

**DRAFT – Agenda**  
**Tuscola County Board of Commissioners**  
**Committee of the Whole – Monday, September 28, 2015 – 7:30 A.M.**  
**HH Purdy Building - 125 W. Lincoln, Caro, MI**

**Finance**

Committee Leaders-Commissioners Kirkpatrick and Bierlein

**Primary Finance**

1. **Mobile Medical Response Building Construction and Building Codes (Bill Putnam)**
2. **2016 Clean Sweep Grant Contract**
3. **Health Department Organization Chart Recommended Changes (See A)**
4. **Medical Care Facility Millage Transfer Request (See B)**
5. **Approval to Sign AIA Contract for Mosquito Abatement Building (See C)**

**On-Going Finance**

1. Road Commission Legacy Cost (Schedule)
2. Tuscola County Community Foundation and Next Steps
3. MAC 7<sup>th</sup> District Meeting in Tuscola County
4. MSU-e/4-H Millage Ballot Language – Approval Needed
5. 2016 Budget Development
6. Revisions to Foster Care Contracts (Karen Southgate)

**Personnel**

Committee Leader-Commissioner Trisch

**Primary Personnel**

1. **Sheriff Department Vacancy – Road Patrol**
2. **Approval of Wage Band and Job Description for Veteran's Affairs Assistant**

**On-Going Personnel**

1. DOL Proposes Rule Changes to Exempt Employees

**Building and Grounds**

Committee Leader-Commissioner Allen

**Primary Building and Grounds**

1. **Vanderbilt Parking Ordinance Development**
2. **Vanderbilt Park Grant Compliance Report**
3. **Vanderbilt Park Grant Application**
4. **County Storage Needs – Use of Technology**
5. **Developing a Plan/Grant Funding for Energy Efficient to County Buildings – USDA**

**On-Going Building and Grounds**

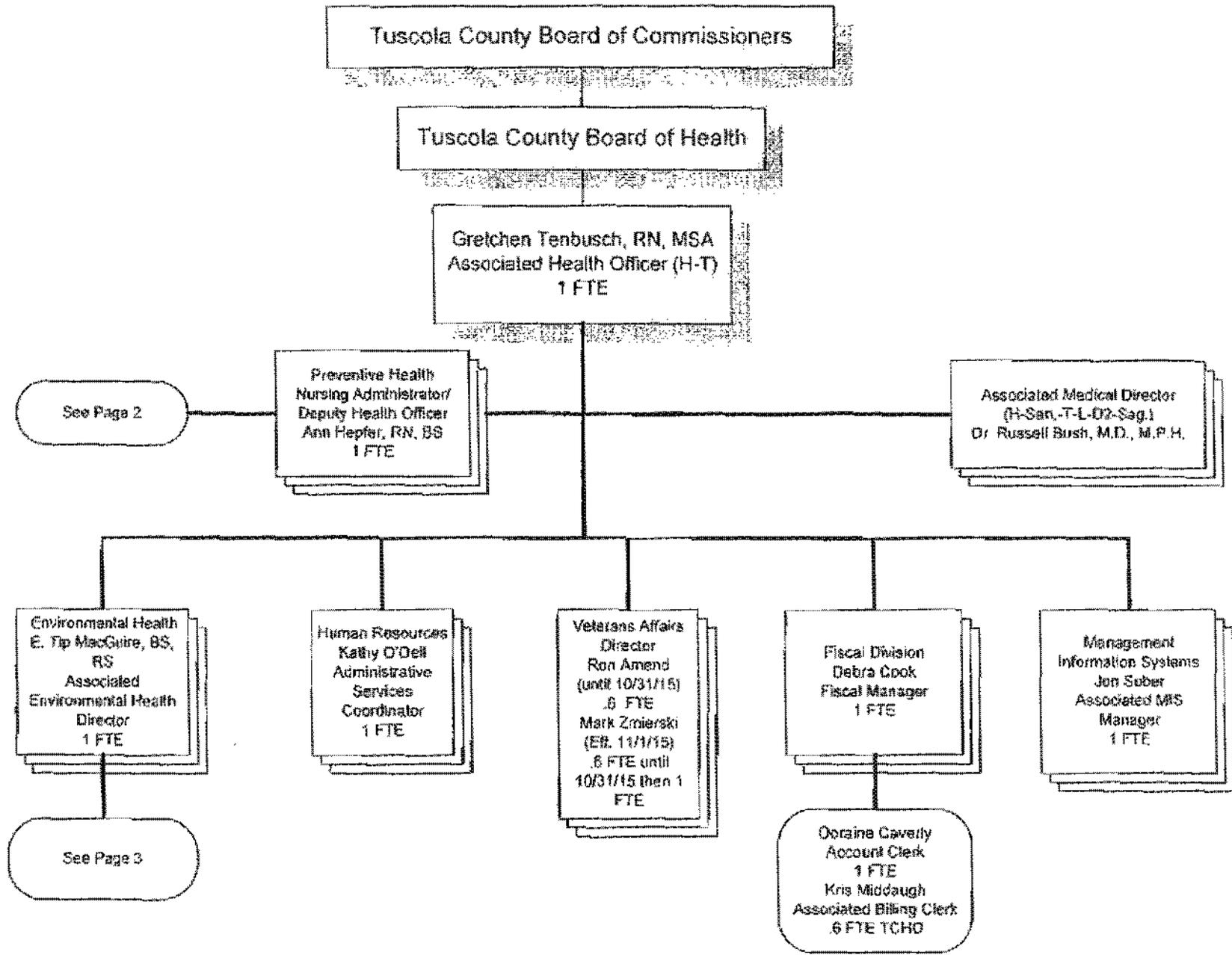
1. Phragmites Grant Application Update
2. County Land Farmland Lease Agreement – Bidding
3. Vanderbilt Park Road Grading
4. Fixed Assets Inventory Update

**Other Business as Necessary**

1. Frankenmuth Fish Ladder (See D)

**Public Comment Period**

# TUSCOLA COUNTY HEALTH DEPARTMENT



Revised 9/18/15

**Tuscola County Health Department**  
**Board of Commissioners Monthly Report for September 2015**  
Prepared by: Gretchen Tenbusch, RN, MSA, Health Officer

Visit our website at [www.tchd.us](http://www.tchd.us)

**Outcomes for the Month:**

- We will conclude fiscal year 2014-2015 at the end of this month and submit the budget to the Michigan Department of Health and Human Services for fiscal year 2015-2016.

**Issues under consideration by the Local Health Department:**

- With the failure of the Road Tax, there is talk that the Governor will pull the funds from the General Fund which could result in cuts to the Health Department's appropriation.
- MDARD may send in auditors to verify our fees are reasonable.
- There is discussion of a "Point of sold" bill which would require the Health Department to inspect the well and septic system of a home once it is sold and determine if a new system or repairs to the old system are needed. MALPH and MALEHA are objecting stating at that point, new homeowners may not have the funds to complete the needed changes and are no longer able to include the cost under their home loan.
- The Health Department is planning a functional scale drill on 5/19/16 and will involve staff and several other community partners.

**Issues to be brought to Board of Commissioners:**

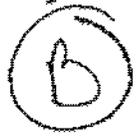
- A motion is needed to approve the revised Tuscola County Health Department Organizational Chart effective 9/18/15 documenting the change in Deputy Health Officer functions from Dr. Russell Bush, MD, MPH to Ann Hepfer, RN, BS. Since Dr. Bush is only scheduled to work at the Health Department one day per month, it will be rather difficult for him to conduct Deputy Director duties should the need ever arise. The Deputy Director acts in the stead of the Health Officer in the event she is not available. In the past the Nursing Director has served as the Deputy Health Officer since most of the things to which a Deputy Health Officer would respond, is Health related in nature.
- Motion is needed to approve the job description and the wage band for the Veteran's Affairs Assistant. It is anticipated that this position will be filled in March of 2016.

# Tuscola County Medical Care Community

Your Care Partner in Skilled Nursing and Rehabilitation Therapy

1285 CLEAVER ROAD • CARO, MICHIGAN 48723  
PHONE (989) 673-4117 • FAX (989) 673-6665

Rowd 9.22.15  
ef



Executive Management

Margot Roedel, RN, NHA – Chief Executive Officer  
Brenda Kretzschmer, RN – Chief Nursing Officer  
Maggie Root, CHC – Chief Financial Officer  
Arshad Aqil, M.D. – Certified Medical Director



Tuscola County Department of Human Services  
County Medical Care Facility Board of Directors  
Douglas Hall - Chairman  
Kelly Whittaker - Co-Chair  
Michael Bearden - Member

September 18, 2015

Mr. Mike Hoagland, Controller  
Tuscola County Board of Commissioners  
125 W. Lincoln Street  
Caro, MI 48723

RE: Funds Transfer Request

Dear Mr. Hoagland:

This letter is to request the following transfers of funds:

- 1. From: Millage Fund #298-000-001-000, \$24,515.00  
To: General Fund Account #291  
For: Expense related to the Facility as follows:  
Serenus Johnson Construction, Inv#15311  
Maintenance Garage Roof Install.

The total amount of this request is \$24,515.00. Thank you for your assistance.

Sincerely,

Margot D. Roedel  
Chief Executive Officer

Cc: Pat Donovan, Tuscola County Treasurer

**SERENUS JOHNSON CONSTRUCTION**  
**5178 KASEMEYER ROAD**  
**P.O. BOX 800**  
**BAY CITY, MI 48707-0800**

Invoice ID: 15311  
 Invoice Date: 09-03-2015  
 Draw ID: 1  
 Customer ID: TUSCOLACOU  
 Job Number: 15-135

To: Tuscola County Medical Faci  
 Attn: Margot D. Roedel  
 1285 Cleaver Road  
 Caro, MI 48723-9241

Job Location: TCMCF - Garage Roof

**DATE DUE: 10-03-2015**

<u>Item</u>	<u>Description</u>	<u>Amount</u>
1	Remove the existing shingle roof on the maintenance garage and install a new 24 ga. Atas metal roof.	24,515.00



**RECEIVED SEP 09 2015**

#00353 120 mos. 11995 / 10214  
 76702 Dep. / Accum. Depr  
 416752 be Amount Billed \$24,515.00  
 10112  
 DHS BLD 5/26/15  
 MOE  
 Amount Due \$24,515.00

Check Date:	09/18/15	Check Number:	48819	Amount:	\$24,515.00
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THIS CHECK HAS A COLORED BACKGROUND AND CONTAINS MULTIPLE SECURITY FEATURES - SEE BACK FOR DETAILS

TUSCOLA COUNTY  
 MEDICAL CARE FACILITY  
 1285 CLEAVER ROAD  
 CARO, MI 48723

CHEMICAL BANK  
 THUMB AREA  
 CARO, MI 48723

74-1001/724

48819

Twenty-Four-Thousand-Five-Hundred-Fifteen and 00/100 dollars

DATE

AMOUNT

09/18/15

\$24,515.00

Serenus Johnson Construction  
 5178 Kasemeyer Road  
 P O Box 800  
 Bay City MI 48707-0800

PAY  
 TO THE  
 ORDER  
 OF

*Margaret D. Roedel*  
*Margaret D. Roedel*



**COPY**

⑈048819⑈ ⑆072410013⑆ 5215400176⑈



**From:** mhoagland@tuscolacounty.org  
**Sent:** Monday, August 24, 2015 2:08 PM  
**To:** Keith Kosick; Kim Green; Mike Miller (Mike Miller)  
**Subject:** FW: Building  
**Attachments:** Scanned from a Xerox Multifunction Device.pdf

**From:** Clayton J. Johnson [mailto:CLAJOH@BraunKendrick.com]  
**Sent:** Monday, August 24, 2015 2:01 PM  
**To:** 'MHoagland@TuscolaCounty.org' <MHoagland@TuscolaCounty.org>  
**Subject:** FW: Building

Hi Mike,

I have reviewed the attached AIA contract regarding the Mosquito Abatement project. The terms are generally reasonable and fair.

As long as the price set forth in section 4.1, the addendum items listed in section 4.2, and the documents incorporated by reference within sections 9.1.3 through 9.1.6 are all correct, then I don't have any concerns with the contract as presented.

Thank you for the opportunity to review this. Please feel free to let me know if you would like to discuss any aspects of this in further detail.

Best regards,

Clay



**BRAUN KENDRICK**

CLAYTON J. JOHNSON  
Attorney  
Tel: 989.399.0506  
Fax: 989.799.4666  
Email: [clajoh@braunkendrick.com](mailto:clajoh@braunkendrick.com)

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**From:** [mhoagland@tuscolacounty.org](mailto:mhoagland@tuscolacounty.org) [<mailto:mhoagland@tuscolacounty.org>]  
**Sent:** Friday, August 21, 2015 9:59 AM  
**To:** Clayton J. Johnson  
**Subject:** FW: Building

Clayton

We are doing a building project at Mosquito Abatement. Do you want to review this contract. It is a standardized AIA contract that I am sure has been previously by other lawyers.

Mike

**From:** Keith Kosik [<mailto:keith@tssfinc.com>]  
**Sent:** Friday, August 21, 2015 9:30 AM  
**To:** Kim Green <[kgreen@tuscolacounty.org](mailto:kgreen@tuscolacounty.org)>; Mike Hoagland ([mhoagland@tuscolacounty.org](mailto:mhoagland@tuscolacounty.org)) <[mhoagland@tuscolacounty.org](mailto:mhoagland@tuscolacounty.org)>  
**Subject:** RE: Building

Hi Kim and Mike

I have attached the contract for review and comment. It is a draft copy of the standard AIA Owner Contractor Agreement which we have used on other Tuscola County projects. Kim, Mike and I were talking on the phone about this when your email popped up. Do not be frustrated , it is not a critical item.

Keith

**From:** Kim Green [<mailto:kgreen@tuscolacounty.org>]  
**Sent:** Friday, August 21, 2015 9:06 AM  
**To:** Keith Kosik <[keith@tssfinc.com](mailto:keith@tssfinc.com)>  
**Subject:** FW: Building

Help!

*Kimberly Green, Director*  
Tuscola County Mosquito Abatement  
1500 Press Drive  
Caro, Michigan 48723  
(989)672-3748  
(989)672-3724 Fax  
[kgreen@tuscolacounty.org](mailto:kgreen@tuscolacounty.org)  
[www.tuscolacounty.org](http://www.tuscolacounty.org)

**From:** [mhoagland@tuscolacounty.org](mailto:mhoagland@tuscolacounty.org) [<mailto:mhoagland@tuscolacounty.org>]  
**Sent:** Thursday, August 20, 2015 4:08 PM  
**To:** 'Kim Green' <[kgreen@tuscolacounty.org](mailto:kgreen@tuscolacounty.org)>  
**Subject:** RE: Building

Kim.....hum this is a new one on me.....maybe we need to conference Keith tomorrow.....Mike

**From:** Kim Green [<mailto:kgreen@tuscolacounty.org>]  
**Sent:** Thursday, August 20, 2015 11:16 AM

To: [MHOAGLAND@TUSCOLACOUNTY.ORG](mailto:MHOAGLAND@TUSCOLACOUNTY.ORG)

Subject: Building

Hello Mike,

Keith Kosik from TSSF Architects is inquiring about the contract for the new building. He wanted to know if the County Attorney had any changes?

I was not made aware of any.

Thanks,

*Kimberly Green, Director*

Tuscola County Mosquito Abatement

1500 Press Drive

Caro, Michigan 48723

(989)672-3748

(989)672-3724 Fax

[kgreen@tuscolacounty.org](mailto:kgreen@tuscolacounty.org)

[www.tuscolacounty.org](http://www.tuscolacounty.org)

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