



Manistee County Courthouse
415 Third Street • Manistee, Michigan 49660

CLERK

Lindsey Marquardt
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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

Thursday, April 6, 2023
9:00 a.m.

Manistee County Courthouse & Government Center
Board of Commissioners Meeting Room

Minutes

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

Members Absent: None.

Others Present: Lisa Sagala, Controller/Administrator; Sheriff Brian Gutowski; Jason Torrey, Undersheriff; Mike Szokola, County Planning Director; Susan Zielinski, Finance Officer; Julie Griffis, HR Generalist; 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.

DISCUSSION REGARDING JUNETEENTH HOLIDAY

In 2022 Juneteenth became a Federal and State holiday. With that, the Courts are now closed in observance of the Juneteenth holiday with the remainder of the building open. On the Good Friday holiday, the Courts are open with the remainder of the building closed. Having two days when only half of the building is open makes it difficult to serve the public. Juneteenth is a mandated Court closure.

Discussion followed regarding closing the entire building Juneteenth 2023. For 2024 the entire Courthouse and Government Center will be open on Good Friday and the entire build will be closed in observance of Juneteenth. It will cost approximately \$4,800 if every office observes Juneteenth in 2023.

Moved by Gustad, seconded by Dontz to recommend adding Juneteenth as a holiday for FY 2023 going forward and removing Good Friday as a holiday in year 2024. Ayes: All. Motion Carried.

DISCUSSION REGARDING NOTTLEY STUDY


There was discussion at the Policy Committee meeting regarding employees that were due a step increase under the old wage policy. The new Nottley Study Performance Policy is not yet in place. It is anticipated that the Nottley Study Performance Policy will be in place for the new fiscal year October 1, 2023. There was discussion regarding the costs to move those employees that were due a step increase up.


Moved by Dontz, seconded by Gustad to recommend wage increases for those employees eligible 10/1/2022 – 9/30/2023 for a step increase. Ayes: All. Motion Carried.

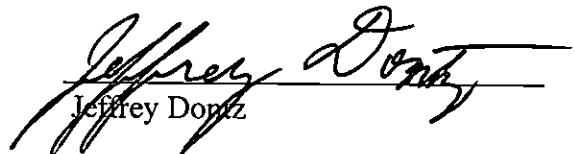
OTHER ITEMS

Discussion was had regarding staff moving between departments that have adopted the new PTO Policy and departments that have remained in the Vacation and Personal Time Policy. Departments operating under the PTO Policy and departments operating under the Vacation and Personal Time Policy will be treated as different entities. Employees moving from one policy to another will start at the base requirements of those respective policies. If an employee moves from the Vacation and Personal Time Policy to the PTO Policy, they will start to accrue PTO time. If an employee moves from the PTO Policy to the Vacation and Personal Time Policy, that employee will have to meet service requirements, of that policy, to obtain their time off.

The meeting was adjourned at 9:50 a.m.


Karen Goodman, Chairperson


Eric Gustad


Jeffrey Dontz