

**DRAFT – Agenda**  
**Tuscola County Board of Commissioners**  
**Committee of the Whole – Monday, September 8, 2014 - 7:30 A.M.**  
**HH Purdy Building - 125 W. Lincoln, Caro, MI**

**Finance**  
Committee Leaders-Commissioners Trisch and Kirkpatrick

**Primary Finance**

1. **Proposed Denmark Township Water Project**
2. **Road Commission Liaison and Potential Meeting Time Conflicts**
3. **Zimco Contracts and IT Director**
4. **GIS Implementation by Expanding Finances from Beneficiaries**
5. **DHS Child Care Fund Budget**
6. **Register of Deeds Document Recording Legislative Changes**
7. **Police Service Contracts Accelerated MERS Funding**
8. **County Planning Commission Annual Report (See A)**

**On-Going Finance**

1. 2015 Budget Development
2. Cunningham Legislative Correction Needed
3. Abused, Neglected and Delinquent Children Financial Information
4. On-Line Services and IT Accomplishments
5. Continued Service Consolidation with Sanilac County for Animal Control
6. Shane Group V. BCBSM Settlement
7. Update Regarding Potential Acquisition of State Property
8. SCMCCI Indirect Costs/Lease
9. Next Steps County Solid Waste Management Plan Update
10. NG911 Multi-County Equipment Purchase
11. New Lease for State Police Building
12. Shared Equalization Director Huron/Tuscola 4-Year Extension
13. HDC Request to use Foreclosure Funds
14. Oil Shale Mining Assessing/Taxation – MAC Involvement
15. Register of Deeds Recording of Wind Project Land Transactions
16. Jail Law Suit
17. Wolverine Update
18. Indigent Dental Program

**Personnel**  
Committee Leader-Commissioners Kirkpatrick and Trisch

**Primary Personnel**

**On-Going Personnel**

1. Draft Court and Non-Union Personnel Policies – Labor Attorney Conducting Review – New HR to Review
2. Union Negotiations
3. Advertise to Fill Vacancy on County Parks and Recreation Commission

**Building and Grounds**  
Committee Leader-Commissioners Allen and Bierlein

**Primary Building and Grounds**

On-Going Building and Grounds

1. Cass River Greenway
2. Dead Ash Trees Roadway Problems
3. Review of Multi-County Approach to Recycling and Need for a Plan
4. Implementation of Mosquito Abatement Facility Upgrades

**Other Business as Necessary**

1. Huron/Sanilac/Tuscola Region 6 Prosperity Meeting – Huron County Building 9/11/14 3:00 P.M.

**Public Comment Period**



## Tuscola County Planning Commission

125 W. Lincoln St.  
Caro, MI 48723

email - [tcplanning@tuscolacounty.org](mailto:tcplanning@tuscolacounty.org)

989.672.3700  
Fax: 989.672.4011

September 4, 2014

Tuscola County Board of Commissioners  
207 E. Grant St.,  
Caro, Michigan 48723

Mr. Bardwell:

In compliance with Sections 125 of PA 33, The Michigan Planning Enabling Act of 2008, please find enclosed our annual report covering the operations, status of planning activities, and recommendations related to planning and development of the Tuscola County Planning Commission from September 1, 2014 through August 31, 2015 including:

- **Accomplishments** for September 1, 2013 through August 31, 2014.
- **Work Plan** for September 1, 2014 through August 31, 2015.
- **Budget Proposal** for 2015.

We are pleased to note that our contacts with local jurisdictions are bearing fruit in our interactions with them as well as overall requests for information and support.

We appreciate your support, and the opportunity to work with your representative to our body, Christine Trisch.

It needs to be noted that the members you have appointed to our Commission have a great respect for each other. Their individual offerings to our efforts, and the variety and wealth of experience they bring to our team effort provide us with new opportunities to serve our county. We look forward to many new accomplishments in the coming years.

Thank you for your consideration of the above enclosures, your trust and support.

Ione K. Vyse, Chairperson

Encl: 3 (as emboldened above)

*Ione Vyse, Chairperson ~ Zygmunt Dworzecki, Vice Chairperson ~ Aaron Gyurko, Secretary  
Raymundo Cortez ~ Cynthia Kapa ~ Lonnie Kester ~ Louis Smallwood ~ Christine Trisch, Board Representative*

**TUSCOLA COUNTY PLANNING COMMISSION ACCOMPLISHMENTS**  
**September 1, 2012 through August 31, 2013**

**COMPOSITION OF MEMBERS:**

The Tuscola County Planning Commission consists of seven community members, one county commissioner representative.

Members: Ione Vyse (Chairperson), Zygmunt Dworzecki (Vice Chairperson), Aaron Gyurko (Secretary), Raymundo Cortez Lonnie Kester, Cindy Kapa, Louis Smallwood, and County Commission Representative: Christine Trisch.

**DUTIES:**

Raymundo Cortz	Master Plan Committee, Chair - GIS Committee
Zygmunt Dworzecki	Vice Chairperson, Chair - Master Plan Committee, Chair - Law Review Committee
Aaron Gyurko	Secretary, PA 116 Committee, Budget Committee
Cynthia Kapa,	Coordinator, PA 116 Committee, Parks and Rec Liaison
Lonnie Kester	Chair - PA 116 Committee
Louis Smallwood	PA 116 Committee, Zoning Ordinance Committee, Budget Committee
Ione K. Vyse	Chairperson, Chair - Zoning Ordinance Committee, Budget Committee

**ACCOMPLISHMENTS:**

1. Nearly every municipality has had a personal visit from one of our members during the last 18 months.
2. Two members have completed the Citizen Planner course from Michigan State University via the Internet, while two more are enrolled.
3. Commission members personally contacted or responded to requests from several local jurisdictions, organizations, agencies and persons within and outside of the county to:
  - provide general information, guidance
  - acquire needed information
  - encourage more partnering and foster stronger relationships with local governments
  - provide a “friendly face” and contact information for the Commission
  - provide awareness of possible training opportunities and determine needs
  - inform regarding East Michigan Council of Governments (EMCOG) and other resources to assist with and save on costs of local master plan development
  - acquire up-to-date local Master Plan and Zoning documents, take questions and to receive local input.

4. Due to financial constraints:

- continued to have limited office secretarial support.
- one member prints out the vouchers, picks up the mail, and scans documents for proper dispersal prior to the meetings, while another creates the many letters required.

5. Contributed information to Tuscola County Planning Commission county web site with Meeting Calendar, Minutes of meetings, updated material on the website, etc..

6. Reviewed and made recommendations on many P.A. 116 requests and other local jurisdiction Planning considerations and Zoning Ordinances, as follows:

Month	PA116's	Master Plans	Zoning Ordinance	Rezoning Amend	Contacts C/M*	Info Mailings	Support Letters
9/13	2						
10/13	4						
11/13	3				M-4		
12/13	1			1	M-2	NL-34	
1/14	1	1					
2/14	1		1		M-2		1
3/14	3		4	4	C-22, M-2		1
4/14	2				M-3		
5/14	1	1		3	M-1		
6/14	2	1	1	1		NL-34	1
7/14	4	4		1	M-1		
8/14	2				C-1, M-5		
Totals	26	7	6	10	C-23, M-20	68	3

\*C-Citizen M- Municipality NL – News letter

7. Continued our semi-annual Newsletter with information for county municipalities. Feedback indicates that our material was timely and received with enthusiasm and appreciation. Topics this year were: Freedom of Information Request and Planning and Zoning for the Future.

8. Continued to reorganize Commission files for ease of access, reduction in space required, and compliance with State File Retention requirements.
9. Developed report on Commission accomplishments for 2013-2014, and budget suggestions report for 2015.
10. Provided regular opportunities for citizens and local representatives for their input to the Commission.
11. Continued to provide a Planning and Land Use Library utilizing existing books, manuals, newsletters, and other pertinent information concerning land use planning that can be helpful to local units of government and interested land use planners.
12. Produced an Historic Resources addition to the county website. This includes listings of county cemeteries, museums, libraries, newspapers and their archives, special artifacts, and registered historical sites along with a map of their locations.
13. Created an internal Annual Events Calendar to help with planning for each year.
14. Provided road maps for each township for inclusion on the county website.
15. Member Ray Cortez is working with the Equalization Department to facilitate the implementation of the GIS program, acting as liaison between the county and municipalities.

## **Tuscola County Planning Commission**

### **Proposed Work Plan for 2014-2015**

1. Review and make recommendations regarding official requests from Tuscola County citizens and government jurisdictions, i.e. P.A. 116, Master Plans, Zoning, letters of recommendation, etc.
2. Continue publication of the Newsletter for County officials and jurisdictions.
3. Provide relevant education and training-for-fee opportunities for citizens as deemed necessary.
4. Maintain the Planning and Land Use Library.
5. Maintain Planning Commission documents and other valuable information.
6. Facilitate the strategic committees that will function under the authority of the Planning Commission. These being PA116, Master Plan, Zoning Ordinance, GIS.
7. Develop a yearly work plan for the Planning Commission for presentation to the Board of Commissioners.
8. Encourage and provide for continuing education for each commission member.
9. Collaborate and work with local, county, State, and Federal Departments, agencies, organizations, etc. to enhance the purposes of effective planning and zoning efforts.
10. Maintain, update and enhance the Commission:
  - a. Web pages,
  - b. General Development Plan revisions, and
  - c. Bylaws and Policy and Procedures as necessary.
11. Continue contacts with local government Boards and/or Planning and Zoning Commissions for dissemination and receiving of information.
12. Invite county Departments, Commissions to discuss their future plans for incorporation into the Tuscola County Master Development Plan and assistance in their accomplishment where possible.
13. Continue to address needs and resources regarding alternative energy resources.
14. Provide opportunity for community expression regarding Tuscola county planning and zoning.

**TUSCOLA COUNTY PLANNING COMMISSION**  
 Actual Budget Expenses January 1, 2014 through July31, 2014  
 Proposed Budget January 1, 2015 through December 31, 2015

**EXPENSES:**

**Department 400 PLANNING COMMISSION**

	2014 amended	Year-to-date Actual	2014 Projected yr. end	2015 Requested
400-707-000 SALARIES-PER DIEM*	3,300.00	1,050.00	2,625.00	3,000.00
400-715-000 F.I.C.A.	38.00	19.89	38.00	38.00
400-718-000 RETIREMENT	12.00	3.63	12.00	12.00
400-727-000 SUPPLIES, PRINTING, POSTAGE	400.00	15.54	200.00	150.00
400-727-200 WORKSHOP EXPENSES*	500.00	0.00	0.00	500.00
400-861-000 TRAVEL	1450.00	868.82	1187.00	1150.00
400-957-000 EMPLOYEE TRAINING	11500.00	349.00	700.00	650.00
<b>Expenses Total</b>	<b>7200.00</b>	<b>2007.87</b>	<b>4762.00</b>	<b>5500.00</b>

Explanatory Notes:

\*1. Per Diem calculated on 12(months) x 9(7members, 1 commissioner, 1 secretarial) x \$25. Also included pay for one public hearing, if needed.

\*2. Income is not added to account as such funds will be made available for payment of workshop expenses when needed ( per Controller)