DRAFT

Agenda

Tuscola County Board of Commissioners Committee of the Whole (Abbreviated) Friday, March 13, 2009 – 8:00 A.M. Annex Board Room (207 E. Grant Caro, Mi.)

Statutory Finance Committee

1. Claims Review and Approval

Finance

Committee Leaders-Commissioner Bardwell and Peterson

- 1. Veteran Affairs Update** (See A)
- 2. Circuit/Family Court Video Arraignment System (See B)
- 3. March 2009 Requested Budget Amendments (See C)
- 4. Cohl, Stoker, Toskey Invoice Past Due
- 5. Mosquito Abatement Insurance
- 6. Implementation Status of Procedural Audit Recommendations
 - Sheriff Department
 - Drain Commission (See D)
 - · Register of Deeds

Personnel

Committee Leader-Commissioners Roggenbuck and Bardwell

- 1. Computer Operations Out-of-State Travel Request (See E)
- 2. Drain Officer Matter Involving Use of Sick Time (See F)
- 3. Foc Worker at FOC Wage Scale (See G)

Building and Grounds

Committee Leader-Commissioners Petzold and Kern

- 1. Cox House Demolition Bids
- 2. Draft Adult Probation Building Bid Specifications (See H)
- 3. Mosquito Abatement Request for Stonecrete (See I)
- 4. Sheriff Request to use Former Maintenance Garage for Exercise Area

Correspondence/Other Business as Necessary

- 1. MAC 7th District Meeting Monday, March 16, 2009
- 2. Small Town and Rural Development Conference (See J)
- 3. Letter from the State Construction Code Division (See K)
- 4. Ogemaw County Resolution (See L)

Public Comment Period Closed Session – If necessary Other Business as Necessary **Party will be in attendance to discuss agenda item.

Note: Except for the Statutory Finance Cornmittee, committee meetings of the whole are advisory only. Any decision made at an advisory committee is only a recommendation and must be approved by a formal meeting of the Board of Commissioners.

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.

Note: This is a draft agenda and subject to change. Items may be added the day of the meeting or covered under other business at the meeting.



Tuscola County Office of Veteran Affairs Ron Amend, Director (989) 673-8114 ext 128

March 9, 2009

Tuscola County Board of Commissioners 207 Grant Street Caro, Michigan 48723

SUBJECT: Cold War/Peace Time Veterans

I would like to start by giving you some background information about veterans living in the State of Michigan and Tuscola County. (Data received from the Michigan Department of Military & Veterans Affairs). There are 761,308 veterans in Michigan of which 5,000 live in Tuscola County, but only 3687 were eligible for assistance from the County Soldier's and Sailor's Relief Fund. The County Office of Veterans Affairs last year handled 146 situations and assisted veterans, a rate of .0395%.

Currently State laws prevent cold war/peace time veterans (a 15 year period of time starting 1975 ending in 1990) from being eligible for assistance from County Soldier's and Sailor's Relief Fund. There is a movement to change State laws to allow all veterans who have an honorable discharge to become eligible and receive assistance, which I also agree with. This would mean removal of the war time periods and dates from State law. Mr. Don Lotter (American Legion Commander in Caro) has contacted all veterans groups within the State and asked for their help in getting the laws changed.

The change in the law would affect our local Relief Fund and I wanted you to be aware of the possible consequence. The 1, 313 peacetime veterans living here in Tuscola County would now become eligible for assistance from the County Soldier's and Sailor's Relief Fund. This would most likely increase our numbers of requests for assistance from 146 to 198 or more, using the .0395% rate from last year as a guide. The potential will be there for a request for additional funding for the Soldiers and Sailors Relief Fund. However, this does not mean that all veterans are granted assistance and they still will have to meet the Tuscola County Soldier's and Sailor's Relief Commission guidelines.

I understand that the Board has a very difficult task with the budget and the economy of today. Please understand, how hard it is to tell an honorable discharge peacetime veteran that their service doesn't count when asking for assistance. I am asking for the following from the Board of Commissioners: (1). Permission to attend and speak before upcoming State Veteran hearings in support of the law change. (2). If the board is in agreement, I would appreciate a statement of support from the Board of Commissioners which I could enter into the record at a hearing.

Yours in Service to our Veterans, Ron Amend

Cc: Gretchen Tenbusch

The Veterans of Foreign Wars at our Fall Conference voted to support a movement to change the Michigan State Laws dealing with laws pertaining to County Soldiers and Sailors Relief and the Michigan Veterans Trust Fund programs. The issue is that Cold War or Peace Time Veterans are not eligible for assistance from these programs. Act 190 of 1965 defines eligibility dates and is linked by language in Act 214 Soldier's and Sailors Relief of 1899 and Act 9 Michigan Veterans Trust Fund of 1946. The benefits are only for War Time Service Veterans.

This issue was brought before the Commanders Group at it last meeting and some discussion was started, but no action taken. Our understanding was that it was due to questions dealing with the laws and further study needed to be done.

It has been brought to the VFW attention that the American Legion is considering a resolution to change/ or amend <u>Act 190 of 1965</u> to read all honorably discharged veterans in order to have access to these benefits programs therefore adding cold war/peace time veterans to the Act.

The Michigan Veterans Trust Fund submitted a letter stating no opposition that all honorably discharged veterans could have access to their County Soldiers and Sailors Relief program. They however feel that the original goal of the Michigan Veterans Trust Fund was established after World War II for those who served during periods of war. It has been expanded to include all veterans who served during wars that are recognized by the U.S. government and should remain that way.

The VFW would like to go on record with the Commanders Group with the following recommendations:

- 1. Act 9 Michigan Veterans Trust Fund was established for honorably discharged veterans of war time services and that the eligibility requirements remain in force.
- 2. The VFW is in support of a change in Act 214 of 1899 that allows all honorably discharged veterans the benefit access to their County Soldiers and Sailors Relief Fund. (No specific service eligibility dates required.) Eliminate language in Act 214 linking eligibility to Act 190 of 1965.



STATE OF MICHIGAN

54TH JUDICIAL CIRCUIT AND FAMILY COURT

COURT ADMINISTRATOR 440 NORTH STATE STREET CARO, MICHIGAN 48723-1594

KYLE A. JASKULKA, MA Court Administrator (989) 672-0075

NICOLE M. FRIDAY Collections Officer

(989) 672-0278

MEMORANDUM

March 11, 2009

RE: Video Arraignment

A video arraignment system will have a significantly positive impact on the safety, security and public protection concerns currently in existence with the practice of having to physically transfer inmates from the jail to the several courtrooms located in the courthouse.

It alleviates the daily manpower strain on the part of the Sheriff Department from having to arrange for Corrections Officers and Deputies needed to bring the inmates back and forth from the jail to the courthouse several times a week and, sometimes, several time in a given day.

I have prepared a grant application for possible funding through MMRMA that offers the potential to gain up to \$10,000 towards the cost of the system.

Attached are documents relating to the system, potential financing and narrative responses to the grant application.

I propose the Board of Commissioner's adopt the application of the proposed system and authorize the Court Administrator to initiate the project.

I will be available for any questions you may have during the Committee of the Whole meeting scheduled for March 13, 2009.

Thank you for you consideration.

#1 BRIEF DESCRIPTION OF PROJECT

The project will install a video arraignment system to include a web based video conferencing ability. The video arraignment system will allow for in-custody arraignments of persons to be conducted in real time while the incarcerated party remains in the Tuscola County Jail. This will alleviate the current (deficient) safety and security issues of having to transport the inmates from the jail to the courthouse.

The web based video conferencing application will allow for inmates incarcerated in State run facilities to appear for various types of hearings without the need for them to be physically brought to the courthouse. This establishes a much more secure environment, again not only for the Department of Corrections Officers, but also the inmate and the public at large. It will also minimize costs associated with these types of transports. This system will also allow for the court to hear expert testimony from the Michigan State Police Labs without having to wait for the expert to arrive at court; require an adjournment due to weather related conditions of for other unforeseen circumstances which have the effect of delaying an accused person's right to a speedy trial.

#2 DATA OR INFORMATION TO DOCUMENT PROBLEM

Currently, there are anywhere from 6 to 12 inmates brought to the courthouse for various hearings several times throughout the week, and because of staffing; limitations, most times these inmates are transported by only a sole Deputy. These inmates are handcuffed to each other and some are in ankle shackles. The only method available to the Deputy to get the inmates to the upstairs of the courthouse is too either use the public elevator or to have the inmates walk up a narrow staircase that is unsecure and unmonitored. This creates several safety and security concerns not only for the Deputies but also for the inmates and the general public.

Deputies assigned to transport inmates from the jail to the courthouse spend approximately a total of 64 hours per month in this activity. This is time that could be better utilized by having these deputies able to respond to citizen's emergencies when needed. By utilizing this type of technology it also significantly reduces the possibility of injury or worse to a deputy, injury or worse to an inmate or the potential for harm to the public at large.

As mentioned, the only two possible methods with which to get the inmates to the top floor of the courthouse is from either a secluded and narrow staircase or by use of the public elevator. Both of these are located within the courthouse. In order to get from the jail to the courthouse, they must be walked through an underground tunnel that connects the two buildings. The inmates are then walked past the prosecutor's office and citizens doing business in other areas of the courthouse. The current courthouse houses the Drain Commissioner's office, the County Treasurer, the Register of Deeds office as well as the County Clerk's office. The dimensions of the underground tunnel are.......The

dimensions of the rear staircase are 48" wide by 98" high each section. There are five landings total and each section has a total of eight steps. Three of the landings measure 7' X 3"; the landing at the top of the stairs measures 4' by 3' and the landing in the basement measures 4' X 38". The dimensions of the elevator are 54" deep X 68" wide X 88" high and has a weight limit of 2100 lbs.

#3 PROJECT GOALS AND PLAN TO REDUCE RISK EXPOSURE

The goals of the project are to have installed and implement a video arraignment system to include a web based video conferencing system. This system will reduce the risk exposure to the deputies, court staff, other courthouse employees and the public at large by enabling inmates to be granted due process rights while remaining in the safety and security of the jail facility. The inmates, along with their respective attorneys will be able to participate in the court process in real time and be able to interact with the Court. The requirements under State statute and court rules will be satisfied while maintaining a secure environment for all stakeholders listed.

Inmates located in State Department of Corrections facilities will also be granted access to the court and their due process rights protected by means of the secure, web based video conferencing system. This system will eliminate the need for inmates to be transported from across the State to the courthouse for court hearings. They will be able to remain in the facility they are lodged at and be able to interact with the Court and take part in the process.

Logistically, scheduling of the arraignments and other hearings will be able to be accommodated through cooperation of the three courts. Currently, the 71st – B District Court Magistrates have a video arraignment system operating for their initial hearings upon arrest. Establishing a regular and routine schedule for each court to utilize the system will be necessary; however this could be achieved relatively easily through discussions between the various courts. This will be necessary as the jail facility does not have the space available to implement three independent systems. The Circuit Court courtroom and the Family Court courtroom will be integrated with the existing hardware located in the jail facility.

#4 DOES PLAN DUPLICATE PREVIOUS ATTEMPTS TO SOLVE PROBLEM

No.

#5 BENEFITS TO OTHER DEPARTMENTS/ORGANIZATIONS

The most immediate beneficiary of the project will the Tuscola County Sheriff Department for the reasons indicated throughout this application. The public at large will also realize a benefit of this project as the requirement for deputies to transport inmates from the jail to the court and back will be significantly reduced and thereby afford the deputies more time to actually be responsive to citizen concerns and calls for assistance.

The State of Michigan Department of Corrections will benefit from this project as it will reduce the costs associated with having the transport inmates from State facilities to the courthouse. Once all prison facilities are equipped with the secure, web-based video conferencing system inmates will be able to take part in hearings while remaining in a secure environment. Utilizing the video conferencing system will allow for expert witnesses from the Michigan State Police Crime Laboratories to testify in court proceedings while remaining located in their labs without the expense of travel, lodging and lost productivity traveling to and from the courthouse.

Tuscola Circuit and Family Court- ROI - Benefits Tool 2-4-09

54th Circuit Court Video Arraignment Proposal Cost and Return on Investment Ar	nalysis								
Inmate Transports - County Jail									
	Officer Hours	Ave Miles			_		Proposed	Length of time	
	Transporting	Per	Annı	ual Officer		60 Month	Cost of	before R.O.I.	
Court Room	Per Month	Transport	(Costs		Costs	System	(Yrs)	
Circuit Court	48	0	\$	15,375	\$	76,873.85	\$	4.8	
Family Oasid	16	0	\$	5,125		25,624.62	\$ 14,395.78	2.8	
Family Court									
Less MMRMA Grant							\$ 10,000.00		



AT&T Contact: Jim Ewing Phone Number: 734 523 7901 Email: je9185@att.com

Date: 2-4-09

	Project Title:	Tuscola County - Circuit Court
Qty	Manufacturer	Description
1	Polycom	HDX 8002 XL: Incl HD codec, Eagle Eye HD camera, HDX mic array, P+C, PoC, English remote. Cables: component video (DVI-to-RCA), audio (RCA-to-RCA), LAN, RJ11, NA pwr. Cntry code 54, NTSC
1	Polycom	HDX Expanded I/O software option. Enables the HD camera 2 video input and the HD monitor 2 video output ports. Available for the HDX 8002 only.
1	Polycom	Eagle Eye 2nd Camera, Compatible with HDX Series Includes 10m cable.
1	Polycom	Shelf for mounting the HDX 7000 and 8000 series codecs. This is a black 2u shelf for 19" racks which will hold the codec in position with a secure mounting system. 2u (3.5 inches) x 17.5 (without ears, 19 with) x 14.5 deep. Shelf only.
2	NEC	52 inch LCD displays
2	Chief	Articulating Wall mount for 52 inch SHARP
2	Chief	Video Camera Mount
2	Sound Control	Eagle Eye Camera Extension System via Dual Cat5e
1	Wideband Solutions	Si400 Auto Echo Cancellation (Receives feed from Intellix) then in and out to HDX
1	AMX	8.4 inch Touch Panel Control System
1	AMX	Table Top Docking Station for 8.4 inch display (charges batteries in display)
2	AMX	Back up Battery for 8.4 inch panel (stores and charges inside above Docking Station)
1	Extron	8 x 8 Ultra Wideband Matrix (outputs to Disp L VGA/S, Display Rt VGA/S, Codec VGA/S, Open for Streaming See N Cast in Optional Equipment)
2	Extron	MTP T 15HD A Transmitter - VGA from Codec to Cat5e
2	Extron	MTP RL 15HD A SEQ Mini Twisted Pair Receiver for VGA and Audio with Skew Equalization - Cat 5e to VGA at each display with skew Eq
1	Extron	Single space rack shelf for MTP-T
1	TSC	Miscellaneous Items
	TSC	LABOR
	TSC	PROGRAMMING
		Total Solution \$60,663.90
Qty	Manufacturer	Optional For Recording Streaming and archiving
		Polycom RSS 2000 video recording and streaming solution. 1U appliance that provides 2 recording ports and up to 50
1	Polycom	web viewers as well as up to 10 IP viewers.
1	TSC	Misc Installation parts for RSS2000
1	TSC	RSS Installation
' '	100	Total Optional Recording and Streaming - \$13,508.60
	not included	
	/alid for 30 Days	
		lling and Shipping Details
		tion of equipment for damage at time of shipping
		- je9815@att.com or 313 513 0442
	OF WORK: See Word Do	
		r, network connections, and phone connections as required.
Mainten	ance Options are available	e and are recommended after design finalization



AT&T Contact: Jim Ewing Phone Number: 734 523 7901 Email: je9185@att.com

Date: 1-29-09

		I	
	Project Title:	Tuscola County - Family	Court
Qty	Manufacturer	Model Number	Description
1	Polycom	7200-27680-001	HDX 7001XL: Incl codec, Eagle Eye HD camera, HDX mic array, P+C, PPCIP, 2nd monitor option, Eng rmt. Cables: 2 component video (DVI-RCA), audio (RCA-RCA), LAN, NA pwr. Cntry code 54. NTSC
1	Chief	LTMU	Tilt Wall Mount
1	Chief	FVS 250	Video Camera mount for LTMU (above Display
1	VFI	FCS 100	Below 47" display codec shelf
1	LG	47LG50DC	47 inch LCD display
1	TSC	MISC	Miscellaneous Items
	TSC	Labor	Labor to Install and Integrate Equipment
			Total \$13,069.50
		Model	
Qty	Manufacturer	Number	Description
1	Polycom	2215-23809-002	HDX Ceiling Microphone Array: White Spherical Array W/ 2'/60cm drop cable, Electronics Interface, Wall Plate with 10'/3m cable, 50'/15m plenum cable. For HDX systems
1	TSC	Labor	Installation
'	130	Labor	Total Optional Ceiling MIC install \$1,326.28
Shipping	g not included		
	Valid for 30 Days		
		illing and Shipping Details	
		ction of equipment for damage	
		g - je9815@att.com or 313 513	3 0442
	OF WORK: See Word Do		
		•	none connections as required.
Mainten	ance Options are availab	le and are recommended after	r design finalization



BUDGET AMENDMENTS FOR MARCH 2009

General Fund

Correction to original budget. Left off the fringes for the Equilization contract line items: Reduce 101-226-802-000 (902)
 Increase 101-226-704-030 \$83 101-226-715-000 \$459 and 101-226-718-000 \$360 Approved by Walt and Carrie.

Special Revenue Funds

• 207 - Road Patrol-Safe Communites Grant

Budget \$24,659 for the balance of the Safe Communites Grant left from Fiscal Year end 2008.

235 - Building Strong Families

School Readiness Grant budget use of fund balance \$6,742. Grant was received in 2008 and will be expended in 2009. Also, reduce the revenue by 14,000 since the funds were received in 2008.

• 297 - Voted Senior Citizens Fund

Correction to original budget. Move \$2,500 from home delivered meals to HDC Reese meal site

• 483 – Capital Improvements Fund

Project for courthouse tuckpointing did not finish in 2008. Budget \$3,000 use of fund balance for 2009 to complete project. In 2008 project was under budget by 35,032. Approved by Mike Miller.



OFFICE OF

TUSCH A COUNTY DRAIN COMMISSIONER COUNTY COURTHOUSE

440 N. STATE STREET

CARO, ME48723 Etame (989) 7/2/3826 Fax (989) 6/3-3497



Office Pay Wednesday

March 9, 2009

ROBERT J. MANUA.
Drain Commissione:

Tuscola County Board of Commissioners 207 E. Grant Street Caro, MI 48723

Michael Hoagland Tuscola County Controller 207 E. Grant Street Caro, MI 48723

Honorable Board of Commissioners & Mr. Michael Hoagland,

I am submitting the following responses to the recommendations of the procedural audit as performed by the Rehmann group of certified public accountants in December of 2008 in the Tuscola County Drain Commissioner's office.

DRAIN COMMISSIONER'S OFFICE

- 1. Drain Ledgers need to be printed and reviewed on a regular basis.

 Special assessment balances will be reviewed
- 2. Drain Commissioner should reconcile total expenditures on the drain ledgers with the County General Ledger.

Account Clerk III and Deputy Drain Commissioner have begun to reconcile expenditures on a monthly basis with treasurer's reports.

3. Drain Commissioner needs to record correct journal entry for the bond note payables. These need to be done to match with the 434 Notes/Bond Due report.

Account Clerk III and Deputy Drain Commissioner to proofread journal entries and confirm they are posted in correct drain and in balance with notes payable spreadsheet.

4. When one drain borrows from another, the drain ledgers need the proper recognition of the note payable. Upon payment from the borrowing drain, Drain

Commissioner needs to verify that the notes payable and notes receivable are being properly reflected in the Drain Ledgers.

Short term notes to be posted. If there are questions, Mike & Clayette recommended we contact Angela, the auditor from Rehmann Group

5. Special assessment procedures in the Drain Office should include the requirement of either the Drain Commissioner's signature or the Deputy Drain Commissioner's signature on the computation cost of construction before assessments are levied to the taxpayers.

Bob Mantey will be signing computation of costs in the future.

6. Drain Commissioner or the Deputy Drain Commissioner needs to review special assessment entries on the Drain Ledger after the special assessments are levied to ensure accuracy.

Deputy Drain Commissioner to review and proofread and run checks and balances on special assessment entries.

7. Special assessment receivables should be recorded on both the General Ledger of the County and the Drain Ledgers. Also, the special assessments per these ledgers should be reconciled with the special assessments per the tax rolls.

Account Clerk III and Deputy Drain Commissioner are working with Chief Accountant in this reconciliation.

8. Employee timecards must be signed by both the Drain Commissioner and the employee to ensure proper recording of payroll expense.

Bob Mantey to sign all timecards as well as the employee. If he is gone on that day, he can stop at the Human Resource Coordinator's office and sign there the next week. HR Coordinator requires two signatures on timecards.

9. Expenses on the Drain Ledger should be recorded as they occur to ensure they can be reconciled with the County's General Ledger System.

Expenses will be posted as they occur. An Excel spreadsheet format may be used to track balance of contractor's total bid price.

10. Employees should not use co-workers' passwords to log into any computer programs.

This will be brought into compliance with auditor's recommendations

11. Management needs to take immediate steps to ensure backups of financial data in the Drain Office are being done on a nightly basis.

Attached detail from Steven Lark, Director of Information Systems in Tuscola County dated Jan 29, 2009 and Feb 2, 2009 – all programs are being backed up on a daily basis. Drain commissioner's office to inquire on backing up to servers.

12. The County should consider providing additional training to the individuals that are responsible for recording Drain activity with the Drain Office.

Drain Commissioner, Deputy Drain Commissioner and Account Clerk III to take additional training

Sincerely

Robert J. Mantey

Tuscola County Drain Commissioner

RJM/pw



Steven Lark

Mike Hoagland [MHoagland@TuscolaCounty.org] From:

Sent: Tuesday, March 03, 2009 8:12 AM

To: SLark@TuscolaCounty.org

Subject: RE: out of state travel request - eric imaging project

Steven

I will add this to the committee agenda for 3-13-09. Does the timeline allow this schedule.

Mike

From: Steven Lark [mailto:SLark@TuscolaCounty.org]

Sent: Monday, March 02, 2009 2:00 PM To: MHoagland@TuscolaCounty.org Cc: evanlandingham@tuscolacounty.org

Subject: out of state travel request - eric imaging project

Importance: High

mike,

this is a request for approval to travel out of state for training, can you please add this to the board meeting for approval.

eric van landingham will be traveling out of state. he will be attending a formal technical training class (onbase administration) at hyland software. this class is part of imaging workflow project. he will leave for training in Cleveland Ohio on sunday, march 29th, 2009. he will return from training on friday, april, 3rd, 2009.

thank you,

sl



March 10, 2009

To: Gerald Peterson, Chairman and County Commissioners

From: Robert J. Mantey, Tuscola County

Drain Commissioner

Subject: Deputy Leave for Bone Marrow Transplant

Dear Mr. Chairman and Commissioners,

I felt it was necessary to inform you of my Deputy, Patricia Witkovsky, being selected as a candidate for a bone marrow transplant. When I took office Patricia informed me she had signed up to be a potential donor. She said that she may never be found to be a match, but she wanted me to be aware of it. Fortunately there is someone that is in need of a transplant and Patricia is being asked to follow through with her promise of donation.

I feel this is an admirable public service that she is doing. As of today she has taken 1day off for a physical and elected to use sick leave. She will probably miss anywhere from 2 to 5 days off for the procedure and recovery. Her plan is to continue to use sick leave.

I have asked Carrie and Mari if the County has a policy for this, and they were unaware of any. I understand this is more than a few hours, as is needed when giving blood. I am asking that the commissioners consider a policy for this type of public service. Maybe sharing the amount of sick leave taken, by giving time off with pay is a good gesture by the County? This request comes solely from me and Patricia has not asked for this.

The procedure is scheduled for March 30, so a response prior to that date will be appreciated. I do not anticipate having to hire anyone else during the time that Patricia will be absent from work.

Unfortunately I can not make your meeting this Friday, but if you have any questions please feel free to contact me.

Cell: 989-553-3824 Office: 989-672-3820



February 27, 2009

National Marrow Donor Program®

Coordinating Center 3001 Broadway St. N.E. Suite 100 Minneapolis, MN 55413-1753

> Toll Free: (800) 526-7809 Phone: (612) 627-5800

Northcentral District Ohio Office

2 Summit Park Dr. Suite 210 Cleveland, OH 44131

Toll Free: (888) 862-7769 Phone: (216) 447-0880 Fax: (216) 447-1707

Satellite Offices

Michigan Office
Park Place Business Center
3100 W. Rd.
Building 2, Suite 202
East Lansing, MI 48823

Toll Free: (800) 471-3020 Phone: (517) 337-2980 Fax: (517) 337-2996

Minnesota Office 3433 Broadway St. N.E. Suite 250 Minneapolis, MN 55413

Toll Free: (888) 811-1139 Phone: (612) 331-3843 Fax: (612) 378-6073

marrow.org

To Whom It May Concern at Tuscola Co. Drain Commissioners Office:

I would like to thank you for supporting Patricia Witkovsky in her decision to donate Bone Marrow for a patient in need of a transplant. I understand how difficult it is for any workplace to function when an employee is not present. Please understand that what Patricia is doing is nothing short of a miracle. She actually has the capability of saving an individual's life, someone that could possibly die without her help. She is not receiving any benefit from donating Bone Marrow other than the knowledge that she may possibly save someone's life. She is receiving no payment or reward.

Your Company's support of Patricia in this life saving effort is very important. She will require some time away from work for the donation. She will need medical tests, blood work and other appointments. The dates of these appointments are yet to be determined. Patricia will enter the Collection Center for the donation in late March and could be required to stay overnight for observation. Companies have varied in their handling of time given for this humanitarian act. Almost all have not penalized their employees financially.

We thank you for joining the hundreds of corporations throughout this area who have supported their employees and given them the opportunity to give others a second chance at life.

Please call me at 216 447-0880 x101 if you have any questions or concerns.

Sincerely,

Vicki M Kiesel, RN

Vicki Kiesel National Marrow Donor Program North Central District

OFFICE OF FRIEND OF THE COURT 54th JUDICIAL CIRCUIT FAMILY DIVISION

Wagland

Honorable Patrick R. Joslyn Chief Judge

Mary Lou Burns Friend of the Court

Hon. W. Wallace Kent, Jr Presiding Judge

Kyle A. Jaskulka, M.A. Circuit Court Administrator

TO:

Carrie Krampits, Human Resources Director

FROM:

Mary Lou Burns, Friend of the Court

RE:

Family Coordinator Wage Steps

DATE:

March 11, 2009

Per our discussion, you will recall that I related that the FOC keeps losing the Family Coordinators due to the competition and higher wages being paid by surrounding agencies. There have been four such persons just in the last 7 years and the loss takes it toll on the FOC office both financially and by increasing the duties of several employees to keep up with the workload.

I have polled several counties that have comparable caseloads for positions that are similar to the Family Coordinator position. We have found the following:

- Bachelor's level wages are 16% lower in wages for same size caseloads.
- Master's level wages are 21% lower.
- At least half of these counties have more than one employee in this
 position. We are fortunate at Tuscola as we have streamlined the process
 in order for one full time employee to handle the workload with the
 assistance of the FOC and FOC Attorney.

My request to the County Board of Commissioners is to approve the attached wage steps for the Family Coordinator position. As you will see, the proposed steps are still beneath the level of the other counties.

There would be no need for additional appropriation to the FOC 215 fund.

CC: Honorable Patrick R. Joslyn, Chief Judge Kyle A. Jaskulka, Court Administrator County Board of Commissioners Mike Hoagland, Controller

Wage Comparisons for Family Coodinator Positions Friend of the Court

	Tuscola FY2009	Sanilac	Wexford Missaukee		Ionia	Clinton	Midland	AVG SALARY per emp	PROPOSED SALARY STEPS for Tuscola effective 04/01/2009
FOC Caseload Size	3,900	3,830	4,632	3,350	4,345	3,014	4,200		
Number of FT Custody personnel	1	2.5	2	1	1	2.6	3		
Social Worker Bachelor's Degree									
Step 1 - Starting	37,022	56,246		39,592			36297	44,044.91	39,983.79
Step 2 - 6 mo	37,481	57,422		40,475			40186	46,027.77	40,478.95
Step 3 - 1 year	38,168	58,599		41,408			44075	48,027.29	41,221.69
Step 4 -2 years	38,397	59,775		•		46137		51,292.15	
Step 5 -3 years	39,269	60,852					51853	56,352.52	42,410.04
Step 6 - 5 years	39,727	63,305	45,500	49,501			51853	52,539.80	42,905.21
Step 7 - 7 years	40,186								43,400.39
Master's Degree Family Counselor	& Mediator								
Step 1 - Starting	38,132.69				47775			47,775	43,852.59
Step 2 - 1 year	39,313.28							,	45,210.28
Step 3 -2 years	39,549.38	i							45,481.79
Step 4 -3 years	40,446.62								46,513.62
Step 5 - 5 years	40,918.85								47,056.68
Step 6 - 7 years	41,391.12				57330	53040		55,185	The second secon
。被称为统合处理逻辑是否被查询。这位基 ————————————————————————————————————								·	Apr.

CUSTODY PARENTING TIME INFORMATION FRIEND OF THE COURT

CUSTODY & PARENTING TIME PERSONNEL:

Since 1992

Family Coordinators left FOC employ

for the following reasons:

Training \$\$\$ LOSS to FOC \$106,023,14

Retirement

1

Higher pay

3 School, DHS, SSA

Supervisory Pos

1 DHS

Mental Health, DHS, Two Counseling

Agencies/Schools

serve as direct competition

DOMESTIC RELATIONS' CASES FILED with investigations:

TOTAL NEW CASES

183 306 243

IN ADDITION to maintaining all older cases = total 3,900

	DM	DC	DS	DP	DZ
FY2006	166	17			
FY2007	196	24	50	35	1
FY2008	128	17	63	34	1

CASES HAVE BECOME MORE COMPLICATED:

Less divorces, more children born out-of-wedlock, more foster care

Many litigants have multiple cases, several children with different fathers/mother Little to no "family dynamics" in 20% of the cases.

Litigants more mobile moving from State of MI complicating parenting time issues.

Some divorces take place before the child is born, so cases last longer.

More grandparents raising children. More criminal sexual conduct cases

STATISTICS:	FY2008	Avg per day	
Custody/PT Investigations	431	1.72	
Dispute Resolution Mtg	18	0.07	
Parenting time complaints processed:	S		
Personal in office	327	1.30	For each complaint, the file must
Telephone	893	3.56	be pulled, order read, & response
Written	625	2.49	documented in casenotes.
TOTAL PT COMPLAINTS	1,845	7.35	_ =



DRAFT

To All Interested Parties

Overview

The Tuscola County Board of Commissioners is receiving closed sealed bids with the options of a lease, lease/purchase or purchase of a facility to house Adult Probation. The function of Adult Probation is to provide supervision by State Parole officers of individuals who have been assigned to probation sentences by the courts. Parole officers meet with probationers at this facility on a regular basis to conduct the supervision process.

Specifications

The building shall comply with the following minimum specifications:

Distance from Courthouse

1. Within one mile from the County Courthouse

Building Size/Parking

- 1. Minimum of 6,000 square feet
- 2. Entire 6,000 square feet shall be on the ground floor
- 3. Minimum of 45 public or private parking spaces shall be available

Internal Building Layout

- 1. Shall provide a security door between the waiting area and offices
- 2. Shall provide 19 10X10 offices with sound reduction insulation
- 3. Shall provide 1 10X20 waiting room
- 4. Shall provide 1 12X20 reception area connected to the waiting room
- 5. Shall provide 1 public bathroom connected to the waiting room
- 6. Shall provide 1 men's' employee bathroom
- 7. Shall provide 1 woman's' employee bathroom
- 8. Shall provide 1 testing bathroom
- 9. Shall provide 1 12X20 conference room
- 10. Shall provide 1 10X10 data room

Other Requirements

- Tentative approved bidder must be able to certify and document the building is free of black mold and other types of mold that are harmful to the public prior to public occupancy
- 2. Tentative approved bidder must be able to certify and document the building is free of asbestos prior to public occupancy
- 3. Building shall be American Disabilities Act compliant
- 4. Building shall have a security/fire monitoring system with all exterior employee entrances to be electronic entry
- 5. Building shall have heating and air conditioning
- 6. All lighting shall be T8 fixtures
- 7. Building shall meet all state building code requirements
- 8. If the county chooses to lease or lease/purchase the building, all interior/exterior maintenance and repairs shall be the responsibility of the owner

- 9. Under a lease or a lease/purchase building insurance shall be the responsibility of the owner content insurance shall be the responsibility of the county
- 10. County will pay for electric, heating and water utilities
- 11. The county and/or its agents will conduct a walk-through of the building and grounds to verify the ability to comply with specifications prior to awarding the bid

Bidding Format

Bid amounts shall be supplied according to the format below:

1.	5-Year Lease - Monthly Amount \$	
2.	10-Year Lease/Purchase – Monthly Amount \$	(Specify) Final Remaining
	Purchase Amount if Applicable \$	
3.	Purchase Price \$	

You may provide bids for any one or all of these options. It is the responsibility of the owner to build and conduct all remodeling according to specifications for lease and lease/purchase options. Under the purchase, option remodeling costs are the responsibility of the county.

Other Information Required to be Supplied with Bid

Bidders are required to provide the following additional information with bids:

- 1. Building square footage
- 2. Copy of the current building floor plan
- 3. Confirmation that a minimum of 45 public parking spaces are available adjacent to the building

Information Required by Party Tentatively Awarded the Bid Prior to Final Award

- 1. Written documentation from a certified company that the building is free of black mold and other types of mold that are harmful to the public
- 2. Written documentation from a certified company that the building is free of asbestos
- 3. Sketch plan showing the ability to comply with internal office space layout
- 4. If the County chooses a lease or lease/purchase option then a specific lease contract would need to be discussed and approved
- Written documentation from South Central Michigan Construction Code Commission verifying that the building is in compliance of all State and Local Building Code requirements and the American Disability Act

Closed sealed bids shall be submitted to the Tuscola County Controller/Administrator, 207 E. Grant Street, Caro, MI 48723. no later than 4:00 P.M. Monday, April 13, 2009. Bids will be opened at the Board of Commissioners meeting on Tuesday, April 14, 2009.

Disclaimer

Tuscola County reserves the right to reject any and all bids and choose the bid that is in the best interest of the County. Any party who bid under this policy does so at their own free will and without liability to the County. A bid may be awarded to a higher bidder for reasons such as but not limited to: quality, service, reliability, convenience, dependability, etc.

By submitting a bid, the bidder is acknowledging that there will be no contractual relationship between Tuscola County and the bidder until both parties have formally approved and signed a written contract to be developed by Tuscola County's legal counsel.

Mike Hoagland

From:

Charles Walker [WALKERCA@michigan.gov]

Sent:

Monday, March 09, 2009 3:08 PM

To:

Tom Kern; tbardwell@hillsanddales.com; Amanda Roggenbuck; Kyle Jaskulka;

MHoagland@tuscolacounty.org; Mike Miller (Mike Miller); 'Jerry Peterson'

Subject:

Re: Draft Specifications for Housing of Adult Probation

My Supervisors and I have looked it over and have no additions, changes or revisions.

>>> "Mike Hoagland" <MHoagland@TuscolaCounty.org> 3/5/2009 3:46 PM >>> Kyle and Charles

Attached are draft specifications with alternatives to lease, lease/purchase and purchase a building to house adult probation. This first draft has been prepared by Commissioners Kern and Petzold, Mike Miller and myself. They are now being forwarded to you for review and comment. Please email any suggested changes or revisions you may have for consideration. We could meet with you on March 12th or 13th to discuss revisions and/or changes.

Thank you.

Mike Hoagland





TUSCOLA COUNTY MOSQUITO ABATEMENT

1500 Press Drive Caro, MI 48723-9291 Tel# (989) 672-3748 or 673-3748 Fax# (989) 672-3724 Richard Colopy – Interim Director/Biologist

To: Tuscola County Board of Commissioners

Michael Hoagland - Controller/Administrator

From: Richard Colopy - Interim Director Tuscola County Mosquito Abatement

Date: March 10, 2009

Re: Employee Parking

Last autumn, we moved the fences surrounding the yard, in order to make more room for county property. Unfortunately, this meant giving up employee parking spaces. Our option, at this time, is to ask personnel to park on our (unpaved) lot to the south.

As we want to avoid vehicles becoming stuck, I am requesting that we lay in some stonecrete. Mike Miller has been involved in the process, and we both feel that the job should be undertaken by Jeff Brinkman.

Respectfully,

Richard A. Colopy

attachments

JEFFREY S. BRINKMAN

2780 JACOB ROAD CARO, MI 48723 989-673-6088 BRINKMAN EXCAVATING LLC

Estimate

DATE	ESTIMATE NO.
3/5/2009	509

NAME / ADDRESS
TUSCOLA COUNTY MOSQUITO ABATEMENT
1500 PRESS DR.
CARO, MI 48723

Atta. Rich Cology

			PROJECT
DESCRIPTION	QTY	COST	TOTAL
REMOVAL OF TOP SOIL AND GRADE WORK FOR PARKING		800.00	800.00
AREA YDS, SAND TONS STONECRETE	60 53		330.00°F 795.00°T 0.00
MCLUDES HAULING			:
CF SOD (PER J.3			
CF SOD (PER U.3			
Thank you for your business.		TOTAL	\$1,925.00

KAPPEN EXCAVATING, LLC

nds Site Prep - Demolition - Septics - Driveways Sand + Gravel - Top Soil - Fill Dirt Land Clearing - Ditching - Lawn Seeding

WADE KAPPEN

BUSINESS: (989) 673-POND WEB SITE: kappenpond.com

Signed: _

FAX: (989) 673-7664 E-MAIL: kappenexc@centurytel.net

ESTIMATE

ESTIMATE #:

EXCAVATING, L.L.C.

BOX 374 • CARO, MI 48723

189-673-7663 • FAX: 989-673-7664

≀centurytel.net • WEB SITE: kappenpond.com



Customer Name:		·				
City:	State:Zip:	Cell Phone #:				
Date:						
Job Location:	:					
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	· ·					
	(P. ADD \$550-\$600	FOR SAND, AND				
	ADDITIONAL GRA	TING AND REMOVE	87,			
PER PHO	T					
DISCUS.						
	5	1, \$2,025 - \$2,075				
	(2)					
		,				

Date:



Mike Hoagland

From: Allan C Hooper [achooper@cmsenergy.com]

Sent: Wednesday, February 11, 2009 7:07 PM

To: 'Honke, Megghan'
Cc: 'Allan C Hooper'

Subject: Register Now for the Small Town and Rural Development Conference - April 21-23, 2009



Looking for ways to make your communities and towns unique and inviting as places to live and work?

Learn new approaches from those already have success by registering now for the Small Town and Rural Development Conference

The 5th Annual Small Town and Rural Development Conference will be rich in examples of programs and initiatives that have allowed communities across the nation to create their own niche and encourage entrepreneurs to flourish. The conference will be April 21-23 at Crystal Mountain in Thompsonville, Michigan.

To register online for the conference go to: http://web2.msue.msu.edu/partners/registration.cfm.

The five featured topics for this year's conference are:

Why Some Rural Communities Prosper While Others Do Not An Alternative Way of Looking at Small Town and Rural Development

Andrew Isserman, Professor, University of Illinois

"Surprisingly, geographic location factors generally considered significant such as proximity to cities are relatively unimportant in determining the 'prosperity' of rural places. The lack of these factors may curb growth, but prosperity is different, and arguably more important than growth."

The Power of Networks in Rural Development

Angie Hawk Maiden, President and CEO, ACEnet, Athens, Ohio

Recognizing that better communities are built on connections, ACEnet set about building better-connected communities in Ohio's Appalachia region, particularly around the grassroots food sector. Their concept of creating networks that link people and organizations to strengthen our capabilities in rural areas is important and represents another way to get the most from the more limited assets and resources we have in our smaller communities.

Branding Communities For Growth

Ed Burghard, Harley Procter Marketer, Procter & Gamble

Ed Burghard is an "unlikely" community and economic developer. He is a distinguished marketing executive with Procter & Gamble, a name synonymous with consumer marketing. While representing P&G as chairman of the Ohio Business Development Coalition, Ed became intrigued with the notion of applying marketing and branding concepts to "places". He has since advised the State of Ohio and its communities on branding. Ed answered our call to look at what Michigan's smaller communities can do individually, and perhaps regionally and collectively, to differentiate themselves.

Social Networking for Small Town and Rural Areas

Becky McCray, Publisher, Small Biz Survival, Alva, Oklahoma

Becky has a passion for small towns. She understands the value of social networking not only in helping small town businesses, but also in strengthening rural communities. While the popular tools of Facebook, Twitter, Flickr and blogging are more often associated with the Millennials, GenX and those living in urban areas, Becky knows how to make them work with everyone and anywhere, especially in rural areas. She has written extensively on social networking concepts for small towns, and her Small Biz Survival blog is rated among the Top 100 small business blogs on the Internet.

Using the Spaces in Our Places

Dan Carmody, President, Eastern Market; Principal, Carmody Consulting

Although a self proclaimed "urbanist" Dan genuinely appreciates the urban/rural relationship especially as President of Detroit's Eastern Market where he was brought in to rebuild a robust local food system, and leverage the market to revitalize adjacent neighborhoods. Dan's other passion is small town downtowns. He sees unused spaces in upper stories and in vacant lots that represent rich assets that can help smaller communities better define themselves.

Breakout Sessions - Check out the agenda for the tentative list of breakout sessions designed to compliment the sessions above and challenge you to start a new approach in your community.

As the host for this conference, Rural Partners of Michigan encourages you to review the agenda for this important event at our Web site www.ruralmich.org.

Registration for this year's conference will be \$150, a \$10 savings from year's past to help in these struggling economic times. To register online for the conference go to: http://web2.msue.msu.edu/partners/registration.cfm.

Consider attending and invite others to join you at this event. You are likely to learn what is working elsewhere to reverse the trends of social and economic decline and population out-migration that plague smaller communities. You will have the opportunity to interact with others representing local government, Chambers of Commerce and community foundations who will all have a role in helping Michigan's smaller communities pursue a new direction in the future.





JENNIFER M. GRANHOLM GOVERNOR

DEPARTMENT OF ENERGY, LABOR & ECONOMIC GROWTH LANSING

STANLEY "SKIP" PRUSS DIRECTOR

March 2, 2009

Dear Elected Official:

I am writing today to Township Supervisors, City Mayors, Village Managers and County Commission Chairs to provide you information about the services of the Bureau of Construction Codes. While many may have the opportunity to work with members of our staff, I know others have not been directly involved in construction code related activities.

I know many local units of government are facing the same challenges we face in state government as a result of the economy and the continual decline of construction permits. With these challenges, I believe it is more important than ever for local and state government agencies to work together toward our common goals.

This communication is provided to assure you that the Bureau of Construction Codes stands ready to partner with you in any way possible. The Stille-DeRossett-Hale Single State Construction Code Act, 1972 PA 230, provides the bureau authority for oversight of construction throughout the state; however, the bureau only has enforcement authority in those areas where a local unit of government has not received Construction Code Commission approval to administer and enforce the code.

You may not be aware that Section 125.1520 of the act provides the authority for the bureau to offer temporary plan review and inspection assistance to local units of government. Many units of government have taken advantage of the bureau's services during leaves of absences, or on larger scale projects where full-time staff is not available. During a period of temporary assistance, plan review documents and permits are submitted directly to our office with bureau staff coordinating any necessary local approvals through the appropriate unit of government.

Additionally, the bureau is available to provide full-time services when a local unit of government determines they are no longer able to maintain a local program. This does not mean that a local unit of government may not seek approval to provide those services at a future date. The law provides the mechanism to return services to the state with appropriate notification and then once again receive approval through the Construction Code Commission to administer and enforce codes locally.

Except where a local delegation of authority exists, the bureau is responsible to perform construction code plan reviews and conduct inspections of K-12 schools. The bureau's web site, www.michigan.gov/bcc outlines the authority for school construction as well as the process to secure a local delegation of authority to inspect school construction.

Providing for Michigan's Safety in the Built Environment

BUREAU OF CONSTRUCTION CODES
P.O. BOX 30254 • LANSING, MICHIGAN 48909
Telephone (517) 241-9302 • Fax (517) 241-9570
www.michigan.qov/dleg

Elected Official Page 2 – March 2, 2009

The bureau is responsible to update construction code rules every 3 years after publication of the International Codes. The bureau establishes a committee to review new code requirements and propose Michigan specific modifications. Many local code officials have served on committees established to update the rules. During the code review committee process, the bureau's web site contains information about submission of proposed code changes. Additionally, input is sought during the public hearing process. As local units of government are mandated by law to enforce codes adopted at the state level, it is important to assure your voice is heard.

We are also available to assist you with questions relating to enforcement of the state construction codes and want to assure a successful partnership in doing so. In many units of government, we continue to have shared responsibility where a local unit of government enforces the building code and the state enforces electrical, mechanical and plumbing codes. In those cases, I encourage you to let us know how we are doing. You may reach me at 517/241-9302 or by e-mail at abenb@michigan.gov.

In addition to those responsibilities outlined in Act 230, the bureau is also responsible for enforcement of the Land Survey and Remonumentation Act, the Manufactured Housing Commission Act as well as the Boiler and Elevator laws and rules. Please visit the bureau's web site at www.michigan.gov/bcc for additional information about these programs. You may also wish to review the bureau's newsletter, "Code Works" for additional information about bureau responsibilities.

I look forward to our continued partnership to assure the safety of the built environment and look forward to the opportunity to discuss any enforcement issues with you if the need arises.

Sincerely,

Beth Aben

Deputy Director

cc: Irvin J. Poke, Director

David Viges, Director, Office of Management Services

Deborah Young, Director, Office of Administrative Services

Keith Lambert, Director, Office of Land Survey & Remonumentation

Robert J. Aben Jr., Chief, Boiler Division

Larry Lehman, Chief, Building Division

Daniel O'Donnell, Chief, Electrical Division

Calvin Rogler, Chief, Elevator Safety Division

Tennison Barry, Chief, Mechanical Division

Todd Cordill, Chief, Plan Review Division

Robert Konyndyk, Chief, Plumbing Division

OGEMAW COUNTY CLERK GARY R. KLACKING



CAREN PIGLOWSKI ADMIN. ASSISTANT COUNTY OF OGEMAW 34th JUDICIAL CIRCUIT

TO: WHOM IT MAY CONCERN

STATE OF MICHIGAN
ss
COUNTY OF OGEMAW

I, Gary R. Klacking, Clerk for the County of Ogemaw, do hereby certify that the attached resolution and/or motion was adopted by the Board of Commissioners of the County of Ogemaw, on February 26, 2009 and appears on record in my office, and that I have compared the same with the original, and that it is a true transcript therefrom and of the whole thereof.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at West Branch, Michigan, dated this 5th day of March, 2009.

Gary R. Klacking, County Clerk

County Clerk/Bepary Clerk

Motion by Colclasure, second by Illig, the Ogemaw County Board of Commissioners adopt the Resolution of Intent requiring municipal courts bearing the responsibility for funding lawsuits against counties or other local units. Roll call vote. Ayes – Scott, Reetz, Illig, West, Hennard, Quackenbush, and Colclasure. Motion carried. [2-3-#9]

OGEMAW COUNTY BOARD OF COMMISSIONERS

COUNTY BUILDING COMMISSIONERS ROOM 806 W. HOUGHTON WEST BRANCH, MICHIGAN 48661

WHEREAS, counties and local units of government across the great State of Michigan find themselves facing increasingly difficult challenges balancing general fund budgets; and,

WHEREAS, counties find themselves beleaguered with burdensome and unnecessary legal challenges in the form of costly and time-consuming lawsuits and their related defense. In the course of serving its constituents and taxpayers, it has become apparent that courts have also brought lawsuits against counties; and,

WHEREAS, there exists within the Constitution of the State of Michigan, Article III, Section 2, The Separation of Powers of Government, which sets forth the Executive, Judiciary, and Legislative branches shall co-exist yet stand alone in the performance of their respective duties; and,

WHEREAS, courts have the *benefit* of bringing lawsuits against the funding units (counties) that finance their department and operations while *not* incurring any of the related costs of litigation; and,

BE IT RESOLVED, that counties desire the same level of fiscal responsibility for courts vis-à-vis the funding of litigation that counties or other local units of government would be expected to pay in the course of lawsuits; and,

NOW, THEREFORE BE IT FURTHER RESOLVED, this board of county commissioners requests legislative assistance in the remedy of this apparent injustice. This board humbly requests counties all across this great state to join in this effort to bring a measure of parity to an untenable situation.

John West, Chairman

Pete Hennard

Scott Colclasure

Bruce Reetz

Adopted: 26 I

26 February 2009

Greg Hig Vice-Chair

Ron Óuackenbush

Beverly Scott

Gary R. Klacking

Ogemaw County Clerk