

PERSONNEL COMMITTEE  
**DRAFT - MEETING MINUTES**  
Tuesday, April 4, 2023  
Howard Male Conference Room

The Personnel Committee met on Tuesday, April 4, 2023 at 11:00 a.m. in the Howard Male Conference Room.

COMMISSIONERS PRESENT:     Dave Karschnick, Chair  
   John Kozlowski  
   Jesse Osmer (sitting in for Burton Francisco)

OTHERS PRESENT:               Mary Catherine Hannah, County Administrator  
   Erik Smith, Sheriff  
   Kim Elkie, Director of the Office of Emergency Management  
   & E911 Services  
   Keri Bertrand, Clerk  
   Jennifer Mathis, Human Resource Specialist

Chair David Karschnick called the meeting to order at 10:56 a.m.

Motion to adopt the agenda by Commissioner Karschnick and supported by Commissioner Osmer.  
Motion carried.

INFORMATION ITEM: Chair Karschnick presented Dr. Robert Lang to be re-appointed to the Alpena County Jury Board for a 6-year term expiring on April 20, 2029. Motion was made by Commissioner Osmer and supported by Commissioner Kozlowski to recommend the action item below. Motion carried.

**ACTION ITEM #1: The Committee recommends to approve the reappointment of Dr. Robert Lang to the Alpena County Jury Board for a 6-year term expiring on April 20, 2029 as presented.**

INFORMATION ITEM: County Administrator Hannah said that we have received notice of resignation from one of our contracted attorneys, Katy Conklin. The Commissioner's Office put out a notice in the newspaper and on the County website to advertise the opening. We received interest from one person, Denise Burke. Denise Burke has a practice in Alpena and is qualified. Denise Burke is willing to replace Katy Conklin in the current contract. There will be no financial changes as she is filling Katy Conklin's current position. Katy Conklin is working through the end of the month. The current contract started mid-year last year and goes through December 31, 2023. County Administrator Hannah suggested that around mid-year we should start looking at renewal of this contract and that it should go through Courts and Public Safety. Motion was made by Commissioner Kozlowski and supported by Commissioner Osmer to approve Denise Burke as a contract attorney for legal representation.

INFORMATION ITEM: County Administrator Hannah said that there is a LoU in place that the Sheriff and Undersheriff were to remain in the B4 MERS retirement plan. Their original unit was

bridged down to B3 and the Sheriff and Undersheriff automatically got moved with the unit. The cost going forward will be minimal, but MERS cannot give us an exact number since they are only moving 2 members. Motion was made by Commissioner Karschnick and supported by Commissioner Osmer that we move the Sheriff and Undersheriff back to the B4 MERS retirement. Commissioner Kozlowski asked if we could reach out to MERS and get an estimate on how much this will cost the County. Jennifer Mathis, Human Resource Specialist, will reach out to MERS and ask for a high and low number for the monthly cost. Commissioner Osmer asked that we follow up with the increase and let them know. Offer tabled. County Administrator Hannah will bring this to the Finance Ways and Means Committee.

Closed Session 11:19am

Open: 11:47 am

**Next meeting: Tuesday, May 2, 2023 at 11:00 a.m. in the Howard Male Conference Room**

Motion to adjourn by Commissioner Kozlowski with support by Commissioner Karschnick.  
Motion carried. The meeting adjourned at 12:18 p.m.

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Dave Karschnick, Chairman

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Jennifer Mathis, Human Resource Specialist

jmm