

ADMINISTRATOR ADHOC COMMITTEE MEETING

June 22, 2021 – 9:00 a.m.

Howard Male Conference Room

COMMISSIONERS PRESENT: Robert Adrian, Chair
Don Gilmet
Kevin Osbourne
Marty Thomson

OTHERS PRESENT: Tammy Sumerix-Bates, Executive Manager
Bonnie Friedrichs, County Clerk
Kim Elkie, Administrative Assistant

INFORMATION ITEM: The Committee reviewed each of the contract proposals submitted, comparing costs, services provided and processes. It was agreed by all members that four solid RFPs were received.

A Poll was taken of the full board on June 17, 2021 and was approved as follows: Recommendation to approve the hiring of a Consulting Firm in the amount up to \$25,000 to be used to hire and pay expenses incurred to search for candidates for the County Administrator position.

Moved by Commissioner Thomson and supported by Commissioner Gilmet to enter into a contract with Walsh Municipal Services, LLC, with a total cost not to exceed \$14,900.00, to assist the County with recruitment and hiring of a County Administrator. Motion carried unanimously.

INFORMATION ITEM: The Committee notified Frank Walsh by telephone (on speakerphone) of the vote to enter into a contract with his firm. Timeline and processes were discussed. A job description and wage range, as previously approved by the Board, will be used. The job will be posted by July 1 with an application deadline of August 1. Mr. Walsh will send a survey to all Alpena County Commissioners and seven other Elected Officials as well as other community stakeholders, specified by the Committee, with the information gleaned to be of assistance in creating a profile to add to the job postings.

Motion to adjourn by Commissioner Osbourne with support by Commission Gilmet. Motion carried. Meeting adjourned at 10:28 a.m.


Robert Adrian, Chair


Kim Elkie, Administrative Assistant