

**TUSCOLA COUNTY BOARD OF COMMISSIONERS  
MEETING AGENDA  
THURSDAY, JUNE 16, 2011 – 8:30 A.M.**

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

125 W. Lincoln Street  
Caro, MI 48723

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

- 8:30 A.M. Call to Order – Chairperson Bardwell  
Prayer – Commissioner Petzold  
Pledge of Allegiance – Commissioner Bardwell  
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  
    -Interim Court Administrator Compensation  
    -Friend of the Court Compensation  
    -Employment Contract – Controller  
    -Request to Use Courthouse Lawn (See Correspondence #3)  
    -County Road Commission 2010 Financial Report  
    -Primary Road Millage Transfer Request  
    -Bridge Millage Transfer Request  
    -Act 312 Arbitrator's Award (See Correspondence #4)  
    -Behavioral Health System Vacancy (See Correspondence #5)  
    -Creation of New MERS Divisions  
Old Business  
Correspondence/Resolutions

**COMMISSIONER LIAISON COMMITTEE REPORTS**

**BARDWELL**

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

ALLEN

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

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  
Michigan Works  
Multi-County Solid Waste  
TRIAD  
Local Unit of Government Activity Report  
Road Commission  
Health Board  
Saginaw Bay RC & D

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  
Tuscola 2011

Closed Session (If Necessary)

Other Business as Necessary

Extended Public Comment

Adjournment

**COMMITTEE MEETING TO FOLLOW BOARD  
MEETING AT APPROXIMATELY 10:00 A.M.**

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 May 26, 2011 Full Board Minutes
- #2 Consent Agenda Resolution
- #3 Request to Use Courthouse Lawn
- #4 Act 312 Arbitrator's Award
- #5 Behavioral Health System Vacancy
- #6 June 7, 2011 Committee of the Whole Minutes
- #7 May 26, 2011 Committee of the Whole & Statutory Finance Minutes
- #8 May 26, 2011 Road Commission Minutes
- #9 May 19, 2011 Road Commission Minutes
- #10 May 12, 2011 Road Commission Minutes
- #11 NACo Board of Directors 2012 Dues Information
- #12 NACo Annual Conference – Election of Second Vice President
- #13 LEAD Tuscola 2010 – 2011 Class Graduation Invitation

*DRAFT*  
**Tuscola County Board of Commissioners**  
**May 26, 2011 Minutes**  
**HH 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 26<sup>th</sup> day of May, 2011 to order at 6:06 o'clock p.m. local time.

Prayer by Commissioner Allen  
Pledge by Commissioner Petzold

**COMMISSIONERS PRESENT:**

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

11-M-125

Motioned by Peterson seconded by Allen to adopt the agenda as amended. Motion carried.

11-M-126

Motioned by Kern seconded by Allen to approve the minutes of the 5/12/11 regular meeting. Motion carried.

Brief Public Comment – Judy Adams stated she was not hired by Enterprise Facilitation as stated in the newspaper. She will be working on a volunteer basis.

11-M-127

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

**CONSENT AGENDA**

<b>Agenda Reference:</b>	A
<b>Entity Proposing:</b>	COMMITTEE OF THE WHOLE 5/12/11
<b>Description of Matter:</b>	Move that special revenue fund budget amendments as identified in the May correspondence from the Controller/Administrator be approved with the exception of the wage change amendments for the Friend of the Court and Interim Court Administrator which are on hold until an overall staffing plan (and corresponding costs) is

presented for review by the Board of Commissioners by the Circuit/Family Court.

**Agenda Reference:** B

**Entity Proposing:** COMMITTEE OF THE WHOLE 5/12/11

**Description of Matter:** Move that the Nationwide Deferred Compensation Program be approved and made available as an alternative to the current Great West Deferred Compensation Program. Also, contracts and other necessary documents are authorized for signature and informational meetings be scheduled for all interested employees.

**Agenda Reference:** C

**Entity Proposing:** COMMITTEE OF THE WHOLE 5/12/11

**Description of Matter:** Move that the following individuals be appointed to serve as members of the Airport Zoning Board of Appeals: Jonathan Blasius, William Campbell, Donald Clinesmith, Paul Hoose and Keith Kosik. Also, a letter be forwarded to these individuals notifying them of their appointment.

**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.

11-M-128

Motion by Kern seconded by Allen to approve the Register of Deed's May 20, 2011 letter of request for Chief Deputy Register of Deeds, Marie Swick, to carry over six (6) vacation days beyond her anniversary date of July 13, 2011 and the six (6) days to be used by October 13, 2011. Motion carried.

11-M-129

Motion by Peterson seconded by Allen that the HIPPA Business Associate Agreement be authorized for signature to enable County Recycling to do confidential shredding for the County Medical Care Facility. Motion carried.

## 11-M-130

Motion by Kern seconded by Peterson, that per the request from the county bond attorney, to approve the resolution whereby Denmark Township contracts with the county regarding the Denmark Township water extension project and authorize all appropriate signatures. Motion carried.

## 11-M-131

Motion by Kern seconded by Allen to approve the 2011 county millages as presented on the 2011 tax rate request form and authorize all appropriate signatures. Motion carried.

## 11-M-132

Motion by Kern seconded by Allen that per the request from the county bond attorney, to approve the resolution to issue capital improvement bonds to purchase the HH Purdy Building and authorize all appropriate signatures. Motion carried.

## 11-M-133

Motion by Peterson seconded by Allen to receive and place on file the 2009-2010 Health Department Annual report. Motion carried.

## 11-M-134

Motion by Kern seconded by Allen to receive and place on file the 2009-2010 Medical Examiner Annual Report. Motion carried.

6:30 p.m. Commissioner Petzold left the meeting.

## 11-M-135

Motion by Kern seconded by Peterson to recognize the following Tuscola County farmers for their outstanding commitment to the environment and for assuring that agricultural resources and a quality of life are available for current and future generations by achieving the standards of the Michigan Agricultural Environmental Assurance Program (MAEAP). This Board of Commissioners expresses its gratitude to the following dedicated Tuscola County farmers for protecting the environment and accomplishing the high standards of MAEAP.  
John Schulz Farm, 6066 French Road, Unionville, MI 48767  
Bednarski Farm Inc., 2740 W. Elmwood, Caro, MI 48723 Motion carried.

Extended Public Comment – none

Meeting adjourned at 7 p.m.

Karen Mozden  
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 in the Village of Caro, Michigan, on the 16<sup>th</sup> day of June, 2011 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 5/26/11

**Description of Matter:** Move that the budgeted remodeling work at the former Friend of the Court building for use by Adult Probation be awarded to Nolan Construction who was the low bidder for an amount of \$30,360.

**Agenda Reference:** B

**Entity Proposing:** COMMITTEE OF THE WHOLE 5/26/11



**Description of Matter:** Move that per the May 18, 2011 memo from the Medical Care Facility Director that \$11,460 be authorized for transfer from the Voted Medical Care to the Regular Medical Care Facility Fund for the items identified in the memo.

**Agenda Reference:** C

**Entity Proposing:** COMMITTEE OF THE WHOLE 5/26/11

**Description of Matter:** Move that the budgeted sealing parking lot repair work for Michigan State University-Extension, Maintenance Garage, Sheriff and Annex be awarded to Asphalt Concrete who was the low bidder in the amount of \$8,598.

**Agenda Reference:** D

**Entity Proposing:** COMMITTEE OF THE WHOLE 5/26/11

**Description of Matter:** Move that the budgeted parking lot repair work for Mosquito Abatement be awarded to Chippewa Asphalt Paving Company who was the low bidder in the amount of \$18,700. (This cost to be charged to the Mosquito Abatement Fund).

**Agenda Reference:** E

**Entity Proposing:** COMMITTEE OF THE WHOLE 6/7/11

**Description of Matter:** Move to concur with the reclassification of the District Court Attorney-Magistrate to Attorney-Magistrate-Collections Officer effective July 15, 2011 at the rate of \$71,503.69 annually (increase in compensation for expanded position responsibilities as defined in the revised job description). This reclassification is granted conditioned upon the following understandings and budget changes:

- Effective July 15, 2011 the retiring Attorney-Magistrate position will be discontinued indefinitely
- 2011 District Court budget amendments will be implemented to account for the position reclassification and elimination of the other Attorney-Magistrate position effective July 15, 2011

- Discontinuing the Attorney-Magistrate position will apply as the District Court contribution to lowering expenditures for the 2012 County Budget
- Increased compensation would revert to previous Attorney-Magistrate level (or to be reviewed) if the new functions assigned to the Attorney-Magistrate-Collections Officer as contained in the job description are reduced.

**Agenda Reference:** F

**Entity Proposing:** COMMITTEE OF THE WHOLE 6/7/11

**Description of Matter:** Move that the letter of resignation from Eric VanLandingham (Information Systems Specialist) be received and placed on file with said resignation to be effective July 14, 2011.

**Agenda Reference:** G

**Entity Proposing:** COMMITTEE OF THE WHOLE 6/7/11

**Description of Matter:** Move that Barry Lapp be hired as the Information System Specialist effective June 20, 2011 at Step 2 rate of pay on the Information System Specialist wage scale (\$40,497). (Background check has been completed). Also, after six months of service and completion of the probationary period 6 days of vacation time be awarded.

**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:

CONSENT AGENDA.....6/16/11.....Page 4

RESOLUTION ADOPTED.

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Thomas Bardwell, Chairperson  
Tuscola County Board of Commissioners

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Margie White  
Tuscola County Clerk

To: Mike Hoagland, Tuscola County Administrator  
Tuscola County Administrative Office  
W. Lincoln St.  
Caro, Mi 48723

From: Warren Taylor Tuscola county captain of Fire Rick Snyder  
1556 W. Gilford  
Caro, Mi 48723  
Telephone 989 286-2099

Reference: Petition signing event for recall petitions of Governor Rick Snyder and possibly State Representative Kurt Damrow at the Tuscola county courthouse.

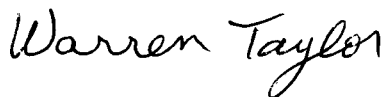
Date: June 7, 2011

Dear Mike Hoagland,

Fire Rick Snyder is staging a statewide petition signing event on July 9th. Noon-6 at Every County Court house in the State. The Tuscola County chapter of firericksnyder would like to stage an event at the Tuscola County Courthouse. We want to comply with any rules or suggestions you might have so please consider this a request for any permits you may require, any rules you might have and any suggestions you might have.

We would like to have an 6 foot folding table, 8 chairs, a few people walking on the sidewalk with hand held signs and if weather requires an 10 foot folding canopy on county property. We anticipate that there will be a few hundred people attending the event. However the people will be spread over a 6 hour period with people arriving, signing petitions, mulling around for a short time and departing while others are arriving for the same process.

Kindest regards,



Warren Taylor

MICHIGAN EMPLOYMENT RELATIONS COMMISSION

TUSCOLA COUNTY  
SHERIFF'S DEPARTMENT

ACT 312 ARBITRATION  
MERC Case No. L10 H-8003

- and -

POLICE OFFICERS LABOR COUNCIL

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Arbitration Panel

Chairman: Barry Goldman  
Employer Delegate: Robert A. Kendrick  
Union Delegate: Thomas Zulch

Appearances

For the Employer: Robert A. Kendrick  
For the Union: Thomas Zulch

Issues (All Economic)

1. Prescription drug co-pays
2. Retroactivity to February 1, 2011 of changes in health care and/or prescription drugs

Chronology

Arbitration Petition Filed: January 6, 2011  
Chairman Appointed: April 21, 2011  
Pre-Hearing Conference: May 12, 2011  
Evidentiary Hearings: June 9, 2011  
Final Offers Exchanged: June 9, 2011  
Findings Issued: June 9, 2011

## Background

Prior to the evidentiary hearing in this matter, the parties entered into an agreement resolving all but two of the issues originally brought before this panel. That agreement is attached hereto and made a part of this award.

The Act 312 statute (Section 9) requires that the panel base its findings on the following factors:

- (a) The lawful authority of the employer.
- (b) Stipulations of the parties.
- (c) The interests and welfare of the public and the financial ability of the unit of government to meet these costs.
- (d) Comparison of the wages, hours and conditions of employment of the employees involved in the arbitration proceeding with the wages, hours and conditions of employment of other employees performing similar services and with other employees generally:
  - (i) In public employment in comparable communities.
  - (ii) In private employment in comparable communities.
- (e) The average consumer prices for goods and services, commonly known as the cost of living.
- (f) The overall compensation presently received by the employees, including direct wage compensation, vacations, holidays and other excused time, insurance and pensions, medical and hospitalization benefits, the continuity and stability of employment and all other benefits received.
- (g) Changes in any of the foregoing circumstances during the pendency of the arbitration proceedings.
- (h) Such other factors, not confined to the foregoing, which are normally or traditionally taken into consideration in the determination of wages, hours and conditions of employment through voluntary collective bargaining, mediation, fact-findings, arbitration or otherwise between the parties, in the public service or in private employment.

The parties having agreed that the two issues remaining before the panel are both economic, the statute also requires that the panel "adopt the last offer of settlement which, in the opinion of the arbitration panel, more nearly complies with the applicable factors prescribed in section 9."

### 1. Prescription Drug Co-pays

The Employer's final offer is to amend the prescription drug co-pay language to require:

\$20.00 generic, \$40.00 preferred brand name, \$60 non-preferred brand name.

The Union's final offer is to retain the status quo:

\$15.00 generic, \$30.00 brand name.

In the opinion of the arbitration panel, the Employer's final offer more nearly complies with the applicable factors prescribed in Section 9 of the statute.

**Finding:** The panel adopts the Employer's proposal to amend the prescription drug co-pay provision.

## 2. Retroactivity


The Employer's proposal is to make the changes in health care and/or prescription drugs retroactive to February 1, 2011.

The Union's proposal is not to make those changes retroactive; but to make the changes as soon as practicable following the effective date of this 312 Award.

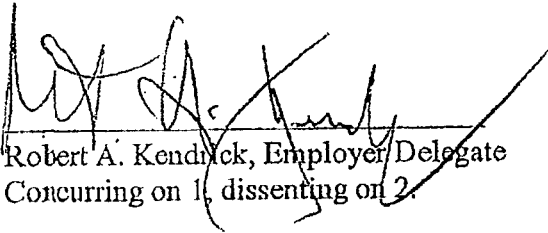
In the opinion of the arbitration panel, the Union's final offer more nearly complies with the applicable factors prescribed in Section 9 of the statute.

**Finding:** The panel adopts the Union's proposal. Changes in health care and prescription drugs will not be made retroactive, but will be implemented as soon as practicable following the effective date of this 312 Award.

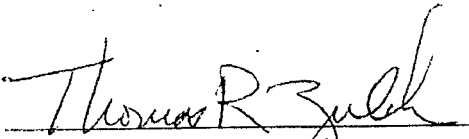
Respectfully submitted,

 6/9/11

Barry Goldman, Chairman

 6/9/11

Robert A. Kendrick, Employer Delegate  
Concurring on 1, dissenting on 2.

 6-9-11

Thomas Zulch, Union Delegate  
Concurring on 2, dissenting on 1





# TUSCOLA

## *Behavioral Health Systems*

June 1, 2011

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

Dear Commissioners,

The Tuscola Behavioral Health System's (TBHS) Board of Directors currently has two vacancies. One vacancy is due to the retirement of Gary Haas, term expiration of March, 2013 and the second is due to the resignation of Brad Glassford, term expiration of March, 2012.

On May 10, 2011, Sharon Beals, CEO and Walter Szostak, Board Chairperson, interviewed Ms. Molli Hartel for one of the current vacancies. Enclosed is a copy of Ms. Hartel's application for your review.

At its regularly scheduled Board Meeting of May 26, 2011, the Tuscola Behavioral Health System's Board of Directors, unanimously resolved to recommend to the Tuscola County Board of Commissioners, the appointment of Molli Hartel to complete the remainder of Gary Haas' term; expiration of March 2013.

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

Sincerely,

Sharon Beals  
Chief Executive Officer

Walter Szostak  
Board Chairperson

SB/WS/psp

Enclosure

cc: Molli Hartel

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*A Michigan Community Mental Health Authority serving Tuscola County*

P.O. Box 239 • Caro, Michigan 48723 • Ph. 989.673.6191 or 1.800.462.6814 • TDD 1.866.835.4186 • [www.tbhsonline.com](http://www.tbhsonline.com)

**TUSCOLA COUNTY**  
**BOARDS & COMMISSIONS APPOINTMENT APPLICATION**

Print Form

Please return this questionnaire to the County Clerk's Office, Attention: Appointments Division, 440 N. State St., Caro MI 48723; by email to [appoint@tuscolacounty.org](mailto:appoint@tuscolacounty.org) ; or by fax at (989) 672-4266  
Please submit your resume with this application.

Boards/Commissions for which you would like to be considered:

Boards/Commissions for which you would like to be considered:

First Name\*  Middle Initial\*  Last Name\*

Have you ever used, or have you ever been known by any other name?  Yes  No

If yes, provide names and explain:

Home Address  City  Zip

Township  County

Employer Name:

Employer Address  City  Zip

Position Title

Work Number\*  (10 digit) Home Number\*  (10 digit) Cell Number  (10 digit)

Email hartel\_m@hotmail.com (email is the preferred method of contact, please provide if available)

Are you a United States Citizen?  Yes  No

EDUCATION (Include degree and dates; if answered in full on your attached resume, please indicate):

Cass City High School 1974  
Ferris State College 1974-76  
Microsoft Certified Network Professional 1987-present

EMPLOYMENT EXPERIENCE (if answered in full on your attached resume, please indicate):

I was the IT Manager at Walbro Corporation for 18 years and made the decision to retire when Walbro was sold 14 years ago. Since then I have worked part time for Anderson, Tuckey, Bernhart & Doran, Renee J. Wood, and Testing Services Group - my husband's company.

Do you hold any professional licenses? If so, please include numbers:

What special skills could you bring to this position?

I have a life time of mental health experiences, going back to childhood and I am extremely computer literate.

Previous government appointments:

Please provide us with the names of your:

State Senator

State Representative

County Commissioner

The following **optional** information is elicited in order to ensure that this administration considers the talent and creativity of a diverse pool of candidates. In addition, specific backgrounds or qualifications are legally required for appointment to some boards and commissions. You may, therefore, wish to provide this information in order to ensure that you are considered for relevant boards and commissions.

Age

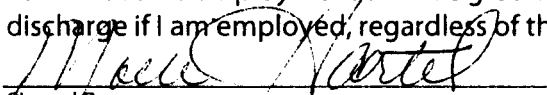
Political Affiliation

Military Service

Spouse or Partner's Name

**CONSENT AND CERTIFICATION**

I,  (please print name), hereby certify that the information contained in this application is true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any misrepresentation, falsification or omission of information on this application or on any document used to secure employment shall be grounds for rejection of this application or immediate discharge if I am employed, regardless of the time elapsed before discovery.

  
Signed By

**DRAFT**  
**Tuscola County Board of Commissioners**  
**Committee of the Whole Minutes**  
**Tuesday, June 7, 2011**  
**HH Purdy Building – 8:30 A.M.**  
**125 W. Lincoln, Caro, MI**

Commissioners present: Allen, Bardwell, Petzold, Peterson. Also present: Mari Young, Margie White, Donna Fraczek, Mike Miller, Carrie Krampits, Mary Drier

### **Finance**

**Wind Energy Taxation and Revenue Potential - 6/8/11 Meeting** – scheduled to take place in Huron County to develop a plan to submit to legislators to ensure counties are able to tax wind energy

**County Hiring Freeze – Reducing Cost Through Attrition** – no report

**District Court Staffing Change Proposal** – the District Court Administrator presented a plan whereby the current Attorney/Magistrate be reclassified to Attorney/Magistrate/Collections Officer (see consent agenda resolution)

**Computer Department Employee Resignation and Potential Replacement** – the position has been offered to a current part-time employee at Step II (who has accepted) (see consent agenda resolution)

**Mosquito Abatement** – two calls were received by a commissioner; one questioning daytime spraying and another regarding the wait time to be sprayed.

Meeting recessed at 9:20 a.m.

Meeting resumed at 9:26 a.m.

#### Secondary/On-Going Finance Items

1. Treasurer Bank Statement
2. Circuit Court Collections Plan
3. Development of State Recommended County Financial Information
4. Road Commission Contracting with Sheriff Department for Weigh Master Functions
5. Economic Development Alternatives
6. BC/BS Lawsuit – setting up depositions, Mari and Mike will be deposed
7. Grant to Review Computer System Security

### **Personnel**

#### Secondary/On-Going Personnel Items

1. Circuit/Family Court Personnel Policies
2. Labor Negotiations
3. New Hire Wage/Fringe Benefits

## **Building and Grounds**

**Meeting with Prosecutor - Medical Marijuana** – no report

**Public Comment Period** - none

### **Other Business as Necessary**

Commissioners were invited to serve as MCs at the Senior Fair, June 17, 2011 at Caro High School

Meeting adjourned at 9:34 a.m.

Margie A. White  
Tuscola County Clerk

**DRAFT**  
**Tuscola County Board of Commissioners**  
**Committee of the Whole Minutes**  
**HH Purdy Building**  
**125 W. Lincoln, Caro, MI**  
**Thursday, May 26, 2011**  
**7:03 p.m.**

Commissioners present: Allen, Bardwell, Kern, Petzold, Peterson. Also present: Mike Hoagland, Karen Mozden, Mike Miller, Penny Turner, Glen Skrent, Mike Kraushaar

### **Finance**

**Sheriff Department Kiosk System** – Mike Kraushaar and Patty Beadle with Canteen Services presented food service and commissary kiosk. More information will be sought. Commissioner Allen left at 8 p.m.

**Wind Energy Taxation and Revenue Potential** – state is proposing eliminating personal tax. Counties need to determine what arrangement would be most beneficial and get involved.

**Region VII Area Agency on Aging Annual Plan** – the controller will get with representatives and ask for their thoughts on plans

**Update Regarding Proposed State Budget Cuts Impacting Counties** – it appears the cut will be 24% rather than 34%. Governor hasn't signed yet.

**MERS Quarterly Financial Report** - starting to see some pickup from a year ago.

**Friend of the Court and Circuit/Family Court Staffing Plan** – the Controller provided copies of a letter from Judge Joslyn stating he is willing to meet with the board after a public apology has been made. No action taken.

**County Hiring Freeze – Reducing Cost Through Attrition** – controller estimated approximately 14 individuals could retire in 2011 and 2012. Rather see reduction through retirement than lay-offs.

#### **Medical Care Facility Millage Transfer Request**

#### Secondary/On-Going Finance Items

1. Treasurer Bank Statement
2. Circuit Court Collections Plan
3. Development of State Recommended County Financial Information
4. Cellular Telephones
5. Road Commission Contracting with Sheriff Department for Weigh Master Functions
6. Economic Development Alternatives
7. BC/BS Lawsuit –
8. Review of Second Deferred Compensation Program
9. Grant to Review Computer System Security
10. Second Deferred Compensation Program

## **Personnel**

**Employment Contract (Controller)** – to be reviewed by legal counsel

### Secondary/On-Going Personnel Items

1. Circuit/Family Court Personnel Policies
2. MERS Bridged Benefits Valuation
3. Labor Negotiations
4. New Hire Wage/Fringe Benefits

## **Building and Grounds**

**Parking Lot Repair Bids** – MSU, \$1,332; Maintenance, \$516.00; Sheriff parking lot, \$2,297.00, annex parking lot, \$4,453.00...all with Asphalt Concrete of Kawkawlin. Mosquito Abatement, \$18,700.00 with Chippewat Asphalt Paving of Clio (see consent agenda resolution)

**Office Space Project** – Prosecutor's office moved the previous weekend; Probate Court remodeling to begin June 6.

**County Park** – possible grant funding. Rep. Damrow will be consulted

**Medical Marijuana Inquiry to Local Units of Government** – the controller will email info to local units

**Meeting with Prosecutor - Medical Marijuana** - it was suggested the prosecutor check with his colleagues

**Niland Building** – the roof is leaking. The owner will obtain 2 estimates and repair. Mike Miller will call the owner and inform him the carpet needs to be replaced.

**FOC Building Remodeling Bids** – awarded to Nolan Construction in the amount of \$30,360 (see Consent Agenda Resolution)

### Secondary/On-Going Building and Grounds Items

## **Correspondence/Other Business as Necessary**

**Public Comment Period** - none

Meeting adjourned at 9:04 p.m.

Karen Mozden  
Deputy Clerk

**Statutory Finance Committee Minutes  
Thursday, May 26, 2011  
HH Purdy Building  
125 W. Lincoln St., Caro, MI**

Called to order: 9:06 p.m.

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

Also present: Michael Hoagland, Karen Mozden

Claims and per diems were reviewed and approved

Public Comment - none

Meeting adjourned at 9:08 p.m.

Karen Mozden  
Deputy Clerk



May 26, 2011

A regular meeting of the Board was held in their offices at 1733 S. Mertz Rd., Caro, Michigan on Thursday, May 26, 2011 at 8:00 A.M.

Present: Road Commissioners John Laurie, Gary Parsell, Mike Zwerk, Julie Matuszak, and Pat Sheridan; 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 May 12, 2011 regular meeting of the Board be approved. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Zwerk seconded by Parsell that the minutes of the closed session of the Board dated May 12, 2011 be approved. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Matuszak that the minutes of the May 19, 2011 special meeting of the Board be approved. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Payroll in the amount of \$96,611.68 and bills in the amount of \$106,543.69 covered by vouchers #11-19 and #11-20 were presented and audited.

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

Brief Public Comment Segment:

None.

Motion by Parsell seconded by Sheridan that bid item #20 for Ellington Township of the 2011 bituminous resurfacing bids be awarded to the low bidder, Albrecht Sand & Gravel Company. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Matuszak that bid items #1, #2, #3, #4, #6, and #7 for Akron Township, bid item #10 for Columbia Township, and bid item #11 for Ellington Township of the 2011 Furnishing & Placing Crushed Limestone bids be awarded to the low bidder, Burroughs Materials. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Management and the Board further discussed plans for replacing the Weighmaster position. The Board discussed a revised position description and possible access to the L.E.I.N. System. After discussion, Management will further review the position and report back at the next regular meeting of the Board.

Management and the Board further discussed the Road Commission's group health insurance plan. After discussion, the following motion was introduced:

Motion by Parsell seconded by Matuszak that Management further review the proposed group health insurance plan with Cadillac Insurance Center before moving forward with any plan changes. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Zwerk seconded by Sheridan that the agreement between Bierlein Seed, Inc. and the Tuscola County Road Commission allowing Designated & Special Designated All-Season loads on Reese Road from the north Village Limits of Reese to 0.30 mile north of Van Geisen Road be extended for two (2) years with the conditions specified in the agreement. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Zwerk seconded by Parsell that the agreement between Juniata Sand & Gravel and the Tuscola County Road Commission allowing Designated & Special Designated All-Season loads on Washburn Road from its establishment south to Saginaw Road be extended for two (2) years with the conditions specified in the agreement. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk to request from the Michigan State Police a traffic study at the bike crossing on Sheridan Road for the installation of No Parking Signs with a Traffic Control Order, as requested by the Millington Township Board. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Director of Finance Michael Tuckey presented to the Board the Road Commission's 2010 Act-51 Reports. After review and discussion, the following motion was introduced:

Motion by Parsell seconded by Matuszak to approve the Road Commission's 2010 Act-51 Reports as presented. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Director of Finance Michael Tuckey presented to the Board the Road Commission's 2010 Equipment Profit and Loss Report. After review and discussion, the following motion was introduced:

Motion by Parsell seconded by Matuszak to approve the Road Commission's 2010 Equipment Profit and Loss Report as presented. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Pat Sheridan seconded by Julie Matuszak to authorize Chairman John Laurie and Vice Chairman Gary Parsell to sign the Michigan Department of Transportation Contract #11-5248 for the guardrail, permanent sign, and pavement marking upgrading work along Kingston Road from Marlette Road to the south village limits of Kingston. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Zwerk seconded by Parsell to grant Don Jaster a variance of the Road Commission's Road Policies allowing him to open cut Van Geisen Road east of Purdy Road in order to install an underground drainage tile, in conjunction with Indianfields Township paving Van Geisen Road this season. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

County Highway Engineer Zawerucha reported to the Board that the Gilford Township Board and the Wisner Township Board have made Resolutions opposing the proposed plans from the Michigan Department of Transportation for the redesign of the intersection of Old State Road at Quanicassee Road in accordance with their M-25 construction project scheduled for 2013.

At 10:00 A.M. the Board met with various township officials and county commissioners to discuss roadwork completed in 2010 and roadwork to be completed in 2011.

The following township officials were present for the roadwork discussion: Arbela Township Supervisor Joe White, Dayton Township Supervisor Robert Cook, Dayton Township Trustee John Harp, Denmark Township Supervisor Don Petro, Ellington Township Supervisor Duane Lockwood, Elmwood Township Supervisor Chris Graff, Fremont Township Supervisor Henry Wymore, Novesta Township Supervisor Dale Churchill, Tuscola Township Supervisor Tod Fackler, Vassar Township Supervisor Bob Forbes, and Wells Township Supervisor Melvin Witkovsky.

The following county commissioners were present for the roadwork discussion: Commissioner Roy Petzold.

Also, the following Road Commission employees were present for the roadwork discussion: Akron Division Foreman David Davidson, Deford Division Foreman Ron Spaulding, Vassar Division Foreman Roger Adams, State Highway Foreman Ray Rendon, and Operations Engineer Jesse Parker.

All in attendance reviewed and discussed the 2010 Annual Financial Report. The following topics were also discussed: 2011 planned primary roadwork, 2011 federal aid projects, Local Road Improvement and Maintenance & Township Allowance Policy, township P.A.S.E.R. road rating system, current trends of the Michigan Transportation Fund, township road account billing, Local Brush Spray Policy and 2011 Pilot Program, and revised TCRC Road Policies.

Motion by Zwerk seconded by Parsell that the meeting be adjourned at 11:45 A.M. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

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Chairman

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Secretary-Clerk of the Board

May 19, 2011

A special meeting of the Board was held in their offices at 1733 S. Mertz Rd., Caro, Michigan on Thursday, May 19, 2011 at 8:00 A.M.

Present: Road Commissioners John Laurie, Gary Parsell, Mike Zwerk, Julie Matuszak, and Pat Sheridan; County Highway Engineer Michele Zawerucha, Superintendent/Manager Jay Tuckey, Director of Finance/Secretary-Clerk Michael Tuckey.

Bills in the amount of \$783.25 covered by voucher #11-18 were presented and audited.

Motion by Parsell seconded by Zwerk that the bills be approved. Sheridan, Matuszak, Zwerk, Parsell, Laurie -- Carried.

Brief Public Comment Segment:  
None.

Director of Finance Michael Tuckey presented to the Board the Road Commission's 2010 Act-51 Reports. The Board will review the reports and further discuss at the next regular meeting of the Board.

Director of Finance Michael Tuckey presented to the Board the Road Commission's 2010 Equipment Profit and Loss Report. The Board will review the report and further discuss at the next regular meeting of the Board.

Mr. Brian Cote' with Cadillac Insurance Center appeared before the Board to further discuss the Road Commission's group health insurance plan. After questions and further discussion, the following motion was introduced:

Motion by Sheridan seconded by Zwerk to name Cadillac Insurance Center as Agent for the Tuscola County Road Commission' group health insurance plan. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Chairman Laurie and County Highway Engineer Zawerucha gave a report of a recent meeting with state legislators regarding tax issues related to energy windmills.

At 10:00 A.M. the Board met with various township officials and county commissioners to discuss roadwork completed in 2010 and roadwork to be completed in 2011.

The following township officials were present for the roadwork discussion: Akron Township Supervisor Don Schmuck, Almer Township Supervisor Jim Miklovic, Columbia Township Supervisor Ed Spannagel, Elkland Township Supervisor Dan Erla, Fairgrove Township Supervisor Keith Aeder, Indianfields Township Supervisor Ray Rendon, Juniata Township Supervisor Neil Jackson, Kingston Township Supervisor Jesse Zimba, Koylton Township Supervisor Doug Kramer, Millington Township Supervisor Bob Worth, Millington Township Clerk Richard Cobb, and Wisner Township Supervisor James MacFarlane.

The following county commissioners were present for the roadwork discussion: None.

Also, the following Road Commission employees were present for the roadwork discussion: Akron Division Foreman David Davidson, Deford Division Foreman Ron Spaulding, and Vassar Division Foreman Roger Adams.

All in attendance reviewed and discussed the 2010 Annual Financial Report. The following topics were also discussed: 2011 planned primary roadwork, 2011 federal aid projects, Local Road Improvement and Maintenance & Township Allowance Policy, township P.A.S.E.R. road rating system, current trends of the Michigan Transportation Fund, township road account billing, Local Brush Spray Policy and 2011 Pilot Program, and revised TCRC Road Policies.

Motion by Parsell seconded by Zwerk that the meeting be adjourned at 11:40 A.M. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

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Chairman

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Secretary-Clerk of the Board

May 12, 2011

A regular meeting of the Board was held in their offices at 1733 S. Mertz Rd., Caro, Michigan on Thursday, May 12, 2011 at 8:00 A.M.

Present: Road Commissioners John Laurie, Gary Parsell, Mike Zwerk, Julie Matuszak, and Pat Sheridan; County Highway Engineer Michele Zawerucha, Superintendent/Manager Jay Tuckey, Director of Finance/Secretary-Clerk Michael Tuckey.

Motion by Parsell seconded by Zwerk that the minutes of the April 28, 2011 regular meeting of the Board be approved. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Payroll in the amount of \$102,253.43 and bills in the amount of \$240,326.52 covered by voucher #11-17 were presented and audited.

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

Brief Public Comment Segment:  
None.

Management and the Board further discussed plans for replacing the Weighmaster position. Commissioner Matuszak contacted the Michigan State Police regarding possible contracting for the Weighmaster position. Matuszak reported that an officer of the Michigan State Police would not be available in a full time capacity. After further discussion, the following motion was introduced:

Motion by Zwerk seconded by Parsell that Management propose a revised job description and advertisement for the Weighmaster position. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk that bid item #26 for Indianfields Township, and addendum items #45 and #46 for Millington Township of the 2011 bituminous resurfacing bids be awarded to the low bidder, Saginaw Asphalt Paving Company; and that bid item #11 for Almer Township of the 2011 bituminous resurfacing bids be awarded to the low bidder, Albrecht Sand & Gravel Company. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

At 8:15 A.M. the following bids were opened for 2011 Corrugated Metal Pipe:

<u>Bidder</u>	<u>Total Items 1-6</u>	<u>Item 7</u>	<u>Item 8</u>	<u>Item 9</u>
St. Regis Culvert, Inc.	\$ 4,401.00	\$ 3,473.00	\$ 7,700.00	\$ 7,740.00
Jensen Bridge Company	\$ 3,425.97	\$ 3,636.50	\$ 6,670.40	\$ 6,759.00
<u>Bidder</u>	<u>Item 10</u>	<u>Item 11</u>	<u>Item 12</u>	<u>Item 13</u>
St. Regis Culvert, Inc.	\$ 9,840.00	no bid	no bid	no bid
Jensen Bridge Company	\$ 8,425.80	\$ 2,157.65	\$ 833.70	\$ 774.15

Motion by Parsell seconded by Sheridan that the bids for 2011 Corrugated Metal Pipe be accepted and awarded to Jensen Bridge & Supply Company. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Sheridan seconded by Matuszak to approve the promotion of Frank Storm to fill the opening of Working Foreman at the Akron Garage effective May 16, 2011 as recommended by the Superintendent/Manager. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Zwerk seconded by Parsell to grant the Denmark Township Water Authority a variance of the Road Commission's Road Policies allowing them to open cut roads for replacing water mains, with the understanding that the Road Commission shall complete the sign work. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Sheridan that the agreement between Thumb Electric and the Tuscola County Road Commission allowing Designated & Special Designated All-Season loads on East Dayton Road from its establishment south to Bevens Road be extended for two (2) years with the conditions specified in the agreement. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

County Highway Engineer Zaverucha presented to the Board the plans from the Michigan Department of Transportation for the redesign of the intersection of Old State Road at Quanicassee Road in accordance with their M-25 construction project. After discussion, the following motion was introduced:

Motion by Zwerk seconded by Matuszak to table a decision of the proposed redesign of the intersection of Old State Road at Quanicassee Road until further review. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Sheridan seconded by Parsell to approve the signing of the title sheet for the Bray Road Federal Aid Project, and to proceed with Michigan Department of Transportation letting the project. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Director of Finance Michael Tuckey presented to the Board the 2010 Annual Financial Report. After review and discussion, the following motion was introduced:

Motion by Parsell seconded by Sheridan that the 2010 Annual Financial Report be approved. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Management and the Board further discussed the Road Commission's group health insurance plan. Director of Finance Michael Tuckey presented to the Board a summary report comparing all of the proposals received. After review and discussion, the following motion was introduced:

Motion by Parsell seconded by Zwerk that the Board go into closed session at 10:05 A.M. for the purpose of discussing union negotiations. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

At 10:20 A.M. the Board returned to open session.

Motion by Sheridan seconded by Matuszak to invite Cadillac Insurance Center back to a board meeting to further discuss their proposal for group health insurance. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk that addendum item #48 for Vassar Township of the 2011 bituminous resurfacing bids be awarded to the low bidder, Saginaw Asphalt Paving Company. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Sheridan that the meeting be adjourned at 10:40 A.M. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

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Chairman

---

Secretary-Clerk of the Board



#11

**Mike Hoagland**

**From:** Tom Bardwell [tbardwell@hillsanddales.com]  
**Sent:** Tuesday, May 31, 2011 2:09 PM  
**To:** Jerry Peterson; Mary Drier; Mike Hoagland; Roger Allen; Tom Kern  
**Subject:** FW: NACo Board of Directors votes to freeze dues again for 2012

**From:** NACo [mailto:naco@naco.org]  
**Sent:** Thursday, May 26, 2011 5:26 PM  
**To:** tbardwell@tuscolacounty.org  
**Subject:** NACo Board of Directors votes to freeze dues again for 2012

Having trouble viewing this email? [click here](#)



May 26, 2011

**NACo Board of Directors votes to freeze dues again for 2012!**

Dear Thomas:

I want to first take this opportunity to thank you for your membership with the only national organization represents county interests...the National Association of Counties (NACo). We provide an excellent array o benefits and your support continues to provide us with the resources to help you and your county's reside

**I am pleased to announce that the NACo Board of Directors has decided that member dues for 2012 will remain the same as this year. This will be the fifth year in a row that dues have not increased.** In fact, while costs for nearly everything have increased, NACo still uses 1995 Census populat numbers to calculate dues. In making its decision, the NACo Board of Directors considered the overall economic conditions for counties and will continue to evaluate dues on a yearly basis going forward.

NACo's primary activity is to represent counties before the Administration and Congress. During the past 1 years, NACo has a **75 percent success rate** on its legislative priorities. Our effort on legislative issues not only produces revenue for counties, but also stops some programs that would have added costs to countie and their citizens.

NACo's **U.S. Communities** contract can save counties more than their membership dues by utilizing this purchasing program and the **NACo Prescription Discount Card Program** can help your citizens save

5/31/2011

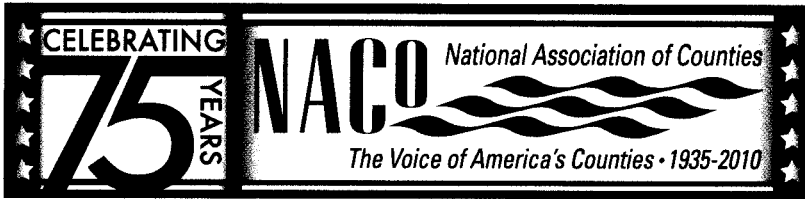
money on prescriptions and is a free benefit of membership. I encourage you to take a closer look at these and many other NACo programs which can save your residents more than the county's dues each month. For a list of NACo's top benefits go to [NACo: 10 Reasons to Belong!](#) If you have questions about any other programs or services, please feel free to contact [Andrew Goldschmidt](#), Membership Marketing Director at (202) 393-6226. The dues are but a small investment when you consider the dollar savings your county has received and will receive in the future.

Sincerely,

Larry E. Naake  
Executive Director

Click [here](#) to unsubscribe

25 Massachusetts Avenue, NW, Suite 500, Washington, DC 20001



#12

## MEMORANDUM

### ELECTION OF SECOND VICE PRESIDENT

To: County Board Chairpersons, Parish Presidents, Borough Mayors,  
County Judges and Elected County Executives  
From: Glen Whitley, NACo President  
Date: June 1, 2011  
Subject: Voting Credentials – 2011 Annual Conference

NACo is preparing for the 76th Annual Conference to be held July 15-19, 2011, in Multnomah County, OR. It is important that your county participates in the association's annual election of officers and policy adoption. **In order to participate, a county must have paid its membership dues and have one paid registrant for the conference, according to NACo bylaws.**

Please read the enclosed information carefully. Indicate on the credentials form the name of the voting delegate and alternate authorized to pick up your county's voting materials. **You must also indicate your county's choice on the form in the event that your delegate does not pick up the county's ballot.** Your choices are:

- allow your **state association president (or designee)** to pick up your ballot
- allow **another county within your state** to pick up your ballot
- allow **no one** to pick up your county's ballot and therefore not have your vote cast

A checklist is enclosed to assist you in filling out the voting credentials form. Additionally, the chief elected official of your county must sign the form. A chief elected official may include the following:

- board chair/president
- mayor
- county judge
- **elected** county executive.

Please fill out this form in advance and mail or fax **ONLY** the enclosed form by **FRIDAY, JULY 1.**

**If you are not planning to attend the conference, you do not have to turn in the credentials form.**

Ilene Manster - Fax (202) 393-2630

Credentials Committee  
Attn: Ilene Manster  
National Association of Counties  
25 Massachusetts Ave, NW, Suite 500  
Washington, DC 20001

Membership Coordinator, Ilene Manster, can be reached at (202) 942-4291 or [imanster@naco.org](mailto:imanster@naco.org). We look forward to seeing you in Multnomah County!

## 2011 General Voting Frequently Asked Questions

### **On what issues or for which candidates do counties/parishes/boroughs vote?**

Counties vote on resolutions that set NACo legislative and association policy for the coming year. Delegates also elect NACo officers for the coming year. The position of second vice president is usually the one position that is contested.

### **How can my county vote?**

A county must be a NACo member “in good standing” in order to vote. This means your county’s dues for 2011 must be paid before the voting occurs. **Also, the county must have at least one paid registration for the annual conference and have proper credentials.**

### **What are credentials?**

Credentials attest to a county’s eligibility to vote. Credentials contain information on the number of votes a county is eligible to cast, as well as the identity of the delegate that is authorized to cast the county’s vote.

### **How is the credentials form distributed?**

The form is mailed to the chief elected official of member counties so that the county can provide the name of the voting delegate to NACo. Only counties that have paid their 2011 NACo dues will receive a credentials form. This form is mailed in May. The deadline to return the form is Friday, July 1, 2011.

### **My county has misplaced the credentials form. What should I do?**

The credentials form will be available in the Elections and Voting Credentials section of the NACo website shortly after it is mailed. You can download and print it out and then return it to NACo.

### **If my county is not attending the conference, does my county have to send in the credentials form?**

No. It is not necessary to return a filled out credentials form to the NACo office if your county does not plan to attend the Annual Conference.

### **What is a voting delegate?**

A voting delegate is someone authorized by your county/parish/borough board to pick up a ballot and cast your county’s votes at the annual conference. The delegate must have a paid registration to the conference.

### **Who may be a voting delegate?**

Any county official may be a voting delegate. That decision is up to your county board.

### **What is an alternate?**

An alternate is another person delegated by the county to pick up and cast its ballot. The alternate must have a paid registration to the conference.

- The delegate or alternate listed on the credentials form may pick up your county’s ballot.

### **My county has only one person attending the conference. Does my county have to designate an alternate?**

No. It is not necessary to list an alternate if a delegate is named.

### **Whose ballots may the state associations of counties/parishes/boroughs receive?**

According to NACo's bylaws, your state association of counties/parishes/boroughs is allowed to pick up any unclaimed ballots from counties/parishes/boroughs that have registered delegates at the conference. The pick-up for state associations is Monday afternoon during the conference. The state association may then cast those ballots in the election.

- You must indicate that your county will allow this by checking the box that says "*In the event that my county's ballot is not picked up, I authorize the president of my state association (or his/her designated delegate) to pick up and cast my county's votes.*"

### **My county does not want our state association to pick up our votes. How does my county go about indicating this decision?**

You must check the box that says "*In the event that my county's ballot is not picked up, NO ONE is authorized to pick up my county's votes. I understand that my county's votes will NOT be cast with this option.*"

- Remember that your county's votes will not be cast at all with this option if your delegate does not pick up the ballot.

### **What does "vote by proxy" mean?**

A county may designate a conference attendee from another county or its state association to cast its ballot as long as both are registered conference attendees.

### **Why would a county vote by proxy?**

Counties may vote by proxy for a number of reasons. One example would be a county official who needs to leave the conference before the vote is taken and would want another county to vote on his/her behalf.

### **How would my county vote by proxy?**

In order to vote by proxy:

- Your county must have paid its 2011 dues
- Your county must have at least one paid conference registration for the conference, even if no officials are attending
- If you delegate another county to vote for you, that county must also have paid 2011 dues and have at least one paid conference attendee
- You may designate your state association as your county's proxy

Be sure to indicate your choice of proxy on the credentials form by filling out proxy section that reads "*In the event that my county's ballot is not picked up, I authorize a representative from another county in my state to pick up and cast my county's votes*".

### **How does NACo determine the number of votes each county receives?**

The number of votes is determined by the amount of dues a county pays. Dues are based on population. NACo's bylaws allot one vote per \$500 in dues.

- Counties with dues of \$400 to \$499 receive one vote.
- Counties with dues of \$500 to \$999 receive two votes.
- Counties with dues of \$1000 to \$1,499 receive three votes, and so on.
- The maximum number of votes a county can receive is 112.

### **My county has 10 votes. How can our 25 commissioners divide or share the votes?**

That is up to your county. NACo has no rule as to how counties decide to allocate their votes. Counties may split their vote amongst the candidates running for second vice president if it is desired.

**I've heard the term "unit vote" used. What is that?**

Some states, by custom or policy, cast all of their votes as a block or "unit." State associations typically have a meeting before the election to determine how they will handle the voting process.

- Check with your state association regarding the time, date and location of this meeting.
- NACo bylaws permit each county to cast its vote as it chooses. Your county does not have to vote with your state association should you so choose.

**When does the voting take place?**

This year's election will be held on Tuesday, July 19, 2011 at 10 am.

**How does the voting occur?**

Votes are cast by state, not by state association. Counties from a state sit together as a delegation. The reading clerk will call out states at random. A state appointed representative will approach the microphone and call out that state's vote. This will continue until one of the candidates has a majority (fifty percent plus one – 50% + 1) of the total number of votes being cast. Voting may still continue after the fifty percent plus one mark has been reached.

**What is the NACo Credentials Committee?**

The Credentials Committee is a group of elected county officials, appointed by the current NACo president that ensures the credibility of the election and is charged with resolving disputes about election issues. A three-member committee is provided for in the NACo bylaws.

The 2011 Credentials Committee is:

Hon. Helen Purcell, Recorder, Maricopa County, Arizona – Chair  
Hon. Cindy Bobbitt, Commissioner, Grant County, Oklahoma – Member  
Hon. Rodney Long, Commissioner, Alachua County, Florida – Member  
Hon. Michele Sherrer, Commissioner, Gem County, Idaho – Member

\*Hon. Marc Hamlin, District Clerk, Brazos County, Texas – Parliamentarian  
Hon. Ron Houseman, Presiding Commissioner, Taney County, Missouri – Reading Clerk  
Ms. Patty O'Connor, Taxpayer Services Director, Blue Earth County, Minnesota – Tally Clerk

\*The NACo bylaws also provide for a Parliamentarian, Reading Clerk and Tally Clerk to aid in the election process.



## ***Credentials Checklist***

Please use the following checklist before returning the credentials form.

**YES**    **NO**   Has my county/parish/borough paid its 2011 NACo dues?

*If no, please contact NACo's Membership department. 2011 dues must be paid before votes may be cast.*

**YES**    **NO**   Does my county/parish/borough have at least one person who has paid the registration fee to attend the conference?

*If no, STOP. The county must have at least one paid conference attendee to cast a ballot, according to NACo's bylaws. If no one from your county will be attending the conference, your county may not vote in the election. If your county does not plan on attending the conference, you do not need to turn this credentials form back in to the NACo office.*

**If you have answered "YES" to both of the above questions, please continue.**

**YES**    **NO**   Has my county designated a voting delegate and alternate, if applicable?

*Only ONE alternate may be designated per county. If more than one alternate is designated per form, only the first will be counted as the credentialed voting alternate.*

**YES**    **NO**   Has my county indicated who can pick up our ballot in the event that our delegate and alternate are unable to do so?

**YES**    **NO**   Has the chief elected official of my county/parish/borough (board chair, mayor, parish president, elected county executive) signed the credentials form?

*If you have answered yes to all questions, please either fax or mail **only** the credentials form (you do not need to do both) by Friday, July 1, 2011 to:*

Ilene Manster  
Fax # (202) 393-2630

**Or:**

Credentials Committee  
Attn: Ilene Manster  
National Association of Counties  
25 Massachusetts Ave., NW, Suite 500  
Washington, DC 20001



*The Steering Committee of  
LEAD Tuscola  
requests your presence at the  
Graduation of the 2010 - 2011 Class  
of LEAD Tuscola  
on Thursday, June 16  
at the Tuscola County Tech Center  
Social Hour begins at 5:30 p.m.  
Dinner served at 6 p.m.*

*LEAD Graduates  
Class of 2010 - 2011  
  
Keith Baur  
Rod Bertsch  
Angela Daniels  
Trina Holmberg  
Mark House  
Amy Joles  
Chris Larabell*

*RSVP by June 10, 2011  
to Ruth Steele  
989.673.2516 (h)  
Email: [resteele1@juno.com](mailto:resteele1@juno.com)*