

**TUSCOLA COUNTY BOARD OF COMMISSIONERS**  
**MEETING AGENDA**  
**TUESDAY, JULY 13, 2010 – 8:00 A.M.**  
**ANNEX BOARD ROOM**

207 E. Grant Street  
Caro, MI 48723-1660

Phone: 989-672-3700  
Fax : 989-672-4011

8:00 A.M. Call to Order – Chairperson Bardwell  
Prayer – Commissioner Peterson  
Pledge of Allegiance – Commissioner Roggenbuck  
Roll Call – Clerk White  
Adoption of Agenda  
Action on Previous Meeting Minutes (See Correspondence #1)  
Brief Public Comment Period  
Consent Agenda Resolution (See Correspondence #2)  
New Business  
    -Draft Airport Zoning Ordinance – Ione Vyse  
    -Appointments to Thumb Area Workforce Investment Development  
    Board (See Correspondence #3)  
    -Requested Drain Action (See Correspondence #4)  
Old Business  
Correspondence/Resolutions

**COMMITTEE AND LIAISON REPORTS**

**Committee of the Whole – FINANCE FOCUS** (See Correspondence # 5)  
Commissioner Peterson/Commissioner Bardwell

Other Business/On-Going Matters  
Next Meeting Date Wednesday, July 14, 2010 – 3:00 P.M.

**Committee of the Whole – PERSONNEL FOCUS** (See Correspondence # 5)  
Commissioner Peterson/Commissioner Roggenbuck

Other Business/On-Going Matters  
Next Meeting Date Wednesday, July 14, 2010 – 3:00 P.M.

**Committee of the Whole – BUILDING AND GROUNDS FOCUS** (See  
Commissioner Kern/Commissioner Petzold Correspondence # 5)

Other Business/On-Going Matters  
Next Meeting Date Wednesday, July 14, 2010 – 3:00 P.M.

**COMMISSIONER LIAISON COMMITTEE REPORTS**

BARDWELL

Caro DDA  
Brownfield Redevelopment Authority  
Economic Development Corporation  
Tuscola 2011  
MAC Economic Development/Taxation  
MAC 7<sup>TH</sup> District  
Local Unit of Government Activity Report  
Michigan Association of Counties – Board of Directors  
NACo

KERN

Thumb Area Consortium  
Human Development Commission  
Health Board  
Senior Services Advisory  
Local Unit of Government Activity Report  
Community Corrections Advisory Board  
Behavioral Health Board  
DHS/Medical Care Facility Liaison

PETERSON

Enterprise Facilitation  
Human Development Commission  
MEMS  
Michigan Association of Counties – Aging Work Group  
Michigan Association of Counties – Environmental  
LEPC  
NACo  
Local Unit of Government Activity Report  
Parks & Recreation  
Dispatch Authority Board  
County Planning Commission

PETZOLD

Recycling Advisory  
Resource Conservation and Development District  
Mid-Michigan Mosquito Control Technical Advisory Committee  
Thumb Area Consortium  
Multi-County Solid Waste  
TRIAD  
Local Unit of Government Activity Report  
Road Commission  
Health Board

ROGGENBUCK

Board of Public Works

Local Unit of Government Activity Report

Human Services Coordinating Council

MAC Judiciary & Public Safety Committee

Great Start Collaborative – Tuscola County

Parks & Recreation

NACo Agricultural Committee

NACo Rural Action Caucus

MAC Agriculture & Tourism

Closed Session (If Necessary)

Other Business as Necessary

Extended Public Comment

Adjournment

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.

## **CORRESPONDENCE**

- #1 June 22, 2010 Full Board Minutes
- #2 Consent Agenda Resolution
- #3 Thumb Area Workforce Investment Development Board
- #4 Sebewaing River Inter-county Drain Resolution
- #5 June 24, 2010 Committee of the Whole Minutes
- #6 June 16, 2010 Human Development Commission Minutes
- #7 June 10, 2010 Road Commission Minutes

**DRAFT****Tuscola County Board of Commissioners**

**June 22, 2010 Minutes  
Millington Township Hall**

Vice-chairman Gerald Peterson called the meeting of the Board of Commissioners of the County of Tuscola, Michigan, held at the Millington Township Hall in the Village of Millington, Michigan, on the 22nd day of June, 2010 to order at 6:00 o'clock p.m. local time.

Prayer by Commissioner Peterson  
Pledge by Commissioner Peterson

**COMMISSIONERS PRESENT:**

District #1 Amanda Roggenbuck, District #3 Tom Kern, District #4 Roy Petzold,  
District #5 Gerald Peterson

**COMMISSIONERS ABSENT:**

District #2 Thomas Bardwell

10-M-122

Motion by Petzold seconded by Roggenbuck to adopt the agenda as amended. Motion carried.

10-M-123

Motion by Roggenbuck seconded by Kern to approve the minutes of the 6/8/10 regular meeting. Motion carried.

Brief Public Comment - none

10-M-124

It was moved by Roggenbuck and supported by Petzold that the following Consent Agenda resolution be adopted:

**CONSENT AGENDA**

<b>Agenda Reference:</b>	A
<b>Entity Proposing:</b>	COMMITTEE OF THE WHOLE 6/10/10
<b>Description of Matter:</b>	Move that authorization be given to place notices in the Tuscola County Advertiser and on the County web site requesting Grant

Writer services according to the specifications reviewed and approved at the June 10, 2010 Committee of the Whole meeting.

- Agenda Reference:** B
- Entity Proposing:** COMMITTEE OF THE WHOLE 6/10/10
- Description of Matter:** Move that because of the difficult County financial situation, Human Services Coordinating Council dues for all County departments be discontinued and written notification of this action be sent to these departments and the Human Services Coordinating Council.
- Agenda Reference:** C
- Entity Proposing:** COMMITTEE OF THE WHOLE 6/10/10
- Description of Matter:** Move that the Cooperative Reimbursement Program contract for the Prosecutor's Office be authorized to be signed and submitted to the state to enable County reimbursement through this program.
- Agenda Reference:** D
- Entity Proposing:** COMMITTEE OF THE WHOLE 6/10/10
- Description of Matter:** Move that the County Clerk be authorized to enter into an agreement with VitalChek to provide a fast and convenient method to order certified government vital records on-line (costs for this service are paid by the users. There is no new cost to the County to provide this service).
- Agenda Reference:** E
- Entity Proposing:** COMMITTEE OF THE WHOLE 6/10/10
- Description of Matter:** Move that staff be authorized to obtain multi-year proposals from MGT to conduct both the County-Wide Cost Allocation Plan and recovery of administrative costs services related to the child care fund.

**IT IS FURTHER RESOLVED** that any motion, resolution, or other act of Tuscola inconsistent with this Resolution is hereby rescinded, modified, replaced or superseded by this Resolution.

YEAS: all

NAYS: none

ABSTENTIONS: none

RESOLUTION ADOPTED.

10-M-125

Motion by Kern seconded by Petzold to approve the Health Department Personnel Policy changes (proposed policy changes included in the 6/22/10 Board of Commissioners packet) per the recommendation of the Health Officer and Board of Health. Motion carried.

10-M-126

Motion by Roggenbuck seconded by Kern to authorize sending a letter to all local units of government in Tuscola County to make inquiry if they are interested in a tire collection program to reduce mosquito breeding grounds (as detailed in the 6/22/10 Board of Commissioners' packet including changes to #2 and #11) . Motion carried.

10-M-127

Motion by Roggenbuck seconded by Kern to authorize HH Purdy Properties and Northwood Commercial Contractors to submit detailed RFPs initially due 7/9/10 now due 7/22/10 for the space allocation and they should be prepared to present to the full board at their 7/22 meeting. Roll call: Roggenbuck, yes; Peterson, yes; Petzold, yes; Kern, yes. Motion carried.

10-M-128

Motion by Kern seconded by Petzold that a resolution of support be forwarded to all appropriate parties regarding H.B. 4848 to allow road commissions the option to transfer an additional 20% of Michigan Transportation Funds from the Primary Road Account to the Local Road Account (this change will help in the funding of township road funding and correct a deficit in Road Commission in the Local Road Account). Motion carried.

10-M-129

Motion by Roggenbuck seconded by Kern to authorize all appropriate parties to work with and assist the two parties authorized to submit space allocation RFPs. Motion carried.

10-M-130

Motion by Kern seconded by Petzold that per the letter from the Pumpkin Festival Committee, authorization is given to use the Courthouse Lawn during the festival events from October 6, 2010 to October 10, 2010. Also, the Building and Grounds Director is directed to contact the requesting party to explain that the request has been approved. Motion carried.

## 10-M-131

Motion by Kern seconded by Roggenbuck that in order to capitalize on the availability of new technology for the Pitney Bowes postage machine, approve a new five-year lease agreement with Pitney Bowes and authorize all necessary signatures at the same rate as was being paid with the last agreement. Motion carried.

## 10-M-132

Motion by Roggenbuck seconded by Kern to amend the 2010 Adult Probation Budget by \$2,750 to fund a \$550 per month lease rate increase that takes effect August 1, 2010. Motion carried.

## 10-M-133

Motion by Petzold seconded by Kern to accept and place on file the resignation of Mark Burda, Mosquito Abatement Assistant Foreman effective June 18, 2010. Motion carried.

## 10-M-134

Motion by Petzold seconded by Kern to approve temporary promotion of Patrick Webster from the position of Mosquito Abatement Technician to Assistant Foreman effective June 21, 2010 until the completion of the employment selection process. Motion carried

## 10-M-135

Motion by Petzold seconded by Kern to approve the posting and refilling of the Mosquito Abatement Assistant Foreman position. Motion carried.

## 10-M-136

Motion by Kern seconded by Roggenbuck to approve the Thumb Area Regional Community Corrections Grant Plan and Application for fiscal year 2011, as part of the multi-year contract for Lapeer and Tuscola Counties. Motion carried.

Extended public comment – Anna Clinesmith had a question regarding the road commission and funding for roads

Meeting adjourned at 7:56 p.m., until 8 a.m., July 13, 2010

Margie A. White  
Tuscola County Clerk



**'DRAFT'**

**COUNTY OF TUSCOLA**

**STATE OF MICHIGAN**

**RESOLUTION TO ADOPT CONSENT AGENDA**

At a regular meeting of the Board of Commissioners of the County of Tuscola, Michigan, held at the County Annex Building in the Village of Caro, Michigan, on the 13<sup>th</sup> day of July, 2010 at 8 o'clock a.m. local time.

COMMISSIONERS PRESENT:

\_\_\_\_\_

COMMISSIONERS ABSENT:

\_\_\_\_\_

It was moved by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_ that the following Consent Agenda Resolution be adopted:

**CONSENT AGENDA**

- Agenda Reference:** A
- Entity Proposing:** COMMITTEE OF THE WHOLE 6/24/10
- Description of Matter:** Move that the Behavioral Health Systems 2009 audit as presented by the Director be received and placed on file.
- Agenda Reference:** B
- Entity Proposing:** COMMITTEE OF THE WHOLE 6/24/10

**Description of Matter:** Move that per the June 18, 2010 letter of request from the Circuit-Family Court Administrator that authorization be given to lease two new copy machines from Galaxy Office Machines with the understanding that no increase in budget appropriation is required and that the contract includes a statement explaining it is the responsibility of Galaxy Office Machines to delete information from the machines' hard drives at the end of the lease period to protect the confidentiality of county records.

**Agenda Reference:** C

**Entity Proposing:** COMMITTEE OF THE WHOLE 6/24/10

**Description of Matter:** Move to approve the changes to the Motorola Contract for re-banding to the MPSCS.

**Agenda Reference:** D

**Entity Proposing:** COMMITTEE OF THE WHOLE 6/24/10

**Description of Matter:** Move that per the request of the Dispatch Director, authorization is given to purchase an additional security camera at the Central Dispatch Operation. (Inquiry will be made of the Michigan Municipal Risk Management Authority to determine if grant funding may be available for this estimated \$499 expense).

**Agenda Reference:** E

**Entity Proposing:** COMMITTEE OF THE WHOLE 6/24/10

**Description of Matter:** Move that in order to determine methods of funding the re-establishment of courthouse security (estimated annualized cost of \$136,000 - six months of 2010 is \$68,000), a letter be sent to all county departments asking how much their respective budgets could be reduced and reallocated to fund security.

**IT IS FURTHER RESOLVED** that any motion, resolution, or other act of Tuscola inconsistent with this Resolution is hereby rescinded, modified, replaced or superseded by this Resolution.

YEAS:

NAYS:

CONSENT AGENDA.....7/13/10.....Page 3

ABSTENTIONS:

RESOLUTION ADOPTED.

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Thomas Bardwell, Chairperson  
Tuscola County Board of Commissioners

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Margie White  
Tuscola County Clerk

June 28, 2010

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

SUBJECT: Thumb Area Workforce Investment Development Board

Dear Tuscola County Commissioners:

Under the Workforce Investment Act (WIA) it is the responsibility of each County Board of Commissioners to appoint at/or reappoint members to the regional Workforce Investment Development Board (WIDB). In Tuscola County, one (1) current member is seeking reappointment. This member has been endorsed by the respective sector they represent (i.e. Private Industry) and have expressed a desire to continue to serve on the Board. Outlined below is information on the individual seeking reappointment.

MEMBER SEEKING REAPPOINTMENT

Amy Farnum  
Independent Bank (Thumb Area)  
2593 S. Van Dyke  
Marlette, MI 48453

Additionally, in Tuscola County there are two (2) existing vacancies in private industry for which there are three (3) nominees designated by local Chambers Commerce/Business Organizations. Outlined below is information on the individuals seeking appointment.

NOMINEES FOR VACANCIES (2) IN PRIVATE INDUSTRY

Rick Zimmer  
Owner  
Zimmer & Associates  
9839 Saginaw St.  
Reese, MI 48757  
Nominated By: Caro  
Chamber of Commerce

John Tilt  
Manager  
Vita-Plus  
6506 Main St.  
Gagetown, MI 48735  
Nominated By: Tuscola  
County EDC

Mark Ransford  
Owner  
Ransford Funeral Home  
205 W. Sherman St.  
Caro, MI 48723  
Nominated By: Caro  
Chamber of Commerce

Please be advised that the candidates listed above constitute all nominees on file for the Private Industry vacancies during the May 17, 2010 – June 25, 2010 nomination period.

**Administrative Office**

3270 Wilson Street  
Marlette, MI 48453  
Phone: (989) 635-3561  
Fax: (989) 635-2230

**Service Centers**

614 N. Port Crescent  
Bad Axe, MI 48413  
Phone: (989) 269-2311  
Fax: (989) 269-6021

550 Lake Drive  
P.O. Box 600  
Lapeer, MI 48446-0600  
Phone: (810) 664-1680  
Fax: (810) 664-6740

575 W. Sanilac  
P.O. Box 147  
Sandusky, MI 48471-0147  
Phone: (810) 648-5800  
Fax: (810) 648-5804

1184 Cleaver  
Caro, MI 48723  
Phone: (989) 673-8103  
Fax: (989) 673-5040

Action on these appointments/reappointment is requested prior to July 30, 2010. This will allow for timely processing all Workforce Investment Development Board appointment information to the Michigan Department of Energy, Labor & Economic Growth.

Thank you in advance for your assistance in this matter. Please notify me as soon as possible of your actions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Marvin N. Pichla', written in a cursive style.

Marvin N. Pichla  
Executive Director

MNP/dls

Cc: Tom Kern  
Roy Petzold

STATE OF MICHIGAN  
TUSCOLA COUNTY

RESOLUTION

At a regular meeting of the Board of Commissioners for Tuscola County, Michigan, held at the County Annex Building in the City of Caro, Michigan, on July 13, 2010, at \_\_\_:00 a.m.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

**WHEREAS**, the County recognizes that it is necessary for the public health, safety and welfare to maintain and improve the Sebewaing River Intercounty Drain pursuant to the Michigan Drain Code of 1956, as amended (MCL 280.1, *et seq.*), and that improvement of the Drain is required at this time to protect against flooding;

**WHEREAS**, the County recognizes that the Sebewaing River Intercounty Drain is an established intercounty drain pursuant to the provisions of the Michigan Drain Code, located in Tuscola County and Huron County;

**WHEREAS**, the County has been advised by the members of the Sebewaing River Intercounty Drain Drainage Board that a flood control project to restore a portion of the flood control dikes on the Drain has been funded by the United States Congress and is expected to be performed by the U.S. Army Corps of Engineers within the next two years;

**WHEREAS**, the County has been advised that, in order to perform the project, the U.S. Army Corps of Engineers has required the Drainage Board to provide it with access using right of ways granted to the Sebewaing River Intercounty Drain Drainage District;

**WHEREAS**, the County has been advised by the Drainage Board that Section 429 of the Michigan Drain Code (MCL 280.429) provides an intercounty drainage district with authority to grant unto the United States of America the right to use all rights of way acquired by the drainage district for construction and maintenance of a drain for the United States in connection with a flood control project undertaken by the U.S. Army Corps of Engineers, but that such authority is subject to the consent and approval of this Board;

**NOW, THEREFORE BE IT RESOLVED THAT**, pursuant to Section 429 of the Michigan Drain Code (MCL 280.429), the Board hereby consents to and approves the grant to the United States of America of the right to use all the rights of way acquired by the Sebewaing River Intercounty Drain Drainage District for the construction and maintenance of the Sebewaing River Intercounty Drain in connection with the currently proposed flood control project undertaken by the U.S. Army Corps of Engineers.

ADOPTED: YEAS: \_\_\_\_\_

NAYS: \_\_\_\_\_

The Resolution was declared and adopted.

Board of County Commissioners

\_\_\_\_\_  
Thomas Bardwell, Chairperson

\_\_\_\_\_  
Margie A. White, Clerk

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**DRAFT**  
**Tuscola County Board of Commissioners**  
**Committee of the Whole Minutes**  
**Thursday, June 24, 2010 – 8:00 A.M.**  
**Annex Board Room (207 E. Grant Caro, Mi.)**

Commissioners present: Roggenbuck, Bardwell, Peterson. Also present: Mike Hoagland, Margie White, Mike Miller, Bob Klenk, Mary Drier, Mark Ransford, Damian Wasik, Sharon Beals, Judy Adams, Steven Lark, Clayette Zechmeister, Mark Reene, Donna Fraczek, Kate Neese, Dan Grimshaw, Carrie Krampits

### **Finance**

**Behavioral Health Audit Presentation** – Sharon Beals presented the Authority's financial statements (see consent agenda to receive and place on file)

**Prosecutor's Update** – regarding courthouse security

**Circuit/Family Court Copy Machine Proposal** – (see consent agenda resolution add sentence, "There is sufficient funding in the 2010 budgets to cover the lease for both Circuit/Family and Probate courts)

**Grant Writer Services – Next Steps** – MAC grantwriter Flo McCormack was consulted and she offered some guidelines to assist in selecting a grantwriter

**Policy Development-Confidential Information on Copiers and Fax Machines** – to be developed and presented at a subsequent meeting

**Tire Recycling-Mosquito Abatement Proposal** – (see consent agenda resolution)

#### **911/Dispatch Update**

- **Telephone Surcharge Lawsuit** – expected \$2.09 amount reinstated 10/1/10
- **Updating on Rebanding** – 42 month of a 13 month project; Sprint/Nextel is arguing costs associated
- **Contract Change for Moving to the MPSCS with Motorla** – as part of rebanding; SOW needs the board chairman's signature (see consent agenda resolution)
- **Request to Add Another Camera for Rear of Dispatch Building** – single, fixed camera at \$499; MMRMA and Sheriff will be consulted (see consent agenda resolution)
- **CAD to CAD Fund Released – 25% Match** – nothing changed regarding aesthetics at Central Dispatch. Match amount may be decreased due to director's attendance at Homeland Security meetings counting as an in-kind match

#### **Jail Prisoner Overcrowding Alternatives**

- **House Arrest Services Re-Contacted – Tether Program** – coordinated with appropriate county officials
- **Evaluation of Housing More Prisoners in Tuscola Jail**
- **Jail Diversion Program** – Sheriff will contact Sharon Beals

**Binding Arbitration Update** – SB 1072 - adding 911 dispatchers to the list of groups eligible for guaranteed binding arbitration

#### **Secondary/On-Going Finance Items**

1. Treasurer Bank Statement Reconciliation



2. Northstar Bank Court Related Payment Methods
3. LEIN Fees Paid
4. Emergency Services
5. Scheduling of Allied Information Systems Request for Presentation – aerial photography utilized to learn under assessed properties
6. Juror Card Presentation – Scheduled for July 15, 2010

## Personnel

### 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

### Airport Zoning Update

- **Comments Received from Tuscola Airport Authority** – in response to Tuscola Township's resolution. Ordinance needs further review prior to scheduling a public hearing

**Niland Building** – efforts to extricate the county from the lease are not going well

**Adult Probation Lease Increase** – 30-day notification of proposed increase required. A letter will be sent to the owner agreeing with the increase but request any further increases be prefaced with 30 days notice. A meeting will be arranged.

**Office Space Planning** – Mark Ransford thanked the board for entertaining a partnership with a private entity. He and Damian Wasik are seeking clarification on the scope of the project

**Courthouse Security** – it's back – the equivalent of 2.7 FTE positions annualized. A letter will be sent to department heads requesting budget cuts to offset this unforeseen expense

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

1. Farmers' Market Update
2. Vanderbilt Park

## Correspondence/Other Business as Necessary

1. Great Lakes Restoration Initiative Grant Application
2. Energy Grant Update
3. Other County Resolutions

**Public Comment Period** – Judy Adams expressed her desire to see courthouse security continued. She pointed out the cost of the labor attorney being paid while discussion occurred.

**Closed Session** – Motion by Roggenbuck seconded by Peterson to go into closed session under Section 8 (c) of the Open Meetings Act. Roll call: Roggenbuck, yes; Peterson, yes; Bardwell, yes. Motion carried.

Motion by Bardwell seconded by Peterson to come out of closed session

Meeting adjourned at 11:47 a.m.

Margie A. White  
Tuscola County Clerk

HUMAN DEVELOPMENT COMMISSION  
Board of Directors Meeting  
June 16, 2010  
3 p.m.

#6

- PRESENT: Della Hammond, Chris Taylor, Jerry Peterson, Bob Sugden, Tom Kern, John Merriman, Bob Wood, George Loomis, Jamie Daws, Norton Schramm, Carl Holmes, Steve Vaughan, Ron Wruble, Al Long, Elmer Bussema, Beth Hunter, Lisa Pridnia, Gary Roy, Linda Jarvis
- ABSENT: Judge Kim Glaspie (excused), Bill Butler (excused), Leo Dorr (excused), Grace Temple
- STAFF: Lori Offenbecher, Brian Neuville, Maryanne Eagle, Becky Hassler, Lisa Meyer, Michelle Cubitt, Diann McConnell, Lori Ertman

Chairperson Hammond convened the meeting at 3 p.m. Roll was called and a quorum established. The Pledge of Allegiance and introduction of staff followed.

Motion by John Merriman, seconded by George Loomis, to accept the May 7, 2010 Board of Director minutes as mailed. Motion carried.

TIME FOR PUBLIC - There were no comments from the public.

CHAIRPERSON'S REPORT

The Board Pass-Around Folder was distributed and contained; 1) Huron Daily Tribune featuring many articles on poverty and Dr. Donna Beegle's Poverty 101 session held in Bad Axe, 2) Huron Daily Tribune edition featuring a front-page article on a ramp project completed in partnership with HISD, Region VII and HDC, as well as an article on the Bad Axe Senior Center, 3) the National Community Action Partnership's Promise Magazine, 4) notification from DTE that the agency will receive over \$1,200 in incentives for light bulb replacement, lighting sensors, etc., 5) HHS notice regarding fraud and mismanagement in Head Start Programs, 6) donation of \$160 for ACC from St. Elizabeth Parish in Reese, 7) customer thank-you, 8) monitoring reports for the agency's FY 2007 and 2008 Weatherization, MPSC and LIHEAP Programs, and 9) article and picture from the Tuscola County Advertiser regarding the Tuscola County Board of Commissioners' honoring of Rick Kloor, Wendy Falls and the two police officers involved in the agency's April 14 incident for their bravery.

Chairperson Hammond highlighted the May 7 Annual Luncheon and Program in which 71 guests and 50 staff were in attendance. She advised that Representatives Daley and Espinoza were unable to attend; however, Representative Brown attended as well as staff from the offices of Levin, Stabenow, Kildee and Miller. The keynote speaker for the day was Vic Verchereau, Marketing Division Vice President of Farm Bureau Insurance.

She also informed the Board that due to circumstances beyond the agency's control, strategic planning for the agency would be delayed until late fall.

Chairperson Hammond scheduled an Executive/Finance Committee meeting for Monday, July 19 at 1 p.m. to review agency attorney bids.

She also noted that the Executive Committee had completed the Executive Director's 90-day evaluation which reflected satisfaction with her performance.

Motion by Tom Kern, seconded by Beth Hunter, to accept the Chairperson's Report as presented. Motion carried.

### FINANCE REPORT

Mr. Neuville highlighted the May, 2010 Finance Report which reflected monthly expenditures in the amount of \$1,279,139 and an annual budget of \$16.5 million.

Motion by Norton Schramm, seconded by Tom Kern, to accept the May, 2010 Finance Report as presented. Motion carried.

### PLANNING/EVALUATION COMMITTEE

Mr. Peterson presented proposals which the agency wished to submit for funding.

Motion by Jerry Peterson, seconded by Norton Schramm, to accept the proposals to be submitted for funding as recommended by the Committee. Motion carried.

Motion by Jerry Peterson, seconded by Norton Schramm, that the agency submit a proposal to the U.S. Department of Health and Human Services/ Administration for Children and Families, in the amount of \$915,376, for the continuation of funding for the Fiscal Year 2010-2011 Early Head Start Expansion Program. Motion carried.

Motion by Jerry Peterson, seconded by Beth Hunter, that the agency submit a proposal to the U.S. Department of Health and Human Services/Administration for Children and Families, in the amount of \$45,769, for the continuation of training and technical assistance funding within the Fiscal Year 2010-2011 Early Head Start Expansion Program. Motion carried.

In relation to proposal updates, Mr. Peterson advised that; 1) the agency's proposal for Spoonfuls of Plenty was not selected for funding by the Tuscola County Community Foundation, 2) United Way of Tuscola County granted \$5,000 to support the Thumb Area Assault Crisis Center and \$2,500 to support the Foster Grandparent Program, and 3) Greater Huron County United Way granted \$2,000 to support the Foster Grandparent Program.

He also noted that the Michigan State Housing Development Authority will provide \$11,431 to the agency for administration of the Housing Case Management Program within the Thumb Area Continuum of Care region (Huron, Sanilac, and Tuscola Counties) through December 31, 2010.

Motion by Beth Hunter, seconded by Jamie Daws, that the MSHDA Huron, Sanilac and Tuscola County Housing Case Management Program grant terms and conditions be accepted and that the Board Chairperson and/or Executive Director be authorized to sign and/or submit grant-related documents on behalf of the Board of Directors. Motion carried.

In addition, MSHDA will provide \$6,044 for the administration of the Housing Case Management Program within the Lapeer County Continuum of Care service area through December 31, 2010.

Motion by Jamie Daws, seconded by Beth Hunter, that the Lapeer County MSHDA Housing Case Management Program grant terms and conditions be accepted and that the Board

Chairperson and/or Executive Director be authorized to sign and/or submit grant-related documents on behalf of the Board of Directors. Motion carried.

Committee members reviewed the agency's FY 2007/08 and FY 2008/09 Monitoring Reports for the Weatherization, Michigan Public Service Commission and Low-Income Home Energy Assistance Programs which reflected no findings.

Motion by John Merriman, seconded by Bob Wood, to accept the Planning/Evaluation Committee report as presented. Motion carried.

#### FINANCE/AUDIT COMMITTEE

Mr. Sugden advised that the Committee had met on May 19 and June 16 at which time credit card charges were reviewed and approved.

In addition, the Committee had reviewed financial reports for the Homeless programs, Huron, Sanilac and Tuscola County Adult Day Services Programs, and the Wear-A-Bouts Resale Store in Sandusky.

Based on the fact that the Sandusky Resale Store has been operating in a deficit, a decision was made to close the store effective July 30, 2010. The space currently occupied by the store will be utilized for the new partnership which is being developed with ThumbWorks.

Members were also updated on the status of the agency's 2008/09 audit and took action to establish a bid process for the agency's Fiscal Year 2009/10 audit.

Mr. Neuville advised that the bid packets for an agency attorney had been disseminated. The bid deadline was set for July 9 and an Executive/Finance Committee will be scheduled to review the submissions.

Motion by Bob Wood, seconded by Elmer Bussema, to accept the Finance/Audit Committee report as presented. Motion carried.

#### CASS RIVER ENTERPRISES, INC. BOARD OF DIRECTORS

Chairperson Hammond advised that the Board had met on May 19 and took action to dissolve Croswell Development, Inc.

Motion by Jamie Daws, seconded by Ron Wruble, to dissolve Croswell Development, Inc. Motion carried.

#### SENIOR SERVICES ADVISORY COUNCIL

Mr. Kern advised that the Council met on May 16 and the minutes were highlighted. Motion by Jerry Peterson, seconded by Bob Sugden, to accept the Senior Services Advisory Council minutes as presented. Motion carried.

#### FOSTER GRANDPARENT ADVISORY COUNCIL

Mr. Schramm stated that the Council met on May 25 at which time discussion centered on the need for additional Council members. It was also noted that 45<sup>th</sup> anniversary of the Foster Grandparent Program would be recognized at the National Conference on Volunteering to be held in New York the later part of June.

Motion by Chris Taylor, seconded by Tom Kern, to accept the Foster Grandparent Advisory Council minutes as presented. Motion carried.

#### COMMUNITY SERVICES ADVISORY COUNCIL

Mr. Sugden advised that the Council met on May 12 and highlighted the minutes. Members were advised that the agency was sponsoring a three-day event (July 15-17) in which Dr. Donna Beegle would be providing a Customer Service Training, Navigator Training, and an Opportunity Conference in which it is anticipated that 300 individuals will participate.

Motion by Beth Hunter, seconded by Jamie Daws, to accept the Community Services Advisory Council minutes as presented. Motion carried.

#### EARLY HEAD START POLICY COUNCIL

Ms. Meyer highlighted the June 10 minutes of the Council noting that members had approved the submission of the Expansion Continuation application.

It was also noted that the EHS Program was scheduled for a triennial review and that the Council had recommended Cindy McDonnell to serve on the HDC Board of Directors.

Motion by Norton Schramm, seconded by Jamie Daws, to refer Ms. McDonnell's membership request to the Bylaws/Membership Committee. Motion carried.

Motion by Norton Schramm, seconded by George Loomis, to accept the Early Head Start Policy Council minutes as presented. Motion carried.

#### CARO TRANSIT AUTHORITY

Mr. Taylor advised that the Authority had met on May 26, at which time the Fiscal Year 2010 MDOT federal operating grant, in the amount of \$67,146, was accepted by the Authority, as well as the audit for FY 2009.

Motion by Jerry Peterson, seconded by Jamie Daws, to receive the Caro Transit Authority Report as presented. Motion carried.

#### AGENCY REPORT

Ms. Offenbecher advised that she had attended a special MCAA Director's Council meeting on June 7 to discuss the Weatherization ARRA Program. Based on the state's difficulty in meeting production goals, the state's allocation of \$243 million may be in jeopardy if 30% overall state production is not met by August 1. It was noted that HDC would attain 42% of its production by August 1.

She informed members that, with CSBG ARRA funding, the agency was initiating a new program called "Spoonfuls of Plenty". The intent of this program is to provide a mass feeding site for low-income individuals in the City of Caro. The project is scheduled to be operational within the next 30 days with continued service after September 30, 2010.

Mr. Neville advised that the agency continues to conduct weekly conference calls on the South Saginaw II project and Tom Lapka, an attorney with expertise in this area of endeavor, had been retained and was preparing a draft pre-development agreement between the agency and Miller-Valentine. He also noted that HDC is no longer the lead service provider as another agency was successfully identified.

As noted at the May Board meeting, Ms. Offenbecher advised that to better serve customers and provide for service integration, there would be office moves between the Caro administrative building and the former CRE building (now referred to as the HDC Annex) during the month of June. The process began on June 1 and all moves will be completed by June 22.

Ms. Offenbecher stated that, as a result of a meeting with representatives from Independent Bank and Freddie Mac, the agency will receive funds to assist in foreclosure counseling efforts and they would also be providing all mortgage foreclosure and homeownership counseling material, which is a tremendous financial savings to HDC.

In relation to partnerships she advised that she had:

- Met with Marv Pichla, Director of ThumbWorks to continue exploration of a new partnership relating to Welfare to Work customers and attended the ThumbWorks board meeting at which time that Board approved the pilot partnership.

- Met with a representative from the Federal Housing Assistance Council for the provision of training and technical assistance.

- Met with Doug MacDowell, Area Director of USDA Rural Development, to become acquainted and explore new opportunities.

- Attended the Bad Axe Senior Center Open House on May 15

- Attended the Huron County Adult Day Services Appreciation Dinner at the Presbyterian Church in Bad Axe.

Ms. Offenbecher also noted that Lakeshore Legal Aid had been awarded a fellowship attorney to provide legal assistance to survivors of domestic violence and sexual assault in Huron and Sanilac Counties and that the agency would be providing office space in Sandusky for that attorney beginning September 1.

Mr. Merriman commended the agency's efforts in operating the Wear-A-Bouts Resale Store in Sandusky and expressed regret over its closure.

Motion by Chris Taylor, seconded by Tom Kern, to accept the Agency Report as presented.  
Motion carried.

OTHER

The Huron County Ramp Project, which was highlighted in the Board Pass-Around Folder, was discussed in further detail.

Mr. Vaughan thanked those members who attended the two Open Houses at the Bad Axe Senior Center and noted increased attendance at the site.

Meeting adjourned at 4:05 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Lori Ertman".

Lori Ertman  
Executive Director's Assistant



June 10, 2010

A regular meeting of the Board was held in their offices at 1733 S. Mertz Rd., Caro, Michigan on Thursday, June 10, 2010 at 8:00 A.M.

Present: Commissioners John Laurie, Gary Parsell, and Mike Zwerk, County Highway Engineer Michele Zaverucha, Superintendent/Manager Jay Tuckey, Director of Finance/Secretary-Clerk Michael Tuckey.

Motion by Parsell seconded by Zwerk that the minutes of the May 20, 2010 special meeting of the Board be approved. Zwerk, Parsell, Laurie --- Carried.

Motion by Zwerk seconded by Parsell that the minutes of the May 27, 2010 regular meeting of the Board be approved. Zwerk, Parsell, Laurie --- Carried.

Payroll in the amount of \$101,689.59 and bills in the amount of \$274,469.97 covered by vouchers #10-22 and #10-23 were presented and audited.

Motion by Zwerk seconded by Parsell that the payroll and bills be approved. Zwerk, Parsell, Laurie --- Carried.

Brief Public Comment Segment:

(1) Ellington Township Supervisor Duane Lockwood appeared before the Board to discuss roadwork in his township. The Ellington Township Board requests a variance of the Road Commission's policy for bidding roadwork. McGregory Road from M-81 to Dutcher was included with the list of local projects at the April 29, 2010 bid opening for Furnishing and Placing Crushed Limestone, of which a tabulation of the bid results were referred to the townships for approval. Mr. Lockwood stated that the Ellington Township Board has approved Brinkman Excavating to complete the project after receiving a bid directly at the township's last regular meeting. Management reported that Brinkman Excavating did not bid the project with the Road Commission's specifications; and in accordance with the Road Commission's policy, no other bids will be accepted after the bid opening date for the current construction season. After further discussion, the following motion was introduced:

Motion by Parsell seconded by Zwerk to deny the request from the Ellington Township Board for a variance of the Road Commission's policy for bidding roadwork. Zwerk, Parsell, Laurie --- Carried.

Mr. Lockwood discussed with the Board drainage problems on Cedar Run Road. Superintendent/Manager Jay Tuckey will review the location and report back to the Board. Mr. Lockwood also discussed with the Board drainage problems on Gilford Road. County Highway Engineer Zaverucha will review the location and report back to the Board.

Motion by Zwerk seconded by Parsell to request reimbursement from the Michigan Department of Transportation in the amount of \$10,000.00 for payments made during the period of July 1, 2009 through June 30, 2010 to a licensed professional engineer employed by the Tuscola County Road Commission in accordance with Section 12(2) of Act 51 as amended. Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk that the bids for Grader Blades (Item A) taken and accepted at the last regular meeting of the Board be awarded to St. Regis Culvert, Inc. for bid items A-#1 and A-#2. Zwerk, Parsell, Laurie --- Carried.

Motion by Zwerk seconded by Parsell that the bids for Grader Blades (Item B) taken and accepted at the last regular meeting of the Board be awarded to Michigan Cat for bid item B-#1 and to St. Regis Culvert, Inc. for bid item B-#2. Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk that Michael Tuckey be appointed as the Voting Delegate and that Dennis Sattelberg be appointed as the Alternate Delegate to the 2010 M.C.R.C.S.I.P. Annual Membership Meeting. Zwerk, Parsell, Laurie --- Carried.

Motion by Mike Zwerk seconded by Gary Parsell to authorize Chairman John Laurie and Vice Chairman Gary Parsell to sign the Michigan Department of Transportation Contract #10-4020 agreeing to amend Local Jobs Today Program Loan Contract #07-7476 for the hot mix asphalt resurfacing and all related work along Dodge Road from Shabbona Road to Elmwood Road by providing a waiver of the interest for a period of the loan. Zwerk, Parsell, Laurie --- Carried.

Motion by Gary Parsell seconded by Mike Zwerk to authorize Chairman John Laurie and Vice Chairman Gary Parsell to sign the Michigan Department of Transportation Contract #10-5379 for the removal and replacement of the Old State Road Bridge (structure #10669) over the Northwest Drain Outlet in Section 32 of Wisner Township. Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk to approve using Reese Road as part of the detour route for the M-138 construction project in Bay County and Tuscola County. Zwerk, Parsell, Laurie --- Carried.

Superintendent/Manager Jay Tuckey presented to the Board a Capital Outlay Request to upgrade the Road Commission's two-way radio system. The Federal Communications Commission has mandated that all users of analog radio equipment must upgrade to a narrowband system by January 1, 2013. Tuckey further reported that trade-in incentives are available as well as a potential grant through the Homeland Security Funding. After further discussion, the Board requested that specifications be written for the radio system upgrade and to advertise such in accordance with the Road Commission's bid policy.

Mr. Ron Reid and Mr. Jack Schmitz with Burnham & Flower Insurance Company appeared before the Board to discuss the Road Commission's G.A.S.B. 45 liability and potential funding alternatives. After the presentation, the Board requested additional information and will further review the alternatives.

County Highway Engineer Zawerucha presented to the Board the results of the Engineering Review of Deckerville Road between Cameron Road and M-81 in accordance with the request from the Almer Township Board at the last regular meeting of the Board. Zawerucha reported that based on the speed study results, this section of Deckerville Road does not warrant a speed reduction nor does it meet the requirements for a 4-way Stop at the intersection. After discussion and review, the following motion was introduced:

Motion by Zwerk seconded by Parsell to deny the requests from the Almer Township Board for a reduced speed limit on Deckerville Road from Cameron Road to M-81, or a 4-way Stop at the intersection of Deckerville Road and Cameron Road. Zwerk, Parsell, Laurie --- Carried.

Management and the Board further discussed the intersection of Millington Road and Sheridan Road. The Board requested that an Engineering Review be conducted for additional safety measures at this intersection.

Motion by Zwerk seconded by Parsell that the meeting be adjourned at 10:25 A.M. Zwerk, Parsell, Laurie --- Carried.

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Chairman

Secretary-Clerk of the Board

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