

**HOUGHTON COUNTY BOARD OF COMMISSIONERS  
SPECIAL MEETING  
SEPTEMBER 26, 2022**

The Houghton County Board of Commissioners held a Special Meeting on Monday, September 26, 2022 at 3:00 p.m. in the 5<sup>th</sup> Floor Conference Room of the Courthouse, City of Houghton and public viewing by Zoom (0 in attendance) and in person.

Call to Order:

The meeting was called to order by Chairman Tom Tikkanen at 3:00 p.m.

Pledge of Allegiance:

The Pledge of Allegiance was led by Chairman Tikkanen.

Roll call:

The following Commissioners responded to roll call done by the County Clerk, Jennifer Kelly:

Tom Tikkanen, District 1; Kevin Codere, District 2; Glenn Anderson, District 3; Roy Britz, District 5.

Absent: Gretchen Janssen, District 4

Approval of Agenda/Additions:

A Motion was made by Commissioner Codere, seconded by Commissioner Britz to approve the Agenda as presented.

The Motion carried by a voice vote: Ayes 4, Nays 0.

Public Comments-Agenda Items only (5-minute limit):

None.

Correspondence:

Administrator Bjorn stated she received a letter from Chris VanArsdale, Emergency Measurers Director. A copy was in the board's packets. He is requesting an upgrade. Commissioner Britz stated Chris is to report to the Board Chair. It was discussed that Chris gets grant money through Region 8 and bills Keweenaw County directly for wages he receives through Keweenaw County. The Board has discussion on Chris VanArsdale being more visible, attending Board meetings and the Houghton County Planning Commission meetings.

Administrator Bjorn stated also in the packets were the Prosecuting Attorney staff numbers for a second Prosecuting Attorney Assistant and a legal assistant. The legal assistance would be Union and used for crime victims.

Lisa Mattila, Treasurer, stated she requested her Chief Deputy, Karen Semmens, be reclassified from a T 9 to a T 12, and stated she had a letter of agreement from the Union, and the wage increase would be funded through the DTR. Karen will be taking on more responsibilities.

Commissioner Anderson asked if there were other Chief Deputies. County Clerk, Jennifer Kelly, stated Renee Cunningham (County Clerk's Office) and Maryann Krug (Register of Deeds Office) are Chief Deputies.

A Motion was made by Commissioner Britz and seconded by Commissioner Anderson to move the Chief Deputy Treasurer from a T 9 to a T 12 position and use the DTR Funds to fund the increase in wages.

The Motion CARRIED by the following vote.

YES: Britz, Anderson, Tikkanen, Codere 4.

NO: None 0.

ABSENT: Janssen 1.

Old Business:

None.

New Business:

1. Personnel Committee Recommendations

Chairman Tikkanen reminded the Board of the Prosecutor speaking at the prior meeting to create a second Prosecuting Attorney and a new support position. The Prosecutor has more legal duties.

Commissioner Britz stated the Prosecuting Attorney gave the Personnel Committee and the Board an explanation, and a wage cost has been received by the Board. The Board has discussion on the work load of the Prosecutor's Office. Commissioner Codere questioned how this department increases revenue and the answer was through applying for and receiving grants.

Administrator Bjorn said the increase would fit in the budget.

A Motion was made by Commissioner Codere and seconded by Commissioner Britz to create the second Prosecuting Attorney and legal assistant as presented by the Prosecuting Attorney.

The Motion CARRIED by the following vote.

YES: Codere, Britz, Tikkanen, Anderson 4.

NO: None 0.

ABSENT: Janssen 1.

Chairman Tikkanen asked what level Chris VanArsdale requested to go up to. Administrator Bjorn said he didn't request a certain level. Chairman Tikkanen stated Chris deserves compensation but needs to provide monthly reports to the Board.

Administrator Bjorn said \$8,000 would not break the general fund budget.

A Motion was made by Commissioner Anderson to upgrade Chris VanArsdale to a MP 7 position and suggest the Chairman of the Board get reports from Chris. No second was made. Motion died.

A Motion was made by Commissioner Britz and seconded by Commissioner Anderson to upgrade Chris VanArsdale from a MP 6 position to a MP 8, and have Chairman Tikkanen or Vice-Chairman Britz talk to Chris VanArsdale about attending meetings.

The Motion CARRIED by the following vote.

YES: Britz, Anderson, Tikkanen, Anderson 4.

NO: None 0.

ABSENT: Janssen 1.

Public Comments: (5-minute limit)

None.

Announcements:

Administrator Bjorn discussed the next meeting, as no work group sessions have been scheduled. She stated due to County Clerk, Jennifer Kelly, informing the Board they cannot vote during work group sessions. Clerk Kelly stated if they wished to vote, they could vote during a Committee of Whole meeting according to their Rules of Order. The Board agreed to call the next meeting Committee of Whole. Administrator Bjorn will redo the Agenda.

Adjournment:

A Motion was made by Commissioner Codere and seconded by Commissioner Anderson to adjourn at 4:02 pm.

The Motion carried by a voice vote. Ayes 4, Nays 0.

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Tom Tikkanen, Chairman

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Jennifer Kelly, County Clerk