

**TUSCOLA COUNTY BOARD OF COMMISSIONERS
MEETING AGENDA**

THURSDAY, JANUARY 14, 2016 – 8:00 A.M.**

****Please note new meeting time**

**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

- 8:00 A.M. Call to Order – Chairperson Bardwell
Prayer – Commissioner Kirkpatrick
Pledge of Allegiance – Commissioner Trisch
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
 -Resolution Adopting MERS Defined Contribution Plan and Agreement (See Correspondence #3)
 -Resolution Approving the Revised Comprehensive Plan for the County of Tuscola Retirement System (See Correspondence #4)
 -Landmark Software for County and EDC
 -Board of Public Works Membership
 -Request to Refill Court Clerk II Position
 -Request to Refill Family Assignment Clerk/Jury Coordinator
 -Public Hearing Regarding Possible Combining of County Clerk and Register of Deeds Positions - 9:00 A.M.
Old Business
Correspondence/Resolutions

COMMISSIONER LIAISON COMMITTEE REPORTS

KIRKPATRICK

Board of Health
Community Corrections Advisory Board
Dept. of Human Services/Medical Care Facility Liaison
Land Acquisition
MI Renewable Energy Coalition
MEMS All Hazards
MAC-Environment Energy Land Use
Oil/Shale Work Group
Cass River Greenways Pathway
Local Unit of Government Activity Report
Tuscola In Sync
NACO- Energy, Environment & Land Use

TRISCH

Board of Health
Planning Commission
Economic Development Corp/Brownfield Redevelopment
Local Unit of Government Activity Report
Animal Control
Solid Waste Management
Thumb Works

BIERLEIN

Thumb Area Consortium/Michigan Works
Human Development Commission (HDC)
Tuscola 2020
Recycling Advisory Committee
Local Emergency Planning Committee (LEPC)
Great Start Collaborative Council
Local Unit of Government Activity Report
Tuscola In-Sync
MAC Board of Directors
Human Services Collaborative Council
Region VI Economic Development Planning
MAC-Economic Development & Taxation

BARDWELL

Economic Development Corp/Brownfield Redevelopment
Caro DDA/TIFA
MAC Economic Development/Taxation
MAC 7th District
Local Unit of Government Activity Report
TRIAD
Human Services Collaborative Council
Behavioral Health Systems Board

New Commissioner

Dispatch Authority Board
County Road Commission
Board of Public Works
Senior Services Advisory Council
Mid-Michigan Mosquito Control Advisory Committee
Saginaw Bay Coastal Initiative
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 December 28, 2015 Full Board & Statutory Finance Committee Minutes
- #2 Consent Agenda Resolution
- #3 MERS Resolution Adopting Defined Contribution Plan
- #4 Resolution Approving Revised Tuscola Retirement Plan Revised Comprehensive Plan
- #5 Muskegon County Ordinance – Re: Possession of Tobacco Products by Minors
- #6 Michigan Assoc. of Register of Deeds Letter Opposing the Combining of the County Clerk & Register of Deeds Offices
- #7 December 17, 2015 Road Commission Minutes
- #8 January 11, 2015 Committee of the Whole Minutes

Draft
TUSCOLA COUNTY BOARD OF COMMISSIONERS
December 28, 2015 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 28th day of December, 2015 to order at 7:30 o'clock a.m. local time.

Prayer – Commissioner Bardwell

Pledge of Allegiance – Commissioner Kirkpatrick

Roll Call – Clerk Jodi Fetting

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

Commissioner Absent: District 1 - Roger Allen, District 3 - Christine Trisch

Also Present: Mike Hoagland, Clerk Jodi Fetting, Eean Lee, Tom Young, Steve Erickson, Sandy Nielsen, Clayette Zechmeister, Peter Cristiano, Vickie Schmitzer, David Marr

Adoption of Agenda -
15-M-221

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

Action on Previous Meeting Minutes -
15-M-222

Motion by Bierlein, seconded by Kirkpatrick to adopt the meeting minutes from the December 17, 2015 meeting. Motion Carried.

Brief Public Comment Period -

-Tom Young expressed appreciation for Bob Mantey for attending the Village of Unionville meeting regarding cleaning of the Bauer Louis Drain. The drain was cleaned in approximately 10 days and the Village was very appreciative.

Consent Agenda Resolution - None

New Business -

-Recommended Actions for Year-End Compliance with Uniform Budgeting and Accounting Act -

Mike Hoagland reviewed agenda packet item #2 for year-end compliance.

Clayette Zechmeister explained each item to the Board.

15-M-223

Motion by Bierlein, seconded by Kirkpatrick that the 2015 general fund activity budgets be amended as shown in the table to prevent actual year-end expenditures from exceeding budget and in order to gain compliance with the Uniform Budgeting and Accounting Act. Motion Carried.

Expenditure Category/ Department	2015 Amended Budget	2015 Projected Actual	Estimated Difference Under Budget/ Over Budget	2015 Year End Amended Budget
Jury Commission	5,600	6,121	(521)	6,121
City of Caro Assessing	15,489	16,109	(500)	16,109
Prosecutor	522,000	532,000	(10,000)	532,000
Human Services Building Maintenance	55,000	56,800	(1,800)	56,800
EDC	50,000	55,000	(5,000)	55,000
Equalization	204,227	205,227	(1,000)	205,227

15-M-224

Motion by Kirkpatrick, seconded by Bierlein that the 2015 special revenue fund budgets be amended as shown in the table to prevent actual year-end expenditures/revenues from exceeding budget and in order to gain compliance with the Uniform Budgeting and Accounting Act. Motion Carried.

Special Revenue Funds	11/30/2015 2015 Amended Budget	2015 Projected Actual Expense/ Revenue	Estimated Difference Under Budget/ Over Budget	2015 Year End Amended Amount	Comments
Remuneration Revenue	74,251	74,364	(113)	74,364	GF Appropriation
Expense	74,251	74,364	(113)	74,364	Expense Amend
Hazard Mitigation Revenue	16,923	23,923	(7,000)	23,923	GF Appropriation
Expense	16,923	23,923	(7,000)	23,923	Expense Amend
Community Correction	58,912	54,500	(4,412)	57,500	GF Appropriation

Revenue					
Expense	58,746	57,494	(1,252)	57,500	Expense Amend
Drug Forfeiture Revenue	20,000	27,000	(7,000)	27,000	Revenue Amend
Expense	20,213	119,000	(98,787)	119,000	Use of Fund Balance
Medical Care Facility Revenue	18,351,175	18,600,000	(248,825)	18,600,000	Amend Revenue
Expense	18,424,072	20,100,00	(1,675,928)	20,100,000	Use of Fund Balance
Voted Veterans Revenue	19,348	44,500	(25,152)	44,500	General Fund Advance
Expense	19,348	44,500	(25,152)	44,500	Expense Amend
Voted Bridge Expense	686,323	900,000	(213,677)	900,000	Use of Fund Balance
Medical Care Debt Expense	1,155,875	1,158,625	(2,750)	1,158,625	Use of Fund Balance
State Police Debt Revenue	102,193	133,332	(31,139)	133,332	Revenue Amend
State Police Capital Ex Expense	50,000	81,139	(31,139)	81,139	Expense Amend

15-M-225

Motion by Kirkpatrick, seconded by Bierlein that supplemental appropriations from the general fund as shown in the table be authorized to prevent the identified funds from finishing the 2015 fiscal year in a deficit situation and gain compliance with the Uniform Budgeting and Accounting Act. Motion Carried.

General Fund Appropriations	
Voted Veterans (advance for 2016)	\$25,152
Purdy Building Debt (374)	\$9
Remonumentation	\$113
Community Corrections	\$3,000
Hazard Mitigation	\$7,000

15-M-226

Motion by Bierlein, seconded by Kirkpatrick to authorize the transfer of 2015 delinquent tax net income to the general fund which is estimated at \$675,000. Motion Carried.

15-M-227

Motion by Kirkpatrick, seconded by Bierlein to authorize the transfer of \$550,000 from the general fund (101) to the capital improvement fund (483). Also, increase the general fund (101) transfer to the equipment fund (244) by \$100,000 from the current \$178,000 to \$278,000. Motion Carried.

15-M-228

Motion by Bierlein, seconded by Kirkpatrick to authorize staff after consultation with the county auditors to conduct further year-end financial transactions and make other adjustments as necessary to gain compliance with the Uniform Budgeting and Accounting Act.

-Medical Care Facility Millage Transfer Request -
Mike Hoagland explained the request.

15-M-229

Motion by Kirkpatrick, seconded by Bierlein that per the December 17, 2015 request from the Medical Care Facility that \$115,427 be transferred from the voted Medical Care Facility fund to the Regular Medical Care Facility fund for the purchase of a generator to provide a backup power supply for the Medical Care Facility Business Annex Building. Motion Carried.

-Dispatch Service Agreement with Motorola Solutions -
Sandy Nielsen explained the agreement.

15-M-230

Motion by Kirkpatrick, seconded by Bierlein to approve the one-year Motorola Service Agreement renewal for radio equipment for an amount of \$13,276.32 and authorize the chair to sign said agreement. Motion Carried.

-Thumb Works Board (added to agenda) -
Commissioner Bierlein is requesting that Mike Hoagland be appointed as an alternate to serve in the absence of Commissioner Bierlein or Commissioner Kirkpatrick at this Board meeting.

15-M-231

Motion by Bierlein, seconded by Kirkpatrick to appoint Mike Hoagland to the Genesee Shiawassee Thumb Works Board as an alternate to serve in the absence of Commissioner Bierlein or Commissioner Kirkpatrick. Motion Carried.

Old Business -

-On January 11, 2016, Mike Hoagland will be in Lansing for a meeting but will have the agenda ready for the Committee of the Whole meeting.
-District 1 Commissioner vacancy posting has been placed on the website, sent to local officials and placed in the Tuscola County Advertiser.

Correspondence/Resolutions -

- Coalition Against Bigger Trucks sent a communication stating the provision to allow longer double-trailer trucks did not make it into the bill.
- Road Commission minutes were included in the packet. Mike Hoagland would like to set a meeting with Road Commission Finance Committee regarding legacy cost.
- Commissioner Bardwell received a letter from MHSDA regarding Community Block grants. Commissioner Bardwell gave the letter to Mike Hoagland for review.

COMMISSIONER LIAISON COMMITTEE REPORTSKIRKPATRICK

Board of Health - Looking for a candidate to fill a vacancy on the Board.
Community Corrections Advisory Board
Dept. of Human Services/Medical Care Facility Liaison - Medical Care Facility is still looking to acquire the 25 acres.
Land Acquisition - Braun, Kendrick, Finkbeiner is assisting the County in the possibility of acquiring the land.
MI Renewable Energy Coalition
MEMS All Hazards
MAC-Environment Energy Land Use
Oil/Shale Work Group
Cass River Greenways Pathway
Local Unit of Government Activity Report
Tuscola In Sync
NACO- Energy, Environment & Land Use

BARDWELL

Economic Development Corp/Brownfield Redevelopment - EDC is continually working to bring business to Tuscola County.
Caro DDA/TIFA
MAC Economic Development/Taxation
MAC 7th District - Recent meeting was well attended. Tuscola County to host the next meeting.
Local Unit of Government Activity Report
TRIAD
Human Services Collaborative Council
Behavioral Health Systems Board

BIERLEIN

Thumb Area Consortium/Michigan Works - Mike Hoagland appointed to serve as an alternate.

Human Development Commission (HDC) - Funding has been secured so there will not be a break in service.

Tuscola 2020 - Meets in January.

Recycling Advisory Committee

Local Emergency Planning Committee (LEPC)

Great Start Collaborative Council

Local Unit of Government Activity Report

Tuscola In-Sync

MAC Board of Directors - SB571 is on the Governor's desk waiting for signature.

The negative impacts this bill could have were discussed. Brian Calley will be a speaker at the next Legislative Conference.

Human Services Collaborative Council

Region VI Economic Development Planning

MAC-Economic Development & Taxation

-8:30 A.M. Public Hearing Regarding Potential Annexation of Property for Elkland Township to the Village of Cass City – See Separate Minutes.

Recessed at 8:30 a.m. for Public Hearing

Reconvened at 8:38 a.m. to resume Regular Meeting

15-M-232

Motion by Bierlein, seconded by Kirkpatrick to approve the annexation of certain property from Elkland Township to the Village of Cass City per the November 30, 2015 resolution from the Village of Cass City that petitions the County Board of Commissioners to grant the annexation and per the letter from the property owner dated November 19, 2015 who is requesting access to municipal sewer and water provided by the Village of Cass City. Roll Call Vote - Bardwell - yes; Kirkpatrick - yes; Bierlein - yes; Trisch - absent; Allen - absent. Motion Carried.

TRISCH - absent

Board of Health

Planning Commission

Economic Development Corp/Brownfield Redevelopment

Local Unit of Government Activity Report

Animal Control

Solid Waste Management

Thumb Works

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

Closed Session - None

Other Business as Necessary -

- MAC legislative meeting upcoming and Commissioner Bardwell is encouraging the Board to attend if possible.
- Commissioner Bardwell believes that a funding plan to repair the jail needs to be put into place for the future.
- Commissioner Bierlein and Commissioner Kirkpatrick shared their thoughts for the year ahead regarding finances.
- Clerk Fetting is looking forward to an exciting year ahead and a busy election year.
- Eean Lee is working toward installing the VOIP system in the courthouse and it will be a big project in 2016.
- Clayette Zechmeister will be working to stay on target and to keep the budgets in line.
- Mike Hoagland will be looking for what the Board's priorities are for time and attention in the year ahead.

Extended Public Comment -

- Clerk Fetting announced the Leader Legacy event with Justin Maust as the presenter: Live Courageous. Inspire Greatness. The event is Monday, January 18, 2016 from 8:00 a.m. to noon at Colwood Church. Tickets are only \$30.00 each.

Meeting adjourned at 9:22 a.m.

Jodi Fetting
Tuscola County Clerk

Statutory Finance Committee Minutes
December 28, 2015
H.H. Purdy Building
125 W. Lincoln St, Caro MI

Meeting called to order at 9:23 a.m.

Commissioners Present: Bardwell, Kirkpatrick, Bierlein

Commissioners Absent: Allen, Trisch

Also Present: Mike Hoagland, Clerk Jodi Fetting, Tom Young, Sandy Nielsen, Eean Lee

Claims and Per Diems were reviewed and approved.

Public Comment - None

Meeting adjourned at 9:27 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 14th day of January, 2016 at 8:00 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 1/11/16

Description of Matter: Move that per the request of the undersheriff that the county join the MIDEAL program to capitalize on potential reduced costs for the purchase of certain items by the county.

Agenda Reference: B

- Entity Proposing:** COMMITTEE OF THE WHOLE 1/11/16
- Description of Matter:** Move that the 2015 Airport Zoning Administrator's Annual Report be received and placed on file.
- Agenda Reference:** C
- Entity Proposing:** COMMITTEE OF THE WHOLE 1/11/16
- Description of Matter:** Move that the county Information Technology Director be authorized to purchase a cellular telephone following county policy. Also, all appropriate signatures on the contract are authorized.
- Agenda Reference:** D
- Entity Proposing:** COMMITTEE OF THE WHOLE 1/11/16
- Description of Matter:** Move that Steven Erickson be reappointed to the Tuscola County Board of Public Works for a term that expires 12-31-18.
- Agenda Reference:** E
- Entity Proposing:** COMMITTEE OF THE WHOLE 1/11/16
- Description of Matter:** Move that Calvin Keilitz be appointed to the Tuscola County Planning Commission for a term that expires 12-31-17.
- Agenda Reference:** F
- Entity Proposing:** COMMITTEE OF THE WHOLE 1/11/16
- Description of Matter:** Move that Amber Hughey be appointed to the Tuscola County Planning Commission for a term that expires 12-31-18.
- Agenda Reference:** G
- Entity Proposing:** COMMITTEE OF THE WHOLE 1/11/16
- Description of Matter:** Move that Carolyn Wymore be appointed to the Tuscola County Tuscola County Council on Aging for a term that expires 12-31-18.

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

Resolution Adopting the MERS Defined Contribution Plan



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711 | www.mersofmich.com

This Resolution is entered into under the provisions of 1996 PA 220 and the Municipal Employees' Retirement System of Michigan ("MERS") Restated Plan Document of 2012 (the "MERS Plan Document"), as each may be amended.

WHEREAS, the participating entity desires to adopt the MERS Defined Contribution Plan for its designated employees;

WHEREAS, the participating entity has furnished MERS with required data regarding each eligible employee and retiree;

WHEREAS, as a condition of MERS membership, and pursuant to the MERS Retirement Board's power as plan administrator and trustee under Plan Document Section 36 and MCL 38.1536, as each may be amended, it is appropriate and necessary to enter into a binding agreement providing for the administration of the Defined Contribution Plan, the reporting of wages, and the payment of the required contributions of a participating entity and withholding of employee contributions; now, therefore,

IT IS HEREBY RESOLVED:

1. On behalf of the participating entity, the governing body of Tuscola County adopts the MERS Defined Contribution Plan in accordance with Plan Section 41 for its eligible employees as described in the MERS Defined Contribution Adoption Agreement, subject to the MERS Plan Document and as authorized by 1996 PA 220, as both may be amended;
2. The governing body agrees to the terms of and authorizes (title) Chairman of the Tuscola County Board of Commissioners to execute the initial MERS Defined Contribution Adoption Agreement, a copy of which is attached hereto and which is hereby incorporated by reference; and

I hereby certify that the above is a true copy of the Defined Contribution Resolution adopted at the official meeting held by the governing body of this municipality:

Dated: _____, 20____. _____
(Signature of Authorized Official)

This Resolution shall have no legal effect under the MERS Plan Document until a certified copy of this adopting Resolution is filed with MERS, MERS determines that all necessary requirements under the Plan Document, the Adoption Agreement, and this Resolution have been met, and MERS certifies the Resolution below.

Received and Approved by the Municipal Employees' Retirement System of Michigan:

Dated: _____, 20____. _____
(Authorized MERS Signatory)

MERS Defined Contribution Plan Adoption Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

The Employer, a participating municipality or court within the state of Michigan that has adopted MERS coverage, hereby establishes the following Defined Contribution Plan provided by the Municipal Employees' Retirement System of Michigan, as authorized by 1996 PA 220 in accordance with the MERS Plan Document.

I. Employer Name Tuscola County Municipality #: 7902

If new to MERS, please provide your municipality's fiscal year: January through December.
(Month) (Month)

II. Effective Date

Check one:

A. If this is the **initial** Adoption Agreement for this group, the effective date shall be the first day of January, 2016.

This municipality or division is new to MERS, so vesting credit prior to the **initial** MERS effective date by each eligible participant shall be credited as follows (choose one):

- Vesting credit from date of hire
- No vesting credit

This division is currently in the MERS Defined Benefit Plan or Hybrid Plan and meets the applicable funding level requirements to adopt MERS Defined Contribution, as set forth in Plan Document Section 43C. Unless otherwise specified, the standard transfer/rehire rules will apply.

*** Closing this division will change future invoices to a flat dollar amount instead of a percentage of payroll, as provided in your most recent annual actuarial valuation. (The amount may be adjusted for any benefit modifications that may have taken place since then.)**

This division is for new hires, rehires, and transfers of current Defined Benefit division # 16,17,20,24,25,26 and/or current Hybrid division # _____

We elect to offer a one-time conversion from the existing plan into the new MERS Defined Contribution Plan (see attached MERS Defined Contribution Conversion Addendum incorporated herein by reference).

Review the projection study results

MERS recommends that your MERS representative presents the projection study results to your municipality before adopting MERS Defined Contribution.

Our MERS representative presented and explained the projection study results to the _____ on _____.
(ex. Board, Finance Committee, etc.) (MM/DD/YYYY)

As an authorized representative of this municipality, Michael R. Hoagland
Controller/Administrator (Name)
(Title) waive the right for a presentation of the projection study results.

Amortization option election

After review of the *Amended Amortization Policy for Closed Divisions Within Open Municipalities*, which offers two options for amortization of Unfunded Accrued Liability, effective with the adoption of Defined Contribution for the divisions listed above, our municipality selects:

- Option A amortization
- Option B amortization (irrevocable once selected)

MERS Defined Contribution Plan Adoption Agreement

- B. If this is an **amendment** of an existing Adoption Agreement (Defined Contribution division number _____), the effective date shall be the first day of _____, 20____.
Please note: You only need to mark **changes** to your plan throughout the remainder of this Agreement.
- C. If this is to **separate employees from an existing Defined Contribution division** (existing division number(s) _____) into a new division, the effective date shall be the first day of _____, 20____.
- D. If this is to **merge division(s)** _____ into division(s) _____, the effective date shall be the first of _____, 20____.

III. Eligible Employees

Only those Employees eligible for MERS membership may participate in the MERS Defined Contribution Plan. A copy of ALL employee enrollment forms must be submitted to MERS. The following groups of employees are eligible to participate:

Full Time Employees

(Name of Defined Contribution division – e.g. All Full Time Employees, or General After 7/01/13)

These employees are (check one or both):

- In a collective bargaining unit (attach cover page, retirement section, and signature page)
 Subject to the same personnel policy

To further define eligibility, (check all that apply):

- Probationary periods** are allowed in one-month increments, no longer than 12 months. During this introductory period the Employer will not report or make contributions for this period, including retroactively. Service will begin after the probationary period has been satisfied.
The probationary period will be _____ month(s).
- Temporary employees** in a position normally requiring less than a total of 12 whole months of work in the position may be *excluded* from membership. These employees must be notified in writing by the participating municipality that they are excluded from membership within 10 business days of date of hire or execution of this Agreement.
The temporary exclusion period will be _____ month(s).

IV. Provisions

1. Vesting (Check one):

- Immediate
- Cliff Vesting (fully vested after below number years of service)
 1 year 2 years 3 years 4 years 5 years
- Graded Vesting
0 % after 1 year of service
0 % after 2 years of service
25 % after 3 years of service (min 25%)
50 % after 4 years of service (min 50%)
75 % after 5 years of service (min 75%)
100 % after 6 years of service (min 100%)

MERS Defined Contribution Plan Adoption Agreement

In the event of disability or death, a participant's (or his/her beneficiary's) entire employer contribution account shall be 100% vested, to the extent that the balance of such account has not previously been forfeited.

Normal Retirement Age (presumed to be age 60 unless otherwise specified) 60

If an employee is still employed with the municipality at the age specified here, their entire employer contribution will become 100% vested regardless of years of service.

2. Contributions

a. Will be remitted (check one):

Weekly Bi-Weekly Monthly

b. Employee/Employer contribution structure (subject to limitations of Section 415(c) of the Internal Revenue Code)

	Enter % or \$ for contribution amounts					
Employee Contribution	0-4%	5%	6%			
Employer Contribution	4%	4.5%	5%			

Direct mandatory employee contributions as pre-tax

c. Voluntary employee contributions may be made after-tax, subject to the Section 415(c) limitations of the Internal Revenue Code

3. Compensation:

Employee compensation includes, generally, wages, elected deferrals, and other payments of compensation (i.e., overtime, bonuses, vacation pay, sick pay) reported on an employee's Form W-2. Employee compensation is defined pursuant to section 19A(4)(c)(ii) of the MERS Plan Document. An employee's compensation shall not exceed the annual limit under section 401(a)(17) of the Internal Revenue Code.

NOTE: Employer plans with effective dates prior to July 11, 2012 may elect to maintain the former definition of compensation which defines compensation as, "Medicare taxable wages reported on the employee's Form W-2" by checking this box

4. **Loans:** shall be permitted shall not be permitted

If Loans are elected, please complete and attach the *MERS Defined Contribution Loan Addendum*.

5. Rollovers from qualified plans are permitted and the plan will account separately for pre-tax and post-tax contributions and earnings thereon.

V. Appointing MERS as the Plan Administrator

The Employer hereby agrees to the provisions of this *MERS Defined Contribution Plan Adoption Agreement* and appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan. The Employer also agrees that in the event any conflict between MERS Plan Document and the MERS Defined Contribution Plan, the provisions of the Plan Document control.

VI. Modification of the terms of the Adoption Agreement

If the Employer desires to amend any of its elections contained in this Adoption Agreement, including attachments, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Adoption Agreement. The amendment of the new Agreement is not effective until approved by MERS.

MERS Defined Contribution Plan Adoption Agreement

VII. Enforcement

1. The Employer acknowledges that the Michigan Constitution of 1963, Article 9, Section 24, provides that accrued financial benefits arising under a public Employer's retirement plan are a contractual obligation of the Employer that may not be diminished or impaired.
2. The Employer agrees that, pursuant to the Michigan Constitution, its obligations to pay required contributions are contractual obligations to its employees and to MERS and may be enforced in a court of competent jurisdiction;
3. The Employer acknowledges that employee contributions (if any) and employer contributions must be submitted in accordance with the MERS Enforcement Procedure for Prompt Reporting and Payment, the terms of which are incorporated herein by reference;
4. The Employer acknowledges that late or missed contributions will be required to be made up, including any applicable gains, pursuant to the Internal Revenue Code;
5. Should the Employer fail to make its required contribution(s) when due, MERS may implement any applicable interest charges and penalties pursuant to the MERS Enforcement Procedure for Prompt Reporting and Payment and Plan Document Section 45A(3), and take any appropriate legal action, including but not limited to filing a lawsuit and reporting the entity to the Treasurer of the State of Michigan in accordance with MCL 141.1544(d), Section 44 of PA 436 of 2012, as may be amended.
6. It is expressly agreed and understood as an integral and non-severable part of this Agreement that Section 43B of the Plan Document shall not apply to this Agreement and its administration or interpretation. In the event any alteration of the terms or conditions of this Agreement is made or occurs, under Section 43B or other plan provision or law, MERS and the Retirement Board, as sole trustee and fiduciary of the MERS plan and its trust reserves, and whose authority is non-delegable, shall have no obligation or duty to administer (or to have administered) the MERS Defined Contribution Plan, to authorize the transfer of any defined benefit assets to the MERS Defined Contribution Plan, or to continue administration by MERS or any third-party administrator of the MERS Defined Contribution Plan.

VIII. Execution

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Adoption Agreement is hereby approved by Tuscola County on
the 1st day of January, 2016.
(Name of Approving Employer)

Authorized signature: _____

Title: Chairman of the Tuscola County Board of Commissioners

Witness signature: _____

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20____ Signature: _____
(Authorized MERS Signatory)

COUNTY OF TUSCOLA

At a _____ meeting of the Board of Commissioners of the County of Tuscola, Michigan, held on the ____ day of _____, 2016, at __:__.m., Eastern Standard Time, at the _____ Building in Caro, Michigan there were:

PRESENT: _____

ABSENT: _____

The following preambles and resolution were offered by _____ and _____ seconded by _____:

RESOLUTION APPROVING THE REVISED COMPREHENSIVE PLAN FOR THE COUNTY OF TUSCOLA RETIREMENT SYSTEM

WHEREAS the County of Tuscola, Michigan (the "County") currently provides pension benefits to qualified retirees and/or their spouses and dependents, as provided by the County and its policies; and

WHEREAS, an amendment to Public Act No. 34 of the Public Acts of 2001, as amended ("Act 34") enacted in October of 2012 permits the County to issue Bonds for the purpose of providing funds to fund the unfunded portion of the County's pension obligations; and

WHEREAS, pursuant to Act 34 the County has adopted a bond resolution (the "Resolution") authorizing the issuance of Pension Obligation Bonds and in connection therewith authorized the Controller/Administrator to submit a Comprehensive Financial Plan for the County of Tuscola Retirement System (the "Plan"); and

WHEREAS, in connection with the borrowing, the County has been advised by the Michigan Department of Treasury that they need to utilize actuarial value of the assets in the pension fund instead of market value of such assets; and

WHEREAS, the Controller/Administrator has already prepared and posted the Plan on the County website; and

WHEREAS, the change in asset valuation required the preparation of a Revised Comprehensive Financial Plan for the County of Tuscola Retirement System (the "Revised Plan"), a copy of which is attached hereto as Appendix A.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF TUSCOLA, MICHIGAN, AS FOLLOWS:

1. Revised Comprehensive Pension Plan. The Revised Comprehensive Financial Plan for the County of Tuscola Retirement System attached hereto as Appendix A is hereby approved and shall be posted on the County website and filed in the office of the County Clerk.

2. Conflicting Resolutions. All resolutions and parts of resolutions in conflict with the foregoing are hereby rescinded.

3. Effective Date. This Resolution shall become effective upon its adoption by the County of Tuscola Board of Commissioners.

A roll call vote on the foregoing resolution was then taken, and was as follows:

YES: _____

NO: _____

ABSTAIN: _____

The resolution was declared adopted.

Las.r3-tus42

STATE OF MICHIGAN)
)ss.
COUNTY OF TUSCOLA)

CERTIFICATION

The undersigned, being the Clerk of the County of Tuscola, hereby certifies that the foregoing is a true and complete copy of a resolution duly adopted by the County of Tuscola Board of Commissioners at its _____ meeting held on the _____ day of _____, 2016, at which meeting a quorum was present and remained throughout and that an original thereof is on file in the records of the County. I further certify that the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, and that minutes of such meeting were kept and will be or have been made available as required thereby.

COUNTY CLERK

DATED: _____, 2016

las.r3-tus42

APPENDIX A

[SEE ATTACHED REVISED COMPREHENSIVE FINANCIAL PLAN
FOR THE COUNTY OF TUSCOLA RETIREMENT SYSTEM]

mhoagland@tuscolacounty.org

From: Esparsa, Lynn <EsparsaLy@co.muskegon.mi.us>
Sent: Monday, January 11, 2016 11:40 AM
To: Al Vanderberg (avanderberg@miottawa.org); Bill Kauffman; Bill Wolf; Brian Bousley; Bridgette Gransden; Britt, Wayman; Brown, M. ; Bud Norman; Cheryl Mollard; Cheryl Whipple; Chet Janik; Craig Longnecker; David Benda; Delabbio,Daryl; Doug Cultra; Eisenbarth, Mark; Elite Shellenbarger; Genelle Allen; Hyzer, C. ; Jeff Huff; Jeffery Lawson; Jim VerPloeg; John Biscoe; John Burt; John Faul; Juliane Giackino; Karl Sparks; Kathleen Dorman; Kelli Scott; Kelly Church; Knizacky, Fabian (fknizacky@masoncounty.net); Margaret McAvoy; Mark Hackel; Martin Marshall; Marty Krupa; Mary Swanson; Michael Bosanac; Michael Hoagland; Michael Overton; Osceola County Administrator; Pat Yoder; Patrick Jordan; Paul Bullock; Peter Garwood; Rob Sorro (rsarro@allegancounty.org); Robert Daddow; Roger Frasier; Ryan Bergman; Ryan Wood; Scott Erbisch; Sonya Pugh; Stephanie Fox; Sue Ann Johnson (sjohnson@oceana.mi.us); Sue Clisch; Terry Hofmeyer; Thomas Hickner; Thomas Kaminski; Timothy Dolehanty; Toby Lake; Tracy Byard; Vanbeek, K. ; Verna McDaniel; Warren Evans; William Reynolds
Cc: Chalko, Lisa
Subject: Muskegon County Ordinance
Attachments: 20160111083915882.pdf

Attached please find Muskegon County Board of Commissioners Ordinance No. 2015- 487; Possession of Tobacco Products by Minors which was approved on December 8, 2015. This ordinance prohibits minors from possessing any vapor or tobacco product and also prohibits a person from selling vapor or tobacco products to minors. Also attached is a cover letter urging your County to adopt a similar ordinance in an effort to reduce/eliminate youth tobacco consumption. Thank you for your consideration.

Lynn Esparsa

Administrative Secretary
 Muskegon County Administration
 (231) 724-6520 Direct
 (231) 724-6673 Fax
esparsaly@co.muskegon.mi.us

Tomorrow is always fresh, with no mistakes in it.~Lucy Maud Montgomery

MUSKEGON COUNTY MICHIGAN

Board of Commissioners

Terry J. Sabo
Chair, District 8

Benjamin Cross
Vice-Chair, District 2

Marvin R. Engle
District 5

Susie Hughes
District 3

Jeff Lohman
District 7

Kenneth Mahoney
District 9

Charles Nash
District 6

Robert Scolnik
District 4

Rillastine R. Wilkins
District 1

Muskegon County Board of Commissioners

Calling Upon Other Michigan Counties to Adopt an Ordinance to Mitigate Minors Using Vapor and Tobacco Products

The health and well-being of our children is a priority for the Muskegon County Board of Commissioners. One of the most important things we can do as government officials is to support policy that reduces access and abuse of alcohol, tobacco and other drugs (ATOD). Currently, Michigan does not regulate e-cigarette purchases by minors, though retailers are free to prohibit sales to minors.

On Tuesday, December 8, 2015, the Muskegon County Board of Commissioners approved the **Possession of Tobacco Products by Minors Ordinance** (attached). This ordinance, drafted by the attorneys at Williams Hughes, PLLC, prohibits minors from possessing any vapor or tobacco product. The ordinance also prohibits a person from selling any vapor or tobacco product to minors.

The County's aggressive approach toward eliminating youth tobacco consumption aligns with the findings in a recent report from the State of Michigan. These vapor products and e-cigarette companies market their products to youth as trendy and as a healthy alternative to the traditional cigarette. Vapor products also come in a variety of flavors, which is another marketing strategy. The youths' use of vapor products concerns public health authorities because it will most likely lead to traditional tobacco use.

The Muskegon County Board of Commissioners hopes that you share these concerns and will consider joining our efforts by adopting an ordinance to mitigate minors' use of vapor and tobacco products.



December, 2015

MUSKEGON COUNTY BOARD OF COMMISSIONERS
ORDINANCE NO. 2015 - 487
POSSESSION OF TOBACCO PRODUCTS BY MINORS
APPROVAL DATE:
PUBLISH DATE: December 13, 2015

THE COUNTY OF MUSKEGON, STATE OF MICHIGAN, HEREBY ORDAINS:

Section 1. PURPOSE: The Board of Commissioners of the County of Muskegon has determined that it is in the best interests of the citizens of Muskegon County to prohibit the possession of tobacco products by minors and to establish fines for the violation hereof.

Section 2. DEFINITIONS:

- a. "Alternative Nicotine Product" means a noncombustible product containing nicotine that is intended for human consumption, whether chewed, absorbed, dissolved, or ingested by any other means.
- b. "Tobacco Product" means a product that contains tobacco and is intended for human consumption, including, but not limited to, cigarettes, non-cigarette smoking tobacco, or smokeless tobacco, as those terms are defined in section 2 of the tobacco products tax act, 1993 PA 327, MCL 205.422, and cigars.
- c. "Vapor Product" means all noncombustible products that employ a heating element, power source, electronic circuit, or other electronic, chemical, or mechanical means, regardless of shape or size, that can be used to produce vapor from nicotine in a solution or other form. Vapor product includes an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or similar product or device and a vapor cartridge or other container of nicotine in a solution or other form that is intended to be used with or in an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or similar product or device.

Section 3. PURCHASE, CONSUMPTION OR POSSESSION OF TOBACCO PRODUCTS BY MINORS: A person who is less than 18 years of age shall not do any of the following:

- a. Purchase or attempt to purchase a tobacco product, vapor product or alternative nicotine product.
- b. Possess or attempt to possess a tobacco product, vapor product or alternative nicotine product.
- c. Use a tobacco product, vapor product or alternative nicotine product.

- d. Present or offer to an individual a purported proof of age that is false, fraudulent, or not actually his or her own proof of age for the purpose of purchasing, attempting to purchase, possessing, or attempting to possess a tobacco product, vapor product or alternative nicotine product.
- e. An individual who violates this Section is responsible for a civil infraction punishable by a fine of not more than \$50.00 for the first violation. For a second violation, an individual is responsible for a civil infraction punishable by a fine of not more than \$100.00. For a third or subsequent violation, an individual is guilty of a misdemeanor punishable by a fine of not more than \$300.00.

Section 4. FURNISHING TOBACCO PRODUCTS TO MINORS:

- a. A person shall not sell, offer to sell, give, or furnish a tobacco product, vapor product or alternative nicotine product to a person who is less than 18 years of age, including, but not limited to, through a vending machine.
- b. Before selling, offering for sale, giving, or furnishing a tobacco product, vapor product or alternative nicotine product to an individual, a person shall verify that the individual is at least 18 years of age by examining a government issued photographic identification that establishes that the individual is at least 18 years of age. This verification requirement does not apply to those persons that visually appear to be older than 25 years of age.
- c. A person who violates this Section is guilty of a misdemeanor punishable by a fine of not more than \$50.00 for the first violation. For a second violation, a person is guilty of a misdemeanor punishable by a fine of not more than \$150.00. For a third or subsequent violation, a person is guilty of a misdemeanor punishable by a fine of not more than \$500.00, or by imprisonment for a period of not more than 90 days, or by both such fine and imprisonment.

Section 5. SEVERABILITY: Should any part of this ordinance be held invalid by a court of competent jurisdiction, the remaining parts shall be severable and shall continue in full force and effect.

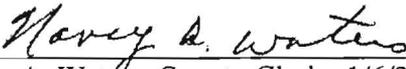
Section 6. ORDINANCE REPEAL: All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 7. EFFECTIVE DATE: This ordinance shall be effective upon publication.

Adopted: December 8, 2015

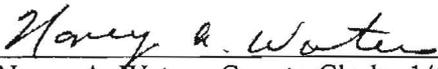
Published: December 13, 2015

Effective: December 13, 2015



Nancy A. Waters, County Clerk 1/6/2016

I hereby certify that the foregoing is a true and complete copy of an ordinance adopted by the Muskegon County Board of Commissioners, Muskegon County, Michigan, at a regular meeting held on December 8, 2015, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267 of the Public Acts of Michigan of 1976, as amended.



Nancy A. Waters, County Clerk 1/6/2016



Michigan Association of Registers of Deeds, Inc.

January 5, 2016

2016

EXECUTIVE BOARD

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Amy Bissell
Benzie County

1st Vice President

Denise Simmons
Ogemaw County

2nd Vice President

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Special Appointees

Karen Hahn
Mecosta County
AND

Lorie Sorensen
Wexford County

District Chairs

- #1 Carla L'Hullier, Marquette Co
- #2 Stewart Sanders, Newago Co
- #3 Julie Atkinson, Midland Co
- #4 Lorie Wilson, Montcalm Co
- #5 Lori Kimble, Shiawassee Co

Michael R. Hoagland
Tuscola County Controller/Administrator
125 W. Lincoln St. Ste 500
Caro, MI 48723

Mr. Hoagland,

It has been brought to the Michigan Association of Register of Deeds, Inc. (MARD) attention that there has been consideration in Tuscola County regarding combination of the County Clerk and the Register of Deeds Offices.

May I remind you that your County was formed with the deeding of land; in most cases the government would give a tract of land to a soldier whom had served for our Country in war; it all stems back to the late 1700's and early 1800's. All of those land records (i.e. deeds, mortgages, discharges, liens, etc.) are harbored in the vault of your Register's office.

The Registers throughout the years have taken every opportunity to preserve and protect the integrity of the land records. This includes technology updates to improve search capabilities so that your constituents can close on a land sale or finance their property with the bank in a timely manner. Recording a deed prompts the process of a name and address change on a tax bill or creates a land division to a parcel. The dependency of so many entities on these accurate and precise records is so vast.

Further, the priorities and duties in these two offices are so different that by merging, the responsibilities of the **one** elected official would be burdened and the **one** elected office could not possibly work with the same efficiency as two elected officials and services to your constituents would ultimately suffer.

Thank you for your time and I respectfully request you include the accompanying resolution in your January 14, 2016 board packet.

Regards,
Amy Bissell
Amy Bissell
MARD President

cc: John Bishop



Michigan Association of Registers of Deeds, Inc.

2016
EXECUTIVE BOARD

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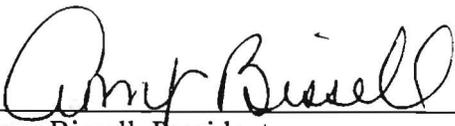
RESOLUTION
2016-001

It appears that in an effort to cut costs, county commissions across the state are exploring the possibility of combining the County Clerk and Register of Deed Offices.

The Michigan Association of Register of Deeds, Incorporated affirms that these are two distinctly different constitutionally mandated offices with priorities and duties that should not be integrated together due to their unique responsibilities. Each serve the constituents of their respective counties in accordance with the statutes assigned to them.

Therefore to avoid the risk of compromising the integrity of services of these respective constitutional offices, the Michigan Association of Register of Deeds, Incorporated opposes the combination of the County Clerk and Register of Deed Offices.

This Resolution unanimously passed this 29th day of December, 2015.



Amy Bissell, President

December 17, 2015

A regular meeting of the Board was held in their offices at 1733 S. Mertz Rd., Caro, Michigan on Thursday, December 17, 2015 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.

Motion by Parsell seconded by Matuszak that the minutes of the December 3, 2015 regular meeting of the Board be approved. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Zwerk seconded by Sheridan that the minutes of the December 3, 2015 closed session of the Board be approved. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Payroll in the amount of \$91,494.91 and bills in the amount of \$358,590.55 covered by vouchers #15-62, #15-63, and #15-64 were presented and audited.

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

Brief Public Comment Segment:

(1) Vassar Township Supervisor Bob Forbes reported to the Board that Vassar Township has applied for a Right-Of-Way Permit for roadside tree removal in the township. After discussion, the following motion was introduced:

Motion by Parsell seconded by Zwerk to approve the Right-Of-Way Permit for Vassar Township for roadside tree removal in the township, with the terms specified in the permit. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Management and the Board discussed a proposed Hauling Agreement renewal between the Road Commission and MacFarlane Trucking. County Highway Engineer Zaverucha presented to the Board proposals for the cost share of the needed improvements to Quanicassee Road. After review and further discussion, the following motion was introduced:

Motion by Zwerk seconded by Parsell to approve the proposed Hauling Agreement renewal between the Road Commission and MacFarlane Trucking, which includes a cost share by MacFarlane Trucking for the needed improvements to Quanicassee Road, with the terms specified in the Agreement. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

BUDGET HEARING

At 8:15 A.M. a budget hearing was held to hear any comments regarding the proposed 2016 Budget for the Tuscola County Road Commission. Director of Finance Michael Tuckey presented the proposed 2016 Budget. After hearing comments from the public, the following motion was introduced:

Motion by Parsell seconded by Matuszak that the proposed 2016 Budget for the Tuscola County Road Commission be adopted as presented. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Management and the Board discussed a request from Ken Graichen for an extended Medical Leave of Absence. The Board will further review the request, and discuss at the next regular meeting of the Board.

Motion by Sheridan seconded by Matuszak to approve the recommendation of the County Highway Engineer to initiate the hiring process and background investigation on candidate finalist William Green to fill one (1) salaried job opening within the Engineering Assistant classification. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

At 9:00 A.M. the following bids were opened for On-Site Diesel Fuel Supply:

<u>Bidder</u>	<u>O.P.I.S. Margin</u>
Hirschman Oil Supply	+ \$0.13 per gallon
Fairgrove Oil Company	+ \$0.15935 per gallon
Cass City Oil & Gas Company	+ \$0.10 per gallon

Motion by Zwerk seconded by Matuszak that the bids for On-Site Diesel Fuel Supply be accepted, reviewed by Management, and tabled until the next regular meeting of the Board. Sheridan, Matuszak, Zwerk, Parsell, Laurie -- Carried.

Motion by Parsell seconded by Matuszak to create a policy for the Road Commission's Mechanics for a \$1,500.00 annual allowance toward repairing or replacing non-warranty tools. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Matuszak that the Board go into closed session at 9:20 A.M. for the purpose of discussing pending legal actions. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

At 9:45 A.M. the Board returned to open session.

Motion by Parsell seconded by Zwerk that the meeting be adjourned at 9:50 A.M. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Chairman

Secretary-Clerk of the Board

Draft
Tuscola County Board of Commissioners
Committee of the Whole
Monday, January 11, 2016 – 8:00 A.M.
HH Purdy Building
125 W. Lincoln, Caro, MI

Present: District 1 - Seat Vacant, District 2 - Thomas Bardwell, District 3 - Christine Trisch (excused at 10:02 a.m.), District 4 - Craig Kirkpatrick, District 5 - Matthew Bierlein

Absent: None

Also Present: Clerk Jodi Fetting, Mary Drier, Tisha Jones, Eean Lee, Undersheriff Glen Skrent, Erica Dibble, Joe Bixler, Register John Bishop, Jim Will, Tom Young, Drain Commissioner Bob Mantey, Mike Miller, Steve Anderson

Finance

Committee Leaders-Commissioners Kirkpatrick and Bierlein

Primary Finance

1. **Approval of Resolution Adopting MERS Defined Contribution Plan for New Hires** - Erica Dibble explained the Resolution. Matter Discussed. Matter to be placed on the Board Agenda for a Roll Call Vote.
2. **Approval of Revised Comprehensive Plan for County Retirement System** - Matter Discussed. Matter to be placed on the Consent Agenda.
3. **Consideration of Joining MIDEAL Program** - Undersheriff Skrent explained the opportunity of joining the MIDEAL Program. Matter to be placed on the Consent Agenda.
4. **Update Regarding New Commissioner Appointment** - Deadline for submitting an application is January 21, 2016 with interviews to be held on January 28, 2016.
5. **Update Regarding Johnson Control Energy Efficiency Review** - No update at this time as Mike Miller is meeting with Johnson Control this week.
6. **Airport Zoning Administrator Annual Report** - Matter to be placed on the Consent Agenda to place report on file.
7. **Update Regarding MSU-e/4-H Millage Ballot Question – Friends of Extension** - Jim Will provided an update of Friends of Extension. Board stood mute regarding the proposal.

8. **Economic Development Corporation (EDC) Software Request** - Eean Lee explained the software request by EDC, pricing associated with the purchase and various departments that can benefit from the software. Eean is requesting a budget amendment of \$3,602.00 to purchase the software. Matter to be placed on Thursday's Board Agenda for further discussion.
9. **County IT Services to Local Government** - The IT Department redesigned the website for Tuscola Township, www.tuscolatownship.org. Eean Lee and the IT staff was able to provide this service at a low cost for the Township.
10. **GIS Open House** - GIS Open House was successful. There was representation from 19 Townships, 2 Cities, 2 Villages and 8 County Departments. New projects were brought to light that are being researched to implement. Bob Mantey explained a layer that he is hoping to add, if grant funds are available, that will be beneficial.
11. **IT Director Cellular Telephone Request** - Eean Lee is requesting a cellular phone to be provided by Tuscola County for employment use. Matter to be placed on the Consent Agenda.
12. **SB 571 Campaign Law** - Mike Hoagland submitted a letter to Senator Green and Representative Canfield in opposition of SB 571.
13. **Alternatives Regarding Board of Public Works Number of Members – Drain Commissioner** - Matter discussed as to if a 5 member or 7 member Board would be best. Also, Drain Commission Mantey discussed appointing a Commissioner as a voting member. Matter to be placed on Thursday's agenda.
14. **Discussion of Potential Combining Offices of County Clerk and County Register**
 - **County Clerk Comments** - Clerk Fetting provided comment.
 - **County Register of Deeds Comments** - Register Bishop provided comment.
 - **Commissioner Kirkpatrick** provided comment.
 - **Commissioner Bardwell** received communication from Marcy at Michigan Land Title Association.

Finance - Continued Below

Personnel

Committee Leader-Commissioner Trisch

Primary Personnel

1. **ACA Compliance Update and Cadillac Tax** - No action necessary at this time.
2. **Unfilled Vacancies**
 - **Board of Health** - Currently vacant, to be presented at the next Committee of the Whole meeting in January.

- **County Commissioner** - Currently vacant, application due date is upcoming.
- **Senior Advisory council** - Carolyn Wymore applied for the position. Matter to be placed on the Consent Agenda.
- **Region VII Area Agency on Aging** - Currently 2 seats are vacant. Clerk Fetting to re-advertise.
- **Planning Commission** - Amber Hughey and Kal Keilitz have applied for the 2 vacant seats. Matter to be placed on the Consent Agenda.
- **Construction Code Board of Appeals** - Currently 2 seats are vacant. Clerk Fetting to re-advertise
- **Board of Public Works** - Stephen Erickson re-applied for his current position. Matter to be placed on the Consent Agenda. Depending on if the Board decides on a 5 or 7 member Board there may be a vacancy.

On-Going Personnel

1. DOL Proposes Rule Changes to Exempt Employees - No update at this time.

Commissioner Trisch excused at 10:02 a.m.

Finance

(continued from above)

15. Michigan Attorney General Services Available to County – Carter Bundy

- Human Trafficking problem discussed.
- Ok 2 Say Program explained.
- Protect Yourself Protect Your Future - Scam Education.

On-Going Finance

1. Whitehall Group LLC - Company performs an efficiency study within operations for private business and government.
2. Road Commission Legacy Cost (Schedule) - No Update.
3. Phragmites Grant Application Update - No Update.
4. MAC 7th District Meeting in Tuscola County - Tuscola County is hosting the next meeting on March 21, 2016.
5. Draft Social Media and Email Policies - Eean Lee provided an update.
6. Complete bonding for pension system - Mike Hoagland is at the meeting in Lansing today.
7. Dispute concerning wind turbine assessing/taxation - Matter Discussed.

Building and Grounds
Committee Leader - Vacant

Primary Building and Grounds

1. **Vanderbilt Park Signage and Parking Enforcement** - Mike Miller has ordered signage that can be used as a temporary solution until Spring and a permanent option can be installed. Mike Miller provided an update on the plan for implementing grant funds if received.

On-Going Building and Grounds - None

Other Business as Necessary

1. **Public Notice Regarding Detroit River Bridge Expansion** - Public Notice presented to the Board in the agenda packet.
2. **City of Caro Rezoning public notice** - Public Notice presented to the Board in the agenda packet.

Public Comment Period - None

Meeting adjourned at 10:40 a.m.

Jodi Fetting
Tuscola County Clerk