

Agenda
Tuscola County Board of Commissioners
Committee of the Whole Monday, October 8, 2018 – 8:00 A.M.
HH Purdy Building - 125 W. Lincoln, Caro, MI

Finance/Technology
Committee Leaders-Commissioners Young and Bierlein

Primary Finance/Technology

1. **Potential County Land Bank (John Axe Comments)**
2. **Extension of Water Line to Caro Regional Center (John Axe Comments)**
3. **DTE Electrical Policy - Negative Impacts on Economic Development (See A)**
4. **2019 County Budget Development**
5. **Michigan Renewable Energy Collaborative – Legislation Proposal**
6. **Letter of Support and Commitment to I-69 Thumb Region Prosperity Region (See B)**
7. **MCDC Dental Clinic (See C)**

On-Going and Other Finance

1. Alternatives Under Review to Provide Broadband to Animal Shelter
2. Multi-Year Financial Plan Development
3. Review of Alternative Solutions Concerning the Caro Dam
4. Continue Review of Road Commission Legacy Costs
5. Work to Resolve Remaining Assessing/Taxation Disputes with Wind Turbine Companies
6. Water Rates Paid for County Facilities Along M24 and Deckerville Roads
7. Opioid Lawsuit – Major Data Collection by County
8. Update Regarding Personal Property Tax Changes
9. Raise the Age for Juveniles Funding Proposal
10. State Assessing Change Proposal
11. Delinquent Tax Legal Chargeback Requirement for Former Vassar Foundry
12. Michigan Indigent Defense Commission
13. Bid County Audit Services
14. County Jail Study Status
15. Vacant Church Going Back on Tax Role
16. County Property Ownership Inventory

Personnel
Committee Leader-Commissioner Bardwell

Primary Personnel

1. **Request to Restore and Hire a Fiscal/Personnel Analyst (See D)**
2. **Vacancies on the Council on Aging (See E)**
3. **Recommended Appointment to the EDC Board (See F)**
4. **Michigan Indigent Defense Commission – Administrator Interviews 10-12-18**
5. **Information Technology Director Requested Title Change to Chief information Officer (See G)**
6. **Recommended Appointment to Behavioral Health Systems Board (See H)**

On-Going and Other Personnel

1. Reporting Relationship (Nepotism Policy)

Building and Grounds
Committee Leaders-Commissioners Young and Vaughan

Primary Building and Grounds

1. **Recycling Relocation Update**
2. **Bids for DHHS Ceiling Tile Replacement**
3. **Engineering Design Costs for Vanderbilt Park**
4. **Medical Care Community – East side M24 Property for Sale (See I)**
5. **Request to Use Courthouse Lawn (See J)**

On-Going and Other Building and Grounds

1. Update 10 Year Capital Improvement Plan
2. County Record Storage Needs

Other Items Not Assigned to a Committee

1. Cass River Greenways
2. On-Going Economic Development Activity Updates from EDC Director
3. Dairy Farmers of America Phase 2 – Cass City

Other Business as Necessary

Public Comment Period

mhoagland@tuscolacounty.org

From: Steve Erickson <serickson@tuscolaedc.org>
Sent: Friday, October 5, 2018 11:55 AM
To: winston.feeheley@dteenergy.com
Subject: Power concerns

Good morning Winston,

The Tuscola County EDC appreciates the conversation that you had with Tuscola County Commissioner Kim Vaughan. For what we understand, you are aware of the power concerns in Tuscola County. We are now looking at a new project in Gilford Township in Tuscola County. It is vitally important to continue to grow agriculture. We need to be able to power up new agricultural projects. Millions of dollars of economic value to our farmers are at stake, if the Quality Roast project does not move forward.

We appreciate your willingness to be involved in the Gilford project and to see it through to its completion. If there is a build up cost that is necessary, we need to find a way to cover these costs without charging all of them back to the new company. As it has been in the past, this build-up cost has made projects cost prohibitive making it economically infeasible.

We would like to invite you to a Tuscola County EDC board meeting to introduce you to the business leaders in the Thumb. Our regular board meeting is held on the 3rd Wednesday of the month at 7:30 am in the morning. As in the past the invitation is still open, we continue to encourage DTE Energy to be a member of the Tuscola County EDC board, as other utilities are members, such as Consumers Energy. This would help to build relationships and to provide a means to solve challenges in the future.

Once again, we thank you for your participation and your assistance.

On another note:

The Tuscola County EDC is continually being challenged by business leaders and our elected officials about the the value of wind turbines in Tuscola County. What is the value to support the continued growth of wind turbines when it seems we do not have access to this new source of power? Such as to meet the challenge to bring reliable power to meet the needs of our ever-growing agricultural industry, for example the Dairy Farmers of America facility in Cass City.

We look forward to working with you to solve these challenges and hearing from you soon for continued discussions on how to solve the power issues in Tuscola County.

Sincerely,

Stephen D Erickson
Executive Director
Tuscola County EDC
989-673-2849
serickson@tuscolaedc.org



{Insert Date}

Genesee, Lapeer, Shiawassee Region V
Planning and Development Commission
Attention: Derek Bradshaw
1101 Beach Street, Room 223
Flint, MI 48502-1470

RE: Letter of Support and Commitment to I-69 Thumb Region Regional Prosperity Initiative

Dear Derek,

On behalf of {Insert company/agency name}, I'd like to thank you for the opportunity to participate in the I-69 Thumb Region Regional Prosperity Initiative. Over the past five years, this initiative has shown the benefits of better aligning our strategies and priorities in the areas of economic development, adult and higher education, workforce development, and transportation across our seven-county region.

As a {Insert organization type i.e. economic development, adult and higher education, workforce development, or transportation} agency in {insert county}, we are committed to participating in this regional collaboration and to working as a partner in implementing projects and strategies outlined in the Accelerate Plan that advance our collective goals and objectives in these areas.

We strongly support the Genesee, Lapeer, Shiawassee Region V Planning and Development Commission's 2019 application to the State of Michigan for this project. We see the opportunity to continue to drive economic prosperity through regional collaboration and will work together to respond to opportunities and address needs that are unique to our region. Thank you for your leadership in this initiative.

Sincerely,

{Insert official's Name}
{Insert official's title}

Memo

To: Tuscola County Board of Commissioners

From: Clayton J. Johnson and Eric M. Morris, Braun Kendrick PLC

Date: October 3, 2018

Subject: Public Dental Clinic Negotiations

Last year, My Community Dental Centers (“MCDC”) approached Tuscola County (the “County”) with a proposal to partner together to provide increased access to dental services for lower income County residents. The proposal required cooperation between MCDC and the County in order to qualify for certain special dental program payments from both the State of Michigan and the federal government. Put simply, MCDC offered to work with the County to open a public dental clinic which would be eligible for enhanced reimbursements from Medicaid because of its relationship with the County.

Given the potential legal exposure to the County and the complicated regulatory issues involved, this firm was asked to review the proposal to assess the risks involved. We identified several areas of concern with the proposed contract including the length of the proposed term of the agreement, the uncertain nature of funding from the State of Michigan, the potential financial impact on the county, and the regulatory issues involved with accepting payments from MCDC. We attempted to address these issues through a series of proposed changes to the contract and follow up calls with MCDC and its

attorneys. Unfortunately, MCDC was frequently delayed in responding to some of our requests and was unreceptive to others.

At this point, these concerns remain unresolved due circumstances beyond the County's control (i.e. the nature of State funding and MCDC's unwillingness to modify certain provisions in the contract). Additionally, MCDC failed to respond to our most recent communication where we offered a follow up proposal and requested that the negotiations move towards a resolution before the end of September. This time window would have allowed the County to consider this item in its normal budgeting process.

Because of these unresolved issues—not the least of which is the significant potential cost to the County of operating a dental clinic—we believe it is unlikely that the County will be able to come to an agreement with MCDC. However, it is this firm's understanding that the County Health Officer remains committed to expanding dental services in Tuscola County and may have some possible options for doing so that do not carry the same concerns as we faced with MCDC. We remain available to assist in that process where appropriate.

Subject: FW: Request to Hire a Fiscal/Personnel Analyst

Commissioners

Controller/Administrator's (CA) Office Staffing Request

The purpose of this communication is to respectfully request that a full-time fiscal/personnel analyst position be restored in the CA office. I make this request with hesitation because it will add to cost but I truly believe, as do current staff that it is the only viable option to solve the escalating problem of inadequate staffing in this office. I am convinced the problem will only get worse without a solution.

When the national recession occurred in 2008 and unprecedented revenue losses were encountered , staffing in the CA office was reduced by two full-time staff members from six to four. With six staff members' maintenance of the workload and cross-training of critical office functions could be accomplished. These capabilities were lost when staff was reduced by two and new demands have become substantially worse over the last 10 years with a relentless increase in workload.

Problem Overview

The current four full-time staff (and 2 day a week part-time person) are unable to complete current responsibilities without working extra hours that exceeds the normal work schedule. When employees use their earned compensation time the problem of inadequate staffing only compounds and creates a vicious cycle and actually makes the problem worse when compensation time is used.

Keeping up with the current workload is an increasing problem and puts major stress on staff and increases the likelihood of errors. Further exasperating the problem is that the workload continues to increase at a dramatic rate. There simply is not enough staff time to cross-train on vital functions which leaves the county vulnerable to key personnel and financial functions not being completed which would cause major problems.

Recently, the staffing problem has been further complicated and is at the breaking point because essential employees have been absent from the office on Family Medical Leave. When one out of the four staff member is out of the office the work load remains the same but only 75% of the work force is available to complete the tasks. My greatest concern is that if two staff are out at the same time only 50% of the work force is available to complete required critical tasks.

Importance of CA Office and Increase in Responsibilities

The CA office is extremely important to the overall continued effective operation and fiscal stability of the county. Many issues that affect the county end up in the CA office to research and recommend solutions. The experienced office staff provide an extensive knowledge base and important stability during periods of commissioner and department head turn-over.

The CA office performs many core financial, personnel, analytical and fringe benefit administration functions that are essential to overall county operations. Many of these functions cannot be delayed and have to be performed according to a specific schedule. Some of these are summarized below:

- Annual operating, capital improvement and equipment budgets for 56 individual county funds

- Annual audit (Comprehensive Annual Financial Report)
- Annual Cost Allocation Plan
- Federal and State Compliance requirements for personnel and financial reports
- General ledger and balancing of all county accounts and funds
- Freedom of Information Act Requests
- Insurance administration/risk management
- Payroll and in-depth record keeping to update on-going wage/fringe benefit changes
- Per diem and claims processing to pay invoices
- Labor negotiations and cost analysis for labor attorneys
- Benefit administration including open enrollment and extensive and ever increasing federal and state reporting requirements
- Board/Committee of the Whole Agenda's and Consent Agendas
- Coordination and direction to county attorneys regarding numerous issues
- Direct assistance provided to courts and all departments with extensive financial and personnel information
- Oversight, supervision, guidance and interaction to departments reporting directly to CA including: Information Systems, Building and Grounds, Recycling, Mosquito Abatement, Equalization, Dispatch, Geographic Information Systems, Indigent Defense and Animal Control.

CA office responsibilities continue to increase at an alarming rate with some examples including:

- New Kronos time/attendance/payroll and new major countywide BS&A financial software application
- New state required restructuring of Chart of Accounts
- Increased assistance to departments with numerous personnel issues and new hire interviews
- Monitoring and staying on-top of major state/federal laws and reporting regarding personnel/finance
- Michigan Indigent Defense Commission major accounting restructuring and hiring of new administrator
- In-house animal control service program re-established including hiring personnel, budgeting and accounting for the new department
- New state proposals involving assessing changes and raise the age of juveniles legal issues
- Major increase in the need for legal advice and opinions from county attorney's
- Wind turbine issues, wind turbine revenue analysis, airport zoning, taxation issues
- Land bank matters
- Complete revamping of all county policies
- Millage analysis and request for ballot language
- Increases in Freedom of Information requests
- Jail needs study, planning and analysis of solutions to problems
- Dental clinic research to help find a way to help indigent residents without dental care
- Opioid lawsuit coordinating with attorney to produce extensive records and information
- Extensive work finding solutions issues with the new recycling operation location
- New court and other grants
- Former Vassar Foundry issues
- Geographic information systems

Recommendation for Board Consideration

It is recommended for Board consideration to authorize hiring a Fiscal/Personnel Analyst effectively immediately. This is one of the two former CA office positions before the layoffs in 2008. We have done our best to sustain office function with two less full-time staff for the last 10 years. However, because of significant increases in work load and inability to cross-train on critical county functions this is no longer possible **we are now at a breaking point**. The hiring of the Fiscal/Personnel Analyst will help to keep-up with the increasing workload and allow cross-training on many more critical functions to help restore operational stability.

It is recommended that this be a salary position with the same wage/step schedule as the Human Resource Coordinator as shown below. Annual wage/fringe benefit costs for 2019 if the person takes county health insurance is \$69,555 and \$53,240 if they do not take the health insurance. Some of the cost for this position may be able to be reduced by adjustments in the CA wage structure (33 years with county) when the current CA retires in 2019.

If this proposal is granted we would proceed to develop a job description to redistribute the workload and determine new responsibilities so that the new employee is cross-trained to perform critical functions in the absence of the primary person who performs these functions.

If you would like to discuss this further before the meeting give me a call.

Thank you for considering this important proposal.

Mike

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

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



mhoagland@tuscolacounty.org

From: Jodi Fetting <jfetting@tuscolacounty.org>
Sent: Wednesday, October 3, 2018 12:07 PM
To: Mike Hoagland; Clayette
Subject: Tuscola County Council on Aging

Hi,

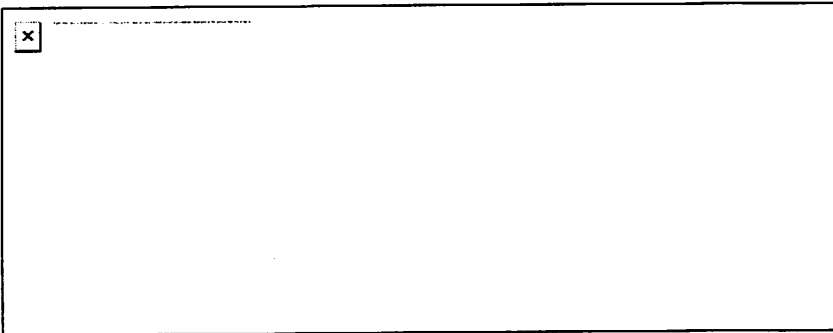
There are currently two vacancies on the Council on Aging and I have spoke to Jerry Gamm to verify that.

I have received applications from three interested people.

Charlotte Brown
Gail Nesberg
Elaine Romain

Can this please be added to the next COW agenda for discussion?

Thanks!
Jodi



mhoagland@tuscolacounty.org

From: Steve Erickson <serickson@tuscolaedc.org>
Sent: Thursday, October 4, 2018 2:44 PM
To: Mike Hoagland
Subject: EDC Board - Cindy Kruse - Thumb National Bank

Good Afternoon Mike,

Please place Cindy Kruse from Thumb National Bank on the Tuscola County Commissioners agenda for recommendation to the EDC board.

Cindy would like to serve on the Tuscola County EDC Board of Directors representing Thumb National Bank.

Have a Great Day!

Stephen D Erickson
Executive Director
Tuscola County EDC
989-673-2849
serickson@tuscolaedc.org

Notice

Applications are now being accepted for the position of CIO for the Tuscola County Information Systems Department in Caro, MI.

Tuscola County Information Systems Department, Caro, MI

Status: Non-Union Full Time Salary
Pay: Negotiable/w benefits
Hours: Salary
Supervision: Reports to County Administrator

Summary:

Executive management level position which reports to the County Board of Commissioners. The CIO leads the Information Systems (IS) division and oversees the design and reliability of networks, drives adoption and integration of technologies to improve the quality and efficiency of services provided, and ensures the County's infrastructure is sound and has the capacity to meet the demands of an innovative, technically savvy and growing organization. The CIO manages 4 direct reports (Security Specialist, Application Specialist, and Help Desk Technicians), with an annual operational budget of approximately \$625,000. The IS Division provides technical oversight and project delivery services for a number of Countywide and Public Safety related initiatives. The County has a main campus that provides connectivity to roughly 250 full/part-time employees and over 600 endpoints. The County's WAN encompasses a 1/2 mile of County fiber, in addition to carrier-provided leased data circuits to County facilities and external partner agencies

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle or feel objects, tools, or controls; reach with hands and arms; and talk and hear. The employee must be able to on a daily basis lift and/or move items weighing up to 50 pounds. This employee must kneel and work in closely confined areas.

Qualifications:

Bachelor's Degree required in Computer Technology, or at least 10 years of related experience.

Responsibilities:

| | |
|---|--|
| <p style="text-align: center;">TECHNOLOGY</p> <ul style="list-style-type: none"> ● Utilize technology to enhance service delivery options. ● Assist with developing new, nontraditional ways for the delivery of services to the public. ● Develop short and long-range IT needs and resource requirements. ● Assist department leaders to achieve their goals and become a valued partner. ● Evaluate systems, architecture and programs and recommend adjustments as needed. | <p style="text-align: center;">INTERPERSONAL</p> <ul style="list-style-type: none"> ● Balance technological savvy with strong interpersonal skills to communicate effectively and build trust with all levels in organization. ● Be self-directed, motivated, detail oriented and flexible. ● Be a big picture thinker |
| <p style="text-align: center;">LEADERSHIP/COMMUNICATIONS</p> <p style="text-align: center;">CUSTOMER SERVICE</p> <ul style="list-style-type: none"> ● Successfully lead talented staff, with an inclusive and engaging leadership style that empowers others to succeed. ● Provide vision, direction and implement a plan to achieve desired outcomes. ● Seek out opportunities to develop and advance staff's professional growth. ● Identify staff strengths and opportunities to maximize productivity. ● Be an influential leader to move projects forward past challenges and barriers. ● Have a strong customer service orientation and achieve client goals through innovation and technology. ● Be a transformational thinker and leader, bring in new ideas, and make things happen. ● Use effective communication skills and political savvy to work with staff, leaders and County management. ● Assist with planning and implementing strategic direction for the division. ● Advance an organizational culture that attracts and retains talented staff. | <p style="text-align: center;">BUSINESS/ADMINISTRATION</p> <ul style="list-style-type: none"> ● Align self and professional priorities with the business strategic plan. ● Coordinate standards, best practices and ongoing compliance needs related to local, state and federal mandates. |



TUSCOLA
Behavioral Health Systems

October 3, 2018

Tuscola County Board of Commissioners
 125 West Lincoln, Suite 500
 Caro, MI 48723

Dear Commissioners,

The Tuscola Behavioral Health System's (TBHS) Board of Directors currently has one vacancy due to the resignation of Karen Snider, term expiration of March 2019. On September 24, 2018, Susan McNett, Board Chairperson, and Sharon Beals, TBHS CEO, interviewed Ms. Linda Ackerman for the current vacancy. Enclosed is a copy of Ms. Ackerman's resume for your review.

On behalf of Tuscola Behavioral Health System's Board of Directors, we would like to recommend to the Tuscola County Board of Commissioners, the appointment of Ms. Linda Ackerman to complete the remainder of Karen Snider's term; expiration March 2019.

As always, we appreciate your strong support of our efforts and thank you in advance for your consideration of this recommendation.

Sincerely,

Sharon Beals

Sharon Beals
 Chief Executive Officer

Susan McNett

Susan McNett
 Board Chairperson

SB/SM/clm

Enclosure

cc: Linda Ackerman
 Jodi Fetting, Tuscola County Clerk

A Michigan Community Mental Health Authority serving Tuscola County since 1973

Mailing and Administration Address: 323 North State Street, Caro, MI 48723

Clinical Programs located at 1332 Propect Avenue, Caro, MI 48723

989.673.6191 or 1.800.462.6814 • TDD 1.866.835.4186 • www.tbhsonline.com

mhoagland@tuscolacounty.org

From: mhoagland@tuscolacounty.org
Sent: Thursday, October 4, 2018 7:52 AM
To: 'Brenda Kretzschmer'
Subject: RE: East side M-24 Property

Hi Brenda

I updated the commissioners at their last meeting that the Medical Care Community no longer had a need for the East side M-24 property. The County Commissioners have been updated but I do not believe there is action required on their part. If you prefer I can ask them at their meetings next week to pass a motion authorizing the sale of the property.

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: Brenda Kretzschmer [mailto:bkretzschmer@tcmcf.org]
Sent: Thursday, October 4, 2018 7:42 AM
To: Mike Hoagland (mhoagland@tuscolacounty.org) <mhoagland@tuscolacounty.org>
Subject: East side M-24 Property

Hello Mike,

I had not heard back from regarding the potential sale of our property on the east side of M-24. Do you need anything else from me? I would like to get this listed with a realtor as soon as possible. Your feedback is appreciated.

Regards,
Brenda



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Brenda Kretzschmer NHA
Chief Executive Officer

Tuscola County Medical Care Facility
1285 Cleaver Road

mhoagland@tuscolacounty.org

From: Sheila Long <slong@tuscolacounty.org>
Sent: Friday, October 5, 2018 8:42 AM
To: Mike Hoagland
Cc: Hon. Amy Grace Gierhart
Subject: Permission to use the courthouse lawn

Mike,

Good morning,

I am requesting permission to use the courthouse lawn on Friday, October 19 during the lunch break for an employee potluck.

Thank you for your time.

--

Sheila Long
Court Administrator
Tuscola County Courts
440 N. State Street
Caro, MI 48723
989-672-3807

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