

**TUSCOLA COUNTY BOARD OF COMMISSIONERS
MEETING AGENDA**

WEDNESDAY, NOVEMBER 23, 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 Bardwell
Pledge of Allegiance – Commissioner Peterson
Roll Call – Clerk White
Adoption of Agenda
Action on Previous Meeting Minutes (See Correspondence #1)
Brief Public Comment Period
Consent Agenda Resolution (None)
New Business
 -Probate Courtroom Change Order Request
 -Appointment to Tri-County Senior Advisory Council (See
 Correspondence #2)
 -Wisner Township Water Project Engagement Letter (See
 Correspondence #3)
 -Sheriff Dept. Request to Replace Medical Cart (See
 Correspondence #4)
 -2011 Budget Amendment for Parenting Education Programs (See
 Correspondence #5)
 -Road Patrol/Emergency Services Draft Millage Ballot Language
 -Community Corrections Service Agreement (See Correspondence
 #9)

Old Business
Correspondence/Resolutions

COMMISSIONER LIAISON COMMITTEE REPORTS

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

BARDWELL

Caro DDA
Brownfield Redevelopment Authority
Economic Development Corporation
MAC Economic Development/Taxation
MAC 7TH 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

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

PETERSON

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

Closed Session (If Necessary)

Other Business as Necessary

Extended Public Comment

Adjournment

**COMMITTEE MEETING TO FOLLOW BOARD
MEETING AT APPROXIMATELY 9:30 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 November 10, 2011 Full Board Minutes
- #2 Tri-County Senior Advisory Council Appointment
- #3 Wisner Township Water Project Engagement Letter
- #4 Sheriff Dept. Request for Medical Cart
- #5 Parent Education Programs Budget Amendment Request
- #6 November 10, 2011 Committee of the Whole Minutes
- #7 November 10, 2011 Statutory Finance Committee Minutes
- #8 October 27, 2011 Road Commission Minutes
- #9 Community Corrections Service Agreement

DRAFT

Tuscola County Board of Commissioners

November 10, 2011 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 10th day of November, 2011 to order at 8:32 o'clock a.m. local time.

Prayer by Commissioner Petzold
Pledge by Commissioner Bardwell

COMMISSIONERS PRESENT:

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

11-M-244

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

11-M-245

Motion by Peterson seconded by Allen to approve the minutes of the 10/31/2011 regular meeting. Motion carried.

Brief Public Comment – EDC representative Christine Young appeared to introduce the new EDC Executive Director, Steve Erickson.

11-M-246

Motion by Kern seconded by Peterson to adopt the following consent agenda:

CONSENT AGENDA

- Agenda Reference:** A
- Entity Proposing:** COMMITTEE OF THE WHOLE 11/7/11
- Description of Matter:** Move that Huron County be requested to consider an inflationary adjustment in the fees paid to Tuscola County under the joint Equalization Director Services Intergovernmental Agreement.

- Agenda Reference:** B
- Entity Proposing:** COMMITTEE OF THE WHOLE 11/7/11
- Description of Matter:** Move that per the request of the County Sheriff that a new millage question be included on the February 2012 Presidential Primary Election ballot for .30 mills (\$.30 for each \$1,000 of valuation – estimated to raise \$414,000 in the first year) for operation of County Emergency Management and Sheriff Road Patrol services within Tuscola County for levy years 2012 and continuing through the year 2017 (final ballot language to be reviewed and approved by corporate counsel).
- Agenda Reference:** C
- Entity Proposing:** COMMITTEE OF THE WHOLE 11/7/11
- Description of Matter:** Move that because of declining land values and state revenue cuts resulting in diminished county financial ability, that effective immediately the capture of Downtown Development Authority Tax Increment Finance Authority (DDA/TIFA) funds in the portion of DDA/TIFA's for which the county has discretion, be discontinued.
- Agenda Reference:** D
- Entity Proposing:** COMMITTEE OF THE WHOLE 11/7/11
- Description of Matter:** Move that the draft all fund budgets and draft general fund budget be authorized to be forwarded to all departments for review and comment with changes from the last draft including: no staffing reductions for Equalization, no staffing reductions for Prosecutor, reduced full-time 4-H position to part-time, provide funding to meet insurance retention fund obligation, provide funding for PA 142 health insurance claims tax, charge the cost of the road patrol millage ballot question to the Road Patrol Fund. All of these costs except the road patrol ballot question reduces general fund contingency and requires increased use of reserves.

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

YEAS: all

NAYS: none

ABSTENTIONS: none

RESOLUTION ADOPTED.

Tuscola County Apportionment Report – presented by Equalization Director Walt Schlichting

11-M-247

Motion by Kern seconded by Allen to approve the 2011 County Apportionment Report as presented by the County Equalization Director. Motion carried.

11-M-248

Motion by Allen seconded by Kern to amend previous Board motion 11-M-238 to extend the deadline for the health department to gain compliance with Act 152 to March 31, 2012. Compliance shall be accomplished by one of the following two methods: make provision for the county health department employee's to join the county health plan with Community Blue options 1, 2, 3, and 4 or modify the current health department HMO. Motion carried.

11-M-249

Motion by Kern seconded Allen by to extend the Chief Medical Examiner Services contract for another five-year period beginning July 10, 2011 to July 9, 2016 and all appropriate signatures are authorized. Motion carried.

11-M-250

Motion by Kern seconded by Peterson to approve the contract for the Sheriff to provide weighmaster services to the County Road Commission effective November 28, 2011 and authorize all necessary signatures. Also, appropriate budget amendments related to this matter are approved. Motion carried.

Dispatch Director Bob Klenk updated the board regarding dispatch radios.

11-M-251

Motion by Kern seconded by Allen to receive and place on file the letters of resignation from Fran Lis and Nancy Barrios from the Tuscola County Jury Board. Motion carried.

11-M-252

Motion by Kern seconded by that per the recommendation from Judge Joslyn, appoint Mary Lou Burns (Democrat) and Karl Desimpelare (Republican) to the Tuscola County Jury Board. Motion carried.

11-M-253

Motion by Kern seconded by Petzold to appoint Terry Jones to the Public Health Board. Motion carried.

11-M-254

Motion by Kern seconded by Peterson to appoint Sharon Mika and Terry Jones to the Recycling Advisory Committee. Motion carried.

11-M-255

Motion by Kern seconded by Allen to appoint Terry Jones to the County Building Authority. Motion carried.

11-M-256

Motion by Kern seconded by Allen to appoint James McMinn and Lisa Valentine to the DPW Board. Motion carried.

11-M-257

Motion by Kern seconded by Petzold to appoint David Barrios to the Parks and Recreation Commission. Motion carried.

11-M-258

Motion by Kern seconded by Peterson to appoint Christine Trisch to the Region VII Area Agency on Aging Advisory Council. Motion carried.

11-M-259

Motion by Petzold seconded by Peterson to approve the Primary Road millage transfer request of \$213,710.80 as identified by Voucher #05-11 dated November 3, 2011 for transfer from the Primary Road millage to the Road Commission General Fund. Motion carried.

11-M-260

Motion by Allen seconded by Kern to approve the Local Bridge Millage transfer request of \$37,727.49 as identified by Voucher #05-11 dated November 3, 2011 for transfer from the Bridge millage to the Road Commission General Fund. Motion carried.

11-M-261

Motion by Allen seconded by Kern that per the November 9, 2011 letter of request from the Caro Interfaith Committee, authorization is given to use the courthouse lawn from November 26, 2011 through January 7, 2012. Motion carried.

Extended Public Comment – none

Meeting adjourned at 9:26 a.m.

Margie A. White, Tuscola County Clerk

Patricia LaBair
2821 Clifford Rd
Mayville, Mich.
48744
Phone: 989-843-6222

I approached Pat and described the duties of the Tri County Senior Advisory Council and she agreed to serve.

Pat was a RN for the Mayville School system; she is a 4-H leader with 30 members. Pat is also a member of the Mayville Methodist Church, she is married to Duane and she has two grown children that I know of. Pat and her household have hosted many foreign exchange students. And is still in contact with one from Germany and has visited them.

Margaret Wenta
Margaret Wenta

10-18-11

Mike Hoagland

From: Paul M. Wyzgoski [PWyzgoski@dickinson-wright.com]
Sent: Thursday, November 10, 2011 1:55 PM
To: mhoagland@tuscolacounty.org
Cc: 'Don Duggar'
Subject: bond counsel engagement letter
Attachments: DOC001.pdf

Mike,

Our engagement letter for the county bonds to be issued for the Wisner Township water supply system improvements is attached to this message. I am also mailing an original of the letter to you.

Please don't hesitate to let me know if there are any questions, and send a signed acceptance letter to me when it becomes available.

Paul

Please note new address effective July 18, 2011:

Paul M. Wyzgoski
Dickinson Wright PLLC
2600 W. Big Beaver Rd., Suite 300
Troy, MI 48084-3312
tel: (248) 433-7255
fax: (248) 433-7274
email: pwyzgoski@dickinsonwright.com

DICKINSON WRIGHT

Detroit | Nashville | Washington, D.C. | Toronto | Phoenix | Las Vegas
Bloomfield Hills | Grand Rapids | Ann Arbor | Lansing

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In accordance with U.S. Treasury regulations, if this message contains advice or information that is intended to be used for tax planning purposes, the information may not be used by any person for the avoidance of federal tax liabilities.

11/10/2011



2600 WEST BIG BEAVER ROAD, SUITE 300
TROY, MI 48084-3312
TELEPHONE: (248) 433-7200
FACSIMILE: (248) 433-7274
<http://www.dickinsonwright.com>

PAUL M. WYZGOSKI
PWyzgoski@dickinsonwright.com
(248) 433-7255

VIA EMAIL AND FIRST CLASS MAIL

November 10, 2011

Board of Commissioners
County of Tuscola
440 N. State Street
Caro, Michigan 48723

Dear Board Members:

We appreciate the opportunity to serve as bond counsel for the County of Tuscola (the "County") for the financing of water supply system improvements (the "Project"), at an estimated cost of \$4,750,000, on behalf of the Township of Wisner (the "Township") in part through the issuance of bonds by the County. It is our understanding that the bonds will be sold pursuant to an Act 185 contract between the Township and the County Board of Public Works (on behalf of the County). The bonds will be secured by the general obligation of the Township to make payments under the Act 185 contract in amounts sufficient for the County to make the payments due on the bonds. The Township can raise the funds to pay the County from special assessments, system revenues and other sources. It is anticipated that the financing of the Project will be accomplished by a loan from the United States of Department of Agriculture, Rural Development ("Rural Development") as evidenced by the issuance of the County bonds in the estimated amount of \$3,250,000, and a grant from Rural Development of approximately \$1,500,000.

In connection with our services as bond counsel, we will meet with representatives of the County and the Township and any other consultants with respect to the financing; provide legal advice as to the best method for authorizing, issuing and delivering the bonds; analyze the bonds and the Project for compliance with the requirements of the Internal Revenue Code; prepare the Act 185 contract and the necessary or appropriate proceedings by the applicable governing bodies; prepare the authorizing resolution for the bonds and prepare or supervise the preparation of or review such other resolutions, notices, certificates and other documents as may be necessary; assist the County in obtaining qualified status from the Michigan Department of Treasury or confer with the Michigan Department of Treasury with respect to the legal details and its approval of the proposed bonds, if required; assist the County in meeting the requirements of Rural Development in connection with Rural Development's purchase of the bonds; attend such meetings, conferences, and bond closing as may be required; arrange for the printing of the

County of Tuscola
November 10, 2011
Page 2

bonds; and prepare closing documents and bond transcripts. Our bond opinion will be addressed to the County and will be delivered by us to Rural Development on the date the bonds are delivered (the "Closing"). Our services are limited to those services traditionally provided by bond counsel, and we do not provide advice which is primarily financial in nature, such as advice concerning the financial feasibility of the Project or the financing, or recommending a particular structure as being financially advantageous.

The bond opinion will be based on facts and law existing as of its date. In rendering our bond opinion, we will rely upon the certified proceedings and other certifications of public officials and other persons furnished to us without undertaking to verify the same by independent investigation, and we will assume continuing compliance by the County and the Township with applicable laws relating to the bonds. During the course of this engagement, we will rely on you to provide us with complete and timely information on all developments pertaining to any aspect of the bonds and their security. We understand that you will direct County officials and employees of the County to cooperate with us in this regard.

I will be the attorney primarily responsible for managing the financing, and Tom Yates is available to provide expertise regarding federal tax aspects of the bonds. Each of us resides in our Troy office. I will attend any meetings at which our Firm's attendance is requested. Our resumes and other information about our Firm can be found on our website – www.dickinsonwright.com. Please let me know if you would like any additional information.

We propose that our fee for performing such services shall be payable upon the delivery of the bonds and shall be in an amount not exceeding \$22,500, plus our out-of-pocket disbursements for expenses incurred in performing the foregoing services, which we would not expect to exceed \$250. Our fee for services is based upon the facts and expectations set forth above, and we reserve the right to modify our fee if such facts or expectations significantly change or if the financing experiences any significant delays.

Such fee does not include extraordinary services such as the handling of litigation that may arise with respect to the bond issue, preparation or review of Township special assessment proceedings, property acquisition and condemnation, services relating to any grant funds for the Project or to any contracts or agreements other than the Act 185 contract, arbitrage rebate calculation services and other services that we may agree in advance are of an extraordinary nature. We propose that such work, if requested, be charged at hourly rates to be agreed upon by the County and the Firm. If, for any reason, the financing represented by the bonds is not consummated or is completed without delivery of our bond opinion as bond counsel, or our services are otherwise terminated, we will expect to be compensated at our public sector rates, which rates are less than our standard hourly rates, for time actually spent on your behalf, plus client charges, as described above.

County of Tuscola
November 10, 2011
Page 3

DICKINSON WRIGHT PLLC

Upon execution of this engagement letter, the County will be our client and an attorney-client relationship will exist between us. We assume that all other parties will retain such counsel as they deem necessary and appropriate to represent their interests in this transaction. We further assume that all other parties understand that in this transaction we represent only the County, we are not counsel to any other party, and we are not acting as an intermediary among the parties. Our services as bond counsel are limited to those contracted for in this letter; the County's execution of this engagement letter will constitute an acknowledgment of those limitations. Our representation of the County will not affect, however, our responsibility to render an objective bond opinion.

Our representation of the County and the attorney-client relationship created by this engagement letter will be concluded upon delivery of the bonds. Nevertheless, subsequent to Closing, we will mail the Internal Revenue Service Form 8038-G, make the required filing with the Michigan Department of Treasury, and prepare and distribute to the participants in the transaction a transcript of the proceedings pertaining to the bonds.

If our employment on this basis is agreeable to you, please so indicate by returning the enclosed copy of this engagement letter dated and signed by an authorized officer, retaining the original for your files. We look forward to working with you.

Very truly yours,

DICKINSON WRIGHT PLLC

By: Paul M. Wyzgoski
Paul M. Wyzgoski

Accepted: _____, 2011

COUNTY OF TUSCOLA

By: _____

PMW/dml

BLOOMFIELD 9392-7 1151516v1

**Tuscola County Sheriff's Office**

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

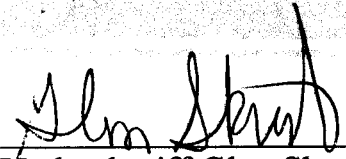
Phone (989) 673-8161
Fax (989) 673-8164

To: Chairperson Thomas Bardwell and the Tuscola County Board of Commissioners
From: Undersheriff Skrent
Ref: Jail med cart
Date: November 9, 2011

It has come to my attention that the medical cart, (med cart) that is used by jail personnel to take care of inmates medical needs is in disrepair. The doors no longer lock correctly, wheel bearings are worn out and the size of the cart is too small for the number of inmates that it services. The jail nurse has obtained bids to replace the cart and the cheapest bid is \$2072.60.(see attached)

There is money available in the jail equipment repair and maintenance account (101-304-932-000) to pay for it. I am requesting your endorsement to make the purchase.

Respectfully Submitted,



Undersheriff Glen Skrent



PHOENIX
Long Term Care

3730 E Southern Avenue
Phoenix, AZ 85040 USA
Toll-Free: 855.MED.CART
Toll: 602.414.3698
Fax: 602.437.2270
www.phoenixltc.com

QUOTATION

Number WATQ6053-01

Date Oct 27, 2011

Quote For	Acct #:
Tuscola County Sheriff Department Pam Greenwood 420 Court St, # 1 Caro, MI 48723 United States Phone 989-673-8161 Fax Email pshelito@tuscolacounty.org	

Ship To
Tuscola County Sheriff Department Pam Greenwood 420 Court St, # 1 Caro, MI 48723 United States Phone 989-673-8161 Fax Email pshelito@tuscolacounty.org

Salesperson	Phone Number	Email Address
Gus Pipenhagen	847.418.1061	gus@phoenixltc.com

Your Reference	Shipping Terms	Terms (Visa/MC 3.5% Fee)
WEB	Prepaid Quoted	NET 30

Lead Time: 1 WEEK FROM DATE OF ORDER

Line	Qty	Part	Description	Unit Price	Ext. Price
1	1	V2-900PC	900 PC MODULAR MEDICATION CART <i>V2-900PC</i> <i>Residents: 50-60</i> <i>Capacity: 500-600 plus Bulk Storage</i> <i>Max Capacity: 900 Pill Cards or 270 MOT</i> <i>Drawers:</i> <i>Left Side:</i> 1-SM Misc. Drawer: 4.00"H x 18.00"D x 24.25"W (Includes: 4 Front-to-Back Adj. Dividers & 5 Sub Dividers) 3-LG Pill Card Drawers: 9.99"H x 18.00"D x 24.25"W (Includes: 3 Front-to-Back Adj. Dividers & 1 Sub Divider per Drawer) <i>Right Side:</i> 1-SM Misc. Drawer: 4.00"H x 18.00"D x 12.50"W (Includes: 2 Front-to-Back Adj. Divider & 3 Sub Dividers) 1-LG Pill Card Drawers: 9.99"H x 18.00"D x 12.50"W (Includes: 1 Front-to-Back Adj. Divider & 1 Sub Divider, with Narc Lock with 3 Keys) 2-LG Pill Card Drawers: 9.99"H x 18.00"D x 12.50"W (Includes: 1 Front-to-Back Adj. Divider & 1 Sub Divider per Drawer) <i>Features:</i> - Casters: 2 Locking, 1 Tracking & 1 Swivel - Four Accessory Mounting-Stations - Quick Change Panels - Adjustable Dividers & Sub-Dividers - EMar Reinforced & Ready - Best Lock with 3 Keys - Narc Drawer with 3 Keys - Removable Waste Container Overall Cabinet Dims: 43.25"H x 24.00"D x 47.25"W	\$1,695.00	\$1,695.00
2	1	PORG-1	ALL PURPOSE ORG FOR PHX LTC CARTS <i>All Purpose Organizer for Phoenix LTC Carts</i>	\$50.00	\$50.00

Line	Qty	Part	Description	Unit Price	Ext. Price
3	1	PGMH-1	GLOVE BX HOLDER FOR PHX LTC CARTS <i>Glove Box Holder for Phoenix LTC Carts</i>	\$40.00	\$40.00
4	6	Y700209A2	DIVIDER, 6", 9" & 12" DRAWER <i>5" x 17.75"</i>	\$7.00	\$42.00
5	6	T19572A1	SUB DIVIDER, PHX LTC 4.625 X 2.187	\$2.00	\$12.00

FREIGHT QUOTE IS VALID FOR 7 DAYS STARTING ON 10/27/2011

Destination Zip: 48723

Carrier: ODFL

Number of Shipments: 1

Transit Time: 3 DAYS

Extra Services (lift gate, inside delivery, etc): LIFT GATE INCLUDED

Quote #: 18801275

Thank you very much for the opportunity to quote the above products.

This is a quotation only, and is valid until the end of this calendar year unless otherwise stated.

Unless a freight cost is mentioned above, or otherwise noted, freight is not included in the cost of the above items. For a freight estimate, please contact customer service and have the destination zip code available.

Please reference the quotation number located on the top right corner of the first page if you will be placing your order with us.

Freight (If quoted):	\$233.60
Quote Total:	\$2,072.60

(Total does NOT include optional items that may be listed above)

Furniture, Finishes & Equipment



Phone: (800) 632-4572 | Fax: (269) 795-1189

Date: November 3, 2011

QUOTE

To: Pamela Greenwood
Tuscola County Sheriffs Dept
Ph: 989-672-3999
E-mail: pshelito@TuscolaCounty.org

From: Tracy Keeler
HPS
3275 N M-37 Hwy
Middleville, MI 49333-0247
Phone: (800) 632-4572
E-mail: tkeeler@hpsnet.com

QTY	ITEM NUMBER	DESCRIPTION	EACH	SELL TOTAL
<u>Lionville Products (Intermetro)</u>				
1	ea. EX-3000	EX 3003 Card Cart Accent Color: Taupe (3) 10"H Card Drawers (left) w/dividers (front-back) (1) 3 3/4"H Drawers (right) Top (2) 7 1/2"H Drawers (right) (1) 11 1/4"H Drawers (right) Bottom (1) Waste Bin, side mounted 15"H (1) Multi Divider Set for 3 3/4"H Right Drawer (1) Narcotic Snap-lock for Upper Right Drawer		
		Cart above with Key Lock/Manual Relock		\$2,214.00
		Cart above with Pushbutton Unlock/Manual Relock (1) Pushbutton Keyless Entry System (EX-3000)		\$2,362.00
		Cart above with Keypad Unlock/Auto Relock (1) LockAlert III with Membrane Keypad		\$2,825.00

Freight is not included.

Thank you for the opportunity to provide this quote to you. Please contact me at the HPS office if you have any questions or would like more information.

Thank you.

Tracy Keeler
HPS Customer Service

MICHIGAN STATE
UNIVERSITY

Extension

Memorandum

To: Tuscola BOC Finance Committee
C/O: Clayette Zechmeister, Chief Accountant
125 Lincoln Street, Suite 500
Caro, MI 48723

From: Joe Bixler, District 10 Coordinator

Date: November 2, 2011

Clayette:

- We are requesting a transfer of funds for MSUE Tuscola County Parenting Education programs.
- We want to transfer \$3,364.82 (fund balance from State Grant Building Strong Families - Depart. Line 200) to Line 300; State Grant - GPGS School Readiness. These two funds are from the same funding source.
- The transfer will be merged with the 2012 line item that covers salary for parenting education staff.



District Office

200 Grand River, Suite 102
Port Huron, MI 48060

810-989-6309
Fax: 810-985-3557

Let me know if you need anything else.

Cc. Gail Innis

Kris Swartzendruber

DRAFT
Tuscola County Board of Commissioners
Committee of the Whole Minutes
Thursday, November 10, 2011
HH Purdy Building
125 W. Lincoln, Caro, MI
9:40 A.M.

Commissioners present: Allen, Bardwell, Kern, Petzold, Peterson. Also present: Mike Hoagland, Margie White, Mary Drier, Hal Hudson, Judy Adams, Mike Miller, Clayette Zechmeister, Greg McDonald, Walt Schlichting, David James, Dan Grimshaw

Finance

2012 County Budget Development Status as of 11-7-11 – progress has been made. Staff will send updated information to department heads.
 DDA/TIFA letter to local entities affected by the board's decision
Board Approval of Next Steps in Budget Development Process - a timeline was outlined

Secondary/On-Going Finance Items

1. Circuit Court Collections Plan
 2. Development of State Recommended County Financial Information
 3. County Hiring Freeze – Reducing Cost Through Attrition
 4. 2010 Audit (Comprehensive Annual financial Report) Comments
 5. Coordination of Issues Through MAC
- Personal Property Tax
- Wind Energy Taxation and Revenue Potential
- State Revenue as a Percent of Total Court Expenditures – Requested by MAC

Personnel

Secondary/On-Going Personnel Items

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

Building and Grounds

Probate Court Change Order – the judge would like the wall between the public area and attorney's area moved 18". Given the previously approved changes the net cost would be \$3,873 (21 change orders). Committee would like to put on hold (including the previously approved change in electrical location).

Courthouse Panic Buttons – FOC does not have panic buttons. No action due to budget constraints.

Public Comment Period – none

Meeting adjourned at 10:20 a.m.

Margie A. White
Tuscola County

**Statutory Finance Committee Minutes
Thursday, November 10, 2011
HH Purdy Building
125 W. Lincoln St., Caro, MI**

Called to order: 10:21 a.m.

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

Also present: Michael Hoagland, Margie White

Claims and per diems were reviewed and approved

Public Comment - none

Meeting adjourned at 10:25 a.m.

Margie A. White
Tuscola County Clerk

October 27, 2011

A regular meeting of the Board was held in their offices at 1733 S. Mertz Rd., Caro, Michigan on Thursday, October 27, 2011 at 7:00 A.M.

Present: Road Commissioners John Laurie, Gary Parsell, Mike Zwerk, Julie Matuszak, and Pat Sheridan; County Highway Engineer Michele Zaverucha, 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 October 13, 2011 regular meeting of the Board be approved. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Payroll in the amount of \$98,646.46 and bills in the amount of \$243,739.08 covered by voucher #11-35 were presented and audited.

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

Brief Public Comment Segment:
None.

Motion by Sheridan seconded by Parsell to approve the promotion of Scott Sholes to fill the opening of Heavy Equipment Operator at the Deford Garage effective October 31, 2011 and that his probationary period be waived, as recommended by the Superintendent/Manager. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Sheridan seconded by Parsell to approve the promotion of Linal Bauer to fill the opening of Heavy Equipment Operator at the Deford Garage effective October 31, 2011 and that his probationary period be waived, as recommended by the Superintendent/Manager. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Matuszak to approve the Road Commission post two (2) hourly job openings within the Laborer classification at the Caro Garage, all in accordance with the Union Labor Agreement. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk that the Tuscola County Road Commission cast a ballot for Richard Gromaski of Bay County, Ron Gerstenberger of Sanilac County, Larry Brown of Allegan County, and Kenneth Straub of Jackson County to serve as Directors of the Association of Southern Michigan Road Commissions. Sheridan, Matuszak, Parsell, Zwerk, Laurie --- Carried.

Motion by Parsell seconded by Matuszak that the Tuscola County Road Commission cast a ballot for Brian Wendling of Saginaw County to serve as a Director of the County Road Association of Michigan. Sheridan, Matuszak, Parsell, Zwerk, Laurie --- Carried.

Motion by Parsell seconded by Zwerk that the Tuscola County Road Commission will observe the Christmas Holiday on Friday, December 23, 2011 and Monday, December 26, 2011. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk to approve the request from Jesse Parker for a Medical Leave of Absence and to allow him to return to work with restrictions as ordered by his physician. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Management and the Board further discussed plans for replacing the County Weighmaster position. The Board reviewed a proposed agreement with the Tuscola County Sheriff's Department for a contracted deputy to serve as County Weighmaster. The Board also reviewed the legal opinion from the Tuscola County Prosecuting Attorney regarding the duties of a County Weighmaster. After review and recommended revisions to the proposed agreement, the Board directed the Director of Finance to continue working with the Tuscola County Sheriff to finalize the agreement.

Motion by Parsell seconded by Matuszak to approve the Capital Outlay purchase of 2 (two) overhead garage doors at the Caro Garage at an estimated cost of \$8,988.00. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Matuszak to approve the Capital Outlay purchase of 1 (one) sump pump at the Caro Garage at an estimated cost of \$2,835.00. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Zwerk seconded by Parsell to approve the request from the Almer Township Board to complete additional improvements at the Road Commission's gravel pit on Cleaver Road north of Dutcher Road, all in accordance with the terms and conditions specified in the Right-Of-Way Permit. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Management and the Board further discussed the Road Commission's group health insurance plan. Mr. Joe Broger and Mr. Tom Armintrout with Burnham & Flower Insurance Company appeared before the Board to present plan options. After the presentation and further discussion regarding the proposal, the following motion was introduced:

Motion by Sheridan seconded by Parsell that the Road Commission change its group health insurance plan for all active employees effective with the February 1, 2012 renewal date to a Blue Cross & Blue Shield PPO-12A Plan with the Health Reimbursement Account as specified in the plan proposal. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Zwerk seconded by Parsell that the meeting be adjourned at 9:10 A.M. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Chairman

Secretary-Clerk of the Board

THUMB AREA REGIONAL
COMMUNITY CORRECTIONS ADVISORY BOARD
SERVICE AGREEMENT

For
TUSCOLA COUNTY COMMUNITY CORRECTIONS SERVICES

This Service Agreement is entered into on the 1st day of October, 2011, by and between the Thumb Area Regional Community Corrections Advisory Board and Tuscola County.

It is agreed between the parties as follows:

Tuscola County will provide Screening and Eligibility Assessment, Community Service Jail Work Crew, and Work Site Day Reporting programming to targeted offenders as approved within the applicable grant award approved by the Michigan Department of Corrections – Office of Community Corrections. All services must be provided in accordance with P.A. 511 (1988).

The County shall use the following funds to operate the three aforementioned programs based on the grant award for the FY 2010.

Case Management-Screening and Assessment	\$ 9,120
Community Service-Work Crew	\$ 13,400
Intensive Supervision-Day Reporting	<u>\$ 9,600</u>
Total	\$ 32,120

Tuscola County may use the funds to pay staff, contractors, suppliers and other such vendors as deemed appropriate to operate the above listed programs. Tuscola County agrees to follow all State guidelines, restrictions and contractual obligations placed on Community Corrections Funds by the State of Michigan. In the event that the State of Michigan determines that expenditures were inappropriate and subject to reimbursement of the State, Tuscola County agrees to be responsible for the replacement of the disallowed expended funds.

Tuscola County agrees to provide appropriate statistical and narrative reports on program performance, as determined by the Thumb Regional Community Corrections Advisory Board.

Tuscola County agrees to provide the required space in the Tuscola County Sheriff's Department Jail Facility to conduct in-house programs.

Invoices for Tuscola County expenses must be submitted to Thumb Area Regional Community Corrections Advisory Board by the tenth day of each calendar month. Actual costs will be reimbursed as soon as prudently possible due to economic circumstances created by a delay in payments and pass through from the State up to an allocated maximum annualized amount of \$32,120.

It is understood by both parties that this program is currently funded exclusively by P.A. 511 funding provided through the FY 2010 Thumb Area Community Corrections Advisory Board Application for Community Corrections Funds. Any fees, revenues, or other non-CCAB funding generated as a result of funding awarded pursuant to P.A. 511 by the programs will be deposited with the special revenue fund established by the Thumb Area Regional Community Corrections Board to be utilized solely in support of community corrections programming in Tuscola County. Tuscola County will provide the Thumb Regional Community Corrections Advisory Board with

a monthly summary report of all revenues and "bed days saved" generated by these three programs.

It is understood that the Michigan Office of Community Corrections funds referred to above can be used to match or leverage other funds for this program should such funds be identified. The use of the funds must be cleared with all signatories prior to their use in this manner. The Thumb Area Regional Community Corrections Advisory Board reserves the right to re-negotiate the use of such funds in future years.

Substance abuse programming and data entry activity shall be provided by List Psychological Services as outlined and not to exceed the funding levels provided in the "Thumb Area Regional Community Corrections Advisory Board Service Agreement for Substance Abuse Outpatient Services (G-18), DDJR – Intensive Outpatient, and Cognitive Change (X-01), Thinking Matters Program (C01)."

The financial, data, and programmatic reporting requirements of the "First Amendment to the Agreement between the State of Michigan Department of Corrections and Lapeer County" shall be incorporated herein.

All services will be provided in accordance with the existing contractual agreement between Lapeer County and MDOC – Office of Community Corrections.

Any of the parties of this agreement may terminate the agreement by providing written notification to the other parties of its intent to do so thirty days prior to the actual date of termination.

The individual provisions of this agreement are severable. If any of the provisions are found to be in violation of State law, the remaining provisions shall remain in effect.

This agreement shall automatically terminate on September 30, 2012.

_____	_____	_____	_____
Chairperson – Board of Commissioners	Date	Witness	Date

_____	_____	_____	_____
Chairperson – Board of Commissioners	Date	Witness	Date

_____	_____	_____	_____
Regional Coordinator	Date	Witness	Date