



Manistee County Courthouse
415 Third Street · Manistee, Michigan 49660

CLERK

Lindsey Marquardt
(231) 723-3331

CONTROLLER/ADMINISTRATOR

Lisa Sagala
(231) 398-3504

Board of Commissioners

CHAIRPERSON

Jeffrey Dontz

VICE-CHAIRPERSON

Karen Goodman

Margaret Batzer

Eric Gustad

Nikki Koons

Janice McCraner

Richard Schmidt

PERSONNEL COMMITTEE MEETING

Friday, February 2, 2024
9:00 a.m.

Manistee County Courthouse & Government Center
Board of Commissioners Meeting Room

Minutes

Members Present: Jeff Dontz; Eric Gustad; Karen Goodman, Chairperson

Members Absent:

Others Present: Rachel Nelson, Treasurer; Karen Feliczak, Circuit Court Administrator (Zoom); Loren VanAlstine, Chief Deputy Register of Deeds (Zoom); Sheriff Brian Gutowski (zoom); Heather Vasquez, Equalization Director; Julie Griffis, HR Generalist; Lisa Sagala, Controller/Administrator; Lindsey Marquardt, County Clerk

The meeting was called to order at 9:00 a.m. by Chairperson Goodman.

NOTE-Items requiring Board Action are indicated in BOLD

PUBLIC COMMENT

None.

ELECTED OFFICIALS WAGE SURVEY


Lisa Sagala presented an updated wage chart for Elected Officials, Chief Deputies/Assistants and Undersheriff. (APPENDIX A) This chart removed the high and low wages from the list as directed at last month's meeting. This chart indicates the differences in Manistee County's wages and the highest wages of other counties and also 5% and 10% above the median for those positions. (A-2) Lisa received an opinion from MAC regarding the issue of Chief Deputies being in a wage scale. The opinion only addressed how to set a wage when a vacancy occurs. The Chief Deputies can be placed in a wage scale and be subject to step and COLA increases.

Moved by Gustad, seconded by Goodman to recommend that the wages for Elected Officials, Chief Deputies/Assistants and the Undersheriff be placed in the 10% above median wage for these positions, as presented; effective the payroll following the February 20, 2024 Board meeting. Ayes: All. Motion Carried.


OTHER ITEMS

Lisa Sagala informed the Committee that Administration will start working on a policy for mid-term vacancies and appointments and compensation for when a vacancy occurs. This will also include a policy for setting Elected Officials wages. A wage survey was sent to various counties inquiring of their commissioner compensation and benefits. Lisa hopes to have that information received and compiled for the March Personnel Committee meeting.

The meeting was adjourned at 9:15a.m.


Karen Goodman, Chairperson


Eric Gustad


Jeffrey Dortz

Manistee County Elected Officials Wage Survey 2023

Pay Rate/Range: Hourly/Salary	Manistee 2023	Antrim County	Benzie County	Charlevoix County	Cheboygan County	Leelanau County	Mason County	Oceana County	Oscoda County	Otsego County	Westford County
County Clerk	\$ 76,235.53	\$ 72,668.34	\$ 66,633.98	\$ 69,679.50	\$ 77,613.40	\$ 80,506.19	\$ 69,534.39	\$ 68,180.00	\$ 71,646.00	\$ 76,765.06	\$ 65,295.46
Chief Deputy Clerk	\$ 47,881.09	\$ 47,278.40	\$ 51,604.80	\$ 48,484.80	\$ 50,980.80	\$ 72,370.54	\$ 44,886.40	\$ 47,370.00	\$ 60,195.00	\$ 46,839.00	\$ 40,566.71
Treasurer	\$ 71,510.91	\$ 71,176.44	\$ 66,633.98	\$ 66,851.20	\$ 77,613.40	\$ 90,506.19	\$ 69,534.39	\$ 68,180.00	\$ 65,243.00	\$ 70,625.12	\$ 65,295.46
Chief Deputy Treasurer	\$ 47,881.67	\$ 47,278.40	\$ 51,604.80	\$ 45,468.80	\$ 50,980.80	\$ 60,555.33	\$ 44,886.40	\$ 53,115.00	\$ 43,943.00	\$ 46,839.00	\$ 40,566.71
Register of Deeds	\$ 71,480.72	\$ 68,260.43	\$ 66,633.98	\$ 66,851.20	Combined with Clerk	\$ 80,506.19	\$ 62,760.38	\$ 68,180.00	\$ 65,722.00	Combined with Clerk	\$ 67,314.00
Chief Deputy Register of Deeds	\$ 46,409.84	\$ 47,278.40	\$ 51,604.80	\$ 48,547.20	Combined with Clerk	\$ 60,555.33	\$ 44,886.40	\$ 43,321.00	\$ 51,019.00	Combined with Clerk	\$ 40,566.71
Prosecutor	\$ 124,232.71	\$ 109,061.91	\$ 111,946.56	\$ 112,852.44	\$ 114,424.85	\$ 107,568.75	\$ 134,843.81	\$ 112,816.00	\$ 94,640.00	\$ 118,633.88	\$ 99,833.37
Chief Assistant Prosecutor	\$ 74,277.61	\$ 92,465.98	\$ 83,996.81	\$ 84,050.00	\$ 92,592.01	\$ 92,294.49	\$ 89,634.73	no chief post.	\$ 62,670.00	\$ 90,221.29	\$ 87,581.81
Sheriff	\$ 81,881.42	\$ 84,712.59	\$ 72,114.20	\$ 101,763.74	\$ 94,604.46	\$ 90,584.68	\$ 81,698.39	\$ 97,000.00	\$ 80,000.00	\$ 93,830.01	\$ 80,056.10
Under Sheriff	\$ 73,313.37	\$ 77,096.61	\$ 69,908.26	\$ 90,456.66	\$ 82,867.06	\$ 87,618.16	\$ 70,278.43	\$ 94,128.00	\$ 77,515.00	\$ 76,765.06	\$ 69,648.29
Hours Worked	40 US	40	40	40	40	35	40	40 Treas 35 Clerk	40	40 US	40 US
Hours Worked	37.5	40	40	40	40	35	40	40 US & Pros	40	40 US	38

Wages effective January 1, 2024

2023-2024

Pay Rate/Range: Hourly/Salary	Manistee 2023	Highest Wage	Median Wage	Lowest Wage	Difference In Highest Wage	Percentage Difference In Highest Wage	10% above Median	Difference of 10% above Median	5% above Median	Difference of 5% above Median
County Clerk	\$ 76,235.53	\$ 80,506.19	\$ 71,850.12	\$ 65,295.46	\$ 4,270.66	5%	\$ 79,035.13	\$ 2,799.60	\$ 75,442.63	already above
Chief Deputy Clerk	\$ 47,881.09	\$ 72,370.54	\$ 49,659.13	\$ 40,566.71	\$ 24,489.45	34%	\$ 54,625.04	\$ 6,743.95	\$ 52,142.09	\$ 2,482.96
Treasurer	\$ 72,510.91	\$ 80,506.19	\$ 69,693.04	\$ 65,243.00	\$ 7,995.28	10%	\$ 76,662.35	\$ 4,151.44	\$ 73,177.70	\$ 3,484.65
Chief Deputy Treasurer	\$ 47,881.67	\$ 60,555.33	\$ 48,306.89	\$ 40,566.71	\$ 12,673.66	21%	\$ 53,137.58	\$ 5,255.91	\$ 50,722.23	\$ 2,415.34
Register of Deeds	\$ 71,480.72	\$ 80,506.19	\$ 67,777.48	\$ 62,760.38	\$ 9,025.47	11%	\$ 74,555.22	\$ 3,074.50	\$ 71,166.35	\$ 3,388.87
Chief Deputy Register of Deeds	\$ 46,409.84	\$ 60,555.33	\$ 48,017.21	\$ 40,566.71	\$ 14,145.49	23%	\$ 52,818.93	\$ 6,409.09	\$ 50,418.07	\$ 2,400.86
Prosecutor	\$ 124,232.71	\$ 134,845.81	\$ 110,865.65	\$ 94,640.00	\$ 10,613.10	8%	\$ 121,952.21	already above	\$ 116,408.93	already above
Chief Assistant Prosecutor	\$ 74,277.61	\$ 92,592.01	\$ 84,421.75	\$ 62,670.00	\$ 18,314.40	20%	\$ 92,863.92	\$ 18,586.31	\$ 88,642.83	\$ 4,221.09
Sheriff	\$ 81,881.42	\$ 101,763.74	\$ 86,376.16	\$ 72,114.20	\$ 19,882.32	20%	\$ 95,013.78	\$ 13,132.36	\$ 90,694.97	\$ 4,318.81
Under Sheriff	\$ 73,313.37	\$ 94,128.00	\$ 77,705.66	\$ 69,648.29	\$ 20,814.63	22%	\$ 85,476.23	\$ 12,162.86	\$ 81,590.94	\$ 3,885.28
					\$ 142,224.46			\$ 72,316.02		\$ 26,597.87