

STATE OF MICHIGAN

88th Judicial District - Alpena County
88th Adult Drug / Alcohol Treatment Court - Alpena / Montmorency County

HON. ALAN M. CURTIS DISTRICT JUDGE

Chrissy L. Delekta
COURT ADMINISTRATOR/MAGISTRATE

Kimberly Nowak
MAGISTRATE/COURT RECORDER

County Office Building
719 W. Chisholm St. Ste. #3
Alpena, Michigan 49707-2452

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Sue Latuszek
PROBATION/PRE-SENTENCE

Timothy Marquardt
PROBATION/PRE-SENTENCE

August 30, 2023

Personnel Committee
Alpena County /board of Commissioners

Re: ON CALL STIPEND FOR MAGISTRATE

Members:

At a Board Meeting held on August 23, 2023 - a board action (attached) was passed appointing Kimberly Nowak as a Non Attorney Magistrate and granting her a per week stipend of \$250.00, as well as a weekend on call stipend in the amount of \$125.00.

Per Michigan Court Rule, MCR 6.104 – a Magistrate has to be available 24 hours a day to serve the community. I am requesting that a separate board action be discussed and granted in regards to the on call stipend of \$125.00. Instead of it being addressed specific to Kimberly, I am respectfully requesting that it read \$125.00 for weekend on call duties, to any on call magistrate.

Thus far, Kimberly has handled nearly all on call duties. Currently, I am the only other Magistrate and I will be covering those responsibilities when Kimberly needs time off or is taking a vacation. This will alleviate any confusion and will allow me to collect the stipend for those weekends that I am on call.

Sincerely,



Chrissy L. Delekta
Court Administrator/Magistrate

Attachment

ALPENA COUNTY BOARD OF COMMISSIONERS

BOARD ACTION #08

TO: County Clerk, County Treasurer, District Court
FROM: Alpena County Board of Commissioners
SUBJECT: Appointment of Kimberly Nowak as Non-Attorney Magistrate for District Court

BOARD ACTION:

Judge Curtis presented the request to appoint Kimberly Nowak as a non-attorney magistrate for District Court and passed out information to the board for review/approval. Judge Curtis reported that she would be paid as a stipend and keep her current position with monies in their budget for 2022 and will budget for 2023. Judge Curtis informed the board that he spoke with Judge Black and he approved and signed off on the order.

Moved by Commissioner Thomson and supported by Commissioner Gilmet to recommend approval of appointment of Kimberly Nowak as the magistrate for District Court and to approve the pay scale as presented. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski, and Adrian. NAYS: None. Motion carried.

This action was XX APPROVED DISAPPROVED

BY: Ayes: 8 Nays: 0 Excused: 0 Absent: 0 Abstaining: 0

Alpena County Board Chairman's Signature: Robert Adrian

Alpena County Board Vice-Chairman's Signature: _____

Date of the Board Meeting: August 23, 2022

Non-Attorney Magistrate Position – Seeking to hire Kim Nowak

Proposed Rate of Pay through 2023

Stipend = \$250.00 per week / \$125 for weekend on-call duties (\$375.00 per week)

Total Stipend over 1 year = \$19,500.00

**Last Non-Attorney Magistrate was Liz Skiba (last day as magistrate July 2021)
Step 5 = \$25,557.09**

**Last Attorney Magistrate was Kim Schultz (last day 8/12/22)
She was at Step 2**

BASE	Step 1	Step 2	Step 3	Step 4	Step 5
\$ 22,318.73	\$ 22,774.21	\$ 23,229.69	\$ 23,694.29	\$ 24,168.17	\$ 24,651.54

2022 Budget for Magistrate = \$22,775.00