

TUSCOLA COUNTY BOARD OF COMMISSIONERS
MEETING AGENDA
TUESDAY, DECEMBER 8, 2009 – 8:00 A.M.
ANNEX BOARD ROOM

207 E. Grant Street
Caro, MI 48723-1660

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

8:00 A.M. Call to Order – Chairperson Peterson
Prayer – Commissioner Roggenbuck
Pledge of Allegiance – Commissioner Bardwell
Roll Call – Clerk White-Cormier
Adoption of Agenda
Action on Previous Meeting Minutes (See Correspondence #1)
Brief Public Comment Period
Consent Agenda Resolution (See Correspondence #2)
New Business
 -EDC Board Appointments (See Correspondence #3)
 -2010 County Budget Development
Old Business
Correspondence/Resolutions

COMMITTEE AND LIAISON REPORTS

Committee of the Whole – FINANCE FOCUS (See Correspondence # 4)
Commissioner Bardwell/Commissioner Peterson

Other Business/On-Going Matters
Next Meeting Date Thursday, December 10, 2009 – 8:00 A.M.

Committee of the Whole – PERSONNEL FOCUS (See Correspondence # 4)
Commissioner Bardwell/Commissioner Roggenbuck

Other Business/On-Going Matters
Next Meeting Date Thursday, December 10, 2009 – 8:00 A.M.

Committee of the Whole – BUILDING AND GROUNDS FOCUS (See
Commissioner Kern/Commissioner Petzold Correspondence # 4)

Other Business/On-Going Matters
Next Meeting Date Thursday, December 10, 2009 – 8:00 A.M.

COMMISSIONER LIAISON COMMITTEE REPORTS

PETZOLD

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

ROGGENBUCK

Planning Commission
Human Services/Medical Care Facility Liaison
Board of Public Works
Local Unit of Government Activity Report
Human Services Coordinating Council
MAC Judiciary & Public Safety Committee
Great Start Collaborative – Tuscola County
Parks & Recreation
NACo Agricultural Committee
NACo Rural Action Caucus
MAC Agriculture & Tourism

BARDWELL

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

KERN

Thumb Area Consortium
Human Development Commission
Health Board
Senior Services Advisory
Local Unit of Government Activity Report
Community Corrections Advisory Board
Behavioral Health Board

PETERSON

Enterprise Facilitation
Human Development Commission
MEMS

Michigan Association of Counties – Aging Work Group
Michigan Association of Counties – Environmental
LEPC
NACo
Local Unit of Government Activity Report
Parks & Recreation
Dispatch Authority Board

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 November 24, 2009 Full Board Minutes
- #2 Consent Agenda Resolution
- #3 EDC Board Appointments
- #4 November 24, 2009 and December 1, 2009 Committee of the Whole & Statutory Committee Minutes
- #5 November 12, 2009 Road Commission Minutes
- #6 November 18, 2009 Human Development Commission Minutes
- #7 Notice of Public Hearing at Vassar City Hall 12/22/09
- #8 Notice of Contribution Made by the Public Employee Benefit Solutions to The Emergency Food Pantry Network

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DRAFT

**Tuscola County Board of Commissioners
November 24, 2009 Minutes
Wells Township Hall
2190 Frankford Rd., Caro, Michigan**

Chairman Gerald Peterson called the meeting of the Board of Commissioners of the County of Tuscola, Michigan, held at the Wells Township Hall, on the 24th of November, 2009 to order at 6:04 p.m. local time.

Prayer by Commissioner Petzold
Pledge by Commissioner Roggenbuck

COMMISSIONERS PRESENT:

District #1 Amanda Roggenbuck, District #2 Thomas Bardwell, District #3 Tom Kern, District #4 Roy Petzold, District #5 Gerald Peterson

09-M-249

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

09-M-250

Motion by Bardwell seconded by Roggenbuck to approve the minutes of the 11/10/09 regular meeting. Motion carried.

Brief Public Comment- MSU-E Director Hal Hudson read a letter regarding his agency's budget. Harold Fry expressed his support of the MSU-E
Dutch Guthrie, Chair of the MSU Council, appeared to reiterate the core values of MSU-E. He also presented a letter on behalf of Greg Ackerman, President of the Tuscola County Farm Bureau Board of Directors, requesting approval of MSU-E's request of \$135,000
Richard Tonkin, president of the Tuscola County Fair, appeared to request the commissioners restore the funding to MSU-E
Mike Tuckey, director of finance Tuscola County Road Commission, appeared to request the commissioners employ a phase-in approach to the health insurance cut

09-M-251

It was moved by Bardwell and supported by Petzold that the following Consent Agenda Resolution be adopted:

CONSENT AGENDA

- Agenda Reference:** A
- Entity Proposing:** COMMITTEE OF THE WHOLE 11/12/09
- Description of Matter:** Move that the Health Insurance HIPPA Business Associates Agreement with BC/BS incorporating revisions for the HITECH Act which expands

privacy and security requirements for protected health insurance be approved and all appropriate signatures be authorized.

- Agenda Reference:** C
- Entity Proposing:** COMMITTEE OF THE WHOLE 11/12/09
- Description of Matter:** Move that the county credit card policy be changed increasing the limit from \$1,500 to \$3,000 for specified card holders.
- Agenda Reference:** D
- Entity Proposing:** COMMITTEE OF THE WHOLE 11/12/09
- Description of Matter:** Move that effective January 1, 2010 health insurance for County Road Commissioners be discontinued because of overall county financial constraints and written notification of this change be submitted to the Road Commissioners.
- Agenda Reference:** E
- Entity Proposing:** COMMITTEE OF THE WHOLE 11/12/09
- Description of Matter:** Move that effective January 1, 2010 County Road Commissioners qualify for a \$2,000 annual health insurance incentive payment consistent with the same incentive offered county employees.
- Agenda Reference:** F
- Entity Proposing:** COMMITTEE OF THE WHOLE 11/12/09
- Description of Matter:** Move to receive and place on file the October 8, 2009 letter of retirement from Gary Miller with the Building and Grounds Department effective January 18, 2010.
- Agenda Reference:** G
- Entity Proposing:** COMMITTEE OF THE WHOLE 11/12/09
- Description of Matter:** Move to receive and place on file the November 02, 2009 letter of resignation from Kristine Klinert with the Register of Deeds Department effective November 13, 2009.
- Agenda Reference:** H
- Entity Proposing:** COMMITTEE OF THE WHOLE 11/12/09
- Description of Matter:** Move that the County Clerk be requested to advertise to fill vacancies on the Economic Development Commission Board.

- Agenda Reference:** I
- Entity Proposing:** COMMITTEE OF THE WHOLE 11/12/09
- Description of Matter:** Move that per the November 2, 2009 letter of request from the Caro Interfaith Committee, authorization is given to use the courthouse lawn from November 29, 2009 thru January 10, 2010.

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

YEAS: all

NAYS: none

ABSTENTIONS: none

RESOLUTION ADOPTED.

09-M-252

Motion by Bardwell seconded by Roggenbuck that an addendum to the agreement between Tuscola County and SCMCCI revising an earlier September 30, 2002 addendum be approved to extend the office space rental rate of \$2,083 per month indefinitely or until the county indicates otherwise in a written communication (this change eliminates the need for an annual review of the rental rate). Also, all appropriate signatures are authorized. Motion carried

Equalization Director Walt Schlichting appeared regarding the proposed Caro assessor services agreement

09-M-253

Motion by Bardwell seconded by Kern to approve the Agreement for the County Equalization Department to provide Assessor Services to the City of Caro, as reviewed and approved by corporate counsel and the City of Caro, and authorize all appropriate signatures. Motion carried with Roggenbuck casting the only dissenting vote.

09-M-254

Motion by Kern seconded by Bardwell that the following additional actions be taken to enable the implementation of the new Assessors Services Agreement: Authorize the posting and hiring of a temporary part time Appraiser 1 position, 21 hours per week starting January 1, 2010 and continue for the agreement's period of time (this position will only be needed while the Assessor Services Agreement remains in force and the position will be vacated if and when the agreement is terminated).

Authorize the Equalization Director carry over 7 vacation days beyond his anniversary date because of the short term demands of implementing the Assessor's Services Agreement. (Anniversary date is January 1).

Authorize Nancy Corey to carry over 11 vacation days beyond her anniversary date because of the short term demands of implementing the Assessor's Services Agreement. (Anniversary date is February 5).

Note: There will be a net profit after all expenses, including the temporary part time position, of \$20,325 for FY2010. This exceeds the 10.14% cut amount of \$20,204. This net profit is enough new revenue to offset the 10.14% budget cut. Motion carried with Roggenbuck casting the only dissenting vote.

09-M-255

Motion by Kern seconded by Roggenbuck that the Tuscola County Planning Commission Annual Report for the period of September 1, 2008 through August 31, 2009 along with the next year Work Program be received and placed on file. Also, a letter is sent to the Planning Commission members thanking them for a job well done. Motion carried

09-M-256

Motion by Bardwell seconded by Roggenbuck to authorize the letter titled "Circuit/Family Court 2010 Operating Budget" be sent to the Circuit Court Administrator and other identified parties requesting the court conform to a 2010 operating budget that reflects reduced appropriations and procedures that the County Board will follow if this request is not fulfilled (letter reviewed at the November 24, 2009 Board of Commissioners meeting). Motion carried.

09-M-257

Motion by Bardwell seconded by Kern to restore the MSU-E funding (\$135,000). Roll call: Bardwell, yes; Petzold, yes; Roggenbuck, yes; Kern, yes; Peterson, yes. Motion carried.

Drain Commissioner Robert Mantey appeared to explain the National Flood Insurance Program and to inform those in attendance of a flood risk information open house scheduled for 4:30 p.m., December 16, 2009 at the Tuscola Technology Center

Dutch Guthrie thanked the board for restoring the funding to MSU-E

Judge Kent appeared to request the board give priority to funding the courts

Meeting adjourned at 8:01 p.m., until 8:00 a.m., Tuesday, December 8, 2009

Margie White-Cormier
Tuscola County Clerk

'DRAFT'

COUNTY OF TUSCOLA

STATE OF MICHIGAN

RESOLUTION TO ADOPT CONSENT AGENDA

At a regular meeting of the Board of Commissioners of the County of Tuscola, Michigan, held at the County Annex Building in the Village of Caro, Michigan, on the 8th day of December, 2009 at 8 o'clock a.m. local time.

COMMISSIONERS PRESENT:

COMMISSIONERS ABSENT:

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

CONSENT AGENDA

Agenda Reference: A

Entity Proposing: COMMITTEE OF THE WHOLE 11/24/09

Description of Matter: Move that the 2009 General Fund and Child Care Fund (Fund 292) Budgets be increased with an additional appropriation from the General Fund to the Child Care Fund of \$35,000 to help off-set the higher than originally anticipated child care costs and maintain a reasonable year-end balance in the Child Care Fund. Also, the

2009 budgets in both of these funds be amended to properly reflect this change.

Agenda Reference: B

Entity Proposing: COMMITTEE OF THE WHOLE 11/24/09

Description of Matter: Move that the process to change Tuscola County Road Commissioners from three appointed to five elected positions be initiated immediately after receiving specific implementation steps from the Michigan Association of Counties' Attorney.

Agenda Reference: C

Entity Proposing: COMMITTEE OF THE WHOLE 11/24/09

Description of Matter: Move that the County exercise its right to reject the Buy/Sell Agreement and decline the purchase of the Almer Street Building because of concerns with the preliminary Phase II Environmental Assessment findings. Also, the current building owner be notified of this decision in writing. And, as much as possible of the Adult Probation operation be relocated back to the Niland Building and alternative space be investigated for the balance of the Adult Probation operation.

Agenda Reference: D

Entity Proposing: COMMITTEE OF THE WHOLE 11/24/09

Description of Matter: Move to authorize the submission of a letter to all unions to request a reopener of the collective bargaining agreements to discuss union employee wages.

Agenda Reference: E

Entity Proposing: COMMITTEE OF THE WHOLE 12/8/09

Description of Matter: Move that per the November 25, 2009 memorandum from the District Court Administrator, to concur with the internal transfer of \$800 from account 136-804-000 to account 136-728-010.

Agenda Reference: F

Entity Proposing: COMMITTEE OF THE WHOLE 12/8/09

Description of Matter: Move that per the recommendation of the County Sheriff, that the Sheriff Department laundry and dry cleaning service bid be awarded to Coinette Laundry & Dry Cleaning for the amounts as identified in the November 19, 2009 memorandum from the Sheriff.

Agenda Reference: G

Entity Proposing: COMMITTEE OF THE WHOLE 12/8/09

Description of Matter: Move to concur with the letter of request from the Register of Deeds for the hiring of a Part-Time Temporary General Office Position at \$10.00 per hour until the end of the 2009 calendar year.

Agenda Reference: H

Entity Proposing: COMMITTEE OF THE WHOLE 12/8/09

Description of Matter: Move to approve the letter of request from the Mosquito Abatement Director to hire a Full-Time Office Position.

Agenda Reference: I

Entity Proposing: COMMITTEE OF THE WHOLE 12/8/09

Description of Matter: Move to approve the Deferred Compensation Amended Adoption Agreement with Great-West Retirement Services and authorize appropriate signatures.

Agenda Reference: K

Entity Proposing: COMMITTEE OF THE WHOLE 12/8/09

Description of Matter: Move that per the November 25, 2009 email from Sandy Gaudreau that authorization be given to place the Gingerbook display on the front lawn of the Courthouse for the 2009 event and the Building and Grounds Director notify the appropriate parties of this approval.

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

YEAS:

NAYS:

ABSTENTIONS:

RESOLUTION ADOPTED.

Jerry Peterson, Chairperson
Tuscola County Board of Commissioners

Margie White-Cormier
Tuscola County Clerk

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William Bushaw

5882 Birch Run Road

Millington MI 48746

November 10, 2009

Economic Development Commission
Tuscola County Board of Commissioners

To Whom It May Concern:

I have been a part of the Tuscola E.D.C. Board as an interim board member since December 2008. The term for that position expires this year. I would like to continue my participation on the board for a full term.


I was involved in the Shopping Center industry for 30 years and during that time I worked in almost all aspects of the shopping center business as you can see in my attached resume.

I am one of the owners of an old factory in Vassar, MI. Working with Jim McLoskey, I have improved the site. I have also helped the current tenant find ways to reduce overhead and improve operations.

I am also a founding member of the Eastern Michigan Landlord Association.

I will welcome the opportunity to meet with you about continuing my position as a board member.

Respectfully,
William A. Bushaw CEO



Base Line Services, LLC

November 10, 2009

Rose Laskowski
5688 Lobdell Rd.
Mayville, MI 48744

Mr. Jim McLoskey, Board Secretary
Tuscola County Board of Commissioners
207 E. Grant St.
Caro, MI 48723

Dear Mr. McLoskey,

It is my understanding that the Tuscola County EDC Board has forwarded a recommendation to continue my appointment serving on the EDC Board.

Please consider my tenure on the Board and experience as the Executive Director of the Caro Center for continued consideration for this appointment. Hopefully, my knowledge and skill levels will contribute to the future mission of this community.

Thank you in advance for your kind consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Rose A. Laskowski". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Rose A. Laskowski, R.N., B.S.N.
Executive Director

RAL/dm

DRAFT
Tuscola County Board of Commissioners
Committee of the Whole Minutes
Tuesday, November 24, 2009 – 8:10 p.m.
Wells Township Hall - 2190 Frankford Road - Caro, MI

Commissioners present: Roggenbuck, Bardwell, Kern, Petzold, Peterson. Also present: Michael Hoagland, Margie White-Cormier, Mike Miller, Hal Hudson, Mari Young, Clayette Zechmeister, Dan Grimshaw, Steven Lark, Mary Drier, Robert Mantey, Pat Finn, Lee Teschendorf

Finance

2010 County Budget Development Update – letter to unions to discuss a voluntary wage freeze for 2010 and/or 2011 (see consent agenda resolution)

See consent agenda resolution to send the circuit court a letter requesting cooperation to balance the budget

Elimination of the retirement plan for elected officials will be looked into

Abused, Neglected and Delinquent Child Care Fund – Recommended General Fund Appropriation Increase for 2009 - increase the appropriation from \$465,000 to \$500,000 (see consent agenda resolution)

Dispatch Funding Update – a letter from corporate counsel outlining the various options was reviewed

Secondary/On-Going Finance Items

1. Treasurer Bank Statement Reconciliation (Balanced through October)
2. Clerk/FOC Optical Imaging Update
3. Update Regarding Broadband Grant Application
4. SBCI – Great Lakes Restoration Initiative Grant Funds – Set Meeting Date with Bay County Executive
5. BCBSM Lawsuit Claim
6. Discussion of Tether Program Potentials
7. ATM, PayPal, Touch Pay Options for Courthouse
8. Mandated/Non-Mandated Service Breakdown Update
9. Red Flag Rule Policy
10. Update Related to County Health Insurance Quote

Personnel

Road Commission Elected Versus Appointed – information included in the packet. It was decided to move forward with the process

MSUe Reorganization Meeting – looking for input on the formation of districts

Employee Evaluations – Controller/Administrator

Statistic Regarding the NACo Prescription Drug Card – over \$12,000 has been saved over a 5 month period

Secondary/On-Going Personnel Items

1. Employee Recognition
2. Open Meetings Act Discussion for Boards and Commissions – Corporate Counsel and County Prosecutor
3. Mosquito Abatement Committee – Policy Review
4. Farmland Preservation Committee
5. Job Descriptions
6. Incorporate County Personnel Policies and Other key Personnel Information on the County Web Site
7. Backup Computer Support for Sheriff Department
8. Electronic Time Recording System
9. Circuit/Family Court Personnel Policies
10. County Organizational Chart
11. RFP for Labor/Personnel Legal Services
12. EDC Appointment Requests

Building and Grounds

Adult Probation Update Phase II Environmental – a letter from corporate counsel was reviewed (see consent agenda resolution to back out of the Almer St. purchase agreement)

Building Codes Evaluation – update only

Secondary/On-Going Building and Grounds Items

1. Human Services Building Remodeling Update
2. Follow-Up Work for NACO Energy Star Program
3. Draft Airport Zoning Update
4. Energy Efficiency Grants Timeline and Application Procedures – Next Steps
5. Review of FOC Potential Relocation to the Courthouse

Correspondence/Other Business as Necessary

1. Resolutions from Other Counties
2. National Flood Insurance Program
3. Economic Development
 - County EDC Strategic Planning and CAT Integration
 - Economic Gardening
 - RBEG 3rd Year Application Enterprise Facilitation
 - East Central Michigan Council of Governments Coastal Zone Management Grant
 - Regional Tourism

Meeting adjourned at 10:11 p.m.

Margie White-Cormier, Tuscola County Clerk

**Statutory Finance Committee Minutes
Tuesday, November 24, 2009
Wells Township Hall
2190 Frankford Rd., Caro, MI**

Called to order: 10:11 p.m.

Commissioners present: Roggenbuck, Bardwell, Kern, Petzold, Peterson

Also present: Michael Hoagland, Margie White-Cormier

Claims and per diems were reviewed and approved

Public Comment - none

Meeting adjourned at 10:16 p.m.

Margie White-Cormier
Tuscola County Clerk

DRAFT
Tuscola County Board of Commissioners
Committee of the Whole Minutes
Tuesday, December 1, 2009 – 8:05 A.M.
Annex Board Room (207 E. Grant Caro, Mi.)

Commissioners present: Roggenbuck, Bardwell, Kern, Petzold, Peterson. Also present: Mike Hoagland, Margie White-Cormier, Mary Drier, Mike Miller, Judy Adams, Kyle Jaskulka, Pat Finn, Patty Witkovsky, Patricia Donovan-Gray, Mari Young, Hal Hudson, Dutch Guthrie, Jim Will, Bob Klenk, Jenifer Robb, Walt Schlichting, Mary Lou Burns, Lee Teschendorf, Eric Wanick, Robert Mantey, Steven Lark

Finance

2010 County Budget Development

- **Next Steps**
- **Timeline**
- **Court Letters** – from Circuit and District Courts – information will be sought as to why the district court judge is not amenable to relocating the Intensive Supervision Program to the Sheriff's Department. The committee reviewed a draft letter to the District Court judge
- **Court Collections-County Clerk** – more information will be sought

Department Requests to Discuss Draft 2010 Budget

- **Prosecutor** – illustrated the need to maintain current staffing (which hasn't changed in a number of years)
- **Emergency Services** – would like to keep the parttime position
- **Circuit/Family Court – FOC** – on hold until meetings occur
- **Other- Dispatch** – the committee was told to anticipate a significant increase in the capital improvement portion of his budget
- **MSU-E** – the director presented an amended budget including cuts of \$2,605

District Court Line Item Transfer Requests – transfer \$800 (see consent agenda resolution)

Sheriff Dry Cleaning Bids – Coinette Laundry & Dry Cleaning was the low bidder (see consent agenda resolution)

Secondary/On-Going Finance Items

1. Treasurer Bank Statement Reconciliation (Balanced through October)
2. Clerk/FOC Optical Imaging Update
3. Update Regarding Broadband Grant Application
4. SBCI – Great Lakes Restoration Initiative Grant Funds
5. BCBSM Lawsuit Claim
6. Discussion of Tether Program Potentials
7. ATM, PayPal, Touch Pay Options for Courthouse

8. Mandated/Non-Mandated Service Breakdown Update
9. Red Flag Rule Policy
10. Update Related to County Health Insurance Quote

Personnel

Part-Time Temporary General Office Position for Register of Deeds – adequate funding (see consent agenda resolution until the end of the year at 10 hours per week)

Mosquito Abatement Request for a Full-Time Office Position – administrative assistant - The director pointed out when the program started, the office staff level was higher than what it is now. The director pointed out that adequate funding exists to fund this program (see consent agenda resolution)

Deferred Compensation Amended Adoption Agreement – Great West's fees are much lower than other comparable companies' fees (see consent agenda resolution)

Potential Letter to Unions Regarding Wages – the committee reviewed a draft letter (see consent agenda resolution)

Meeting Conflict MAC 7th District and Senator Barcia – 12/14/09 – cancel Barcia

Secondary/On-Going Personnel Items

1. Employee Recognition
2. Open Meetings Act Discussion for Boards and Commissions – Corporate Counsel and County Prosecutor
3. Mosquito Abatement Committee – Policy Review
4. Road Commission Elected Versus Appointed
5. Farmland Preservation Committee
6. Job Descriptions
7. Incorporate County Personnel Policies and Other key Personnel Information on the County Web Site
8. Backup Computer Support for Sheriff Department
9. Electronic Time Recording System
10. Circuit/Family Court Personnel Policies
11. County Organizational Chart
12. RFP for Labor/Personnel Legal Services – December 4, 2009 Deadline
13. Appointments to EDC Board – December 4, 2009 Deadline

Building and Grounds

Adult Probation – department manager does not object to remaining in the building despite the environmental study results. He is not amenable to dividing his staff by moving a portion of them to the Niland building. Completion of the Phase II environmental study was questioned and will be followed up on. A meeting with the Farmer Jack building personnel is to occur at 10:30 a.m., Wednesday

Niland Building Lease Close-Out – DOT has given the county notice to quit the lease
Request to use Courthouse Lawn – (see consent agenda resolution)

Secondary/On-Going Building and Grounds Items

1. Human Services Building Remodeling Update
2. Follow-Up Work for NACO Energy Star Program
3. Draft Airport Zoning Update
4. Energy Efficiency Grants Timeline and Application Procedures – Next Steps
5. Review of FOC Potential Relocation to the Courthouse

Correspondence/Other Business as Necessary

1. Resolutions from Other Counties
2. National Flood Insurance Program
3. Economic Development
 - County EDC Strategic Planning and CAT Integration
 - Economic Gardening
 - RBEG 3rd Year Application Enterprise Facilitation
 - East Central Michigan Council of Governments Coastal Zone Management Grant
 - Regional Tourism

Public Comment Period – Judy Adams appeared. She felt MSU-E should take a 10% cut. She feels that everyone is at risk with regard to cutting security. She thought elimination of the health incentive would save jobs. Employees should be talked to about concessions. She feels cuts via the “broad stroke of the pen” are not appropriate.

Jim Will does not feel courthouse security is necessary. He asked if the probation department had to remain in Caro.

Meeting adjourned at 10:51 a.m.

Margie White-Cormier
Tuscola County Clerk

November 12, 2009

A regular meeting of the Board was held in their offices at 1733 S. Mertz Rd., Caro, Michigan on Thursday, November 12, 2009 at 8:00 A.M.

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

Motion by Parsell seconded by Zwerk that the minutes of the October 29, 2009 regular meeting of the Board be approved. Zwerk, Parsell, Laurie --- Carried.

Payroll in the amount of \$100,261.11 and bills in the amount of \$376,597.98 covered by voucher #09-32 were presented and audited.

Motion by Zwerk seconded by Parsell that the payroll and bills be approved, and that bills be paid next week upon receipt of township deposits at the discretion of the Director of Finance. Zwerk, Parsell, Laurie --- Carried.

Brief Public Comment Segment:

None.

Motion by Zwerk seconded by Parsell that the following resolution be adopted:

RESOLUTION

In accordance with the M.E.R.S. Plan Document, the Board of Tuscola County Road Commissioners adopts the change of the salaried employee's contribution rate to 5.43% effective January 1, 2010. Zwerk, Parsell, Laurie --- Carried.

County Highway Engineer Zawerucha presented to the Board a cost analysis of additional signs at all primary road to primary road intersections. After review and discussion, the Board requested more information regarding additional signs and potential maintenance costs.

Motion by Zwerk seconded by Parsell that the offer from Owen Tree Service to extend their 2009 Roadside Spraying bid prices to the 2010 season be approved as recommended by the County Highway Engineer. Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk to adopt the written policy for Trespassing on property owned by the Tuscola County Road Commission. Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk to table discussions regarding winter maintenance operations until the next regular meeting of the Board. Zwerk, Parsell, Laurie --- Carried.

Motion by Zwerk seconded by Parsell that the quotes for replacing the furnace in the shop area be accepted and awarded to the low quote, Jack's Heating & Cooling. Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk that the meeting be adjourned at 8:35 A.M. Zwerk, Parsell, Laurie --- Carried.

HUMAN DEVELOPMENT COMMISSION
Board of Directors Meeting
November 18, 2009
3 p.m.

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PRESENT: Della Hammond, Chris Taylor, Bob Sugden, Leo Dorr, Jerry Peterson, John Merriman, Bob Wood, Norton Schramm, Grace Temple, George Loomis, Carl Holmes, Tom Kern, Elmer Bussema, Lisa Pridnia, Steve Vaughn, Linda Jarvis, Gary Roy, Bill Butler, Jamie Daws

ABSENT: Judge Kim Glaspie (excused), Al Long (excused), Ron Wruble (excused), Beth Hunter (excused)

STAFF: Mary Ann Vandemark, Lori Offenbecher, Brian Neuville, Becky Hassler, Rick Kloor, Lori Ertman

Chairperson Hammond convened the meeting at 3:07 p.m. Roll was called and a quorum established. The Pledge of Allegiance and introduction of staff followed.

Motion by John Merriman, seconded by Leo Dorr, to accept the October 21, 2009 Board of Director minutes as mailed. Motion carried.

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

CHAIRPERSON'S REPORT

The Board Pass-Around Folder was distributed and contained; 1) news article regarding Tuscola County's Human Services Expo in which the agency participated, 2) news article noting that Murray's Home Furnishings in Bad Axe donated \$1,100 to the Home Delivered Meals Program, 3) news release from Congresswoman Miller regarding Health Care Reform, 4) notification from the Department of Education regarding the loss of the Magic Year's Pre-School Program based on limited funding, 5) notice of the passing of Bob Coard, former CEO of Action for Boston Community Development, 6) thank you from the First Presbyterian Church in Bad Axe for the assistance of staff in helping with their Soup Supper, 7) sympathy card for Beth Hunter and get well card for Sean Smith, 8) request for Board member fax numbers from the Michigan Supreme Court/State Court Administrative Office, 9) notification of the 2010 Tax Counseling For The Elderly Grant, 10) two Agurban Reports regarding the nation's economy, 11) information on San Francisco small business, 12) news release regarding programs to prevent gas shutoffs, 13) article regarding Michigan apple growers' donation to food pantries, and 14) article regarding the physician provider tax.

Chairperson Hammond advised that the agency's auditing firm of WIPFLI had conducted a Board Training on October 28 of which nine members were able to attend. For those unable to attend, a Training Manual was provided in their packets. Members who attended gave highlights of the session which included information on conflict of interest statements, bylaws and policies, internal controls, legal responsibilities and rights of Board members, etc. All agreed that it was an exceptional and beneficial training.

Chairperson Hammond reminded members that the December Board meeting had been changed to Friday, the 11th, at the Knights of Columbus Hall in Caro, beginning at 9 a.m., with Board Training to follow.

Motion by John Merriman, seconded by Chris Taylor, to accept the Chairperson's Report as presented. Motion carried.

FINANCE REPORT

Mr. Neuville presented and highlighted the final Fiscal Year 2008/2009 Finance Report, as well as the October, 2009 Finance Report.

Motion by Bob Wood, seconded by Bill Butler, to accept the Finance Reports as presented. Motion carried.

COMMUNITY ACTION ENDOWMENT BOARD OF TRUSTEES

Mr. Holmes highlighted the minutes of the October 21 Endowment Board noting that the Asset Report reflected a balance of \$74,992. The Board took action to invest a portion of these funds in a Certificate of Deposit and Ms. Vandemark advised that the investment had been made at a rate of 3.09% for four years.

Several fundraising options were discussed and it was noted that if a Charity Poker event is scheduled, gaming rules prohibit staff from working at these types of events; only HDC Board and Advisory Council members are allowed to handle cash, chips and/or complete game records.

Motion by Bob Sugden, seconded by Jerry Peterson, to accept the Endowment Board of Trustees minutes as presented. Motion carried.

EXECUTIVE & FINANCE/AUDIT COMMITTEES

Ms. Hammond advised that the Committees had met prior to the Board meeting at which time members negotiated the terms of employment with Lori Offenbecher who would assume the position of Executive Director on February 1, 2010.

Motion by Leo Dorr, seconded by George Loomis, to accept the terms of employment as negotiated by the Executive and Finance/Audit Committees for the new Executive Director and authorize the Board Chairperson to sign the Employment Contract. Motion carried.

Motion by John Merriman, seconded by Nort Schramm, to accept the Executive and Finance/Audit Committees report as presented. Motion carried.

COMMUNITY SERVICES ADVISORY COUNCIL

Mr. Sugden advised that the Council had met on November 11 at which time it was noted that a 13.7% cut had been realized in the RSVP Program and an Energy Advocate/Case Manager had been hired for operation of the Filler Pig Program.

Also, the agency was selling Christmas ornaments to provide holiday food baskets for low-income families in the four counties.

Motion by Bill Butler, seconded by Chris Taylor, to accept the Community Services Advisory Council minutes as presented. Motion carried.

FOSTER GRANDPARENT PROGRAM ADVISORY COUNCIL

Mr. Schramm highlighted the October 27 Council minutes noting that the Handbook Update Committee would be recommending changes after the first of the year. On the national level, the Foster Grandparent Program will celebrate its 45th anniversary in 2010.

Motion by Grace Temple, seconded by Linda Jarvis, to accept the Foster Grandparent Advisory Council minutes as presented. Motion carried.

SENIOR SERVICES ADVISORY COUNCIL

Mr. Kern advised that the Council met on October 28 at which time members recommended that they receive a \$25 per diem for attendance at the Thumb Area Senior Advisory Council meetings.

Ms. Offenbecher advised that approval of this request would over-expend the Senior Services budget and affect the other agency Advisory Councils. It was also noted that members receive mileage reimbursement for travel to the meetings. Mr. Kern advised that he would take this information back to the Council.

Motion by Bob Wood, seconded by Jerry Peterson, to accept the Senior Services Advisory Council report as presented. Motion carried.

CARO TRANSIT AUTHORITY

Mr. Taylor advised that the Caro Transit Authority met on October 28, 2009 at which time members reviewed the financial report for the year ended September 30, 2009 and approved the holiday schedule for the transit system.

The Authority also held a special meeting on November 13 at which time two individuals from Almer Township were seated on the board; Mike Putnam and William Reavey. Also, two MDOT contract revisions and the current Head Start contract were approved.

Motion by Bob Sugden, seconded by John Merriman, to receive the Caro Transit report as presented. Motion carried.

AGENCY REPORTS

Executive Director

Mr. Peterson provided the Planning/Evaluation Committee Report.

Motion by Jerry Peterson, seconded by Jamie Daws, to submit a proposal to the Michigan Department of Human Services for the continuation of the CSBG Earned Income Tax Credit Outreach and Tax Preparation Assistance Program. Motion carried.

Motion by Jerry Peterson, seconded by Jamie Daws, to submit a proposal to the Michigan Supreme Court/State Court Administrative Office for the continuation of the Community Dispute Resolution Program. Motion carried.

Members were apprised that the agency will receive funding for the Tax Counseling for the Elderly Program from the Internal Revenue Service, however, the agency's Volunteer Income Tax Application was not selected for funding.

In addition, the Michigan Department of Community Health will provide funding in order that the agency may continue to provide leasing assistance for homeless persons with serious mental illness and their families, and for unaccompanied homeless adults with serious mental illness.

Motion by Chris Taylor, seconded by Elmer Bussema, to accept the Planning/Evaluation report as presented. Motion carried.

Ms. Vandemark highlighted a document which provided brief information on Michigan's energy initiatives and opportunities, including an Appliance Rebate Plan for all residents.

Ms. Vandemark noted that she and Becky Hassler had attended the National Community Action Foundation's Weatherization/CIF Conference which provided a wealth of information on many avenues of opportunity for agencies and their staff.

On the federal level, the Weatherization Program will be funded at \$210 million for FY 2010, however, \$30 million will be set aside for demonstration projects. Ms. Vandemark advised that the Department of Energy/Michigan Department of Human Services is urging Michigan CAAs to accelerate Weatherization production and she would be meeting with staff to ensure the agency's enhanced productivity.

She noted that as a result of a news story by WNEM on October 29 & 30, the agency was bombarded with enquiries about the Weatherization Program. To date, more than 530 units are ready for pre-inspection.

Members were apprised that during the months of November and December, DTE will provide a 25% match for their low-income customers' utility assistance payments made by CAAs. In addition, the agency is researching DTE's Commercial Program which could provide for energy-efficient lighting in agency's facilities.

Ms. Vandemark advised that, as discussed last month, a physician provider tax, designed to provide revenues that could be used to match federal health care dollars for critical health care services in Michigan, was being debated in the legislature. The Senate turned down this bill of which a portion of the funds to be raised by this tax were targeted for the restoration of Medicaid services which were eliminated in July, 2009, i.e. dental, vision and hearing aids.

In relation to Health Care Reform, Senate Democrats will soon release their bill for the Congressional Budget Office to assess. Ms. Vandemark also noted that Gary Whitehill, founder of the New York Entrepreneurial Weekly, stated there had been a fundamental shift in the nation's economy, however, unstable times create incredible opportunities and there is an important opportunity for the younger generation.

Ms. Vandemark noted that weekly conference calls are continuing with Miller-Valentine regarding the development of South Saginaw Homes Phase II. The developer is currently talking with an interested investor and staff have met with Saginaw CAC in relation to the provision of supportive services for Phase I and II.

Ms. Vandemark advised that from now through the end of the year, Cass River Enterprises will be installing refrigerators through DTE's Energy Optimization Program.

It was noted that a meeting had been scheduled for November 20 with the Croswell Country Manor Board in order to provide them with an update and discuss the future of the Manor. Also, Davenport University staff, Caro Campus, selected HDC to assist throughout the upcoming year with its fundraising activities.

Ms. Vandemark advised that it was necessary to select a date for the agency's Annual Luncheon and Program.

Motion by Leo Dorr, seconded by Jerry Peterson, to schedule the Annual Luncheon and Program for May 7, 2010 at the Knights of Columbus Hall in Caro. Motion carried.

Motion by Tom Kern, seconded by Bill Butler, to accept the Executive Director's Report as presented. Motion carried.

Deputy Director

Ms. Offenbecher thanked the Board for the opportunity to be the agency's next Executive Director.

She then discussed the close-out of Magic Years Pre-School and the very real potential that the agency will receive Early Head Start expansion funding.

It was noted that the agency's annual Early Head Start Pre-Application Risk Management Conference call was scheduled for December 1 at 12 noon. These calls are held prior to the Head Start Office sending out refunding notices in order that persons involved in the management of the grant have an opportunity to discuss their program's strengths and challenges. Ms. Offenbecher advised that the agency's Executive Director, Early Head Start Staff, EHS Policy Council Chair/members, and the HDC Board Chair/members were invited to participate on the call.

Motion by Jerry Peterson, seconded by George Loomis, to accept the Deputy Director's Report as presented. Motion carried.

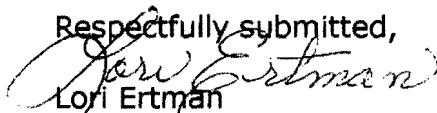
OTHER

Mr. Vaughn advised that Huron County now owns Davenport University and it is hoped that the building will be refurbished in the very near future. He also discussed spearheading an effort which had provided potatoes for underprivileged people in Huron County.

Mr. Schramm thanked the Executive and Finance/Audit Committees for their time and effort in negotiating the new Executive Director's terms of employment.

Meeting adjourned at 4:26 p.m.

Respectfully submitted,



Lori Ertman
Executive Director's Assistant

Notice of Public Hearing

The Vassar Tax Increment Finance Authority (TIFA) has requested that City Council approve an eight (8) year extension to the Development and Tax Increment Financing Plan from 2010-2017. The development area is the Vassar Industrial Park located north of Huron Street (M-38) and east of North Street, maps, plats, the original plan and a full description of the amendment to the plan, including, estimates of the real and personal property to be located there and estimates of the tax increment to be generated are available at the City Manager's office located at Vassar City Hall, 287 E. Huron Ave, Vassar, Michigan 48768.

All aspects of the amendments to the Plan will be open for discussion at a public hearing to be held on Tuesday December 22, 2009 at a special City Council Meeting scheduled for 6:30 p.m. in the Council Room located in City Hall. The public is welcome to attend. If approved, the Development and Tax Increment Financing Plan would be extended for an additional eight (8) year period. This will continue to provide ongoing funds for economic development activities within the City of Vassar.



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**In lieu of sending holiday gifts, PEBS has
made a contribution to:**

The Emergency Food Pantry Network

On behalf of our clients

**As we come to the end of another exciting year at
PEBS, we want to thank you for allowing us to
serve your organization. We truly value our
partnership with you!**

**We at Public Employee Benefits Solutions, LLC
wish you and yours an enjoyable and safe holiday
season and very prosperous New Year!**

Happy Holidays!

Mitch, Fred, Cathy, Dave

Angela, Dan, Melissa, Maggie,

Carol, Brandon, Becky,

and Carrie