

Agenda
Tuscola County Board of Commissioners
Committee of the Whole – Monday, May 9, 2016 – 8:00 A.M.
HH Purdy Building - 125 W. Lincoln, Caro, MI

Finance
Committee Leaders-Commissioners Kirkpatrick and Bierlein

Primary Finance

1. CDBG Program – Request to Use Program Income or Grant for Lead Inspections
2. County Treasurer Investment Report
3. Building Codes Activity Report
4. Request to Purchase Body Cameras and On-Going Maintenance Costs
5. Adult Probation Telephones
6. VOIP New Telephones – IT Director
7. CGI Communications Video (See A)
8. Michigan State University Extension - Memorandum of Understanding (See B)
9. Medical Examiner System
10. National Institute of Corrections Jail Training
11. County Work Program Objectives Update (See C)
12. Michigan Association of Counties
 - House Raises the Age for Juvenile Offenders
 - Gag Order
 - Dark Stores
 - 2017 State Budget – State Revenue Sharing

On-Going Finance

1. Jail Planning Committee - Meeting 5-23-16
2. Road Commission Legacy Cost
3. Dispute Concerning Wind Turbine Assessing/Taxation
4. Update Multi-Year County Financial Plan

Personnel
Committee Leader-Commissioner Trisch

Primary Personnel

1. Exemption for Overtime Pay (See D)
2. Advertising for Equalization Director (See E)
3. Sheriff Department Letter of Resignation (See F)
4. Sheriff Hiring Requests (See G)
5. Request to Refill Vacancy in District Court (See H)

6. Concur with Hiring in Prosecutor's Office
7. ACA Compliance

On-Going Personnel

Building and Grounds
Committee Leader-Young

Primary Building and Grounds

1. Jail Plumbing update

On-Going Building and Grounds

1. Vanderbilt Park Grant Application
2. Courthouse Stain Glass Window

Other Business as Necessary

1. April 25, 2016 Letter Expressing Concerns with Smart Meters (See I)
2. Reminder Cyber Security Training – May 11, 2016 Purdy Building (See J)
3. Notification of North Almer Street Improvements (See K)

Public Comment Period

mhoagland@tuscolacounty.org

From: mhoagland@tuscolacounty.org
Sent: Thursday, May 5, 2016 9:06 AM
To: ctrisch@tuscolacounty.org; 'Bardwell Thom'; 'Bierlein Matthew'; 'Kirkpatrick Craig'; 'Thomas Young'
Cc: Sherry Vicky; 'Eean Lee'; Steve Erickson
Subject: Tuscola County Video Production

Commissioners

I am trying to assure the best possible product from the Video that will be developed by CGI and placed on the county web site. Please send me any ideas you may have to represent the county and put our best foot forward. Some of my initial ideas to include in the Video are:

1. Octagon Barn and the fall festival
2. Southern Links walking/biking trail
3. Cass River Greenways work and excerpts from their video
4. Renewable Energy both wind and solar - pictures
5. Festivals
6. Interesting buildings in various communities: bed and breakfasts, white house Vassar, other buildings of architectural/historical interest
7. Courthouse stain glass window
8. Agricultural representations large combines leading crop productions
9. Saginaw Bay – and pictures of successful fishing trips
10. Large state land acreage – pictures of bald eagle, pheasants, deer and turkey
11. Old bridge over the Cass River in Caro
12. Caro pool and Cass City outdoor pool and recreation complex
13. Antique stores
14. Pickup truck mud racing
15. Winter snowmobile races
16. High schools sporting events
17. Circuit/District Court rooms
18. Pictures of small ponies that are used at various events
19. Pictures of Clydesdale horse in Cass city Parade
20. Great retirement communities – example complex built in Cass City
21. Other.....

I believe it would be beneficial to obtain as much input as possible: EDC, Chambers, Parks and Recreation, County Planning Commission, etc.

Mike

Michael R. Hoagland
Tuscola County Controller/Administrator
989-672-3700
mhoagland@tuscolacounty.org

VISIT US ON LINE FOR COUNTY SERVICES @ www.tuscolacounty.org

From: Craig Kirkpatrick <ckirkpatrick@tuscolacounty.org>
Sent: Thursday, May 5, 2016 9:52 AM
To: mhoagland@tuscolacounty.org
Subject: Re: Tuscola County Video Production

Mike,

Additional items, Golf courses, a link to Cass River Greenways web site, camp grounds, statistics re: low cost housing and cost of living, organic farms and Amish vegetable stands, Renaissance festival, a link to our tourism council web site.

Thank You,

Craig W. Kirkpatrick

Tuscola County Commissioner
989-551-3285 cel.
989-823-2333 hm.
ckirkpatrick@tuscolacounty.org

On Thu, May 5, 2016 at 9:06 AM, mhoagland@tuscolacounty.org <mhoagland@tuscolacounty.org> wrote:

Commissioners

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4. Renewable Energy both wind and solar - pictures
5. Festivals



mhoagland@tuscolacounty.org

From: Bixler, Joseph <bixlerj@anr.msu.edu>
Sent: Tuesday, May 3, 2016 9:07 AM
To: mhoagland@tuscolacounty.org
Subject: Prorated MOA Via Millage
Attachments: Tuscola MOA - 2017 MILLAGE Prorated.pdf

Mike:

Per our conversation yesterday, please find attached the MOA for the remainder of 2016. All the salary/fringe figures have been prorated for the period covering March 9, 2016 through December 31, 2016. The amount for this MOA may give us a bit more room to pay more in the first year of the repayment plan than are scheduled to!

Joe Bixler, District 10 Coordinator
Serving Huron, Sanilac, Tuscola, Lapeer, St. Clair Counties
200 Grand River, Suite 102
Port Huron, Michigan 48060

Office 810-989-6309

AGREEMENT FOR EXTENSION SERVICES

This AGREEMENT FOR EXTENSION SERVICES ("Agreement") is entered into this 11 day of April, 2016 by and between Tuscola County, Michigan ("County"), and the BOARD OF TRUSTEES OF MICHIGAN STATE UNIVERSITY ("MSU") on behalf of MICHIGAN STATE UNIVERSITY EXTENSION ("MSUE").

WHEREAS the United States Congress passed the Smith-Lever Act in 1914 creating a National Cooperative Extension System and directed the nation's land grant universities to oversee its work; and,

WHEREAS MSUE helps people improve their lives by bringing the vast knowledge resources of MSU directly to individuals, communities and businesses; and,

WHEREAS For more than 100 years, MSUE has helped grow Michigan's economy by equipping Michigan residents with the information needed to do their jobs better, raise healthy and safe families, build their communities and empower our children to succeed; and,

WHEREAS It is the mission of MSUE to help people improve their lives through an educational process that applies knowledge to critical issues, needs and opportunities; and,

WHEREAS MSUE meets this mission by providing Extension educational programs in the following subject matter areas:

- Agriculture & Agribusiness
- Children & Youth Development, including 4-H
- Health & Nutrition
- Community & Economic Development, Natural Resources

NOW THEREFORE in consideration of the mutual covenants herein contained, and other good and valuable consideration, the parties hereto mutually agree as follows:

A. MSUE will provide:

1. Access to programs in all four MSUE Institutes to residents in your County. This includes access to educators and program instructors appointed to the Institutes and MSU faculty affiliated with each Institute to deliver core programs.
2. Extension Educators and program staff as needed to implement programs within the County, housed at the county office.
3. A county 4-H program. 0.5 FTE 4-H Program Coordination.
4. Salary and benefits of MSUE Personnel and the cost of administrative oversight of Personnel.
5. Operating expenses, per MSU policy, for MSUE personnel ("Personnel").

6. Supervision of MSU-provided academic and paraprofessional staff. Supervision of county employed clerical staff and/or other county employed staff, upon request.
7. Administrative oversight of MSUE office operations.
8. An annual report of services provided to the residents of the County during the term of this Agreement, including information about audiences served, and impact of Extension programs in the County.

B. The County will Provide:

1. An annual assessment that will be charged to the county and administered by MSUE. The assessment will help fund Extension services for the County, including operating expenses for certain Extension personnel and the operation of the County 4-H program.
2. Office and meeting space meeting the following requirements:
 - a. Sufficient Office space to house Extension staff as agreed upon between the County and the MSUE District Coordinator.
 - b. Utilities, including telephone & telephone service sufficient to meet the needs of Personnel utilizing the MSUE office space.
 - c. High-speed Internet service sufficient to meet the needs of Personnel utilizing the MSUE office space.
 - d. Access to space for delivering Extension programs.
 - e. Access to the office building and relevant meeting spaces must be ADA compliant/accessible
3. Clerical support staff for the MSUE office as agreed upon between the County and MSUE District Coordinator that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media. The clerical support staff will be either a County employed clerical staff, or the County will provide funding for an MSUE employed clerical staff.

1 FTE MSU employed Clerical Support Staff Funding

Optional:

4. Funding for additional Extension educators at \$0. (0 FTE * \$78,580.) assigned to County and reporting to 0.
5. Funding for additional 4-H program capacity 0.5 FTE
6. Funding for additional paraprofessional(s) at 0 FTE

7. Collection and distribution on behalf of MSUE funds provided by the millage approved by the voters of Tuscola County on March, 2016. The millage collected will provide funds for the following:
 - a. Annual Extension Assessment, contributions of MSUE and County as outlined in this Agreement and other usual and customary Extension Office Operating and Personnel expenses.
8. Total Annual Assessment in the amount of **\$120,651**.

Payments due and payable under the terms of this Agreement shall be made on the first of the month, of the first month, in each quarter of the county fiscal year, unless otherwise requested and agreed as provided below.

Payment mailing address: Michigan State University Extension Business Office,
Justin S. Morrill Hall of Agriculture, 446 W Circle Drive, Room 160, East Lansing, MI
48824

C. Staffing and Financial Summary

- A. Base Assessment (includes 0.5 FTE 4-H Program Coordination)
\$41,486. Prorated based on the date of the millage.

ADDITIONAL PERSONNEL – Prorated based on the date of the millage

- | | |
|---|-----------|
| B. 1 FTE Clerical Support Staff to be employed by MSU | \$48,777. |
| C. 0 FTE Educator (Program Area) | \$0. |
| D. 0.5 FTE Additional 4-H Program Coordination | \$24,388. |
| E. 0.5 FTE Additional paraprofessional staff | \$0. |
| F. Office Operations | \$6,000. |

TOTAL COUNTY ASSESSMENT PAYABLE TO MSU FOR FY 2016: \$120,651.

I. Term and Termination

The obligations of the parties under this Agreement will commence on March 9, 2016 the first day of the County budget year 2016 and shall terminate on the last day of such County budget year 2016. Either party to this Agreement may terminate the Agreement, with or without cause, with 120 days written notice delivered to Michigan State University Extension, Justin S. Morrill Hall of Agriculture, 446 W. Circle Drive, Room 160, East Lansing, MI 48824 if to MSUE

and delivered to Attention: Renee Francisco, 125 W. Lincoln St., Suite 500, Caro, Michigan 48723, if to the County.

II. **General Terms**

1. **Independent Contractor.** The University is an independent contractor providing services to the County. The County and MSU do not have the relationship of legal partners, joint venturers, principals or agents. Personnel have no right to any of County's employee benefits.
2. **Force Majeure.** Each party will be excused from the obligations of this agreement to the extent that its performance is delayed or prevented by circumstances (except financial) reasonably beyond its control, including, but not limited to, acts of government, embargoes, fire, flood, explosions, acts of God, or a public enemy, strikes, labor disputes, vandalism, or civil riots.
3. **Assignment.** This agreement is non-assignable and non-transferable.
4. **Entire Agreement.** This Agreement, with its Appendix "A" is the entire agreement between MSU and the County. This Agreement supersedes all previous agreements, for the subject matter of this Agreement. The Agreement can only be modified in writing, signed by both MSU and the County.
5. **No Third Party Beneficiaries.** This Agreement is solely for the benefit of MSU and the County and does not create any benefit or right for any other person, including residents of the County.
6. **Indemnification:** Without waiving any claim of governmental immunity, each party will protect, defend and indemnify the other and its elected officials, agents, representatives, volunteers and employees from any and all liabilities, claims, liens, fines, demands and costs, including attorney fees, of whatsoever kind and nature, such as, but not limited to, those resulting from injury or death to any persons, including the other party's own employees, or from loss or damage to any property, including property owned or in the care, custody or control of the other party, arising out of the negligence or willful misconduct of the indemnifying party or its agents, representatives and employees, or any subcontractor or its agents, representatives and employees, in connection with this Agreement. The obligations of the parties will survive any termination of this Agreement or completion of parties' performance under this Agreement.
7. **Nondiscrimination:** The parties will adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination. Neither party will discriminate against a person to be served or any employee or applicant for employment because of race, color, religion, national origin, age, sex, disability, height, weight, marital status, or any other factor prohibited by applicable law.

The individuals signing below each have authority to bind MSU and the County, respectively.

**BOARD OF TRUSTEES OF
MICHIGAN STATE UNIVERSITY**

Tuscola COUNTY

By: _____

By: _____

Daniel T. Evon, Director,
Contract & Grant Administration

Print name: _____

Its: _____

Its: _____
(title)

Date: _____

Date: _____

Appendix A

Technical Standards for County Internet Connections

Michigan State University Extension (MSUE) employs the use of technology to meet the ever changing needs of our constituents. We strive to utilize standard, enterprise tools when appropriate, but also recognize the need to evolve with the times and utilize innovative tools to reach a broad array of people.

MSUE does support and encourage the use of technologies that others may not, including social media applications. We view communication with our constituents through channels such as Facebook, Twitter, and Second Life to be critical to our work. MSUE staff are required to follow the MSU Acceptable Use Policy (AUP) <https://tech.msu.edu/about/guidelines-policies/aup/>.

We ask that our county partners provide Extension personnel access to a high-speed Internet connection. From that access, the easiest way to create a secure path to necessary applications is to open the full MSU Internet Protocol Range to and from your network, as well as opening social media sites to the addresses used by MSUE staff at your location. MSUE is prepared to support end user needs if there is high-speed internet, networking to clients, and phone system support. MSU will provide firewall functionality and client support. To discuss this possibility please contact your MSUE District Coordinator. To provide the needed services on county equipment review the following MSU-owned ranges:

The MSU-owned ranges are:

NetRange	35.8.0.0 - 35.9.255.255
CIDR	35.8.0.0/15

If you would like to narrow the scope further for additional protection, some of the addresses that will need to be allowable include:

- 35.9.15.43 (80) (search.msu.edu)
- 35.9.160.36 (1935,443) (authentication)
- 35.8.201.221 & 35.8.201.212 (10020) (ProofPoint)
- 35.9.83.132 (all) (vpn.msu.edu)
- 35.9.81.150 (zoom.msu.edu)
- 35.9.121.189 and 190 (443) (SharePoint)
- 35.8.200.57 (80 and 443) (SharePoint)
- 35.9.121.221, 223, and 225 (443) (Exchange)
- 35.8.200.56 (80 and 443) (Exchange)
- 35.8.200.2—35.8.200.7 (443 TCP, 3478 UDP, 50,000-59,999 TCP/UDP) (Lync)
- 35.8.201.200 (443 TCP) (Lync)
- 35.9.121.238 & 35.9.121.211 (TCP - 80, 443, 445 & TCP/UDP – 135, 137-139, 2701-2704, 49152-65535)
- 35.8.200.58 (80 and 443) (Lync)
- 35.9.14.169 (80 and 443) (D2L – Desire to Learn)

The following applications are necessary on all computers – MS Office (preferably 2013, MSUE provides MS licensing), Lync 2013 Client, Acrobat, Zoom Client, SAP client, VPN client, AntiVirus (SEP can be provided by MSUE). (IE 10 or higher, or most recent version of Chrome and Firefox)

Other notable web server/sites IP addresses:

CANR.msu.edu – 35.8.201.199

MSUE.anr.msu.edu – 35.8.201.199

Events.anr.msu.edu – 35.8.200.220

web2.canr.msu.edu | web2.msue.msu.edu - 35.8.200.220

Expression Engine – 35.8.201.215

Web Hosting environment (other ANR websites) – 35.8.201.217

Master Gardener (External) – 128.120.155.54

Extension.org (External) – 152.46.27.147

Msu.zoom.us (External) – 54.165.201.102

Some configuration changes are necessary to support services such as SharePoint, including modifications to Internet Explorer. These can always be found on the ANR Technology web site.

Questions may be directed to support@anr.msu.edu, where they will be routed to the best person to assist you.

2016 INITIAL WORK PROGRAM

FINANCE

COMPLETED

1. Bonding for pension system and change new hires to defined contribution plan
2. MSU-e millage passed, revenue begins for 2017
3. Review future drain-at-large costs and impact on the budget - Drain Commissioner has provided two year projections
4. 2015 year-end financial standing summary - Controller/Administrated provided summary information showing 2015 was a good financial year
5. Primary road, bridge and recycling millage renewals approved for August 2016 ballot
6. Decision has been made not to combine the County Clerk and Register of Deeds positions
7. Continued to escrow wind turbine revenue until the dispute is resolved

ONGOING OR UNDERWAY

1. Work to resolve the dispute concerning wind turbine assessing/taxation - Judge Lasher has made preliminary recommendation that favor local units of government and other taxing entities, county information prepared for the county website
2. Monitor wind turbine development and the impact on county financial capabilities - Fourth wind projected delayed – local wind ordinances are being further reviewed
3. Update the multi-year county financial plan - will be started later in 2016
4. 2015 Comprehensive Annual Financial Plan (Audit) preparation/presentation - Will be completed by the end of June 2016
5. 2017 County Budget development - Budget development process will start in September
6. Obtain a road commission update regarding legacy cost liabilities - Further discussion with Road Commission in May
7. Update audit financial information for local governmental units in the county - Will be started later in 2016
8. Continue to review service consolidations between counties and governments within the county - Nothing new has been started

9. Review potential pension bonding for health department - Review of alternative has been started
10. Determine if operational efficiency audits will be performed and establish specific objectives - Undetermined
11. Determine millage renewals for 2017 and 2018 - Will be started later in 2016
12. Review potential cost adjustment to the assessing contact with the City of Caro - Not reviewed or considered
13. Restore full SCMCCI lease payment - Some progress in 2015 but has not yet been restored to full original amount
14. Bid county health insurance per state law with assistance from Brown and Brown - Underway and should have results by the end of June
15. Bid the 2016 county audit work - Need to discuss will be put on a committee agenda
16. Develop solutions to continuing Huron/Tuscola county equalization director - Current Director is retiring at the end of 2016 – process to advertise to replace will begin in May
17. Determine if a foundation fund raising program will be pursued - No further steps have been taken
18. Consider modifying the county hiring policies - No further steps have been taken

BUILDING AND GROUNDS

COMPLETED

1. Complete Vanderbilt park grant application, parking enforcement, achievement of self-sufficiency, should know if application was approved by June/July
2. County fixed asset inventory update was completed and will be included in the 2015 audit
3. Sale of land to the Medical Care Facility was completed at \$210,000 paid over three years

ONGOING OR UNDERWAY

1. Complete an energy efficiency study of county buildings to target capital expenditures - No decision to proceed at this time
2. Pursue grant funding assistance to increase building energy efficiency - No decision to proceed at this time
3. Determine if the county will acquire land from the state near the Caro Regional Center - No decision has been made
4. Develop a solution to county storage needs - Has not yet been reviewed

5. Use energy efficiency study to target capital improvement expenditures - Has not yet been reviewed
6. Update the 10 year capital improvements plan - Has not yet been reviewed
7. Determine when capital improvement project funding will be resumed - Has not yet been reviewed
8. Review and determine new location for county recycling operation - Preliminary discussion by recycling committee
9. Fragmities removal grant implementation - County will receive some grant funds for treatment of a limited area along the Saginaw Bay shoreline
10. Review of jail needs and alternative solutions - Committee has been formed and work with the National Institute of Correction has begun
11. Parking enforcement at Vanderbilt park - Need to improve signage

TECHNOLOGY

COMPLETED

1. Completed audit of county computer system backup and other procedures – Audit completed - IT Director will make recommendations for further improvements
2. Implement new telephone system for cost savings under VOIP – should be approve soon

ONGOING OR UNDERWAY

1. Provide a GIS status report of the county and determine next objectives - Next steps need to be determined
2. Provide a fiber optic update - Will ask IT Director to provide an update
3. Continue to develop and advance online services – Needs more analysis and work
4. Update and make adjustments to web site so it remains relevant and useful to all parties - CGI Video program to be completed and added to web site
3. Complete and review the five-year county technology plan - First draft to be presented at end of 2016
4. Obtain an update regarding technology plans for the register of deeds operation - Will ask Register of Deeds to provide an update

PERSONNEL

COMPLETED

1. Update regarding ACA and record keeping requirements – compliance with all reporting has been completed
2. Open enrollment for health/dental insurance coverages

ONGOING OR UNDERWAY

1. Update regarding exempt and non-exempt employee law changes - HR Director to provide update
2. Assure corrections are made by the software company to time attendance system - Some progress is being made
3. Review court system reorganization - Has not occurred to date
4. Review and approve updated personnel policies - Will be presented this summer
5. Establish labor negotiation objectives, wages, health insurance changes, etc. - Currently being developed
6. Update the emergency plans to protect employees in county buildings - Still moving forward but is taking time

GENERAL/OTHER

COMPLETED

ONGOING OR UNDERWAY

1. Health Department federally qualified health provider - Need an update from Health Officer
2. Monitor and assist with the Cass River Greenways project improvements - Major effort work continues and progress is being made
3. Monitor the potentials of a Dairy Farmers of America Phase II project in Cass City - Need and update from EDC
4. Assist in strengthening EDC financial stability
5. Review the Region 6 prosperity plan and how it can help economic development
6. Review and approve the updated solid waste management plan
7. Load all current county policies on county web site with an index system
8. Review the potential of conducting employee flu shots by the County Health Department

STATE LEGISLATIVE PROPOSALS/CHANGES – MAC CONCERNS

1. Proposal to increase juveniles age to 17 which would likely increase county costs
2. Preemptive parole for state prisoners
3. Potential reduction in State Revenue Sharing
4. Review MAC weekly state legislative reports to protect county interests
5. Review and comment on MAC platform
6. Dark store assessing
7. Unfunded state mandates
8. Water of the United States
9. Future diversion of state general fund monies for road funding
10. Tac capture districts
11. Gag Order

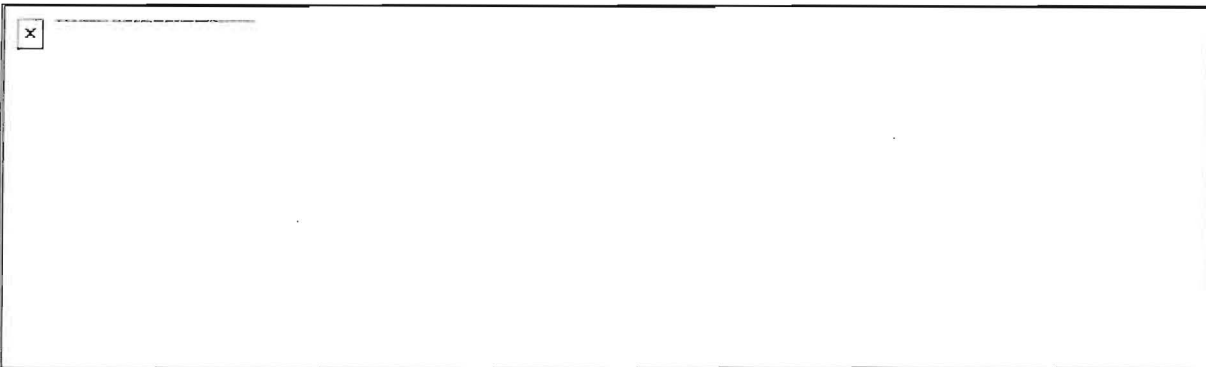
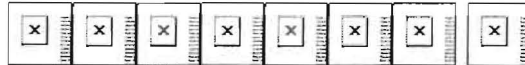
From: Erica Dibble <edibble@tuscolacounty.org>
Sent: Friday, April 29, 2016 4:51 PM
To: Mike Hoagland
Subject: Fwd: Breaking News: Final Regulations May Draw Down Exempt Salary Level to \$47,000

The DOL changes to the exempt rules are close to being finalized. We will need to review several positions that are under the threshold to be considered exempt. This will also be discussed at the upcoming employment law conference I am planning to attend on May 18.

----- Forwarded message -----

From: ASE News Desk <asenewsletter@aseonline.org>
Date: Fri, Apr 29, 2016 at 4:19 PM
Subject: Breaking News: Final Regulations May Draw Down Exempt Salary Level to \$47,000
To: edibble@tuscolacounty.org

Having trouble viewing this e-mail? [Click here](#)



Final Regulations May Draw Down Exempt Salary Level to \$47,000

A report from BNA suggests that final regulations from the Department of Labor will lower the level for exemption from overtime pay to approximately \$47,000/year from the \$50,440 originally proposed nearly a year ago. The exact level is not known other than that it will be in the \$47,000-plus range.

Further, the level for defining "highly compensated" will go from \$100,000/year to \$122,148/year by indexing the salary level to the 90th percentile of earnings for full-time salaried workers. Discretionary pay will be counted towards determining an employee's highly compensated status.

But discretionary pay will not be used in determining exempt status. Many responses to the DOL's original proposal requested that discretionary income be counted in

determining exempt status also.

DOL Solicitor of Labor M. Patricia Smith stated at the midwinter meeting of the American Bar Association that the amended rules would be finalized in July 2016 and the effective date would be 60 days thereafter. Pundits, however, have speculated that the rule could come out as early as May 16th, 60 days after the submission to the OMB.

The left-leaning Economic Policy Institute, which helped the DOL come up with the economic basis for the threshold, expressed disappointment at the drop but acceptance of the result. "One million fewer people helped, but it's still 12.5 million people who will get the benefit of the rule," said Vice President Ross Eisenbrey.

But a coalition of employers called the Partnership to Protect Workplace Opportunity said the \$47,000 level is not low enough. "This is still a 99% increase," said spokesperson Lisa Horn. "A token reduction will not alleviate the harm this rule will do to nonprofits, colleges, and small businesses and their employees."

ASE will report on the details of the final regulations once they are promulgated. We will schedule Hot Button Briefings as well. Look for more information once the dust has settled.

For questions or more information on these proposed changes to the exemption rules contact Michael Burns or call 248.223.8039.

Stay Connected



American Society of Employers, Victor Park West,
19575 Victor Parkway, Suite 100, Livonia, MI 48152

SafeUnsubscribe™_edibble@tuscolacounty.org

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Sent by asenewsletter@aseonline.org

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Erica Dibble

Human Resource Coordinator

125 W. Lincoln St.

Caro, MI 48723

Equalization Director Timeline

- May 2016 – approve updated job description
- May 10, 2016 deadline to post position in Michigan Assessors Association magazine June edition
 - **DRAFT POSTING:** Applications are being accepted through June 30, 2016 at 4:00 pm for an Equalization Director with Tuscola County. Must have a minimum of Level 3 (MAAO) State Assessors certification. Complete job description and applications are available at www.tuscolacounty.org. Interested applicants should submit their applications **and/or** resumes via mail to the Tuscola County Controller’s Office, 125 W. Lincoln St., Caro, MI 48723, fax at 989-672-4011, or email at Human-Resources@tuscolacounty.org. Please no phone calls.
-
- June 2016– Receive applications/Resumes for review
- July 2016 – Interview qualified candidates & Make decision
- August 2016 paperwork filed with State to allow level 3 director
- TBD New Director begins training with current director
- December 2016 Current Director retires

NOTICE

Applications are being accepted through June 30, 2016 at 4:00 pm for an Equalization Director with Tuscola County.

TITLE: TUSCOLA COUNTY EQUALIZATION DIRECTOR

GENERAL STATEMENT OF DUTIES:

Directs the activities of the Equalization Department and performs related work as required.

DISTINGUISHING FEATURES OF THE CLASS:

The Equalization Director is solely responsible for statutory requirements related to Equalization as established by the State of Michigan. Reports to the County Board of Commissioners through the Controller/Administrator for non-statutory matters.

EXAMPLES OF WORK: (Illustrative only)

1. Directs staff and oversees an orderly schedule and procedure for equitable survey of assessments to determine true cash value or market value of real and personal property.
2. Appraises Real and Personal Property to determine ratio between assessed and true cash value.
3. Reviews sales data and other information affecting value of property.
4. Supervises Property Appraisers and office staff. Directs and supervises preparation of equalization figures and reports for County Board of Commissioners and Michigan State Tax Commission.
5. Oversees sales assessment ratio studies and analyzes final data. Establishes equalization values.
6. Confers with and coordinates activities with County and School Officials and Township, Village, and City Officials.
7. Responsible for researching and certifying the lawfulness of tax rates to the County Board of Commissioners. Generates summary of findings that informs unit officials of County determinations.
8. Prepares reports for assessing officers, County Board of Commissioners, State Tax Commission, Department of Treasury, and all entities that levy taxes in Tuscola County.
9. Represents Tuscola County at meetings dealing with taxation and assessment administration.
10. Works with the Personal Property Examiner and assessors on wind valuation issues.
11. Responsible for implementation of the county DDA policy.
12. Leads the Damage Assessment Team for Emergency Management.
13. Serves as the Assessor of Record for the City of Caro.
14. Prepares Property Tax Revenue estimates during preparation of the county budget.
15. Computes Millage Reduction Fractions and prepares the County Apportionment report.
16. Develops the Department budget.
17. Supervises Geographic Information System (GIS) work and maintains the county parcel layer. Plans and executes GIS special projects. Coordinates data exchange with local governments and data updates of the online GIS system.
18. Maintains skills through attendance at workshops, seminars, and conferences, through self-study, and reading job related periodicals and other publications

19. Recruits, interviews, hires, and trains Equalization department staff.
20. Directs input of data necessary for tax calculations, verification of total tax levies, and preparation of associated reports.
21. Other responsibilities as assigned.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Thorough knowledge of property appraisal methods; assessment and tax administration laws, regulations, and practices; management and supervisory practices; personal computer use.

Familiarity with ARCGIS software, including the structuring of geodatabases, creation and maintenance of feature classes, and export and import GIS data from and to other systems.

Ability to apply knowledge of the preceding; plan and supervise the work of others; communicate and negotiate with people effectively; deal tactfully and understandingly with people from all social/economic and cultural backgrounds.

Requires: visual acuity to read, proofread, prepare reports and operate computer; hearing acuity to listen and communicate in person and on phone; ability to stand, climb, crawl, and walk in muddy fields and around construction sites; manual dexterity to use keyboard, measuring devices, and writing instruments. Ability to handle stress. Mental capacity to analyze complex data, use sound judgement, manage and schedule time and resources, and make sound decisions. Ability to drive automobile with Michigan Driver's License with good driving record.

ACCEPTABLE EXPERIENCE AND TRAINING:

High School Diploma plus college level classes in appraisal, business administration or related fields with a Bachelor's degree preferred. A combination of education and experience may be considered in lieu of a Bachelor's Degree.

Level 3 (MAAO) State Assessors certification.

Five or more years of experience in assessment administration of which at least three years are full time field appraisal experience and two years are experience working in an Equalization Department.

Experience with ARCGIS software and its use in creation and maintenance of parcel layer and related feature classes.

Applications are available at www.tuscolacounty.org. Interested applicants should submit their applications **and/or** resumes via mail to the Tuscola County Controller's Office, 125 W. Lincoln St., Caro, MI 48723, fax at 989-672-4011, or email at Human-Resources@tuscolacounty.org. Please no phone calls.

2016 EQUALIZATION DIRECTOR PAY SCALE

Position	Start	1 year	2 years	3 years	4 years	5 years
Equalization Director	\$ 55,096.76	\$ 57,603.94	\$ 60,754.87	\$ 62,850.97	\$ 64,945.85	\$ 67,039.56
\$6,000 for dual Equalization Director role with Huron County	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
COMBINED	\$ 61,096.76	\$ 63,603.94	\$ 66,754.87	\$ 68,850.97	\$ 70,945.85	\$ 73,039.56



Tuscola County Sheriff's Office

420 Court Street • Caro, MI 48723
Lee Teschendorf, Sheriff
Glen Skrent, Undersheriff

Phone (989) 673-8161
Fax (989) 673-8164

Sheriff Lee Teschendorf
Tuscola County Sheriff's Office
Caro, Michigan

April 11th 2016

Dear Sheriff:

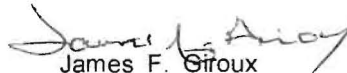
Please accept this letter of intent to retire from my position of Lieutenant Uniform Commander effective May 31st 2016.

After 40 years of service with the Sheriff's Office and to the citizens of Tuscola County this decision was harder to make than I expected.

I appreciate your support and encouragement over all the years we have served together, from the time we were Deputy Sheriff's until this day.

I wish you and all the members of the Sheriff's office as well as our County Commissioners and all County employees continued growth and success in the future.

Respectfully


James F. Giroux
Lieutenant TCSO

CC: Erica Dibble Human Resources Coordinator
Tuscola County Board of Commissioners



Tuscola County Sheriff's Office

420 Court Street • Caro, MI 48723

Lee Teschendorf, Sheriff
Glen Skrent, Undersheriff

Phone (989) 673-8161

Fax (989) 673-8164

May 4, 2016

Tuscola County Board of Commissioners
Mr. Michael Hoagland, County Controller

I would like to advise you that Lt. James Giroux will be retiring with his last day being 05/31/2016.

To avoid a lapse in supervision I would like to appoint a replacement from the eligible sergeants as soon as possible. I would also like to replace the sergeants position in a very short time with an eligible deputy.

Additionally our Deputy Jason Oliver has advised us he will be resigning to accept a position with the Millington Police Department. His last day is 05/20/2016.

This will create two openings for new hires and I am asking that the employment freeze be lifted so our road patrol staffing level can be maintained.

As in the past all the expense will be applied to the road patrol millage and no general funds will be used to cover the costs of the promotions or new hires.

Sincerely,

Leland Teschendorf, Sheriff

STATE OF MICHIGAN
71B DISTRICT COURT
440 NORTH STATE STREET
CARO, MI 48723
TELEPHONE: (989) 672-3800

SHEILA LONG
DISTRICT COURT ADMINISTRATOR

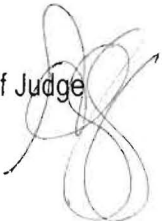
HON. AMY GRACE GIERHART
CHIEF JUDGE
HON. KIM DAVID GLASPIE
DISTRICT COURT JUDGE

MEMORANDUM

DATE: April 26, 2016

TO: Mike Hoagland

FROM: Hon. Amy Grace Gierhart, Chief Judge



RE: New Employee

Please be advised that due to an employee leaving, the 71B District Court has an open position for a Deputy Court Clerk. As the funds for this position are already appropriated for the Court's 2016 budget, the Court plans to fill this position immediately.

April 25, 2016

Tuscola County Board of Commissioners,

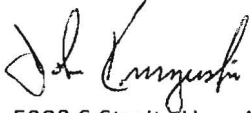
My name is John Kurczewski, I live in Indian River. Last summer Consumers Energy came to our town to replace our traditional electric analog meters with what they are calling "smart" meters. They are scheduled to come to your County this year or next or maybe they have already been there. To give some balance to what Consumers Energy or DTE is not telling you, I have enclosed some information so you can at least get the opportunity to look at both sides of this issue. There is far too much information available for me to include in this letter. There are two Michigan websites that will provide everything you need to know about this issue; michiganstopsmartmeters.com and smartmetereducationnetwork.com. The Attorney General has even set up a special telephone line, (517-373-7540) for complaints about smart meters. My friend called with a health related complaint. A woman named Julie told her that they have been overwhelmed with calls. Dr. David O. Carpenter, who received his MD from Harvard in 1964, a contributing author to the Bio Initiative Report and is currently the Professor of Environmental Services at the University of Albany, was flown here to give sworn testimony before the M.P.S.C. regarding the serious health issues associated with smart meters.

My friend is disabled. She has been diagnosed as being highly electro-sensitive. It's a long story. Consumers cut her power last September for refusing a digital meter. This is how they operate. She has letters from 4 doctors stating that the digital meter on her home was the cause of the pain she had been suffering. Her power is STILL off! We have enlisted the help of our State Rep., trying to reason with Consumers. They wouldn't listen. We've even written to Americans with Disabilities, but haven't heard from them yet. I realize some people will be skeptical. I might have been too, but I SAW the difference in her after her husband removed the digital meter on their home and replaced it with an analog meter he purchased after Consumers told him that they didn't have any analog meters. This is after they have replaced hundreds of thousands of analog meters throughout the State. The meter her husband purchased is U.L. approved, calibrated, and tested. A representative of Consumers came out and approved the installation. We were all in disbelief of what a remarkable change had occurred in her health. Her doctors could hardly believe she is the same patient. I SAW IT! I can honestly say that if it wasn't a true miracle, it is the closest thing to one I'll see in my lifetime. Consumers said what Joe did was illegal. Consumers then cut the power. Joe contends he is saving his wife from having to go back to suffering and being homebound. I'm not saying that her health issues are what will happen to everyone right away. Keep in mind that we were told things like tobacco and asbestos were safe. A certain percentage of the population is electro-sensitive. She happens to be one of those people. I am retired and have been researching this issue since September 11, 2015. If for one minute I thought this might be a frivolous issue, I certainly would not have been devoting this much time and effort to it. There are over 5,000 peer reviewed scientific studies that show allowable levels of electromagnetic radiation are too high. I urge you to take this seriously for the sake of those in the County who may be affected by

this. There are also 4th Amendment rights (the right to privacy in your home). They will be able to charge you for time of use. They will also be able to know what appliance you are using and when, knowing what time you go to bed, and what time you leave your house. The digital meters are constantly emitting what is called "dirty" electricity, 24/7 or sometimes known as "line noise" by electricians. I've tried to keep this short, but there is SO much. There is even a Bill in the House that would let people choose if they want to keep their analog meters. It's H.B. 4916. There is also an award winning documentary called "Take Back Your Power" that deals extensively with this issue. It can be found on amazon.com. If you have questions, my home phone in late evenings might be best. It's 231-421- 4353. I have sent this same packet to the Oscoda board members as they have just been given the little propaganda speech by Consumers basically telling them that smart meters are God's greatest gift.

Thank you for listening and please pass this packet among your board members.

John Kurczewski

A handwritten signature in black ink, appearing to read 'John Kurczewski', written in a cursive style.

5323 S Straits Hwy Apt 20

Indian River, Mi., 49749

231 421 4353 or alpenaunclejohn@yahoo.com



mhoagland@tuscolacounty.org

From: Eean Lee <eean.lee@tuscolacounty.org>
Sent: Wednesday, April 27, 2016 11:32 AM
To: All
Subject: Cyber Security Awareness Training

All,

I'm excited to offer all Tuscola County Employees the opportunity to attend a Cyber Security Awareness Training. Our goal is to educate all County Users to recognize potential threats, what to do when you see one, how to recognize if you have contracted an infection and what to do should you accidentally become infected. The hopeful long term result of this session, is to ensure our systems and network are protected as best as they can be, starting with the users.

This training is being offered as a result of Tuscola County's recent Cyber Liability Audit. We scored very well on the audit but it was pointed out that we currently don't offer these types of training.

Sessions will be on 5/11/16 in the Purdy Board room and should last about 20 minutes. Unlike the recent Google Apps training, this will not be a hands on format and only a discussion. The following link is for sign up for the sessions (<http://goo.gl/forms/qfT89yDYwH>). There are 2 sessions during a lunch hour, so if you can't get away until then and would like to attend, we can accommodate you. Feel free to bring your lunch. Unfortunately, refreshments will not be provided.

Department Heads/Officials:

If you or your staff would like to schedule a different date or time that would work better for you, I'd be happy to work with you to provide individual department sessions at your convenience. Please contact me via phone/email and we will get something scheduled.

Thank you.

Eean Lee



(K)

MANAGER
JARED OLSON
CLERK/TREASURER
KAREN J. SNIDER
ATTORNEY
GARY CREWS

CITY OF CARO
317 SOUTH STATE STREET
CARO, MICHIGAN 48723
PHONE: 989-673-2226
FAX: 989-673-7310
WEB PAGE: carocity.net

MAYOR:
RICHARD POULIOT
COUNCIL:
MICHAEL HENRY
(Pro Tem)
JOE GREENE
CHARLOTTE KISH
RICK LIPAN
BRIAN RICKWALT
GORDON TAGGETT

May 4th, 2016

Dear Property Owner,

The City of Caro is undertaking a construction project to improve the roadway and utilities on North Almer Street from West Frank Street to Gilford Road. The City of Caro will host a **PUBLIC OPEN HOUSE on May 16, 2016 from 6:30 p.m. to 7:30 p.m. at the Caro Municipal Building (317 S. State Street, Caro, MI) for those interested in learning more about the project.** This is a time to review engineering drawings, ask questions, voice concerns, and provide comments to City officials.

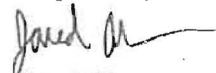
The project will include: removing the existing pavement; replacing some of the curb and gutter and adjacent driveways; paving existing gravel driveway approaches; replacing some sidewalk and sidewalk ramps to meet ADA standards; storm sewer improvements; new HMA pavement; and new signage and pavement markings. In order to conform to the funding requirements (MDOT), parking will be limited to the East side of North Almer Street with no parking allowed on the East side between Gibbs and Gilford Road. This portion of the work will be nearly 60% funded by Federal Funds as administered by the Michigan Department of Transportation (MDOT).

The City of Caro will also be replacing the existing water main between West Grant Street and Gilford Road as well as partial replacement of the storm sewer sections. The existing public water main which is as small as four inches will be replaced with an eight inch main. When the project is completed, the neighborhood could experience a substantial increase in the volume of water and pressure. There is no assessment to you as a property owner for the cost of the improvements. This portion of the work will be paid for 100% by the City of Caro.

The tentative start date of the project is scheduled for July 5th of 2016 with the total completion date of October 2016. Prior to the project completion, you are asked to check your private water supply lines to insure they will be sufficient to hold the new pressure levels and volume of water you will be experiencing. It is up to you as the individual property owner, to inspect your own private supply lines. Example of preparing your pipes for the higher volume and pressure could include, but not be limited too, checking for present leaks and fixing them. Please remember the City responsibility is for the main lines, and it is your responsibility to insure private water supply lines will be sufficient to handle the increased volume and pressure.

You can be assured every effort will be made for North Almer Street residents to access their homes during this time of construction however, a detour route to thru traffic will be established. On behalf of the City of Caro, we thank you in advance for your patience throughout this upcoming construction project. If you have any questions or concerns, please do not hesitate to contact me at 673-7671 to make arrangements to review the project.

Respectfully,


Jared Olson
City Manager

CC:Caro Community Schools