

DRAFT – Agenda
Tuscola County Board of Commissioners
Finance Committee – Thursday, February 16, 2012
HH Purdy Building – 8:30 A.M.
125 W. Lincoln, Caro, MI

Finance

Committee Leaders-Commissioner Peterson and Allen

Primary Finance Items

- 1. Status of 1/26/12 Financial Reductions (See A)**
- 2. Planning for Potential Implementation of Furlough Days (See B)**
- 3. Pay Scale Change Requests for Court Employees (See C)**
- 4. Line Item Transfer Request for Court (See D)**
- 5. Court Recommendation to Terminate MGT Contract (See E)**
- 6. Meeting Date - Caro DDA/TIFA**
- 7. Potential Additional Jail Bed Space**
- 8. State Revenue Sharing Reductions Proposed in Governor Budget**
- 9. Wind Energy Taxation Update**
- 10. Communication Tower Lease Agreement**

Secondary/On-Going Finance Items

1. 2010 County Audit Comments and Recommended Actions
2. Monitor State Finance Changes that Impact the County: state revenue sharing, PILT, personal property tax
3. Update to County Dashboard
4. County Hiring Freeze – Reducing Cost Through Attrition
5. LUG Fiscal Indicators
6. Court Collections Plan
7. Stabilize Funding for the Tuscola County Economic Development Corporation
8. Review Legal Opinions Regarding Drain-at-Large
9. County Cash Flow Analysis
10. Tax Foreclosure Fund
11. County Equalization Department Conducting Assessing for LUG
12. Evaluate Consolidation of Central Service Functions
13. Explore Grant Opportunities that would be Beneficial to the County
14. Off Road Vehicle Ordinance
15. Review Methods of Reducing Utility Costs
16. Review of 2011 Accomplishments and 2012 Strategic Work Program
17. Wind Energy Taxation Update
18. Review of Fees that can be set at County Discretion

Personnel

Committee Leader-Commissioners Peterson and Allen

Primary Personnel Items

- 1. Mosquito Abatement Staffing and Material Purchase Request (See F)**
- 2. LEAD Tuscola (See G)**
- 3. Celebrating Tuscola County Stars (See H)**

Secondary/On-Going Personnel Items

1. Prepare Labor Negotiations Strategy
2. Court System Restructuring Under New Chief Judge
3. County Hiring Freeze – Reducing Cost Through Attrition
4. Monitor the Status of Lawsuits Filed Against the County
5. Review County Compliance with Act 152 Requirements
6. New Hire Wage/Fringe Benefits
7. Circuit/Family Court Personnel Policies
8. Schedule Employee Training Sessions Regarding Conduct in the Workplace, Minimum Insurance Claims, etc.

Correspondence/Other Business as Necessary

Public Comment Period

Closed Session – If Necessary

Other Business as Necessary

Notes:

Except for the Statutory Finance Committee, committee meetings of the whole are advisory only. Any decision made at an advisory committee is only a recommendation and must be approved by a formal meeting of the Board of Commissioners.

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.

This is a draft agenda and subject to change. Items may be added the day of the meeting or covered under other business at the meeting.

(A)

**February 16, 2012 Status of Financial Reductions
Implemented at the 1/26/12 Board Meeting**

Multiple Year Expenditure Reductions have been Implemented

Original 2012 budget reductions were approximately \$360,000 and included: changing full-time positions to part-time in the following offices: controller, sheriff, veterans, eliminating a part-time position in the treasurer's office. Appropriation reductions have been made to: MSU extension, EDC, Vanderbilt Park, health department, equipment/capital improvement funds, child care, soldier and sailor relief fund, and sick time payout fund. Many other expenditure reductions have also been made over the last several years in adjusting to the declining revenue base of the county.

January 24, 2012 Financial Review Conducted

This review was conducted to determine if additional adjustments were necessary taking into account financial issues encountered with the Juvenile Child Care Fund that required an additional \$200,000 appropriation from the general fund (\$100,000 in 2011 and \$100,000 in 2012) and other reductions that were not implemented when the 2012 budget was adopted.

Financial review scenarios and assumptions were developed for 2012 and 2013 based on whether the road patrol millage passes or fails and whether wind revenue is received beginning in 2013. Other 2012 and 2013 primary assumptions included: continued declines in taxable value, no wage increases, 3% to 5% increases in health insurance and retirement system costs, minimal if any funds budgeted for capital improvement needs, continued declines in state revenue sharing payments and whether jail prisoner housing and medical costs will continue to have expenditures below average.

Committee Determined Reductions are Necessary

The Finance Committee recommended implementing adjustments according to a scenario projecting a general fund revenue-expenditure gap of \$300,000 to \$350,000 for 2012 and a similar amount for 2013. The Committee recommended a combination of expenditure reductions and limited use of reserves over the 2012 and 2013 period to correct the financial problem. Board of Commissioners January 26, 2012 action included the following financial adjustments:

- Amend the 2012 budget and charge the recycling fund full indirect costs according to the most current Indirect Cost Study as prepared by MGT
- Amend the 2012 budget to charge 40% (2 days per week) of the buildings and grounds director/recycling coordinator wage and fringe benefit costs to the recycling fund to accurately account for the amount of time spent as recycling coordinator
- Amend the 2012 budget to eliminate county payment for state and local bar dues
- Work with county officials to develop a plan to adjust fees (charges for services) that are under county discretion to increase county revenues by a minimum of \$30,000
- Amend all the 2012 general fund training budgets (except mandatory training in the sheriff security, and equalization departments) by 50% of the original budgeted amount
- Amend the 2012 budget by reducing general fund appropriations as follows: reduce the health department from \$240,000 to \$215,000, reduce the sick/vacation payout fund from \$30,000 to \$19,868, reduce MSU-e from \$107,619 to \$87,750 and reduce the economic development corporation from \$34,727 to \$29,727

- Amend the 2012 budget by changing full-time positions to part-time (4 days per week) in the following departments: equalization, county clerk and county prosecutor
- If the road patrol millage fails, amend the 2012 budget by changing the emergency services position from full-time to part-time
- Effective January 1, 2013 reduce county commissioner, county clerk, prosecutor, drain commissioner, treasurer, sheriff and register of deeds wages by 10%
- Effective January 1, 2013 change full-time positions to part-time (4 days per week) in the following departments: building and grounds, circuit/family court (2 positions) and sheriff

Results of January 26, 2012 Reductions

Attachments A and B are updated 2012 general fund revenue and expenditure spreadsheets that incorporate Board authorized changes except fee increases. It is estimated these changes will reduce the 2012 projected revenue-expenditure gap by approximately \$143,000 as follows:

- Charge 40% of joint building/grounds and recycling director cost to the recycling fund-\$18,936
- Charge full indirect costs to recycling fund-\$10,712
- Reduced full-time positions to part-time as follows: clerk-\$8,527, prosecutor- \$19,001 and equalization-\$9,780
- Reduced general fund appropriations to: health department-\$25,000, MSU-extension-\$19,869, sick/vacation fund-\$10,132 and economic development-\$5,000
- Reduced department training accounts-\$12,000
- Discontinue paying employee membership bar dues-\$4,305
- Fee increase may not be feasible at this time based on input from departments; the plan to increase fees by \$30,000 does not appear to be possible at this point in time by analysis will continue.

Objections to Changes

Many objections to the changes have been expressed including:

- The recycling committee is questioning the methodology used to calculate indirect costs.
- The equalization director does not believe the change from full-time to part-time can be made and still fulfill the terms of the Caro assessing contract.
- The health officer has sent communications expressing concern with the additional reduction.
- MSU-extension has explained the hours that the office is open will have to be reduced.

Remaining Revenue-Expenditure Gap

With anticipated results of the changes authorized January 26, 2012; the 2012 revenue-expenditure gap will be reduced, but the gap is still estimated at approximately \$188,000. The question now is whether reductions of \$143,000 and use of an estimated \$188,000 in reserves is satisfactory at this point in time for 2012.

2012 General Fund Original and Amended Revenue Budget

<u>Account Number</u>	<u>Revenue Category/Department</u>	<u>2010 Year-End Actual</u>	<u>2011 Staff Revenue Projection</u>	<u>2012 - 1/1/12 Revenue Budget</u>	<u>2012 - 1/26/12 Revenue Budget</u>
Taxes					
402-253	Current Taxes	\$5,565,373	\$5,362,253	\$5,237,899	\$5,237,899
404-253	Payment in Lieu of Taxes	5,282	5,554	5,000	5,000
425-253	Trailer Park Fees	4,291	3,220	4,300	4,300
	Total Taxes	5,574,946	5,371,027	5,247,199	5,247,199
Licenses and Permits					
476-215	Marriage Licenses	1,922	1,912	1,700	1,700
476-301	Pistol Permits (Sheriff)	7,457	7,170	8,000	8,000
477-215	Pistol Permits (Gun Board)	12,922	12,438	16,000	16,000
477-253	Dog Licenses	101,105	113,027	100,000	100,000
477-301	Sheriff Licenses	3	1	12	12
478-215	Pistol Permits (Renewal)	80	80	100	100
479-215	Laminating Fee (Clerk)	471	478	550	550
	Total Licenses & Permits	123,960	135,106	126,362	126,362
Intergovernmental					
506-253	Civil Defense	28,836	27,777	25,000	25,000
508-253	LEPC Fees	0	0	0	0
509-346	Byrne Jag TNU/Lapeer Co	57,867	52,414	55,284	55,284
541-253	Judges Salary (Cir,Pro,District)	239,887	240,570	239,703	239,703
542-253	Juvenile Officer Salary	27,317	0	0	0
544-253	Marine Safety	21,825	16,642	12,071	12,071
545-253	Secondary Road Patrol	97,556	94,181	87,030	87,030
562-301	SSI Incentive	5,800	5,200	4,200	4,200
563-253	Co-op Reimbursement Prosecutor	74,992	63,528	75,000	75,000

2012 General Fund Original and Amended Revenue Budget

Account Number	Revenue Category/Department	2010	2011	2012 - 1/1/12	2012 - 1/26/12
		Year-End Actual	Staff Revenue Projection	Revenue Budget	Revenue Budget
570-253	Cigarette Tax Monies	9,620	3,595	10,000	10,000
574-253	State Revenue Sharing	975,763	1,018,162	831,603	831,603
575-253	Liquor Licenses	0	0	0	0
577-253	State Hotel/Liquor Tax	131,059	134,271	130,000	130,000
580-229	Prosecutor HDC STOP Funds	17,273	0	0	0
578-253	State Payment Court Equity Fund	251,966	233,691	245,000	245,000
507-253	Justice Benefits Inc.	1,127	878	1,200	1,200
452-441	Building Codes SCMCCI	275,567	233,020	225,000	225,000
578-143	FOC Bench Warrant Enforcement Fees	0	0	0	0
668-253	Human Services Lease Payment	267,506	267,506	267,506	267,506
	Total Intergovernmental	2,483,961	2,391,435	2,208,597	2,208,597
Charges for Services					
544-136	District Court Case Flow Assistance	15,766	18,202	11,700	11,700
544-215	Drug Caseload Fund Circuit Court	344	366	366	366
590-215	Certifieds	31,364	29,014	27,000	27,000
601-136	District Court Probation Fees	198,341	191,111	200,000	200,000
608-136	District Court Intensive Prob. Fees	50,499	35,645	38,000	38,000
609-215	Waiver Marriage Lic. 3 Day	190	250	200	200
604-136	MIP Deferral Program	7,700	5,564	5,000	5,000
602-136	Dist. Court (Court & Bond Costs)	315,544	252,230	250,000	250,000
602-143	Court Costs FOC	48,126	47,475	48,000	48,000
602-215	Court Costs	216,095	205,102	218,000	218,000
603-136	District Court Bond Costs	2,561	2,443	2,800	2,800
605-136	Dist.Ct. Screening Assessment Fee	26,245	23,111	25,000	25,000
607-215	DNA Assessment County Share	12	7	50	50
607-301	DNA Assessment Sheriff	30	18	50	50
608-215	Bench Warrant Fee	4,586	8,839	8,000	8,000
610-132	Admin Fees/Family Division	31,313	32,207	27,000	27,000
610-148	Probate Court-Service Fees	24,913	21,171	22,000	22,000
610-215	FOC Processing Fees	6,036	5,636	6,000	6,000
611-215	DBA Co-Partnership Clerk	5,030	4,860	5,200	5,200

2012 General Fund Original and Amended Revenue Budget

Account Number	Revenue Category/Department	2010	2011	2012 - 1/1/12	2012 - 1/26/12
		Year-End Actual	Staff Revenue Projection	Revenue Budget	Revenue Budget
612-236	Register of Deeds-Transfer Tax	75,038	75,546	74,000	74,000
613-215	Clerk Foreclosure Sale	150	50	0	0
613-236	Register of Deeds-Recording Fee	128,496	133,093	124,000	124,000
614-215	Xerox Copies	7,056	7,844	7,100	7,100
614-236	Register of Deeds-Copies	45,279	44,045	47,000	47,000
615-215	Searches Circuit	6,084	6,536	6,000	6,000
615-236	Register of Deeds-Searches	0	0	0	0
616-215	Motion Fees	10,515	11,305	10,500	10,500
616-236	Handling Fees	846	270	500	500
617-132	Filing Fee/Family Court	0	0	0	0
617-215	Jury/Entry/Forensic	19,009	24,533	18,500	18,500
617-253	BC/BBS Administrative Fee Retires	2,031	2,313	2,000	2,000
618-215	Notary Bond Filing Fee	945	1,115	1,000	1,000
618-253	Notary Fees Treasurer	95	151	100	100
608-301	Sex Offenders Registration Fee	150	40	150	150
608-430	Boarding-Animal Control	2,014	2,404	2,000	2,000
618-301	Sheriff Contractual	17,028	15,777	16,500	16,500
619-136	Civil Fees (District Court)	173,531	172,391	150,000	150,000
619-215	Passport Fees	5,765	1,425	1,500	1,500
619-301	Drug Testing Fees	1,580	4,244	4,000	4,000
620-132	Collection Fees/Family Div.	5,979	0	0	0
620-215	Late Fees	307	119	300	300
621-215	Circuit Court Fees	710	470	700	700
621-301	Kiosk Fees - Sheriff				3,000
622-225	Equalization LUG Tax System	254	340	50	50
623-215	Funeral Home Corrections	81	0	100	100
624-253	County Treasurer - Other	1,529	1,382	1,300	1,300
626-215	Passport/CCW Photo Charge	4,809	3,416	4,500	4,500
626-253	County Treasurer - Other	2,037	0	0	0
624-215	Victims Rights Admin. Fee	1,822	2,524	2,000	2,000
624-648	Medical Examiner Fees	1,330	2,900	1,600	1,600
625-236	County Share MSSR Fee	518	536	600	600
625-215	Voter Registration Processing	926	609	500	500

2012 General Fund Original and Amended Revenue Budget

Account Number	Revenue Category/Department	2010	2011	2012 - 1/1/12	2012 - 1/26/12
		Year-End Actual	Staff Revenue Projection	Revenue Budget	Revenue Budget
626-225	Tax Administration Fees	71,602	47,960	65,000	65,000
627-218	Dispatch Tech Services	5,000	5,000	5,000	5,000
638-301	Care of Prisoners Work Release	31,433	26,879	23,000	23,000
628-301	Care of Prisoners DOC Detainer	35,117	23,485	21,000	21,000
629-301	Prisoners-Other Counties	0	0	0	0
634-301	Felon Diverted Program	79,791	77,827	63,000	63,000
636-301	Charge to Prisoners for Jail	57,647	62,666	66,000	66,000
637-301	Day Reporting	5,536	2,088	2,000	2,000
629-253	Sales Treasurer	9,846	10,138	10,000	10,000
630-301	Sheriff Paper Service	20,641	24,723	28,000	28,000
631-301	Sheriff Photo Service	6,204	5,219	5,000	5,000
633-301	Boat Livery Inspections	0	4	75	75
635-301	Inmate Phone Revenues	29,367	22,894	20,000	20,000
642-259	Fees CD - Rom Info	17,641	10,122	11,000	11,000
643-430	Sales-Animal Shelter	430	220	400	400
646-301	Sales Sheriff - Auction	4,671	4,013	5,000	5,000
647-301	Sales Sheriff - Canteen	3,157	3,830	3,500	3,500
655-301	Bond Forfeitures-Sheriff	0	0	0	0
658-253	Return Check Charge	460	275	300	300
667-369	Rent for County Property	5,490	6,100	5,490	5,490
447-253	Summer Tax Collection	116,735	108,842	114,000	114,000
676-226	Equalization Contract to Huron County	36,000	36,000	39,060	39,060
676-227	Equalization Base Contract Caro	49,260	59,005	57,618	57,618
677-227	Equalization Assessing Services Caro	5,100	0	0	0
620-722	Airport Zoning Application Fees		35	175	175
625-722	Zoning Board of Appeal Fees		0	350	350
	Total Charges for Services	2,091,737	1,935,954	1,915,834	1,918,834
	Fines & Forfeits				
655-253	County Treasurer Forfeitures	5,200	15,730	10,000	10,000
655-430	Bond Forfeiture Animal	0	0	0	0
656-136	District Court Bond Forfeitures	9,146	6,912	8,000	8,000

2012 General Fund Original and Amended Revenue Budget

Account Number	Revenue Category/Department	2010	2011	2012 - 1/1/12	2012 - 1/26/12
		Year-End Actual	Staff Revenue Projection	Revenue Budget	Revenue Budget
657-136	District Court Ordinance Fines	20,767	23,891	20,000	20,000
659-136	Warrant Fees District Court	22,509	24,911	23,000	23,000
	Total Fines & Forfeitures	57,622	71,444	61,000	61,000
	Interest & Rentals				
664-253	Interest - Summer Taxes	34,507	33,197	33,000	33,000
665-253	Pooled General Fund Interest	139,968	118,710	120,000	120,000
667-151	Rent DOT	0	0	0	0
667-301	Rentals (Use of Van)	2,700	0	2,700	2,700
677-301	Sheriff Medical Service Reimb.	12,537	13,172	14,000	14,000
667-253	Thumb Cellular Tower Rental	2,735	2,817	2,600	2,600
	Total Interest & Rentals	192,447	167,896	172,300	172,300
	Refunds & Reimbursements				
625-301	Inmate Phone Cards	4,090	6,674	8,000	8,000
674-253	Thumb Narcotics Unit Reimburse	31,418	31,373	34,674	34,674
674-301	Reimbursements FOC Warrants	763	942	1,000	1,000
676-191	State Reimbursement/Elections	208	0	28,000	28,000
676-215	GAL Attorney Fee/Reimbursement	28,842	43,699	48,000	48,000
676-253	Reimbursements & Refunds	3,551	5,690	3,000	3,000
676-301	Reimbursement Sheriff	10,024	9,249	8,000	8,000
676-306	Weigh Master	0	0	72,175	72,175
676-400	Reimbursement Planning Commission	0	0	0	0
676-430	Reimbursement Animal Shelter	8,408	12,545	10,000	10,000
580-253	Reimbursement State Jury	25,145	16,830	20,000	20,000
677-215	Reimbursement Crt Appt Atty Fees	7,002	9,571	10,000	10,000
677-191	Reimb-School Election	11,419	5,798	8,000	8,000
677-223	East Central Local Share	0	0	0	0
677-253	Juvenile Office Position	111,056	0	0	0
694-253	Cash Over/Short	(1,681)	398	0	0

2012 General Fund Original and Amended Revenue Budget

Account Number	Revenue Category/Department	2010 Year-End Actual	2011 Staff Revenue Projection	2012 - 1/1/12 Revenue Budget	2012 - 1/26/12 Revenue Budget
694-215	Cash Over/Short	(6)	(19)	0	0
679-215	DE Novo Transcripts		32	100	100
678-191	Twsp. - Election Supplies	27,904	8,149	30,000	30,000
678-132	State Tax Lein Fee		30		
678-301	Reimb. DDJR		2,175		
679-191	Reim. Special Election Supplies	0	0	0	0
	Total Reimbursement & Refunds	268,143	153,136	280,949	280,949
	Total Operating Revenue	10,792,816	10,225,998	10,012,241	10,015,241
	Revenue Transfers Other Funds		2,692		
699-211	County Diseasester Fund	97,120	48,000	120,602	120,602
699-215	Friend of the Court Indirect Cost	0	350,226	0	0
699-216	Data Workflow Imaging Indirect Costs	4,680	0	0	0
699-218	Family Counseling Indirect Costs	67,627	91,744	79,994	79,994
699-221	Dispatch Fund Indirect Costs	9,308	9,308	19,729	19,729
699-010	Health Department Indirect Costs	1,667	1,667	2,296	2,296
699-020	Veterans Operations Indirect Cost	85,676	85,676	85,676	85,676
699-251	Health Department Lease	0	2,423	2,380	2,380
699-240	Principle Residence Exemption	39,544	59,931	51,073	51,073
699-242	Mosquito Control	3,096	1,574	0	0
699-254	Reimburse Time EECBG	3,303	13,210	9,909	9,909
699-286	Violence Against Women Indirect Retirement		325,394		
699-294	Veterans Trust	1,000	1,000	1,000	1,000
699-297	Senior Citizens Fund Indirect Cost	1,495	1,310	1,240	1,240
699-298	Medical Care Facility Indirect Cost	1,280	660	729	729
699-230	Recycling Indirect Costs	25,000	25,000	25,000	35,713
699-243	Reimburse Time Brownfield	3,024	0	0	0
699-441	Building Codes SCMCCI Rent	24,996	20,000	20,000	20,000

2012 General Fund Original and Amended Revenue Budget

Account Number	Revenue Category/Department	2010	2011	2012 - 1/1/12	2012 - 1/26/12
		Year-End Actual	Staff Revenue Projection	Revenue Budget	Revenue Budget
699-000	Domestic Violence Grant	0	0	0	0
699-532	Tax Foreclosure	50,000	50,000	50,000	50,000
699-626	Delinquent Tax Revolving Fund	755,776	810,054	765,000	765,000
699-801	Drain Assessment Services	0	2,113	2,113	2,113
	Total Revenue Transfers from Other Funds	1,174,592	1,901,982	1,236,741	1,247,454
	Grand Total Revenues Recurring Sources of Funds	11,967,408	12,127,980	11,248,982	11,262,695
	Budgeted General Fund Balance or Other One-Time Sources of Funds				
672-390	General Fund Use of Fund Balance	0	0	234,907	188,798
699-286	Transfer in Retirement Reserve				
699-211	Transfer in County Disaster				
	Total Budgeted General Fund Balance or Use of Other One-Time Sources	0	0	234,907	188,798
	GRAND TOTAL REVENUES INCLUDING USES OF NOT RECURRING SOURCES OF FUNDS	\$11,967,408	\$12,127,980	\$11,483,889	\$11,451,493

\$ 11,799,894
without retirement and disaster fund transfers in compliance with GASB 54

2012 General Fund Original and Amended Expenditure Budget

Expenditure Category/Department	2010	2011	2012 - 1/1/12	2012 - 1/26/12	Budget Changes
	Year-End Expenditures	Expenditure Projection 2/1/2012	Expenditure Budget	Expenditure Budget	
Legislative					
Board of Commissioners	\$ 139,474	\$ 99,567	\$ 107,867	\$ 102,875	Training -\$4,992
Special Programs	1,232	53,274	5,650	5,650	
Total Legislative	140,706	152,841	113,517	108,525	
Judicial					
Circuit/Family Court	1,230,037	893,543	907,295	905,620	Training -\$1,000, Bar dues -\$675
District Court	1,053,294	1,063,008	1,036,337	1,034,277	Training -\$1,250, Bar dues -\$810
Jury Commission	4,162	5,083	4,418	4,418	
Probate Court	278,056	253,850	266,526	265,181	Training -\$850, Bar dues -\$495
Adult Probation	47,327	37,548	9,400	9,400	
Total Judicial	2,612,876	2,253,032	2,223,976	2,218,896	
General Government					
Elections	66,842	16,992	96,213	96,213	
Accounting Services	42,105	41,230	37,730	37,730	
Legal Services	109,594	58,704	70,000	70,000	
Clerk	387,926	390,709	407,907	398,830	Training -\$550, FT to PT -\$8,527
Controller/Administrator	335,729	348,179	323,694	322,945	Training -\$750
Equalization	195,341	190,645	188,551	188,551	
Equalization/Huron County	10,444	10,897	11,366	11,366	
Equalization Caro Assessing Contract	28,301	38,894	40,529	30,749	FT to PT -\$9,780
Prosecutor	474,150	483,442	493,530	472,094	Training -\$50, FT to PT -\$19,001, Bar Dues, -\$2,385
Co-Op Prosecutor	167,318	173,082	163,310	163,310	
Register of Deeds	229,189	220,846	233,777	233,777	
Treasurer	305,661	325,165	318,379	317,829	Training -\$550
MSU Cooperative Extension	136,094	74,017	107,619	87,750	Appropriation -\$19,869

2012 General Fund Original and Amended Expenditure Budget

Expenditure Category/Department	2010	2011	2012 - 1/1/12	2012 - 1/26/12	Budget Changes
	Year-End Expenditures	Year-End Projection 2/1/2012	Expenditure Budget	Expenditure Budget	
Computer Operations	350,941	346,022	349,895	349,895	
Building & Grounds	681,931	742,706	756,199	737,263	
Human Services Building Maint.	55,302	50,394	52,971	52,971	
Drain Commission	175,245	189,383	189,505	188,505	Training -\$1,000
Total General Government	3,752,113	3,701,307	3,841,175	3,759,778	
Public Safety					
Courthouse Security	66,401	135,028	168,933	168,933	
Jail	2,092,397	2,047,051	2,035,023	2,035,023	
Bench Warrant Enforcement	-	-	-	-	
Weigh Master	-	6,392	72,175	72,175	
Liquor/Traffic Enforcement	-	-	-	-	
Marine Safety	21,937	16,642	12,071	12,071	
Secondary Road Patrol	97,556	94,181	87,030	87,030	
Thumb Narcotics	89,299	90,190	89,958	89,958	
Planning Commission	4,551	5,118	5,050	4,930	Training -\$120
Plat Board	-	-	628	628	
Emergency Services	87,322	81,004	84,411	84,161	Training -\$250
Animal Shelter	124,921	113,810	125,500	125,500	
Livestock Claims	-	-	-	-	
Total Public Safety	2,584,384	2,589,416	2,680,779	2,680,409	
Public Works					
Building Codes (See note below)	275,567	233,020	225,000	225,000	
Board of Public Works	2,286	1,938	2,846	2,846	
Drain-at Large	491,243	422,186	416,821	416,821	
Total Public Works	769,096	657,144	644,667	644,667	

2012 General Fund Original and Amended Expenditure Budget

Expenditure <u>Category/Department</u>	2010 Year-End <u>Expenditures</u>	2011 Expenditure Year-End Projection <u>2/1/2012</u>	2012 - 1/1/12		2012 - 1/26/12		<u>Budget Changes</u>
			Expenditure <u>Budget</u>	Expenditure <u>Budget</u>	Expenditure <u>Budget</u>	Expenditure <u>Budget</u>	
Health & Welfare							
Substance Abuse	65,530	67,136	65,000	65,000	65,000		
Medical Examiner	47,783	35,172	43,000	42,575	42,575	Training -\$425	
Veterans Burial	13,520	13,060	15,000	15,000	15,000		
Airport Zoning Board		157	678	678	678		
Economic Development	46,302	46,302	34,727	29,727	29,727	Appropriation -\$5,000	
Total Health & Welfare	173,135	161,827	158,405	152,980	152,980		
Other							
Insurance & Bonds	153,333	146,894	251,000	251,000	251,000		
Building Lease/Purchase Agreement	24,370	73,910	-	-	-		
Other Total	177,703	220,804	251,000	251,000	251,000		
Contingency							
Contingency	-	-	54,656	54,656	54,656		
Total Contingency	-	-	54,656	54,656	54,656		
Operating Transfers Out							
County Park	-	5,000	2,500	2,500	2,500		
Friend of the Court	320,131	282,970	282,970	282,970	282,970		
Friend of the Court/Workflow Imaging	-	134,181	-	-	-		
Health Department	263,727	263,727	240,000	215,000	215,000	Appropriation -\$25,000	
Behavioral Health	288,243	288,243	288,243	288,243	288,243		
Equipment Fund	-	100,000	79,637	79,637	79,637		
Equipment Fund/Workflow Imaging	-	31,305	-	-	-		
Remuneration	26	34	-	-	-		

2012 General Fund Original and Amended Expenditure Budget

<u>Expenditure Category/Department</u>	2010	2011	2012 - 1/1/12	2012 - 1/26/12	<u>Budget Changes</u>
	<u>Year-End Expenditures</u>	<u>Expenditure Year-End Projection 2/1/2012</u>	<u>Expenditure Budget</u>	<u>Expenditure Budget</u>	
Community Corrections	11,735	11,400	16,000	16,000	
Child Care Human Services	87,500	149,000	127,000	127,000	
Department of Human Services	10,000	9,000	9,000	9,000	
Child Care Probate	470,000	492,932	300,000	400,000	Appropriation Increase - \$100,000
Soldiers & Sailors Relief	28,500	28,500	7,500	7,500	
Purdy Building Debt	-	-	73,600	73,600	
Cigarette Tax	6,791	2,538	8,471	8,471	
Medical Examiner	10,293	10,293	10,293	10,293	
Veterans Counseling	67,395	67,395	40,500	40,500	
Capital Improvements Fund	-	-	-	-	
Employee Sick/Vacation	91,860	30,000	30,000	19,868	Appropriation -\$10,132
Total Operating Transfers Out	1,656,201	1,906,518	1,515,714	1,580,582	
GRAND TOTAL EXPENDITURES	\$11,866,214	\$11,642,889	\$11,483,889	\$11,451,493	

**Mike Hoagland**

From: Mike Hoagland [mhoagland@tuscolacounty.org]
Sent: Tuesday, February 14, 2012 3:06 PM
To: Bob Mantey (drain-commissioner@tuscolacounty.org); Dan Grimshaw (dgrimshaw@tuscolacounty.org); Dan Grimshaw (register-of-deeds@tuscolacounty.org); Fraczek Donna (dfraczek@tuscolacounty.org); Glaspie Judge (d71bglaspie@gmail.com); Lee Teschendorf (sheriff@tuscolacounty.org); Lee Teschendorf (sheriff@tuscolacounty.org); Margie White (MWhite@TuscolaCounty.org); Mark Reene; Mark Reene (mreene2011@gmail.com); Mike Miller (Mike Miller); Joseph Bixler (bixlerj@anr.msu.edu); Patricia Gray; Richard Colopy; Kim Green (kgreen@tuscolacounty.org); Robert Klenk (Robert Klenk); Robert Klenk; Gretchen Tenbusch (Gretchen Tenbusch); Walt Schlichting (Walt Schlichting); ckrapits@tuscolacounty.org; Clayette Zechmeister (Clayette Zechmeister); Mari Young (Mari Young); Renee Ondrajka; Jerry Peterson (jerry58c@yahoo.com); Roger Allen (beetman95@yahoo.com); Tom Bardwell (tbardwell@hillsanddales.com); Tom Kern (commishkern@gmail.com)
Subject: Potential use of Furlough Days for Cost Reduction
Elected and Appointed Officials

The following outlines a possible furlough day plan to reduce county costs. If all of the Board expenditure reduction changes are implemented from the January 26, 2012 Board motion, the remaining 2012 estimated revenue-expenditure gap is in the range of \$180,000 to \$190,000. If any of these planned reductions are not implemented then the remaining gap increases.

Shiawassee is the only Michigan county known to have implemented a furlough plan. We have been in contact with officials of Shiawassee county to review how their plan was implemented. The State of Michigan has also implemented a furlough day plan.

Advantages to using furlough days are the reduction is spread broadly which reduces the financial impact compared to directed cuts that may impact only specific areas. Also, this method of cost reduction is real because it reduces payroll expenses. Disadvantages are that it may only be considered a temporary solution and it places a financial burden on employees.

In order to produce a general fund cost reduction of \$100,000 an estimated 64 hours (8.5 furlough days) is required from all 83 employees. The impact on any one individual can be calculated by multiplying hourly wage rate times 64 hours. In order to produce a \$100,000 reduction, participation is required from commissioners and six elected officials, non-union employees, court employees, and AFSCME and other union represented employees. Employees that are under union contract would require contract language changes and union member ratification. With only a few exceptions this plan would not apply to 7 day per week 24 hour operations. If any of the 83 employees do not participate, then the proportionate share for those employees who do participate increases to achieve the same \$100,000 reduction.

To this point in time, the finance committee intends to also apply the furlough day plan to non-general fund/non-union employees to remain consistent in approach. Furlough days will be discussed with other union employees for upcoming labor negotiations.

This is a preliminary draft outline that needs your review and comment. It is important that if a furlough day plan is implemented that county officials be provided the flexibility

and discretion to implement in the manner that works best for their individual departmental operations. Please submit your comments for review and consideration. This will be a topic of discussion at the Thursday, February 16, 2012 finance committee meeting.

Thank you.

Michael R. Hoagland
Tuscola County/Controller Administrator
125 W. Lincoln
Caro, MI. 48723
989-672-3700
mhoagland@tuscolacounty.org

STATE OF MICHIGAN
54TH CIRCUIT COURT
71B DISTRICT COURT
TUSCOLA COUNTY PROBATE COURT
440 NORTH STATE STREET
CARO, MI 48723
TELEPHONE: (989) 672-3800

HON. KIM DAVID GLASPIE
CHIEF JUDGE

DONNA L. FRACZEK, COURT ADMINISTRATOR

M E M O R A N D U M

DATE: February 10, 2012
TO: Carrie Krampits, Human Resources Director
FROM: Hon. Kim David Gaspie, Chief Judge *ADG*
RE: Pay Scales

Below are the pay scales for the Court Administrator, Deputy Court Administrator/Law Clerk, The Director of Probation Services and the Friend of the Court effect 1-4-2012.

	Court Administrator	Deputy Court Administrator/Law Clerk
STEP 1	\$59,894.20	\$54,894.20
STEP 2	\$61,574.65	\$56,574.65
STEP 3	\$63,254.79	\$58,254.79
STEP 4	\$64,935.52	\$59,935.52
STEP 5	\$65,495.65	\$60,495.65
	Director of Probation Services	Friend of the Court/FOC Attorney
STEP 1	\$53,932.30	\$56,582.16
STEP 2	\$55,856.63	\$59,312.19
STEP 3	\$57,784.46	\$62,042.22
STEP 4	\$59,644.09	\$64,772.22
STEP 5	\$61,503.60	\$67,503.60

As indicated in the Order of the Court dated February 10, 2012 the following steps should be given: Court Administrator Step 5, Deputy Court Administrator/Law Clerk Step 3, Director of Probation Services Step 5 and Friend of the Court/FOC Attorney Step 5. These are retroactive to January 4, 2012.

STATE OF MICHIGAN
IN THE 54th CIRCUIT COURT, 71-B DISTRICT COURT AND
THE PROBATE COURT FOR THE COUNTY OF TUSCOLA

ORDER APPOINTING COURT ADMINISTRATOR

At a session of said Court held in the
Courthouse Building, City of Caro,
State of Michigan, on February 10, 2012

PRESENT: THE HONORABLE KIM DAVID GLASPIE
Chief Judge, 54th Circuit/Family Court, 71-B District Court, and
Tuscola County Probate Court

IT IS HEREBY ORDERED that Donna L. Fraczek is appointed Court Administrator for the 54th Circuit/Family Court, 71-B District Court, and the Tuscola County Probate Court starting at Step 5 of the pay scale retroactive to January 4, 2012. This rescinds order appointing Donna L. Fraczek Interim Court Administrator dated January 4, 2012.



KIM DAVID GLASPIE P31610
Chief Judge

Dated: 2-10-12


STATE OF MICHIGAN
IN THE 54th CIRCUIT COURT, 71-B DISTRICT COURT AND
THE PROBATE COURT FOR THE COUNTY OF TUSCOLA

ORDER APPOINTING PROBATION SERVICES DIRECTOR

At a session of said Court held in the
Courthouse Building, City of Caro,
State of Michigan, on February 10, 2012.

PRESENT: THE HONORABLE KIM DAVID GLASPIE
Chief Judge, 54th Circuit/Family Court, 71- B District Court, and
Tuscola County Probate Court

IT IS HEREBY ORDERED that Sheila Long is appointed Probation
Services Director for the 54th Circuit/Family Court and the 71-B District Court at Step 3
of the pay scale retroactive to January 4, 2012. This rescinds the order dated January 4,
2012 that appointed Sheila Long Interim Probation Services Director.



KIM DAVID GLASPIE P31610
Chief Judge

Dated: 2-10-12

STATE OF MICHIGAN
IN THE 54th CIRCUIT COURT, 71-B DISTRICT COURT AND
THE PROBATE COURT FOR THE COUNTY OF TUSCOLA

ORDER APPOINTING DEPUTY COURT ADMINISTRATOR/LAW CLERK

At a session of said Court held in the
Courthouse Building, City of Caro,
State of Michigan, on February 10, 2012

PRESENT: THE HONORABLE KIM DAVID GLASPIE
Chief Judge, 54th Circuit/Family Court, 71-District Court, and
Tuscola County Probate Court

IT IS HEREBY ORDERED that Greg McDonald is appointed Deputy Court Administrator/Law Clerk for the 54th Circuit/Family Court, 71-B District Court, and the Tuscola County Probate Court at Step 3 of the pay scale effective February 1, 2012. This order rescinds order appointing Greg McDonald, Interim Court Administrator dated January 4, 2012.



KIM DAVID GLASPIE P31610
Chief Judge

Dated: 2-10-12

STATE OF MICHIGAN
IN THE 54th CIRCUIT COURT, 71-B DISTRICT COURT AND THE
PROBATE COURT FOR THE COUNTY OF TUSCOLA

ORDER APPOINTING FRIEND OF THE COURT/FOC ATTORNEY

At a session of said Court held in the
Courthouse Building, City of Caro,
State of Michigan, on February 10, 2012

PRESENT: THE HONORABLE KIM DAVID GLASPIE
Chief Judge, 54th Circuit/Family Court, 71-District Court, and
Tuscola County Probate Court

IT IS HEREBY ORDERED that Nancy Thane is appointed Friend of the
Court/FOC Attorney for the 54th Circuit/Family Court, starting at Step 5 of the pay scale.
This is retroactive to February 1, 2012.



KIM DAVID GLASPIE P31610
Chief Judge


Dated: 2-10-12

STATE OF MICHIGAN
54TH CIRCUIT COURT
71B DISTRICT COURT
TUSCOLA COUNTY PROBATE COURT
440 NORTH STATE STREET
CARO, MI 48723
TELEPHONE: (989) 672-3800

HON. KIM DAVID GLASPIE
CHIEF JUDGE

DONNA L. FRACZEK, COURT ADMINISTRATOR

M E M O R A N D U M

DATE: January 13, 2012
TO: Clayette Zechmeister, Chief Accountant
FROM: Donna L. Fraczek, Court Administrator 
RE: Line Item Transfers

Please make the following adjustments to the following line items:

Reduce line item 292-662-801-000 Professional Services Consult in the amount of \$32,000. (Contract paid through March 31, 2012.

Reduce line item 101-136-704-000 Wages/Permanent by \$35,000.

Increase line item 101-136-703-000 Wages Supervision in the amount of \$5,000 and the corresponding benefit line items as determined by Human Resources.

Increase line item 662-704-000 Salaries Permanent (Child Care Fund) in the amount of 43,052.52 and the corresponding benefit line items as determined by Human Resources.

Thank you.

STATE OF MICHIGAN
54TH CIRCUIT COURT
71B DISTRICT COURT
TUSCOLA COUNTY PROBATE COURT
440 NORTH STATE STREET
CARO, MI 48723
TELEPHONE: (989) 672-3800

HON. KIM DAVID GLASPIE
CHIEF JUDGE

DONNA L. FRACZEK, COURT ADMINISTRATOR

MEMORANDUM

DATE: February 10, 2012
TO: TUSCOLA COUNTY COMMISSIONERS
FROM: Hon Kim David Glaspie, Chief Judge
SUBJECT: September 29, 2010, Agreement between Tuscola County and MGT of America.

RECOMMENDATION

I, Kim David Glaspie, Chief Judge for the Courts of Tuscola County, hereby recommend that the County of Tuscola adopt a resolution giving written notice of Tuscola County's intention to terminate its contract with MGT of America, Inc., a Florida Corporation ("MGT") pursuant to paragraph 3 of the September 29, 2010, CONSULTING SERVICES AGREEMENT ("AGREEMENT"). [See attached copy].

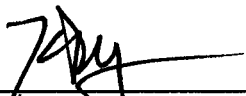
BACKGROUND

On January 1, 2012, I was appointed the Chief Judge of the 71B District Court, the 54th Circuit Court, and the Tuscola County Probate Court. Subsequently, on January 4, 2012, I appointed Donna Fraczek as the interim Court Administrator of all Courts, Greg McDonald as the interim Deputy Court Administrator, and Sheila Long as the interim Director of Probation Services.

During this transition period I have reviewed all contract services between the courts and their service providers. In doing so, I have come to the conclusion some services are no longer necessary to be contracted with because they are no longer needed or because these services can be performed by court employees. One such service being the financial management of the County Child Care Fund by MGT, as described in paragraph 1 of the attached AGREEMENT. My appointment of Sheila Long as the Probation Services Director includes both management of the Juvenile Probation Department and its personnel and the County Child Care Fund budget. I am confident in the abilities of my staff to proceed further without the need of the consulting services of MGT. Moreover, it will prove to be more cost effective for Tuscola County.

CONCLUSION

Therefore, it is my recommendation that the Tuscola County Board of Commissioners terminate the AGREEMENT and provides MGT written notice immediately in accordance with the AGREEMENT.



Hon. Kim David Glaspie
Chief Judge Tuscola Courts

CONSULTING SERVICES AGREEMENT

By and Between

Tuscola County, Michigan
and
MGT of America, Inc.

THIS AGREEMENT is made this 29th day of SEPT 2010, by and between the County of Tuscola, Michigan ("Client"), and MGT of America, Inc., a Florida Corporation ("MGT").

In consideration of the mutual covenants set forth in this Agreement, the parties agree as follows:

1. Description of Services.

MGT shall, as an independent contractor, provide the services specified in section 1.1 below ("the Services"), on the schedule specified in section 1.2 below.

1.1 Scope of Services

MGT shall provide to Client the following services:

- County Child Care Fund Financial Management
- Preparation of the annual application for the State Child Care Fund Program
- Preparation of the annual County Child Care Fund Budget
- Preparation of any required line-item transfers or budget amendments
- Monitoring of accounts receivable for reimbursement and restitution
- Processing reviewed and approved vendor reimbursements
- Reviewing account assignments
- Client verification
- Review state ward charge backs for client eligibility
- Reviewing program expenditure eligibility
- Monthly claim reimbursement processing and submissions
- Responding to audit questions

MGT COPY

MGT 
OF AMERICA, INC.

1.2 Timetable for Services

The Services shall be performed and the product(s) of the services shall be delivered on the following schedule:

The proposed services will begin October 1, 2010 and will continue until either party changes the terms of this agreement which must be in writing and mutually agreeable to both parties.

2. Compensation

For its work under this Agreement, MGT shall be paid a fixed fee of \$ 48,000 per year. This fee shall be paid on the following schedule:

2.1 Invoicing

The fee will be invoiced in 12 equal monthly payments.

MGT will render to Client one invoice per month for the fees specified herein, with payment due by thirty (30) days after each submission. No payment shall be withheld or delayed by Client when, or to the extent that, such delay is the result of Client's failure promptly to review and accept the product or the Services or to perform any act necessary for MGT to proceed or continue with providing the Services.

3. Term and Termination.

This agreement shall become effective on upon its execution and delivery by the parties and shall remain in effect until completion of, and full payment for, the Services. This contract may be terminated prior to completion of the Services at the option of either party, upon delivery of a written notice by the terminating party to the other party. In the event of early termination by Client, MGT shall be paid, upon invoicing in accordance with this Agreement, the agreed compensation (or if, due to termination, there is no agreed value for the services performed to date, MGT's standard hourly rates) for Services performed, plus expenses incurred, prior to termination.

4. Independent Contractor Status

The relationship of MGT to Client is that of an independent contractor, and nothing in this Agreement shall be construed as creating any other relationship. As an independent contractor, MGT shall comply with all laws relating to federal and state income taxes, associated payroll and business taxes, licenses and fees, workers compensation insurance, and all other applicable state and federal laws and regulations. Neither MGT nor anyone employed or subcontracted by MGT shall be, represent, act, and purport to act, or be deemed to be an agent, representative, employee or servant to Client.

5. Access to Data

The Client will provide MGT with on-line access to the following data systems: JJOLT, JIS, ON-BASE, and the County accounting system. MGT agrees to secure a license for operating the ON-BASE imaging system and will secure the license at its own cost. MGT acknowledges the confidential nature of the data that we will be reviewing and that we will not release any data, other than what is necessary to process the monthly billings, without prior written authorization of the court.

6. Project Managers

James Olson shall serve as Project Manager and point of contact for MGT under this Agreement.

Mary Lou Burns shall serve as Project Manager and point of contact for the Client for the Cost Allocation Plans services under this Agreement.

By written notice to the other party, either party may change the identity of its project manager during the term of this Agreement.

7. Miscellaneous

6.1 No Continuing Waiver

The failure or forbearance by either party in exercising any remedy available to it upon a breach of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent or continuing breach by either party.

6.2 Entire Agreement

This written Agreement represents the entire agreement of the parties, and neither party is relying upon any negotiation, representation, warranty, promise, or covenant not set forth in this Agreement. This Agreement may not be modified or amended except by a written instrument for that purpose duly executed by both parties.

6.3 Subcontracting and Assignment

MGT may utilize subcontractors in performing the Services, but MGT shall remain responsible to Client for performance under this Agreement. This contract shall be binding upon and inure to the benefit of both Client and MGT and their respective successors and assigns, if any, and legal representatives.

6.4 Interpretation, Venue, and Severability

This agreement shall be construed, interpreted, and enforced in accordance with Michigan law without regard to conflicts of laws principles. Should any provision of this Agreement be held invalid or unenforceable by final judgment of a court of competent jurisdiction, it is the parties' intention that the remainder of this Agreement shall nevertheless be given effect as written. Any action arising out of or relating to this Agreement may be brought only in the Michigan state court having jurisdiction. If more than one party executes this Agreement as Client, then each such party shall be jointly and severally responsible for Client's performance and payment under this Agreement.

6.5 Prior Performance

Services performed by MGT pursuant to Client's authorization, but before execution of this Agreement, shall be considered as having been performed pursuant to the terms and conditions of this Agreement.

6.6 Professional Liability Insurance

MGT shall maintain professional liability insurance for all MGT employees and subcontractors during the course of this agreement.

6.7 Hold harmless and indemnification

MGT shall defend indemnify and hold harmless the County from and against damages, liability and costs (including reasonable attorney fees) directly caused by the negligent actions or willful misconduct of MGT, its employees or agents.

6.8 Notices

All written notices, demands or requests pursuant to this Agreement may be served (as an alternate to personal service) by registered or certified mail or air freight services that provide proof of delivery, with postage and fees thereon fully prepaid, and addressed to the parties so to be served as follows:

If to MGT:

MGT of America, Inc.
2343 Delta Road
Bay City, Michigan 48706

If to Client:

Tuscola County
207 East Grant
Caro, MI 48723

Service of any such notice or demand so made by mail shall be deemed complete on the day of actual delivery as shown by the addressee's registry or certification receipt. Either party hereto may, from time to time, by written notice served upon the other as aforesaid, designate a different mailing address, or (a) different or additional person(s) to which or to whom all such notices or demands are thereafter to be addressed. Persons named to receive copies of notices are listed for accommodation only, and are not required to be personally served to comply with service of notice on a party.

IN WITNESS WHEREOF, this agreement has been executed and delivered by Client and MGT on the date first written above.

TUSCOLA COUNTY, MICHIGAN
By: 

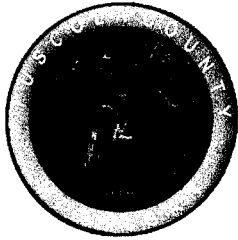
Name: THOMAS BARDWELL
As Its: CHAIRMAN - BD OF COMM

Address: 207 East Grant
City/State/Zip: Caro, MI 48723
FEID: 38-6004893

MGT OF AMERICA, INC.
By: 

Name: Mark Epstein
As Its: Senior Partner
Address: 2343 Delta Road
City/State/Zip: Bay City, MI 48706
FEID: 59-1576733





TUSCOLA COUNTY MOSQUITO ABATEMENT

1500 Press Drive
Caro, Michigan 48723-9291
989-672-3748 Phone ~ 989-672-3724 Fax

**To: Tuscola County Board of Commissioners
Michael Hoagland : Controller/Administrator**

**From: Kimberly Green: Co-Director
Rich Colopy: Co-Director**

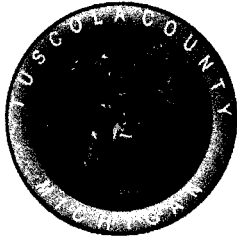
Date: February 16, 2012

RE: 2012 Staff

We are requesting permission to hire our 2012 seasonal employees. A list of the names of our selections is attached.

Thank you.

REQUIRES	LAST NAME	FIRST NAME
Technician	Adamczyk	John
Technician	Asperger	Thomas
Assist Equip Repair Tech	Babcock	Randy
Technician	Bailey	Joshua
Technician	Beagle	Trevor
Biology Technician	Benjamin	James
Equip Repair Technician	Botkins	Ronald
Technician	Chronowski	Paul
Technician	Clairmont	William
Technician	Clark	James
Technician	Downing	Matthew
Technician	Downing	Michael
Technician	Exel	Richard
Technician	Garsney	Lee
Technician	Heckroth	Daniel
Technician	Irvine	Steven
Technician	Myers	Richard
Technician	Owensby	William
Technician	Peet	Michael
Assistant Foreman	Perkins	Thomas
General Office Position	Raney	Renee
Technician	Raney	Robert
Biology Technician	Terbush	Leonard
Technician	Thomas	Anthony
Foreman	Webster	Patrick
Technician	Yates	Roger
Technician	Zapfe	Garry
NEW HIRES	LAST NAME	FIRST NAME
Technician	Fritz	Kurt
Technician	Merry	Patrick
Technician	Sherman	Michael
Technician	Zapfe	Larry



TUSCOLA COUNTY MOSQUITO ABATEMENT

1500 Press Drive
Caro, Michigan 48723-9291
989-672-3748 Phone ~ 989-672-3724 Fax
Directors – Kim Green & Rich Colopy

TO: Tuscola County Board of Commissioners
Michael Hoagland – Controller/Administrator

FROM: Kim Green ~ Rich Colopy : Co - Directors
Tuscola County Mosquito Abatement

Date: February 16, 2012

RE: Request to purchase control materials / equipment for 2012 season

On January 11, 2012 sealed bids for insecticide materials were opened at the Midland County Board of Commissioners Finance Committee meeting. After review of these bids, we are requesting permission to purchase the following materials.

<u>Vendor / Insecticide</u>	<u>Quantity</u>	<u>Price Per Unit</u>	<u>Total Amount</u>
Clarke Inc. / Biomist 4+4	6,050 Gallons	\$ 14.28	\$ 86,394.00
Clarke Inc. / VectoLex WDG	48 Pounds	\$ 57.05	\$ 2,738.40
Valent BioSciences / B.t.i.	16,000 Pounds	\$ 1.348	\$ 21,568.00
Adapco Inc. / liquid B.t.i.	150 Gallons	\$ 26.99	\$ 4,048.50
Adapco Inc. / Spheratax	1,200 Pounds	\$ 6.20	\$ 7,440.00

These purchases total \$122,188.90, and will be deducted from the 2012 Mosquito Abatement budget from account 240-620-750-000, Abatement Materials.

In addition to the control materials, we are requesting permission to purchase from Clarke Inc.

1 ULV - Grizzly OHV Smart Flow #12208OHV. This will allow for a back up truck mounted sprayer. This purchase (\$11,500.00) would be deducted from account 240-620-970-030.

These purchases were anticipated, and sufficient funds allocated to these accounts.

Thank You



Copy to all Comm
2/10/12 ✓ (G)

LEAD TUSCOLA
LEAD, EDUCATE AND DEVELOP

A process to lead, educate and develop
tomorrow's leaders today for Tuscola County

Dear Valued Community Leader,

LEAD Tuscola is a program designed to expand the leadership potential existing in Tuscola County. LEAD Tuscola was formed by a steering committee consisting of a wide cross section of business and organizational leaders and modeled after similar successful programs. It is designed to bring together individuals with diverse backgrounds and experience who have potential talent for leadership. This program provides participants an opportunity to interact with business and community leaders who present information on various topics.

Participants become more aware of the dynamics of the social and economic changes of today and their impact on our community. They are challenged to increase their knowledge and become actively involved in the world around them. Class members will become experienced in working together and will benefit from many different points of view that come from the group. This will lay the groundwork for cooperation on existing and future community issues.

Please consider sending someone from your organization to be a participant in the 2012-2013 LEAD Tuscola class.

Thank you.

Christine Young

Christine Young
Chairman, LEAD Tuscola Steering Committee

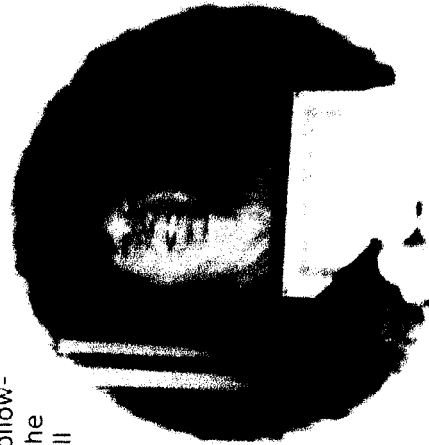
LEAD, EDUCATE, AND DEVELOP

The Program

A leader, simply defined, is someone who has the ability to influence others. A leader, with appropriate goals, a positive attitude, and a willingness to take risks, is a great asset in the effort to strengthen and transform a community. They provide the vision, motivation and skill to plan the future of communities and guide them through difficult times.

LEAD Tuscola is a 10-month program to introduce Tuscola County residents to programs and opportunities for local leadership. Individuals will have the opportunity to participate in a series of thought-provoking educational sessions, starting with a weekend retreat and continuing with one day sessions every month. Sessions will be held primarily at Davenport University in Caro as well as incorporate a variety of field trips throughout Tuscola County.

Our hope is that following graduation, the participants will take the knowledge they have gained and use it to become more involved in the continuing growth of Tuscola County.



Janet Penn smiles as she graduates from LEAD Tuscola.

LEAD Tuscola should appeal to those of diverse backgrounds who are interested in the past, present and future of Tuscola County and are willing to become involved in the County Community.



The 2008 LEAD Tuscola class volunteered to paint a room in the Thumb Area Assault Crisis Center.

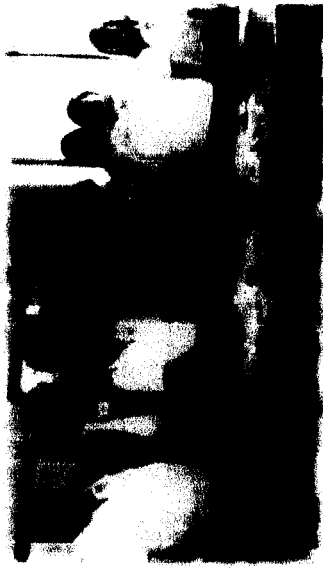
The Focus

The program is designed to provide each participant with knowledge of a wide variety of programs and opportunities available in Tuscola County.

At orientation, scheduled for Friday, September 14 (starting about 4 pm) and Saturday, September 15, 2012 (ending about 1:30 pm), individuals participate in sessions designed to acquaint them with each other and prepare them for the 8 class sessions. During monthly sessions, participants will gain knowledge of the history of Tuscola County, local government including the courts, law enforcement, business and economic developments, nonprofit organizations, human services, and Tuscola County's educational opportunities.

The Commitment

Participants will be asked to attend the weekend orientation and a minimum of seven other sessions to qualify for graduation. Tuition for the program is \$625 and may be paid by the individual and/or the participants, employer/sponsor.



The 2008 LEAD Tuscola participants toured Lansing and met with Representative Terry Brown.

Your Invitation

Participants may be nominated by an employer, coworker, acquaintance, or may nominate themselves. Participants will be selected from a written application based on their demonstrated leadership ability and potential. Individual accomplishments and a desire to assume expanded responsibilities of leadership will also be important criteria in the selection process.

Are you ready to be
a LEADER?

The deadline for application is
August 1 2012.

To receive an application or for more
information please call 989.673.2849 or
email LEADtuscola@gmail.com

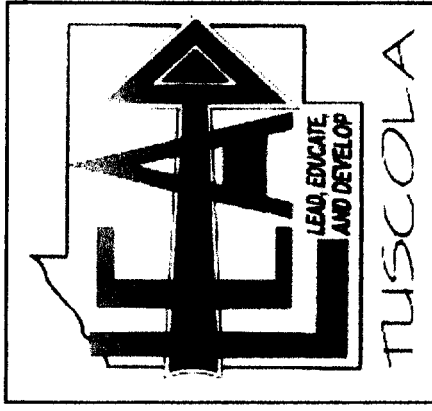
Name

Address

Phone

Previous employers and sponsors of LEAD participants:

Agri-Valley Services
Amanda Roggenbuck & Associates PLLC.
Caro Chamber of Commerce
Caro Community Hospital
Cass City Chamber of Commerce
Chemical Bank & Trust Co.
City of Vassar
Davenport University
Human Development Commission
Infinite Creative Services, Inc.
Mayville State Bank
Northstar Bank
POET
Rawson Memorial District Library
Standard Federal Bank
TI Automotive
Thumb Area Big Brothers Big Sisters
Thumb Area MichiganWORKS!
Tuscola County Advertiser
Tuscola County DHS
Tuscola County EDC
Tuscola County Sheriff's Office
Tuscola County Treasurer
Tuscola Technology Center
Village of Caro
Wolverine Human Services



**A Process to Lead,
Educate and Develop
tomorrow's leaders
today for
Tuscola County**

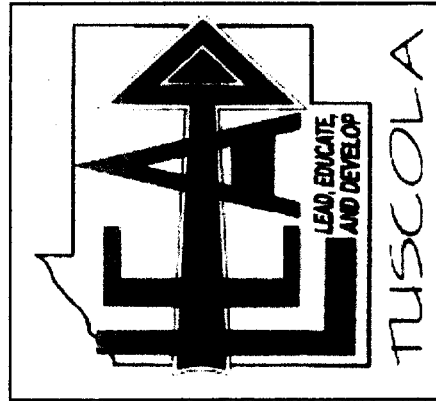
LEAD TUSCOLA
C/O TUSCOLA COUNTY EDC
157 N. STATE STREET
CARO, MI 48723

CONTACT:

Phone: 989-673-2849

FAX: 989-673-2517

E-MAIL: LEADtuscola@gmail.com



10th Anniversary Celebrating Tuscola's Stars
c/o Tuscola Technology Center
1401 Cleaver Road • Caro, Michigan 48723
989-673-8223

Copy to all Comm (H)
2/10/12

February 8, 2012

The "Celebrating Tuscola's Stars Committee" was established in 2003 by the Tuscola County Community Foundation, the Tuscola County Human Services Collaborative Council and Tuscola 2020, Inc. The Stars Committee is pleased to announce the tenth annual search for "Tuscola's Stars". A celebration to honor these Stars will be held on Thursday, April 19, 2012 at 7:30 to 9:00 AM at the Tuscola Technology Center. An invitation will follow at a later date.

We need your help in searching for Tuscola's Stars and nominating them for the awards. These awards are designed to recognize individuals, groups and businesses whose efforts have improved the quality of life of the people in Tuscola County.

We are sure you know one or more individuals, groups or businesses whose efforts deserve recognition. We have included a nomination form (it may be copied if you wish to make more than one nomination.) **Please take a few minutes to complete the form and return it by February 22, 2012.**

All nominees will receive a "Celebrating Tuscola's Stars" certificate and lapel pin. A finalist will be selected in each category and will be presented a "Celebrating Tuscola's Stars" award.

We strongly believe in the value of volunteerism and want to honor these Stars. Thank you for your assistance in identifying and nominating these individuals, groups and businesses that make a difference in our communities.

We invite you to help us celebrate the Stars by sending in your nomination(s) and joining us for breakfast. An event invitation will be sent to you at a later date. If you have any questions or would like to help with this event, please call Susan at 989-550-8283 or 989-673-8283 or email her at susaneawalker@yahoo.com.

Sincerely,

Susan Walker, Co-Chair
Celebrating Tuscola's Stars Committee

Gene Pierce, Co-Chair
Celebrating Tuscola's Stars Committee

Committee Members

*Susan Walker, Co-Chair
Lila Deeren
Jim McLoskey
Glen Roth
Margie White*

*Gene Pierce, Co-Chair
Serena Long
Ken Micklash
Rose Putnam
Jim Heiser*

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NOMINATION FORM FOR TUSCOLA'S STARS AWARD

Eligibility Criteria: These awards are open to any individual, group or business that has donated time and effort to provide a humanitarian benefit to residents of Tuscola County during the past year. The effort must be voluntary and not involve personal or monetary gain. However, minimal out-of-pocket reimbursement such as mileage would not disqualify an honoree and stipends are not counted.

In addition to these awards, we will be honoring an employed individual who has consistently gone "ABOVE AND BEYOND" the call of duty; this can be anyone that goes beyond their regular job duties & expectations for the benefit of Tuscola County residents.

Selection: Representatives of the sponsoring groups, the Tuscola County Community Foundation, the Tuscola County Human Services Collaborative Council and Tuscola 2020, Inc., will serve as the selection committee as well as representatives from all area school districts.

Questions? Contact Susan Walker at 989-550-8283, 989-673-8283 or susaneawalker@yahoo.com.

Tuscola's STARS awards will be presented in the four categories of:

Category 1 - INDIVIDUAL: Includes individuals, couples, and families whose volunteer efforts deserve public recognition. This includes activities such as village councils, school boards, hospital boards and auxiliaries, church work and etc.

Category 2 - GROUP: Includes service clubs, churches, student groups, charities, nonprofit organizations, and other groups of unrelated persons whose volunteer efforts are worthy of respect.

Category 3 - BUSINESS: Includes for-profit businesses, and public agencies whose volunteer efforts are changing lives for the better.

Category 4 - ABOVE AND BEYOND: A special category to recognize someone in a paid or volunteer position whose efforts exemplify the spirit of giving!

It is very important to make your nomination thorough. The committee can only make decisions based on the information provided to them. It is also important to indicate the category for which you are making your nomination.

Please return form to: Tuscola Technology Center, 1401 Cleaver Rd.
Caro, MI 48723. The deadline is February 23, 2012.

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PLEASE SAVE THE DATE and join us at our Celebration Breakfast on Thursday, April 19th, at 7:30 AM at the Tuscola Technology Center.

Name of Nominee: _____

If nominating a group or business, person to contact _____

Nominee **complete** mailing address: _____

_____ Nominee Phone _____

Nominee e-mail address _____

IMPORTANT: Make sure you indicate the number of the category for which you are making this nomination. _____ See page one for categories (Indicate 1, 2, 3 or 4- pick only one.)

Why are you making the recommendation? _____

Explain in your own words. Consider including information such as: organizations involved, projects completed, number of Tuscola County residents served, years of service. What makes this person, group or business exceptional? (REMEMBER IT IS IMPORTANT TO BE AS COMPLETE AS POSSIBLE AS THE COMMITTEE CAN ONLY ACT ON THE INFORMATION YOU PROVIDE).

Other information that you'd like to share:

Do you have an anecdote, story or personal interest; how to pronounce person's name or anything else we need to know. For additional space, please attach a separate sheet of paper.

Nominator Information:

Nominator Name: _____

Nominator mailing address _____

e-mail address _____

Nominator Phone Number _____

If additional space is needed, please attach extra pages.

- Check list:
1. Did you indicate the number of the nomination area 1, 2, 3 or 4?
 2. Did you indicate the nominee's full address & phone number?
 3. Did you list all your contact information?
 4. ***REMEMBER IT IS IMPORTANT TO BE AS COMPLETE AS POSSIBLE AS THE COMMITTEE CAN ONLY ACT ON THE INFORMATION YOU PROVIDE***
 5. Please review your nomination as the committee can only make selections based on the information provided.

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