

LETTER OF AGREEMENT

between

THE BOARD OF COMMISSIONERS OF
GRAND TRAVERSE COUNTY (Employer)

AND

MICHIGAN FRATERNAL ORDER OF POLICE LABOR COUNCIL
GENERAL BARGAINING UNIT (Union)

WHEREAS, the parties are signatories to a Collective Bargaining Agreement with a term of January 1, 2022 through December 31, 2023;

WHEREAS, the County has determined that it is necessary to create a new position of Accountant Specialist to handle the core accounting functions of the Finance Department including accounts payable management, accounts receivable and invoicing, and payroll, account analysis for multiple accounts and funds, and preparation of various reports and analysis, including portions of the annual financial report such as capital assets and the statistical section. A minimum of a bachelor's degree in accounting is required to meet the educational requirements for this position; and

WHEREAS, the parties agree that the Accountant Specialist position falls within the recognition clause for the bargaining unit; and

WHEREAS, the parties agree that some of the accounting functions described above were previously performed by the Accounting Technician position, which is classified at the F Classification in the collective bargaining agreement; and

WHEREAS, the parties further agree that based on the educational requirements, duties and responsibilities of the Accountant Specialist position, the Accountant Specialist position is not properly classified at the F Classification and should instead be classified at a classification in line with those educational requirements, duties and responsibilities.

THEREFORE, it is agreed as follows:

1. The position of Accountant Specialist is included in the bargaining unit and will be added to the Classification Plan on page 37 of the collective bargaining agreement. See revised Classification Plan attached as Exhibit A to this agreement.




2. The position of Accountant Specialist is a professional position and, as such, is an exempt position under the Fair Labor Standards Act. Therefore, Section 12.4 of the collective bargaining agreement does not apply to the Accountant Specialist position.
3. The Wage Scale on page 34-25 of the collective bargaining agreement shall be modified to include a table for FLSA Exempt employees within the bargaining unit, and the position of Accountant Specialist will be placed in the FLSA exempt I wage classification. See the revised Wage Scale attached as Exhibit A to this Agreement.
4. The position of Accounting Technician remains in the bargaining unit and in the County staffing plan and will be filled at the County's discretion at such time that filling of that the position becomes a budget priority.
5. It is expressly understood and agreed by the parties that because of the particular set of factual circumstances for this employment classification, this Letter of Agreement shall be unique to this case and neither the Union or the County waive any rights as to other future cases and this Letter of Agreement is without precedence or prejudice as to any other cases, positions or employees.
6. This Letter of Agreement will not be used or be admissible in any preceding, including, but not limited for, the purposes of seeking to establish a past practice.
7. This Letter of Agreement may only be modified in written document signed by both parties.
8. This Letter of Agreement shall not modify or amend the terms or conditions of the parties' labor contract except as specifically provided herein.
9. All the other terms and condition specified in the parties' collective bargaining agreement shall remain in full force and effect.

(Signatures on Next Page)

IN WITNESS WHEREOF the parties hereto by their duly authorized representatives agree to this Letter of Agreement effective the date it is fully executed.

FOR THE EMPLOYER

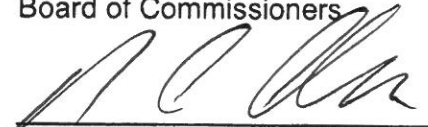


Rob Hentschel, Chairperson Date
Board of Commissioners

FOR THE UNION

 10.31.22

David Willis Date
Labor Director

 11-21-22
Nate Alger, Administrator Date
Grand Traverse County

APPROVED AS TO FORM FOR
COUNTY OF GRAND TRAVERSE COUNTY
COHL, STOKER & TOSKEY, P.C.
BY: SARAH K. OSBURN
ON: OCTOBER 26, 2022

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**EXHIBIT A
TO
LETTER OF AGREEMENT**

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Appendix A - Wage Scales

FOP GENERAL (02)

Effective January 1, 2022

Increase over 2021:

4.5%

	Training 1	Training 2	1	2	3	4	5	6
AA	10.42	11.23	12.06	12.59	13.21	13.76	14.43	15.11
A	11.21	12.08	12.97	13.53	14.19	14.81	15.53	16.25
B	12.03	12.93	13.90	14.55	15.17	15.92	16.58	17.34
C	12.90	13.75	14.86	15.54	16.27	16.99	17.77	18.58
D	13.70	14.78	15.94	16.59	17.38	18.15	18.97	19.89
E	14.72	15.81	17.02	17.81	18.60	19.47	20.38	21.26
F	15.72	16.91	18.17	19.00	19.90	20.76	21.75	22.75
F1	17.29	18.59	19.98	20.91	21.88	22.84	23.91	25.02
F2	18.87	20.29	21.80	22.79	23.87	24.92	26.08	27.31
G	17.31	18.63	20.00	20.93	21.89	22.85	23.93	25.03
H	19.91	21.43	22.96	24.08	25.18	26.31	27.51	28.77
H1	23.88	25.72	27.56	28.88	30.21	31.57	33.02	34.53
H2	21.89	23.56	25.27	26.47	27.69	28.95	30.26	31.65
I	21.31	22.86	24.63	25.77	26.98	28.15	29.45	30.79
I2	23.44	25.16	27.09	28.34	29.68	30.96	32.40	33.86
FLSA Exempt								
I	43,665	46,998	50,514	52,832	55,226	57,772	60,390	63,159

Effective April 1, 2022

Increase over 2022:

5.0%

	Training 1	Training 2	1	2	3	4	5	6
AA	10.94	11.79	12.66	13.22	13.87	14.45	15.15	15.87
A	11.77	12.68	13.62	14.21	14.90	15.55	16.31	17.06
B	12.63	13.58	14.60	15.28	15.93	16.72	17.41	18.21
C	13.55	14.44	15.60	16.32	17.08	17.84	18.66	19.51
D	14.39	15.52	16.74	17.42	18.25	19.06	19.92	20.88
E	15.46	16.60	17.87	18.70	19.53	20.44	21.40	22.32
F	16.51	17.76	19.08	19.95	20.90	21.80	22.84	23.89
F1	18.15	19.52	20.98	21.96	22.97	23.98	25.11	26.27
F2	19.81	21.30	22.89	23.93	25.06	26.17	27.38	28.68
G	18.18	19.56	21.00	21.98	22.98	23.99	25.13	26.28
H	20.91	22.50	24.11	25.28	26.44	27.63	28.89	30.21
H1	25.07	27.01	28.94	30.32	31.72	33.15	34.67	36.26
H2	22.98	24.74	26.53	27.79	29.07	30.40	31.77	33.23
I	22.38	24.00	25.86	27.06	28.33	29.56	30.92	32.33
I2	24.61	26.42	28.44	29.76	31.16	32.51	34.02	35.55
FLSA Exempt								
I	45,848	49,348	53,040	55,474	57,987	60,661	63,410	66,317

Effective August 1, 2022			Increase over 2022:				3.0%	
	Training 1	Training 2	1	2	3	4	5	6
AA	11.27	12.14	13.04	13.62	14.29	14.88	15.60	16.35
A	12.12	13.06	14.03	14.64	15.35	16.02	16.80	17.57
B	13.01	13.99	15.04	15.74	16.41	17.22	17.93	18.76
C	13.96	14.87	16.07	16.81	17.59	18.38	19.22	20.10
D	14.82	15.99	17.24	17.94	18.80	19.63	20.52	21.51
E	15.92	17.10	18.41	19.26	20.12	21.05	22.04	22.99
F	17.01	18.29	19.65	20.55	21.53	22.45	23.53	24.61
F1	18.69	20.11	21.61	22.62	23.66	24.70	25.86	27.06
F2	20.40	21.94	23.58	24.65	25.81	26.96	28.20	29.54
G	18.73	20.15	21.63	22.64	23.67	24.71	25.88	27.07
H	21.54	23.18	24.83	26.04	27.23	28.46	29.76	31.12
H1	25.82	27.82	29.81	31.23	32.67	34.14	35.71	37.35
H2	23.67	25.48	27.33	28.62	29.94	31.31	32.72	34.23
I	23.05	24.72	26.64	27.87	29.18	30.45	31.85	33.30
I2	25.35	27.21	29.29	30.65	32.09	33.49	35.04	36.62
FLSA Exempt								
I	47,223	50,828	54,631	57,138	59,727	62,481	65,312	68,307

Effective January 1, 2023			Increase over 2022:			3.0%		
	Training 1	Training 2	1	2	3	4	5	6
AA	11.61	12.50	13.43	14.03	14.72	15.33	16.07	16.84
A	12.48	13.45	14.45	15.08	15.81	16.50	17.30	18.10
B	13.40	14.41	15.49	16.21	16.90	17.74	18.47	19.32
C	14.38	15.32	16.55	17.31	18.12	18.93	19.80	20.70
D	15.26	16.47	17.76	18.48	19.36	20.22	21.14	22.16
E	16.40	17.61	18.96	19.84	20.72	21.68	22.70	23.68
F	17.52	18.84	20.24	21.17	22.18	23.12	24.24	25.35
F1	19.25	20.71	22.26	23.30	24.37	25.44	26.64	27.87
F2	21.01	22.60	24.29	25.39	26.58	27.77	29.05	30.43
G	19.29	20.75	22.28	23.32	24.38	25.45	26.66	27.88
H	22.19	23.88	25.57	26.82	28.05	29.31	30.65	32.05
H1	26.59	28.65	30.70	32.17	33.65	35.16	36.78	38.47
H2	24.38	26.24	28.15	29.48	30.84	32.25	33.70	35.26
I	23.74	25.46	27.44	28.71	30.06	31.36	32.81	34.30
I2	26.11	28.03	30.17	31.57	33.05	34.49	36.09	37.72
FLSA Exempt								
I	48,640	52,353	56,270	58,852	61,519	64,355	67,271	70,356

NOTES:

The sub-grades, such as F1, F2 H1, H2, I2 are due to market adjustments added to specific classifications when the County was experiencing difficulty recruiting qualified individuals.

Qualified applicants come into the compensation plan at Step 1. The Training 1 and Training 2 steps are used when an applicant does not meet the minimum requirements, but is expected to within a reasonable period of time. The candidate will then be moved to Step 1 upon attaining the qualification.

Appendix B

Classification Plan

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GENERAL UNIT CLASSIFICATION PLAN
Amended 9/3/10

AA:	Clerical Assistant
A:	Custodian
C:	Office Clerk Maintenance Worker Assistant
D:	Account Clerk Appraiser I Lifeguard/Water Safety Instructor Office Specialist Secretary Sewer & Water Technician I
E:	Account Clerk Specialist Legal Secretary
F:	Accounting Technician Appraiser II Building Maintenance Worker I GIS Technician Grounds Maintenance Worker Human Resources Technician I.T. Programmer I.T. Technician Office Coordinator Planning Technician Program Counselor
G:	Brownfield Planning Assistant (Position currently does not exist; any future job description and grade to be determined) Building Maintenance Worker II Case Manager Senior Program Coordinator Sewer & Water Technician II
H:	Appraiser Senior Code Inspector Coordinator: Grounds Coordinator: Telecommunications Building Maintenance Worker III GIS Analyst Mechanic Programmer Analyst Sewer & Water Technician III Soil Erosion Inspector
I	Commercial Plan Examiner
FLSA Exempt:	
I	Accountant Specialist