

**CONSENT CALENDAR**  
May 14, 2024  
Finance Ways & Means/Full Board

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners**  
Regular Session – April 23, 2024 (\*Minutes only)
  
- B) **Budget Committee Workshop** – April 23, 2024 (\*Minutes only)
  
- C) **Local Emergency Planning Committee Meeting Minutes** – April 30, 2024
  
- D) **Local Planning Team Meeting Minutes** – April 30, 2024
  
- E) **Central Dispatch Committee Meeting Minutes** – April 30, 2024

ACTION ITEM #CDC-1: The Committee recommends approval of the Ice Rescue/Cold Water Policy as presented.

ACTION ITEM #CDC-2: The Committee recommends approval of the Marine Emergencies Policy as presented.

- F) **Personnel Committee Meeting Minutes** – May 6, 2024

ACTION ITEM #PC-1: The Committee recommends approval to accept the contract with Jesse Osmer as the new County Administrator for Alpena County as presented.

ACTION ITEM #PC-2: The Committee recommends approval of the request for a one- time pay out compensation to HR Specialist Jennifer Mathis in the amount of \$2,000 for the administrative roles performed as the Interim County Administrator and a one-time pay out compensation to Commissioner’s Office employees’ Kimberly MacArthur in the amount of \$1,000 and Lynn Bunting in the amount of \$1,000 for the increased workload over the past 4 months with no County Administrator and to approve the following budget adjustments as presented:

101-173-703.000 County Administrator Salary:	Decrease by \$4,000
101-101-702.003 HR Specialist Salary:	Increase by \$2,000
101-101-702.001 Board Assistant Salary:	Increase by \$1,000
101-101-702.002 Board Assistant Salary:	Increase by \$1,000

ACTION ITEM #PC-3: The Committee recommends approval for health insurance, and both vision and dental insurance to be offered to County employees effective immediately when rehired within a 13-week period as presented.

ACTION ITEM #PC-4: The Committee recommends approval to compensate the IT Department \$50 per week that they are on call to carry their phone and be always available during the on call for any IT issues as presented.

ACTION ITEM #PC-5: The Committee recommends approval for the IT Department to generate a generic email signature for all employees as presented.

ACTION ITEM #PC-6: The Committee recommends approval for the Register of Deeds to advertise for the upcoming Clerical Assistant vacancy in the Register of Deeds Office as presented.

ACTION ITEM #PC-7: The Committee recommends approval to hire Al Rapson as the Animal Control Shelter Manager part time for 20 hours per week and to transfer \$32,084 from line item 101-430-702.002 Shelter Manager to line item 101-430-702.000 Shelter Techs as presented.

ACTION ITEM #PC-8: The Committee recommends approval that Shelter Techs work no more than a combined 45 hours per week as presented.

ACTION ITEM #PC-9: The Committee recommends approval to change the Assistant Airport Manager's job title to Airfield Operations Supervisor as presented.