

***DRAFT***

**Tuscola County Board of Commissioners**

**March 12, 2009 Minutes**

**Courthouse Annex**

Chairman Gerald Peterson called the meeting of the Board of Commissioners of the County of Tuscola, Michigan, held at the County Annex Building in the Village of Caro, Michigan, on the 12th day of March, 2009 to order at 8:00 a.m. local time.

Prayer by Commissioner Bardwell  
Pledge by Commissioner Peterson

**COMMISSIONERS PRESENT:**

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

**COMMISSIONERS ABSENT:**

District #1 Amanda Roggenbuck

09-M-047

Motion by Bardwell seconded by Petzold to adopt the agenda as amended. Motion carried.

09-M-048

Motion by Kern seconded by Bardwell to approve the minutes of the 2/24/09 regular meeting. Motion carried.

Brief Public Comment - none

09-M-049

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

**CONSENT AGENDA**

**Agenda Reference:** A

**Entity Proposing:** COMMITTEE OF THE WHOLE 2/26/09

**Description of Matter:** Move that per the request of the Cass River Greenway Committee, to approve the attached letter

of support for the Cass River Greenway project and forwarded to all appropriate parties.

**Agenda Reference:**

B

**Entity Proposing:**

COMMITTEE OF THE WHOLE 2/26/09

**Description of Matter:**

Move that the 2008 general fund activity budgets be amended, as shown in the first table contained in the February 25, 2009 memo from the Controller-Administrator and Chief Accountant, to prevent actual year-end expenditures from exceeding budget and in order to gain compliance with the Uniform Budgeting and Accounting Act.

**Agenda Reference:**

C

**Entity Proposing:**

COMMITTEE OF THE WHOLE 2/26/09

**Description of Matter:**

Move that the 2008 special revenue fund budgets be amended as shown in the second table contained in the February 25, 2009 memo from the Controller-Administrator and Chief Accountant, to prevent actual year-end expenditures-revenues from exceeding budget and in order to gain compliance with the Uniform budgeting and Accounting Act.

**Agenda Reference:**

D

**Entity Proposing:**

COMMITTEE OF THE WHOLE 2/26/09

**Description of Matter:**

Move that supplemental appropriations from the general fund as shown in the February 25, 2009 memo be authorized to prevent the identified fund (Community Corrections Fund, transfer required - \$738) from finishing the fiscal year in a deficit situation and in order to gain compliance with the Uniform Budgeting and Accounting Act.

**Agenda Reference:**

E

**Entity Proposing:**

COMMITTEE OF THE WHOLE 2/26/09

**Description of Matter:**

Move that per the information contained in the February 25, 2009 memo from the Controller-Administrator and Chief Accountant, to transfer total

\$732,418 in 2008 Delinquent Tax Earnings to the General Fund.

**Agenda Reference:**

F

**Entity Proposing:**

COMMITTEE OF THE WHOLE 2/26/09

**Description of Matter:**

Move that per the information contained in the February 25, 2009 memo from the Controller-Administrator and Chief Accountant, to amend the 2009 Voted Primary Road Improvement Budget to include an increase of \$254,879 in fund balance in order to prevent budgeted expenditures from exceeding budget revenue.

**Agenda Reference:**

G

**Entity Proposing:**

COMMITTEE OF THE WHOLE 2/26/09

**Description of Matter:**

Move to authorize staff, after consultation with the county auditors and Finance Chairman, to conduct further year-end financial transactions and make other adjustments as necessary to gain compliance with the Uniform Budgeting and Accounting Act.

**Agenda Reference:**

H

**Entity Proposing:**

COMMITTEE OF THE WHOLE 2/26/09

**Description of Matter:**

Move that the December 2008 budget amendments as identified in the February 25, 2009 memo from the Controller-Administrator and Chief Accountant, for the general fund and special revenue funds be approved.

**Agenda Reference:**

I

**Entity Proposing:**

COMMITTEE OF THE WHOLE 2/26/09

**Description of Matter:**

Move that a Financial Planning Task Force be formed with membership and objectives as listed below:

**Membership**

- Commissioner – Jerry Peterson
- Commissioner – Thom Bardwell
- Controller/Administrator – Michael Hoagland
- County Sheriff – Lee Teschendorf

- County Treasurer – Patricia Donovan-Gray
- Chief Accountant – Clayette Zechmeister
- Fiscal/Personnel Analyst – Mari Young
- County Equalization Director – Walt Schlichting
- District Court Administrator – Donna Fraczek

- **Initial Objectives**

- Review county revenue and expenditure trends and policies
- Develop, with individual department assistance, 2010 and 2011 revenue and expenditure assumptions along with overall financial projections
- Develop, with individual department assistance, potential methods of revenue enhancement
- Develop, with individual department assistance, potential methods of expenditure reduction
- Prepare a list of recommendations for Controller/Administrator and Board of Commissioner consideration for implementation to maintain a balanced county budget for 2010, 2011 and beyond

**Agenda Reference:** J

**Entity Proposing:** COMMITTEE OF THE WHOLE 2/26/09

**Description of Matter:** Move that per the request of Sanilac County, the base contractual charge for animal control services paid by Tuscola County to Sanilac County be increased by \$100 per month and increase the mileage reimbursement from the current \$.36 per mile to \$.42 per mile to be consistent with the Tuscola County mileage reimbursement rate. Tuscola County is also willing to review this mileage reimbursement rate if fuel costs significantly increase. (No cost increases have been made since this two-county contractual Animal Control arrangement was formed in 2003).

**Agenda Reference:** K

**Entity Proposing:** COMMITTEE OF THE WHOLE 2/26/09

**Description of Matter:** Move that staff be requested to obtain a written waiver from the State Department of Human Services (DHS) Lease regarding the 30-day remodeling start-up requirement because the local DHS has a computer project that needs to be completed before

remodeling can be started. Also, the Board will not invest in remodeling costs until the state makes lease payments under the new lease for the months that are already past due.

**Agenda Reference:**

L

**Entity Proposing:**

COMMITTEE OF THE WHOLE 2/26/09

**Description of Matter:**

Move that per the February 23, 2009 correspondence from the Information Systems Director, the 2009 Equipment/Capital Improvement Budget be increased by \$30,000 through the use of fund balance to provide the County Clerk's portion of funding for the new Data Imaging Workflow System.

**Agenda Reference:**

M

**Entity Proposing:**

COMMITTEE OF THE WHOLE 2/26/09

**Description of Matter:**

Move that per the February 23, 2009 correspondence from the Information Systems Director, that the 2009 Computer Operating budget be increased by \$3,800 through the transfer of funds from General Fund contingency to the Computer Contractual Services Account 101-259-965-801 for support costs related to the new Data Imaging Workflow System.

**Agenda Reference:**

N

**Entity Proposing:**

COMMITTEE OF THE WHOLE 2/26/09

**Description of Matter:**

Move that authorization be given to apply for one COPS (Office of Community Oriented Policing Services) officer for the Road Patrol, but additional information be obtained regarding the county obligation to fund the position after three years (the Board is concerned with any on-going obligation to fund the position because of the tenuous county financial position). Approval by the Board of Commissioners is required before application submittal is authorized.

**Agenda Reference:**

O

**Entity Proposing:**

COMMITTEE OF THE WHOLE 2/26/09

- Description of Matter:** Move that the agreement for the I-Sign application of the imaging work flow system be approved and appropriate signatures be authorized. Also, the County Clerk's cost for this I-Sign feature of the imaging work flow system be paid from the Computer Operations 2009 budget in the amount of \$7,840 (County Clerk's portion cannot be reimbursed under the Cooperative Reimbursement Program). (This motion updates previous February 24, 2009 consent agenda motion reference B which inadvertently understated the correct cost amount).
- Agenda Reference:** P
- Entity Proposing:** COMMITTEE OF THE WHOLE 2/26/09
- Description of Matter:** Move to authorize signature of the Sprint/Nextel change order provision concerning the rebanding of the 800MHz radio frequencies.
- Agenda Reference:** Q
- Entity Proposing:** COMMITTEE OF THE WHOLE 2/26/09
- Description of Matter:** Move that because of financial constraints to deny the request of the County Clerk to create a part time General Office Clerk Position.
- Agenda Reference:** R
- Entity Proposing:** COMMITTEE OF THE WHOLE 2/26/09
- Description of Matter:** Move to approve the hiring of Gary Burda (Foreman), Ron Botkins (Mechanic), and Jim Benjamin (Biology Technician) for the 2009 Mosquito Abatement Season.
- Agenda Reference:** S
- Entity Proposing:** COMMITTEE OF THE WHOLE 2/26/09
- Description of Matter:** Move to approve the posting and refilling of two Utility Persons for Mosquito Abatement at the starting rate of \$8.25 per hour.

- Agenda Reference:** T
- Entity Proposing:** COMMITTEE OF THE WHOLE 2/26/09
- Description of Matter:** Move that because of financial constraints to deny the request of the Circuit/Family Court to change the Law Clerk Position from contractual to full-time.
- Agenda Reference:** U
- Entity Proposing:** COMMITTEE OF THE WHOLE 2/26/09
- Description of Matter:** Move to notify Blue Cross that because the County is self-funded and has financial constraints, to “opt-out” of the new special formula and medical food supplement coverage.
- Agenda Reference:** V
- Entity Proposing:** COMMITTEE OF THE WHOLE 2/26/09
- Description of Matter:** Move that per the request of the County Planning Commission as contained in the February 5, 2009 letter, the Farmland and Open Space Preservation component be added to the County General Development Plan.
- Agenda Reference:** W
- Entity Proposing:** COMMITTEE OF THE WHOLE 2/26/09
- Description of Matter:** Move that per the February 25, 2009 letter of request from the Pumpkin Festival to use the Courthouse Lawn from October 1, 2009 to October 4, 2009 with the understanding that the coordination of activities will be conducted with the County Building and Grounds Director (Mike Miller).
- Agenda Reference:** X
- Entity Proposing:** COMMITTEE OF THE WHOLE 2/26/09
- Description of Matter:** Move to approve the updated Arbela-Millington Parks and Recreation Plan and notify appropriate parties of this decision.

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

YEAS: all

NAYS: none

ABSTENTIONS: none

RESOLUTION ADOPTED.

09-M-050

Motion by Kern seconded by Bardwell that per the 2-27-09 letter from Future Youth Involvement, authorization is given to use the Courthouse lawn on May 8 and 9, 2008 for the Cardboard City Sleep-out and the Building and Grounds Director notify the requesting party that permission is granted. Motion carried

09-M-051

Motion by Bardwell seconded by Petzold to approve submittal of the 2009 Rural Business Enterprise Grant (RBEG) application, and letter of support requesting federal funding to continue the Enterprise Facilitation program in Tuscola County. Also, all necessary signatures on documents related to this matter are authorized. Motion carried.

09-M-052

Motion by Petzold seconded by Kern that per the 3-6-09 email from the Caro Chamber of Commerce, authorization is given to use the Courthouse lawn on June 5 and June 6 for the Chamber Cars and Crafts event and the Building and Grounds Director notify the requesting party that permission is granted. Motion carried.

09-M-053

Motion by Kern seconded by Petzold to approve the hiring of Thomas Perkins (Asst. Foreman), Randy Babcock (Asst. Mechanic), Lisa Bishop (Utility Person), Kimberly Green (Utility Person) for the 2009 mosquito abatement season pending satisfactory drug screen and physical results. Motion carried.

09-M-054

Motion by Kern seconded by Petzold to concur with the hiring of Deputy Court Clerk in District Court with a start date of March 16, 2009 at Step 2 wage rate pending satisfactory drug screen and physical results. Motion carried.

Meeting adjourned at 8:52 a.m., until 8 a.m., March 24, 2009  
Margie White-Cormier, Tuscola County Clerk