

"Menominee – Where the best of Michigan Begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse
839 10th Avenue
Menominee, MI 49858
www.menomineecounty.com*

*Sherry DuPont – Interim County Administrator
– Administrative Assistant
Telephone: (906) 863-7779 or 863-9648
Fax: (906) 863-8839*

The Menominee County Board of Commissioners
will meet as a **Committee of the Whole**
on **Tuesday ~ July 18, 2017 ~ 5:00 PM**
Menominee County Courthouse ~ In Courtroom A
839 10th Ave., Menominee, MI 49858

(A Quorum of the Menominee County Board will be present)

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of Previous Minutes
- F. Public Comment (statements not debate, limited to 5 minutes per person on agenda items only)
- G. Business

1. Presentation by Sharon Klumpp, Senior Vice President of Springsted Waters –
Executive Recruitment ~ St. Paul, MN 55101 651-223-3053

- K. Public Comment
- L. Adjournment

Steven Gromala

Charlie Meintz – Chairperson

William Cech – Vice Chairperson

Larry Phelps

John Nelson

Jan Hafeman

Gerald Piche

Bernie Lang

Larry Schei

October 25, 2016

UNAPPROVED

Proceedings of a Committee of the Whole Meeting of the Board of Commissioners in and for the County of Menominee and the State of Michigan were held at the Menominee County Annex, Stephenson, Michigan.

Chairman Meintz called the meeting to order at 4:34 P.M. followed by the Pledge of Allegiance.

A call of the roll indicated that the following Commissioners were present/absent:

Present: Com. Cech, Hafeman, Lang, Meintz, Piche, Schei and Williams.

Absent: Com. Furlong and Com. Nelson (excused).

Moved by Com. Williams, seconded by Com. Hafeman to approve the agenda. Motion was approved 7-0.

Moved by Com. Hafeman, seconded by Com. Williams to approve the minutes from the September 20, 2016 Committee of the Whole meeting. Motion was approved 7-0

Public Comment:

- Kenny Marks, Menominee County Sheriff – Commented on the qualities that he feels the board should look at in a new County Administrator. 1. Strong Leader, 2. Strong Chief Financial Officer, 3. Educated, 4. Good listener.
- Charlene Peterson – Commented that she agreed with Sheriff Marks.

Business Items:

1. County Administrator Position discussion – The consensus of the board was that the county needs to hire a new County Administrator. Com. Lang thinks the board should hire Interim Administrator Sherry DuPont as the new County Administrator and a new Administrative Assistant to then replace Sherry. Com. Cech feels that we need to hire a new County Administrator, but in the meantime the board needs to get someone to assist Sherry. This could be done from within, hiring from a temp agency or looking at hiring an IT person. Com. Hafeman feels that the main focus right now should be on hiring a new County Administrator. Sherry DuPont commented on the basic day to day operation of the office and how overwhelming the phone calls and people coming into the office have been. Com. Lang asked if Sherry had a solution. Sherry commented that there is a need for a County Administrator. There are a lot of local meetings that the administrator should be attending. She also commented on the need to remove the airport management and the buildings and grounds/parks supervision from the County Administrator job duties. Com. Schei commented that he firmly believes that there needs to be someone separate from the county to take over and run the airport. Maybe a independent contractor that reports back to the County Board like a FBO (Fixed Base Operator). The county is kind of in limbo at the moment because the transition of the airport from Marinette and Menominee County to just Menominee County has not cleared the FAA yet. Com. Meintz discussed a conversation he had earlier in the day

with Com. Nelson regarding his feelings on hiring an IT person with some responsibilities over the building/grounds/parks. Com. Meintz also asked what the Department Heads/Elected Officials are looking for in a new County Administrator. He also commented on the new City Manager that the City of Menominee just hired. He has concerns over the contract they agreed to and the write-up from the newspaper. He discussed having candidates that are not from this area and they do not know the area well enough. This sometimes does not work out well. Com. Lang commented that he has been through this process six times now. You don't know what you are getting until after they have been in the job for a while. Com. Hafeman stated that she looked up the functions of a County Administrator and Manistee County had a good description. She read the description. Sherry DuPont commented that the description was very similar to what we have in Menominee County. County Clerk commented on the items he worked with former County Administrator Brian Bousley on and the need to hire a County Administrator. County Treasurer Diane Lesperance also commented on Brian and the position. Diane also commented on Com. Lang's recommendation of hiring Sherry DuPont as administrator. She liked the idea and suggested doing that and giving her 6 months to see if she could do the job. The commissioners continued to discuss the IT position. Com. Hafeman asked how much we pay UEs in labor per year. Sherry commented that it is approximately \$3,000 per month. The commissioners also discussed the committees stepping up and attending some of the meetings that the County Administrator had been attending. The issue could arise though over whether or not the commissioners could be paid a per diem or not for attending. Com. Shei also commented that the Buildings and Grounds Committee needs to meet ASAP to discuss some of the space issues and the new vestibule. Sherry commented that Undersheriff Mike Holmes is meeting with the Michigan State Police on Friday to discuss the old State Police Post in Stephenson. Com. Meintz asked if there was anyone internal that could assist Sherry with some items. Diane Lesperance stated that she has a part-time employee that works 20 hrs/week that could possibly help out. She could work up to an additional 9 more hours per week before the county would have to deal with benefit issues. The consensus of the board is to not hire a firm at this time to assist in hiring a new County Administrator. The county will advertise locally and with MAC, MML, MTA and MiWorks if necessary to find eligible candidates. The county would like to take resumes and applications until mid January. It is also the consensus of the board to take the management of the airport and the buildings/grounds/parks out of the job description when advertising. The job description and requirements that were used in 2009 will be used when advertising.

Public Comment:

-Charlene Peterson – Commented on the good discussion tonight and how good Brian Bousley was to work with.

Moved by Com. Piche, seconded by Com. Hafeman to adjourn at 5:47 p.m. Motion was approved 7-0.

Charlier Meintz, Chairman

Marc Kleiman, County Clerk

June 23, 2017

UNAPPROVED

Proceedings of a Committee of the Whole Meeting of the Board of Commissioners in and for the County of Menominee and the State of Michigan were held at the Menominee County Courthouse, Menominee, Michigan.

Chairman Meintz called the meeting to order at 1:02 P.M. followed by the Pledge of Allegiance.

A call of the roll indicated that the following Commissioners were present/absent:

Present: Com. Gromala, Lang, Meintz, Phelps, Piche, Schei.

Absent: Com. Cech, Hafeman and Com. Nelson (excused).

Moved by Com. Schei, seconded by Com. Gromala to approve the agenda. Motion was approved 6-0.

Public Comment: None.

Business Items:

1. Presentation from Stang Decision Systems ~ Hiring Solutions. – The presentation was given by Jody Johnson, Human Resource Advisor and Spencer J. Stang, Ph.D., President. A couple points to highlight from the presentation would be the cost, timeframe and guarantee period. They have a \$6,000 service fee along with a separate advertising budget. An average advertising budget is \$1,500 - \$2,000. They plan to have candidates to for interviews within 45 days. They will also give us up to 60 days after we hire a new Administrator where they will assist in finding another Administrator if the board chooses to terminate their contract, or the Administrator leaves.
2. Presentation from Slavin Management Consultants – The presentation was given by David Krings, Midwest Regional Manager. A couple points to highlight from the presentation would be the cost, timeframe, guarantee period and that Slavin Management assisted the City of Menominee in hiring their City Manager. They have a \$15,215 Professional Fee along with expenses not to exceed an additional \$8,368.25. It is typical to have a 90 day period from when the profile is approve to when the candidate is hired. They also provide a period of two years, where if the county terminates the Administrator, or the Administrator leaves then they will assist in finding another Administrator at no additional Professional Fee.

Public Comment: None.

Moved by Com. Piche, seconded by Com. Phelps to adjourn at 3:00 p.m. Motion was approved 6-0.

Charlie Meintz, Chairman

Marc Kleiman, County Clerk