

Kalkaska County Board of Commissioners
Personnel Special Meeting Minutes
April 10, 2017
(UNAPPROVED)

Meeting called to order by Chair Crambell at 6:30 PM, Commissioner Chambers, Administration Building, 605 N Birch Street, Kalkaska, MI. Present Commissioners Craig Crambell, Kohn Fisher, Patty Cox and County Clerk Deborah Hill.

Public Input: None

Purpose of Meeting:

Chair Crambell called for review of Equalization office assistance. Committee noted communication from Treasurer to eliminate her staff assisting in Equalization office; Committee reviewed proposed job description from EQ Director with changes as noted in draft; noted 40 hours a week with assistance to Equalization Director. Consensus to send to counsel for review and to **Motion to approve proposed Equalization Office Manager Position and posting with review by counsel.**

Discussion regarding wages, to review with recommendations from Director.

Meeting adjourned at 8:02 PM.

Respectfully submitted:

Deborah Hill, Kalkaska County Clerk and
Clerk of Board of Commissioners

Stuart McKinnon, Chair of
Kalkaska County Board of Commissioners

These minutes are not official until they are approved at the next Regular Board of Commissioners meeting.