

**TUSCOLA COUNTY BOARD OF COMMISSIONERS  
MEETING AGENDA  
TUESDAY, JUNE 11, 2013 – 7:30 A.M.**

**H. H. PURDY BUILDING BOARD ROOM  
125 W. Lincoln Street  
Caro, MI**

125 W. Lincoln Street  
Caro, MI 48723

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

- 7:30 A.M. Call to Order – Chairperson Bardwell  
Prayer – Commissioner Allen  
Pledge of Allegiance – Commissioner Bierlein  
Roll Call – Clerk Fetting  
Adoption of Agenda  
Action on Previous Meeting Minutes (See Correspondence #1)  
Brief Public Comment Period  
Consent Agenda Resolution (None)  
New Business  
    -Vassar Rental Rehabilitation Grant (See Correspondence #2)  
    -Update Thumb Tourism Council (Chuck Frost)  
    -Review of Engagement Letter with Green Thumb Energy Services  
        Consulting LLC (See Correspondence #3)  
    -Budget Amendments for Boundary Commission (See  
        Correspondence #4)  
    -Proposed POLC Labor Agreement Modifications (See  
        Correspondence #5)  
    -State Purchase of Private Property  
    -Wind Generator Revenue Update  
    -Emergency Services Budget Amendment Request (See  
        Correspondence #6)  
    -Primary Road Millage Transfer Request  
    -Bridge Millage Transfer Request  
Old Business  
Correspondence/Resolutions

**COMMISSIONER LIAISON COMMITTEE REPORTS**

**BIERLEIN**

Thumb Area Consortium/Michigan Works  
Planning Commission  
Behavioral Health Systems Board  
Tuscola 2020  
Recycling Advisory Committee

Local Emergency Planning Committee (LEPC)  
Multi County Solid Waste  
Local Unit of Government Activity Report  
Tuscola In Sync

ALLEN

Dispatch Authority Board  
County Road Commission  
Board of Public Works  
Senior Services Advisory Council  
Mid-Michigan Mosquito Control Advisory Committee  
Saginaw Bay Coastal Initiative  
Dental Clinic for Indigents  
Parks & Recreation  
Local Unit of Government Activity Report

BARDWELL

NACo  
NACo Rural Action Caucus  
Economic Development Corp/Brownfield Redevelopment  
Caro DDA/TIFA  
MAC Economic Development/Taxation  
Michigan Association of Counties – Board of Directors  
MAC 7<sup>th</sup> District  
Local Unit of Government Activity Report

TRISCH

Board of Health  
Human Development Commission (HDC)  
TRIAD  
Economic Development Corp/Brownfield Redevelopment  
Human Services Collaborative Council  
Great Start Collaborative  
Local Unit of Government Activity Report

KIRKPATRICK

Thumb Area Consortium/Michigan Works  
Board of Health  
Community Corrections Advisory Board  
Dept. of Human Services/Medical Care Facility Liaison  
MI Renewable Energy Coalition  
MEMS All Hazards  
Cass River Greenways Pathway  
Local Unit of Government Activity Report  
Tuscola In Sync

Closed Session – 9:00 A.M. – Review Attorney/Client Opinion Letter

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 May 30, 2013 Full Board Minutes
- #2 Vassar Rental Rehabilitation Grant
- #3 Engagement Letter with Green Thumb Energy Services & Consulting LLC
- #4 Boundary Commission Request
- #5 Proposed POLC Labor Agreement Modifications
- #6 Emergency Services Budget Amendment Request
- #7 Great Lakes Funding Information
- #8 Region VII Area Agency on Aging – Funding Proposal
- #9 May 9, 2013 Road Commission Minutes

**DRAFT**  
TUSCOLA COUNTY BOARD OF COMMISSIONERS  
May 30, 2013 Minutes  
H. H. Purdy Building

Chairman Thomas Bardwell called the meeting of the Board of Commissioners of the County of Tuscola, Michigan, held at the H.H. Purdy Building in the City of Caro, Michigan, on the 30<sup>th</sup> day of May, 2013 to order at 7:00 o'clock a.m. local time.

Prayer by Commissioner Trisch  
Pledge by Commissioner Bardwell

Commissioners Present: District 2 – Thomas Bardwell, District 3 – Christine Trisch, District 4 – Craig Kirkpatrick, District 5 – Matthew Bierlein

Commissioner Absent: District 1 – Roger Allen

Also Present: Mike Hoagland, Jodi Fetting, Mary Drier, Mike Miller, Richard Colopy, Kim Green, Steve Erickson, Jim McClosky, Lou Smallwood, Gary Rolka, Tisha Jones, Margot Roedel, Maggie Root, Clayette Zechmeister, Bob Klenk

13-M-111

Motion by Trisch seconded by Bierlein to adopt the agenda as amended. Motion Carried.

13-M-112

Motion by Trisch seconded by Kirkpatrick to adopt the meeting minutes from the May 14, 2013 meeting. Motion Carried.

Brief Public Comment Period –

Gary Rolka – Requested an update regarding Camp Tuscola.

Consent Agenda Resolution – None

New Business -

Steve Erickson presented an opportunity for the Thumb area (Huron, Tuscola and Sanilac counties) to be able to become a separate district within the Michigan Economic Development Corporation. Steve requested the Board to support a resolution toward this approach.

13-M-113

Motioned by Trisch seconded by Bierlein to adopt the resolution as written by Steve Erickson, EDC Director, to support becoming a 3-county region within the Michigan Economic Development Corporation. Motion Carried.

Mosquito Abatement Update – Kim Green provided an update regarding their proactive plan for mosquito control.

## 13-M-114

Motioned by Kirkpatrick seconded by Trisch that due to the dramatic increase in mosquito populations, Mosquito Abatement be authorized to increase the program from 6-days to 7-days per week for backyard and roadside treatment with the objective of trying to provide some additional relief from this massive mosquito outbreak due to weather conditions. Also, if necessary, 2013 Mosquito Abatement budget amendments are authorized. Commissioner Bardwell opposed due to Sunday workday. Motion Carried.

Margot Roedel provided an update regarding the Medical Care Facility Small House Project.

Jail Hot Water C-Wing – Mike Miller and Sheriff Teschendorf

## 13-M-115

Motioned by Bierlein seconded by Kirkpatrick that the 2013 Jail Bed Addition project budget be increased by \$4,572 to provide for the purchase of a hot water heater to meet the capacity needs of the five bed jail expansion in the C-Wing. Commissioner Trisch opposed. Motioned Carried.

Off Road Vehicle Ordinance Update – Matter tabled for further discussion regarding the age requirement and open vs. closed roads.

Recessed at 8:36 a.m.

Reconvened at 8:42 a.m.

State Revenue Sharing Update – Mike Hoagland is leading the charge in trying to obtain state revenue sharing.

Sheriff Proposed Union Contract Changes – Tabled as the County Attorney and the Union are still working on the details.

2013 Budget Amendments – Clayette Zechmeister explained the amendments that are needed to be made to the budget.

## 13-M-116

Motioned by Trisch seconded by Kirkpatrick that the 2013 general fund and special revenue fund budget amendments as recommended and presented by the Controller and Chief Accountant be authorized for implementation. Motion Carried.

Vassar Rental Rehabilitation Pre-Application – Tabled for next meeting.

Tax Capture Districts – Mike Hoagland provided an explanation of DDA Capture of County Tax Revenue.

## 13-M-117

Motioned by Trisch seconded by Bierlein that the letter to the editor be authorized to be sent to the Tuscola County Advertiser explaining the financial ramifications of tax capture districts and their impacts in diverting revenues earmarked for public approved special purpose millage funds. Motion Carried.

Victim Services Request on behalf of Diane Santhany – The Victim Services Grant has changed regarding grant coverage of postage/supplies and telephone for this department.

## 13-M-118

Motioned by Trisch seconded by Bierlein that per the request of the Victim Services Coordinator that the Victim Services Fund Budget be amended by \$200 for postage/supplies and \$400 for telephone through the use of general fund contingency transfer for the 2013 year. Motion Carried.

Discussion of Rescheduling June 11, 2013 Board Meeting – Meeting to remain scheduled for June 11, 2013 at 7:30 a.m.

## Old Business

Digital Parcel Mapping – Mike Hoagland and Walt Schlichting are working on MAC 7<sup>th</sup> District – June 17, 2013 at the Franklin Inn, Bad Axe  
Dan Skiver – Working on Health Care Coverage Proposals

## Correspondence/Resolutions –

- Other counties in the state have provided resolutions that have recently passed.
- Region VI Area on Aging Annual Report has been received.
- LEAD Tuscola Graduation – June 11, 2013 social hour at 5:30 p.m., dinner at 6:00 p.m., Tuscola County Tech Center

ALLEN

Dispatch Authority Board  
County Road Commission  
Board of Public Works  
Senior Services Advisory Council  
Mid-Michigan Mosquito Control Advisory Committee  
Saginaw Bay Coastal Initiative  
Dental Clinic for Indigents  
Parks & Recreation  
Local Unit of Government Activity Report

BARDWELL

NACo  
NACo Rural Action Caucus  
Economic Development Corp/Brownfield Redevelopment  
Caro DDA/TIFA  
MAC Economic Development/Taxation  
Michigan Association of Counties – Board of Directors  
MAC 7th District  
Local Unit of Government Activity Report

TRISCH

Board of Health  
Human Development Commission (HDC)  
TRIAD  
Economic Development Corp/Brownfield Redevelopment  
Human Services Collaborative Council  
Great Start Collaborative  
Local Unit of Government Activity Report

KIRKPATRICK

Tuscola InSync – first meeting has been held  
Thumb Area Consortium/Michigan Works  
Board of Health  
Community Corrections Advisory Board  
Dept. of Human Services/Medical Care Facility Liaison  
MI Renewable Energy Coalition  
MEMS All Hazards  
Cass River Greenways Pathway – Swim/Canoe event planned  
Local Unit of Government Activity Report

BIERLEIN

Thumb Area Consortium/Michigan Works  
Planning Commission  
Behavioral Health Systems Board  
Tuscola 2020  
Recycling Advisory Committee – Facebook page is updated with collection dates  
Local Emergency Planning Committee (LEPC)  
Multi County Solid Waste  
Local Unit of Government Activity Report

Closed Session - None

Other Business as Necessary –

Mike Miller requested to bid out lawn care for the locations of 911 Dispatch Center, Health Department and DHS to Thumb Lawn and Snow while an employee is off on sick leave.

13-M-119

Motioned by Trisch seconded Bierlein to allow Mike Miller to hire Thumb Lawn and Snow for lawn maintenance at the 911 Dispatch Center, Health Department and DHS building for the cost of \$200 per service for the current mowing season and authorize all appropriate budget amendments. Motion Carried.

Extended Public Comment –

Sheriff Teschendorf presented a letter to be presented at the Road Commission meeting.  
Bob Klenk recognized Deann Summerset and Sandra Neilsen for outstanding services. Also, looking to become an auxiliary member of MAC

Meeting Adjourned at 9:46 a.m.

Jodi Fetting  
Tuscola County Clerk

**Statutory Finance Committee Minutes  
Tuesday, May 30, 2013  
HH Purdy Building  
125 W. Lincoln St., Caro, MI**

Called to order at 9:47 a.m.

Commissioners present: Bardwell, Trisch, Kirkpatrick and Bierlein

Also present: Mary Drier, Jodi Fetting and Mike Hoagland

Claims and per diems were reviewed and approved.

Public Comment - none

Meeting adjourned at 9:50 a.m.

Jodi Fetting  
Tuscola County Clerk

# TUSCOLA COUNTY BOARD OF COMMISSIONERS

125 W. Lincoln Street  
Suite 500  
Caro, MI 48723

Telephone: 989-672-3700  
Fax: 989-672-4011

At the regular session of the Tuscola County Board of Commissioners held at 125 W. Lincoln Street in the City of Caro, Michigan on June 11, 2013 the following action was taken:

Approval of the resolution for the submission of a pre-application for 2013-2014 Vassar Rental Rehabilitation program, available through the Michigan State Housing Development Authority, to be administered by the Human Development Commission. Also, the Chairperson is authorized to sign all appropriate documents.

I further certify that the above is a true, correct, accurate and complete transcript of the original said action appearing on file and of record in my office.

IN WITNESS WHEREAS, I have hereunto set my hand and affixed the Seal of the Circuit Court for the County this \_\_\_\_\_ day of June 2013.

\_\_\_\_\_  
Jodi Fetting, County Clerk  
Clerk of the Board of Commissioners  
Tuscola County

---

**ENGAGEMENT LETTER**

Tuscola County Equalization Department  
Tuscola County, Michigan  
May 28, 2013

Dear Equalization Director Walt Schlichting

**ENGAGEMENT LETTER**

Set out below is a description of the services that Green Thumb Energy Services & Consulting L.L.C. and its sole employee Michael P. Krause will provide to you together with a suggested fee proposal.

I will provide the following services:

- As a certified State of Michigan Personal Property Examiner I will perform personal property examinations as they are related to the county's personal property values as directed by the equalization director.

My fee for these services will be as follows:

- Annual retainer of \$2250 per year for maximum of 30 hours per year plus out of pocket expense and vehicle mileage at IRS rate. All hours above 30 hours per year at \$75 per hour plus aforementioned expenses. All hours worked at the direction of Tuscola County Equalization Director.

Billing will occur the 1<sup>st</sup> of month with payment due within 30 days of receipt.

Green Thumb Energy Services & Consulting L.L.C will keep all information regarding Huron County confidential.

Tuscola County will hold Michael Krause and Green Thumb Energy Services & Consulting L.L.C harmless from any and all liability as a result of services provided.

This engagement letter shall take effect July 1, 2013 and continue until June 31, 2014. Either party may terminate this engagement letter with 30 days notification to the other party.

If you agree that the foregoing fairly sets out your understanding of our mutual responsibilities, please sign a copy of this letter in the space indicated below, and return it to me..

Yours sincerely,

Michael Krause P.E. & PPE  
Green Thumb Energy Services & Consulting L.L.C.  
1785 Thompson Rd.  
Bad Axe, Mi 48413  
989-553-5650  
[krause.michaelp@gmail.com](mailto:krause.michaelp@gmail.com)

**Agreed and Accepted:**

---

Tuscola County Official

---

Date

#4

Re: Boundary Commission -  
= 25 per diem - budget  
+ mileage

as amended, being sections 24.71 to 24.80 of the Compiled Laws of 1948, and subject to the provisions of Act No. 197 of the Public Acts of 1952, as amended, being sections 24.101 to 24.110 of the Compiled Laws of 1948. The state members of the commission may administer oaths to persons appearing before the commission.

History: 1968, Act 191, Eff. Nov. 15, 1968.

Administrative rules: R 123.1 et seq. of the Michigan Administrative Code.

**123.1004a State boundary commission; conducting business at public meeting; notice; availability of writings to public.**

Sec. 4a. (1) The business which a commission created pursuant to this act may perform shall be conducted at a public meeting of the commission held in compliance with Act No. 267 of the Public Acts of 1976, being sections 15.261 to 15.275 of the Michigan Compiled Laws. Public notice of the time, date, and place of the meeting shall be given in the manner required by Act No. 267 of the Public Acts of 1976.

(2) A writing prepared, owned, used, in the possession of, or retained by a commission created pursuant to this act in the performance of an official function shall be made available to the public in compliance with Act No. 442 of the Public Acts of 1976, being sections 15.231 to 15.246 of the Michigan Compiled Laws.

History: Add. 1978, Act 599, Imd. Eff. Jan. 4, 1979.

**123.1005 Municipal boundary adjustments; appointment of county members and alternates to serve on commission; residency requirement; vacancy; term; per diem and expenses; oath.**

Sec. 5. The presiding probate judge in each county shall appoint 2 persons and 2 alternates for those persons residing in that county to serve on the commission when the commission considers municipal boundary adjustments for territory lying within his or her county. One appointee and his or her alternate shall reside in a township, and 1 appointee and his or her alternate shall reside in a city. If there is no city in a county at the time of the filing of a petition for a municipal boundary adjustment, the presiding probate judge shall appoint 2 county members and alternates from the county at large. Within 30 days after notice from the commission that a municipal boundary adjustment is pending in the county and the office of 1 or more of the county members is vacant, the presiding probate judge shall make original appointments and any appointment to fill a vacancy. A county member shall serve for 3 years and until his or her successor is appointed and qualified. Notwithstanding the appointment and qualification of a successor, a county member shall continue to serve until the conclusion of all boundary adjustment matters which were filed during his or her term or the filing of which gave rise to his or her appointment. If a municipal boundary adjustment involves territory lying in more than 1 county, the county members of the county in which the greater part of the territory to be included within the adjusted boundaries lies shall serve on and be voting members of the commission. A county member shall receive per diem and expenses as authorized and paid by the county board of commissioners when serving on the commission on matters involving territory within his or her county. A county member shall qualify by taking and filing the constitutional oath of office.

History: 1968, Act 191, Eff. Nov. 15, 1968;—Am. 1972, Act 362, Imd. Eff. Jan. 9, 1973;—Am. 1988, Act 39, Imd. Eff. Mar. 7, 1988

**123.1006 Order of processing petitions and resolutions.**

Sec. 6. Except as otherwise provided in this act, the commission shall process all petitions and resolutions in the order in which they are filed and shall finally dispose of a petition or resolution before taking up any other petitions or resolutions which deal with all or any part of the same territory. With respect to petitions for annexation proceedings filed with the board of supervisors or the secretary of state and petitions or resolutions for boundary adjustment proceedings filed with the commission, covering all or any part of the same territory, the petition or resolution first filed shall be processed before and take precedence over a petition or resolution subsequently filed.

History: 1968, Act 191, Eff. Nov. 15, 1968;—Am. 1972, Act 362, Imd. Eff. Jan. 9, 1973.

**123.1007 Incorporation of village or city; initiation; petitions; signatures and filing; powers and duties of commission; census; other means of incorporation; incorporation of general law village or home rule village without change of boundaries.**

Sec. 7. (1) Except as otherwise provided in this act, the incorporation of a village shall be initiated as prescribed in and shall be subject to Act No. 278 of the Public Acts of 1909, as amended, being sections 78.1 to 78.28 of the Michigan Compiled Laws, and the incorporation of a city shall be initiated as prescribed in and shall be subject to Act No. 279 of the Public Acts of 1909, as amended, being sections 117.1 to 117.38 of the

## Renee Ondrajka

---

**From:** Janie Diegel [jdiegel@tuscolacounty.org]  
**Sent:** Thursday, May 30, 2013 12:03 PM  
**To:** 'Renee Ondrajka'  
**Subject:** RE: Boundary Commission

Well as far as I know that appointments last for 3 years. The appointments are now due, so they have been going for at least 3 years, but Patty says she remembers Judge Kent appointing people for this same thing. So it's been awhile.

There are 4 people appointed. I know meetings take place in Lansing. Do they get mileage too, or just the \$25 for the meeting?

Janie  
Janie Diegel  
Tuscola County Probate Register  
440 N. State St.  
Caro, MI 48723  
Phone: (989) 672-3852  
Fax: (989) 672-2057

-----Original Message-----

**From:** Renee Ondrajka [mailto:renee@tuscolacounty.org]  
**Sent:** Thursday, May 30, 2013 11:32 AM  
**To:** jdiegel@tuscolacounty.org  
**Subject:** RE: Boundary Commission

Hello again,  
I'm looking for a little more info please-

-can you tell me if we've had members on this commission before? how long ago? or is it something we need now because of an issue that has come up recently that needs to be settled by this commission?

-how much of a budget would we need to set up for this commission - most of our commissions receive a \$25 per diem per meeting....but how many members and how many meetings are anticipated for this commission?

Thanks Janie!  
Renee

-----Original Message-----

**From:** Janie Diegel [mailto:jdiegel@tuscolacounty.org]  
**Sent:** Thursday, May 30, 2013 10:07 AM  
**To:** 'Renee Ondrajka'  
**Subject:** Boundary Commission

Hello,  
So I called Kevin O'Brien at the State Boundary Commission. He directed me to section 5 (please see attachment, the underlined portion). He laughed and said the county got off easy in the past.

What should I tell the guy who is wondering about payment?

Janie  
Janie Diegel



# Tuscola County Sheriff's Office

#5

420 Court Street • Caro, MI 48723

Lee Teschendorf, Sheriff  
Glen Skrent, Undersheriff

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

May 17, 2013

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

I am presenting a letter of understanding to modify the current labor agreement with our supervisory unit. The issue regards section 10.0 that deals with promotional testing and procedures. There currently is no time in service standards for sergeants that wish to seek promotion to the rank of lieutenant.

The union has drafted language to rectify that oversight and have asked that it be put in place as soon as possible. Sergeants Justin Sieveke of the corrections division and Ryan Pierce of the uniform division have, after discussion and a unanimous labor unit vote, signed the agreement. Their Police Officer Labor Council representative Mr. John Stidham has also reviewed the proposed change and signed.

I agree with the proposal and request that the board consider allowing the change and co-sign the agreement so it can be added to the current contract.

Sincerely,

Leland Teschendorf, Sheriff

TUSCOLA COUNTY  
-and-  
POLC

**Letter of Understanding regarding Promotional Procedure**

**Eligibility Notice:** New employees hired/promoted to this bargaining unit beginning 5/10/2013 and thereafter, in order to be eligible for promotion to Lieutenant, must have a minimum of four (4) years as a Corrections Sergeant, Uniform Sergeant, or Detective Sergeant within this bargaining unit.

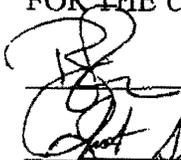
In order to be eligible for promotion to Lieutenant/Uniform Commander, the member shall have at least 4 years (current assignment) assigned as a uniform Sergeant or Detective Sergeant.

In order to be eligible for promotion to Lieutenant/Jail administrator, the member shall have 4 years (current assignment) assigned as a Corrections Sergeant.

FOR THE COUNTY

FOR THE UNION

\_\_\_\_\_

  
\_\_\_\_\_

Grant W. Anderson 5/16/2013

J. Frank Stovall Jr. 5-16-13

To: Sheriff Teschendorf  
From: Sgt. Ryan Pierce  
Date: May 9, 2013  
RE: Letter of Understanding – Promotional Testing

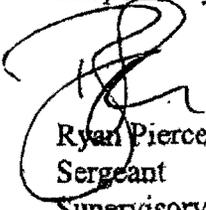
Sir,

With regards to a discussion you and I had regarding the promotional process for the Supervisory Unit, I present to you a letter of understanding regarding the promotional process. The Supervisory Unit had a vote on the matter, which was unanimous, in support of the attached letter.

As is stated in the letter of understanding, it would only apply to members of the Supervisory Unit who are hired/promoted on or after May 10, 2013. All current members of the Supervisory Unit would continue to follow the contract language as it is now.

The language used conforms to similar language found in the Non-Supervisory Act 312 and Non-Act 312 Eligible Units.

Respectfully Submitted,



Ryan Pierce  
Sergeant  
Supervisory Unit Steward

which coincides with the two week pay period utilized by the County. The normal work schedule for regular full-time employees shall normally consist of eighty (80) hours in a fourteen day work period. This section shall not be construed as and is not a guarantee of any number of hours of work per day or per week, or pay per day, or pay per week. An employee's thirty (30) minute lunch period is part of their workday and the employee is still on duty, subject to call. The lunch period shall be taken when convenient with the employee's work schedule and shall be subservient thereto. Nothing shall restrict the Employer from scheduling overtime and employees shall be required to work such overtime unless excused for satisfactory reasons. The starting and quitting time of each shift shall be established by the Employer as required to meet operating schedules.

**Section 9.1. Work Schedule.** Schedules for full-time employees shall be posted a minimum of sixty (60) calendar days in advance. Shift schedules shall be of six (6) months duration. The Employer reserves the right to reassign an employee to another shift upon seven (7) calendar days notice, except in the case of an emergency (as defined in Webster's Dictionary) when the Employer may reassign in less time.

**Section 9.2. Shift Preference.** A shift preference shall be established by seniority within the job assignment designated by the Sheriff. Shift preference pick shall be made within two (2) weeks prior to posting of the new six (6) month schedule. Changes required after the posting of a schedule will not be open for re-bid. Changes required after the posting of a schedule shall be filled with the lowest seniority employee within that classification provided such employee is qualified for that position.

**Section 9.3. Weekends.** Every employee shall have at least four (4) weekends off each calendar year commencing January 1, 1990. A weekend shall be defined as Saturday and Sunday. This contract right shall supersede seniority rights to shift preference and job assignment.

**Section 9.4. Shift Hours.** The Employer reserves the right to change the shift hours upon seven (7) calendar days' personal notice or by telephone or verbal. Any change less than seven (7) calendar days' notice must have the employee's approval, except in the case of an emergency, if and when it might become necessary to maintain continuity of public safety.

**Section 9.5. Overtime Assignment.** Overtime hours shall be equalized as much as possible throughout the Department on the basis of seniority and job assignment. An up-to-date list showing overtime hours will be posted monthly in a prominent place. Whenever overtime is required, the person with the least number of overtime hours in that classification and/or job assignment with at least ninety (90) days seniority, will be called first and so on down in an attempt to equalize the overtime hours. An employee who refuses a call-in on a given calendar day will be charged the hours for that call-in. Management has the option, and may call the employee for other shifts open and available for the same calendar day. Any additional call-in on that same day will not be charged as additional refusal time. Further, the Sheriff reserved the right to require employees to work overtime. For the purpose of this clause, time not worked because the employee did not choose to work will be charged to that employee in the amount of

hours of the employee working during that period, unless the employee has worked at least three (3) hours overtime in addition to a regular shift within the previous twenty-four (24) hours, prior to the commencement of the requested overtime period. Other exceptions will be when employees are off on vacation, comp days, sick days, injury days, or personal days. Newly hired employees shall be assigned the average accumulated number of overtime hours within their classification upon their starting date.

**Section 9.6. Refusal of Overtime Hours.** Once an employee refuses overtime hours offered on a specific date, the Employer shall not be required to offer any subsequent overtime on the same date to that employee.

**Section 9.7. Required Overtime.** When the Employer has complied with Section 9.5, the Employer shall have the right to force overtime by going to the lowest equalized overtime person in the classification needed to get the number of personnel required.

**Section 9.8. Absenteeism.** Due to the importance of continuity of public safety, it is necessary that employees work their scheduled working hours according to the schedule prepared by the Employer.

## TRANSFERS

**Section 10.0. Promotional Testing.** The following promotional procedure will be adhered to for all promotions within Unit II of the Tuscola County Sheriff's Department:

A. **Vacancy - Posting - Application:** Whenever a vacancy occurs in this unit and the Employer deems it necessary to fill said vacancy, the position shall be posted at the jail for a minimum of thirty (30) days prior to the examination date. Applications for the position shall be delivered to the Sheriff or Undersheriff no later than fifteen (15) days prior to the examination date.

B. **Probationary Period:** All promoted employees shall be on probation for a period of twelve (12) months immediately following promotion. During such probationary period, the Sheriff may return the employee to their former rank or the officer may on their own volition, request in writing to be relieved of their new rank and be returned to their former rank.

C. **Written Examination:**

1. Eligible applicants shall be required to take a written examination. The score each applicant receives will be used as sixty percent (60%) of their total promotional score.

2. The objective of the examination shall be to test the candidates:

- a. Depth of understanding the specific duties and responsibilities of the position being sought.
- b. Depth of knowledge and application of supervisory skills.

- c. Depth of knowledge and application of law enforcement and/or corrections skills.
- D. The examination will place emphasis on, but not necessarily be limited to:
1. Policy and procedure,
  2. Criminal law and procedure,
  3. Criminal investigation,
  4. Supervisory skills and knowledge,
  5. First aid,
  6. Motor vehicle regulations,
  7. A broad, thorough, general working knowledge of the Department and the County of Tuscola.
- E. Each employee shall have the right to review their written examination.
- F. **Oral Interview:** An oral interview will be conducted with each person taking the written exam. The score of the oral interview will account for forty percent (40%) of the total promotional score. The oral board shall consist of three (3) individuals selected by the Sheriff. If the board member(s) are from within the department, they shall be of the rank or above that being appointed.
- G. **Seniority Points:** One (1) point shall be added to each applicant's score for each two (2) years of seniority or a fraction thereof not to exceed a total of five (5) points.
- H. **Filling Vacancy:** The three (3) applicants receiving the highest combined ratings, or in the event of a tie, the applicants with the three (3) highest ratings shall be notified that they have been selected for consideration by the Sheriff for promotion. The names of the selected applicants will be posted at the Jail. The Sheriff shall fill the vacancy from the three (3) applicants submitted to him for promotion.
- I. **Promotional List:** The promotional list shall be valid for a period of one (1) year from the date of its creation, and in the event another promotion to the same classification becomes available within the Department, within that one year period, selection shall be made from the remaining two (2) applicants submitted to the Sheriff for promotion. That procedure shall follow until one (1) year lapses from the original appointment, and the promotional procedure shall not be reinstated until the facts outlined in paragraph I above reoccur.
- J. **Right to Decline Promotions:** A candidate may ask not be promoted to a current vacancy. The candidate's name will remain on the eligibility list for the remaining effective period. The candidate will be considered for promotion to any subsequent vacancies without penalty or loss of position on the promotional list.

**Section 10.1. Pay upon Promotion.** When an employee is permanently promoted to a position in a higher classification, the employee's pay shall be increased to the step on the higher classification that gives a minimum of 50 cents an hour pay raise. On a promotion, if there are no

rates above, the employee would receive the same rate of pay.

**Section 10.2. Pay upon Demotion.** In application to the pay scale only, if an employee is permanently demoted to a position in a lower classification, the employee's pay shall be decreased to the step on the lower classification pay scale immediately below their present pay rate.

**Section 10.3. Training upon Transfer.** When employees are transferred from one classification to another, the Employer shall provide training for said employee before the transfer is made, except in the case of an emergency situation.

### LEAVES OF ABSENCE

**Section 11.0. Unpaid Leave of Absence.** A leave of absence without pay, is a written authorized absence from work for a definite period of time without pay and with no accumulation of seniority. A request for a leave of absence without pay shall be made by an employee in writing and shall state the reason for such leave upon the application. Only a permanent full-time employee who has worked continuously for the Employer for one year or more may be granted a leave of absence.

A. Leaves requested due to personal illness or illness in the immediate family must be accompanied by a medical doctor's certificate, certifying that the employee or the immediate family member is unable to work or needs personal attention and reason therefore, a request for a personal illness leave or a leave because of the illness in the immediate family shall be granted.

B. No leave in excess of six (6) calendar months shall be granted, however, leaves may be renewed at the discretion of the Employer.

C. All leave requests shall state the exact date on which the employee desires to begin the leave and the exact date on which the employee is to return to work.

D. If an employee uses a leave of absence for a reason other than stated in their request, the employee shall be terminated from their job without recourse.

E. Failure to return to work within three (3) days of the exact date scheduled for return shall be cause for termination at the sole discretion of the Employer.

F. Employees shall not accept employment elsewhere while on a leave of absence unless agreed to by the Employer. Acceptance of employment or working for another employer without permission while on a leave of absence shall result in the employee being terminated from their job without recourse.

G. An employee who wishes to return to work prior to the expiration of their leave shall give the Employer two weeks written notice of the date they wish to commence work.



Tuscola County

## Money Transfer Request

**Steve Anderson** <sanderson@tuscolacounty.org>  
To: Clayette Zechmeister <zclay@tuscolacounty.org>

Thu, May 30, 2013 at 1:48 PM

Clayette,

Recently my county car has suffered several mechanical issues and is/was in need of a large amount of work. Because of the work that was completed a couple of weeks ago (new rear brakes, calipers, ect) and the recent mishap that occurred on May 29th, (car overheated and I had to be towed from Saginaw back to Caro because of a faulty fan) I have exhausted and actually went into the negative in my vehicle repair budget. This was done in just paying for the parts and has not included the labor yet....

Because of this I am making a formal request to transfer \$1000.00 from my overtime budget:101-426-706-000 to my vehicle repair budget:101-426-933-000. This amount of money should be enough to cover the needed repairs and tow bill.

Thanks

steve

--

*Deputy Steven Anderson*  
Emergency Services Coordinator  
420 Court St. Suite #1  
Caro, MI 48723  
Office # 989-673-5181  
Fax # 989-673-5182

**CONFIDENTIALITY WARNING:** This email may contain confidential or proprietary business information and is for the sole use of the intended recipient(s). Any unauthorized use or disclosure of this communication, including attachments, is strictly prohibited. If you believe that you have received this email in error, please notify the sender immediately and delete it from your system.

## Mike Hoagland

**From:** Laura Ogar [OgarL@baycounty.net]

**Sent:** Friday, May 31, 2013 2:00 PM

**To:** Laura Ogar

**Subject:** Where & How should future Great Lakes Funding be spent?

To Those Concerned about Great Lakes Restoration funding, priorities, and the Saginaw Bay,

The Great Lakes Task Force is currently seeking Public Comment to help direct the next funding cycle for Great Lakes Restoration. In particular there are several Charge Questions that are being asked to comment on shown below, with links to the website for more information. <http://glri.us/public.htm>

Your voice really CAN make a difference, please look at the questions and provide even a brief response...make sure to cut and paste and send comments to both sites (highlighted below) to make sure they get received and properly noticed. thank you.

<http://glri.us/comment.html>

[actionplan@glrpo.net](mailto:actionplan@glrpo.net)

Charge Questions May 8, 2013

- Currently climate change impacts and adaptation are not explicitly included in the Action Plan. Should the connection between the Action Plan focus areas and the protection of the Great Lakes from the impacts of climate change be expressed more clearly in the next Action Plan? If so, how?
- In FY13, the federal agencies emphasized investments on three “priority” subjects: (1) expediting AOC cleanups, (2) reducing nutrients in priority watersheds, and (3) preventing the establishment of invasive species, particularly Asian carp. Should we keep or modify these three priorities?
  - o If we keep the current priority to expedite AOC cleanups, should we continue to balance our investments in efforts to so that we are completing all management actions to take some AOCs off the cleanup list soon while continuing to invest in AOCs that may not be taken off the cleanup list for several years?
  - o The federal agencies have targeted three priority watersheds for accelerated nutrient reduction work: (1) Maumee River/Western Lake Erie, (2) Lower Fox River/Green Bay, (3) **Saginaw River/Bay** watersheds. If we keep the current priority to reduce nutrients in priority, should we also continue to focus conservation activities to have a stronger impact in some sub-watersheds of these three priority watersheds? Or should we disperse our conservation activities so they may have a wider geographical impact throughout the three priority watersheds (but potentially weaker impact across sub-watersheds)? How can we improve participation of key landowners in conservation programs in these watersheds?
  - o If we keep the current priority to prevent invasive species from becoming established, should we target our GLRI investments at a few specific species? Or should we address other invasive species, too, and if so, which ones? How do we strike the right balance between investing in the control of invasive species already in the Great Lakes and preventing new invasive species from entering them?
- How should the next Action Plan provide better guidance on the selection and prioritization process for restoration projects outside of AOCs?
- Should the next Action Plan give priority to activities that leverage non-GLRI funding, where applicable, thereby enabling the GLRI funding to do more? Should it give greater priority to large-scale restoration projects (\$3-10M) that are less likely to ever be realized without GLRI resources?

6/3/2013

- Should the GLRI track jobs created or sustained through GLRI projects? Should the GLRI help promote environmental justice and support disadvantaged communities?
- Should scientific indicators developed by the International Joint Commission or other official processes be considered for use refining Measures of Progress or other aspects of the GLRI Action Plan? if so, how should indicators be taken into account in the next GLRI Action Plan

<http://glri.us/comment.html>

[actionplan@glnpa.net](mailto:actionplan@glnpa.net)



# Lakeshore Legal Aid

*William R. Knight Jr. Executive Director*  
**Administrative Office**  
21885 Dunham Road, Suite 4  
Clinton Township, MI 48036-1030

Phone: (586) 469-5903  
Fax: (586) 469-6523

**Counsel & Advocacy Law Line**  
Toll Free: (888) 783-8190

#8

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

May 31, 2013

Re: Region VII Area Agency on Aging  
Funding Proposal

Greetings:

For the past several years Lakeshore Legal Aid has been funded by Region VII Area Agency on Aging to provide free Legal Assistance and Elder Abuse Prevention services to seniors in a 10-county region which includes Tuscola County. In addition, since October 1, 2009, Lakeshore Legal Aid has also provided Long Term Care Ombudsman services for the residents in the same ten (10) counties. The ombudsman service has proven to be a logical extension of the legal assistance and elder abuse prevention work we had provided seniors in the region for more than a decade.

Lakeshore Legal Aid has been providing free legal services to seniors and low income people for more than 40 years. Enclosed is a summary of our program and the services we want to continue to provide with the AAA funds should we again be awarded the funding. Prior to a funding decision by Region VII Area Agency on Aging, the Board of Commissioners of each county in the 10 county service area is invited to comment on our request. You may submit any comments to Region VII Area Agency on Aging's Board of Directors, 1615 S. Euclid Ave, Bay City, MI, 48706, by June 28, 2013 for consideration.

Last, whether related to this funding request or not, if the Board of Commissioners should ever wish to learn more about the services Lakeshore Legal Aid provides to the citizens of your county, I would be pleased to provide a presentation or additional information to you at your convenience.

Very truly yours,  
Lakeshore Legal Aid

  
William R. Knight, Jr.  
Executive Director

enc.

*Because justice for some is no justice at all*

## LAKESHORE LEGAL AID

WHO WE ARE: Lakeshore Legal Aid provides free legal assistance to low income people in a seventeen-county region in Michigan's Thumb and Bay areas (from Wayne County in the South, through the Thumb counties and continuing up through Arenac County to the North). Lakeshore also provides free legal assistance to seniors (regardless of income) in fifteen of those counties. Lakeshore maintains a fully staffed office in Caro, Michigan, but also conducts regular schedule times to meet with low income and senior residents, closer to their homes, in each of the counties we serve.

Together with the substantial funding Lakeshore receives to provide legal assistance to all persons living near the poverty level, Lakeshore has been able to leverage its resources to also provide comprehensive elder abuse prevention services and community coordination to help end exploitation and neglect of our senior citizens. The combined resources available to Lakeshore have allowed it to employ well-trained professionals, cross-trained and working together as a team to serve the senior communities. By utilizing experienced attorneys to work with the courts, prosecuting attorneys, police departments, protective service agencies, and others, Lakeshore is able to work with the other community members on an equal level of professionalism, competence and respect.

Since October 1, 2009 Lakeshore Legal Aid has also provided Long Term Care Ombudsman service for the residents in the 10 eastern Mid-Michigan counties served by Region VII, Area Agency on Aging. There are 47 long term care facilities located throughout the 10 counties, and the Lakeshore ombudsmen visit the residents in each facility on a very regular basis. The ombudsmen work to resolve any issues in the residents' care, comfort or life style

(including billing errors, medical issues, social issues, and issues with the staff). Most issues are resolved amicably with the help of the staff and administration of the facility. When a more difficult issue arises, the ombudsman can work closely with the legal staff of Lakeshore Legal Aid to ensure the residents rights are protected or enforced.

WHAT WE DO: For more than 40 years Lakeshore has maintained an active involvement in the local communities it serves. Our staff attorneys provide legal advice, counseling, advocacy and litigation representation to seniors with a wide range of non-criminal matters. Since 2003, other legal aid programs in the state have contracted with Lakeshore for the provision of client intake, advice and brief legal services through our attorney staffed hotline. Including the assistance provided to the clients of the other legal aid programs that contract with Lakeshore Legal Aid, we provide legal assistance to over 14,000 low income and senior clients in 38 counties, each year. Last year, Lakeshore Legal Aid provided free legal assistance to more than 2,300 *clients* in the 10 counties served by Region VII, Area Agency on Aging, with more than 1,600 of those clients aged 60 plus. An additional 2,500 *residents* were provided with Long Term Care Ombudsman services.

Its attorneys and members of its board of directors participate in local task force efforts, local social service agencies' boards of directors, and volunteer their time assisting other community groups. The local offices also participate in local senior fairs and other senior community activities to educate the population about legal issues facing the senior populations and the availability of legal assistance to address the unique legal issues seniors face. Each year, Lakeshore conducts numerous community legal education and outreach events at senior centers throughout the region. In addition to its staff attorneys, Lakeshore has a panel of private attorneys

that volunteer their professional time and services, pro bono, to assist Lakeshore clients.

Lakeshore staffs have assisted hundreds of senior clients seeking protection from persons attempting to abuse or exploit them. Hundreds more clients have been protected from exploitation by the preparation of prophylactic legal documents such as powers of attorney, and wills and trusts to prevent undue influence on the seniors by others who would limit or end the senior's independence.

Each year Lakeshore Legal Aid's attorneys make a concerted effort to reach out to the seniors in each of the ten counties served by Region VII Area Agency on Aging. Since 2001 Lakeshore has been providing legal education and community trainings, and working with community organizations to coordinate the community's response to prevent elder abuse and exploitation.

Last year, Lakeshore Legal Aid's staff attorneys, ombudsmen and volunteers **assisted more than 400 Tuscola County residents**. It is our intention that with continued funding from Region VII, Area Agency on Aging and the support of the communities, Lakeshore Legal Aid will be able to assist several hundred county residents again in 2014.

# REGION VII AREA AGENCY ON AGING

## SUPPORT SERVICES BUDGET SUMMARY

Agency: Lakeshore Legal Aid Budget Period: October 1, 2013 to September 30, 2014

### PLANNED EXPENDITURES

### SERVICE CATEGORIES

LINE ITEMS	1 - Legal	2 - EAP	3 - LTCO	4	5	6 TOTAL	7 Admin.
Salaries	71273	13528	67698			152499	20785
Fringe Benefits	33498	6358	31818			71674	9769
Personal Svc. Contracts							
Travel/Conferences	6105	300	9500			15905	
Supplies	600	600	600			1800	
Equipment							
Occupancy	6222	1464	9263			16949	
Communications	2040	1200	1800			5040	
Other							
<b>TOTAL</b>	119738	23450	120679			263867	30554
Program Income (minus)	1600	300	100			2000	
<b>NET COSTS</b>	118138	23150	120579			261867	30554
<b>FUNDING SOURCES</b>							
Area Agency Funds (90%)	56000	13172	83366			152538	
Local Match (10%)	6222	1464	9263			16949	
Cash							
In-Kind	6222	1464	9263			16949	
Other Resources	55916	8514	27950			92380	
<b>TOTAL FUNDS</b>	118138	23150	120579			261867	

CERTIFICATION:

5/30/2013

\_\_\_\_\_  
SIGNATURE OF AGENCY DIRECTOR

# SUPPORT SERVICES BUDGET DETAIL

## SALARIES

## SERVICE CATEGORIES

Position/Title	# of Pos.	Base Hr. Rate	Hrs./Wk.	# of Wks.	FT*	1 Legal	2 EAP	3 LTCO	4	5	6 TOTAL	7 Admin.	8 In-Kind	9 Other Resources
Super. Attorney-C	1	25.43	40	52	X	43317	9577				52894	2645		25472
Super. Attorney-P	1	24.04	8	52	X	9001	1000				10001			10001
Staff Attorney-P	1	19.23	8	52	X	7200	800				8000			8000
Secretary - PT	1	9.00	24	52		9055	1122	1055			11232	11232		
Ombudsman - FT	1	13.22	40	52	X			27498			27498			5500
Ombudsman - PT	1	17.00	20	52				17680			17680			
Ombudsman Super.	1	21.61	16	52	X			17980			17980	1798		
Executive Director	1	40.46	2	52	X	1800	608	1800			4208	2104		4208
Comptroller	1	28.90	2	52	X	900	421	1685			3006	3006		3006
Note: Administrative staff have job duties outside the service area/categories as well which are not included. ED produces limited case units across the organization's service area.														
<b>TOTALS</b>						71273	13528	67698			152499	20785		56187

## FRINGE BENEFITS

\$ Amount for Part-Time	1042	129	2156			3327	1293			0
\$ Amount for Full-Time	32456	6229	29662			68347	8476			26408
<b>TOTALS</b>	33498	6358	31818			71674	9769			26408

\*FT--Full time employee, place "X"

**SUPPORT SERVICES BUDGET DETAIL**

Personal Svc. Contracts	Hrs./Wk.	#/Wk.	SERVICE CATEGORIES									
			1 Legal	2 EAP	3 LTCO	4	5	6 TOTAL	7 Admin.	8 In-Kind	9 Other Resources	
		TOTAL	0						0			
<b>Travel/Conferences</b>												
		Legal & EAP Travel (13,206 MilesX.485)	6105	300					6405			2000
		Ombudsman Travel (21,649 X.485)			9500				9500			2000
		TOTAL	6105	300	9500				15905			4000
<b>Supplies</b>												
		Direct Service (\$75/mo ave per service cat)	600	600	600				1800			1800
		Note: Costs are leveraged resources.										
		TOTAL	600	600	600				1800			1800
<b>Equipment</b>												
		TOTAL										
<b>Occupancy</b>												
		Office Space (14 sites/mo average x 100.89)	6222	1464	9263				16949		16949	
		Utilities										
		TOTAL	6222	1464	9263				16949		16949	
<b>Communications</b>												
		Postage	600	600	600				1800			1800
		Telephone	1440	600	1200				3240			2185
		TOTAL	2040	1200	1800				5040			3985
<b>Other</b>												
		TOTAL										

# SUPPORT SERVICES BUDGET DETAIL

## I. Fringe Benefits

	Percent Rate- Full-Time Employees	Percent Rate- Part-Time Employees
FICA	7.65%	7.65%
Retirement	1.00%	
Health Insurance	33.64%	
Life Insurance	0.32%	
Worker's Compensation	0.26%	0.26%
Unemployment Compensation Check one: <input type="checkbox"/> Self Insured <input checked="" type="checkbox"/> State Insured	3.60%	3.60%
Note: The maximum allowable reimbursement rate for self-insured Unemployment Compensation is 2.7% (.027)		
Other- Long Term Disability	0.53%	
Other-		
<b>TOTAL PERCENT OF SALARY</b>	<b>47.00%</b>	<b>11.51%</b>

## II. Local Cash Match Detail

Service	Source	Dollar Amount

## III. Local In-Kind Match Detail

Service	Source	Dollar Amount
In-kind Space Used for Legal, EAP, Educ,&Train.	Salvation Army, and other outreach places for service.	16949
Volunteers - LTCO	Per Volunteer - TBD	

## IV. Other Resources Detail

Service	Source	Dollar Amount
Attorney Salaries	IOLTA/Filing Fees	56187
Attorney Fringes	IOLTA/Filing Fees	26408
Supplies	IOLTA/Filing Fees	1800
Communications	IOLTA/Filing Fees	3985
Travel/Conferences	IOLTA/Filing Fees	4000

May 9, 2013

A regular meeting of the Board was held in their offices at 1733 S. Mertz Rd., Caro, Michigan on Thursday, May 9, 2013 at 8:00 A.M.

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

Also present: County Commissioner Roger Allen.

Motion by Parsell seconded by Sheridan that the minutes of the April 25, 2013 regular meeting of the Board be approved. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Payroll in the amount of \$102,417.68 and bills in the amount of \$197,898.51 covered by voucher #13-14 were presented and audited.

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

Brief Public Comment Segment:

- (1) Almer Township Supervisor Jim Miklovic appeared before the Board to report receiving complaints regarding the condition of the railroad crossing on Elmwood Road. Mr. Miklovic recommended eliminating that line of railway between the City of Caro and the Village of Colling. The Board requested that the County Highway Engineer contact the Michigan Department of Transportation regarding the use of this railway and railroad crossing.
- (2) Mr. Duane Lockwood appeared before the Board to discuss Colwood Road. Mr. Lockwood requests a variance of the Road Commission's Road Policies and allow the open cut of Colwood Road for the installation of a plastic drainage tile across Colwood Road during the repaving project this season. After discussion, the following motion was introduced:

Motion by Matuszak seconded by Parsell to grant Duane Lockwood a variance of the Road Commission's Road Policies and allow the installation of a plastic drainage tile (meeting schedule 80) across Colwood Road during the repaving project this season. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Laurie seconded by Parsell that the following Resolution be adopted:

**RESOLUTION**

WHEREAS, Steve Holik has given over thirty-three years of loyal service to the Tuscola County Road Commission beginning his career on October 8, 1979, and

WHEREAS, during these many years Steve has been a dedicated, hard working and loyal employee. Steve has performed his job in a professional manner and was always dependable during his years of serving the public, and

WHEREAS, his attitude and dedication has earned him respect and admiration of all his co-workers. Steve will be greatly missed by his fellow employees and associates of the Tuscola County Road Commission, all of whom wish him much happiness in his retirement effective May 1, 2013.

THEREFORE, BE IT RESOLVED, that this Tuscola County Board of Road Commissioners acknowledges its debt and gratitude to Steve Holik.

BE IT FURTHER RESOLVED, that this resolution be spread upon the official records of the Tuscola County Road Commission and that on behalf of the Citizens of Tuscola County we thank you.

Sheridan, Matuszak, Zwerk, Parsell, Laurie – Carried.

Burnham & Flower Insurance Group Agent Jack Schmitz and Blue Cross and Blue Shield of Michigan Account Representative Mike Humphreys appeared before the Board to discuss the impacts of The Affordable Care Act and Health Care Reform for the year 2014. Discussion included employer group sizes, the federal exchange, types of available group plans, and employee eligibility.

Motion by Parsell seconded by Matuszak that the bids for Reroofing of the Repair Shop Roof at the Road Commission's Caro Office taken and accepted at the April 25, 2013 regular meeting of the Board be awarded to the low bidder and with the 20-year warranty, Buchinger Roofing, Inc. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Management and the Board further discussed the State Highway Foreman position. Superintendent/Manager Jay Tuckey presented to the Board a proposed outline of a new job description for the State Highway Foreman position. Management will report back to the Board after receiving approval of the new job description from the Michigan Department of Transportation.

Motion by Mike Zwerk seconded by Pat Sheridan to authorize Chairman John Laurie and Vice-Chairman Gary Parsell to sign the Michigan Department of Transportation Contract #13-5198 for the removal and replacement of the Elmwood Road Bridge over the Wiscoggin Drain in Section 31 of Columbia Township, and all together with necessary related work. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk granting David Kennard a Medical Leave of Absence through November 10, 2013, all in accordance with Road Commission policy. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Sheridan seconded by Matuszak to approve revising the Road Commission's Permit Procedures by accepting permits to be transmitted by electronic media, accepting electronic signatures on permits, and installing a fillable permit form on the Road Commission's website. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Zwerk seconded by Parsell to continue the County Wide Local Brush Spray Policy and offer all Tuscola County Townships the Special Brush Control Incentive for the 2013 season. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Management and the Board reviewed a proposed agenda for the upcoming Township Supervisors and Commissioners meetings.

Motion by Parsell seconded by Matuszak to approve the completion of probationary periods for Road Commission employees Kenneth Sebert effective May 16, 2013 and Richard Shaver effective May 16, 2013, all in accordance with the Union Labor Agreement. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

The Board further discussed the Tuscola County O.R.V. Ordinance with County Commissioner Roger Allen.

Motion by Parsell seconded by Zwerk that the meeting be adjourned at 10:00 A.M. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

---