

MINUTES OF REGULAR MEETING – TUESDAY, January 19, 2012 – 6:00 P.M. – ROOM 231, HENRY A. SKEWIS ANNEX, MARQUETTE, MI 49855.

1. CALL TO ORDER – SALUTE TO THE FLAG – PLEDGE OF ALLEGIANCE.

- Call to Order by Chair at 6:00 p.m. – Room 231 Henry A. Skewis Annex, Marquette.
- Roll Call: Present: Commissioner Quayle, Commissioner Heikkila, Commissioner Corkin, Commissioner Arsenault, Commissioner Nordeen and Chairperson Pellow. Absent and excused Commissioner Cihak, Commissioner Joseph and Commissioner Bergdahl.

2. APPROVAL OF THE MINUTES OF THE COUNTY BOARD OF COMMISSIONERS REGULAR MEETING HELD ON DECEMBER 27, 2011 AND THE ORGANIZATIONAL MEETING HELD ON JANUARY 3, 2012.

Board Action: Commissioner Arsenault moved to approve the minutes of the Board of Commissioners Regular Meeting held on December 27, 2011 and the Organizational Meeting held on January 3, 2012. Seconded by Commissioner Quayle. Motion adopted.

3. PROCLAMATION, PRESENTATIONS AND AWARDS. None.

4. APPROVAL OF THE AGENDA.

Board Action: Commissioner Quayle moved to approve the agenda. Seconded by Commissioner Corkin. Motion adopted.

5. PUBLIC COMMENT.

6. REVIEW OF CLAIMS AND ACCOUNTS. None.

7. PUBLIC HEARINGS. None.

8. PRIVILEGED COMMENT. None.

9. INFORMATIONAL ITEMS. None.

10. ACTION ITEMS:

- a. **Grievance – Non-Represented Employee.**

Marquette County Undersheriff Jack Schneider filed a grievance stating the following. ‘On December 13, 2011 the Marquette County Board of Commissioners took action towards me that is both Discriminatory and has created a Hostile Work Environment as a Marquette County Employee. Their action is clearly a violation of the law under Title VII of the Civil Rights Act of 1964. Additionally, this

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action violates the following sections of the Marquette County Personnel Policy; section 101.1, 103.0 and 111.18.

The specific action taken by the Marquette County Board was a motion made and passed where five (5) employees of the thirty-three (33) members of the Marquette County Non-Represented Group, were singled out and excluded from board action to receive a 1.5% wage increase, beginning January 2012. I am one of these five members with all participating in the County's Opt-Out or Retire-Rehire Program and for a number of years. We are the only members in the Non-Represented Group that are in one of these programs, both initiated and approved by the Marquette County Board of Commissioners, more than seven (7) years ago.'

The grievance is in Step 4; submission to the Board of Commissioners, or its designated representative body, who will make final decision and respond in writing within fifteen (15) working days of receipt of the grievance.

Board Action: Commissioner Quayle moved to deny the Grievance. Seconded by Commissioner Nordeen. A Roll Call vote was conducted. Ayes: Commissioner Quayle, Commissioner Heikkila, Commissioner Nordeen and Chairperson Pellow. Nays: Commissioner Corkin and Commissioner Arsenault. Motion adopted.

b. MML – Administrator Search.

Michigan Municipal League's Alan Bakalarski worked with the Commission to develop an 'Ideal Candidate' profile for candidates to fill the vacancy in the County Administrators position. The following qualities were either required or preferred.

1. Minimum requirements in education and managerial experience:
 - Bachelors or Masters Degree in Business or Public Administration
 - At least 8 years of County and/or City Manager or Assistant Manager experience.
 - Private sector experience

2. Skills and abilities:
 - Communication abilities – Oral and written
 - Appropriate discretion
 - Tact and diplomacy
 - Participation in and execution of strategic plans
 - Research and analytical abilities
 - Ability to effectively promote:
 - Public/Community relationships
 - Business relations
 - Union/Employee relations
 - Intergovernmental relations
 - Ability to manage others
 - Ability to lead others
 - Ability to take direction
 - Skilled in organization and follow through

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Ability to make professional, non-political recommendations to the board

- 3. Areas of related experience /expertise:
 - Finance & budget
 - Planning and development
 - Economic development
 - Union contract negotiations, administration, arbitration.
 - Engineering, public works/public utilities
 - Grant writing/administration
 - Community development
 - Recreation arts culture
 - Public safety police & jail
 - Human resources / Personnel administration
 - Information technology
 - Legislative affairs
 - Airport administration

Desired personality traits included:

- High degree of honesty and integrity
- Good interpersonal skills
- Works well with elected officials as well as non-elected officials
- Good self control
- Can make effective recommendations to the Board

Salary range will be from \$75,000 to \$100,000.
 Discussion continued on how best to advertise the position, screen the candidates and conduct the interview process.

A tentative schedule was developed to receive a short list of candidates for consideration by the March 20th Regular Meeting Date and to set interviews for Saturday, April 14th.


11. LATE ADDITIONS: None.

12. PUBLIC COMMENT. None.

13. COMMISSIONERS COMMENT.

14. ADJOURNMENT.

There being no further business to come before the County Board, the meeting adjourned at approximately 8:00 p.m.



 Peter Dishnow
 Marquette County Clerk

 Debra Pellow, Chairperson
 Marquette County Board of Commissioners