

Emmet County  
**PERSONNEL COMMITTEE MEETING**  
Monday, August 10, 2009

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Call to Order:

The meeting was called to order in the Controller's Office Conference Room by Chairperson Jones at 1:02 p.m.

Roll Call (completed silently by Recording Secretary):

Present: Commissioner Jack Jones, Chairperson; Commissioner Leroy Gregory; Commissioner Tom Shier; Controller Lyn Johnson; Assistant Controller/HR Director Marty Krupa; Recording Secretary Vickie Carpentier.

Absent: None

Guest(s): Brentt Michalek, Planning, Zoning & Construction Resources Director.

Agenda:

Motion by Gregory to approve the agenda as presented. Supported by Shier.  
Motion carried in a unanimous voice vote.

Approval of Minutes:

The proposed minutes of the July 13, 2009 meeting were reviewed.

**Motion** by Gregory to approve the July 13, 2009 meeting minutes as presented. Supported by Shier.  
Motion carried in a unanimous voice vote.

Communications:

None.

Planning, Zoning and Construction Resources:

Michalek shared the July 2009 issue of Planning & Zoning News that features an article he was asked to do for the magazine.

Johnson advised the Construction Code Department had experienced a bad July, and since the beginning of the year there have only been 13 permits issued for new construction. Last year's July revenue had set a record low and this July's revenues were less than one-half of last year's. He suggested having Michalek and Krupa come back to the Committee with a proposed layoff plan.

The Committee discussed layoffs and other possible options.

Michalek advised that activity in Planning and Zoning has also dropped off.

Budget:

Johnson indicated that they have been reviewing the proposed budget and have made some alterations to it. He stated revenues for the Pellston Regional Airport and the Register of Deeds are also down. He suggested changes be made where they can, and that the County offer an early retirement option.

Retirement:

Krupa shared a proposed retirement incentive offer he had prepared. Krupa and Michalek to review the retirement offer information and compare it to layoffs. Johnson recommended the retirement incentive plan be offered to employees with 20 years or more of service or age 60 plus any number of years of service.

Discussed offering a retirement incentive plan and possible plan options.

**Motion** by Shier to recommend to the Board of Commissioners they offer a retirement incentive, to consist of \$500.00 per year of service being placed in a HRS, offered to employees with 20 or more years of

service or 60 years of age and any number years of service, response to the offer must be by September 11, 2009, and the plan would be subject to legal counsel review. Supported by Gregory.  
Discussion on motion.

**Motion** by Shire to **amend** his motion to exempt elected officials, subject to legal counsel review.  
Supported by Jones.  
AYES: 2                      NAYS: 1

**Amended Motion** to recommend to the Board of Commissioners they offer a retirement incentive, to consist of \$500.00 per year of service being placed in a HRS, offered to employees with 20 or more years of service or 60 years of age and any number years of service, exempting elected officials, response to the offer must be by September 11, 2009, and the plan would be subject to legal counsel review  
Amended motion carried in a unanimous voice vote.

Community Corrections:

Krupa advised that recently he and Jones attended a meeting and were informed the State wants each County to prepare and administer, separately, their Community Corrections program.

Johnson stated doing this now would allow time for the County to determine how they want to organize their Community Corrections program.

Discussed Emmet County separating their Community Corrections program from Northwest Michigan Council of Governments and Charlevoix County, developing a plan and going on their own. Staff to do further research and report back to the Committee.

Other:

None.

Public Comment:

None.

Adjourned:

There being no further business Chairman Jones adjourned the meeting at 2:17 p.m.

Approved: 09-14-2009