

PERSONNEL COMMITTEE  
MEETING MINUTES  
Tuesday, February 3, 2026  
Howard Male Conference Room

The Personnel Committee met on Tuesday, February 3, 2026, at 10:00 a.m. in the Howard Male Conference Room.

COMMISSIONERS PRESENT: Brenda Fournier, Chair  
Todd Britton  
John Kozlowski

OTHERS PRESENT: Jesse Osmer, County Administrator  
Jennifer Mathis, Deputy County Administrator/HR  
Keri Bertrand, County Clerk  
Sheriff Erik Smith

CALL TO ORDER

Chair Fournier called the meeting to order at 10:00 a.m.

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

ADOPT AGENDA

Chair Fournier presented the agenda for approval. Moved by Commissioner Britton and supported by Commissioner Kozlowski to adopt the agenda with the addition of a Parks and Recreation Commission interview. Motion carried.

PUBLIC COMMENT

Bonnie Friedrichs of Spruce inquired about the status of her personnel file and will be looking for communication on when it's found for her to come in and review.

SHERIFF'S OFFICE DT/SGT POSITION

Sheriff Erik Smith was asked to come back to the Personnel Committee to request a detective sergeant position for the Sheriff's Office. He is requesting to use some of the revenue from the contract with Alcona County, for this position. The base salary is approximately \$74,000 and adding fringe benefits is slightly over \$100,000. This would not take effect until July or later.

Moved by Commissioner Britton and supported by Commissioner Kozlowski to approve the Sheriff's Office proceed with hiring a Dt/Sgt. as presented. Roll call vote was taken: AYES: Commissioners Britton, Kozlowski, and Fournier. NAYS: None. Motion carried.

**ACTION ITEM #1: The Committee recommends approval of the Sheriff's request to proceed with the process to hire a Dt./Sgt. for the Sheriff's Office and to provide a job description at the next Full Board meeting for review and approval as presented.**

EMPLOYEE SEPARATIONS

Deputy County Administrator Jennifer Mathis reported there were no employee separations for the month of January.

## PARKS & RECREATION COMMISSION INTERVIEW

The Personnel Committee interviewed Kristie Morlan for the Parks & Recreation Commission.

## CLOSED SESSION

The committee went into closed session for a personnel issue and union contract discussion at 10:20 a.m. and opened session at 10:55 a.m. Roll call was taken. All members present.

## PARKS & RECREATION COMMISSION APPOINTMENT

Moved by Commissioner Britton and supported by Commissioner Kozlowski to approve the appointment of Kristie Morlan to the Parks & Rec Commission as presented. Motion carried.

**ACTION ITEM #2: The Committee recommends approval to appoint Kristie Morlan to the Parks & Recreation Commission for a term effective February 10, 2026, through December 31, 2027, as presented.**

## ADJOURNMENT

Moved by Commissioner Kozlowski and supported by Commissioner Britton to adjourn the meeting. Motion carried. The meeting adjourned at 10:57 a.m.

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Brenda Fournier, Chair

kvm