

DRAFT – Agenda
Tuscola County Board of Commissioners
Finance Committee – Thursday, May 10, 2012 - 8:30 A.M.
HH Purdy Building –125 W. Lincoln, Caro, MI

Finance

Committee Leaders-Commissioner Peterson and Allen

Primary Finance Items

1. **Circuit/Family Court Budget Amendment (See A)**
2. **Review and Approval of Caro DDA/TIFA Agreement**
3. **Medical Examiner Body Transport (See B)**
4. **Computer Acceptable Use Policy Proposed Modifications (See C)**
5. **CompOne Workers Compensation Refund (See D)**
6. **Wind Energy Assessing and 2013 General Fund Revenue Update (See E)**
7. **State Budget Impacts on the County (See F)**
 - **State Revenue Sharing Reductions**
 - **Personal Property Tax Changes**

Secondary/On-Going Finance Items

1. Akron/Fairgrove Sewer System Property Ownership
2. Cold War Veterans
3. County Equalization Department Assessing Proposal for Akron Township
4. County Hiring Freeze – Reducing Cost Through Attrition
5. County Cash Flow Analysis
6. Tax Foreclosure Fund
7. Evaluate Consolidation of Central Service Functions
8. Explore Grant Opportunities that would be Beneficial to the County
9. Review Methods of Reducing Utility Costs
10. Soil Erosion

Personnel

Committee Leader-Commissioners Peterson and Allen

Primary Personnel Items

1. **Sheriff Department Position Vacancy (See G)**
2. **Resolution in Honor of Travis Mills**

Secondary/On-Going Personnel Items

1. Prepare Labor Negotiations Strategy
2. Health Insurance Cost Reduction Alternatives
3. County Hiring Freeze – Reducing Cost Through Attrition
4. Monitor the Status of Lawsuits Filed Against the County
5. Review County Compliance with Act 152 Requirements
6. New Hire Wage/Fringe Benefits
7. Schedule Employee Training Sessions Regarding Conduct in the Workplace, Minimum Insurance Claims, etc.

Correspondence/Other Business as Necessary

Public Comment Period

Closed Session – If Necessary

Other Business as Necessary

1. Jail Bed Addition Update
2. Purdy Building Security Review

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.

**Mike Hoagland**

From: Mike Hoagland [mhoagland@tuscolacounty.org]

Sent: Friday, May 04, 2012 3:09 PM

To: Fraczek Donna (dfraczek@tuscolacounty.org)

Cc: Clayette Zechmeister (Clayette Zechmeister)

Subject: SCAO Standardization Payments

Donna

We have reviewed your May 2, 2012 correspondence regarding the state commitment to pay the costs of visiting judges through the end of 2012. Your efforts to secure these funds is appreciated. This funding will help our overall financial situation. It is our understanding the State Court Administrators Office will be appointing both sitting and former judges until 2013.

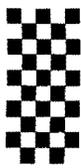
We believe the appropriate budgetary/accounting for these changes are as follows:

- On the revenue side of the budget leave the standardization payment account unchanged. It is our understanding that based on the May 2, 2012 memo that the actual amount of standardization payment received may be different than the budget depending upon the actual amount of visiting judge expenditures. From a budgeting standpoint we are covered by maintaining the standardization payment at the original amount. We will continue to provide detail regarding the breakdown of standardization payments.
- On the expenditure side of the budget transfer the full amount budgeted in the 703 account for judge's salary to the visiting judge line item in the Circuit Court budget. The net result of these changes is the total Circuit Court budget remains the same with an internal transfer of budgeted funds from one account to another.

If you have any questions give us a call.

Mike

Michael R. Hoagland
Tuscola County/Controller Administrator
125 W. Lincoln
Caro, MI. 48723
989-672-3700
mhoagland@tuscolacounty.org



*fyi -
Mike Hoagland*

Michigan Supreme Court

State Court Administrative Office

Region III

P.O. Box 750

Mt. Pleasant, MI 48804-0750

Phone (989) 772-5934

J. Bruce Kilmer
Regional Administrator

May 2, 2012

Honorable Kim David Glaspie
71B District Court
440 N. State St.
Caro, MI 48723

Ms. Donna Fraczek
71B District Court
440 N. State St.
Caro, MI 48723

Re: 54th Circuit Judge Vacancy

Dear Judge Glaspie and Ms. Fraczek,

It is our understanding that the governor will not be appointing a judge to fill the vacancy in the 54th Circuit Court. This means that until a new judge is elected and sworn in, the vacancy will last until January 1, 2013.

In order for the business of the court to be conducted during this time, the State Court Administrative Office will be assigning both sitting and former judges.

It is also our understanding that your 2012 budget for visiting judges has been spent. Therefore, the SCAO will begin making the quarterly standardization payments to the county of \$11,431.00 beginning in May of 2012. We will reevaluate the need for additional payments of \$11,431.00 in August and November of 2012. These payments are to be used only for the expenses of visiting judges during the period of the vacancy.

Date
Page 2

Please keep me informed of your need for judicial coverage and the amounts of money you are expending for visiting judges. If I can be of further help, do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Bruce Kilmer". The signature is fluid and cursive, with the first name "J." and last name "Kilmer" clearly visible.

J. Bruce Kilmer
Regional Administrator

Cc: Mr. Thomas Bardwell, County Board Chairman
Ms. Patricia Donovan, County Treasurer
Ms. Dawn Monk, Deputy State Court Administrator
Ms. Karen Ellis, Finance and Budget Director

**Mike Hoagland**

From: Kathy O'Dell [kodell@tchd.us]
Sent: Tuesday, May 01, 2012 2:09 PM
To: Mike Hoagland
Cc: gtenbusch@tchd.us
Subject: ME transport fees
Attachments: Fee Schedule - Medical Examiner.doc

Mike,

I am working with Dr. Virani and Dr. Bush to resolve this issue of transporting bodies for autopsy. Our office has a "fee schedule" for various Medical Examiner related items, however, to my knowledge there are no contracts with funeral homes for transportation fees. Most of the funeral homes are paid at our rates, but I have had a couple of places charge more for certain items. I did receive a copy of a contract that is used in Huron County by Dr. Bush and if you would like I can try to revise theirs to our rates, etc. Please let me know what you think. Dr. Virani hasn't responded to my email yet, so I don't know his opinion on this subject. I am attaching our fee schedule for your review. Thank you.

Kathy O'Dell
Administrative Services Coordinator
Medical Examiner Secretary
Tuscola County Health Department
1309 Cleaver Road, Suite B
Caro, MI 48723-9160
Telephone: (989) 673-8114, Ext. 119
Direct Dial: (989) 673-1857
Fax: (989) 673-7490

Visit us on the Web: www.tchd.us

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Kanu Virani M.D., Medical Examiner
Russell Bush, M.D., Deputy Medical Examiner
Tuscola County Medical Examiner
1309 Cleaver Road
Caro, MI 48723

Phone: (989) 673-1857

Fax: (989) 673-7490

FEE SCHEDULE

REMOVAL AT SCENE	\$75.00
BODY POUCH	\$20.00
SHELTERING REMAINS PER DAY	\$50.00
LOADING FEE TO TRANSPORT FOR AUTOPSY	\$50.00
MILEAGE REIMBURSEMENT	\$1.25/MILE

NOTE: Removal, Sheltering, and Body Pouch are only reimbursed if the funeral home submitting the bill to the county did not provide the funeral service.

CREMATION PERMIT	\$10.00
DISINTERMENT/REINTERMENT (Fee goes to Environmental Health)	\$10.00
AUTOPSY REPORT FEE (for Insurance Companies, Lawyers) No charge for family, police departments, hospitals, etc.	\$20.00



COMPUTER RESOURCES ACCEPTABLE USE POLICY
Adopted 7/13/04 – Amended 5/4/12

1. PURPOSE

- 1.1 To adopt and enforce a policy that addresses the acceptable use of computer resources (user ID's, passwords, access privileges, computers, servers, peripherals, hardware, applications, programs, software, data, files, information, internet, email, communications, Local Area Network, Wide Area Network) at Tuscola County.
- 1.2 To assure that Tuscola County computer resources are utilized for the business of government work as it relates to a user's job function.
- 1.3 To protect the users and the computer resources of Tuscola County from illegal or damaging actions by individuals, either knowingly or unknowingly. It is the responsibility of every computer user to know these guidelines, and to conduct their activities accordingly.

2. SCOPE

- 2.1 This policy applies to employees, contractors, consultants, temporaries, and other workers at Tuscola County, including all personnel affiliated with third parties. This policy applies to all equipment that is owned or leased by Tuscola County.

3. POLICY

- 3.1 It is the policy of the Tuscola County Information Systems (I.S.) Department to not actively monitor the content of a user's Personal Computer (PC). However, any computer resource within the scope of responsibility of the I.S. Department may be monitored and/or audited when it is deemed appropriate. Data created on any I.S. equipment or network is property of Tuscola County.
- 3.2 Use of computer resources is restricted to the user's job function within County government.
- 3.3 Users are not permitted to share their login ID's and/or passwords without authorization from the I.S. Department.
- 3.4 If a user suspects that an ID, password, or computer resource has been compromised or hacked, they must immediately notify the I.S. Department so that the appropriate action can be taken.
- 3.5 Users are not permitted to knowingly modify, delete, move, copy, or exchange any file/program/data/information that will harm or disrupt computer resources.
- 3.6 Users are not permitted to knowingly distribute viruses or exchange harmful programs/files.
- 3.7 The I.S. Department maintains the right to block access to any internet resource deemed inappropriate. Internet resources will be monitored and controlled.
- 3.8 Utilizing internet resources to access pornographic material, web surf, shop, game, play, streaming media, micro-blogging, gamble, chat, file share, peer-to-peer network (P2P), virtual private network (VPN), connect to non-County email systems, instant message, or any other inappropriate use is not permitted without authorization from the I.S. Department.
- 3.9 Users are not permitted to purchase, install, or dispose of any networking device, computer software/hardware, or peripheral equipment without authorization from the I.S. Department.
- 3.10 Users are not permitted to use their own personal software/hardware without authorization from the I.S. Department.
- 3.11 Any users initiating banking transfers on behalf of Tuscola County, must do so from I.S. approved device. This machine will be limited to only banking activity. Only authorized personnel will be given access to banking devices.
- 3.12 Users are not permitted to open, modify, delete, move, copy, or exchange any file/program/data/information that are not related to their job function within County government.
- 3.13 Users are not permitted to exchange, divulge, or grant access of any file/program/data/information with unknown sources or sources that have no direct working relationship with the function of County government.
- 3.14 Users are not permitted to use computer resources to create, exchange, or display any harassing, offensive, pornographic, or other inappropriate material. This includes sending unsolicited bulk email, spam, and chain letters via email.
- 3.15 Users are not permitted to utilize computer resources for illegal purposes that are in violation of any federal, state, or local law.
- 3.16 Users are not permitted to utilize computer resources to violate any Tuscola County policy.
- 3.17 Violations of the rights of any person or company protected by copyright, trade secret, patent or intellectual property, or similar laws or regulations, including, but not limited to, the installation or distribution of "pirated" or other software products that are not appropriately licensed for use by Tuscola County.
- 3.18 Circumventing user authentication or security of any host, network, or account is strictly prohibited.
- 3.19 Use of non-county email services, such as AOL or Yahoo on Tuscola County's network is prohibited unless authorized by I.S... Any email conducted with the use of the @tuscolacounty.org domain, shall remain professional in manner and never for personal purposes. All email should be treated as public record.

**Mike Hoagland**

From: Kelly Ridenour [kridenour@compone.net]
Sent: Wednesday, May 02, 2012 8:36 AM
To: mhoagland@tuscolacounty.org
Cc: Ryan Churella
Subject: County of Tuscola -- Loss Fund Account

Good morning,

Your loss-fund checking account was established with CompOne Administrators based on past averages of monthly claim check issuance. As your account has had no activity since August of 2011, you are in a position for a partial refund of your checking account.

The account was established with a contribution of \$20,000.00. As claim payments have dramatically decreased, an appropriate account contribution at this time would be \$5,000.00.

Please advise the contact and appropriate address we may mail the refund of \$15,000.00.

Thank you very much for your cooperation. Wishing you a great day.

Kelly Ridenour

Operations Supervisor
CompOne Administrators
kridenour@compone.net
P: 517/913-1713
F: 248/675-4630

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Thank you!

5/2/2012



General Fund - County

Commercial Wind Generator - Estimate of Potential Revenue -- ALL Projects

Total Revenue to County GF over 15 years

Total Cost Each Generator	
# of Generators	
Total Cost, All Generators	

enter cost

enter #

Gilford Wind	ITC Transmission	Consumer's Wind
\$3,200,000	Total 510 million c 20% in Tuscola County	\$3,200,000
50		80
\$160,000,000	102,000,000	\$256,000,000

Gilford	ITC	Consumer's
\$80,000,000	50,000,000	\$128,000,000
\$313,128	\$195,705	\$501,005

County GF op Millage	3.9141
Estimated Revenue in Year	2013

2014
2015
2016
2017
2018
2019
2020
2021
2022
2023
2024
2025
2026
2027



Total, 15 Years

Gilford Wind	ITC Transmission	Consumer's Wind	Total GF Revenue for Year	
\$250,502			\$250,502	2013
\$234,846	\$187,877		\$422,723	2014
\$219,190	\$182,006	\$400,804	\$801,999	2015
\$187,877	\$176,135	\$375,754	\$739,765	2016
\$156,564	\$168,306	\$350,703	\$675,574	2017
\$125,251	\$160,478	\$300,603	\$586,332	2018
\$93,938	\$152,650	\$250,502	\$497,091	2019
\$93,938	\$144,822	\$200,402	\$439,162	2020
\$93,938	\$136,994	\$150,301	\$381,233	2021
\$93,938	\$131,122	\$150,301	\$375,362	2022
\$93,938	\$125,251	\$150,301	\$369,491	2023
\$93,938	\$119,380	\$150,301	\$363,620	2024
\$93,938	\$113,509	\$150,301	\$357,749	2025
\$93,938	\$107,638	\$150,301	\$351,878	2026
\$93,938	\$101,767	\$150,301	\$346,006	2027
\$2,019,676	\$2,007,933	\$2,930,878	\$6,958,487	Total

OLD PPT Multiplier		*NEW* PPT Multiplier	
0.80			
0.75	0.96		
0.70	0.93	0.80	
0.60	0.90	0.75	
0.50	0.86	0.70	
0.40	0.82	0.60	
0.30	0.78	0.50	
0.30	0.74	0.40	
0.30	0.70	0.30	
0.30	0.67	0.30	
0.30	0.64	0.30	
0.30	0.61	0.30	
0.30	0.58	0.30	
0.30	0.55	0.30	
0.30	0.52	0.30	
		0.30	
		0.30	

F

From : Meghan Swain <Mswain@malph.org>
Subject : [MHO] Legislature Approves Big Changes To Revenue Sharing
Date : 04/27/2012 3:36 pm
To : 'Ben Bodkin' <bodkin@micounties.org>; mho@malph.org <mho@malph.org>; board@malph.org <board@malph.org>;

Attachments:

image002.wrmz (68.3 KB) oledata.mso (56.5 KB) plain.txt (131.0 bytes) Download all as zipfile

With lightning speed, the Legislature passed legislation Thursday that would immediately alter what local governments have to do to receive one-third of their discretionary revenue sharing funding.

Under HB 5189, unanimously passed in the Senate and 96-9 in the House, cities, villages, townships and counties would receive the last third of their revenue sharing money for the current 2011-12 fiscal year as long as they complied with state law limiting how much they spend on health insurance for their employees.

The revenue sharing budget for the current year sets up three standards for local governments to meet to receive all of their revenue sharing. One requires fiscal transparency. Another mandates attempts to consolidate service delivery with other jurisdictions. The last one ordered local governments to cover no more than 80 percent of the cost of their employees' health insurance premiums and take steps to reduce the cost of employee compensation, notably on pensions.

Rep. Earl Poleski was involved in relaxing the revenue sharing requirements.

Under the bill on its way to Governor Rick Snyder, local governments could instead satisfy the third requirement by complying with 2011 PA 152 (HB 4442), which requires local governments to limit how much they spend on employee health benefits by either covering no more than 80 percent of the cost or no more than \$5,500 per employee for single coverage, \$11,000 per employee for individual and spouse coverage, and \$15,000 per employee for family coverage. The other way a local government could comply with the third requirement is the provision in PA 152 that allows a local government to opt out of the requirement with a two-thirds vote of its council or board.

The language mirrors what exists in the Senate-passed budget for the 2012-13 fiscal year. But by putting into the current year budget, it will take effect immediately and prevent many local governments from missing a big chunk of money.

"We had many members who weren't going to qualify," said Summer Minnick, director of state affairs for the Michigan Municipal League. "This was definitely a solution to a problem, and we're very, very happy that they inserted this other option."

The bill came suddenly, without warning and with little explanation until after it had passed. Its original purpose was to provide emergency home heating relief, a bill that became unnecessary and had been sitting in the Senate Appropriations Committee since January.

But then the Senate discharged the bill to the floor Thursday, adopted an S-3 substitute making the revenue sharing changes and passed it. The House followed suit a couple hours later.

The reason for the quick action is that local governments faced a deadline of Tuesday to certify compliance with the more onerous requirement for the last third of their revenue sharing, said Rep. Earl Poleski (R-Jackson), who as chair of the House Appropriations General Government Subcommittee heads up revenue sharing issues.

Besides the bill easing the requirement, it also pushes the due date back to June 1. Additionally, the bill moves the due date to comply with the consolidation requirement to March 1, 2012, instead of January 1, 2012. Some communities had not made the January 1 deadline.

Overall, local governments said the provisions of the Economic Vitality Incentive Program, the new name for discretionary revenue sharing, when it came to the third category, were problematic on the pension side because of difficulties in switching from defined benefit to defined contribution plans. And while PA 152 allows local governments to opt out of the cost limit on health insurance for employees, there is no such opt out in EVIP.

"I think that was a valid argument," Mr. Poleski said. "We did give them a little more wiggle room here."

The pension requirements had included moving new hires to defined contribution plans, limiting pension multiplier levels and dropping overtime compensation when computing average salary for pension purposes. Technically, a local government under HB 5189 could still qualify for the last third of its revenue sharing by taking those actions instead of following the health insurance restrictions. Practically speaking, none are likely to follow that route.

Mr. Poleski said lawmakers wanted to keep the language "in front of the local units so that they still focus on them." But he also said it appears legislation will be needed to move toward the reforms the EVIP requirement was designed to achieve.

"It's becoming clear that it's not very easy to do that in a boilerplate process in an appropriations bill," he said.

Kurt Weiss, spokesperson for the Department of Technology, Management and Budget, said the Snyder administration is still reviewing the language approved by the Legislature.

Meghan Swain,

Executive Director

Michigan Association for Local Public Health

PO BOX 13276

Lansing, MI 48901

Phone: 517/485-0660

Fax: 517/485-6412

mswain@malph.org



Tuscola County Sheriff's Office

420 Court Street • Caro, MI 48723

Lee Teschendorf, Sheriff
Glen Skrent, Undersheriff

Phone (989) 673-8161
Fax (989) 673-8164

May 8, 2012

Tuscola County Board of Commissioners
Mr. Michael Hoagland, County Controller

I have received a letter of resignation from Deputy Sheriff Brandon Sparks, a copy is attached, who has obtained employment closer to his home. His last day of employment with the sheriff's office will be May 29, 2012.

I am requesting authorization to fill his position sometime within the 90 days of his departure that is allowed for in the current contract with the deputies union. The bargaining unit has already waived this time limit for the vacancy created with the assignment of Deputy Ryan Herford to the road commission and allowed us to fill it with part-time until the return of the deputy assigned to the Thumb Narcotics Unit on October 1, 2012.

If this most recent vacancy is not filled it will make it very difficult to provide 24/7 patrol coverage. Since it is a replacement there should be adequate funding in the wage and benefit line items to stay within the budget for fiscal year 2012.

Sincerely,

Leland Teschendorf, Sheriff

April 23rd 2012

To: Sheriff Teschendorf

This letter is to notify you that I will officially be resigning from the Tuscola County Sheriff's Office effective May 30th 2012. I would like to thank you for the opportunity and experience you have provided. I plan on working the remainder of my shifts through May 29th 2012. I apologize for any inconvenience this may cause to the department but hope that you understand.

Sincerely



Brandon Sparks

RECEIVED
APR 23 2012
BY: *Teschendorf*