

**TUSCOLA COUNTY BOARD OF COMMISSIONERS
MEETING AGENDA**

WEDNESDAY, DECEMBER 29, 2010 – 8:30 A.M.

**H. H. PURDY BUILDING BOARD ROOM
125 W. Lincoln Street
Caro, MI**

Phone: 989-672-3700

Fax : 989-672-4011

- 8:30 A.M. Call to Order – Chairperson Bardwell
Prayer – Commissioner Roggenbuck
Pledge of Allegiance – Commissioner Kern
Roll Call – Clerk White
Adoption of Agenda
Action on Previous Meeting Minutes (See Correspondence #1)
Brief Public Comment Period
Consent Agenda Resolution (See Correspondence #2)
New Business
 -Airport Zoning Administrator (See Correspondence #3)
 • S & D Aviation LLC
 • Paul E. Hoose
 • Vyse Administrative Services, LLC
 -Update Regarding SCMCCI Rent Reduction Request
 -Credit Card Update
 -Health Department Fee Schedule (See Correspondence #4)
 -Sheriff Request for Electric Door Lock (See Correspondence #5)
 -Auditor Engagement Letter (See Correspondence #6)
 -Probate Court Supplemental Audit Services
 -Posting for a Full-Time Position in Clerk's Office
 -Victim Services Grant Hiring
 -Refilling Commissioner Vacancy
Old Business
 -Board Organizational Meeting 1/3/11 – 11:00 A.M.
Correspondence/Resolutions

COMMISSIONER LIAISON COMMITTEE REPORTS

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 7TH 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

PETZOLD

Recycling Advisory
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

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 December 9, 2010 Full Board Minutes
- #2 Consent Agenda Resolution
- #3 Airport Zoning Administrator RFP's
- #4 December 2010 Health Department Monthly Report
- #5 Sheriff Request for Electric Door
- #6 Auditor Engagement Letter
- #7 December 7th and 9th Committee of the Whole & Statutory Finance Minutes
- #8 December 2, 2010 Recycling Advisory Minutes & 2011 Meeting Schedule
- #9 Michigan Recycling Coalition Letter

DRAFT

**Tuscola County Board of Commissioners
December 09, 2010 Minutes
H. H. Purdy Building**

Chairman Thomas Bardwell called the meeting of the Board of Commissioners of the County of Tuscola, Michigan, held at the H.H. Purdy Building in the City of Caro, Michigan, on the 9th day of December, 2010 to order at 8:30 o'clock a.m. local time.

Prayer by Commissioner Peterson
Pledge by Commissioner Bardwell

COMMISSIONERS PRESENT:

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

COMMISSIONERS ABSENT:

10-M-252

Motioned by Peterson seconded by Kern to adopt the agenda. Motion carried.

10-M-253

Motioned by Kern seconded by Peterson to approve the minutes of 11/23/10 regular meeting. Motion carried.

01-M-254

It was moved by Kern and supported by Petzold that the following Consent Agenda resolution be adopted:

CONSENT AGENDA

Agenda Reference: A

Entity Proposing: COMMITTEE OF THE WHOLE 11/23/10

Description of Matter: Move that the out of state travel request from Dispatch to attend the National Emergency Number Conference in Minneapolis, Minnesota in June of 2011 be approved with the understanding that costs of up to \$1,500 will be reimbursed by the National Emergency Number Association.

Agenda Reference: B

Entity Proposing: COMMITTEE OF THE WHOLE 08/12/2010

Description of Matter: Move that per the request as outlined in the November 8, 2010 memorandum from the Region VII Area Agency that the Aging Advisory Council terms of office be aligned so their terms expire on March 31st to coincide with the expiration date of the Board of Directors. Also, the term of the Tuscola Advisory Council member is extended until March 31, 2011.

Agenda Reference: C

Entity Proposing: COMMITTEE OF THE WHOLE 08/12/2010

Description of Matter: Move that the bid from Stanley Alarms for the purchase and installation of certain security equipment at the H.H. Purdy Building be approved for an amount of \$4,790.

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:

RESOLUTION ADOPTED.

Brief Public Comment

Mary Drier expressed that she is very impressed with the renovation of the H. H. Purdy building.

Mark Ransford appeared to express gratitude to the Board of Commissioners for their trust in renovating the H.H. Purdy Building.

Public Hearing on Draft 2011 County Budget:

Mary Lou Burns appeared regarding the delay in moving FOC into the Courthouse by January 1 as it will affect the budget numbers presented to the Board for the Courts.

Meeting recessed at 9:42 a.m.

Meeting resumed at 9:52 a.m.

The Board requested Mary Lou provide the amount of lost revenue to the Board.

10-M-255

Moved by Roggenbuck seconded by Kern to reduce Probate Court budget by \$30,000.00. Motion carried.

10-M-256

Moved by Kern seconded by Peterson that the 2011 General Appropriations Act adopting the 2011 County Budget be approved with changes, if any, as discussed at the December 9, 2010 Board of Commissioners meeting. Roll Call: Roggenbuck, yes; Bardwell, yes; Kern, yes; Petzold, yes; Peterson, yes. Motion carried

10-M-257

Moved by Roggenbuck seconded by Kern that Anderson, Tuckey, Bernhardt, and Doran be awarded the 2010, 2011 and 2012 county audit work for Tuscola County (Comprehensive Annual Financial Report) and authorization is given to sign contracts regarding this auditing engagement. Roll Call: Roggenbuck, yes; Bardwell, yes; Kern, yes; Petzold, yes; Peterson, yes. Motion carried

10-M-258

Moved by Peterson seconded by Petzold to approve the Local Bridge Millage transfer request of \$24,861.12 as identified by Voucher #04-10 dated November 29, 2010 for transfer from the Bridge millage to the Road Commission General Fund. Motion carried

10-M-259

Moved by Petzold seconded by Kern to approve the Primary Road millage transfer request of \$6,016.14 as identified by Voucher #05-10 dated November 29, 2010 for transfer from the Primary Road millage to the Road Commission General Fund. Motion carried.

10-M-260

Moved by Peterson seconded by Kern that the previous per diem/fee schedule for the Airport Zoning Board of Appeals members be revised to \$40 per meeting. Motion carried

10-M-261

Moved by Kern seconded by Petzold that per the November 15, 2010 letter from Mosquito Abatement that authorization is given to purchase two new Ford F-150 4x2 trucks from Moore Motors who was the low bidder for an amount of \$32,276. Funds are included in the 2011 Mosquito Abatement budget to

purchase these vehicles. (These two new vehicles are being purchased to replace original vehicles that were purchased in 1997 when the program started). Motion carried.

10-M-262

Moved by Kern seconded by Petzold that per the November 15, 2010 letter from Mosquito Abatement that authorization is given to change the classification of the Utility Position to General Office Clerk. (This is only a title change - compensation remains the same). Motion carried

10-M-263

Moved by Kern seconded by Petzold Move that per the November 15, 2010 letter from Mosquito Abatement, that the following vacant positions be authorized to be posted for the 2011 season:

- Assistant Foreman
- Biology Assistant
- Technician
- General Office Assistant

Motion carried.

10-M-264

Moved by Kern seconded by Petzold that per the request of the Circuit/Family Court Administrator that the October 1, 2010 to September 30, 2011 child care fund budget be approved as amended and included as correspondence #6 in the December 9, 2010 Board packet. Also, all appropriate signatures are authorized. Motion carried.

10-M-265

Moved by Kern seconded by Peterson that, per the public vote conducted in 1994, a letter be sent to the Michigan Liquor Control Commission explaining that Tuscola County is exercising its right to prohibit packaged liquor sales from Sunday at 7:00 A.M. until Monday morning at 2:00 A.M. Packaged beer and wine sales will continue to be permitted after 12:00 P.M. (noon) on Sunday. Roll Call: Roggenbuck, yes; Bardwell, yes; Kern, yes; Petzold, yes; Peterson, yes. Motion carried

10-M-266

Moved by Kern seconded by Roggenbuck that the County Clerk be requested to advertise to fill vacancies on various Boards and Commissions. Motion carried.

10-M-267

Moved by Roggenbuck seconded by Kern to lift the county hiring freeze and approve the posting for a part-time 30 hour per week Court Records Clerk II

position. Also, Sherri Hoy's status be changed from full-time to part-time (1 day per week). Both positions effective 2-1-11. Motion carried.

10-M-268

Moved by Kern seconded by Roggenbuck that per the December 6, 2010 letter of request from the Sheriff that the county hiring freeze be lifted and authorization is given to refill the vacant full-time road patrol position effective 2-1-11. Motion carried.

10-M-269

Moved by Kern seconded by Roggenbuck that per the December 6, 2010 letter of request from the Sheriff that the county hiring freeze be lifted and authorization is given to refill the vacant full-time corrections officer position for courthouse security no sooner than 2-1-11. Motion carried

Extended Public Comment – None.

Meeting adjourned at 11:36 a.m.

Caryl Langmaid
Deputy 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 H.H. Purdy Building located at 125 W. Lincoln Street, in the Village of Caro, Michigan, on the 29th day of December, 2010 at 8:30 a.m. local time.

COMMISSIONERS PRESENT:

COMMISSIONERS ABSENT:

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 12/9/10

Description of Matter: Move that per the request of several departments that the county imprest cash limit be increased from \$150 to \$300. It is the responsibility of each department to maintain accurate ledgers for proper accounting of this cash and to supply this accounting information at the request of the Controller/Administrator's Office and/or county auditors.

Agenda Reference: B

Entity Proposing: COMMITTEE OF THE WHOLE 12/9/10

Description of Matter: Move that per the December 8, 2010 memo from the Sheriff that authorization is given to purchase accident reconstruction equipment from the 2010 Sheriff Department operating budget for an amount of \$1,288.

Agenda Reference: C

Entity Proposing: COMMITTEE OF THE WHOLE 12/9/10

Description of Matter: Move that the County Road Commission request for an increase in compensation be denied based on the extremely restricted financial ability of federal, state and county government and to avoid a precedent that could force increases in compensation and per diem payments to many other county boards and commissions.

Agenda Reference: D

Entity Proposing: COMMITTEE OF THE WHOLE 12/9/10

Description of Matter: Move that per the December 7, 2010 letter of request from the Dispatch Director that Tyler Woidan be appointed to fill the part-time vacant dispatcher position at Central Dispatch beginning in January of 2011.

Agenda Reference: E

Entity Proposing: COMMITTEE OF THE WHOLE 12/9/10

Description of Matter: Move that the two personnel commissioners attend Department Head meetings and other commissioners to attend as alternates in the absence of personnel commissioners.

Agenda Reference: F
Entity Proposing: COMMITTEE OF THE WHOLE 12/9/10
Description of Matter: Move that a legal opinion be obtained regarding establishing a moratorium regarding the sale and distribution of medical marijuana until a county ordinance can be prepared and adopted.

Agenda Reference: G
Entity Proposing: COMMITTEE OF THE WHOLE 12/9/10
Description of Matter: Move that a legal opinion be obtained to determine solutions to the county credit card problem which currently requires a personal financial guarantee from a county official.

Agenda Reference: H
Entity Proposing: COMMITTEE OF THE WHOLE 12/9/10
Description of Matter: Move that per the November 22, 2010 memo of request from the Sheriff that out of state travel for two officers to obtain training regarding Smith and Wesson armor be approved.

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:

NAYS:

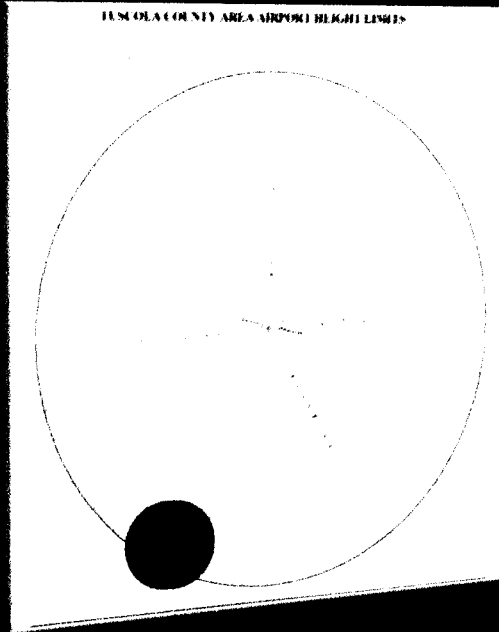
ABSTENTIONS:

RESOLUTION ADOPTED.

Thomas Bardwell, Chairperson
Tuscola County Board of Commissioners

Margie White
Tuscola County Clerk

Airport Zoning Administrator Proposal



1296 Romain Dr
48723

Day: 989-670-2200

Evening: 989-670-2200

Dec. 17, 2010

S&D Aviation LLC.

1296 Romain Dr.

Caro MI, 48723

989-670-2269

sd.aviation.services@gmail.com

December 17, 2010

Officers of S&D Aviation LLC. David and Scott Romain are committed to the protection and growth of the Tuscola Area Airport; both understand fully the job requirements and the duties to be performed as well as the timely fashion the work must be completed in.

S&D Aviation LLC. Is run by local professionals well versed in the workings of the airport and complete understanding of the zoning laws. The aviation industry requires precision beyond the average zoning project and S&D Aviation LLC. Is the company to deliver your expectations.


S&D Aviation LLC. is offering the following firm proposal for a term of 1 year beginning on Jan. 1, 2011

David Romain

Scott Romain



Signature



Signature

About the Company:

S&D Aviation LLC. is a firm devoted to all aspects of aviation from administration to charter flights. Formed in 2010 by partners Scott Romain and David Romain to merge the talents of both and further the development of aviation. Scott a commercial pilot and a degree in aviation management and David with years of management, ownership and political experience decided to make use of their combined talents.

About the partners:

Scott Romain is a commercial pilot and flight instructor from Caro MI. He graduated in 2007 from Northwestern Michigan with a degree in aviation flight technology and will graduate in May from Ferris State University with a degree in Business Administration and Aviation Management. Scott brings a fresh new approach to aviation problems and the schooling to deliver timely concise decisions for these problems.

David Romain is a lifelong resident of Caro graduating in 1965 from Caro High School. Through his life he has developed the professional skills needed for any top position. He is a Vietnam era veteran and has owned his own business since 1994. Recently David was appointed a board of reviews alternate for Almer Charter Township and is a past Almer Township trustee. He is fluent in blueprint reading and zoning laws and David has also an avid supporter of the Tuscola Area Airport.

Proposal:

S&D Aviation LLC. is offering the Tuscola Area Airport this proposal for a one year contract beginning on Jan. 1, 2011 for the new position of Airport Zoning Administrator. S&D Aviation LLC. offers full knowledge of the airport zoning laws and is fully capable of explaining the zoning laws to any inquiring.

Being a local company with a local office S&D Aviation LLC. can and will attend any or all County meetings requested even at short notice and is fully capable of delivering presentations regarding airport zoning at these meetings. S&D Aviation LLC. understands the aviation industry and the pace it travels, reviewing applications for permits will be completed as precisely and quickly as the request entails.

S&D Aviation LLC. is the perfect company to meet the need for the Airport Zoning Administrator because of local expertise in aviation management and the timely professional services we deliver. Thank you for the opportunity and we look forward to the upcoming year and furthering the continued growth of the airport and surrounding communities.

Carrie Krampits

From: Paul [phoo48723@gmail.com]
Sent: Friday, December 17, 2010 4:04 PM
To: Human-Resources@tuscolacounty.org
Subject: ! SPAM PHRASE Airport Authority Zoning Administrator Proposal.

Paul E. Hoose
3370 Lee Hill Road
Caro, MI 48723
Phoo48723@gmail.com
989-673-3569
989-325-0000

2nd copy

RE: Tuscola County, MI Airport Authority Zoning Administrator Proposal.

January 1, 2011,

I wish to be considered for this position at the rate of \$15.00 per hour plus mileage.

Upon being appointed to this position:

Ascertain a meeting place/conference room or office including all office equipment necessary to perform this job, including but not limited to supplies such as; postage, paper, computers, printer, storage, retention of professionals including use of telephone/cell phone, MTA, any and all documents necessary to perform the duties of this positions. My employer to provide seminars and schooling adequate to perform my duties.

Also, my employer to retain errors and omissions insurance on myself.

I do have an associate degree in residential building technology from Delta College and several years of Township Zoning Administrator and all the like seminars, and former assessor level I and former real estate salesperson license, I have a current residential builder's license.

Professional references:
Jim McLoskey 989-673-2849
John Binder of Acoustical Arts 989-672-2467

Thank you.

Sincerely,

Paul E. Hoose

3370 Lee Hill Road
Caro, MI 48723

phoo48723@gmail.com

AIRPORT ZONING ADMINISTRATOR RFP

Vyse Administrative Services LLC
Ione K. Vyse
Director of Operations

3741 Wilder Rd.
Vassar, MI 48768
989-882-4045
ikvyse@gmail.com

December 6, 2010

Vyse Administrative Services LLC
3741 Wilder Rd. Vassar, MI 48768
989-882-4045
ikvyse@gmail.com

December 6, 2010

Tuscola County Board of Commissioners
125 W. Lincoln Street
Caro, MI 48723

RE: Tuscola Area Airport Zoning Administrator

Commissioners:

Having been involved in the writing of the Airport Zoning Ordinance, I am fully aware of the requirements of the position as default administrator and am prepared to provide written decisions in the required time period (30 days), maintain a file of complete applications and provide copies to the Tuscola County Planning Commission. I understand that the position offered is for a period of one year beginning on January 1, 2011 and ending December 31, 2011.

I believe that I am uniquely qualified to administer the ordinance because of the following:

1. Appointed to the committee that wrote the ordinance (one of seven).
2. Researched the FAA and MAC rules, laws and regulations to acquire the knowledge that was necessary to craft the ordinance (one of two) .
3. Adapted material from other municipalities to create the required applications for the Tuscola Area Airport Ordinance permit and the variance.
4. Created analytical materials for zoning administrators to help make informed decisions.
5. Conducted two training sessions for local zoning administrators on the application of the ordinance (Dec 16, 2010).
6. Have attained a working relationship with the Tuscola Area Airport Authority and the State Aeronautics representative, Linn Smith.
7. Have a background in Mathematics, Physics and Computers that is compatible with the requirements necessary to administer the ordinance.

Thank you for considering Vyse Administrative Services LLC to administer the ordinance.

Ione K. Vyse, Director of Operations

PROPOSAL TO ADMINISTER THE TUSCOLA AREA AIRPORT ZONING ORDINANCE

By Vyse Administrative Services LLC acting as an independent contractor

for the time period January 1, 2011 thru December 31, 2011

After receiving the required completed documents from the applicant, ie. site plan, land use permit, application and the appropriate fee, Vyse Administrative Services LLC will:

- 1. Validate the completeness of each application.**
- 2. Verify the accuracy of the data (latitude, longitude, land elevation).**
- 3. Calculate the maximum acceptable height for the site of the application.**
- 4. Make a determination using a written analysis form.**
- 5. Send written notification of the decision to the applicant in a timely manner (within 30 days).**
- 6. Keep an accurate file of all applications and decisions.**
- 7. Forward a copy of each application to the Tuscola County Planning Commission for filing.**
- 8. Provide a copy of each application to the Zoning Board of Trustees if an appeal is requested.**
- 9. Present an oral or written report to the Tuscola County Commissioners as requested.**
- 10. Prepare a financial transaction sheet for submission to the Tuscola County Treasurer.**
- 11. Forward all application fees collected to the Tuscola County Treasurer.**
- 12. Enforce the Airport Ordinance by providing written documentation of violations to the Tuscola County Sheriff.**
- 13. Submit a Work Accomplished Billing to the Tuscola County Treasurer for payment.**

Vyse Administrative Services LLC understands that we will be compensated at the rate of Thirty-five (\$35) dollars for each application completed.

#4

Tuscola County Health Department
Board of Commissioners Monthly Report for December 2010
Prepared by: Gretchen Tenbusch, RN, MSA, Health Officer
Visit our website at www.tchd.us

Outcomes for the Month:

- The Health Department was able to secure a \$64,920 one-time grant from Emergency Preparedness for a new phone system, digital signage program, and 2 flat screen televisions for educational purposes. These items had to tie back to our emergency plan submitted to the Michigan Department of Community Health last fiscal year.

Issues under consideration by the Local Health Department:

- The Tuscola County Health Department has been verbally told that the \$100,000 grant, written for by Ann Hepfer, RN, BS, Nursing Administrator, for the Michigan Abstinence Education Program shared between Huron and Tuscola County Health Departments has been received. This grant should start March 1, 2011. Only those agencies that have received this program in the past are eligible to apply. The Tuscola Intermediate School District will act as the fiduciary.
- The Michigan Department of Natural Resources and Environment (MDNRE) are going through major changes due to the retirement of many of their section chiefs. The organization is also being split apart again into the Michigan Department of Environmental Quality and the Michigan Department of Natural Resources.
- The Health Department participated in a Statewide Strategic National Stockpile drill on December 15, 2010. The purpose of this drill was to test the capabilities of communications, planning, and medical supplies management and distribution.
- The Health Officer will be off on Medical Leave from January 5, 2011 through January 18, 2011, but will be available by phone.

Issues to be brought to Board of Commissioners:

- Approval of the revision of the Tuscola County Health Department 2011 Fee Schedule.
- The Health Department staff would like to wish the Huron County Board of Health and Board of Commissioners a Merry Christmas and a happy, healthy and prosperous New Year.

Tuscola County Health Department

Board of Health Meeting 12/17/10

Contract/Letter of Agreement Ratification Log for the Period of 11/19/10-12/16/10

Signed by Gretchen Tenbusch, RN, MSA, Health Officer

Contract/Letter of Agreement	Purpose	Date Span	Amount/ Type	Date Signed
Watertown Township	Hepatitis B Vaccination	11/19/10 - Ongoing	Fee for Service	11/19/10
Ingenix	HIPPA/ARRA/HITECH Business Associate Agreement	3/18/10 - Ongoing	Non-financial	11/30/10
Health Space	EH Software Licensing & Service Agreement	11/1/10 - Ongoing	\$10,380	12/3/10
Health Space	HIPPA/ARRA/HITECH Business Associate Agreement	11/1/10 - Ongoing	Non-financial	12/3/10
Dr. Darlene Daley	Family Planning Referral Agreement	1/1/11-12/31/13	Referral/Fee for Service	12/9/10
Family & Child Health Clinic	Family Planning Referral Agreement	1/1/11-12/31/13	Referral/Fee for Service	12/9/10
Health Delivery, Inc	Family Planning Referral Agreement	1/1/11-12/31/13	Referral/Fee for Service	12/9/10
Huron Medical Center	Family Planning Referral Agreement	1/1/11-12/31/13	Referral/Fee for Service	12/9/10
Lake Huron OB/GYN	Family Planning Referral Agreement	1/1/11-12/31/13	Referral/Fee for Service	12/9/10
Planned Parenthood of Mid & South Michigan	Family Planning Referral Agreement	1/1/11-12/31/13	Referral/Fee for Service	12/9/10
Synergy Medical	Family Planning Referral Agreement	1/1/11-12/31/13	Referral/Fee for Service	12/9/10
Women's Specialist	Family Planning Referral Agreement	1/1/11-12/31/13	Referral/Fee for Service	12/9/10

Huron County Health Department

Board of Health Meeting 12/17/10

Contract/Letter of Agreement Ratification Log for the Period 11/19/10-12/16/10 for

Bonnie Sammons, Fiscal Manager

Contract/Letter of Agreement	Purpose	Date Span	Amount/ Type	Date Signed
Huron County Health Department	Colorectal Screening Provider	1/1/11 - Ongoing	\$25/eligible client who completes services	12/7/10

Mike Hoagland

From: Kathy O'Dell [kodell@tchd.us]
Sent: Friday, December 17, 2010 11:06 AM
To: Mike Hoagland
Subject: TCHD Fee Schedule 2011
Attachments: 2011 TUSCOLA COUNTY HEALTH DEPARTMENT FEE SCHEDULE Changes.doc; Fee Schedule 2011 - effective 1-1-2011.doc

Good morning Mike,

I am attaching the 2011 TCHD Fee schedule for review and ratification by the BOC at your meeting on December 29th. This fee schedule was approved by the BOH at the meeting today. I am including a list of what was revised from last year's fee schedule for your reference. Please let me know if you need anything else.

Kathy O'Dell, Administrative Services Coordinator
Tuscola County Health Department
1309 Cleaver Road, Suite B
Caro, MI 48723-9135
Telephone: (989) 673-8114, Ext. 119
Fax: (989) 673-7490

Visit us on the Web: www.tchd.us

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2011 TUSCOLA COUNTY HEALTH DEPARTMENT FEE SCHEDULE – Effective 1/1/2011

The following changes were made to the TCHD Fee Schedule:

- Section 2 – EPSDT program removed completely and all following Sections renumbered accordingly.
- Section 2 (Part 2) – Family Planning: The following services were removed – Urinalysis, Viral Culture, Zithromax 6 caps
- Section 2 (Part 3) – Family Planning: The following service was removed – TCA Wart Treatment
- Section 3 – Maternal Infant Health Program – The following service was removed – MIHP Risk Assessments
- Section 4 – Miscellaneous Fees – The following service was removed – Well Child Screen
- Section 6 – Sexually Transmitted Disease – The following services were removed – TCA Wart Treatment, Laboratory – Viral Culture

**HEALTH DEPARTMENT
SCHEDULE**

SECTION	1 (Part 1)	SUBJECT	Immunization Program
PURPOSE	To establish fees to be charged for services rendered.		
EFFECTIVE DATE	01/01/2011	LAST REVIEW	12/09/2010
DATE ESTABLISHED	01/26/1999	LAST REVISION DATE	12/09/2010
BOH ADOPTED DATE	01/15/1999	BOH ADOPTED DATE	12/17/2010
BOC ADOPTED DATE	01/26/1999	BOC RATIFICATION DATE	12/29/2010

Service	Fee
Dtap, TD, or DT- Children and Students	\$12 Administration Fee and Vaccine Costs + 10% (unless covered by VFC/VRP)
Td/Tdap- Adult	\$12 Administration Fee and Vaccine Costs + 10% (unless covered by VFC/VRP)
Injectable Polio Vaccine/ Oral Polio Vaccine – Children, Students, Susceptible Adults, Adults for Foreign Travel	\$12 Administration Fee and Vaccine Costs + 10% (unless covered by VFC/VRP)
Measles/Mumps/Rubella- Children, Students, Required College Booster, Adults for Foreign Travel, Susceptible Adults	\$12 Administration Fee and Vaccine Costs + 10% (unless covered by VFC/VRP)
Influenza	\$25
Pneumococcal	\$12 Administration Fee and Vaccine Costs +10%
Prevnar	\$12 Administration Fee and Vaccine Costs + 10% (unless covered by VFC/VRP)
Tuberculin Tests- Children, Requirement of Volunteer, Paid or Unpaid position	\$10
HIB Vaccine – Children	\$12 Administration Fee and Vaccine Costs + 10% (unless covered by VFC/VRP)
Hepatitis B Vaccine – Children through 18 years	\$12 Administration Fee and Vaccine Costs + 10% (unless covered by VFC/VRP)
Hepatitis B Vaccine – age 19 years	\$12 Administration Fee and Vaccine Costs +10%
Hepatitis B Vaccine – age 20 years and older	\$12 Administration Fee and Vaccine Costs + 10%
Hepatitis A – 12 months – Age 18	\$12 Administration Fee and Vaccine Costs +10% (unless covered by VFC/VRP)
Hepatitis A - age 19 years and older	\$12 Administration Fee and Vaccine Costs + 10% (unless covered by VFC/VRP)

Note: Different Fees may be negotiated with Qualified Health Plans and other Health Insurance Provider as long as they are delineated in a Health/Board of Commissioners.

**TUSCOLA COUNTY HEALTH DEPARTMENT
FEE SCHEDULE**

SECTION	1 (Part 2)	SUBJECT	Immunization Program
PURPOSE	To establish fees to be charged for services rendered.		
EFFECTIVE DATE	01/01/2011	LAST REVIEW	12/09/2010
DATE ESTABLISHED	01/26/1999	LAST REVISION DATE	12/09/2010
BOH ADOPTED DATE	01/15/1999	BOH ADOPTED DATE	12/17/2010
BOC ADOPTED DATE	01/26/1999	BOC RATIFICATION DATE	12/29/2010

Service	Fee
Varicella – Age 12 months through age 18	\$12 Administration Fee and Vaccine Cost + 10% (unless covered by VFC/VRP)
Varicella- Age 19 and older	\$12 Administration Fee and Vaccine Cost + 10% (unless covered by VFC/VRP)
Pediarix	\$12 Administration Fee and Vaccine Cost + 10% (unless covered by VFC/VRP)
Rotovirus	\$12 Administration Fee and Vaccine Cost + 10% (unless covered by VFC/VRP)
ProQuad	\$12 Administration Fee and Vaccine Cost + 10%
RIG(Rabies Immune Globulin)	\$12 Administration Fee and Vaccine Cost + 10%
Rabies - Pre-Exposure/ Post-Exposure	\$12 Administration Fee and Vaccine Cost + 10% (unless covered by MDCH)
Rabies - Titer	\$12 per titer
Meningococcal Vaccine (Menomune)	\$12 Administration Fee and Vaccine Cost + 10% (unless covered by MDCH)
Menactra Vaccine	\$12 Administration Fee and Vaccine Cost + 10%
Green Immunization Record - Initial	Free
Green Immunization Record - Copy	\$2
Gardasil	\$12 Administration Fee and Vaccine Cost + 10%

Note: Different Fees may be negotiated with Qualified Health Plans and other Health Insurance Provider as long as they are delineated in a contract which is approved by the Tuscola County Board of Health/Board of Commissioners.

Note: Different Fees may be negotiated with Qualified Health Plans and other Health Insurance Provider as long as they are delineated in a contract which is approved by the Tuscola County Board of Health and the Tuscola Board of Commissioners.

**TUSCOLA COUNTY HEALTH DEPARTMENT
FEE SCHEDULE**

SECTION	2 (Part 1)	SUBJECT	Family Planning
PURPOSE	To establish fees to be charged for services rendered.		
EFFECTIVE DATE	01/01/2011	LAST REVIEW	12/09/2010
DATE ESTABLISHED	01/26/1999	LAST REVISION DATE	12/09/2010
BOH ADOPTED DATE	01/15/1999	BOH ADOPTED DATE	12/17/2010
BOC ADOPTED DATE	01/26/1999	BOC RATIFICATION DATE	12/29/2010

Service	Fee
Initial Exam (ages 5 – 11) [99383]	\$100
Initial Exam (ages 12 – 17) [99384]	\$120
Initial Exam (ages 18 – 39) [99385]	\$120
Initial Exam (ages 40 – 64) [99386]	\$140
Established Exam (ages 5 – 11) [99393]	\$80
Established Exam (ages 12 – 17) [99394]	\$90
Established Exam (ages 18 – 39) [99395]	\$95
Established Exam (ages 40 – 64) [99396]	\$100
Initial Office Visit – Problem Focused [99201]	\$35
Initial Office Visit – Expanded Problem Focused [99202]	\$60
Initial Office Visit – Detailed [99203]	\$85
Initial Office Visit – Comprehensive Moderate Complexity [99204]	\$120
Initial Office Visit – Comprehensive High Complexity [99205]	\$160
Established Office Visit – RN [99211]	\$20
Established Office Visit – MLP-Problem Focused[99212]	\$35
Established Office Visit – MLP-Expanded Problem Focused [99213]	\$45
Pregnancy Test [81025]	\$15
Counseling [89020]	\$15
Hematology [85018QW]	\$10

Note: Different Fees may be negotiated with Qualified Health Plans and other Health Insurance Provider as long as they are delineated in a contract which is approved by the Tuscola County Board of Health and the Tuscola Board of Commissioners.

**TUSCOLA COUNTY HEALTH DEPARTMENT
FEE SCHEDULE**

SECTION	2 (Part 2)	SUBJECT	Family Planning
PURPOSE	To establish fees to be charged for services rendered.		
EFFECTIVE DATE	01/01/2011	LAST REVIEW	12/09/2010
DATE ESTABLISHED	01/26/1999	LAST REVISION DATE	12/09/2010
BOH ADOPTED DATE	01/15/1999	BOH ADOPTED DATE	12/17/2010
BOC ADOPTED DATE	01/26/1999	BOC RATIFICATION DATE	12/29/2010

Service	Fee
Wet Mount [87210]	\$15
GC - Probetec [87850] High Risk	Actual Cost of Test, unless free from MDCH
Chlamydia - Probetec [86631] High Risk	Actual Cost of Test, unless free from MDCH
VDRL [84703QW]	Actual Cost of Test, unless free from MDCH
Terazol [Z8005]	\$15
Flagyl 4 Tabs [Z8090]	Actual Cost of Drug, unless free from MDCH
Flagyl 14 Tabs [Z8091]	Actual Cost of Drug, unless free from MDCH
Doxycycline [Z8068]	Actual Cost of Drug, unless free from MDCH
Zithromax Suspension 1 gm. [Q0144]	Actual Cost of Drug, unless free from MDCH
Suprax	Actual Cost of Drug, unless free from MDCH
Vantin	Actual Cost of Drug, unless free from MDCH
Depo Provera [J1055]	\$45
Evra Patch	\$25
Micronor	\$18

Note: Different Fees may be negotiated with Qualified Health Plans and other Health Insurance Provider as long as they are delineated in a contract which is approved by the Tuscola County Board of Health and the Tuscola Board of Commissioners.

**TUSCOLA COUNTY HEALTH DEPARTMENT
FEE SCHEDULE**

SECTION	2 (Part3)	SUBJECT	Family Planning
PURPOSE	To establish fees to be charged for services rendered.		
EFFECTIVE DATE	01/01/2011	LAST REVIEW	12/09/2010
DATE ESTABLISHED	01/26/1999	LAST REVISION DATE	12/09/2010
BOH ADOPTED DATE	01/15/1999	BOH ADOPTED DATE	12/17/2010
BOC ADOPTED DATE	01/26/1999	BOC RATIFICATION DATE	12/29/2010

Service	Fee
Alesse [S4993]	\$18Pack
Diaphragm [A4266]	\$20
Male Condom [A4267]	\$4.20
Female Condom [A4268]	\$1.50
Jelly [A4269]	\$10
Nuva Ring [J7303] Nuva Ring	\$40 Actual Cost of Drug
Diflucan [Z8060]	\$5
Ortho Novum 777 [S4993]	\$18/pack
Ortho Novum 1/35 [S4993]	\$18/pack
Ortho Novum 1/50 [S4993]	\$18/pack
Ortho-cyclen [S4993]	\$18/pack
Triphasil [S4993]	\$18/pack
Nordette [S4993]	\$18/pack
Tri Cyclen [S4993]	\$18/pack
Lo Ovrал [S4993]	\$18/pack
Ortho Tricyclen LO	\$18/pack
Plan B [Z8506]	\$15/pack
IUD [S4989]	Actual Cost of Device
IUD Insertion [58300] IUD Removal [58301]	Actual cost according to Contract
Rocephin Injection (Ceftriaxone)	\$15

Note: Different Fees may be negotiated with Qualified Health Plans and other Health Insurance Provider as long as they are delineated in a contract which is approved by the Tuscola County Board of Health and the Tuscola Board of Commissioners

**TUSCOLA COUNTY HEALTH DEPARTMENT
FEE SCHEDULE**

SECTION	3	SUBJECT	Maternal Infant Support Program (Maternal Infant Health Program)
PURPOSE	To establish fees to be charged for services rendered.		
EFFECTIVE DATE	01/01/2011	LAST REVIEW	12/09/2010
DATE ESTABLISHED	01/26/1999	LAST REVISION DATE	12/09/2010
BOH ADOPTED DATE	01/15/1999	BOH ADOPTED DATE	12/17/2010
BOC ADOPTED DATE	01/26/1999	BOC RATIFICATION DATE	12/29/2010

Service	Fee
MSS Office Enrollment	\$85
MSS Home Enrollment	\$105
MSS Home Visit	\$95
MSS Office Visit	\$70
ISS Home Enrollment	\$105
ISS Home Visit	\$95
ISS Office Visit	\$70
ISS Visit Drug Exposed Infant	\$95
Childbirth Education Series	\$35

Note: Different Fees may be negotiated with Qualified Health Plans and other Health Insurance Provider as long as they are delineated in a contract which is approved by the Tuscola County Board of Health and the Tuscola Board of Commissioners.

**TUSCOLA COUNTY HEALTH DEPARTMENT
FEE SCHEDULE**

SECTION	4	SUBJECT	Miscellaneous Fees
PURPOSE	To establish fees to be charged for services rendered.		
EFFECTIVE DATE	01/01/2011	LAST REVIEW	12/09/2010
DATE ESTABLISHED	01/26/1999	LAST REVISION DATE	12/09/2010
BOH ADOPTED DATE	01/15/1999	BOH ADOPTED DATE	12/17/2010
BOC ADOPTED DATE	01/26/1999	BOC RATIFICATION DATE	12/29/2010

Service	Fee
Lead	\$25
Immune Status Titers: FB146 – Medical/Nursing Student – Measles, Mumps, Rubella, Anti-HBs, Varicella Zoster FB147- Health Care Worker – Measles, Mumps, Rubella, Varicella Zoster	Actual Cost of Lab Tests/Kits (when test kits available)
Lead Nursing Home Visit – First Visit	\$85
Lead Nursing Home Visit – Second Visit	\$85
Lead Environmental Health Home Visit – First Visit	\$205
Lead Environmental Health Home Visit –Second Visit	\$155
Court Ordered Testing	\$141
Public Health Nurse/Health Educator Presentation	\$75/Hour (min. 1 hour charge)
Disinterment/Reinterment Permit	\$10
Record Copy Cost (per page)	25¢ per page
Breast and Cervical Cancer Control Program (BCCCP); FP/BCCCP And WISEWOMAN Program	Fees Established by the State

**TUSCOLA COUNTY HEALTH DEPARTMENT
FEE SCHEDULE**

SECTION	5 (Part 1)	SUBJECT	Environmental Health
PURPOSE	To establish fees to be charged for services rendered.		
EFFECTIVE DATE	01/01/2011	LAST REVIEW	12/09/2010
DATE ESTABLISHED	01/26/1999	LAST REVISION DATE	12/09/2010
BOH ADOPTED DATE	01/15/1999	BOH ADOPTED DATE	12/17/2010
BOC ADOPTED DATE	01/26/1999 plus BOC motion 99-M-023 for Detroit CPI adjustment	BOC RATIFICATION DATE	12/29/2010

Food Service – Profit and Non Profit effective 10/1/08	Fee
New License (Fixed)	\$403 + State Fees
Renewal (Fixed)	\$350 + State Fees
Mobile	\$206 + State Fees
Temporary Food	\$58 + State Fees
Vending Site	\$58 + State Fees
Special Transitory Food (STFU)	\$100 + State Fees
STFU	\$100
STFU Inspection fee for each requested inspection	\$90
Change of Ownership Inspection	\$309
Full Plan Review Fee	\$309
Formal Hearing	\$334
Partial Plan Review Fee	\$155
Operation Prior to License Application - Fixed/Temporary/Vending	2 x License Fee
Food Service License Late Fee - Fixed/Mobile/Transitory	\$141 per month (1 st day of each month)
Construction/Alteration Prior to Plan Approval	2 x Normal Fee
Change of Ownership Inspection Late Fee	2 x Normal Fee
Second Follow-up Inspection Same Violation	\$93
Additional Follow-up Inspections - Same Violations	\$172
School Second Inspection	\$162
Serving Site Only – Inspection	\$ 82

**TUSCOLA COUNTY HEALTH DEPARTMENT
FEE SCHEDULE**

SECTION	5 (Part 2)	SUBJECT	Environmental Health
PURPOSE	To establish fees to be charged for services rendered.		
EFFECTIVE DATE	01/01/2011	LAST REVIEW	12/09/2010
DATE ESTABLISHED	01/26/1999	LAST REVISION DATE	12/09/2010
BOH ADOPTED DATE	01/15/1999	BOH ADOPTED DATE	12/17/2010
BOC ADOPTED DATE	01/26/1999 plus BOC motion 99-M-023 for Detroit CPI adjustment	BOC RATIFICATION DATE	12/29/2010

Sewage – effective 10/1/08	Fee
Application	\$300
Relocation	\$160
Permit Transfer	\$22
Systems Installed Without Permit	3 x Application Fee
Commercial- Less than 2,000 gal/day	\$345
Commercial- Greater than 2,000 gal/day	\$458
Sewage Contractor's License - New	\$172
Sewage Contractor's License - Renewal	\$60
Septic Tank Only application	\$200
Water Wells	Fee
Residential/Type III Application	\$202
Type II Application	\$309
Water Wells Installed Without Permit	3 x Application Fee
Type II Monitoring Collections	\$11 + Lab Fee
Permit Transfer	\$22
Expired Permit Sampling Fee	\$27
Body Art Inspections	Fee
Body Art Inspection Fee	\$237
Follow-up Inspections	\$156
Temporary Fee	\$237
Plan Review	\$216

**TUSCOLA COUNTY HEALTH DEPARTMENT
FEE SCHEDULE**

SECTION	5 (Part 3)	SUBJECT	Environmental Health
PURPOSE	To establish fees to be charged for services rendered.		
EFFECTIVE DATE	01/01/2011	LAST REVIEW	12/09/2010
DATE ESTABLISHED	01/26/1999	LAST REVISION DATE	12/09/2010
BOH ADOPTED DATE	01/15/1999	BOH ADOPTED DATE	12/17/2010
BOC ADOPTED DATE	01/26/1999 plus BOC motion 99-M-023 for Detroit CPI adjustment	BOC RATAIFICATION DATE	12/29/2010

DHS/MDCIS – effective 10/1/08	Fee
Full Inspection (Part A & B)	\$287
Partial (Part A or B)	\$202
Plan Review	\$309
Partial Plan Review	\$155
Land Division/Subdivision/Site Condominiums/Proposed Mobile Home Parks/ Proposed Campgrounds/Proposed Cemeteries	Fee
Raw Land Evaluations (Applied toward preliminary plat if submitted)	\$361 up to 20 acres \$115 Up to 10 acres addition
Land Division (Per Parcel)	\$206
Preliminary Plat	\$403(additional \$20/lot above 4 lots)
Other Services	Fee
Sewer and Water Evaluation Fee	\$287
Campground Inspection Fee	\$172 + State Fee
Temporary Campground Inspection Fee	\$ 91 + State Fee (1-25 sites) \$ 102 + State Fee (26-50 sites) \$113 +State Fee (51-75 sites) \$124 +State Fee (76-100 sites) \$138 +State Fee (101-500 sites) \$173 +State Fee (500 + sites)
Usage Approval Application	\$145
Public Swimming Pool Inspection Fee	\$93 + State Fee
Appeals Board Application	\$309
Raw Land Evaluation for single residential usage	\$180
Requested Evaluation (Water/Soil/Other)	\$58+ Lab Fee
Radon Test Kits	\$10 Charcoal / \$15 Alpha Tracker

**TUSCOLA COUNTY HEALTH DEPARTMENT
FEE SCHEDULE**

SECTION	6	SUBJECT	Sexually Transmitted Disease
PURPOSE	To establish fees to be charged for services rendered.		
EFFECTIVE DATE	01/01/2011	LAST REVIEW	12/09/2010
DATE ESTABLISHED	01/26/1999	LAST REVISION DATE	12/09/2010
BOH ADOPTED DATE	01/15/1999	BOH ADOPTED DATE	12/17/2010
BOC ADOPTED DATE	01/26/1999	BOC ADOPTED DATE	12/29/2010

Service	Fee
New Client – Office Visit – Problem Focused	\$35.00
New Client – Office Visit – Expanded Problem	\$60.00
Established Client – Office Visit – Nursing Intervention	\$20.00
Established Client – Office Visit – Problem Focused	\$35.00
Laboratory – Pregnancy Test	\$15.00
Laboratory - Serology/VDRL	Actual cost of test unless free from MDCH
Laboratory – Wet Mounting	\$15.00
Laboratory – Urinalysis	\$10.00
Laboratory – Chlamydia	Actual cost of test unless free from MDCH
Laboratory – GC	Actual cost of test unless free from MDCH
Medications – Flagyl – 4 tabs	Actual cost of drug unless free from MDCH
Medications – Flagyl – 14 tabs	Actual cost of drug unless free from MDCH
Diflucan	\$5.00/ea
Medications – Doxycycline	Actual cost of drug unless free from MDCH
Medications – Zithromax	Actual cost of drug unless free from MDCH
Suprax	Actual cost of drug unless free from MDCH
Vantin	Actual cost of drug unless free from MDCH
Rocephin Injection (Ceftriaxone)	\$15.00
Contraceptives – Condoms/Dozen	\$4.20
Contraceptives – Female Condom	\$1.50

Note: Different Fees may be negotiated with Qualified Health Plans and other Health Insurance Provider as long as they are delineated in a contract which is approved by the Tuscola County Board of Health/Board of Commissioners.



Tuscola County Sheriff's Office

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

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

To: Tuscola County Board of Commissioners
From: Sheriff Lee Teschendorf
Ref: Jail Security
Date: 12/17/2010

During a recent State inspection of the jail the inspector noted the door in the security garage located between the receiving bay and the car wash portion does not lock. In fact the entire mechanism has rotted away a long time ago. The Inspector feels this is a safety hazard as an incoming prisoner could bolt thru this door and gain access to items in the car wash or in fact run away thru this unsecured portion of the jail.

Our first thought was to just simply install a master lock . However trustees go thru this door on a frequent basis to go to the laundry room. Also the Fire Chief said the door can't be locked like that due to it being fire exit.

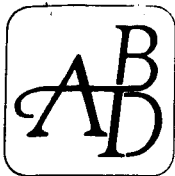
The solution then would be to put a electric lock mechanism so the correction control room can open the door for those that have permission.

The bid from Stanley Alarm to complete this is included. Their price does not include putting back the knobset and cylinder lock, which would have to be done by a locksmith. We estimate that would add app. \$200.00 onto the total bid of \$950.00

Also since this is a door attached to the jail we are thinking building and grounds would be responsible for the cost. Please advise your course of action.

Respectfully Submitted.


Sheriff Lee Teschendorf



ANDERSON, TUCKEY, BERNHARDT & DORAN, P.C.
 Certified Public Accountants

Gary R. Anderson, CPA
 Jerry J. Bernhardt, CPA
 Thomas B. Doran, CPA
 Valerie J. Hartel, CPA

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Terry L. Haske, CPA
 Jamie L. Peasley, CPA
 Timothy D. Franzel
 Laura J. Kosal, CPA
 Jill M. Mulders, CPA

December 16, 2010

Board of Commissioners
Tuscola County
 Caro, Michigan

Dear Board Members:

We are pleased to confirm our understanding of the services we are to provide **Tuscola County** for the years ended **December 31, 2010, 2011 and 2012**. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements, of **Tuscola County** as of and for the years ended **December 31, 2010, 2011 and 2012**. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement **Tuscola County's** basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historic context. As part of our engagement, we will apply certain limited procedures to **Tuscola County's** required supplementary information in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist principally of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following required supplementary information is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- Management's Discussion and Analysis.
- Budgetary Comparison Schedules
- Municipal Employees Retirement System of Michigan – Schedule of Funding Progress and Employer Contributions

Supplementary information other than required supplementary information also accompanies **Tuscola County's** financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

- Schedule of expenditures of federal awards
- Combining and Individual fund financial statements

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and for which our auditor's report will not provide an opinion or any assurance.

- Introductory Section
- Statistical tables

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

The reports on internal control and compliance will each include a statement that the report is intended solely for the information and use of management, the body or individuals charged with governance, others within the entity specific legislative or regulatory bodies, federal awarding agencies, and if applicable, pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Our audit will be conducted in accordance with generally accepted auditing standards established by the Auditing Standards Board (United States); the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of OMB Circular A-133, and will include tests of accounting records, a determination of major program(s) in accordance with OMB Circular A-133, and other procedures we consider necessary to enable us to express such opinions and to render the required reports. If our opinions on the financial statements or the Single Audit compliance opinions are other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. Management is also responsible for identifying government award programs and understanding and complying with the compliance requirements, and for the preparation of the schedule of expenditures of federal awards in accordance with the requirements of OMB Circular A-133. As part of the audit, we will assist with preparation of your financial statements, schedule of expenditures of federal awards, and related notes. You are responsible for making all management decisions and performing all management functions relating to the financial statements, schedule of expenditures of federal awards, and related notes and for accepting full responsibility for such decisions. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and the schedule of expenditures of federal awards and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you are required to designate an individual with suitable skill, knowledge, or experience to oversee any nonaudit

services we provide and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for establishing and maintaining internal controls, including internal controls over compliance, and for monitoring ongoing activities, to help ensure that appropriate goals and objectives are met and that there is reasonable assurance that government programs are administered in compliance with compliance requirements. You are also responsible for the selection and application of accounting principles; for the fair presentation in the financial statements of the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the *Tuscola County* and the respective changes in financial position and, where applicable, cash flows in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for ensuring that management and financial information is reliable and properly recorded. Your responsibilities also include, including identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan. The summary schedule of prior audit findings should be available for our review. You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, and for the timing and format for providing that information

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting

on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because an audit is designed to provide reasonable, but not absolute assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditor's is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We may request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Controls

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by OMB Circular A-133, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and OMB Circular A-133.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of *Tuscola County's* compliance with applicable laws and regulations and the provisions of contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

OMB Circular A-133 requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of

contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Circular A-133 Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of **Tuscola County's** major programs. The purpose of these procedures will be to express an opinion on **Tuscola County's** compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Circular A-133.

Audit Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of and sign the Data Collection Form that summarizes our audit findings. We will provide copies of our reports to **Tuscola County**. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the designated federal clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

The audit documentation for this engagement is the property of Anderson, Tuckey, Bernhardt & Doran, P.C. and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to the Michigan Department of Education or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Anderson, Tuckey, Bernhardt & Doran, P.C. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately December 20, 2010 and to issue our reports no later than June 30th of each year. Jerry J. Bernhardt, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fees for these services will be at our standard hourly rates, plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc) except that we agree that our gross fee, including expenses will not exceed:

<i>December 31, 2010</i>	<i>\$32,500</i>
<i>December 31, 2011</i>	<i>\$29,500</i>
<i>December 31, 2012</i>	<i>\$31,000</i>

This fee assumes you have not added any new funds since your last audit or that a Capital Project audit is not needed for new programs or projects. The above fees are based on current auditing standards. We will discuss with you in advance any additional fees that result from new auditing standards that become effective during the engagement period.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We acknowledge the County's right to suspend or terminate our services at any time subject to the payment provisions in the preceding paragraph.

In the event of a dispute related in any way to our services, our firm and you agree to discuss the dispute and, if necessary, to promptly mediate, in a good faith effort, to resolve it. We will agree on a mediator, but if we cannot, either of us may apply to a court having personal jurisdiction over the parties for appointment of a mediator. We will share the mediator's fees and expenses equally, but otherwise will bear our own attorney fees and costs of the mediation.

Participation in such mediation shall be a condition to either of us initiating litigation. In order to allow time for the mediation, any applicable statute of limitations shall be tolled for a period not to exceed 120 days from the date either of us first requests in writing to mediate the dispute.

The mediation shall be confidential in all respects, as allowed or required by law, except that our final settlement positions at mediation shall be admissible in litigation solely to determine the identity of the prevailing party for purposes of the award of attorney fees.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2009 peer review report accompanies this letter.

We appreciate the opportunity to be of service to **Tuscola County** and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Anderson, Tuckey, Bernhardt & Doran, P.C.
Certified Public Accountants

RESPONSE:

This letter correctly sets forth the understanding of **Tuscola County**.

By: _____

Title: Tuscola County Controller

Date: _____

TO: Anderson, Tuckey, Bernhardt & Doran, P.C.

After considering the qualifications of the accounting personnel of *Tuscola County*, we believe that the personnel have the ability to maintain day-to-day bookkeeping of the County, but they do not have the qualifications and abilities to generate the financial statements, including the required footnotes, in accordance with accounting principles generally accepted in the United States of America. For this reason, we will contract with you to prepare our financial statements.

By: _____

Title: Tuscola County Controller

Date: _____

System Review Report

October 30, 2009

To the shareholders of Anderson, Tuckey, Bernhardt & Doran, P.C. and the
Peer Review Committee of the Michigan Association of CPA's

We have reviewed the system of quality control for the accounting and auditing practice of Anderson, Tuckey, Bernhardt & Doran, P.C. (the firm) in effect for the year ended May 31, 2009. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under the *Government Auditing Standards*; and audits of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of Anderson, Tuckey, Bernhardt & Doran, P.C. in effect for the year ended May 31, 2009, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Anderson, Tuckey, Bernhardt & Doran, P.C. has received a peer review rating of *pass*.

Maner Costerisan PC

DRAFT
Tuscola County Board of Commissioners
Committee of the Whole Minutes
Tuesday, December 7, 2010
HH Purdy Building
125 W. Lincoln, Caro MI

Present: Commissioners Roggenbuck, Bardwell, Kern, Peterson, Petzold. Also present: Mike Hoagland, Margie White, Bob Mantey, Dara McGarry, Gary Anderson, Jerry Bernhardt, Patricia Donovan-Gray, Jerry Desloover, Allen Pantner, Janie Rivet, Kent Talman

Auditor Interviews:

Anderson, Tuckey, Bernhards, & Doran
Rehmann Robson
Abraham & Gaffney
Yeo & Yeo
Anderson Tackman & Co

Sunday Liquor Sales – if Tuscola County chooses to prohibit the sale of spirits, mixed spirit drink and/or beer and wine between the hours of 7 a.m. on Sunday and 2 a.m. on Monday, a resolution or ordinance prohibiting such sales must be submitted to the Liquor Control Commission by 5:00 p.m. on December 15, 2010. To be discussed at Thursday's COW meeting.

Increase in Imprest Cash – for those offices remaining in the courthouse. More information will be sought and the matter discussed at Thursday's COW meeting.

Motion by Roggenbuck seconded by Peterson to go into closed session under 8(c) to discuss labor negotiations. Roll call: Roggenbuck, yes; Kern, yes; Petzold, yes; Peterson, yes; Bardwell, yes. Motion carried.

Motion by Roggenbuck seconded by Peterson to come out of closed session. Motion carried.

Meeting adjourned at 12:22 p.m.

Margie A. White
Tuscola County Clerk

DRAFT – Minutes
Tuscola County Board of Commissioners
Committee of the Whole – Thursday, December 9, 2010
HH Purdy Building
125 W. Lincoln
Caro, MI

Finance

Committee Leaders-Commissioner Peterson and Bardwell

Primary Finance Items

Imprest Cash – Increase amount to \$300.00 (see consent agenda resolution)

Update Regarding Sheriff Hardware/Software for Accident Reconstruction – to purchase a Total Station which can measure an accident scene using laser technology in the amount of \$1288.00. (see consent agenda resolution)

Medical Marijuana – Prosecutor is preparing recommendations. Also discussed having Mike Hoagland contact the County Legal Counsel on preparing a moratorium regarding the sale of medical marijuana.

County Credit Cards – Chairman Bardwell was concerned with the fact that our credit card company needed his personal finance information it issue credit cards to County employees for County Business, making him personally responsible for the County credit card debit. The Board suggest Mari Young look into finding a new credit card company.

Secondary/On-Going Finance Items

1. Treasurer Bank Statement Reconciliation
2. Road Commission Compensation Change Request – Denied
3. Thumb Regional Renewable Energy Collaborative – Next meeting 12/15/2010 in Akron Township
4. Potential Refunding of 2003 Medical Care Facility Bonds
5. Jail Prisoner Overcrowding Alternative

Personnel

Committee Leader-Commissioners Peterson and Roggenbuck

Primary Personnel Items

Fill the Part-Time Dispatch Vacant Position – Bob Klenk appeared requesting to fill one part-time dispatch position (see consent agenda)

Elected Officials/Department Head Meeting – it was decided the Personnel Committee along with Commissioner Kern and Commissioner Petzold will rotate attending the meetings which occur the first Thursday of every month.

Secondary/On-Going Personnel Items

1. Airport Zoning Board of Appeals
2. New Hire Benefit Changes

3. Circuit/Family Court Personnel Policies
4. MERS Bridged Benefits Valuation
5. Labor Negotiations

Building and Grounds

Committee Leader-Commissioners Petzold and Kern

Primary Building and Grounds Items

None

Secondary/On-Going Building and Grounds Items

1. Office Space Planning – Next Steps

Correspondence/Other Business as Necessary

1. Other County Resolutions

Public Comment Period - none

Closed Session – If Necessary

Other Business as Necessary

Statutory Finance Committee Minutes

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

Also present: Mike Hoagland, Caryl Langmaid

Claims and per diems were reviewed and approved

Public Comment – None

Meeting adjourned at 1:20 p.m.

Caryl Langmaid
Tuscola County Deputy Clerk

Tuscola County Recycling Advisory Committee

#8

Tod Fackler
Chairperson
989-823-7831
TodFackler@sbcglobal.net

Sharon Mika
Vice Chairman
989-673-6956
mantooth@centurytel.net

Kate Neese
Recycling Coordinator
989-672-1673
recycle@tuscolacounty.org

December 2, 2010 Meeting Minutes

MEMBERS PRESENT: Patricia Frazer, Jim McMinn, Sharon Mika, Tod Fackler & Norma Wallace

MEMBERS EXCUSED: Don Duggar and Jane Ryba

OTHERS PRESENT: Commissioner Roy Petzold, Kate Neese; Tuscola County Recycling Coordinator, Frank Kieltyka and Beth Tetil

Tod Fackler called the meeting to order at 4:37pm and Kate Neese took roll.

The minutes from the October 7, 2010 meeting were reviewed. Mr. McMinn moved to accept the minutes as corrected and Ms. Frazer seconded the motion. The motion carried.

Public Comment was allowed at this time. Ms. Neese reminded the Committee that the next Recycling Advisory Committee meeting will be held in the County's new building located at 125 Lincoln Street. This building is known as the H.H. Purdy Building or the old Edison building.

Ms. Neese reviewed some program updates at this time. She stated the satellite tire collections were a success and eight municipalities took advantage of this program. Ms. Neese plans to get this program moving quickly after the first of the New Year in an effort to host tire collections before the mosquito breeding season begins. Ms. Neese has been coordinating, promoting and publicizing these events as they are scheduled. Each of the eight municipalities have expressed an interest to host another collection next year.

Ms. Neese informed the Committee that the Multi-County Solid Waste Task Force (MCSWTF) renewed with our current Household Hazardous Waste vendor for 2011.

The 2011 budget development is ongoing and there is a public meeting scheduled on Thursday December 9th at 8:30am in the new building at 125 Lincoln Street. Ms. Neese shared the Indirect Cost Analysis from 2009 with the Committee. Discussion was held.

The 6 Year Projected Budget scenario and Dashboard was reviewed and discussed at this time. Discussion was held in regards to Indirect Costs. The Building and Grounds Director has the new roof already slated for the 2011 budget (instead of 2012). Discussion was held in regards to ewaste costs and battery recycling. Ms. Neese is continuously working on these documents to give the Committee the most accurate projections possible.

The "Goals & Objectives" sheet was reviewed at length. The ultimate goal of the Recycling Center is to strive to become cost neutral. Ms. Mika expressed a need for measurable goals such as increasing tonnage, increasing shredding and increasing education programs. Mr. Fackler suggested a sub category for environmental

education. Discussion was held in regards to the current education programs and tours. The Committee asked about the specific costs of the education programs. Mr. Fackler stated that education costs should be kept separate from operational costs because education will never be cost neutral. The Committee agreed that education was a very important aspect of recycling but they need to know the costs involved. Discussion was held in regards to the lack of grant money available right now. The Committee would like to track all education costs for 2011. Dual stream recycling, in which paper products are recycled separately from everything else, was discussed. The Committee would like to see a cost analysis on every function and program at the recycling center (i.e. equipment maintenance on every piece of equipment, ewaste, tires, Clean Sweep, education, etc). Mr. Kieltyka stated he has spent 240 hours maintaining the paper shredder this year to date. Discussion on maintenance of equipment was held at length.

The Committee agreed the main goal of the Center is "Make the recycling center cost neutral" and the objectives to get to that goal include a detailed cost analysis. Environmental education should be kept separate from the main goal. Objectives for education include increasing tours and presentations. Discussion was held on how to measure the return on our education efforts. Ms. Mika moved to recommend two goal for the center at this time including 1) becoming a cost neutral operation and 2) education with objectives to follow and recommendations to the recycling coordinator. This motion was seconded by Mr. McMinn. The motion carried.

New Business was discussed at this time. The Committee agreed to keep the meeting schedule the same for next year. Ms. Neese was instructed to send out the schedule and secure the meeting room as soon as possible. The first meeting for 2011 will be Thursday February 3rd at 4:30pm at the H. H. Purdy building located at 125 Lincoln Street in Caro. The current sale of materials report & division figures for 2010 were reviewed. The current Budget Status Report was distributed and reviewed. The Budget Status Reports could be found online at www.tuscolacounty.org/finreports/ under "Monthly Budgetary Status Reports".

Time was given again for additional public comment. There were no additional public comments at this time.

Mr. Fackler adjourned the meeting at 6:00pm. The next meeting is February 3rd at 4:30pm at the H. H. Purdy building located at 125 West Lincoln Street in Caro. All meetings are open to the public.

Tuscola County Recycling Material Recovery Facility

E-mail: recycle@tuscolacounty.org
Website: www.tuscolacounty.org/recycling

1123 Mertz Rd.
Caro, MI 48723

Phone: (989) 672-1673
Fax: (989) 672-3868

Recycling Advisory Committee (RAC) Meeting Dates

**Tuscola County H.H. Purdy Building
125 W. Lincoln Street Caro, MI 48723**

Board Room

4:30 P.M.

February 3, 2011

April 7, 2011

June 2, 2011

August 4, 2011

October 6, 2011

December 1, 2011



michiganrecyclingcoalition

#9

PO Box 10070
Lansing, MI 48901
Phone: 517.974.3672
www.michiganrecycles.org

Bill Gurn
MRC Board Chair
Haworth, Inc.

December 16, 2010

Lori Miller
MRC Board Vice Chair
Capitol Area Recycling & Trash

Patty O'Donnell
Treasurer
NWCMCOG

Kate Neese
Secretary
Tuscola County Recycling Facility

Roger Cargill
Schupan Recycling

Cara Clore
Clinton Co. Dept. of Waste Mgt.

Mike Csapo
RRRASOC

Matt Flechter
*MI Dept. of Natural
Resources & Environment*

W. Lee Hammond
Bata Plastics, Inc

Jack Iwema
GEPP Michigan

Linda McFarland
Classic Computer Recovery, Inc.

Michael Merren
Mel Trotter Ministries

Esther Seaver
*Midland Volunteers for
Recycling*

Stephen Sheldon
Recycler Ann Arbor

Mary Jo Van Natter
Great Lakes Recycling

Kerrin O'Brien
Executive Director
Michigan Recycling Coalition

Mike Hoagland
Controller/Administrator
207 East Grant St.
Caro, MI 48723

Dear Mr. Hoagland,

This is the perfect time of the year to express our gratitude. On behalf of the Michigan Recycling Coalition Board of Directors and members, we want to thank you and your organization for the support you have given to the Coalition by allowing and encouraging Kate Neese in her work on the Board of Directors.

We certainly recognize and value the time and resources that you provide through the work and commitment of Kate to the Coalition in advancing its pro-recycling agenda. Our goals of increasing the amount of waste diverted to recycling and other valuable utilization strategies is worthy of your investment and we hope to return that value to you in a variety of ways.

Please accept our sincerest gratitude for Tuscola County's commitment and support of this worthy cause.

Sincerely,

Bill Gurn
Chair, Board of Directors

Kerrin O'Brien
Executive Director