



TUSCOLA COUNTY

Board of Commissioners

BOARD MEETING AGENDA

Thursday, November 30, 2023 – 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 Vaughan
Prayer - Commissioner Young
Pledge of Allegiance - Commissioner Vaughan
Roll Call - Deputy Clerk Elenbaum

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Adoption of Agenda

Action on Previous Meeting Minutes

1. Action on Previous Meeting Minutes 5 - 14
[Board of Commissioners - 16 Nov 2023 - Minutes - Pdf](#)

Brief Public Comment Period for Agenda Items Only

Consent Agenda

[Committee of the Whole - 27 Nov 2023 - Minutes - Pdf](#) 15 - 17

1. Contract for Mental Health Services for Jail Inmates with Tuscola Behavioral Health Systems (TBHS)
2. Dispatch Equature Primary Solution Scope Renewal
3. Tuscola County Land Bank Authority Resolution 01-2023
4. 2024 Budget Public Hearing - December 14, 2023

New Business

1. Adoption of Resolution 2023-23 Honoring Alicia Miller
2. 9:00 A.M. Closed Session for Labor Negotiations

Old Business

1. 2024 Indirect Cost Review - Clayette Zechmeister, Controller/Administrator
[Indirect Cost Reductions for 2024](#)
2. 2024 Budget Review - Clayette Zechmeister, Controller/Administrator

18 - 26

Correspondence/Resolutions

Commissioner Liaison Committee Reports

Lutz

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

Koch

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

Bardwell

Behavioral Health Systems Board

Caro DDA/TIFA
Economic Development Corp/Brownfield Redevelopment
MAC 7th District
MAC Workers Comp Board
MAC Finance Committee
NACo Rural Action Caucus (RAC)

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)
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

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, November 16, 2023

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

Commissioner Vaughan 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, November 16, 2023, to order at 8:00 AM local time.

Prayer - Commissioner Bardwell

Pledge of Allegiance - Commissioner Lutz

Roll Call - Clerk Fetting

Commissioners Present In-Person: Thomas Bardwell, Kim Vaughan, Bill Lutz

Commissioners Absent: Thomas Young, Matt Koch

Others Present In-Person: Clerk Jodi Fetting, Eean Lee, Clayette Zechmeister, Steve Anderson, Mike Miller, Jon Ramirez, Steve Erickson, Michael Clinesmith, Cindy Hughes, Heidi Parker, Karen Nelson, Alexis Schultz, Scott Putnam

Also Present Virtual: Tracy Violet, Mary Drier, Mark Haney, Treasurer Ashley Bennett, Register Marianne Brandt, Sheriff Glen Skrent, Shannon Beach, Steve Root, Bob Baxter, Kim Brinkman, Renee Francisco, Debbie Babich, Barry Lapp, Pam Shook, Cody Horton, Angie Daniels, Cindy McKinney-Volz, Shawn Robinson, Brandon Bertram, Janie Hemerline, Crystal Knoblock, Dara Hood, Greg Rynearson, Carrie Tabar

At 8:03 a.m., there were a total of 17 participants attending the meeting virtually.

Adoption of Agenda

1. Adoption of Agenda -

2023-M-244

Motion by Bill Lutz, seconded by Thomas Bardwell to adopt the agenda as amended.
Motion Carried.

Action on Previous Meeting Minutes

1. Action on Previous Meeting Minutes -

2023-M-245

Motion by Bill Lutz, seconded by Thomas Bardwell to adopt the meeting minutes from the October 26, 2023 Regular meeting as corrected and the Closed Session minutes from October 26, 2023. Motion Carried.

Brief Public Comment Period for Agenda Items Only

-Pam Shook spoke regarding the fee schedule being proposed for Vanderbilt Park.

-Clerk Fetting asked for clarification of the number of hours to be worked for the Central Dispatch Deputy Director. The hours should be 1950. Clerk Fetting will correct the Committee of the Whole meeting minutes.

-Clerk Fetting explained the need to correct the person appointed to the Tuscola Behavioral Health System (TBHS) Board of Directors. The person appointed will need to be Marianne Harrington in order for the Board to remain compliant with the Mental Health Code. The presented Consent Agenda motion does reflect this change. Nikki Brunno's application will be held in case there is a vacancy in 2024.

-Clerk Fetting addressed the last sentence in Item #9 in the Consent Agenda as that matter was not discussed by the Board at the Committee of the Whole meeting. Clerk Fetting does not believe it should be a part of the Consent Agenda due to the Board did not move that item to the Consent Agenda. Board decided to strike that sentence in the Consent Agenda item. If the matter needs discussed it can be added to an agenda at a later time.

Consent Agenda

2023-M-246

Motion by Bill Lutz, seconded by Thomas Bardwell that the Consent Agenda Minutes and Consent Agenda Items from the November 13, 2023 Committee of the Whole meeting be adopted. Motion Carried.

CONSENT AGENDA

1. Millington Township Agreement with Tuscola County Sheriff's Department for Enforcement Services for Fiscal Years (FY) 2024, 2025 and 2026 -
Move to approve the agreement between Millington Township and the Tuscola County Sheriff's Department for the Sheriff's Department to provide enforcement services for the Fiscal Years (FY) 2024, 2025 and 2026. All appropriate signatures are authorized.
2. Tuscola County Road Commission Agreement with Tuscola County Sheriff's Department for Enforcement Services for Fiscal Years (FY) 2024, 2025 and 2026 -
Move to approve the agreement between the Tuscola County Road Commission and the Tuscola County Sheriff's Department for the Sheriff's Department to provide enforcement services for Fiscal Years (FY) 2024, 2025 and 2026. All appropriate signatures are authorized.

3. Primary Road Millage Transfer #Road 2023-1 -

Move to approve the Primary Road Millage transfer request of \$2,052,697.12 as identified by voucher #Road 2023-1 dated November 6, 2023 for the transfer of Primary Road Millage to the Road Commission General Fund.

4. Local Bridge Millage Transfer #Bridge 2023-2 -

Move to approve the Local Bridge Millage transfer request of \$378,240.44 as identified by voucher #Bridge 2023-2 dated November 2, 2023 for the transfer of Local Bridge Millage to the Road Commission General Fund.

5. Tuscola County Graphic Information System (GIS) Updated Pricing Request -

Move to approve the proposed Graphic Information System (GIS) pricing as presented by Cody Horton, Tuscola County GIS Coordinator.

6. 2023 Budget Amendments -

Move to approve the 2023 budget amendments with additional changes as presented verbally by Debbie Babich, Personnel Fiscal Analyst, at the Committee of the Whole meeting on November 13, 2023.

7. Mosquito Abatement 2023 Budget Amendment Request -

Move to approve the 2023 Mosquito Abatement budget amendment request in order to purchase a new work truck at a cost of \$36,578.40 from McDonald Chevrolet. This would require a transfer of \$30,374.16 from line item #240-100-750-000 Abatement Materials to line item #240-100-970-010 Trucks (which currently has a balance of \$6,204.24).

8. Mosquito Abatement 2023 Budget Amendment Request #2 -

Move to approve the 2023 Mosquito Abatement budget amendment request to purchase six new Pioneer electric, rechargeable backpack foggers at a cost of \$14,040.00 from Amazon. This budget amendment would require a transfer of \$8,035.00 from line item #240-100-747-000 Gas, Oil, Grease to line item #240-100-970-070 Spreaders, Sprayers, Foggers (which currently has a balance of \$6,005.00).

9. Mosquito Abatement 2024 Budget Requests -

Move to approve the hiring of three additional seasonal technicians at Mosquito Abatement for the upcoming 2024 season due to increased requests for mosquito treatment. This additional cost would be covered by the 2024 projected budget.

10. Tuscola County Animal Control Request to Purchase New Copier from Galaxy Office Machines -

Move to approve the request from Tuscola County Animal Control to lease a new Ricoh black and white copier from Galaxy Office Machines. The lease cost will be \$50.00 per month which will include all maintenance and up to 30,000 copies per year. Appropriate budget amendments are approved. Also, all appropriate signatures are authorized.

11. Request from Caro Women's Interfaith Committee to Use Courthouse Lawn to Display Nativity Scene, November 25, 2023 through January 6, 2024 -

Move to approve the request from the Caro Women's Interfaith Committee to use the Courthouse Lawn to display the Nativity Scene from November 25, 2023 through January 6, 2024.

12. Request to Hire Candidate, Ashley Gaudett, for Court Records Clerk II Position in Clerk's Office -

Move to approve the hiring of Ashley Gaudett to fill the new Court Records Clerk II position in the Clerk's Office. Ashley's start date will be November 27, 2023 at the Step 1 rate of \$17.98 per hour (plus any wage increase negotiated during the current bargaining process) pending satisfactory background check, physical and drug screen. Also, all budget amendments are authorized in the County Clerk's Budget for an additional \$4,186.00 through the use of General Fund Balance.

13. Appointments to Various Boards and Commissions -

Move to appoint the following members to the respective Boards and Commissions:

- A. **911 Dispatch Authority Board** - Cory Skinner, Matt Foley and Ben Guile to a 2-year term expiring December 31, 2025.
- B. **Airport Zoning Board of Appeals** - Keith Kosik and Bill Campbell to a 3-year term expiring December 31, 2026.
- C. **Tuscola Behavioral Health Systems Board of Directors** - Marianne Harrington to a Partial Term expiring March 31, 2024.
- D. **Building Authority Board of Directors** - Terry Jones to a 6-year term expiring December 31, 2029.
- E. **Council on Aging** - Jerald Gamm, Sandra Williamson, Eugene Davison, Carolyn Wymore, Ruby Burk, Terry Jones and Jane Rymarczyk to a 1-year term expiring December 31, 2024.
- F. **Department of Human Services Board** - Sue Morris to a 3-year term expiring December 31, 2026.
- G. **Jury Board** - John Hunter and Deb Parker to a 6-year term expiring December 31, 2029.
- H. **Human Development Board of Directors** - Bill Lutz to a 1-year term expiring December 31, 2024.
- I. **Parks and Recreation Commission** - Michael Clinesmith and Donovan Norman to a 3-year term expiring December 31, 2026.
- J. **Planning Commission** - Heidi Stark, Albert Pearsall and Matt Webb to a 3-year term expiring December 31, 2026.
- K. **Recycling Committee** - Roger Allen and Terry Jones to a 3-year term expiring December 31, 2026.
- L. **Veterans Committee** - Gary Haas to a 1-year term expiring December 31, 2024, Steven Myers to a 3-year term expiring December 31, 2026 and Richard Horsch, MD to a 4-year term expiring December 31, 2027.

14. Sheriff Department Road Patrol New Hire -

Move to approve the conditional job offer to Gregory Mroz to fill a vacant Road Patrol Officer position with the Sheriff's Department pending a satisfactory background check, physical and drug test. The starting rate of pay at Step 1 will be \$24.08 per hour (plus any wage increase negotiated during the current bargaining process). The Sheriff's Office will be sponsoring Mr. Mroz to the Delta College Police Academy which has a start date of January 8, 2024. The majority of his wage and academy cost will be paid through the Public Safety Academy Assistance Program.

15. Deputy Director Position at Central Dispatch -

Move to approve that Carrie Tabar be appointed Deputy Director at Central Dispatch effective November 13, 2023 at the annual salary of \$54,600.00 and working 1950 hours per year. Also, any necessary budget amendments are authorized.

New Business**1. Tuscola County Economic Development Commission (EDC) Updates -**

Steve Erickson, Director and Michael Clinesmith, Grant Administrator, provided an update as to the distribution of the \$500,000.00 amount given to the EDC by the Board from the Provision of Government Services (PGS) funds. Heidi Parker from Starbrite, Karen Nelson from Country Mouse Flowers and Gifts, Alexis Schultz from Schultz Monuments, and Scott Putnam from Generations of Beauty provided an update of the projects that were completed with each company with the use of funds awarded and thanked the Board for their role in the process.

2. Parks and Recreation Commission Recommendation to Adjust the Fee Schedule for Vanderbilt Park -

Steve Erickson, Parks and Recreation Commission Chairman, explained the request to adjust the fee schedule for Vanderbilt Park.

2023-M-247

Motion by Bill Lutz, seconded by Thomas Bardwell to approve the adjusted fee schedule for Vanderbilt Park as follows:

- Remove Rustic Campsites and Campsites from the rates.
- Improved Campsite rates as follows: \$28.00 per night, \$168.00 per week, \$504.00 per month or \$1,600.00 per season.
- Parking Fee - \$5.00 per day or \$25.00 per season.

with an effective date of January 1, 2024. Motion Carried.

3. Parks and Recreation Commission Recommendation for Approval of Eean Lee, Chief Information Officer (CIO), to Prepare a New Proposal for Internet at Vanderbilt Park -

Steve Erickson, Parks and Recreation Commission Chairman, explained the request to add guest internet services at Vanderbilt Park. The Parks and Recreation Commission to determine the service provider, what would be available and at what costs. Matter may be brought back to the Board once the Commission has more details.

4. Parks and Recreation Commission Recommendation to Approve a Budget Request for up to \$60,000.00 for Playground Equipment -
Steve Erickson, Parks and Recreation Commission Chairman, presented a request for a \$60,000.00 allocation for Vanderbilt Park for playground equipment. The Parks and Recreation Commission to complete research on prices and options for playground equipment. The Board did not authorize any allocation at this time. Matter may be brought back to the Board once pricing is obtained.
5. Michigan Counties Workers' Compensation Fund 2023 Dividend Payment -
Clayette Zechmeister reported that Tuscola County has received an award in the amount of \$37,548.00.
6. Tuscola County 2022 Cost Allocation Plan (CAP) -
Clayette Zechmeister has distributed the plan to the Board and will send it to Department Heads that have an interest in the plan.

2023-M-248

Motion by Bill Lutz, seconded by Thomas Bardwell to receive and place on file the Tuscola County 2022 Cost Allocation Plan as prepared by MGT. Motion Carried.

7. 2024 Budget Development Calendar -
Clayette Zechmeister presented the updated budget calendar and explained the need to set the public hearing date so it can be published in the newspaper.

2023-M-249

Motion by Thomas Bardwell, seconded by Bill Lutz to approve the amendments to the 2024 Budget Development Calendar. Motion Carried.

8. Proposed Hiring Freeze For All Positions -
Clayette Zechmeister presented a hiring freeze history timeline. Matter to be placed on the November 27, 2023 Committee of the Whole meeting for discussion.
9. Friend of the Court (FOC) Passed Contract Performance Standards (CPS) for Fiscal Year 2023 -
Cindy Hughes, Friend of the Court, reported that the FOC Department has passed the performance standards.
10. Intergovernmental Agreement Between Indianfields Township and Tuscola County Treasurer to Collect Taxes -
Ashley Bennett, Tuscola County Treasurer, explained the request for the Intergovernmental Agreement.

2023-M-250

Motion by Bill Lutz, seconded by Thomas Bardwell to approve the Intergovernmental Agreement between Indianfields Township and the Tuscola County Treasurer to have the Tuscola County Treasurer collect taxes for Indianfields Township for the 2023 Winter Tax Season. The Winter Tax Season runs between December 1, 2023 and February 29, 2024. Also, all appropriate signatures are authorized. Motion Carried.

11. Tuscola County Land Bank Transfer - Ashley Bennett, Tuscola County Treasurer, explained the proposed Land Bank Transfer.

2023-M-251

Motion by Thomas Bardwell, seconded by Bill Lutz to approve the transfer of \$500,000.00 from the Foreclosure Fund to the Provision of Government Services (PGS) Fund Balance in the General Fund. This will pay back the initial appropriation of \$500,000.00 to the Land Bank from the Provision of Government Services (PGS) Fund Balance in the General Fund. This appropriation should have originally come from the Foreclosure Fund and the Board understands this transfer is only a correction of the original appropriation from the General Fund. Motion Carried.

12. Michigan Agriculture Environmental Assurance Program Clean Sweep Program Grant Agreement Between Michigan Department of Agriculture and Rural Development and Tuscola County - Mike Miller, Director of Building and Grounds/Recycling

2023-M-252

Motion by Bill Lutz, seconded by Thomas Bardwell to approve the Michigan Agriculture Environmental Assurance Program Clean Sweep Program Grant Agreement between the Michigan Department of Agriculture and Rural Development and the County of Tuscola, for the period of October 1, 2023 through September 30, 2024. Also, all appropriate signatures are authorized. Motion Carried.

13. Farm Lease Luder Road and Deckerville Road (matter added) - Mike Miller explained the request to extend the lease to Schriber Farms. Board would like to have the lease bid out for the 2025 season.

2023-M-253

Motion by Bill Lutz, seconded by Thomas Bardwell to extend the 2020-2022 County Farmland lease agreement by another one (1) year for 2024 to Schriber Farms at the same \$155.00 per acre rate. All other terms of the lease remain the same. Motion Carried.

Old Business

1. 2024 Capital Improvement Budget Requests (matter added) - Board discussed the projects that were discussed at Monday's meeting for project placeholders which was for planning purposes only. Those projects have not received final authorization.

Correspondence/Resolutions

1. Legislative Update 10-27-23 - The Michigan Association of Counties
2. Legislative Update 11-3-23 - The Michigan Association of Counties
3. Delta County Resolution #23-15 Opposing Any Legislation Preempting Local Control for Solar and Wind Developments
4. Eaton County Resolution Opposing Legislation for Solar and Wind Developments

5. Fairgrove Township Resolution #2023-19 State of Michigan Sanitary Code Resolution
6. Fairgrove Township Resolution #2023-20 Opposing Any Legislation Preempting Local Control for Solar and Wind Developments
7. Gilford Township Resolution 2023-19 Opposing Any Legislation Preempting Local Control for Solar and Wind Developments.
8. Gilford Township Resolution 2023-20 Regarding State of Michigan Sanitary Code
9. Livingston County Resolution 2023-10-185 Opposing Any Legislation Preempting Local Control for Solar and Wind Developments
10. Millington Township Resolution #02-2023 State of Michigan Sanitary Code Resolution
11. Millington Township Resolution #03-2023 Opposing Any Legislation Preempting Local Control for Solar and Wind Developments
12. Montcalm County Resolution 2023-12 Opposing Any Legislation Preempting Local Control For Solar and Wind Developments
13. Novesta Township Board Resolution #2023-20 to Adopt the State of Michigan Sanitary Code
14. Novesta Township Board Resolution #2023-21 to Adopt Opposing Any Legislation Preempting Local Control Local Control for Solar and Wind Developments
15. Sanilac County Resolution Opposing Statewide Septic Inspection Code
16. Wexford County Resolution 23-16 Opposing Any Legislation Preempting Local Control For Solar and Wind Development
17. Wexford County Resolution 23-17 Supporting Operations Greenlight for Veterans

Commissioner Liaison Committee Reports

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

Lutz

No Report

Board of Health

Community Corrections Advisory Board

Department of Human Services/Medical Care Facility Liaison

Genesee Shiawassee Thumb Works

Jail Planning Committee

Local Emergency Planning Committee (LEPC)

MAC Judiciary Committee

MEMS All Hazard

Local Units of Government Activity Report

Human Development Commission Board of Directors Liaison

Koch

Absent

Behavioral Health Systems Board

Recycling Advisory

Jail Planning Committee

MI Renewable Energy Coalition (MREC)

Local Units of Government

Bardwell

Behavioral Health Systems Board

Meets next week. Appointment to the Board happened today.

Caro DDA/TIFA

Economic Development Corp/Brownfield Redevelopment

MAC 7th District

MAC Workers Comp Board

Update from recent meeting provided.

MAC Finance Committee

NACo Rural Action Caucus (RAC)

Local Units of Government Activity Report

Young

Absent

- Board of Public Works
- County Road Commission Liaison
- Dispatch Authority Board
- Genesee Shiawassee Thumb Works
- Great Start Collaborative
- Human Services Collaborative Council (HSCC)
- 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

Other Business as Necessary

-Committee Meetings - Commissioner Bardwell addressed the current legal opinion regarding Committee Meetings be open to the public. Since that legal opinion the Committees have not been meeting. Clayette Zechmeister to reach out to MAC to see if they have any guidance or could recommend a legal firm to provide a second opinion.

At 10:14 a.m., there were a total of 24 participants attending the meeting virtually.

Extended Public Comment

-Treasurer Ashley Bennett addressed the Board consideration of implementing a hiring freeze and the timeline of the seat being vacant that a department can experience when trying to fill a position.

Adjournment

2023-M-254

Motion by Bill Lutz, seconded by Thomas Bardwell to adjourn the meeting at 10:21 a.m. Motion Carried.

Jodi Fetting
Tuscola County Clerk, CCO



MINUTES

Committee of the Whole Meeting

8:00 AM - Monday, November 27, 2023

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

Commissioner Vaughan 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, November 27, 2023, to order at 8:00 AM local time.

Roll Call - Clerk Fetting

Commissioners Present In-Person: Thomas Young, Thomas Bardwell, Kim Vaughan, Bill Lutz, Matt Koch

Commissioners Absent: None

Others Present In-Person: Clerk Jodi Fetting, Eean Lee, Clayette Zechmeister, Steve Anderson, Mike Miller, Jon Ramirez, Kristy Sutherland, Marianne Eagle, Brian Harris, Shannon Delorge, Cindy Hughes, Tyler Ray

Also Present Virtual: Tracy Violet, Mary Drier, Kim Brinkman, Cristi Smith, Carrie Tabar, Cody Horton, Tim Green, Don Derryberry, Amanda Ertman, Register Marianne Brandt, Karly Creguer, Treasurer Ashly Bennett, Renee Francisco, Dara Hood, Reanna Hecht, Barry Lapp, Alecia Little, Cindy McKinney-Volz, Debbie Babich, Cindy Hughes, Martin Porzondek

At 8:04 a.m., there were a total of 14 participants attending the meeting virtually.

New Business

1. Contract for Mental Health Services for Jail Inmates - Shannon Delorge from Tuscola Behavioral Health Systems (TBHS) explained the contract renewal. Matter to be placed on the Consent Agenda.
2. Voted Senior Citizens Millage Fund 297 - Kristy Sutherland, Senior Services Director, and Marianne Eagle, Financial Officer, from Human Development Commission (HDC) presented regarding Senior Services in Tuscola County for the fiscal year 2023. Additional funding needs were presented. Clayette to continue to work on the budget with solutions for the year ahead.

3. Operational Needs at Dispatch for 2024 -
Jon Ramirez, Dispatch Director and Eean Lee, Chief Information Officer, explained the operational need regarding the UPS system project. Discussion of funding of the Central Dispatch Center as well as future planning of the Center and services discussed at length.
4. Equature Primary Solution Scope Renewal -
Jon Ramirez, Dispatch Director, explained the contract renewal. Matter to be placed on the Consent Agenda.
5. Tuscola County Land Bank Authority Resolution 01-2023 -
Ashley Bennett, County Treasurer, explained the need for the Board to place the resolution on file. Matter to be placed on the Consent Agenda.

Recessed at 9:23 a.m.

Reconvened at 9:32 a.m.

At 9:32 a.m., there were a total of 27 participants attending the meeting virtually.

Old Business

1. 2024 All Funds Budget Review -
Clayette Zechmeister, Controller/Administrator, reviewed the Budget Review Report presented to the Board in preparation for the Budget Hearing on December 14, 2023.

The Board would like to hear from Department Heads with requests for the 2024 budget cycle.

The Board would like to have the budget prepared without a transfer in from the Provision of Government Services (PGS) Fund.

Revised budget to be prepared for presentation on November 30, 2023.

2. Tuscola County Public Notice Board of Commissioners for 2024 Budget Public Hearing -
Budget Hearing to be scheduled for December 14, 2023. Matter to be placed on the Consent Agenda.
3. Hiring Freeze History Timeline -
Board discussed the past hiring freeze that was in place. Board discussed the option of implementing the hiring freeze in the future. No action at this time.

Finance/Technology

Primary Finance/Technology

None

On-Going and Other Finance

None

On-Going and Other Technology

Eean Lee will provide an update of 2024 projects that were requested in the 2024 budget cycle.

Building and Grounds

Primary Building and Grounds

None

On-Going and Other Building and Grounds

Mike Miller provided an update on the People's State Bank building and the demolition work should begin this week.

Personnel

Primary Personnel

None

On-Going and Other Personnel

None

Other Business as Necessary

-Board of Commissioners Organizational meeting to be rescheduled from December 28, 2023 to December 14, 2023.

Public Comment Period

None

Adjournment

Motion by Bill Lutz, seconded by Matt Koch to adjourn the meeting at 11:01 a.m.
Motion Carried.

Jodi Fetting
Tuscola County Clerk, CCO

Old Business

-Justice Audio and Video Solutions Proposal for Courts – Judge Gierhart explained the process of transcripts and how they would be prepared using the JAVS system. It is to be researched to see if the American Rescue Plan funds can be used to pay for the system. Matter to be placed on the July 26, 2021 Committee of the Whole meeting agenda.

-Paperless Payroll Policy – Board reviewed the information that was provided at the Committee of the Whole meeting on July 12, 2021.

2021-M-152

Motion by Grimshaw, seconded by Young to approve the Paperless Payroll Policy. Any employee not currently using Direct Deposit will be given up to eight (8) weeks from the date of the adoption of this policy, to contact the Human Resources Department and provide their direct deposit information. If the information is not provided within that time-period, the employee will receive a reloadable Debit Payroll Card for all future pays.

2021-M-153

Motion by Grimshaw, seconded by Young to amend motion 2021-M-152 to include language that "This policy supersedes all prior payroll policies." Roll Call Vote: Young – yes; Vaughan – yes; DuRussel – yes; Grimshaw – yes; Bardwell – yes. Motion Carried.

2021-M-152 as amended

Motion by Grimshaw, seconded by Young to approve the Paperless Payroll Policy. Any employee not currently using Direct Deposit will be given up to eight (8) weeks from the date of the adoption of this policy, to contact the Human Resources Department and provide their direct deposit information. If the information is not provided within that time-period, the employee will receive a reloadable Debit Payroll Card for all future pays. This policy supersedes all prior payroll policies. Roll Call Vote: Grimshaw – yes; Young – yes; Vaughan – yes; DuRussel – yes; Bardwell – yes. Motion Carried.

-MGT Cost Allocation Plan – Voted Millage Cost – Clayette Zechmeister explained the current indirect cost percentages that is used to calculate the costs. Board discussed if a cap on the percentage should be implemented moving forward.

* 2021-M-154

Motion by DuRussel, seconded by Grimshaw that from Fiscal Year 2022 and moving forward the Indirect Costs to Special Voted Millages be capped at 5% of the total tax revenue received from the millage in each given year. The annual qualified amounts of indirect costs are presented in the MGT Cost Allocation Plan. Roll Call Vote: Vaughan – yes; DuRussel – yes; Grimshaw – yes; Young – yes; Bardwell – yes. Motion Carried.

2021-M-283

Motion by Dan Grimshaw, seconded by Thomas Young to schedule a Special Board of Commissioners meeting to discuss the 2022 Proposed Budget on December 2, 2021 at 1:00 p.m. Motion Carried.

4. Guidehouse Consultant Services Agreement -

2021-M-284

Motion by Dan Grimshaw, seconded by Thomas Young to approve the Consultant Services Agreement with Guidehouse, Inc. to provide financial consulting services to Tuscola County as required for the financial administration, oversight and reporting of Federal and State grant monies related to the American Rescue Plan Act (ARPA). Proposed fees and materials not to exceed \$200,000.00. Motion Carried.

5. Fiscal Year 2020 Draft Cost Allocation Plan for 2022 Budget Year -
Clayette Zechmeister stated the MGT meeting could be scheduled for the Spring of 2022. She reviewed the proposed rate discussed at the Committee of the Whole meeting on November 22, 2021 of 2.5% for voted millages.

Sandy Nielsen addressed the Board regarding the amount that is being assessed to the 911 Dispatch Budget.

Board discussed the amount of the indirect costs and lowering the 911 Dispatch Department's from the actual amount to the 2.5% cap amount.

2021-M-285

Motion by Thomas Young, seconded by Dan Grimshaw to approve the December 31, 2020 Cost Allocation Plan. Also, amend the Recycling and 911 Dispatch Indirect costs to only 2.5% and in future years cap all Voted Millage and 911 Dispatch Indirect costs to 2.5%. Motion Carried.

6. Draft Dispatch Director Job Posting -
Sandy reported that the draft job posting has been updated the Board that the applications will be submitted to the Human Resources Director. The job posting will be posted on December 1, 2021 due back on December 22, 2021.
7. COHL, STOKER & TOSKEY, P.C. - Engagement Letter and Fee Arrangement -
Commissioner Bardwell reviewed the engagement letter received in order to gain a second legal opinion on masking in the courthouse public areas or any future issues that may arise.

2021-M-286

Motion by Dan Grimshaw, seconded by Thomas Young to authorize the Board Chair to execute the engagement letter received from Cohl, Stoker & Toskey, P.C. on October 15, 2021. Motion Carried.

8. County Space Needs Request for Proposal (RFP) (matter added) - Commissioner Bardwell asked if the RFP was reviewed by County Legal Counsel. Clayette Zechmeister reported it was not. Board discussed the requirement within the Caro City

TUSCOLA COUNTY, MICHIGAN
2 CFR PART 200 COST ALLOCATION PLAN

Summary Schedule

Department	101-723 Airport Zone Brd of Appeals	101-728 EDC	101-965 Operating Transfers	201 Road	207-309 Road Patrol	207-312 Hwy Safety OHSP Grant	207-330 Alcohol Enforcement	208 Parks	213 Arbela Police	214 Primary Road Imp
1 Building Depreciation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2 Equipment Depreciation	0	0	0	0	0	0	0	0	0	0
3 101-104 Postage	0	0	0	0	332	0	0	0	0	0
4 101-202 Professional Services	13	4	41	268	1,428	0	26	240	247	69
5 101-211 Legal Services	2	443	0	0	9,640	0	12	94	366	0
6 101-223 Controller	128	71	727	171	40,806	0	0	2,087	1,499	157
7 101-253 Treasurer	163	48	528	1,884	3,409	0	80	990	751	567
8 101-259 Computer Ops	0	0	0	0	2,709	0	0	15	110	0
9 101-265 Building & Grounds	0	0	0	0	0	0	0	9,692	0	0
10 101-266 Human Svcs Bldg Maint	0	0	0	0	0	0	0	0	0	0
11 101-303 Security	0	0	0	0	0	0	0	0	0	0
12 101-865 Insurance	0	10	0	0	(3,028)	0	0	19	(62)	0
13 101-863 Sick & Vacation Fringes	0	0	0	0	(0)	0	0	85	623	0
Total Current Allocations	307	576	1,297	2,323	55,297	0	119	13,222	3,534	793
Less: Prior Year Allocations	0	0	0	0	0	0	0	0	0	0
Carry-Forward	0	0	0	0	0	0	0	0	0	0
Proposed Costs	\$307	\$576	\$1,297	\$2,323	\$55,297	\$0	\$119	\$13,222	\$3,534	\$793

TUSCOLA COUNTY, MICHIGAN
2 CFR PART 200 COST ALLOCATION PLAN

Summary Schedule

Department	215 FOC	FOC/DP	216 Family Counsel	218 Dispatch/911	221 Health Dept	224 Regional DWI Court Grant	225 Vassar Police	230 Recycling	231 Juv Mental Health Ct Program	232 Millington Police
1 Building Depreciation	\$5,227	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2 Equipment Depreciation	1,159	0	0	0	0	257	0	0	0	0
3 101-104 Postage	0	0	0	0	0	0	0	9	0	0
4 101-202 Professional Services	1,475	0	321	1,761	1,160	387	263	871	37	243
5 101-211 Legal Services	3,102	0	20	767	0	695	358	1,594	0	810
6 101-223 Controller	15,057	0	257	22,353	869	4,255	1,602	9,689	171	2,946
7 101-253 Treasurer	11,976	0	2,986	11,944	10,819	1,038	774	4,998	0	623
8 101-259 Computer Ops	1,328	85,425	0	15,494	7,642	10,881	99	3,738	0	264
9 101-265 Building & Grounds	27,620	0	0	33,481	0	0	0	27,411	0	0
10 101-266 Human Svcs Bldg Maint	0	0	0	0	0	0	0	0	0	0
11 101-303 Security	22,107	0	0	0	0	0	0	0	0	0
12 101-865 Insurance	801	0	0	(2,735)	3,053	81	76	(909)	0	2,676
13 101-863 Sick & Vacation Fringes	7,521	0	0	1	0	1,027	559	2,723	0	1,494
Total Current Allocations	97,371	85,425	3,585	83,066	23,543	18,621	3,732	50,125	208	9,055
Less: Prior Year Allocations	96,596	62,521	0	0	0	0	0	0	0	0
Carry-Forward	775	22,904	0	0	0	0	0	0	0	0
Proposed Costs	\$98,146	\$108,329	\$3,585	\$83,066	\$23,543	\$18,621	\$3,732	\$50,125	\$208	\$9,055

↑ Total \$206,475

↑ Total cap at 2.5%
31,147

↑ Total cap at 2.5%
\$8,210

TUSCOLA COUNTY, MICHIGAN
2 CFR PART 200 COST ALLOCATION PLAN

Summary Schedule

Department	233 Mental Health Court	236 Victims Services	239 Animal Shelter	240 Mosquito Control	244 Equip/Cap Improvement	246 Co Veteran Svc Grant	250 CDBG Housing	251 Principal Residence Exc	252 State Survey	255 Crime Victim
1 Building Depreciation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2 Equipment Depreciation	129	0	0	257	0	129	0	0	0	0
3 101-104 Postage	0	252	764	0	0	0	0	0	0	0
4 101-202 Professional Services	250	230	2,282	689	103	25	11	158	25	203
5 101-211 Legal Services	197	394	1,465	4,073	446	345	163	156	247	354
6 101-223 Contoller	1,792	2,146	12,562	21,744	1,069	257	57	641	200	1,776
7 101-253 Treasurer	687	798	16,927	1,788	407	96	64	1,182	136	735
8 101-259 Computer Ops	68	125	25,531	19,993	0	0	0	0	0	125
9 101-265 Building & Grounds	0	0	35,906	9,104	0	0	0	0	0	0
10 101-266 Human Svcs Bldg Maint	0	0	0	0	0	0	0	0	0	0
11 101-303 Security	0	0	0	0	0	0	0	0	0	0
12 101-865 Insurance	29	54	(741)	(3,735)	11	8	4	4	6	53
13 101-863 Sick & Vacation Fringes	382	708	3,161	8,264	0	0	0	0	0	708
Total Current Allocations	3,533	4,708	97,856	62,179	2,036	859	298	2,140	614	3,954
Less: Prior Year Allocations	0	0	0	54,778	0	0	0	0	0	0
Carry-Forward	0	0	0	7,401	0	0	0	0	0	0
Proposed Costs	\$3,533	\$4,708	\$97,856	\$69,581	\$2,036	\$859	\$298	\$2,140	\$614	\$3,954

TUSCOLA COUNTY, MICHIGAN
2 CFR PART 200 COST ALLOCATION PLAN

Summary Schedule

Department	256 ROD Automation	257 HDC STOP Grant	258 GIS	260 Mngd Assign Council (MIDC)	261 Homeland Security	263 Concealed Pistol Licensing	265 Local Correction Officer	266 Forfeiture Sheriff/PA	269 Law Library	270 ARPA
1 Building Depreciation	\$0	\$0	\$0	\$312	\$0	\$0	\$0	\$0	\$0	\$0
2 Equipment Depreciation	0	0	129	257	0	0	0	0	0	0
3 101-104 Postage	0	0	0	0	0	199	0	0	0	0
4 101-202 Professional Services	584	0	338	719	42	456	92	11	3	69
5 101-211 Legal Services	283	0	400	5,715	100	68	32	642	1	5,390
6 101-223 Controller	385	0	1,690	10,593	228	1,354	926	57	14	342
7 101-253 Treasurer	5,477	0	1,916	1,725	255	3,689	375	80	24	431
8 101-259 Computer Ops	0	0	125	6,494	0	0	0	0	0	0
9 101-265 Building & Grounds	0	0	0	1,649	0	0	0	0	0	0
10 101-266 Human Svcs Bldg Maint	0	0	0	0	0	0	0	0	0	0
11 101-303 Security	0	0	0	1,319	0	0	0	0	0	0
12 101-865 Insurance	7	0	54	286	2	2	1	15	0	127
13 101-863 Sick & Vacation Fringes	0	0	708	(2,725)	0	0	0	0	0	0
Total Current Allocations	6,736	0	5,360	26,344	628	5,768	1,427	805	42	6,359
Less: Prior Year Allocations	0	0	0	0	0	0	0	0	0	0
Carry-Forward	0	0	0	0	0	0	0	0	0	0
Proposed Costs	\$6,736	\$0	\$5,360	\$26,344	\$628	\$5,768	\$1,427	\$805	\$42	\$6,359

TUSCOLA COUNTY, MICHIGAN
2 CFR PART 200 COST ALLOCATION PLAN

Summary Schedule

Department	273 Coronavirus Emergency Supply	279 Voted MSU	282 CARES Act	285 MI Justice Train	288 CC - Human Services	290 DHS	291 MCF	292 Child Care	293 Soldiers Relief	295 Voted Veterans
1 Building Depreciation	\$0	\$3,864	\$0	\$0	\$0	\$0	\$0	\$2,342	\$0	\$0
2 Equipment Depreciation	0	0	0	0	0	0	0	644	0	0
3 101-104 Postage	0	0	0	0	0	0	0	0	0	0
4 101-202 Professional Services	70	102	0	5	116	0	284	681	34	178
5 101-211 Legal Services	294	581	0	14	876	0	0	2,393	51	1,036
6 101-223 Controller	613	485	0	14	670	0	171	7,843	299	1,468
7 101-253 Treasurer	343	719	0	40	759	0	2,028	3,329	160	894
8 101-259 Computer Ops	0	0	0	0	0	0	0	78,409	0	0
9 101-265 Building & Grounds	0	23,137	0	0	0	39,746	0	12,377	0	0
10 101-266 Human Svcs Bldg Maint	0	0	0	0	0	0	0	0	0	0
11 101-303 Security	0	0	0	0	0	0	0	9,907	0	0
12 101-865 Insurance	7	420	0	0	21	0	0	206	1	24
13 101-863 Sick & Vacation Fringes	0	0	0	0	0	0	0	1,167	0	0
Total Current Allocations	1,328	29,308	0	73	2,442	39,746	2,483	119,299	545	3,601
Less: Prior Year Allocations	0	0	0	0	0	0	0	0	0	0
Carry-Forward	0	0	0	0	0	0	0	0	0	0
Proposed Costs	\$1,328	\$29,308	\$0	\$73	\$2,442	\$39,746	\$2,483	\$119,299	\$545	\$3,601

Total cap at 2.5%
\$5,474

TUSCOLA COUNTY, MICHIGAN
2 CFR PART 200 COST ALLOCATION PLAN

Summary Schedule

Department	296 Bridge	297 Senior Citizens	298 Voted Med Care	352-536 Pension Obligation Bond Debt	353 HD Pension Bond Debt	374 Purdy Bldg Debt	375 Caro Sewer Series 2007	379 Mayville Storm Sewer Debt	381 State Police Bldg Debt Svc	385 Denmark Twp Sewer Debt
1 Building Depreciation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2 Equipment Depreciation	0	0	0	0	0	0	0	0	0	0
3 101-104 Postage	0	0	0	0	0	0	0	0	0	0
4 101-202 Professional Services	104	215	92	66	49	19	7	7	0	8
5 101-211 Legal Services	0	2,357	3,520	0	0	0	0	0	0	0
6 101-223 Controller	157	1,787	228	100	71	43	43	0	0	0
7 101-253 Treasurer	902	958	719	0	0	0	0	0	0	0
8 101-259 Computer Ops	0	15	0	0	0	0	0	0	0	0
9 101-265 Building & Grounds	0	0	0	0	0	0	0	0	8,615	0
10 101-266 Human Svcs Bldg Maint	0	0	0	0	0	0	0	0	0	0
11 101-303 Security	0	0	0	0	0	0	0	0	0	0
12 101-865 Insurance	0	61	83	0	0	0	0	0	1,727	0
13 101-863 Sick & Vacation Fringes	0	85	0	0	0	0	0	0	0	0
Total Current Allocations	1,163	5,478	4,642	165	120	62	50	7	10,342	8
Less: Prior Year Allocations	0	0	0	0	0	0	0	0	0	0
Carry-Forward	0	0	0	0	0	0	0	0	0	0
Proposed Costs	\$1,163	\$5,478	\$4,642	\$165	\$120	\$62	\$50	\$7	\$10,342	\$8

2024 Percent of Indirect Cost on Special Millages Tax Revenue

Fund	DESCRIPTION	12/31/2023		2024			2024 General Fund Revenue if Capped at 5%	Actual
		Available Fund Balance	TOTAL Fund Balance	MILLAGE	INDIRECT COST	% OF TAX REVENUE		
207	VOTED ROAD PATROL	1,897,705	1,897,705	2,911,964	55,297	1.90%	55,297.00	1.90%
214	VOTED PRIMARY ROAD	74,784	74,784	2,114,350	-	0.00%	-	0.00%
230	VOTED RECYCLING	254,905	254,905	328,418	50,125	15.26%	16,420.90	5.00%
240	VOTED MOSQUITO	1,251,455	1,251,455	1,382,856	69,581	5.03%	69,581.00	5.03%
279	VOTED MSU	105,086	105,086	218,945	29,308	13.39%	10,947.25	5.00%
295	VOTED VETERANS	78,023	78,023	372,206	3,601	0.97%	3,601.00	0.97%
296	VOTED BRIDGE	1,741,123	1,741,123	1,052,468	-	0.00%	-	0.00%
297	VOTED SENIOR CITIZENS	136,317	136,317	700,623	5,478	0.78%	5,478.00	0.78%
298	VOTED MEDICAL CARE FACILITY	739,640	739,640	611,585	4,642	0.76%	4,642.00	0.76%
		6,279,038	6,279,038	9,693,415	218,032	2.25%	165,967.15	

Fund	DESCRIPTION	Revenue	INDIRECT COST	% OF TAX REVENUE	Capped	Actual
230	VOTED RECYCLING	254,905	50,125	15.26%	5.00%	15.26%
279	VOTED MSU	105,086	29,308	13.39%	5.00%	13.39%
218	DISPATCH	1,052,350	83,066	6.67%	5.00%	
		1,245,866				
		5.00%				
07/15/2021 Motion 2021-M-154		Less Revenue for General Fund			72,837.55	

Fund	DESCRIPTION	Revenue	INDIRECT COST	% OF TAX REVENUE	Capped	Actual
230	VOTED RECYCLING	254,905	50,125	15.26%	2.50%	15.26%
279	VOTED MSU	105,086	29,308	13.39%	2.50%	13.39%
218	DISPATCH	1,052,350	83,066	6.67%	2.50%	
		1,245,866				
		2.50%				
11/24/2021 Motion 2021-M-285		Less Revenue for General Fund			117,668.27	