

**TUSCOLA COUNTY BOARD OF COMMISSIONERS
MEETING AGENDA**

THURSDAY, OCTOBER 17, 2013 – 5:30 P.M.*

***(Note time change)**

**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

- 5:30 P.M.** Call to Order – Chairperson Bardwell
Prayer – Commissioner Bierlein
Pledge of Allegiance – Commissioner Kirkpatrick
Roll Call – Clerk Fetting
Adoption of Agenda
Action on Previous Meeting Minutes (See Correspondence #1)
Brief Public Comment Period
Consent Agenda Resolution (See Correspondence #2)
New Business
 -Court request to relocate Juvenile Probation to the former
 Prosecutor Offices
 -Medical Examiner System potential modifications
 -Personal Property Examiner status changes
 -SAW Grant
 -Arbela Township Police Services Contract
Old Business
Correspondence/Resolutions

COMMISSIONER LIAISON COMMITTEE REPORTS

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

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

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

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 September 26, 2013 Full Board & Statutory Finance Minutes
- #2 Consent Agenda Resolution
- #3 October 14, 2013 Committee of the Whole Minutes
- #4 Great Lakes National Cemetery Invitation to the Veterans Day Ceremony –
November 11, 2013
- #5 Dispatch Shared IP Based NG 9-1-1 Telephone System

Draft
TUSCOLA COUNTY BOARD OF COMMISSIONERS
September 26, 2013 Minutes
H. H. Purdy Building

Commissioner 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 26th day of September, 2013 to order at 7:30 o'clock a.m. local time.

Prayer – Commissioner Bardwell

Pledge of Allegiance – Commissioner Bierlein

Roll Call – Clerk Fetting

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

Commissioners Absent: District 1 – Roger Allen, District 3 – Christine Trisch

Also Present: Mike Hoagland, Jodi Fetting, Mary Drier, Judge Nancy L. Thane, Sheila Long, Karen Southgate, Pamela Smith, Irene Waller Bazan, Gretchen Tenbush, John Bishop, Steve Anderson

13-M-196

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

13-M-197

Motion by Bierlein, seconded by Kirkpatrick to adopt the meeting minutes from the September 12, 2013 meeting. Motion Carried.

Brief Public Comment Period – None

Consent Agenda Resolution - None

New Business

-Child Care Fund

Sheila Long presented to the Board regarding the Child Care Fund Revenue, Expenditure and Fund Balance. Karen Southgate explained her Department's role and how staff is involved in the court cases.

Recessed at 8:00 a.m.

-Public Hearing – ORV Ordinance Amendments

The Board of Commissioners meeting recessed at 8:00 a.m. to hold the public hearing regarding the amendment to the ORV Ordinance.

Public Comments presented to the Board by residents present at the meeting and through communication to Commissioners prior to the meeting.

Meeting closed at 8:21 a.m.

M-13-198

Motion by Bierlein, seconded by Kirkpatrick to resume Board of Commissioners meeting. Motion Carried.

M-13-199

Motion by Kirkpatrick, seconded by Bardwell that the Off Road Vehicle Ordinance be amended to raise the age to operate off road vehicles on roads in Tuscola County from 12 to 16 years old and to expand off road access to County Primary Roads (previously closed by the Road Commission for safety concerns). The ordinance is authorized for signature and certification by the County Clerk. Also, the County Clerk shall place notification of the ordinance adoption in the Tuscola County Advertiser. Motion Carried.

M-13-200

Motion by Bierlein, seconded by Kirkpatrick that per the recommendation of the Court and Department of Human Services to approve the 2013/2014 Child Care Fund budget and authorize all appropriate signatures for submittal to the state to leverage available state and federal funding sources. Motion Carried.

M-13-201

Motion by Kirkpatrick, seconded by Bierlein that the 2013 General Fund appropriation to the Department of Human Services Child Care Fund budget be increased from \$175,830 to \$300,000 for increased costs involving children who have to be placed in institutional care. Also, other appropriate budget amendments are authorized to account for this appropriation increase to the Department of Human Services Child Care Fund. Motion Carried.

-Financing Plan for Full-Time Medical Examiner Secretary

M-13-202

Motion by Kirkpatrick, seconded by Bierlein that per the recommendation of the Board of Health, to phase in full-time Medical Examiner Secretarial support over the 2013/2014 fiscal year using fees, increased General Fund appropriation beginning in 2014 (\$3,483 for 2014) and health department staff attrition. Motion Carried.

-Medical Examiner Change to Full-Time and Fee Schedule Change

M-13-203

Motion by Bierlein, seconded by Kirkpatrick that per the recommendation of the Board of Health that the addition to Section 7 of the Health Department Fee Schedule be authorized effective October 1, 2013 as follows: Death Certificate processing \$40 and Cremation Permit processing \$20. Motion Carried.

-Reclassification of EPC Coordinator

M-13-204

Motion by Bierlein, seconded by Kirkpatrick that per the recommendation of the Board of Health that the current Emergency Planning Coordinator remain at wage band 19 until her retirement on January 8, 2014. The new Emergency Planning Coordinator be changed to wage band 17 upon moving into the new position on January 4, 2014. Motion Carried.

-Multi-County Telephone System

M-13-205

Motion by Bierlein, seconded by Kirkpatrick that because of the significant cost efficiencies through common technology purchasing and per the recommendation of the Authority Board, authorization is given to develop an Intergovernmental Agreement and Request for Proposal with Bay and Midland Counties Central Dispatch Centers for the purpose of purchasing an IP based 9-1-1 Multi County Telephone System. Motion Carried.

-Boater Safety

M-13-206

Motion by Kirkpatrick, seconded by Bierlein that the request by Undersheriff Skrent be approved to allow the Sheriff's Department to apply to the Community Grant Foundation for funding to be used for the boater safety program. Motion Carried.

-Waiver Request regarding Equalization Director

M-13-207

Motion by Bierlein, seconded by Kirkpatrick to file an appeal with the State Tax Commission regarding the denied application on the waiver for the Huron and Tuscola combination of the Equalization Director and the certification level of the Director. Motion Carried.

- Pumpkin Festival Parade - Commissioners have been invited to be in the parade.
- Micamp Conference - Commissioner Kirkpatrick, Mike Hoagland and Eean Lee attended a conference and was able to gain a lot of knowledge regarding the program. A presentation will be scheduled.
- EDC Allocation - Matter Discussed.
- County Website Update - Progress is being made on a new county website.
- 2014 County Budget Development – Mike Hoagland is continuing to work on 2014 budget.
- State Revenue Sharing Compliance - Update provided.

Old Business - None

Correspondence/Resolutions – Mike Hoagland reviewed correspondence received.

COMMISSIONER LIAISON COMMITTEE REPORTS - Tabled until next meeting

TRISCH

Board of Health

Human Development Commission (HDC)

TRIAD

Economic Development Corp/Brownfield Redevelopment

Human Services Collaborative Council

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KIRKPATRICK

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Closed Session - None

Other Business as Necessary - None

Extended Public Comment -

John Bishop presented to the Board regarding needing more record books for his office. A written request has been submitted.

Meeting adjourned at 9:17 a.m.

Jodi Fetting
Tuscola County Clerk

Statutory Finance Committee Minutes
Thursday, September 26, 2013
H.H. Purdy Building
125 W Lincoln St, Caro MI

Called to order at 9:17 a.m.

Commissioners Present: Bardwell, Kirkpatrick, Bierlein

Commissioner Absent: Allen, Trisch

Also Present: Mike Hoagland, Jodi Fetting and Mary Drier

Claims and Per Diems were reviewed and approved.

Public Comment - None

Meeting adjourned at 9:21 a.m.

Jodi Fetting
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 H.H. Purdy Building in the Village of Caro, Michigan, on the 17th day of October, 2013 at 5:30 p.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 10/14/13

Description of Matter: Move that the Mosquito Abatement Restructuring Plan presented at the October 14, 2013 Committee of the Whole meeting be authorized for implementation with an estimated cost reduction of over \$23,000 achieved by eliminating a Co-Director position and changing the Biologist to a seasonal position.

Agenda Reference: B

Entity Proposing: COMMITTEE OF THE WHOLE 10/14/13

Description of Matter: Move that per the recommendation of the Mosquito Abatement Director that the seasonal Equipment Repair Technician be changed to a full-time status effective October 21, 2013. Also, all appropriate budget amendments are authorized.

Agenda Reference: C

Entity Proposing: COMMITTEE OF THE WHOLE 10/14/13

Description of Matter: Move that Richard Colopy be hired as a seasonal biologist at Mosquito Abatement beginning with the 2014 season and appropriate budget amendments are authorized.

Agenda Reference: D

Entity Proposing: COMMITTEE OF THE WHOLE 10/14/13

Description of Matter: Move that the one year Consulting Services Contract Extension with MGT of America for an amount of \$3,000 for Child Care Fund Cost Allocation work be approved and all appropriate signatures are authorized.

Agenda Reference: E

Entity Proposing: COMMITTEE OF THE WHOLE 10/14/13

Description of Matter: Move to approve the primary road millage transfer request of \$412,176.66 as identified by voucher #03-13 dated September 30, 2013 for the transfer of primary road millage to the Road Commission general fund.

Agenda Reference: F

Entity Proposing: COMMITTEE OF THE WHOLE 10/14/13

Description of Matter: Move to approve the bridge millage transfer request of \$16,085.55 as identified by voucher #03-13 dated September 30, 2013 for the transfer of bridge millage to the Road Commission general fund.

Agenda Reference: G

Entity Proposing: COMMITTEE OF THE WHOLE 10/14/13

Description of Matter: Move to approve the Sanilac and Tuscola County intergovernmental services agreement for animal control services for one year extension through the end of 2014 and the addendum to the agreement is authorized for signature. Also, the 2014 Tuscola County Animal Control budget incorporate the increased Tuscola County costs of \$5,500.

Agenda Reference: H

Entity Proposing: COMMITTEE OF THE WHOLE 10/14/13

Description of Matter: Move that the 2014 Sheriff Department Police Services Contract with Vassar Township be approved and the Chairperson be authorized to sign.

Agenda Reference: I

Entity Proposing: COMMITTEE OF THE WHOLE 10/14/13

Description of Matter: Move that the 2014 Sheriff Department Weigh Master Contract with the Road Commission be approved and the Chairperson be authorized to sign.

Agenda Reference: J

Entity Proposing: COMMITTEE OF THE WHOLE 10/14/13

Description of Matter: Move to authorize the Assistant Dispatch Director, Dee Ann Summersett, to carry over 7 vacation days beyond her anniversary date because of the extreme manning shortage in Central Dispatch.

Agenda Reference: K

Entity Proposing: COMMITTEE OF THE WHOLE 10/14/13

Description of Matter: Move that dispatchers be allowed to accumulate vacation time in excess of the hours stipulated in the Dispatcher Contract per the letter of understanding with the union during the manning shortage.

Agenda Reference: L

Entity Proposing: COMMITTEE OF THE WHOLE 10/14/13

Description of Matter: Move that the Tuscola County County-Wide Cost Allocation Plan Certificate of Indirect Costs be approved and authorized for signature.

Agenda Reference: M

Entity Proposing: COMMITTEE OF THE WHOLE 10/14/13

Description of Matter: Move that the Tuscola County County-Wide Child Care Fund Cost Allocation Plan Certificate of Indirect Costs be approved and authorized for signature.

Agenda Reference: O

Entity Proposing: COMMITTEE OF THE WHOLE 10/14/13

Description of Matter: Move that the following individuals be re-appointed to the Tuscola County Economic Commission and Brownfield Redevelopment Board: Thom Bardwell, Keith Baur, Kent Graf and John Tilt. Also, Mary Kulis be appointed as a new member to the Economic Development Corporation and Brownfield Redevelopment Boards.

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

YEAS:

NAYS:

ABSTENTIONS:

RESOLUTION ADOPTED.

Thomas Bardwell, Chairperson
Tuscola County Board of Commissioners

Jodi Fetting
Tuscola County Clerk

DRAFT
Tuscola County Board of Commissioners
Committee of the Whole
Monday, October 14, 2013 - 7:00 A.M.
HH Purdy Building - 125 W. Lincoln, Caro, MI

Commissioners Present: Roger Allen, Thomas Bardwell, Christine Trisch, Craig Kirkpatrick, Matthew Bierlein

Commissioners Absent: None

Others Present: Mike Hoagland, Jodi Fetting, Mary Drier, Kim Green, Donna Fraczek, Mike Miller, Dr. Russell Bush, Sheila Long, Chief Dave Licht, Undersheriff Glenn Skrent, Chief Brian Newcomb, Bob Klenk, Chief Ben Guile, Steve Anderson, Walt Schlichtling

Finance

Committee Leaders-Commissioners Trisch and Kirkpatrick

Primary Finance

1. **Medical Examiner Police Chiefs Proposed Changes** – Matter Discussed at length as to solutions to provide Medical Examiners being available without depending on local law enforcement agencies. Mike Hoagland will work with Dr. Bush to put together further details on costs to the County.
2. **Mosquito Abatement Proposed Staff Restructuring for Cost Reduction** - Kim Green reviewed the proposed Restructuring of Mosquito Abatement for Cost Reduction. Board authorized the matter to be moved to the consent agenda.
3. **Contract Extension with MGT for Child Care Fund Cost Allocation** - Board authorized the matter to be moved to the consent agenda.
4. **Primary Road and Bridge Millage Transfer Requests** - Board authorized the matter to be moved to the consent agenda.
5. **Animal Control Agreement** - Board authorized the matter to be moved to the consent agenda.
6. **Geographic Information System Presentation 10-28-13 1:00 P.M.** - Mike Hoagland provided an update on the GIS program.
7. **SAW Grant Application – Water Quality/Digital Parcel Mapping**
8. **Personal Property Examiner Requested Change from Contractual to Part-Time** - Mike Kraus is contracted currently as the Personal Property Examiner. Mike Hoagland will obtain added documentation for further discussion at the next meeting.

Recessed at 8:35 a.m.

Reconvened at 8:45 a.m.

9. **Vassar Township Police Services Contract** - Vassar Township is going to continue with the County to provide services. Board authorized the matter to be moved to the consent agenda.
10. **Weigh Master Contract** - Board authorized the matter to be moved to the consent agenda.

11. **2014 County Budget Development** - There are a few outstanding departments that still need to submit their budget. Mike Hoagland is working on getting a rough draft together.
12. **Subscription Request** - Commissioner Kirkpatrick is requesting a subscription to a magazine that has information regarding Natural Gas and Shale. Commissioner Trisch will call Mary Kulis at Consumers Energy to see if they will sponsor the subscription for the County.

On-Going Finance

1. Dentist Program for Indigent - Waiting for attorneys opinion
2. Potential Re-Use of former Camp Tuscola - No new update
3. Denmark Township Litigation Update - No new update
4. Register of Deeds Land Transaction Recordings Regarding Wind Energy
5. Medical Care Facility Certificate of Need for Small House Project Update - Mike Hoagland has been in contact with the Bond Attorney
6. BC/BS Access Fees Lawsuit
7. Health Insurance Affordable Care Act
8. Requirements to Receive Full State Revenue Sharing
9. Per Diems and Mileage for Boards and Commissions
10. Potential Child Care Cost Reduction
11. eCivis Grant Writing Service
12. Recovery of GF Appropriation to Road Patrol
13. Joint Service Delivery Ideas
14. Tuscola "In Sync" – County Web Site, Micamp and GIS Review
15. Natural Gas/Shale Resource Workgroup - Commissioner Kirkpatrick is continuing to work on this project.
16. Update DTE Fire Run Payments to Fire Departments
17. 911 Radio Purchases - Bob Klenk provided an update.

Personnel

Committee Leader-Commissioners Kirkpatrick and Trisch

Primary Personnel

1. **Requested Appointments to EDC Board** - Board authorized matter to be moved to the consent agenda.
2. **Dispatch Request to Carryover Vacation Days** - Board authorized matter to be moved to the consent agenda.

On-Going Personnel

1. Court Personnel Policy Revisions - Draft policy has been submitted and will be reviewed.
2. Equalization Waiver Request - Walt Schlichtling provided an update regarding the Level 4 requirement set by the state.
3. Labor Negotiations - No new update

Building and Grounds
Committee Leader-Commissioners Allen and Bierlein

Primary Building and Grounds

1. **Court Request to Relocate Juvenile Probation in Courthouse Lowest Level** - Mike Miller and Sheila Long will work on putting together some projected costs on the relocation. Commissioner Allen went to the Courthouse to preview the project.
2. **Jail Bed Addition Update** - Mike Miller provided an updated on the progress.
3. **Dead Ash Trees Roadway Problems/Concerns** - Commissioner Allen provided an update from the meeting with the Road Commission.
4. **Fixed Asset Inventory** - Mike Hoagland is working on.
5. **Courthouse Security Camera Repairs** - Issue has been resolved.

On-Going Building and Grounds

1. Cass River Greenway - Jared Olson will be the chairperson for 2014 clean-up campaign.
2. Update to the County Solid Waste Management Plan – Mike Hoagland provided an update.

Other Business as Necessary

- Bond Attorney is requesting a full board meeting after the Committee of the Whole meeting be held on November 25, 2013 to work on the Medical Care Facility Bonds. County Clerk to post meeting notice.
- Mosquito Abatement has vehicles that can be sold to the county to be used for trade in vehicles.
- Cost Allocation Plan - Board authorized matter to be placed on the consent agenda.
- Great Lakes National Cemetery has invited the Board of Commissioners to a ceremony to be held on November 11, 2013.

Public Comment Period - None**Closed Session – None****Other Business as Necessary - None**

Meeting adjourned at 9:45 a.m.

Jodi Fetting
Tuscola County Clerk

#4

**Great Lakes National Cemetery
Advisory Council**
4200 Belford Road, Holly MI 48442
Telephone 866/348-8603

4 October 2013



MISSION:

To serve the veterans and their eligible family members in providing a National Shrine for burial at Great Lakes National Cemetery, Holly, MI

You are cordially invited to the 9th Annual Great Lakes National Cemetery Advisory Council **Veterans Day Ceremony on Monday, November 11, 2013 at 11:00 a.m.**, at 4200 Belford Road, Holly, Michigan.

Great Lakes National Cemetery began operations on October 17, 2005 as the second National Cemetery in the State of Michigan. Since that time there have been approximately 19,700 veterans and eligible dependents interred at the cemetery.

Our keynote speaker will be Major USAR Retired Barry Bomier, with the Michelin North America, Inc., Manager for Military Business & Programs.

The cemetery was established by the U.S. Department of Veterans Affairs to serve the needs of approximately 480,000 veterans living within a 75 mile radius of Holly, Michigan. However, any eligible veteran or dependent may be interred at Great Lakes National Cemetery regardless of where they live.

Please R.S.V.P. by November 1, 2012 to Jeanne Thick at jthick@co.genesee.mi.us or call 810-257-3068. If you plan to attend and received a VIP parking pass, please put it in your front window and you will be directed to the VIP parking lot. Please arrive early because of heavy traffic and attendance.

Thank you for your dedication and service to this great nation.

Sincerely,

JEANNE C. THICK
President

9-1-1

#5

Tuscola County Central Dispatch

Robert Klenk, Director

To Whom It May Concern:

Tuscola County Central Dispatch is jointly working with Midland County Central Dispatch and Bay County Central Dispatch to purchase an IP based NG 9-1-1 telephone system. Tuscola County Central Dispatch is a department within the Tuscola County Government and is under the direction of the Tuscola County Central Dispatch Authority Board that is appointed and reports to the Tuscola County Board of Commissioners. Both the Tuscola County Authority Board and Tuscola County Board of Commissioners have shown and approved support of this multi-county phone project and are in support of cooperatively working to obtain grants to help with this project. Tuscola County is eager to apply for the Competitive Grant Assistance Program (CGAP) (FY 2014- Round 10) and believes that this project would benefit if awarded this grant.

The Authority Board and Board of Commissioners in Tuscola County have both acted on and have record of their support in their minutes. Both boards are aware of the value in working with neighboring counties and how a project like this will benefit all three counties by providing back capabilities as well as cost savings. Also a project like this will benefit the citizens of all three counties by updating the phone systems that will ensure needed capabilities for years to come.

On behalf of the Tuscola County Board of Commissioners and the Tuscola County Central Dispatch Authority Board, Tuscola County is eagerly looking forward to working with Bay and Midland Counties in replacing the phone system we currently have with state of the art IP based NG 9-1-1 compliant phone system.

Sincerely,



Robert J. Klenk, Director
Tuscola County Central Dispatch