYS: None. Motion carried.

**ACTION ITEM #1: The Committee recommends approval of the Director of the Home Improvement Program & Office of Public Conservator's request to fill the Program Assistant vacancy at 40 hours per week starting at \$20.00 per hour as presented.**

Moved by Commissioner Peterson and supported by Commissioner Britton to recommend approval adjusting the Home Improvement Director/Public Conservator's hours per work week to 40 as presented. Roll call vote was taken: AYES: Commissioners Bray, Peterson, Britton, and Fournier. NAYS: None. Motion carried.

**ACTION ITEM #2: The Committee recommends approval of the Director of the Home Improvement Program & Office of Public Conservator's request to adjust to a 40-hour per week employee with salary calculated at the current hourly rate as presented.**

INFORMATION ITEM: Administrator Osmer reported Alpena County Library Board Trustee Joe Garber submitted a letter dated June 27, 2025, that his resignation from the board will be effective July 1, 2025.

Moved by Commissioner Britton and supported by Commissioner Bray to accept the resignation letter from Alpena County Library Board Trustee Joe Garber as presented. Motion carried.

#### CLOSED SESSION

The Personnel Committee went into closed session at 12:15 p.m. for discussion on the TPOAM Memorandum of Understanding and opened session at 12:30 p.m. All committee members present.

#### CALL TO ORDER

The Airport Committee meeting was called to order at 12:30 p.m.

#### ROLL CALL

Roll call was taken with the following members present: Commissioners Peterson, Ludlow and Konarzewski. Commissioner LaHaie, excused.

#### INTERVIEWS



The Personnel and Airport Committee conducted interviews of the following candidates for the Airport Manager position: Mick Higgins, Jessica Sword, Leigh Kendzierski, Irfan Mohammad, Ladarius Gates, and Toby Kuznicki.

#### ADJOURNMENT

Moved by Commissioner Konarzewski and supported by Commissioner Peterson to adjourn the Airport Committee meeting. Motion carried. The meeting adjourned at 2:42 p.m.

#### PERSONNEL RECOMMENDATION

Moved by Commissioner Peterson and supported by Commissioner Bray to recommend approval of Mick Higgins as manager for the airport as presented. Commissioner Britton, excused. Motion carried.

**ACTION ITEM #3: The Committee recommends approval of Mick Higgins as Alpena County Airport Manager as presented.**

#### ADJOURNMENT

Moved by Commissioner Peterson and supported by Commissioner Bray to adjourn the meeting. Motion carried. The meeting adjourned at 2:44 p.m.

  
Brenda Fournier, Chair

kvm