

**TUSCOLA COUNTY BOARD OF COMMISSIONERS**  
**MEETING AGENDA**  
**FRIDAY, MARCH 12, 2010 – 8:00 A.M.**  
**ANNEX BOARD ROOM**

207 E. Grant Street  
Caro, MI 48723-1660

Phone: 989-672-3700  
Fax : 989-672-4011

- 8:00 A.M. Call to Order – Chairperson Bardwell  
Prayer – Commissioner Kern  
Pledge of Allegiance – Commissioner Petzold  
Roll Call – Clerk White-Cormier  
Adoption of Agenda  
Action on Previous Meeting Minutes (See Correspondence #1)  
Brief Public Comment Period  
Consent Agenda Resolution (See Correspondence #2)  
New Business  
    -Approval of Energy Grant Agreement  
    -Behavioral Health System Board Vacancies (See Correspondence #3)  
    -County Planning Commission Vacancy (See Correspondence #4)  
    -Set Committee Meeting Date  
    -Additional Year-End Financial Amendments  
    -New Hires at Mosquito Abatement  
    -Clerk Request for Additional Part-Time Hours (See Correspondence #9)  
  
Old Business  
Correspondence/Resolutions

**COMMITTEE AND LIAISON REPORTS**

**Committee of the Whole – FINANCE FOCUS** (See Correspondence # 5)  
Commissioner Peterson/Commissioner Bardwell

Other Business/On-Going Matters  
Next Meeting Date to Be Determined

**Committee of the Whole – PERSONNEL FOCUS** (See Correspondence # 5)  
Commissioner Peterson/Commissioner Roggenbuck

Other Business/On-Going Matters  
Next Meeting Date to Be Determined

**Committee of the Whole – BUILDING AND GROUNDS FOCUS** (See  
Commissioner Kern/Commissioner Petzold Correspondence # 5)

Other Business/On-Going Matters  
Next Meeting Date to Be Determined

**COMMISSIONER LIAISON COMMITTEE REPORTS**

PETZOLD

Recycling Advisory  
Resource Conservation and Development District  
Mid-Michigan Mosquito Control Technical Advisory Committee  
Thumb Area Consortium  
Multi-County Solid Waste  
TRIAD  
Local Unit of Government Activity Report  
Road Commission  
Health Board

ROGGENBUCK

Board of Public Works  
Local Unit of Government Activity Report  
Human Services Coordinating Council  
MAC Judiciary & Public Safety Committee  
Great Start Collaborative – Tuscola County  
Parks & Recreation  
NACo Agricultural Committee  
NACo Rural Action Caucus  
MAC Agriculture & Tourism

BARDWELL

Caro DDA  
Brownfield Redevelopment Authority  
Economic Development Corporation  
Tuscola 2011  
MAC Economic Development/Taxation  
MAC 7<sup>TH</sup> District  
Local Unit of Government Activity Report  
Michigan Association of Counties – Board of Directors  
NACo

KERN

Thumb Area Consortium  
Human Development Commission  
Health Board  
Senior Services Advisory  
Local Unit of Government Activity Report

Community Corrections Advisory Board  
Behavioral Health Board  
DHS/Medical Care Facility Liaison

PETERSON

Enterprise Facilitation  
Human Development Commission  
MEMS  
Michigan Association of Counties – Aging Work Group  
Michigan Association of Counties – Environmental  
LEPC  
NACo  
Local Unit of Government Activity Report  
Parks & Recreation  
Dispatch Authority Board  
County Planning Commission

Closed Session (If Necessary)

Other Business as Necessary

Extended Public Comment

Adjournment

Note: If you need accommodations to attend this meeting please notify the Tuscola County Controller/Administrator's Office (989-672-3700) two days in advance of the meeting.

## **CORRESPONDENCE**

- #1 February 23, 2010 Full Board Minutes
- #2 Consent Agenda Resolution
- #3 Behavioral Health System Board Vacancies
- #4 County Planning Commission Vacancy
- #5 February 25, 2010 Committee of the Whole & Statutory Finance Minutes
- #6 February 18, 2010 Road Commission Minutes
- #7 February 17, 2010 Human Development Commission Minutes
- #8 February 4, 2010 Road Commission Minutes
- #9 Clerk's Request for Additional Part-Time Hours

*DRAFT*

**Tuscola County Board of Commissioners  
February 23, 2010 Minutes  
Juniata Township Hall  
1971 S. Ringle Road, Caro, MI 48723**

Chairman Thomas Bardwell called the meeting of the Board of Commissioners of the County of Tuscola, Michigan, held at the Juniata Township Hall, on the 23<sup>rd</sup> day of February, 2010 to order at 7:30 p.m. local time

Prayer by Commissioner Roggenbuck  
Pledge by Commissioner Kern

**COMMISSIONERS PRESENT:**

District #1 Amanda Roggenbuck, District #2 Thomas Bardwell, District #3 Tom Kern, District #4 Roy Petzold, District #5 Gerald Peterson

10-M-036

Motion by Kern seconded by Roggenbuck to adopt the agenda as amended. Motion carried.

10-M-037

Motion by Peterson seconded by Petzold to approve the minutes of the 2/9/10 regular meeting. Motion carried.

Brief Public Comment – Vassar Township resident Donald Clinesmith appeared regarding the proposed airport ordinance airport. He is concerned about a grab for land and power. James MacFarlane, Wisner Twp Supervisor, agreed with the previous speaker. Tom Cooper with Heritage Sustainable Energy appeared regarding the proposed airport zoning ordinance.

Bob Capling appeared to express his objection to the county-wide airport hazard zone.

Karen Goodchild appeared regarding the proposed airport ordinance.

Bob Osborne appeared regarding the proposed airport ordinance.

Ione Vyse expressed the need for those in attendance to hear the presentation before commenting on the proposed airport ordinance.

Ron Bernea had a question regarding the public hearing associated with the airport zoning ordinance.

Ray Rendon, Indianfields Twp Supervisor, appeared regarding the proposed airport zoning ordinance.

Don Schmuck, Akron Township Supervisor, appeared regarding the proposed airport zoning ordinance.

Robert Mantey Drain Commissioner appeared regarding building occurring on drain right-of-ways. In order to alleviate this, supervisors and zoning administrators will receive a letter from the Drain Commissioner outlining the necessary steps to ensure compliance.

10-M-038

It was moved by Commissioner Peterson and supported by Commissioner Petzold that the following Consent Agenda Resolution be adopted:

### CONSENT AGENDA

- Agenda Reference:** A
- Entity Proposing:** COMMITTEE OF THE WHOLE 2/11/10
- Description of Matter:** Move that the resolution be approved in strong opposition to codification of the *DWAYNE B. VS GRANHOLM* consent judgment related to the costs and placement of children in the child welfare system as contained in House Bill 4118. Also, forward this resolution to all appropriate parties.
- Agenda Reference:** B
- Entity Proposing:** COMMITTEE OF THE WHOLE 2/11/10
- Description of Matter:** Move to approve the contract with Behavioral Health Systems for county inmate hospitalization with the elimination of the 30 day cancellation clause and authorize all appropriate signatures.
- Agenda Reference:** C
- Entity Proposing:** COMMITTEE OF THE WHOLE 2/11/10
- Description of Matter:** Move that the request from the Fremont Township Assessor as explained in the January 28, 2010 letter requesting the county to pay a portion of the cost for a property appraisal be denied because this is a local government responsibility.
- Agenda Reference:** D
- Entity Proposing:** COMMITTEE OF THE WHOLE 2/11/10
- Description of Matter:** Move to approve the county policy regarding Identify Theft Prevention (Red Flag) and the recommended committee be formed to implement the policy.

**Agenda Reference:** E

**Entity Proposing:** COMMITTEE OF THE WHOLE 2/11/10

**Description of Matter:** Move to amend the 2010 Budget to increase the County Clerk's budget by \$7,000 for support costs related to the new Data/Workflow Imaging system (reduces General Fund contingency to approximately \$24,000).

**Agenda Reference:** F

**Entity Proposing:** COMMITTEE OF THE WHOLE 2/11/10

**Description of Matter:** Move that per the February 10, 2010 request from the Caro Chamber of Commerce, authorization is given to use the Courthouse lawn on Saturday mornings for the Farmers' Market from May 8, 2010 – October 9, 2010.

**IT IS FURTHER RESOLVED** that any motion, resolution, or other act of Tuscola inconsistent with this Resolution is hereby rescinded, modified, replaced or superseded by this Resolution.

YEAS: all

NAYS: none

ABSTENTIONS: none

RESOLUTION ADOPTED.

#### **Discussion of Draft Airport Zoning Ordinance**

Delores Damm, chairperson of the airport zoning work group, explained her group's charge Linn Smith with the Michigan Aeronautics Commission outlined the next steps, including approval of an airport hazard area and ultimate adoption by the Board of Commissioners. Vice-Chairperson Ione Vyse discussed the proposed plan and fielded questions from those in attendance.

10-M-039

Motion by Kern seconded by Peterson that the February 17, 2010 letter of support from the Tuscola County Board of Commissioners for Tuscola Enterprise to submit a United States Department of Agriculture Rural Business Enterprise Grant be approved and said letter be authorized for signature. Motion carried.

10-M-040

Motion by Kern seconded by Roggenbuck that per the request of the Medical Care Facility, to approve and authorize signature, the Privacy Agreement for shredding of individual medical records by County Recycling. Motion carried.

10-M-041

Motion by Peterson seconded by Petzold to concur with the hiring of Star Lockwood for the grant funded part-time Building Strong Families parenting instructor position for families with children 0-5 years old pending satisfactory drug screen and physical exam effective Feb, 24, 2010. Motion carried.

10-M-042

Motion by Kern seconded by Petzold to concur with the hiring of John Adamczyk, Randy Babcock, James Benjamin, Ronald Botkins, Gary Burda, Mark Burda, Paul Chronowski, William Clairmont, Anthony Langlois, Amos Perkins, Thomas Perkins, Renee Raney, Nicholas Sattleberg, Mark Seelye, Leonard Terbush, Robert Walker, Patrick Webster, and Garry Zapfe for the 2010 Mosquito Season pending satisfactory drug screen and physical results. Motion carried.

10-M-043

Motion by Kern seconded by Roggenbuck that per the February 11, 2010 letter of request from the Polish Legion of American Veterans, the first Monday in March be designated as Casimir Pulaski Commemorative Day in Tuscola County. Motion carried

10-M-044

Motion by Kern seconded by Petzold that per the February 19, 2010 letter from the Sheriff, concur with the layoff notice to Corrections Officer Barbara Peters. Motion carried.

10-M-045

Motion by Petzold seconded by Peterson that per the request of the Emergency Management Director, to approve and authorize signature the Hazardous Material Planning grant. Motion carried.

10-M-046

Motion by Roggenbuck seconded by Kern that per the request of the Sheriff, to authorize submittal of a grant application to the Tuscola County Community Foundation for an amount of \$712.50 to purchase bullet resistant vests. Also, authorize all appropriate signatures. Motion carried.



10-M-047

Motion by Kern seconded by Roggenbuck to approve the contract with Tuscola Behavioral Health Services for certain prisoner mental health services with elimination of the of the 30 day contract cancellation and authorize all appropriate signatures. Motion carried.

10-M-048

Motion by Roggenbuck seconded by Kern to declare a 10-mile airport hazard area surrounding the Tuscola Area Airport for the purpose of considering an airport zoning ordinance under the authority of Act 23 of 1950, the Airport Zoning Act. Roll call: Roggenbuck, yes; Bardwell, yes; Peterson, yes; Petzold, yes; Kern, yes. Motion carried.

Extended public comment - none

Meeting adjourned at 10:46 p.m. until 8:00 a.m., March 11, 2010.

Margie White-Cormier  
Tuscola County Clerk

**'DRAFT'**

**COUNTY OF TUSCOLA**

**STATE OF MICHIGAN**

**RESOLUTION TO ADOPT CONSENT AGENDA**

At a regular meeting of the Board of Commissioners of the County of Tuscola, Michigan, held at the County Annex Building in the Village of Caro, Michigan, on the 12<sup>th</sup> day of March, 2010 at 8 o'clock a.m. local time.

COMMISSIONERS PRESENT:

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COMMISSIONERS ABSENT:

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It was moved by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_ that the following Consent Agenda Resolution be adopted:

**CONSENT AGENDA**

**Agenda Reference:** A

**Entity Proposing:** COMMITTEE OF THE WHOLE 2/25/10

**Description of Matter:** Move that the 2009 general fund activity budgets be amended as shown in the table below to prevent actual year-end expenditures from exceeding budget and in order to gain compliance with the Uniform Budgeting and Accounting Act.

	12/31/2009		Estimated	2009
	2009	2009	Difference	Year End
Expenditure	Amended	Projected	Under Budget	Amended
Category/Department	Budget	Actual	(Over Budget)	Budget
			(51,495)	
Circuit Court	1,330,017	1,381,312		1,381,312
Computer Operations	401,688	401,824	(136)	401,824
Veterans Burial	21,500	21,720	(220)	21,720

**Agenda Reference:** B

**Entity Proposing:** COMMITTEE OF THE WHOLE 2/25/10

**Description of Matter:** Move that the 2009 special revenue fund budgets be amended as shown in the table below to prevent actual year-end expenditures/revenues from exceeding budget and in order to gain compliance with the Uniform Budgeting and Accounting Act.

	12/31/2009	2009	Estimated	2009	
	2009	Projected	Difference	Year End	
	Amended	Actual	Under Budget	Amended	
Special Revenue Funds	Budget	Exp/Rev	(Over Budget)	Amount	Comments
<b>Family Counseling</b>					
Expense	6,224	17,800	(11,576)	17,800	Use of Fund Balance
<b>FOC</b>					
Revenue	1,319,537	1,166,806	152,731	1,166,806	
Expense	1,376,691	1,302,990	73,701	136,184	Use of Fund Balance
<b>Victim Services</b>					
Revenue	56,600	58,212	(1,612)	58,212	Revenue Amend
Expense	56,600	58,242	(1,642)	58,242	Use of Fund Balance
<b>Brownfield Redevelopment</b>					
Revenue	100,000	160,225	(60,225)	160,225	Rev Amend
Expense	100,000	160,225	(60,225)	160,225	Exp Amend
<b>CDBG Housing Grant</b>					
Revenue	125,000	145,146	(20,146)	145,146	Rev Amend
Expense	125,000	145,146	(20,146)	145,146	Exp Amend
<b>Local Corr Officers Training</b>					
Expense	9,000	11,638	(2,638)	11,638	Use of Fund Balance
<b>Law Library</b>					
Expense	5,400	5,873	(473)	5,873	Use of Fund Balance

	12/31/2009	2009	Estimated	2009	
	2009	Projected	Difference	Year End	
	Amended	Actual	Under Budget	Amended	
Special Revenue Funds	Budget	Exp/Rev	(Over Budget)	Amount	Comments
<b>Department of Human Services</b>					
Revenue	170,000	179,890	(9,890)	179,890	Rev Amend
Expense	170,000	186,967	(16,967)	186,967	Use of Fund Balance
<b>Voted Bridge</b>					
Expense	710,000	791,052	(81,052)	791,052	Use of Fund Balance
<b>Voted Medical</b>					
Revenue	309,000	377,888	(68,888)	377,888	Rev Amend
Expense	338,672	424,562	(85,890)	424,562	Use of Fund Balance
<b>Caro Sewer</b>					
Revenue	389,742	441,184	(51,442)	441,184	Rev Amend
Expense	389,742	441,184	(51,442)	441,184	Exp Amend
<b>Human Svc Capital</b>					
Revenue	480	634	(154)	634	Rev Amend
Expense	74919	74995	(76)	74995	Exp Amend
<b>Capital Improv</b>					
Expense	200,995	254,840	(53,845)	254,840	Use of Fund Balance
<b>Tax Foreclosure</b>					
Revenue	197,500	361,249	(163,749)	361,249	Rev Amend
Expense	152,195	287,807	(135,612)	287,807	Exp Amend
<b>Employee Vac/Sick Time</b>					
Expense	66,590	94,890	(28,300)	94,890	Use of Fund Balance

**Agenda Reference:** C

**Entity Proposing:** COMMITTEE OF THE WHOLE 2/25/10

**Description of Matter:** Move that supplemental appropriations from the general fund as shown in the table below be authorized to prevent the identified funds from finishing the 2009 fiscal year in a deficit situation and gain compliance with the Uniform Budgeting and Accounting Act.

<b>GENERAL FUND APPROPRIATIONS</b>			
Remonumentation (252)			\$6.00

**Agenda Reference:** D

**Entity Proposing:** COMMITTEE OF THE WHOLE 2/25/10

**Description of Matter:** Move to transfer \$776,845 in 2009 delinquent tax net earnings to the General Fund.

**Agenda Reference:** E

**Entity Proposing:** COMMITTEE OF THE WHOLE 2/25/10

**Description of Matter:** Move to authorize staff after consultation with the county auditors and Finance Chairman to conduct further year-end financial transactions and make other adjustments as necessary to gain compliance with the Uniform Budgeting and Accounting Act.

**Agenda Reference:** F

**Entity Proposing:** COMMITTEE OF THE WHOLE 2/25/10

**Description of Matter:** Move that the 2008/2009 Health Department audit be placed on file.

**Agenda Reference:** G

**Entity Proposing:** COMMITTEE OF THE WHOLE 2/25/10

**Description of Matter:** Move that the budget amendments to the Recycling Fund as identified in the February 18, 2010 correspondence from the Recycling Coordinator be authorized.

**Agenda Reference:** H

**Entity Proposing:** COMMITTEE OF THE WHOLE 2/25/10

**Description of Matter:** Move that Braun, Kendrick, Finkbeiner PLC be awarded Corporate Council Services for the county. Also, after final Board action on this motion, a letter be sent to all firms thanking them for submitting proposals.

**Agenda Reference:** I

**Entity Proposing:** COMMITTEE OF THE WHOLE 2/25/10

**Description of Matter:** Move to clarify the Travel Meal Policy to continue to pay the standard county meal policy meal rate (\$31 per day as of 3/12/10), except when traveling to certain metropolitan areas. When traveling to the areas listed in the Domestic Per Diem Rate Schedule (found

in IRS Publication 1542), the higher daily meal rate will be allowed as specified in said publication.

**Agenda Reference:** J

**Entity Proposing:** COMMITTEE OF THE WHOLE 2/25/10

**Description of Matter:** Move that per the February 9, 2010 letter of request from the Medical Care Facility that \$6,864 be authorized for transfer from the Voted Medical Care Facility Fund to the Regular Medical Care Facility for the items identified in the February 9, 2010 correspondence.

**Agenda Reference:** K

**Entity Proposing:** COMMITTEE OF THE WHOLE 2/25/10

**Description of Matter:** Move that the 2010 General Fund Budget be amended with a reduction of \$2,500 to the to the Michigan State University Extension Travel Budget and an increase of the same amount to various line items in the District Court Budget.

**Agenda Reference:** L

**Entity Proposing:** COMMITTEE OF THE WHOLE 2/25/10

**Description of Matter:** Move that a letter be sent from the Board Chair on behalf of the County Board of Commissioners in strong support for Dr. Hal Hudson to be hired as the District Coordinator to serve Tuscola, Sanilac, Huron, Lapeer and St. Clair Counties under the reorganized Michigan State University Extension system.

**Agenda Reference:** M

**Entity Proposing:** COMMITTEE OF THE WHOLE 2/25/10

**Description of Matter:** Move that per the February 23, 2010 letter of request from the Dispatch Director, that shift supervisor job titles be changed as specified in the February 23, 2010 correspondence with the understanding there is no wage increase with the position title changes.

**Agenda Reference:** N

**Entity Proposing:** COMMITTEE OF THE WHOLE 2/25/10

**Description of Matter:** Move that Board of Commissioner health insurance coverage be re-established and the 2010 Board of Commissioners Budget be amended by \$34,100 and this change be financed through an increase in budgeted Fund Balance from \$411,661 to \$445,761.

**Agenda Reference:** O

**Entity Proposing:** COMMITTEE OF THE WHOLE 2/25/10

**Description of Matter:** Move that County Road Commissioners be changed from appointed to elected with the next expiring Road Commissioner term and health insurance coverage for Road Commissioners be re-established, but only if the change from appointed to elected is implemented.

**Agenda Reference:** P

**Entity Proposing:** COMMITTEE OF THE WHOLE 2/25/10

**Description of Matter:** Move that the County Planning Commission be requested to make the necessary ordinance language changes to the Airport Zoning Ordinance to coincide with the 10 mile hazard area established by the Board of Commissioners (at the February 23, 2010 meeting) and then obtain final legal review and approval. Upon completion of these steps, the Board of Commissioners will advertise and conduct a public hearing.

**Agenda Reference:** Q

**Entity Proposing:** COMMITTEE OF THE WHOLE 2/25/10

**Description of Matter:** Move that the County opt into the new water system available to Vanderbilt Park with the understanding that the annual payments will be the obligation of the entity that is responsible for the park (County or any new entity that is formed).

**IT IS FURTHER RESOLVED** that any motion, resolution, or other act of Tuscola inconsistent with this Resolution is hereby rescinded, modified, replaced or superseded by this Resolution.

CONSENT AGENDA.....3/12/10.....Page 7

YEAS:

NAYS:

ABSTENTIONS:

RESOLUTION ADOPTED.

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Thomas Bardwell, Chairperson  
Tuscola County Board of Commissioners

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Margie White-Cormier  
Tuscola County Clerk





# TUSCOLA

## *Behavioral Health Systems*

February 25, 2010

Tuscola County Board of Commissioners  
Annex Building  
207 E. Grant Street  
Caro, MI 48723

Dear Commissioners,

Due to the resignation of Rachael Koepf and the passing of Floyd Echols, the Tuscola Behavioral Health Systems (TBHS) Board of Directors has two vacancies.

In an effort to assure that the membership of our Board is representative of Tuscola County and best fulfills the diverse skills and experience needs of our organization, we have analyzed our membership as to age, gender, geographic location, skills and experience, organizational experience and legal mandates.

On February 24, 2010, Sharon Beals, CEO and Paula Cavanaugh, Board Chairperson, interviewed Ms. Brenda Ryan and Mr. Brad Glassford for the current openings on the TBHS Board of Directors. For your review, enclosed is the information submitted by the applicants.

At its regularly scheduled Board Meeting of February 25, 2010, the Tuscola Behavioral Health Systems Board of Directors unanimously resolved to recommend to the Tuscola County Board of Commissioners, the appointments of Brenda Ryan and Brad Glassford to complete the terms of Rachael Koepf and Floyd Echols; both terms expiring on March 31, 2012.

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

Sincerely,

Sharon Beals  
Chief Executive Officer

Paula Cavanaugh  
Board Chairperson

SB/PC/psp

Enclosures

2-24-10  
c 9:00 AM

## Brenda Ryan

4265 Beach Street Akron, MI 48701 ♦ 989-691-5300 ♦ brendaj\_ryan@yahoo.com

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### Professional Experience

#### 1984-Present Owner, Manager, Busy "B" Flowerland Akron, MI

Management duties - 25 years of running a successful business. Greeting customers and sales persons, taking phone and in person orders, completing and delivering the order, billing, banking, accounting, ordering supplies, cleaning & processing flowers and plants, and setting up attractive displays

#### 2003-Present Council Member/Trustee, Village of Akron Akron, MI

Attended all regular and special meetings, applied for and was approved a \$22,000 village grant to revitalize local business exteriors. Set up a yearly village Clean-Up to help elderly and unable persons tidy up their yards and residences

#### 1982-1987 Owner, Co-Manager R&R Quick Stop Akron, MI

Management duties - 17 years of running a very busy convenience store with a large line of homemade Pizza, Subs, etc. Set up work schedules for 7-8 employees, banking, greeted customers and sales persons, took phone and in person orders, completed the orders, ordered to-go food supplies and grocery items, did food prep work, and stocked coolers and freezers

#### 1980-1983 Accounting Clerk, Receptionist, Super Food Services Bridgeport, MI

Cost Accounting Department- set pricing, processed incoming invoices, verified quantities shipped, and completed damage claims for all the IGA Stores in the state of Michigan. Front Desk Receptionist- greeted sales persons, answered and directed 6 line phone system to the proper department

#### 1979-1983 Decorating Consultant, Home Interiors & Gifts

Home based decorating business. Set up displays, processed orders, collected payments, delivered merchandise and completed all accounting

#### 1976-1980 Secretary, Tuscola County Courthouse Caro, MI

- Prosecuting Attorneys Office- set up the child support division, greeted parents, processed and filed paperwork, answered phones, helped in the criminal division when needed
- Register of Deeds Office- answered phones, greeted people, typed and registered new personal item claims (vehicles, etc) released them when notified of final payment, registered deeds, mortgages, made copies, microfilmed, and returned originals
- 4-H Office- answered phones, greeted people, registered all 4-H children and leaders for the county fair, accounting, banking. Helped in the Extension office when needed.

### Education

Graduate of Akron Fairgrove High School - Emphasis in Business and Secretarial  
Legal Secretary Major at Delta College - 4 credits from Associates Degree

Post #	7671	Date	2/10	# of pages	4
To	Brenda J. Ryan	From	Margie		
Co./Dept.	TBHS	Co.	Tuscola Co. Clerk		
Phone #		Phone #	672.3784		
Fax #	672.1596	Fax #	672.4266		

Brenda J. Ryan  
 4265 Beach St  
 Akron, MI 48701

January 22, 2010

Re: Application for Tuscola Behavioral Health Systems Board

Margie White-Cormier  
 Tuscola County Clerk  
 440 N. State St.  
 Caro, MI 48723

Dear Ms. White-Cormier:

I am applying to the Tuscola Behavioral Health Systems Board as per the notice in the Tuscola Advertiser.

I recently spoke with Mike Head, Director of Mental Health & Substance Abuse Administrator in Lansing at my daughters peer graduation. He told me I should be on this board. I have been an active part in my daughters treatment and recovery for the past 10 years. Being there through the tough days and now seeing the much better days I feel my "lessons" are something that could be of great help to others.

You will find my resume enclosed with the hopes you would consider me for this position. Thank you for your time and consideration of this svery important position. You may contact me at (989) 691-5300 home or (989) 691-5200 work.

Sincerely,

*Brenda J. Ryan*  
 Brenda J. Ryan

Enc.

Copy -> BOC 2/1/10

2-24-10  
@ 10:30 AM

Rec'd  
1/19/10

APPOINTMENT APPLICATION FOR TUSCOLA COUNTY  
BOARDS AND COMMISSIONS

Name Brad Glassford Home Phone 989 670 7885

Address 1002 Turner Dr. #2 Bus. Phone \_\_\_\_\_

City/State/Zip Caro, ME 48723-1121

Occupation \_\_\_\_\_

Employer \_\_\_\_\_

EDUCATION:

High School Caro Years Completed 9<sup>th</sup> thru 12<sup>th</sup> Graduated: '02

College \_\_\_\_\_ Degree \_\_\_\_\_

Community Involvement Was V.P. then President of T.P.P. Board of Directors (May '07 - Aug. '08). President of Community People Helping People (Non-profit, 2007-09). Former Member Continuum of Care

Additional info on back

NAME OF BOARD OR COMMISSION DESIRED:

1st Choice Tuscola Behavioral Health Systems

2nd Choice \_\_\_\_\_

Why do you wish to serve? Because of my experience in helping those are mentally & developmentally challenged/Physical too such as myself. I would try to make a difference best as I can  
(Additional information may be written on the back or included on a separate attachment)

Signature Brad Glassford Date 1/15/10

I was also a seasonal worker at Caro Farmers Market 2006-08



# TUSCOLA

## *Behavioral Health Systems*

March 1, 2010

Tuscola County Board of Commissioners  
Annex Building  
207 E. Grant Street  
Caro, MI 48723

Dear Commissioners,

As you are aware, the current terms of several members of the Tuscola Behavioral Health Systems Board of Directors will be expiring as of March 31, 2010. Applications for re-appointments are enclosed.

At its regularly scheduled Board Meeting of February 25, 2010, the Tuscola Behavioral Health Systems Board of Directors unanimously resolved, to recommend to the Tuscola County Board of Commissioners, the re-appointments of Mr. Donald McLane, Ms. Karen Snider, and Mr. Walter Szostak to our Board of Directors for a three year term.

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

Sincerely,

*Sharon Beals*

Sharon Beals  
Chief Executive Officer

*Paula Cavanaugh*

Paula Cavanaugh  
Board Chairperson

SB/PC/psp

Enclosures

**BOARDS AND COMMISSIONS**

Name Donald P. McLane

989/843/6427 Home

Address 6218 Pine St P.O. Box 44  
Phone \_\_\_\_\_

N/A Bus

City/State/Zip Mayville, MI 48744

Occupation Retired

Employer N/A

**EDUCATION:**

High School Mayville

Years Completed 12

College one semester

Degree N/A

Community Involvement Mayville Village Council 6Yrs. County Commissioner  
16 Yrs.

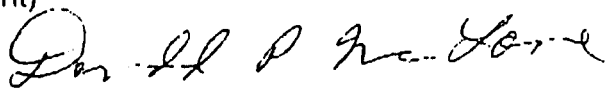
**NAME OF BOARD OR COMMISSION DESIRED:**

1<sup>st</sup> Choice Tuscola Behavioral Health Systems

2<sup>nd</sup> Choice \_\_\_\_\_

Why do you wish to serve? \_\_\_\_\_

(Additional information may be written on the back or included on a separate attachment)

  
Signature Donald P. McLane Date 2/26/10

APPOINTMENT APPLICATION FOR TUSCOLA COUNTY  
BOARDS AND COMMISSIONS

Name Karen J Snider Home Phone 989-672-2627  
Address 478 Meadow Dr Bus. Phone 989-673-7671  
City/State/Zip CARO MI 48723  
Occupation City Clerk/Treasurer  
Employer City of CARO

EDUCATION:

High School CARO High School Years Completed Graduated  
College Several classes Degree \_\_\_\_\_  
Community Involvement DDA, Church, numerous organizations  
Day to day involvement as Clerk.

NAME OF BOARD OR COMMISSION DESIRED:

1<sup>st</sup> Choice TBHS

2<sup>nd</sup> Choice \_\_\_\_\_

Why do you wish to serve? Presently serving and would like  
to continue.

(Additional information may be written on the back or included on a separate attachment)

Signature Karen J Snider Date 2-25-10



**APPOINTMENT APPLICATION FOR TUSCOLA COUNTY  
BOARDS AND COMMISSIONS**

Name Walter Szostak Home Phone 672-0052

Address 1415 Rivers Edge Bus. Phone 989-894-9804

City/State/Zip Caro, Michigan 48723

Occupation Banking

Employer Chemical Bank

**EDUCATION:**

High School Kingston Years Completed 4

College U of M, Central Degree BBA-Management,  
Masters Finance

Community Involvement Chamber of Commerce, Humane Society, Township  
Planning Commission, Studio 23, Bay Area Family Y Board Member

**NAME OF BOARD OR COMMISSION DESIRED:**

1<sup>st</sup> Choice Tuscola Behavioral Health Systems

2<sup>nd</sup> Choice \_\_\_\_\_

Why do you wish to serve? I value the services this organization provides. I feel  
that I can bring benefit to the organization through my background in business  
and finance.

(Additional information may be written on the back or included on a separate  
attachment)

Signature Walter Szostak Date 2/26/10

APPOINTMENT APPLICATION FOR TUSCOLA COUNTY  
BOARDS AND COMMISSIONS

Name Lonnie Kester Home Phone 989-871-4949

Address 4337 Birch Run Rd. Bus. Phone 989-621-2952

City/State/Zip Millington, MI 48746

Occupation FARMER

Employer Self Employed

EDUCATION:

High School Millington Years Completed Diploma

College \_\_\_\_\_ Degree \_\_\_\_\_

Community Involvement Southern Links Trailway, Millington  
Historical Society, Chamber, Rotary, Board Member  
Michigan Trailways and Greenways.

NAME OF BOARD OR COMMISSION DESIRED:

1st Choice Planning Commission

2nd Choice \_\_\_\_\_

Why do you wish to serve? Public Service

(Additional information may be written on the back or included on a separate attachment)

Signature [Signature] Date 3-2-10

RECEIVED  
MAR - 4 2010  
TUSCOLA COUNTY  
ACCOUNTS

to BOC 3/3/10

**DRAFT**  
**Tuscola County Board of Commissioners**  
**Committee of the Whole Minutes**  
**Thursday, February 25, 2010 – 8:00 A.M.**  
**Annex Board Room (207 E. Grant Caro, Mi.)**

Commissioners present: Roggenbuck, Bardwell, Kern, Petzold, Peterson. Also present: Michael Hoagland, Margie White-Cormier, Mary Drier, Mike Miller, Bob Klenk, Kate Neese, Mary Lou Burns

## Finance

**Year-End Preliminary Financial Information and Uniform Budgeting/Accounting Act Compliance – Controller/Administrator and Chief Accountant** (see consent agenda resolution to make necessary year-end adjustments per February 24, 2010 memo)

**The committee is proposing all capital expenditures be frozen and no new hires. Staff will look at various scenarios including furlough days, union contracts, FTEs, travel restrictions, non-mandated services, increase deductibles, etc. in an effort to mitigate expenses**

**Review of Health Department 08/09 Audit – 8:30 A.M. – Health Department Finance** presented by Bonnie Sammons (Health Department) and Heather Thomas from Gardner, Provenzano, Schauman & Thomas P.C. (see consent agenda to receive and place on file)

**Recycling Budget Amendment Request – Recycling Coordinator** – (see consent agenda resolution)

**Dispatch and Other Procedures for Emergency Telephone System** - in the event of a walk-away at the Caro Center. Bob Klenk distributed a written procedure. The Center's administrator will meet with local law enforcement

**MGT and Maximus County-Wide Cost Allocation Plan RFP – Controller/Administrator** – a bidding war is occurring

**Health Insurance – Next Steps – Fiscal/Personnel Analyst** – required PA 106 RFP was conducted. Staff met with other five agents. One-hour sessions will be scheduled in conjunction with upcoming commissioners' meetings

**Legal Service – General Counsel** – (see consent agenda resolution to select Braun Kendrick & Finkbeiner)

**Clarification of Meal Rate Policy** – previously approved using the IRS/GSA schedule. In-state cities not on the schedule would be at \$31 rate (see consent agenda resolution)

**Medical Care Facility Millage Transfer Request** – (see consent agenda resolution)

**District Court** – travel line item is inadequate due to unforeseen mandatory training. Amount needed - \$2500 (see consent agenda resolution)

### Secondary/On-Going Finance Items

1. Treasurer Bank Statement Reconciliation
2. Development of Financial Guidelines for Labor Negotiations
3. Update Regarding Broadband
4. Discussion of Tether Program Potentials – Potential Use of Grant Funds
5. ATM, PayPal, Touch Pay Options for Courthouse – Need to Schedule Meeting Date with Banks **March 12, 2010**
6. Dispatch Rebanding
7. Road Patrol and Senior Citizen Millage Renewal Language

## 8. Potential 2010 Budget Amendments

- Probation Officer Position
- Clerk's Office – Increase in Part-Time General Office Clerk's Hours

## Personnel

**Support Letter for MSUe District Coordinator Position** - an ag summit occurred yesterday in an effort to maintain services at current levels. Hal Hudson is one of three applicants.

Feedback can be provided via MSU's website (see consent agenda to send draft letter)

**Behavioral Health Board Vacancies** – Commissioner Kern will report after the next TBHS meeting.

**Requested Title Change for Shift Supervisors at Dispatch – Dispatch Director** – current titles do not properly reflect actual job function (see consent agenda resolution)

**Commissioner Health Care** – (see consent agenda resolution to reinstate)

**Road Commissioner Health Care** – (see consent agenda resolution to reinstate only if elected)

### Secondary/On-Going Personnel Items

1. Open Meetings Act Discussion for Boards and Commissions – Corporate Counsel and County Prosecutor
2. Incorporate County Personnel Policies and Other key Personnel Information on the County Web Site
3. Circuit/Family Court Personnel Policies
4. Road Commission Elected Versus Appointed – Next Steps – (see consent agenda resolution to make three board members elected)

## Building and Grounds

**Draft Airport Zoning Ordinance – Next Steps** – update ordinance to reflect the ten-mile hazard zone utilizing the planning commission. A public hearing needs to be scheduled.

**Niland Building – Possible Lease Buy-Out** – Doug VanEssen is crafting language

**Adult Probation Building Update and Alternative Locations** – a meeting to occur this afternoon

**Request for Tree Removal along Deckerville Road on County Property** – trees are growing into field. At a minimum, the farmer would like the trees eliminated on either side of the access route into the field. It was suggested to contact the Road Commission to see if this falls under their jurisdiction.

**Wisner/Akron Water Authority** – Wisner Township is scheduled to get water. This affects Vanderbilt Park (see consent agenda resolution to opt-in)

**National Center for Missing and Exploited Children** – free child ID kits, organize seminars, Take 25 campaign, publicized nationally (Department of Justice grant) (see consent agenda resolution – no cost to county)

## Correspondence/Other Business as Necessary

1. Energy Grant Approval – Next Steps
2. MAC 7<sup>th</sup> District Tentative Agenda
3. Great Lakes Restoration Initiative Grant Submittal
4. Other County Resolutions
5. National Flood Insurance Program

6. Health Department Monthly Report

7. Wind Energy Planning – **Saturday, February 27, 2010** Colwood Church, 8:30 A.M. to 12:30 P.M.

**Public Comment Period** - none

Meeting adjourned at 11:54 a.m.

Margie A. White  
Tuscola County Clerk

**Statutory Finance Committee Minutes  
Thursday, February 25, 2010  
Annex Board Room  
207 E. Grant St., Caro, MI**

Called to order: 11:55 a.m.

Commissioners present: Roggenbuck, Bardwell, Kern, Petzold, Peterson

Also present: Michael Hoagland, Margie White-Cormier.

Claims and per diems were reviewed and approved

Public Comment - none

Meeting adjourned at 12:00 p.m.

Margie A. White  
Tuscola County Clerk

February 18, 2010

A regular meeting of the Board was held in their offices at 1733 S. Mertz Rd., Caro, Michigan on Thursday, February 18, 2010 at 8:00 A.M.

Present: Commissioners John Laurie, Gary Parsell, and Mike Zwerk, Superintendent/Manager Jay Tuckey, Director of Finance/Secretary-Clerk Michael Tuckey.  
Also present: County Commissioner Roy Petzold.

Absent: County Highway Engineer Zawerucha.

Motion by Parsell seconded by Zwerk that the minutes of the February 4, 2010 regular meeting of the Board be approved. Zwerk, Parsell, Laurie --- Carried.

Payroll in the amount of \$108,284.55 and bills in the amount of \$397,889.79 covered by vouchers #10-09, #10-10, and #10-11 were presented and audited.

Motion by Zwerk seconded by Parsell that the payroll and bills be approved. Zwerk, Parsell, Laurie --- Carried.

Brief Public Comment Segment:  
None.

Motion by Parsell seconded by Zwerk that the bids for Reflective Sign Post Panels (Item B) taken and accepted at the last regular meeting of the Board be awarded to the low bidder, Dornbos Sign, Inc. Zwerk, Parsell, Laurie --- Carried.

Management and the Board further reviewed and discussed the bid for 2010 Annual Daily Traffic Surveys taken and accepted at the last regular meeting of the Board. After discussion, the following motion was introduced:

Motion by Zwerk seconded by Parsell to approve the purchase of eight (8) Traffic Counters and Software at an estimated cost of \$5,000.00; and that the Annual Daily Traffic Surveys be completed with Tuscola County Road Commission employee staffing. Zwerk, Parsell, Laurie --- Carried.

Management and the Board reviewed an annual comparison report for winter maintenance expenses.

At 8:15 A.M. the following bids were opened for 2010 Corrugated Metal Pipe & Related Products:

<u>Bidder</u>	<u>Total Items A, B, C</u>
St. Regis Culvert, Inc.	\$ 41,558.06
Premarc	44,381.40
Jensen Bridge & Supply Co.	43,470.95
Contech Construction Products	53,568.34

Motion by Parsell seconded by Zwerk that the bids for 2010 Corrugated Metal Pipe & Related Products be accepted, reviewed by Management, and tabled until the next regular meeting of the Board. Zwerk, Parsell, Laurie --- Carried.

At 8:45 A.M. the following bids were opened for Carbide Milling Bits:

<u>Bidder</u>	<u>Total Amount</u>
Winter Equipment Co.	\$ 5,642.00
St. Regis Culvert, Inc.	12,025.00
Truck & Trailer Specialties	6,474.00
Shults Equipment, Inc.	6,565.00
Tupes of Saginaw	6,487.00

Motion by Zwerk seconded by Parsell that the bids for Carbide Milling Bits be accepted, reviewed by Management, and tabled until the next regular meeting of the Board. Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk to amend the Road Commission's Road Policy and Procedure for Certification of a Privately Built Road as proposed by Management. Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk to approve adding the Speedway Gas Station in Vassar as a vendor for gas and diesel fuel. Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk that the Tuscola County Road Commission cast a ballot for Michael Maloney of Ontonagon County, Luke Houlton of Cheboygan County, William Watkins of Hillsdale County, and Brent Bair of Oakland County to serve on the Board of Directors of the County Road Association of Michigan. Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk that the sealed bid received from Jensen Bridge & Supply Company for 2010 Corrugated Metal Pipe & Related Products which was read after the bid opening be accepted and added to the bid tabulation. Zwerk, Parsell, Laurie --- Carried.

The Board reviewed the Road Commission's Mailbox Specification Policy.

Motion by Parsell seconded by Zwerk that the meeting be adjourned at 9:35 A.M. Zwerk, Parsell, Laurie --- Carried.

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Chairman

---

Secretary-Clerk of the Board



# 7

HUMAN DEVELOPMENT COMMISSION  
Board of Directors Meeting  
February 17, 2010  
3 p.m.

**PRESENT:** Della Hammond, Chris Taylor, Bob Sugden, Tom Kern, Leo Dorr, Jerry Peterson, John Merriman, Bob Wood, Jamie Daws, Norton Schramm, Grace Temple, Carl Holmes, Elmer Bussema, Ron Wruble, Steve Vaughan, Beth Hunter, Lisa Pridnia, Linda Jarvis, Gary Roy, Bill Butler

**ABSENT:** Judge Kim Glaspie (excused), Al Long (excused), George Loomis (excused)

**STAFF:** Lori Offenbecher, Brian Neuville, Rick Kloor, Becky Hassler, Lori Ertman

Chairperson Hammond convened the meeting at 3 p.m. Roll was called and a quorum established. The Pledge of Allegiance and introduction of staff followed.

Motion by Chris Taylor, seconded by Leo Dorr, to accept the January 20, 2010 Board of Director minutes as mailed. Motion carried.

TIME FOR PUBLIC - There were no comments from the public.

CHAIRPERSON'S REPORT

The Board Pass-Around Folder was distributed and contained; 1) customer thank-yous, 2) notification that Chemical Bank donated \$3,000 to the agency for Foreclosure Prevention and \$800 for Walk For Warmth, 3) Monitoring Reports reviewed by the Planning/ Evaluation Committee - Families Tenant Based Rental Assistance, Youth Tenant Based Rental Assistance, HUD Housing Counseling and Family Self-Sufficiency, 4) pictures from the HDC Tuscola County Staff Luncheon and Auction held for Walk For Warmth in which \$1,254 was raised, and 5) notice that Dr. Beegle will be in Bad Axe on April 29.

Chairperson Hammond advised that the four-county Boards of Commissioners had made their 2010 appointments to the HDC Board of Directors.

Motion by Bill Butler, seconded by Norton Schramm, to accept Tuscola County's appointments of Jerry Peterson and Tom Kern; Sanilac County's appointments of John Merriman and Jamie Daws, Lapeer County appointments of Linda Jarvis and Gary Roy, and Huron County's appointments of Ron Wruble and Steve Vaughan. Motion carried.

Chairperson Hammond reminded members to return their 2010 Committee/Advisory Council Liaison Sign-Up Sheets.

In preparation for the annual election of officers in March, Chairperson Hammond appointed a Nominating Committee comprised of Lisa Pridnia, as Chair; Tom Kern, Grace Temple and Linda Jarvis.

In preparation for the agency's Annual Luncheon and Program, Chairperson Hammond appointed an Award Selection Committee comprised of Carl Holmes, as Chair; Bill Butler, Steve Vaughan and Bob Wood.

Chairperson Hammond noted a proposed Conflict of Interest and Disclosure Policy which was sent to members in advance of the meeting. Motion by Norton Schramm, seconded by Jamie Daws, to adopt the HDC Conflict of Interest and Disclosure Policy as presented. Motion carried.

Motion by John Merriman, seconded by Chris Taylor, to accept the Chairperson's Report as presented. Motion carried.

### FINANCE REPORT

Mr. Neuville highlighted the January, 2010 Finance Report which reflected monthly expenditures of \$939,922 and a total budget of \$16.5 million.

Motion by Jerry Peterson, seconded by Jamie Daws, to accept the January Finance Report as presented. Motion carried.

Motion by Bob Sugden, seconded by Carl Holmes to authorize Della Hammond, Leo Dorr, Lori Offenbecher and Lori Ertman to sign checks on behalf of the agency and to authorize Brian Neuville to release financial information to appropriate sources. Motion carried.

Motion by Bob Wood, seconded by Beth Hunter, to accept the Finance Report as presented. Motion carried.

### EXECUTIVE/FINANCE-AUDIT COMMITTEE

Chairperson Hammond advised that the Committee had met on January 28 at which time action was taken to compensate the former Executive Director for accrued vacation time and to develop a separation agreement prior to payment of her final retirement check.

The Committee was informed that additional funding to cover expenses associated with past efforts on the failed Crowell Development Project from MSHDA would not be forthcoming, however, a repayable loan was offered.

Motion by Bill Butler, seconded by Carl Holmes, that the agency accept the terms and conditions of a five-year, no interest, repayable loan from MSHDA, in the amount of \$132,420, and the Chairperson and/or Executive Director be authorized to sign and submit the grant-related documents on behalf of the Governing Board. Motion carried.

In an effort to provide members with a clearer understanding of the South Saginaw Homes Phase II Project, detailed information was provided.

Based on experience in the area of development, Ms. Hunter provided her perspective on the project. She also volunteered to be part of the next conference call with the developer and MSHDA, in addition to reviewing the project's performance.

Motion by Tom Kern, seconded by Jerry Peterson, that the Executive Director take the necessary steps to discontinue the agency's partnership in South Saginaw Homes Phase II, contingent upon further exploration of potential repercussions which could result from this action. Motion carried.

Motion by Beth Hunter, seconded by Jamie Daws, to accept the Executive/Finance-Audit Committee minutes as presented. Motion carried.

### PLANNING/EVALUATION COMMITTEE

Information was provided on proposals to be submitted to the Tuscola County Community Foundation and the Michigan Department of Human Services.

Motion by Jerry Peterson, seconded by Bob Sugden, to submit a proposal to the U.S. Department of Health and Human Services, in the amount of \$738,839, for the continuation of the Early Head Start Program. Motion carried.

Motion by Bill Butler, seconded by Grace Temple, to submit a proposal to the U.S. Department of Health and Human Services, in the amount of \$18,471, to obtain training and technical assistance for Early Head Start staff. Motion carried.

Members were provided an update on proposals which had been submitted and reviewed written on-site monitoring reports, as well as the agency's responses, for 1) Families Tenant Based Rental Assistance, 2) Youth Tenant Based Rental Assistance, 3) HUD Housing Counseling, and 4) Family Self-Sufficiency.

Motion by Jerry Peterson, seconded by Norton Schramm, to accept the on-site monitoring reports and responses as presented. Motion carried.

Motion by Jamie Daws, seconded by John Merriman, to accept the Planning/Evaluation Committee report as presented. Motion carried.

### COMMUNITY ACTION ENDOWMENT BOARD OF TRUSTEES

Mr. Holmes advised that the Board had met on January 17 at which time he was re-elected as Chairman, and Bob Sugden as Vice-Chairman.

The Endowment Asset Report which reflected a balance of \$77,238.91 which included dollars raised by the Annual Endowment Appeal letter sent in November.

In relation to an Endowment fundraiser, it was the consensus of members that a Michigan 3 Game be pursued.

Motion by Leo Dorr, seconded by Chris Taylor, to accept the Community Action Endowment Board of Trustees minutes as presented. Motion carried.

### DOMESTIC VIOLENCE SERVICES ADVISORY COUNCIL

Ms. Hunter advised that the Council had met on January 20 and members were apprised that that the annual Night to Indulge fundraiser raised \$1,355 for the agency's Domestic Violence Program.

In addition, the Council was informed that Huron County Safe Place had requested \$20,000 from the agency for their domestic violence shelter; as HDC did not have the funds available, staff will assist Safe Place in devising a plan to maximize the use of their current funding.

Motion by Bob Sugden, seconded by Carl Holmes, to accept the Domestic Violence Services Advisory Council minutes as presented. Motion carried.

COMMUNITY DISPUTE RESOLUTION PROGRAM ADVISORY COUNCIL

Mr. Wood advised that the Council had met on January 25 at which time members discussed the 2010 CDRP grant and the Criminal History Background Check Policy.

Motion by John Merriman, seconded by Beth Hunter, to accept the Community Dispute Resolution Program Advisory Council minutes as presented. Motion carried.

CARO TRANSIT AUTHORITY

Mr. Taylor advised that the Caro Transit Authority met on January 27, at which time they approved the 2011 Annual Application Plan and budget.

It was also noted that the grant, which was extended to help pay for the New Freedom bus, was approved by MDOT. The operations report for the month of December reflected that the New Freedom project increased rides, especially for Vassar and Mayville.

Motion by Leo Dorr, seconded by Gary Roy, to receive the Caro Transit report as presented. Motion carried.

AGENCY REPORT

In relation to enhancing local partnerships, Ms. Offenbecher advised that:

-Through its RSVP Program, the agency is expanding its partnership with the Tuscola County Literacy Council to conduct TutorTraining. This project is also conducted with the Huron County Adult Literacy Project and both are in partnership with the Sanilac County Literacy Council.

-The agency developed a new partnership with the Lighthouse in Caro and will be placing their volunteers in various programs offered by the agency to provide skill-enhancement training.

-She will be meeting with the local DHS Directors in the four counties to discuss current and future collaborations that will be beneficial to mutual customers.

-The agency is investigating a partnership with Lapeer and Sanilac County Health Departments to provide health-related services for migrant families through the agency's Migrant Services Program.

-She had been invited, and will begin attending, the Thumb Area Workforce Investment Development Board quarterly meetings.

-She met with Saginaw Community Action Agency's Director regarding Phase I and II of South Saginaw Homes, the Commodities Program, and work being performed by Cass River Construction under Saginaw's Weatherization Program.

-She had met with the Director of St. Clair County Community Action Agency in relation to the Voices For Action Project. The Director, Melinda Johnson, agreed to be co-regional lead with the agency and Becky Hassler, HDC Program Development Director, will serve as the point person.

-The agency is continuing its partnership with the Tuscola Department of Human Services for the provision of co-parenting classes for the Early Head Start Program.

-The agency extended its contract for services, through June 30, 2010, with Blue Water Center For Independent Living under the Welcome Home project.

In relationship to other areas, Ms. Offenbecher advised that:

-Early Head Start Expansion is moving forward as the agency is enrolling children and continuing to hire staff.

-She met with agency Weatherization staff to determine what supports and assistance they need to ensure production targets are met and received assurance that goals would be met in February. Over 758 applications have been completed for the program and, based on the Obama Administration's desire to have up to date information, the Weatherization Program is now reporting weekly versus monthly.

Representatives from the Department of Energy had scheduled an on-site visit for February 10, however, due to weather, it was cancelled.

-Staff are in the process of developing a strategic planning timeline; details will be shared in the near future.

-Research on Board of Director best practices is continuing.

-Based on the four-day workweek, the agency saved 15% on utility costs in 2009.

Members were provided with an overview of the Governor's budget recommendations.

Motion by Bob Wood, seconded by Bill Butler, to accept the Agency Report. Motion carried.

#### OTHER

Mr. Vaughan advised that bids were awarded on the Bad Axe Senior Center and approximately 60% of the work is completed.

Meeting adjourned at 4:30 p.m.

Respectfully submitted,

  
Lori Ertman  
Executive Director's Assistant

February 4, 2010

A regular meeting of the Board was held in their offices at 1733 S. Mertz Rd., Caro, Michigan on Thursday, February 4, 2010 at 8:00 A.M.

Present: Commissioners John Laurie, Gary Parsell, and Mike Zwerk, County Highway Engineer Michele Zawerucha, Superintendent/Manager Jay Tuckey, Director of Finance/Secretary-Clerk Michael Tuckey.  
Also present: County Commissioner Roy Petzold.

Motion by Parsell seconded by Zwerk that the minutes of the January 21, 2010 regular meeting of the Board be approved. Zwerk, Parsell, Laurie --- Carried.

Payroll in the amount of \$100,019.81 and bills in the amount of \$128,885.13 covered by vouchers #10-07 and #10-08 were presented and audited.

Motion by Zwerk seconded by Parsell that the payroll and bills be approved, and that bills be paid next week upon receipt of township deposits at the discretion of the Director of Finance. Zwerk, Parsell, Laurie --- Carried.

Brief Public Comment Segment:

- (1) Mr. George Pattullo appeared before the Board to discuss the Board's motion made at the last regular meeting regarding the use of snowmobiles.
- (2) County Commissioner Roy Petzold reported to the Board that the Millington Township Board has concerns regarding communication with the Road Commission. The Board requested that the Secretary/Clerk send a letter to the Millington Township Board requesting specific information and any suggestions for improving communication.

At 8:15 A.M. the following bids were opened for 2009 Hired Equipment:

<u>Worth Construction, Inc.</u>	<u>Hourly Rate</u>
892 John Deere Excavator	170.00
150 Kobelco Excavator	120.00
45 Kobelco Excavator	100.00
315 Cat Excavator	120.00
325 Cat LS Excavator Long Reach 60'	215.00
308 Cat Excavator	110.00
Loader 3 Yard	100.00
Loader 4 Yard	110.00
Loader 6 Yard	160.00
D6H Dozer	135.00
450 Case Dozer	80.00
850 Dozer	95.00
D5G Dozer	95.00
600 Champion Grader	90.00
Skidsteer and Attachments	85.00
15 Yard Dump Truck	85.00
950B Cat Loader	110.00

Backhoe Rubber Tire 580K	100.00
Landscape Tractor	85.00
Lowboy Tractor & Trailer	100.00
Gravel Trains	110.00
Lead Tri Axle	95.00
Utility Truck	60.00
Dump Trailer	160.00 p/day
Box Truck	200.00 p/day
Boom Truck	100.00
Vac Truck	230.00 p/hr w/ 2 men
Man Power	45.00
Supervisor	50.00
Steel Drum Vibratory Roller	100.00
ASV's with Dave Co Cutters	110.00
Challenger 175 Horse/10' Cutters	160.00
15' Bat Wing & Tractor	150.00
Chain Saws	50.00 p/day
Tool Trailer/Tools	160.00 p/day
Pumps	80.00 p/day
Jumping Jack Compactor	90.00 p/day
RS900 RTV	150.00 p/day
Pick Ups	25.00 p/hr unmanned
5500 Kodack	35.00 p/hr unmanned
Per Diem	120.00 p/day
25K Generator	460.00 p/day
10K Generator	100.00 p/day
Light Tower	100.00 p/day
Arrow Board	100.00 p/day
Line Locator	50.00 p/day
Air Spade	30.00 p/day
Pogo Stick	30.00 p/day
Compression/Sandblaster	330.00 p/day
Porta John	150.00 p/month
Walk behind saw	300.00 p/day + blade wear

Pavement Recycling Inc.

Hourly Rate

CAT PM 465 Pulverizer/Stabilizer	6 ft.	425.00
CMI RS 650 Pulverizer/Stabilizer	8 ft.	475.00
CMI RS 500 Pulverizer/Stabilizer	8 ft.	325.00
CMI RS 500B Pulverizer/Stabilizer	8 ft.	375.00
CMI RS 600 Pulverizer/Stabilizer	8 ft.	475.00
Koehring 733 Pulverizer/Stabilizer	7 ft.	275.00
P&H 107 Asphalt/Cement Stabilizer	12 ft.	550.00
P&H 88 Asphalt/Cement Stabilizer	8 ft.	450.00
P&H 58 Asphalt/Cement Stabilizer	5 ft.	350.00
Oshkosh 6WD Cement/Lime Spreader	8 ft.	175.00
Rockland Cement/Lime Spreader	12 ft.	175.00
Fruehauf Cement/Lime Transport/Sprdr	25 ton	175.00
Cat 160H Auto Grader	14 ft.	125.00
Champion 740 Grader	14 ft.	85.00
Ferguson Roller – Rubber Tired	22 ton	60.00
Ferguson Roller – Rubber Tired	10 ton	50.00
Sakai Roller – Rubber Tired w/ Spray System	20 ton	75.00

Hypac 778A Roller – Vibratory Dbl Drum	12 ton	75.00
Bomag Roller – Vibratory Dbl Drum	10 ton	60.00
Cat CP563 Roller – Vibratory Steel/Pad Foot	7 ft.	75.00
Entyre Asphalt Tanker	13,500 gal.	85.00
Trailmobile Asphalt Tanker	6,500 gal.	40.00
Trailmobile Water Tanker/with Spray System	5,500 gal.	110.00
Bear Cat/Ford Hot Rubber & Fiber Sealer	1,200 gal.	250.00
Crafco Hot Rubber & Fiber Sealer	400 gal.	155.00
Crafco Hot Rubber & Fiber Sealer	200 gal.	125.00
Chevrolet Crack Preparation Unit	5 yd.	45.00
Eager Beaver/Wstar Lowboy & Tractor	8 axle	125.00
TrailKing/IHC Lowboy & Tractor	6 axle	85.00
Rogers/Wstar Lowboy & Tractor	6 axle	85.00
International Truck Tractor	Tandem	55.00
CMI Tag Trailer	15 ton	25.00
Thermal Power Asphalt Heater Patcher	1 ½ ton	150.00
Rosco Asphalt Distributor	2,500 gal.	90.00
Aeroil Asphalt Spray Tanker	1,600 gal.	75.00
Chevy Sign Truck	12 ft.	45.00
Hough 65 Loader	2 yd.	65.00
Hough 90 Loader	4 yd.	75.00
International Service Truck	Tandem	65.00
Chevy Service Truck	3,500 HD	65.00
Ford Service Truck	550	65.00
Smith Air Compressor	100	40.00
Supervisor		65.00
Labor		40.00

Kappen Tree Service, LLC

Hourly Rate

Bucket Truck, Chipper & 2 Men for Trimming	95.00
Bucket Truck, Chipper & 3 Men for Removal	125.00
Chip Truck, Chipper & 3 Men for Chipping	115.00
Pick-up and Stump Grinder	75.00
Hydraulic Tree Trimmer	80.00
Posi-Trac Mower	100.00
Hydro Ax Mower & 20" Tree Shear	125.00
Morbark 20-36 Track Chipper (Whole Tree)	150.00
Ford 6610 Side Mower for Grass	60.00
Ford 7740 Boom Mower for Brush & Grass	75.00
Komatzo 250 Excavator	90.00
Cat 977 Dozer with Root Rake	80.00
Volvo Off-Road Truck 20 Ton	80.00
Cat D-6 L.G.P. 12' Blade	100.00

Dependable Sewer Cleaners

Hourly Rate

2 – Vactor Combination Units. Combination machines with jetting & vacuum capabilities. Used to clean manholes, catch basins, culverts, etc. Water jetting can be used to clean any size line. This service includes 2 trained operators.	140.00
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1 – Super Sucker Camel Unit. Combination jet/vac machine used to clean deeper (up to 32 feet) lift stations, manholes, and catch



basins. Water jetting can be used to clean any size line. This service includes 2 trained operators. 140.00

4 – Trailer Mount High-Pressure Water Jets. These machines clean any type lines. Primarily used for storm and sanitary sewer lines, to clean sand & gravel from culverts and thaw frozen lines. This service includes 2 trained operators. 130.00

3 – Trailer Mount Pumper Units. Used primarily to clean smaller catch basins and manholes. This service includes 2 trained operators. 130.00

14 – Fully equipped service trucks for residential & commercial lines. This service includes 1 operator. 100.00

2 – Underground Video/Camera Units. These cameras enable us to inspect underground lines instantly, and review the pipeline problem on video tape. Available in VHS or DVD format. This service includes 2 operators. 130.00

Pan and Tilt Mainline Camera Unit: This unit is used for larger main lines between manholes. This unit is capable of inspecting lines ranging from 6” to 84” in diameter. The full color camera features “Pan & Tilt” which allows for close-up viewing of problem areas in lines, laterals and leads. Available in VHS or DVD format. This service includes 2 operators. 150.00

Signage – Traffic Control 75.00

Dependable Sewer Cleaners holds a Liquid Industrial Waste hauling license. Any expenses incurred by Dependable Sewer Cleaners for disposal of waste from catch basins, culverts, etc. will be added to the total cost of the job, if these expenses arise. Please note that there is a minimum 2 hour charge for each service call.

Henry Jaster Construction Inc. Hourly Rate

Kobelco 210 Excavator (50,000# machine)	90.00
Kobelco 905 Excavator (25,000# machine)	80.00
Cat D3 Dozer	65.00
Case 580K Extendahoe Backhoe	50.00
Case 450 Crawler LDR Dozer	45.00
Komatsu 250 Loader (3 yd bucket)	80.00
Tri-axle Dump Trucks	55.00
Quad Axle Dump Truck	60.00
Quad Axle Demo Leads w/trk	60.00
8 Axle Flo-Boy Live bottom w/trk	95.00
Quad Axle dump w/6 axle pup (short doubles)	95.00
Case 2 Wd Forklift	45.00
Mobilization – Quad Axle Tilt Bed	75.00
Labor/Manpower	45.00
Supervision/Manpower	55.00

Rooney Contracting Co., Inc. Hourly Rate

Komatsu PC 300 LC Excavator	130.00
Caterpillar 320L Excavator	105.00

Caterpillar D6D Bulldozer	105.00
Caterpillar D6K Bulldozer	125.00
Caterpillar D5C Bulldozer	95.00
Mustang Mini Excavator	95.00
New Holland Track Skidster	75.00
Caterpillar 966G Loader	115.00
Sterling Tandem Dump Truck	70.00
Mack Gravel Train	110.00
Mack w/ Lead Trailer	85.00

Rooney Crane Service, LLC. Hourly Rate

Grove 22 Ton All Terrain Crane	140.00
Grove 40 Ton All Terrain Crane	245.00
Grove 60 Ton All Terrain Crane	295.00
Grove 80 Ton All Terrain Crane	330.00
Grove 120 Ton All Terrain Crane	385.00
Grove 165 Ton All Terrain Crane	455.00

Cartage included in hourly rate.

State and County highway permits will be billed at cost (if required).

Crane rates include operator, fuel, insurance and maintenance.

(Minimum Charge of 4 hrs will be charged for all cranes. Hourly rate will be charged for travel to and from site.)

Labor Charges: (Additional labor charges will be incurred for Sunday and Holidays below)

	<u>Time and One Half</u>	<u>Double Time</u>
Operator	\$45.00/hour additional	\$65.00/hour additional
Oiler	\$30.00/hour additional	\$45.00/hour additional

Kappen Excavating LLC Hourly Rate

Komatsu D-135 Dozer 14 ft blade/78,000 lbs	130.00
International/Tri-axle Dump Truck 12 yd	64.00
EMI/Hyd-detach Lowboy & Tractor 50 Ton	90.00
Komatsu/WA-350 Loader 3.5 yd	90.00
Komatsu/PC-200 Excavator 1.5 yd	95.00
Komatsu/PC-300LC Excavator 2.25 yd/hyd. Thumb	125.00
Komatsu/D-31P Dozer 6-way 9ft blade	70.00
Komatsu/D-58P Dozer 6-way 11ft blade/35,000 lbs	105.00
John Deere/Grader 6-wheel drive 13 ft mold bd	95.00
NH/Utility Tractor TC 40 D 40 hp w/attachments	55.00
Tractor & Trains/Triple & Ten	90.00
Vib. Compactor/Case smooth/pad foot 72"	63.00
Labor	35.00
Quad Axle, 17 yd	70.00
Earth mover/Cat/621B/14 yd	125.00

Monchilov Excavating, Inc Hourly Rate

315 CL Cat (1yd) Hyd Thumb Excavator	90.00
200 PC Komatsu (1.5 yds) Hyd Thumb Excavator	100.00
322 Cat (2 yds) Hyd Thumb Excavator	105.00
350 PC (2.5 yds) Hyd Thumb Excavator	115.00

330 Cat (3 yds) Excavator	125.00
Hitachi 125D (1.5 yds) Dragline 40 tons	130.00
938G (3.5 yds) Cat Loader	90.00
257 Cat Track Skidsteer	65.00
D56 Cat Wide Track Dozer	100.00
315 CL Cat Grizzly Tree Cutter	125.00
257 Cat Skidsteer – Cat Brush Cutter	75.00
MT 30 Off Rd 30 tons	125.00
HA 270 Off Rd 27 tons	95.00
Trucks-Leads	80.00
Trucks-Trains	100.00
Lowboy & Truck	95.00
Labor	50.00

Schriber Excavating, LLC

Hourly Rate

Cat 225 Excavator (1 ¼ yd)	80.00
Cat 225 Excavator (2 yd)	90.00
John Deere 450c Bulldozer	55.00
Cat 330 BL Excavator	115.00
Semi-4 Axle Lead Dump Trailer	70.00
Semi-Triaxle Lowboy Trailer	85.00
Earth Mover 9 Cyd	85.00
Bucyrus Erie 30B Dragline (1 ½ yd)	80.00

K & K Contracting, Inc.

Hourly Rate

Komatsu PC 270 – Excavator	110.00
Yutani MD240C – Excavator	100.00
Kobelco 912 LC II – Excavator	110.00
Kobelco 909 LC II – Excavator	100.00
Dozer Komatsu D-65-E-6	95.00
Dozer Caterpillar D-4 LGP	80.00
Backhoe JCB 2145	75.00
Skidsteer Takeuchi TL130	80.00
Tractor – Trailer (Lowboy)	Same as equipment being moved

Motion by Parsell seconded by Zwerk that the bids for 2010 Hired Equipment be accepted and awarded on an “as needed” basis in the best interest of the Tuscola County Road Commission. Zwerk, Parsell, Laurie --- Carried.

County Highway Engineer Zawerucha presented to the Board the P.A.S.E.R. Rating Data for the primary road system and projected primary roadwork for years 2011, 2012, and 2013.

Director of Finance Michael Tuckey presented to the Board reports of the Michigan Transportation Fund. Management and the Board also discussed proposed legislation for gasoline and diesel tax increases.

At 8:30 A.M. the following bids were opened for 2010 Crushed Gravel:

<u>Bidder</u>	<u>Pit Name</u>	<u>Twp. &amp; Sec.</u>	<u>Material</u>	<u>Price</u>
Thumb Aggregates	T. Aggregates	Elkland, 33	22A natural	5.00 p/ton
	T. Aggregates	Elkland, 33	23A natural	5.00 p/ton
Albrecht Sand	Cat Lake	Wells, 31	23A	4.85 p/ton

& Gravel Co.	North Lake	Watertown, 29	23A	3.00 p/ton
Saginaw Asphalt Paving Co.	North Lake	Watertown, 33	22A	5.85 p/ton
	North Lake	Watertown, 33	23A	4.85 p/ton
	Sheridan Rd.	Millington, 35	22A	5.85 p/ton
	Sheridan Rd.	Millington, 35	23A	4.85 p/ton
	Juniata	Vassar, 24	23A	4.85 p/ton

Motion by Zwerk seconded by Parsell that the bids for 2010 Crushed Gravel be accepted and purchases made in the best interest of the Tuscola County Road Commission. Zwerk, Parsell, Laurie --- Carried.

Motion by Zwerk seconded by Parsell to grant Novesta Township a one-year variance of the Local Road Improvement and Township Allowance Policy for the 2010 season approving to suspend resurfacing Kelly Road from Warner to Cemetery and instead resurface Kelly Road from Dodge to Phillips with a thinner application of asphalt from Dodge to Thumb Welding in 2010, with the understanding that in 2011 Novesta Township will return to the policy requiring the oldest surface fifteen years old or older to be resurfaced. Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk to remove the Yield Signs located on Bradleyville Road south of M-46 at the railroad crossing in conjunction with the activation of the railroad crossing signal. Zwerk, Parsell, Laurie --- Carried.

At 8:45 A.M. the following bids were opened for Signs and Reflective Sign Post Panels:

<u>Bidder</u>	Item A	Item B
	Signs <u>Total</u>	Reflective Panels <u>Total</u>
Lightle Enterprises	\$ 7,692.00	\$ 838.00
Newman Signs, Inc.	6,457.55	615.50
Dornbos Sign, Inc.	6,759.40	1,292.00
TAPCO, Inc.	8,668.00	1,367.50
Vulcan Signs	6,553.95	alternate bid

Motion by Parsell seconded by Zwerk that the bids for Signs and Reflective Sign Post Panels be accepted, reviewed by Management, and tabled until later this meeting. Zwerk, Parsell, Laurie --- Carried.

At 9:00 A.M. the following bids were opened for 2010 Pavement Marking:

<u>Bidder</u>	<u>WPM, 4" White</u>	<u>WPM, 4" Yel.</u>	<u>W.RR X Sym.</u>	<u>Cold Plastic RR X Sym.</u>	<u>Reg. Dry 4" White</u>	<u>Reg. Dry 4" Yellow</u>
P.K. Contracting, Inc.	\$0.0415 p/ft	\$0.0458 p/ft	\$125.00 ea.	\$300.00 ea.	no bid	no bid

Motion by Zwerk seconded by Parsell that the bids for 2010 Pavement Marking be accepted and awarded to the low bidder, P.K. Contracting, Inc. Zwerk, Parsell, Laurie --- Carried.

County Highway Engineer Zawerucha reported to the Board of receiving a letter from the Tuscola County Drain Commission regarding the petitioned Jacoby Drain Project. Zawerucha reported that the Jacoby Drain Board of Determination has decided that the project is not necessary.

County Highway Engineer Zawerucha presented to the Board various correspondence regarding United States Bike Route 20 including a proposed segment of the route through Tuscola County.

At 9:15 A.M. the following bids were opened for 2010 Bag Rip Rap:

<u>Bidder</u>	<u>Complete Replacement</u>	<u>Partial Repair</u>
K & K Contracting, Inc.	\$ 290.00 SYD	\$ 325.00 SYD

Motion by Zwerk seconded by Parsell that the bids for 2010 Bag Rip Rap be accepted and awarded to the low bidder, K & K Contracting, Inc. Zwerk, Parsell, Laurie --- Carried.

Management and the Board reviewed the Road Commission's Road Policy and Procedure for Certification of a Privately Built Road. The Board requested that the Engineer make recommended revisions for clarification and report back to the Board for review.

Motion by Parsell seconded by Zwerk to reclassify the Dodge Road Bridge north of Deckerville Road over the White Creek in Novesta Township from the Local Road System to the Primary Road System. Zwerk, Parsell, Laurie --- Carried.

At 9:30 A.M. the following bids were opened for 2010 Annual Daily Traffic Surveys:

<u>Bidder</u>	<u>Gravel Segment Unit Price</u>	<u>Hard Surfaced Segment Unit Price</u>
Traffic Engineering Associates	\$ 65.00 each	\$ 65.00 each

Motion by Zwerk seconded by Parsell that the bids for 2010 Annual Daily Traffic Surveys be accepted. Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk granting Gary Swalwell a Medical Leave of Absence through April 4, 2010 in accordance with the Road Commission's sick leave policy. Zwerk, Parsell, Laurie --- Carried.

Motion by Zwerk seconded by Parsell that the bids for Reflective Sign Post Panels (Item B) taken and accepted earlier this meeting of the Board be tabled and further reviewed by Management. Zwerk, Parsell, Laurie --- Carried.

Motion by Zwerk seconded by Parsell that the bids for Signs (Item A) taken and accepted earlier this meeting of the Board be awarded to the low bidder, Newman Signs, Inc. Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk that the meeting be adjourned at 10:00 A.M. Zwerk, Parsell, Laurie --- Carried.

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Chairman

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Secretary-Clerk of the Board



# Tuscola County Office of County Clerk

440 N. State Street  
Caro, Michigan 48723  
989-672-3780  
FAX 989-672-4266  
[www.tuscolacounty.org](http://www.tuscolacounty.org)

*Margie White-Cormier*  
County Clerk

*Sherri Hoy*  
Chief Deputy Clerk

*7/2*  
*#9*

March 4, 2010

Tuscola County Board of Commissioners  
207 E. Grant St.  
Caro, Michigan 48723

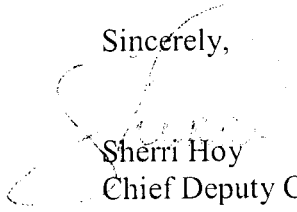
Dear Commissioners,

The Clerk's office has a full time employee going on medical leave for approximately 1 week beginning March 19, 2010 until approximately March 26, 2010.

Therefore, we are requesting our 20 hour permanent part time employee's hours be restored to 30 hours for the duration of the medical leave to fill that void. (cut 10 hours due to budget difficulties)

Thank you for your time and consideration on this matter.

Sincerely,

  
Sherri Hoy  
Chief Deputy Clerk

Cc: Carrie Krampits