



TUSCOLA COUNTY

Board of Commissioners

BOARD MEETING AGENDA

Thursday, October 13, 2022 – 8:00 AM

H.H. Purdy Building Board Room, 125 W. Lincoln Street, Caro, MI 48723

Public may participate in the meeting electronically:

(US) +1 929-276-1248 PIN:112 203 398#

Join by Hangouts Meet: meet.google.com/mih-jntr-jya

8:00 AM Call to Order - Chairperson Bardwell
Prayer - Commissioner Grimshaw
Pledge of Allegiance - Commissioner DuRussel
Roll Call - Clerk Fetting

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Adoption of Agenda

Action on Previous Meeting Minutes

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[Board of Commissioners - 29 Sep 2022 - Minutes - Pdf](#)

Brief Public Comment Period for Agenda Items Only

Consent Agenda

- [Finance Committee - 05 Oct 2022 - Minutes - Pdf](#) 12 - 17
- [Committee of the Whole - 10 Oct 2022 - Minutes - Pdf](#)
1. Federal Emergency Management Agency (FEMA) Memorandum of Agreement So Tuscola County Can Be Signed Up In The IPAWS System (Integrated Public Alert & Warning System).
2. Fiscal Year 2022 Emergency Management Performance Grant Agreement With the State of Michigan
*Funding increased from 32.86% (\$29,582.00) to 40.29% (\$37,873.00).
3. Purdy Building Security Cameras

4. Clerk's Office Security Cameras
5. Board of Commissioner Room Additional Web Cameras for Broadcasting

New Business

1. 2023 Mosquito Abatement Wages
2. Register of Deeds Office Index Book Restoration - John Bishop, Register of Deeds
3. New Commissioner School 18 - 20
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Old Business

Correspondence/Resolutions

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Commissioner Liaison Committee Reports

Bardwell

- Behavioral Health Systems Board
- Caro DDA/TIFA
- Economic Development Corp/Brownfield Redevelopment
- MAC 7th District
- MAC Workers Comp Board

MAC Finance Committee

TRIAD

Local Units of Government Activity Report

Young

Board of Public Works

County Road Commission Liaison

Dispatch Authority Board

Genesee Shiawassee Thumb Works

Great Start Collaborative

Human Services Collaborative Council (HSCC)

Jail Planning Committee

MAC Agricultural/Tourism Committee

Region VII Economic Development Planning

Saginaw Bay Coastal Initiative

Senior Services Advisory Council

Tuscola 2020

Local Units of Government Activity Report

Vaughan

Board of Health

County Planning Commission

Economic Development Corp/Brownfield Redevelopment

MAC Environmental Regulatory

Mid-Michigan Mosquito Control Advisory Committee

NACO-Energy, Environment & Land Use

Parks and Recreation Commission

Tuscola County Fair Board Liaison

Local Units of Government Activity Report

Grimshaw

Behavioral Health Systems Board

Recycling Advisory

Jail Planning Committee

MI Renewable Energy Coalition (MREC)

Local Units of Government

DuRussel

Board of Health

Community Corrections Advisory Board

Department of Human Services/Medical Care Facility Liaison

Genesee Shiawassee Thumb Works

Local Emergency Planning Committee (LEPC)

MAC Judiciary Committee

MEMS All Hazard

Local Units of Government Activity Report

Other Business as Necessary

Extended Public Comment

Adjournment

Note: If you need accommodations to attend this meeting, please notify the Tuscola County Controller/Administrator's Office (989-672-3700) two (2) days in advance of the meeting.



MINUTES

Board of Commissioners

Meeting

8:00 AM - Thursday, September 29, 2022

H.H. Purdy Building Board Room, 125 W. Lincoln Street, Caro, MI 48723

Commissioner Bardwell called the regular meeting of the Board of Commissioners of the County of Tuscola, Michigan, held at the H.H. Purdy Building Board Room, 125 W. Lincoln Street, Caro, MI 48723, on Thursday, September 29, 2022, to order at 8:00 AM local time.

Prayer - Commissioner Vaughan

Pledge of Allegiance - Commissioner Bardwell

Roll Call - Clerk Fetting

Commissioners Present In-Person: Thomas Young, Thomas Bardwell, Kim Vaughan

Commissioners Absent: Doug DuRussel, Dan Grimshaw

Others Present In-Person: Clerk Jodi Fetting, Eean Lee, Mike Miller, Dara Hood

Also Present Virtual: Tracy Violet, Lorna Violet, Mary Drier, Matt Brown, Robert McKay, Bob Baxter, Debbie Babich, Cody Horton, Don Derryberry, Linda Strasz, Renee Francisco, Mark Haney, Kate Curtis, Barry Lapp, Treasurer Ashley Bennett, Cindy Hughes, Tim Green, Steve Anderson, Christy Poulos, Pam Shook, Sheriff Glen Skrent, Dara Hood, Kim Brinkman, Debbie Mika, Amanda Ertman

At 8:05 a.m., there were a total of 22 participants attending the meeting virtually.

Adoption of Agenda

1. Adoption of Agenda -

2022-M-203

Motion by Thomas Young, seconded by Kim Vaughan to adopt the agenda as presented. Motion Carried.

Action on Previous Meeting Minutes

1. Action on Previous Meeting Minutes -

2022-M-204

Motion by Thomas Young, seconded by Kim Vaughan to adopt the meeting minutes from the September 15, 2022 regular meeting. Motion Carried.

Brief Public Comment Period for Agenda Items Only

None

Consent Agenda

2022-M-205

Motion by Thomas Young, seconded by Kim Vaughan that the Consent Agenda Minutes and Consent Agenda Items from the September 26, 2022 Committee of the Whole meeting be adopted. Motion Carried.

CONSENT AGENDA

1. Move to approve up to \$300.00 for the purchase of signs to promote and inform Tuscola County residents of the Parks and Recreation Commission activities and parks.
2. Move to approve the hiring of Bree Waterson to fill a vacant full-time 911 Dispatcher position at Step 1 at \$17.87 per hour. Effective date of hire to be after October 6, 2022 pending satisfactory background check, physical and drug screening.
3. Move to approve the hiring of Lisa Johnson to fill the vacant part-time Kennel Attendant position at Step 1 at \$15.46 per hour. Effective date of hire is September 27, 2022 pending favorable background check, physical and drug screening.

New Business

1. Property Acquisition -
Clayette Zechmeister explained that a purchase agreement has been executed.

2022-M-206

Motion by Thomas Young, seconded by Kim Vaughan to approve the property acquisition at 8965 Vanderbilt Road, Fairgrove with the Tax ID of 023-028-000-4500-00 in the amount of \$25,500.00. Also, approve a General Fund appropriation of the same amount to the Vanderbilt Park Fund and any necessary budget amendments be authorized. Motion Carried.

2. Request to Use Courthouse Lawn -

2022-M-207

Motion by Thomas Young, seconded by Kim Vaughan that per the request from Stephanie Weingartz with Thumb Area Assault Crisis Center, that permission be granted to use the Courthouse lawn from October 10, 2022 to October 30, 2022 to hang a banner for Domestic Violence Awareness Month. Motion Carried.

3. Sheriff's Department New Hire -

2022-M-208

Motion by Thomas Young, seconded by Kim Vaughan that per the request from Undersheriff Baxter to approve the conditional job offer to Ryan Woods for an open Road Patrol Deputy position pending a favorable physical, psychological and drug test. He will be considered part-time (\$18.00 per hour) while attending the police academy. Upon successful completion (on or about December 9, 2022), he will begin at full-time status. Motion Carried.

4. Sheriff's Department New Hire -

2022-M-209

Motion by Thomas Young, seconded by Kim Vaughan that per the request from Undersheriff Baxter to approve the conditional job offer to Jonathan Martin for an open Road Patrol Deputy position pending a favorable physical, psychological and drug test. He will be considered part-time (\$18.00 per hour) while attending the police academy. Upon successful completion (on or about December 9, 2022) he will begin at full-time status. Motion Carried.

5. Sheriff's Department New Hire -

2022-M-210

Motion by Thomas Young, seconded by Kim Vaughan that per the request from Undersheriff Baxter to approve the conditional job offer to Nathan Atkinson pending a physical and drug test. He will be filling a vacant position for Corrections Deputy, starting at Step 1 (\$18.97). Expected date of hire by the end of October 2022. Motion Carried.

6. Jail Washer -

Mike Miller, Building and Grounds Director, explained the request and the urgency of the matter to implement the emergency purchasing policy.

2022-M-211

Motion by Thomas Young, seconded by Kim Vaughan that per the recommendation from Mike Miller, Building and Grounds Director, that due to the urgency at the jail because parts are no longer available, to replace the washer . It is also requested that the County Emergency policy would be followed and bids would not be requested for this washer. With the current supply issues, bidding this would create an even longer delay in getting this equipment. Therefore, approve the purchase of a commercial washing machine from Universal Laundry Machinery in the amount of \$10,546.00. Also, any necessary signatures and budget amendments be approved. Motion Carried.

7. Budget Amendment to the Friend of the Court Budget -

Clayette Zechmeister explained the budget deficit that needs to be addressed to bring the budget back in compliance.

2022-M-212

Motion by Thomas Young, seconded by Kim Vaughan that due to a budget deficit position in the Friend of the Court Fund that Salaries Supervision, 215-100-703-000, be reduced by \$22,000.00. Motion Carried.

Old Business

1. Information Systems Department Proposed Restructure -
Eean Lee reviewed his department staffing request that was presented at the September 26, 2022 Committee of the Whole meeting.

2022-M-213

Motion by Kim Vaughan, seconded by Thomas Young that per the request from Eean Lee, Chief Information Officer to create a new position titled "Deputy Chief Information Officer." This position would serve as team leader and orchestrator of the help desk while still performing security duties. Because of his experience with Tuscola County, Eean would like to promote the current Security Specialist, Tracy Violet, to the new Deputy Chief Information Officer position effective October 1, 2022, and have him start at the first step of this position's wage scale at an annual salary of \$57,591.54. Motion Carried.

2. New Public Safety Technician Position -

2022-M-214

Motion by Kim Vaughan, seconded by Thomas Young that per the request from Eean Lee, Chief Information Officer that a new position titled "Public Safety Technician" be created. This staff member would handle all technology requests for the Sheriff's Office and the Dispatch Center and those funds would share in the costs for this position. Eean also requests to promote the current technician, Timothy Green, to the Public Safety Technician role. His service and experience with our law enforcement is paramount to their existing operations. Position to be effective October 1, 2022 and have him start at the first step of the wage scale at \$23.06 per hour. Motion Carried.

3. New Wage Table for Help Desk Positions -

2022-M-215

Motion by Kim Vaughan, seconded by Thomas Young that per the request from Eean Lee, Chief Information Officer, that a proposed new wage table with new steps for the Help Desk positions and the Information Specialist position be approved. This would provide a 6% increase at the top step in wages, to accommodate for the additional demand and responsibility put on these technicians. It is felt that this small increase is more than fair for the increase in workload. Additionally, the new wage table would promote longevity in these positions. Motion Carried.

4. Information System Permission To Hire An Additional Full-Time Help Desk Technician -

2022-M-216

Motion by Thomas Young, seconded by Kim Vaughan that per the request from Eean Lee, Chief Information Officer, that an additional full-time Help Desk Technician be posted and advertised at Step 1 of the pay scale in the amount of \$18.19 per hour. Motion Carried.

Correspondence/Resolutions

1. Iron County Resolution 2022.012
2. Iron County Resolution 2022.013
3. Gogebic Resolution 2022-14 Insurance Reform

Commissioner Liaison Committee Reports

DuRussel

Absent

- Board of Health
- Community Corrections Advisory Board
- Department of Human Services/Medical Care Facility Liaison
- Genesee Shiawassee Thumb Works
- Local Emergency Planning Committee (LEPC)
- MAC Judiciary Committee
- MEMS All Hazard
- Local Units of Government Activity Report

Grimshaw

Absent

- Behavioral Health Systems Board
- Recycling Advisory
- Jail Planning Committee
- MI Renewable Energy Coalition (MREC)
- Local Units of Government

Vaughan

No Report

- Board of Health
- County Planning Commission
- Economic Development Corp/Brownfield Redevelopment

MAC Environmental Regulatory
Mid-Michigan Mosquito Control Advisory Committee
NACO-Energy, Environment & Land Use
Parks and Recreation Commission
Tuscola County Fair Board Liaison
Local Units of Government Activity Report

Bardwell

Behavioral Health Systems Board
Met last week and the search continues for candidates for the CEO position.
Caro DDA/TIFA
Update provided.
Economic Development Corp/Brownfield Redevelopment
Update provided. An award was presented to Walbro.
MAC 7th District
Update provided on the District's checking account.
MAC Workers Comp Board
MAC Finance Committee
TRIAD
Local Units of Government Activity Report

Young

Board of Public Works
County Road Commission Liaison
Meeting that was supposed to take place yesterday has been rescheduled to October 12, 2022.
Dispatch Authority Board
Genesee Shiawassee Thumb Works
Great Start Collaborative
Human Services Collaborative Council (HSCC)
There is no longer a waiting list for home delivered meals.
Jail Planning Committee
MAC Agricultural/Tourism Committee
Region VII Economic Development Planning
Saginaw Bay Coastal Initiative

Senior Services Advisory Council

Tuscola 2020

Local Units of Government Activity Report

Spoke with Senator Daley regarding SB 1160 and SB 1161.

Other Business as Necessary

-Special Finance Meeting will be on October 5, 2022 at 9:00 a.m. and a virtual connection will be available.

-MAC has announced the dates for the new Commissioner Training.

At 9:46 a.m., there were a total of 24 participants attending the meeting virtually.

Extended Public Comment

None

Adjournment

2022-M-217

Motion by Thomas Young, seconded by Kim Vaughan to adjourn the meeting at 9:48 a.m. Motion Carried.

Jodi Fetting
Tuscola County Clerk, CCO



MINUTES

Finance Committee Meeting

9:00 AM - Wednesday, October 5, 2022

H.H. Purdy Building Board Room, 125 W. Lincoln St., Caro, MI 48723

Commissioner Young called the meeting of the Finance Committee of the County of Tuscola, Michigan, held at the H.H. Purdy Building Board Room, 125 W. Lincoln St., Caro, MI 48723, on Wednesday, October 5, 2022, to order at 9:00 AM local time.

Roll Call - Clerk Fetting

Commissioner Present In-Person: Thomas Young

Commissioner Absent: Doug DuRussel

Others Present In-Person: Clerk Jodi Fetting, Eean Lee, Clayette Zechmeister, Mike Miller, Debbie Babich, Treasurer Ashley Bennett

Also Present Virtual: Tracy Violet, Dara Hood, Mary Drier, Mark Haney

At 9:05 a.m., there were a total of 6 participants attending the meeting virtually.

Finance

Primary Finance

1. Fiscal Year 2023 Budget Discussion -
Clayette Zechmeister and Debbie Babich reviewed the 2023 First Review Fiscal Year Proposed Budget Handout.

Matters reviewed that were in the meeting handout.

1. All Funds Estimated Fund Balance
2. Voted Special Purpose Millage Review
3. Actual and Projected Wind Turbine Revenue
4. Wind Escrow Reserves
5. General Fund Actual and Projected 2020 - 2023
6. General Fund Expense Budget with Baseline and Estimated Wages with a 4% and 5% Increase
7. General Fund Transfer Out History and Projected
8. General Fund 2023 Estimates Revenue vs. Expense
9. Equipment/Capital Improvement Budget Request
10. 2023 Budget Calendar

On-Going and Other Finance

None

Public Comment Period

None

Adjournment

Meeting adjourned at 9:35 a.m.

Jodi Fetting
Tuscola County Clerk, CCO

DRAFT



MINUTES

Committee of the Whole Meeting

8:00 AM - Monday, October 10, 2022

H.H. Purdy Building Board Room, 125 W. Lincoln St., Caro, MI 48723

Commissioner Bardwell called the regular meeting of the Committee of the Whole of the County of Tuscola, Michigan, held at the H.H. Purdy Building Board Room, 125 W. Lincoln St., Caro, MI 48723, on Monday, October 10, 2022, to order at 8:00 AM local time.

Roll Call - Clerk Fetting

Commissioners Present In-Person: Thomas Young, Thomas Bardwell, Kim Vaughan, Doug DuRussel, Dan Grimshaw

Commissioner Grimshaw arrived at 8:38 a.m.

Commissioners Absent: None

Others Present In-Person: Clerk Jodi Fetting, Eean Lee, Clayette Zechmeister, Mike Miller, Steve Anderson, Jon Ramirez, Debbie Babich, Register John Bishop

Also Present Virtual: Mary Drier, Amanda Ertman, Debbie Babich, Kim Brinkman, Don Derryberry, Mark Haney, Fairgrove Village, Linda Strasz, Cody Horton, Tim Green, Kate Curtis, Laura Hill, Renee Francisco, Steve Root, Treasurer Ashley Bennett, Barry Lapp, Sheriff Glen Skrent, Cindy Hughes, Bob Baxter, Shannon Beach

At 8:08 a.m., there were a total of 20 participants attending the meeting virtually.

County Updates

None

New Business

1. FEMA Memorandum of Agreement So Tuscola County Can Be Signed Up In The IPAWS System (Integrated Public Alert & Warning System) - Deputy Steven Anderson, Emergency Manager, and Jon Ramirez, 911 Director, explained the proposed program and the benefits of it. There is no cost to Tuscola County for this program. Matter to be placed on the Consent Agenda.

2. Fiscal Year 2022 Emergency Management Performance Grant Agreement With the State of Michigan -
Deputy Steven Anderson, Emergency Manager, explained that he will be applying for a grant that covers a portion of his wages and benefits. The funding has been increased from 32.86% (\$29,582.00) to 40.29% (\$37,873.00). Matter to be placed on the Consent Agenda.
3. 2023 Mosquito Abatement Wages -
Larry Zapfe, Mosquito Abatement Director, explained the situation he is experiencing in hiring part-time staff for the season as the wages are so low. He is requesting an increase in the wages be made to various positions. Matter to be placed on Thursday's agenda.
4. Register of Deeds Office Index Book Restoration -
John Bishop, Register of Deeds, explained the request of restoration of Index Books in his office. Matter to be placed on Thursday's Agenda.
5. Purdy Building Security Cameras -
Eean Lee, Chief Information Officer, explained the repurposing of cameras that will be removed from the Clerk's Office. Matter to be placed on the Consent Agenda.
6. Clerk's Office Security Cameras -
Eean Lee, Chief Information Officer, explained the upgraded cameras that will be added to the Clerk's Office as well as adding one camera. Matter to be placed on the Consent Agenda.

Old Business

None

Finance/Technology

Primary Finance/Technology

1. Fiscal Year 2023 Budget Review -
Clayette Zechmeister, Controller/Administrator, reviewed the 2023 budget review included in the agenda packet. Board discussed the matter at length.

On-Going and Other Finance

-Clayette Zechmeister reported that the workman's compensation refund has been received.

On-Going and Other Technology

-Eean Lee provided an update on a current malicious campaign on government services. The public needs to be aware of smishing attacks which are attacks through text messages.

Building and Grounds

Primary Building and Grounds

-Mike Miller provided an update regarding the People State Bank building and is planning to bring a plan to the Board in November for review. The fence is to be completed within the week weather permitting.

On-Going and Other Building and Grounds

None

Personnel

Primary Personnel

None

On-Going and Other Personnel

None

Other Business as Necessary

-Board discussed the layout of the Board Room and the members showing on the virtual connection feed. Board discussed and would like a camera option added in the Boardroom. Matter to be placed on the Consent Agenda.

-Report from Dr. Morrone to be scheduled.

-Board would like to have Deena Bosworth from MAC to provide an update.

-Board would like an update from the Bond Attorney on the bond interest rate regarding the jail proposal.

At 10:20 a.m., there were a total of 23 participants attending the meeting virtually.

Public Comment Period

-Commissioner Vaughan thanked Mary Drier for writing the story on his childhood home that was featured on American Pickers.

-Clerk Fetting encouraged Tuscola County residents to visit tuscolacounty.org/elections to view their ballot ahead of the November 8, 2022 General Election.

Adjournment

Motion by Thomas Young, seconded by Kim Vaughan to adjourn the meeting at 10:25 a.m. Motion Carried.

Jodi Fetting
Tuscola County Clerk, CCO

DRAFT

New Commissioner School

November 15, 2022 - December 12, 2022

Registration Deadline: November 25, 2022 - 12:00AM

Various Locations

We wish you the best as you serve your community in this valuable and influential role.

Please join us at our upcoming

virtual school that will feature both live webinars and self-paced online learning starting this November.



Who should attend:

Newly elected & experienced commissioners, administrative staff and other elected county officials

What will be covered:

- Learn about County Commissioner roles and responsibilities and the structure of county government
- Explore the basics of county finance
- Learn best practices for leading and participating in public meetings
- Network with other elected officials

Cost: \$125 per person

New Hybrid Format for 2022

The 2022 program will offer a hybrid model for participants. The program will feature an introductory session via zoom followed by access to the online learning modules. Then participants will have the opportunity to attend one of four locations for in-person learning and networking session with experts and experienced commissioners.

Introductory Session - 45 minutes

- November 18 at 11 a.m.
 - Meeting Link will be provided after registration and payment

November 15-30 - Self-paced, Asynchronous Online Learning for all cohorts

NCS In-Person Sessions - 9 a.m. - 4:30 p.m.

- November 28 - Bavarian Inn and Conference Center, One Covered Bridge Lane, Frankenmuth, MI 48734
- November 29 - BayPointe Inn, 11456 Marsh Rd, Shelbyville, MI 49344
- December 5 - Landmark Inn 230 N Front St, Marquette, MI 49855
- December 12 - Kirtland College, 4800 W 4 Mile Rd, Grayling, MI 49738

Technology Requirements:

Below are recommendations for the optimal interactive online training:

- A computer, laptop or tablet with latest version of your browser
- A reliable, internet connection - broadband wired or wireless (3G or 4G/LTE)
- Webcam or HD webcam - built-in or USB plug-in
- Speakers and a microphone - built-in or USB plug-in or wireless Bluetooth

- Latest version of Adobe Acrobat Reader

Supplement Materials: Guide to Michigan County Government

Workshop participants can purchase a copy of the newly revised Guide to Michigan County Government (5th Edition) at a discounted rate! [Click here](#) to purchase the guide. Use code MIGOV for a 25% discount. Orders of 4 or more will automatically receive 30% off.

extension.msu.edu

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Tuscola County

Clayette Zechmeister <zclay@tuscolacounty.org>

(no subject)

1 message

Robert Baxter <rbaxter@tuscolacounty.org>
To: Clayette Zechmeister <zclay@tuscolacounty.org>

Tue, Oct 11, 2022 at 10:58 AM

Kimberly Craig was given a conditional job offer pending a background, physical and drug test. She will be filling an open position in Corrections, starting at step 1 on the pay scale. Her anticipated start date will be the beginning of November.

Undersheriff Robert E. Baxter
Tuscola County Sheriff Administration
420 Court St
Caro, MI 48723
989-673-8161 ext 2225
Fax: 989-673-8164

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TO: Department Heads and Public
 FROM: County Board of Commissioners, Controller/Administrator, County Clerk
 RE: County Board and Committee of the Whole Meeting Schedule for 2023

The following is a list of dates for the County Board and Committee of the Whole meetings in 2023. Requests to address the Board of Commissioners and Committee of the Whole should be submitted to the Controller/Administrator in advance of the scheduled meeting dates. Also, it should be noted that meetings can be added or cancelled at the discretion of the Committee Leader. All meetings are held as hybrid meetings; both virtually via Google Hangouts and in person at the Tuscola County Purdy Building at 125 W. Lincoln St., Caro, MI 48723 unless otherwise stated.

	2nd & 4th Mondays Committee of the Whole	2nd & 4th Thursdays Full Board
	8:00 A.M.	8:00 A.M.
January	3 rd organizational mtg., 9 th , 23 rd	12 th , 26 th
February	6 th	9 th , 23 rd
March	13 th , 27 th	16 th , 30 th
April	10 th , 24 th	13 th , 27 th
May	8 th , 22 nd	11 th , 25 th
June	12 th , 26 th	15 th , 29 th
July	10 th , 24 th	13 th , 27 th
August	14 th , 28 th	17 th , 31 st
September	11 th , 25 th	14 th , 28 th
October	9 th , 23 rd	12 th , 26 th
November	13 th , 27 th	16 th , 30 th
December	11 th	14 th , 28 th

CONFERENCES

*NACo Legislative Conf.
2/11-2/14 Washington, DC*

*MAC Legislative Conf.
4/24-4/26 Lansing, MI*

*MAC Annual Conference
10/1-10/4 Kalamazoo, MI*

County Board
 Chairperson:
 Vice-Chairperson:

Work Groups:
 Finance:
 Personnel:
 Building & Grounds:

Meetings may be added, cancelled or rescheduled as necessary. If you need accommodations to attend a meeting, please notify the Tuscola County Controller/Administrator's Office at (989) 672-3700 two days in advance of the meeting.

STATE OF MICHIGAN



54TH JUDICIAL CIRCUIT COURT

HON. AMY GRACE GIERHART
CIRCUIT COURT JUDGE

440 NORTH STATE STREET
CARO, MICHIGAN 48723

(989) 672-3720

DATE: October 12, 2022

TO: Tuscola County Board of Commissioners

FROM: Hon. Amy Grace Gierhart, Chief Judge

RE: 2023 Attorney Contract for Alleged Developmentally Disabled Individuals

Attached is the 2023 contract between the Tuscola County Courts and Duane E. Burgess. The Tuscola County Courts is requesting approval for funding by the Tuscola County Board of Commissioners. The current contract for 2022 is \$6000. The contract for 2023 is slated for \$6300 with the option for 2024 of \$6500 if all parties agree.

**STATE OF MICHIGAN
TUSCOLA COUNTY COURTS**



Honorable Amy Grace Gierhart
Chief Judge

Sheila Long
Court Administrator

CARO, MICHIGAN 48723-1594
Phone: (989) 673-3330
Fax: (989) 672-2169

Cindy McKinney-Volz
Deputy Court Administrator

**CONTRACT FOR REPRESENTATION FOR ALLEGED DEVELOPMENTALLY DISABLED
INDIVIDUALS IN THE TUSCOLA COUNTY PROBATE COURT**

The Tuscola County Probate Court and Duane E. Burgess, attorney at law and court-appointed counsel, agree as follows:

1. The term of the agreement shall be from the first day of January, 2023 (1-1-2023) until the thirty-first day of December, 2023 (12-31-2023).
2. Court-appointed counsel shall be appointed to, and shall accept, all appointments of counsel on behalf of individuals and respondents in developmentally disabled actions. Further, court-appointed counsel shall continue representation of the individuals and respondents in all pending cases as of 1-1-2023, however counsel's responsibilities end at the end of the contract.
3. Court-appointed counsel shall represent solely and exclusively the interest of the individual or respondent throughout all court proceedings until their conclusion in the Court, or until otherwise relieved of said responsibility. The scope of this representation shall include appeals. The term "conclusion" is understood to mean the Court no longer retains jurisdiction over the case as a result of the matter being dismissed, discharged, or other resolution with the Court discharging counsel.
4. The Court will make accommodations, when possible, to schedule proceedings in order to minimize court-appointed counsel's required attendance at court. When a scheduling conflict occurs, court-appointed counsel shall be responsible for providing a substitute counsel to represent the legal interests of the individuals and respondents for a particular hearing or proceeding.
5. If the Court determines that there exists a conflict of interest which prevents court appointed counsel from representing the individual or respondent, the Court shall appoint a substitute attorney, the cost of which shall be paid by the Court.

6. The court-appointed counsel represents that he is an attorney in good standing with the State Bar of Michigan and knows of no pending disciplinary proceedings by appropriate grievance authorities directed against him. Any suspension or disbarment of said attorney shall be cause for immediate rescission of this agreement, without further compensation.
7. The Court, in consideration of this agreement, shall pay the court-appointed counsel the sum of \$6,300.00, to be paid in equal monthly installments. Payment shall begin on the 1st day of February, 2023 and continue on the first day of each month thereafter until paid in full. The Court will also pay mileage at the IRS business rate, to be billed monthly.
8. This agreement, including the proceeds thereof, is not transferrable or assignable to any third person, corporation or entity.
9. When it shall become necessary for witnesses to be called, subpoenas shall be prepared by the court appointed counsel and served on the witnesses as directed by the Court. Court appointed counsel is responsible for all drafting, service and filing of petitions, orders, subpoenas, etc. Prior approval for any expert witness or extraordinary fees, if necessary, shall be obtained from the Court by the court-appointed attorney.
10. The court-appointed counsel is an independent legal service provider and at no time shall be considered an employee of the court or Tuscola County. The court-appointed counsel shall provide his own professional liability insurance with limits no less than the standard limits of the legal community and agrees to provide to the court proof of said insurance. The court-appointed counsel agrees to hold the court harmless of any and all liability arising out of the court-appointed counsel's acts or omissions in carrying out the terms, conditions and requirements of the agreement.
11. If a conflict of interest as defined by the Rules of Professional Conduct arises between counsel and an individual or respondent, the court-appointed counsel shall prepare and file and appropriate motion and order to withdraw. Upon the granting of such motion, the Court may appoint alternate counsel for the alleged developmentally disabled person. The court shall be responsible for the payment of all fees and costs attributable to the appointment of alternate counsel. Any fees or costs paid to alternate counsel shall be paid by the Court.
12. The Court may terminate the contract upon 30 days' written notice to counsel. The Court shall appoint another counsel on all petitions filed with the Court from and after the date of such notice. If the Court terminates the contract under this provision, court-appointed counsel shall be compensated at the contract rate between the date of notice and the date upon which such termination becomes effective.
13. The agreement may be renewed in writing for 2024 at the annual rate of \$6500 if agreed upon by all parties.

14. If any term or provision of this agreement is determined to be unlawful, null, or void, the remaining terms of the agreement shall remain in full force and effect.


This document incorporates the complete understanding and agreement of the parties.



Hon. Amy Grace Gierhart, Chief Judge

09-21-22

Date



Duane E. Burgess, Attorney at Law

9-28-22

Date

APPROVED FOR FUNDING

Thomas Bardwell, Chair
Tuscola County Board of Commissioners

Date



STATE OF MICHIGAN

DEPARTMENT OF HEALTH AND HUMAN SERVICES
LANSING

GRETCHEN WHITMER
GOVERNOR

ELIZABETH HERTEL
DIRECTOR

September 28th, 2022

Thomas Bardwell
125 W. Lincoln Street
Caro, MI 48723

Dear Commissioner Bardwell:

Your 2022-23 annual plan and budget for Child Care Fund (CCF) expenditures is approved for 50% state reimbursement of CCF reimbursement-eligible items and 100% state reimbursement of Raise the Age CCF reimbursement-eligible items. Please see the DHS-2091 form that was approved with the CCF annual plan and budget for a breakdown of the approved amounts.

Use of FY 2023 CCF reimbursement certifies that, to the best of the County/Court/Tribe's knowledge and belief, the data contained in reimbursement requests is correct. Submission of a reimbursement request should be according to the instructions and definitions established by the Child Care Fund-related statute, administrative rules, and policy. Net reimbursable expenditures should represent no costs for capital outlay. As a reminder, beginning with state fiscal year 2023 the *Child Care Fund Handbook Published Policies and Procedures, Effective State Fiscal Year 2023* will be the source of eligibility information. Effective FY2023 all prior CCF Handbooks are obsolete.

Appropriate documentation will be required and maintained to support costs reported. Please see pages 20-21 in the *Child Care Fund Handbook Published Policies and Procedures, Effective State Fiscal Year 2023* for further details on what must be submitted with monthly reimbursement requests. Monthly reimbursements are approved subject to further fiscal and program review. By accepting reimbursement, the County/Tribe agrees to accept responsibility for any exception or other payment irregularity in the program found after fiscal and program review.

Any claim for State monies from the Child Care Fund to cover expenditures incurred between October 1, 2022 and September 30, 2023, will signify acceptance of the terms of this approval letter.

Sincerely,

Kelly Walters, Manager
Child Care Fund Reimbursement Unit

cc: The Honorable Nancy Thane, Tuscola County
Sheila Long Tuscola Court
Karen Southgate, Director, Tuscola County MDHHS



MCWCF

MICHIGAN COUNTIES WORKERS' COMPENSATION FUND

431 South Capitol Avenue
Lansing, Michigan 48933
517-712-4899 | Fax 517-482-4599
www.michigancountieswcf.org

September 21, 2022

Dear Member,

The Michigan Counties Worker's Compensation Fund Board of Trustees announces the 2022 dividend. \$3.8 million dollars has been approved by the State of Michigan Worker's Compensation Agency to distribute to the membership.

The \$3.8 million dollar represents the largest dividend recorded by the Fund. The dividend represents over \$65 million dollars returned to the members since the Fund's creation in 1979.

The Board of Trustees are ever committed to the well-being of the Fund on behalf of the membership. The Board strives with their pledge for excellent member claims administration, emphasis on safety in the workplace and strong financial stability.

It is with great pleasure to present you with the enclosed check.

Should you have any questions please contact me at 517-712-4899 or via e mail tmmac24@gmail.com.

Thank you for your membership. We look forward to continued prosperity.

Sincerely,

Timothy K. McGuire
MCWCF Executive Director

All the Best
Tim



MICHIGAN MUNICIPAL
RISK MANAGEMENT
A U T H O R I T Y

September 12, 2022

Jonathon Ramirez
Tuscola County
1303 Cleaver Rd
Caro, MI 48723

RE: Grant Funding – Requirements for Reimbursement

Dear Mr. Ramirez,

I am pleased to inform you that the Risk Avoidance Program (RAP)/Certification and Accreditation Program (CAP) application for your ProQA Priority Dispatch project was approved. The Membership Committee authorized 50% funding up to a maximum of \$10,000 for your project.

RAP/CAP funds are issued on a reimbursement basis. Payment will be based upon verification received from Tuscola County of their payment of the project in full. Please see the attached **RAP/CAP Grant Reimbursement Procedure** for guidelines on processing your grant payment.

Such documentation is needed in order to verify that the grant allotted is being used for the project described in your application. If your application submission contained the above referenced documentation, please contact MMRMA.

Payment of RAP/CAP funds is contingent upon Tuscola County remaining a member of MMRMA and in compliance with the Joint Powers Agreement. Your approved grant reimbursement is valid for six months from the date of this letter. **GRANT EXPIRATION: 02/28/2023.**

Sincerely,

Cara L. Ceci

Cara Ceci, ARM, CPCU
Member Resource Manager

CC/sp

cc: Clayette Zechmeister
MMRMA Risk Manager