

**DRAFT - Agenda**  
**Tuscola County Board of Commissioners**  
**Committee of the Whole**  
**Thursday, June 10, 2010 – 8:00 A.M.**  
**Annex Board Room (207 E. Grant Caro, Mi.)**

**Finance**

Committee Leaders-Commissioner Peterson and Bardwell

**Primary Finance Items**

1. **CC Chamber of Commerce Video**
2. **Financial Projections and 2011 Budget Development (To be Distributed at Meeting)**
3. **Inmate Housing Cost Trends (See A)**
4. **Draft RFP for Grant Writer Services (See B)**
5. **LEIN Fees Paid (See C)**
6. **Maximus FOC-CRP State Billing**
7. **Human Services Coordinating Council Dues (See D)**
8. **Emergency Services**
9. **Vital Check and LexisNexis Payment Solutions (See E)**
10. **Prosecutor 2011 CRP Contract (See F)**
11. **Visiting Judge/FOC Court Referee Information Requested (See G)**
12. **MGT and Maximus County-Wide Cost Allocation Plan RFP**

**Secondary/On-Going Finance Items**

1. **Treasurer Bank Statement Reconciliation**
2. **Jail Diversion Program**
3. **North Star Bank Court Related Payment Methods**
4. **Development of Financial Guidelines for Labor Negotiations – Strategy Session to be Scheduled**
5. **Discussion of Tether Program Potentials – Lapeer County Assessment**
6. **Schedule Behavioral Health Audit Presentation**

**Personnel**

Committee Leader-Commissioners Peterson and Roggenbuck

**Primary Personnel Items**

**Secondary/On-Going Personnel Items**

1. **Incorporate County Personnel Policies and Other key Personnel Information on the County Web Site**
2. **Circuit/Family Court Personnel Policies**
3. **MERS Bridged Benefits Valuation**

## **Building and Grounds**

Committee Leader-Commissioners Petzold and Kern

### **Primary Building and Grounds Items**

1. **Airport Zoning Update (See H)**
2. **Niland Building**
3. **Oil and Gas Lease Request (See I)**

### **Secondary/On-Going Building and Grounds Items**

1. Office Space Planning
2. Vanderbilt Park
3. Courthouse Lawn/Farmer Market

### **Correspondence/Other Business as Necessary**

1. Great Lakes Restoration Initiative Grant Application
2. Farm Bill **(See J)**
3. Energy Grant Update
4. Other County Resolutions

### **Public Comment Period**

### **Closed Session – If Necessary**

### **Other Business as Necessary**

#### **Notes:**

Except for the Statutory Finance Committee, 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.

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.

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.

### **Statutory Finance Committee**

1. Claims Review and Approval (Outstanding Invoice from Last Meeting)

### Inmate Housing/Other Counties Last Five Years

	2005	2006	2007	2008	2009	2010
January	-	-	-	-	9,590	6,180
February	-	-	1,260	1,470	11,575	7,430
March	-	2,240	12,355	12,950	8,365	9,825
April	-	1,820	-	20,580	17,425	18,215
May	-	7,980	-	23,625	15,540	-
June	-	1,260	10,680	24,010	13,825	-
July	-	1,120	28,960	31,080	11,655	-
August	-	2,100	23,250	29,085	15,120	-
September	-	-	15,795	19,355	22,050	-
October	-	2,440	5,650	24,290	14,280	-
November	-	105	5,850	20,580	11,465	-
December	9,905	-	3,037	14,385	3,080	-
	<b>\$ 9,905</b>	<b>\$ 19,065</b>	<b>\$ 106,837</b>	<b>\$ 221,410</b>	<b>\$ 153,970</b>	<b>\$ 41,650</b>

**TOTAL SINCE 2005** **\$ 552,837**

#### THROUGH APRIL OF EACH YEAR

	2005	2006	2007	2008	2009	2010
	-	4,060.00	13,615.00	35,000.00	46,955.10	41,650.00

\*June 2010 invoice submitted from Shiawassee County for \$18,900. This is for Nov 2009 - April 2010. Cost have been spread accordingly.

**DRAFT****Grant Writing Services Request for Proposal****Experience**

The Tuscola County Board of Commissioners is accepting proposals for county grant writing services. The county is seeking an experienced, proven grant writer that can successfully prepare and administer federal, state and foundation grants.

**Compensation**

The method of compensation shall be as follows:

- Compensation for grant writing services will only be paid by the county if the grant application is approved and received
- If the grant provides for grant writer payment from grant proceeds, a maximum of 3% of the administration fee may be awarded
- If the grant does not provide for grant writer payment from grant proceeds, the grant writer and county will negotiate the amount of compensation on a grant by grant basis not to exceed 3%
- The grant writer may assist with certain aspects of on-going grant administration

**Disclaimer**

"Tuscola County reserves the right at its sole discretion to reject any and all proposals received without penalty and not to enter a contract as a result of this RFP. The County also reserves the right to negotiate separately with any source whatsoever in any manner necessary to attend to the best interests of the County, to waive irregularities in any proposal and to accept a proposal which best meets the needs of the County, irrespective of the bid price.

By submitting a proposal, 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 legal counsel.

The County reserves the right to make an award without further discussion of any proposal submitted. Therefore, the proposal should be submitted initially on the most favorable terms that are proposed. There will be no best and final offer procedure. The County does reserve the right to contact the party who submitted a proposal."

**Deadline**

Proposals shall be submitted by Friday, June 18, 2010 at 4:30 P.M. The proposal shall be submitted by regular mail to the attention of Michael R. Hoagland, Tuscola County Controller/Administrator at 207 E. Grant Street Caro, MI 48723, emailed to [mhoagland@tuscolacounty.org](mailto:mhoagland@tuscolacounty.org), or faxed to 989-672-4011.

Thank you for your interest in Tuscola County.

## LEIN FEE CHARGES

2005 - PRESENT

6/9/2010

TIME PERIOD	DEPARTMENTS	CHARGED TO:	AMOUNTS
2005 Entire Year	CIRCUIT COURT	ISD	\$125/qtr
	DISPATCH	DISPATCH	\$625/qtr
	DISTRICT COURT	ISD	\$125/qtr
	PROBATE COURT	ISD	\$125/qtr
	PROSECUTOR SHERIFF DEPT.	PROSECUTOR ISD	\$125/qtr \$2456/qtr
2006 Entire Year	CIRCUIT COURT	ISD	\$125/qtr
	DISPATCH	DISPATCH	\$658/qtr
	DISTRICT COURT	ISD	\$125/qtr
	PROBATE COURT	ISD	\$125/qtr
	PROSECUTOR SHERIFF DEPT.	PROSECUTOR ISD	\$125/qtr \$2456/qtr
2007 Entire Year	DISPATCH	DISPATCH	\$658/then \$33/qtr
	SHERIFF DEPT.	ISD	\$2465/then \$1750/qtr
1/1 - 9/30/07	CIRCUIT COURT	ISD	\$125/qtr
	DISTRICT COURT	ISD	\$125/qtr
	PROBATE COURT	ISD	\$125/qtr
	PROSECUTOR	ISD	\$125/qtr
2008 Entire Year	DISPATCH	DISPATCH	\$33/qtr then \$800/year
	SHERIFF DEPT.	ISD	\$1750/qtr
10/1/08-12/31/08	CIRCUIT COURT	CIRCUIT COURT	\$800/year thru 9/30/09
	DISTRICT COURT	DISTRICT COURT	\$800/year thru 9/30/09
	PROSECUTOR	PROSECUTOR	\$800/year thru 9/30/09
2009 Entire Year	DISTRICT COURT	DISTRICT COURT	\$800/year thru 9/30/10
	SHERIFF DEPT.	ISD	\$1750/qtr
1/1 -9/30/09	CIRCUIT COURT	CIRCUIT COURT	\$800/year from 10/1/08
	DISPATCH	DISPATCH	\$800/year from 10/1/08
	PROSECUTOR	PROSECUTOR	\$800/year from 10/1/08
1/1 -3/31/10	SHERIFF DEPT.	ISD	\$1750/qtr
1/1-9/30/10	DISTRICT COURT	DISTRICT COURT	\$800/year from 10/1/09



# HUMAN SERVICES COORDINATING COUNCIL DUES

6/9/2010



<b>DEPARTMENT</b>	<b>YEARS DUES PAID</b>	<b>AMOUNT</b>
<b>BOARD OF COMMISSIONERS</b>	2001 - 2006	\$250/year
<b>JUVENILE PROBATION</b>	2002	\$250/year
<b>MSU EXTENSION</b>	2002 and 2009*	\$250/year
<b>PROBATE COURT</b>	2001 and 2003	\$250/year
<b>SHERIFF'S DEPT.</b>	2001 - 2009*	\$250/year

\*2009 dues to be paid in 2010



\*\*\* AVAILABLE IN LIMITED JURISDICTIONS - WE WILL CONTACT YOU IF

## About VitalChek

**VitalChek is the #1 resource for government-issued vital records.**

For almost 20 years, VitalChek has provided Americans with official government certificates of birth, death, marriage and divorce. We do this as an official service provider for over 400 government agencies throughout the United States and US Territories safely delivering millions of important documents every year.

You have the right to your birth certificate, marriage record, divorce record, and certain family death records. And with VitalChek, it's never been easier, safer, or more convenient to secure them.

Click on a topic below to learn more about our services.

**What is a Vital Record?**

**Benefits of VitalChek**

**Additional Services**

### Benefits of VitalChek

VitalChek is a fast and convenient way to order certified government-issued vital records online. We make it easy for you to purchase the documents to which you are legally entitled. Beware of other online services that do not have relationships directly with the agencies that store your vital records. Consider these VitalChek benefits:

**Trust.** For almost twenty years, VitalChek has been the direct connection between citizens and the government agencies housing their certified government-issued vital records. We pioneered the industry, and our secure Web site continues that tradition, with safe and authorized document ordering and handling of electronic transactions.

**Convenience.** Ordering from VitalChek means that you can order a copy of your vital records from the privacy of your own home or office, twenty-four hours a day, seven days a week.

**Speed.** Our order process usually takes less than 10 minutes - much faster than waiting for a record in person. And you can usually select express courier service for even faster delivery when time is running out.

**Price.** Unlike almost all other remote ordering services, VitalChek sets its pricing guidelines in conjunction with the government agency, so you pay only the cost of the document and a minimal processing fee. There are no hidden or unexplained costs.

Click on a topic below to learn more about our services.

**What is a Vital Record?**

**Benefits of VitalChek**

**Additional Services**

### What is a Vital Record?

A vital record is a document issued by the government that provides proof of a major life event - birth, death, marriage, and divorce. As an American, you have a right to have these certificates both for yourself and for certain members of your immediate family. VitalChek's Express Certificate Service provides a convenient way for you to order these documents online - quickly, affordably, and with added security to ensure your documents are safe. Trust VitalChek when you need to replace one of your life's most vital records - birth certificate, death certificate, marriage record or divorce record.

### When you order a vital record from VitalChek, you get:

- Government-approved service
- Low pricing with minimal service fees
- Guaranteed certified government-issued documents
- The option to choose shipping and delivery methods
- Excellent security and safeguard standards
- Satisfaction guaranteed service policy
- A variety of payment options including all major credit cards

To learn more, visit [Benefits of VitalChek](#).



# LexisNexis® Payment Solutions

Easy. Secure. Convenient.



With LexisNexis® Payment Solutions, you can take advantage of our flexible payment solutions developed for government agencies. Our easy, secure and convenient payment options allow consumers to make payments 24 hours a day, seven days a week, all without your staff having to process an endless stream of bill payments.

LexisNexis® Risk Solutions, a leading technology solution provider to local, state and federal government agencies, can help your agency offer more convenience and timely payment options to your consumers. LexisNexis Payment Solutions helps automate payments of fees, utility bills, license renewals, citations, monthly payments and much, much more.

There are multiple payment platforms available from LexisNexis Payment Solutions. Our consultants can help you decide which platform is best for your agency and the needs of the consumers you service.

- **Online Credit Card/E-Check Payments**
- **IVR Phone Payments**
- **Credit Payments at the Counter**
- **Debit Payments at the Counter**
- **Internal Office System Payments**
- **Payments by Mail**



## Complete Payment Solutions for Your Agency

LexisNexis Payment Solutions streamlines the payment process between you and your consumers — and we do it all at **no cost to you**. There is no cost to you for equipment, supplies, maintenance fees, customer support or to integrate with your current system. We even take on the merchant role and pay all associated credit card fees, manage charge backs and provide same-day settlement processing.

### Online Credit Card/E-Check Payments

*Reduce traffic in your office while allowing consumers secure & convenient 24/7 access.*

### IVR Phone Payments

*Increase your efficiency by utilizing state-of-the-art Interactive Voice Response technology to free your staff from handling phone-in payments.*

### Credit Payments at the Counter

*Take advantage of one of the most reliable, secure and popular forms of non-cash payment which we provide free of fees, charges or penalties to you.*

### Debit Payments at the Counter

*Speeds up your payment processing system and eliminates costly bad checks, while allowing consumers the convenience of a secure, trouble-free transaction.*

### Internal Office System Payments

*Handle mail, fax or phone payments all in one secure, easy to manage system including a searchable payment database.*

### Payments by Mail

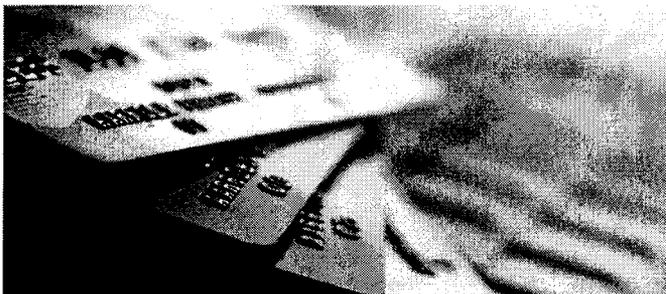
*Our secure mail-room services allow your staff more time to handle other tasks besides mail payments.*

Your office can be “open” 24/7, allowing your consumers to pay utility bills, license renewals, citations, monthly payments and more at their convenience with LexisNexis Payment Solutions.

LexisNexis Payment Solutions makes it easy for consumers to use secure payment methods when paying their bills to agencies like yours - whether over the phone live or automated, online, or in person at your counter. Your agency can be available 24/7 and “open” to receive payments, even when it’s “closed.”

A leading provider of customized payment solutions for more than 600 government agencies, LexisNexis Payment Solutions streamlines the payment process between consumers and government or public agencies—and we provide your agency with same-day settlement processing via ACH or check!

LexisNexis Payment Solutions will seamlessly integrate with your existing technology or operate independently, benefiting both your agency and your customers.



## For More Information

Call us toll-free at **866.559.3279** or visit us at **[paymentsolutions.lexisnexis.com](http://paymentsolutions.lexisnexis.com)**

### About LexisNexis®

LexisNexis® is a leading global provider of content-enabled workflow solutions designed specifically for professionals in the legal, risk management, corporate, government, law enforcement, accounting, and academic markets. LexisNexis originally pioneered online information with its Lexis® and Nexis® services. A member of Reed Elsevier, LexisNexis serves customers in more than 100 countries with more than 18,000 employees worldwide.

### About LexisNexis® Risk Solutions

LexisNexis® Risk Solutions is the leader in providing essential information that helps advance industry and society. Building on the legacy of proven LexisNexis® services from the past 30 years, our cutting-edge technology, unique data and advanced scoring analytics provide total solutions that address evolving client needs in the risk sector while upholding high standards of security and privacy. LexisNexis Risk Solutions serves commercial organizations and government agencies and is comprised of several affiliated corporations, each offering premier customer-focused solutions. For more information, visit [risk.lexisnexis.com](http://risk.lexisnexis.com).



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**OFFICE OF PROSECUTING ATTORNEY  
COUNTY OF TUSCOLA  
STATE OF MICHIGAN**

MARK E. REENE  
Prosecuting Attorney

ERIC F. WANINK  
Chief Assistant Prosecutor

Tuscola County Courthouse  
440 N. State Street, Suite 1589  
Caro, Michigan 48723  
(989) 672-3900  
Fax: (989) 673-8612

JACQUELINE S. GRANDE  
Assistant Prosecuting Attorney

ARIANA E. HEATH  
Assistant Prosecuting Attorney

JOSHUA P. CECIL  
Assistant Prosecuting Attorney

June 8, 2010

Tuscola County Board of Commissioners  
Grant St.  
Caro, MI 48723

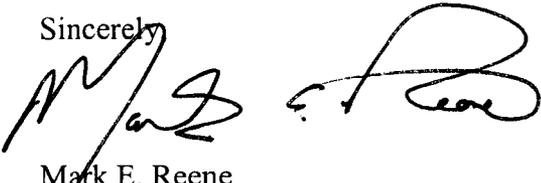
RE: 2011 CRP Contract

Dear Commissioners:

Attached please find the Cooperative Reimbursement amendment contract to **authorize** funding for FY 2011. This is just an amendment as the actual contract was signed last year **for three years**. Please sign both agreements before a witness and date. There are no major changes in the **contract** this year except for additional language to comply with IRS and a slight increase in the budget (**very minimal**).

**Once the contract is signed, please forward it to my office. I will see that the contract is sent into the State of Michigan.** Should you have any questions, please do not hesitate to contact this office. Thank you.

Sincerely,



Mark E. Reene  
Tuscola County Prosecutor

MER/kfp

<b>CIRCUIT COURT VISITING JUDGES</b>		
101-132-820-000		
	<b>2009</b>	<b>2010</b>
<b>BUDGET</b>	\$ 6,500	\$ 58,500
<b>MAY OF EACH YEAR</b>	\$ 1,513	\$ 6,282
<b>YEAR TO DATE ACTUAL</b>	\$ 9,178	\$ 6,282

<b>FRIEND OF THE COURT REFEREE</b>		
215-143-801-000		
	<b>2009</b>	<b>2010</b>
<b>BUDGET</b>	\$ 12,000	\$ 500
<b>MAY OF EACH YEAR</b>	\$ 300	\$ 6,292
<b>YEAR TO DATE ACTUAL</b>	\$ 443	\$ 6,292

**Mike Hoagland**

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**From:** Douglas W. Van Essen [dwv@silvervanessen.com]  
**Sent:** Tuesday, June 08, 2010 12:59 PM  
**To:** Linn Smith  
**Cc:** Amanda Roggenbuck; Tom Bardwell; Tom Kern; MHoagland@TuscolaCounty.org  
**Subject:** Airport Ordinance  
**Attachments:** June 8, 2010 Draft of Tuscola County Airport Zoning Ord..doc

Hi Linn:

The Tuscola Board is interested in adopting the Airport Ordinance you and I and the Committee have worked so hard to develop. The Board is limiting the AHA to the 10 mile zone, which you recommended. It also wanted to pick an administrator--whether the building code of the County or the local unit's zoning administrator if it adopts the ordinance in totality. I think you were going to have the approach plans with the bow tie within the AHA developed, and the other maps regenerated. I think you were then going to have MAC approve the maps.

Where does that stand?

Also, can you double check the Ordinance with the Board's intended modifications to see if there are any issues that we should know about. Otherwise, we are ready to adopt.

Thanks, Linn for all your support and assistance. --Doug

Douglas W. Van Essen  
Silver & Van Essen, P.C.  
300 Ottawa, N.W., Suite 620  
Grand Rapids, MI. 49503  
(616) 988-5600  
(616) 988-5606 (fax)  
dwv@silvervanessen.com

Web Page: [www.silvervanessen.com](http://www.silvervanessen.com)

THIS TRANSMISSION MAY CONTAIN CONFIDENTIAL AND/OR PRIVILEGED MATERIAL

6/8/2010

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# Bay City Energy, L.L.C.

P.O. Box 878  
Bay City, MI 48707  
Phone: 989-391-9714  
Fax: 989-391-9719

May 27, 2010

County of Tuscola  
440 N. State Street  
Caro, MI 48723

RE: Offer for Oil and Gas Lease  
Section(s) 34-13N-9E  
Tuscola County, Michigan

Dear Mineral Owner:

We are currently acquiring oil and gas leases in the referenced land and are interested in leasing your mineral interest for \$50.00 per acre with a five year term providing a 1/8th royalty with a five year option to extend at \$50.00 per acre. We are currently in the process of verifying title.

If this offer is acceptable to you, please return your response by phone, fax or in the enclosed stamped envelope. Upon receipt of your response, we will forward the necessary documents to you for your execution.

Thank you for your consideration. If you have any questions, please call me at 989-391-9714.

Sincerely,

Rebecca Avey

Please forward lease papers for Section(s) 34-13N-9E

Name: \_\_\_\_\_

Signed: \_\_\_\_\_

Telephone # \_\_\_\_\_

Date: \_\_\_\_\_

If you own additional acreage, please list below:

Section, Township and Range: \_\_\_\_\_

Acres Owned: \_\_\_\_\_



## Mike Hoagland

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**From:** Amanda Roggenbuck [roggen11@hotmail.com]

**Sent:** Wednesday, May 26, 2010 2:13 PM

**To:** Mike Hoagland

**Subject:** FW: Action Alert: Farm Bill Reauthorization

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**From:** ejohnston@naco.org

**To:** ejohnston@naco.org

**Date:** Mon, 24 May 2010 16:01:41 -0400

**Subject:** Action Alert: Farm Bill Reauthorization

**Attention NACo Rural Action Caucus Members:**

### **County Input Needed on Farm Bill Reauthorization**

The 2008 Farm Bill does not expire until 2012, but the debate has already begun and House Agriculture Committee Chairman, Collin Peterson (D-Minn.), is accepting comments through June 14 that will be an official part of the Committee's Farm Bill field hearing record. Chairman Peterson held a series of hearings in Washington, D.C. and across the country over the past two months because he believes programs may need changed and he wants plenty of time for a full airing of views. Secretary of Agriculture Tom Vilsack testified at the first Farm Bill hearing and expressed the Administration's commitment to focus on funding regional rural development initiatives in the next Farm Bill, a longstanding NACo priority. Since then, the field hearings have been almost entirely focused on farm safety net programs, which NACo supports, but other critical county priorities deserve attention as well. For instance, USDA Rural Development programs assist counties in maintaining and developing the infrastructure necessary for farmers to stay competitive and help counties develop home grown businesses that offer the good paying jobs necessary for any vibrant community.

NACo provided testimony regarding these county priorities in late March. However, the House Agriculture Committee needs to hear directly from county officials. The Farm Bill is a massive piece of legislation which authorizes a broad range of programs that are critical to rural counties. These programs include funding for rural water/wastewater infrastructure, community facilities, broadband expansion, housing, renewable energy, support for new farmers and business development initiatives.

**Action Needed:** Urge Members of the House Committee on Agriculture, through their online feedback form, to:

Support an enhanced commitment to USDA Rural Development programs in the next farm bill, especially key infrastructure and business development programs that support the agricultural sector and the retention and attraction of new businesses. USDA Rural Development's programs for water/wastewater infrastructure, community facilities, broadband and business development are key ingredients for county economic development efforts.

Support the Administration's proposed Rural Innovation Initiative or similar rural development strategies which focus on making USDA's investments more efficient and effective by rewarding strategic regional approaches to rural development that allow counties and their regional partners to focus on their local economic assets, priorities and goals.

Support enhanced funding for Renewable Energy development, especially programs that assist local governments in their efforts to develop renewable energy and increase energy efficiency.

Ensure that all farm programs recognize that youth play a vital role in sustaining American agriculture and rural communities. New programs and updates to old programs are needed so that it is possible for young and beginning farmers to

vive and thrive in the modern agricultural economy.

Comments should be submitted using the House Agriculture Committee's online feedback form at <http://agriculture.house.gov/inside/feedbackform.html> - Comments are due by June 14, 2010.

Erik C. Johnston  
Associate Legislative Director  
Agriculture and Rural Affairs Issues and Liaison to Rural Action Caucus  
National Association of Counties  
25 Massachusetts Avenue, NW Suite 500  
Washington, DC 20001  
Phone: 202.942.4230  
Fax: 202.942.4281  
[ejohnston@naco.org](mailto:ejohnston@naco.org)

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The New Busy is not the old busy. Search, chat and e-mail from your inbox. Get started.