

TUSCOLA COUNTY BOARD OF COMMISSIONERS
MEETING AGENDA
TUESDAY, APRIL 13, 2010 – 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 Bardwell
Prayer – Commissioner Bardwell
Pledge of Allegiance – Commissioner Peterson
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
 -Introduction of Human Development Commission Executive Director,
 Lori Offenbecher
 -County Health Department Accreditation Certificate Presentation
 at 9:00 A.M.
 -Take 25 Resolution (See Correspondence #3)
Old Business
Correspondence/Resolutions

COMMITTEE AND LIAISON REPORTS

Committee of the Whole – FINANCE FOCUS (See Correspondence # 4 & 5)
Commissioner Peterson/Commissioner Bardwell

Other Business/On-Going Matters
Next Meeting Date Thursday, April 15, 2010 – 8:00 A.M.

Committee of the Whole – PERSONNEL FOCUS (See Correspondence # 4 & 5)
Commissioner Peterson/Commissioner Roggenbuck

Other Business/On-Going Matters
Next Meeting Date Thursday, April 15, 2010 – 8:00 A.M.

Committee of the Whole – BUILDING AND GROUNDS FOCUS (See
Commissioner Kern/Commissioner Petzold Correspondence # 4 & 5)

Other Business/On-Going Matters

Next Meeting Date Thursday, April 15, 2010 – 8:00 A.M.

COMMISSIONER LIAISON COMMITTEE REPORTS

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
DHS/Medical Care Facility Liaison

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
County Planning Commission

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

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

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 March 23, 2010 Full Board Minutes
- #2 Consent Agenda Resolution
- #3 Take 25 Resolution
- #4 March 25, 2010 Committee of the Whole & Statutory Finance Committee Minutes
- #5 April 6, 2010 Committee of the Whole Minutes
- #6 Cass City Public Hearing Notice
- #7 March 4, 2010 Road Commission Minutes
- #8 March 18, 2010 Road Commission Minutes
- #9 March 17, 2010 Human Development Commission Minutes

**Tuscola County Board of Commissioners
March 23, 2010 Minutes
Village of Cass City Municipal Building**

Chairman Thomas Bardwell called the meeting of the Board of Commissioners of the County of Tuscola, Michigan, held at the Village of Cass City Municipal Building located at 6506 Main Street in the Village of Cass City, Michigan, on the 23rd day of March, 2010 at 6 o'clock p.m. local time.

Prayer by Commissioner Petzold
Pledge by Commissioner Bardwell

COMMISSIONERS PRESENT:

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

10-M-069

Motion by Peterson seconded by Kern to adopt the revised agenda, with financial update moved to the first item under new business. Motion carried.

10-M-070

Motion by Peterson seconded by Petzold to approve the minutes of the 03/12/10 regular meeting. Motion carried.

Brief Public Comment- None

10-M-071

It was moved by Peterson and supported by Petzold that the following Consent Agenda resolution be adopted with the removal of agenda references C and D:

CONSENT AGENDA

- Agenda Reference:** A
- Entity Proposing:** COMMITTEE OF THE WHOLE 03/16/10
- Description of Matter:** Move that the 2010 budget amendments as identified in the March 16, 2010 Committee of the Whole packet as correspondence A be approved for change.
- Agenda Reference:** B
- Entity Proposing:** COMMITTEE OF THE WHOLE 3/16/10

Description of Matter: Move that the Board of Commissioners go on record in Opposition to H.B.5927 which is a state mandate without the funds requiring consolidation of dispatch centers and requiring text message capabilities at dispatch centers. Also, a resolution stating the reasoning for opposing this House Bill be approved and forwarded to all appropriate parties.

Agenda Reference: E

Entity Proposing: COMMITTEE OF THE WHOLE 3/16/10

Description of Matter: Move that the letter of retirement from Curtis Chamber be received and placed on file with said resignation to be effective March 27, 2010.

Agenda Reference: F

Entity Proposing: COMMITTEE OF THE WHOLE 3/16/10

Description of Matter: Move that per the March 8, 2010 letter from the Sheriff to concur with the recall of Deputy Barbara Peters to the position of Records Clerk and Officer Jon Ramirez be returned to the classification of Corrections Officer effective March 27, 2010.

Agenda Reference: G

Entity Proposing: COMMITTEE OF THE WHOLE 3/16/10

Description of Matter: Move that the Tuscola Area Airport Hazard Zone be reinstated to 10 miles.

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.

MOTION CARRIED.

RESOLUTION ADOPTED WITH THE REMOVAL OF AGENDA REFERENCES C AND D.

10-M-072

Moved by Peterson and seconded by Petzold that based on the legal opinion from current Corporate Counsel, County Board of Commissioner health insurance coverage for 2010 be re-established and the Board of Commissioner's 2010 budget be amended to account for this change after it is determined how many Commissioners will reinstate coverage for 2010. Also, for 2010 the health insurance incentive continues to be paid to those Commissioners who elect to not take the county health insurance coverage.

YEAS: Peterson, Petzold, Bardwell, Roggenbuck and Kern

NAYS: None

ABSTENTIONS: None

MOTION CARRIED.

10-M-073

Moved by Peterson and seconded by Petzold that per the recommendation of Corporate Counsel the attached resolution including Exhibit A regarding County Commissioner compensation for 2011 and 2012 be approved. Also, per the attached resolution from Corporate Counsel health insurance coverage provided in the past to commissioners will not be available in 2011 or 2012 and a yearly \$2,000 lump sum payment be paid to each commissioner in lieu of health insurance.

YEAS: Peterson, Petzold, Bardwell, and Kern

NAYS: Roggenbuck

ABSTENTIONS: None

MOTION CARRIED

10-M-074

Motion by Kern seconded by Roggenbuck to authorize renewal of the county insurance coverage with the Michigan Municipal Risk Management Authority for the 2010/2011 year and authorize all necessary signatures and approve the signing of the updated Joint Powers Agreement. Motion carried.

10-M-075

Motion made by Peterson seconded by Roggenbuck to approve the out-of-state travel request of Commissioners Bardwell and Roggenbuck to attend the National Rural Action Caucus to be held April 27-29, 2010 with the understanding that all but a nominal amount of the cost will be paid by the National Association of Counties. Motion carried.

10-M-076

Motion made by Peterson seconded by Roggenbuck that the Board of Commissioners adopt a resolution in opposition to H.B. 5927 which is a state mandate without the funds requiring consolidation of dispatch centers and requiring text message capabilities at dispatch centers. Resolution is to be forwarded to all appropriate parties. Motion carried.

10-M-077

Motion made by Peterson seconded by Petzold to table the legality revisiting Road Commissioners appointed vs. elected until legal council can be contacted. Motion carried.

Extended Public Comment – none

Next meeting scheduled for March 25, 2010 at the Tuscola County Annex.

10-M-078

Motion by Kern seconded by Peterson to go into closed session under section 8(d) to discuss a pending real estate transaction at 7:30 p.m. Motion carried

10-M-079

Motion by Peterson seconded by Petzold to come out of closed session at 7:40 p.m. Motion carried.

Meeting adjourned at 7:45 p.m.

Karen M. Mozden
Tuscola County – Deputy 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 13th day of April, 2010 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 3/25/10

Description of Matter: Move that the 2009 Drain Commission Annual Report be received and placed on file.

Agenda Reference: B

Entity Proposing: COMMITTEE OF THE WHOLE 3/25/10

Description of Matter: Move that per the letter of request from the MSU-Extension that the authorization be given to allow the current Building Strong Families position to work an additional 5 hours per week with the understanding that these added hours will be fully funded by the grant funds.

Agenda Reference: C

Entity Proposing: COMMITTEE OF THE WHOLE 3/25/10

Description of Matter: Move that the HIPPA Business Associate Agreement be authorized for signature to enable the County Recycling to do confidential shredding for the County Health Department.

Agenda Reference: D

Entity Proposing: COMMITTEE OF THE WHOLE 3/25/10

Description of Matter: Move that per the March 17, 2010 letter of request from the Caro Tea Party that authorization be given to use the Courthouse lawn on April 15, 2010.

Agenda Reference: E

Entity Proposing: COMMITTEE OF THE WHOLE 3/25/10

Description of Matter: Move that the following resolution be adopted to reduce the dependence on general fund reserves to balance the 2010 budget and said budget amendments be authorized for implementation.

Resolution Regarding First Quarter 2010 Budget Amendments

Whereas, the financial ability of the county to maintain the current service base continues to decline because of an unprecedented decade-long state economic recession and the erosion of critical sources of revenue to county government necessary to operate services including property tax and state revenue sharing and,

Whereas, the current gap between general fund revenues and expenditures is budgeted to exceed \$530,000 because not all of the planned budget reductions for 2010 were able to be implemented during the budgeting process and,

Whereas, the actual use of \$530,000 in one-time reserves would exceed long standing county policy of maintaining 10% of annual general fund expenditures in fund balance per auditor recommendation and to maintain adequate cash flow and bond rating stability and,

Whereas, the use of \$530,000 would leave no reserves, without violating county policy, to include in the 2011 and future year budgets and,

Now Therefore Be It Resolved, that the following budget amendment actions be authorized:

- General fund revenue changes as identified in Table 3 presented at the Committee of the Whole meeting of April 6, 2010 be implemented.
- General fund expenditure changes as identified in Table 4 presented at the Committee of the Whole meeting of April 6, 2010 be implemented.
- The net effect of these changes is that general fund use of reserves is decreased to approximately \$202,000.

Be It Further Resolved, that a significant portion of the above methods of reducing dependency on general fund reserves is accomplished by relying on reserves in certain non-general funds. Use of reserves to balance the 2010 budget may not be able to be accomplished if actual expenditures increase beyond budgeted levels. In all probability reliance on reserves after 2010 will not be possible.

Agenda Reference:

F

Entity Proposing:

COMMITTEE OF THE WHOLE 3/25/10

Description of Matter:

Move that the March 31, 2010 agreement with AKT Peerless to provide administrative services and preparation of Request for

Qualifications specifications for the DELEG Multi-County Energy Grant be approved and all necessary signatures be authorized.

Agenda Reference: G

Entity Proposing: COMMITTEE OF THE WHOLE 3/25/10

Description of Matter: Move that per the request of the Dispatch Director that the Agreement with Motorola to provide rebanding services be approved and authorized for signature.

Agenda Reference: H

Entity Proposing: COMMITTEE OF THE WHOLE 3/25/10

Description of Matter: Move that the ballot languages for Sheriff Road Patrol and Senior Citizen Millage renewal be approved and the County Clerk use these languages for the August 2010 primary election ballots.

Agenda Reference: I

Entity Proposing: COMMITTEE OF THE WHOLE 3/25/10

Description of Matter: Move that the previous Board motions of December 8, 2009 and December 22, 2009 that would change the number of county road commissioners from 3 to 5 and would change their status from appointed to elected be rescinded and the number of county road commissioners remain at 3 and continue with appointed status.

Agenda Reference: J

Entity Proposing: COMMITTEE OF THE WHOLE 3/25/10

Description of Matter: Move that per the April letter from the Sheriff, to concur with the promotion of Corrections Officer Jason Fullerton to the rank of Sergeant in the corrections division effective Saturday, May 1, 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:

NAYS:

ABSTENTIONS:

RESOLUTION ADOPTED.

Thomas Bardwell, Chairperson
Tuscola County Board of Commissioners

Margie White
Tuscola County Clerk



RESOLUTION

**National Center for Missing & Exploited Children®
National Missing Children's Day**

Whereas, according to the U.S. Department of Justice, in one year there were an estimated nearly 800,000 children missing; and

Whereas, on average, there is an estimated average of 2,200 children reported missing to law enforcement agencies daily; and

Whereas, 58,200 of these children are victims of non-family abductions and more than 200,000 are the victims of family abductions; and

Whereas, the National Center for Missing & Exploited Children® (NCMEC) exists as a resource to help prevent child abduction and sexual exploitation; help find missing children; and assist victims of child abduction and sexual exploitation, their families, and the professionals who serve them. The National Center for Missing & Exploited Children's recovery rate has grown from 62% in 1990 to 96% of domestically missing children, but too many children still remain among the missing; and

Whereas, this special day is a time to remember those children who are missing and give hope to their families.

Now therefore be it resolved that, in partnership with the National Center for Missing & Exploited Children and its collaborative organizations, [city/county/state] proclaims May 25 National Missing Children's Day.

Therefore, be it further resolved that [city/county/state] urges the participation of local government, law enforcement, schools, community-based organizations, and families in the protection and education of all individuals about child abduction and sexual exploitation, appropriate protective measures, and ways to respond and seek help from law enforcement, social services, and the National Center for Missing & Exploited Children.

Therefore, be it further resolved that [city/county/state] encourages all individuals to Take 25 minutes to help children stay safer.

Therefore, be it resolved by [city/county/state]:

That May 25, [YEAR], is set aside as National Missing Children's Day as part of [city/county/state]'s continuing efforts to prevent the abduction and sexual exploitation of children.

DRAFT
Tuscola County Board of Commissioners
Committee of the Whole-minutes
Thursday, March 25, 2010 – 8:00 A.M.
Annex Board Room (207 E. Grant Caro, Mi.)

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

Also present: Mike Hoagland, Sherri Hoy, Mike Miller, Mary Lou Burns, Clayette Zechmeister, Mary Drier, Carrie Krampits.

Commissioner Bardwell requested that it be placed on the record, that he wished to inform the Committee of the Whole that the meeting was being recorded.

Finance

Committee Leaders-Commissioner Peterson and Bardwell

Primary Finance Items

1. **Energy Grant Administration (See A) Jim McClosky and Ryan Londrigan appeared. (see consent agenda)**
2. **Potential 2010 General Fund Budget Adjustments to Reduce Reserve Usage – Controller/Administrator-- Gretchen Tenbusch appeared on behalf of the Health Department.**
3. **Animal Control Agreement – Mike H. will contact**
4. **Health Insurance Meeting Schedule 9:00 A.M. and 10:00 A.M.- Marwil & Assoc. and Michigan Planners, Inc. gave presentations on Health Insurance plans.**
5. **Road Patrol and Senior Citizen Millage Renewal Language (See B) –Language for proposal will be given to the County Clerk for review.**
6. **Toxicology Services Contract (See C) FYI only**
7. **Notification to Reconsider and Possibly Rescind Board Motions of 12/08/09 and 12/22/09 Regarding the Number and Electing Road Commissioners (See D)**
8. **Potential Renewal Energy Task Force – Mike H. will contact Jim McClosky.**

Secondary/On-Going Finance Items

1. Treasurer Bank Statement Reconciliation
2. MERS Presentation Scheduled for April 15, 2010 Meeting
3. Recycling Financial Planning Scheduled for April 15, 2010
4. MSUe and District Court Budget Amendments
5. Development of Financial Guidelines for Labor Negotiations
6. Update Regarding Broadband
7. Discussion of Tether Program Potentials – Potential Use of Grant Funds
8. ATM, PayPal, Touch Pay Options for Courthouse – Need to Schedule Meeting Date with Banks –**Mary Lou Burns will schedule an appointment**
9. MGT and Maximus County-Wide Cost Allocation Plan RFP
10. State Mandate to Consolidate Dispatch Operations – HB 5927

11. Need to Schedule Behavioral Health Audit Presentation
12. Potential 2010 Budget Amendments
 - Probation Officer Position
 - Clerk's Office – Increase in Part-Time General Office Clerk's Hours

Personnel

Committee Leader-Commissioners Peterson and Roggenbuck

Primary Personnel Items

1. **Request to Increase Hours for Positions Funded Through the Building Strong Families Grant (See E) (see consent agenda)**
2. **Recycling Business Associate Agreement for Confidential Shredding (See F) (see consent agenda)**

Secondary/On-Going Personnel Items

1. Open Meetings Act Discussion for Boards and Commissions – Corporate Council and County Prosecutor
2. Incorporate County Personnel Policies and Other key Personnel Information on the County Web Site
3. Circuit/Family Court Personnel Policies

Building and Grounds

Committee Leader-Commissioners Petzold and Kern

1. **Courthouse Boiler and Jail Generator Repairs**
2. **Airport Zoning Ordinance – Next Steps**
3. **Niland Building – Possible Lease Buy-Out**
4. **Adult Probation Building Update**
5. **Request to Use Courthouse Lawn (See G) (see consent agenda)**

Primary Building and Grounds Items

Secondary/On-Going Building and Grounds Items

Correspondence/Other Business as Necessary

1. Great Lakes Restoration Initiative Grant Submittal
2. Other County Resolutions (**See H**)

Public Comment Period - NONE

Closed Session – If Necessary - NONE

Other Business as Necessary

Drain Commissioner, Bob Mantey presented annual report for the Drain Office (received and placed on file (see consent agenda)

Meeting adjourned at 12:10 p.m.

Sherri Hoy
Tuscola County Chief Deputy Clerk

**STATUTORY FINANCE COMMITTEE MINUTES
THURSDAY, MARCH 25, 2009
ANNEX BOARD ROOM
207 E. GRANT ST., CARO MI**

Called to order: 12:11 p.m.

COMMISSIONERS present: Bardwell, Peterson, Roggenbuck, Kern and Petzold

Also present: Mike Hoagland, Sherri Hoy.

Claims and per diems were reviewed and approved

Public Comment – none

Meeting adjourned at 12:15 p.m.

Sherri Hoy
Chief Deputy Clerk

DRAFT
Tuscola County Board of Commissioners
Committee of the Whole Minutes
Tuesday, April 6, 2010 – 8:00 A.M.
Annex Board Room (207 E. Grant Caro, Mi.)

Commissioners present: Roggenbuck, Bardwell, Kern, Petzold, Peterson. Also present: Mike Hoagland, Margie White, Mary Drier, Mike Miller, Clayette Zechmeister, Robert Klenk, Mari Young, Ryan Londrigan, Jeremy McCallion, Jim McLoskey, Steven Lark

Finance

Potential 2010 General Fund Budget Adjustments to Reduce Reserve Usage – Controller/Administrator – see Consent Agenda Resolution to adopt Resolution Regarding First Quarter 2010 Budget Amendments.

2011 and 2012 Revenue and Expenditure Projections – share with department heads. A determination needs to be made whether to cut staff or cut wages.

Energy Grant Administration - Jeremy McCallion with AKT Peerless shared highlights associated with the revised proposal to provide administrative services for the \$489,990 Energy Grant (see Consent Agenda Resolution)

Approval to Sign Motorola Rebanding Agreement – drawn up by corporate counsel to provide to the rebanding attorney. If approved by Sprint/Nextel, rebanding will occur with Motorola with the long-range goal to move to the state system.

Road Patrol and Senior Citizen Millage Renewal Language - (see consent agenda resolution)

Notification to Reconsider and Possibly Rescind Board Motions of 12/08/09 and 12/22/09 Regarding the Number and Electing Road Commissioners - (see consent agenda resolution)

Denmark Sanitary Sewer Bonds Final Payment – two bonds and the one paid is the smaller of the two

Jail Diversion Agreement – more information will be sought

Emergency Services Update – April 15th Potential Meeting Date – Sanilac and Huron counties invited

Health Insurance Meeting Schedule 10:00 A.M. – presenter was not available

Secondary/On-Going Finance Items

1. Treasurer Bank Statement Reconciliation
2. MERS Presentation Scheduled for April 15, 2010 Meeting
3. Recycling Financial Planning Scheduled for April 15, 2010
4. MSUe and District Court Budget Amendments
5. Development of Financial Guidelines for Labor Negotiations

6. Update Regarding Broadband
7. Discussion of Tether Program Potentials – Potential Use of Grant Funds
8. ATM, PayPal, Touch Pay Options for Courthouse – Need to Schedule Meeting Date with Banks
9. MGT and Maximus County-Wide Cost Allocation Plan RFP
10. State Mandate to Consolidate Dispatch Operations – HB 5927
11. Need to Schedule Behavioral Health Audit Presentation
12. Animal Control Agreement – Mileage Change Request
13. Potential 2010 Budget Amendments
 - Probation Officer Position
 - Clerk's Office – Increase in Part-Time General Office Clerk's Hours

Personnel

Sheriff Department Promotion – a corrections officer (see consent agenda resolution)

April 14th and 21st Meeting with PEBS and Employees – Need to Set Time

Secondary/On-Going Personnel Items

1. Open Meetings Act Discussion for Boards and Commissions – Corporate Counsel and County Prosecutor
2. Incorporate County Personnel Policies and Other key Personnel Information on the County Web Site
3. Circuit/Family Court Personnel Policies

Building and Grounds

Airport Zoning Ordinance – Next Steps – Linn Smith provided a layout outlining next steps. Commissioner Roggenbuck reported MAC approved the 10-mile hazard zone.

Niland Building – Possible Lease Buy-Out
Adult Probation Building Update

Correspondence/Other Business as Necessary

1. Great Lakes Restoration Initiative Grant Submittal – end of May
2. Other County Resolutions

Public Comment Period - none

Closed Session – motion by Peterson seconded by Roggenbuck to go into closed session under 8 (c) of the Open Meetings Act to discuss labor negotiations. Roll call: Peterson, yes; Bardwell, yes; Roggenbuck; Kern, yes; Petzold, yes. Motion carried.

Motion by Petzold seconded by Roggenbuck to come out of closed session.

Other Business as Necessary

Meeting adjourned at 10:17 a.m.

Margie A. White
Tuscola County Clerk



#6

Welcome to **CASS CITY**

NOTICE OF PUBLIC HEARING

Having received a request from Walbro Engine Management, LLC, 6242 Garfield Avenue, Cass City, MI for the approval of an Industrial Facilities Exemption Certificate on new equipment and building improvements:

**The Cass City Village Council will be holding a Public Hearing at
the Municipal Building,
6506 Main Street, Cass City, Michigan, on
Wednesday, April 14, 2010 at 6:00 pm**

Nanette S. Walsh, CMC
Village of Cass City
Clerk/Treasurer

I hereby certify that the foregoing is a true and complete copy of a notice published in the Cass City Chronicle in the April 7, 2010 issue and mailed by first class mail to the following on April 7, 2010:

**Dale McIntosh, Elkland Township Treasurer
Rawson Memorial Library, Cass City, MI
Dan Erla, Elkland Township Supervisor
Doug Powers, Landmark Appraisal, Assessor
Lesa Ellicott, Walbro Engine Mgt, LLC**

**Patricia Donovan-Gray, Tuscola County Treasurer
Tuscola Intermediate School District
Cass City Public Schools
Jim McLoskey, Tuscola Economic Development Corp**

Nanette S. Walsh, CMC
Village of Cass City
Clerk/Treasurer

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form or would like to request an informational packet, call (517) 373-3272.

To be completed by Clerk of Local Government Unit	
Signature of Clerk <i>St Walsh</i>	Date received by Local Unit <i>3-29-2010</i>
Application Number	Date Received by STC

APPLICANT INFORMATION

All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) Walbro Engine Management, LLC		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 3592,3714	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 6242 Garfield Avenue		1d. City/Township/Village (indicate which) Cass City, Village	1e. County Tuscola
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(4)) <input type="checkbox"/> Transfer (1 copy only) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(1)) <input type="checkbox"/> Research and Development (Sec. 2(9))		3a. School District where facility is located Cass City	3b. School Code 79030
		4. Amount of years requested for exemption (1-12 Years) 12	

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

This exemption is requested to purchase a blowmolding machine, silos, building expansion, and accesories to manufacture multilayer fuel tans that will be molded and assembled in our facility.

6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	▶ \$170,000.00 Real Property Costs
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total	▶ \$3,282,000.00 Personal Property Costs
6c. Total Project Costs * Round Costs to Nearest Dollar	▶ \$3,452,000.00 Total of Real & Personal Costs

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	Begin Date (M/D/Y)	End Date (M/D/Y)	
Real Property Improvements	_____	<u>1/30/11</u>	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements	_____	<u>3/31/11</u>	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased

8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. Yes No

9. No. of existing jobs at this facility that will be retained as a result of this project. 10. No. of new jobs at this facility expected to create within 2 years of completion.
15

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)	_____
b. TV of Personal Property (excluding inventory)	_____
c. Total TV	_____

12a. Check the type of District the facility is located in:
 Industrial Development District Plant Rehabilitation District


12b. Date district was established by local government unit (contact local unit)
4/15/02

12c. Is this application for a speculative building (Sec. 3(8))?
 Yes No

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name Lesla Ellicott	13b. Telephone Number (989) 872-7320	13c. Fax Number (989) 872-1135	13d. E-mail Address lellicot@walbro.com
14a. Name of Contact Person Lesla Ellicott	14b. Telephone Number (989) 872-7320	14c. Fax Number (989) 872-1135	14d. E-mail Address lellicot@walbro.com
▶ 15a. Name of Company Officer (No Authorized Agents) Steve Thomson			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number (520) 229-5637	15d. Date 3/26/10
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 7400 North Oracle Rd, Suite 310, Tucson AZ 85704		15f. Telephone Number (520) 229-5632	15g. E-mail Address sthomson@walbro.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)	16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.	
16c. LUCI Code	16d. School Code
17. Name of Local Government Body	▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original and one copy of the application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

State Tax Commission
Michigan Department of Treasury
P.O. Box 30471
Lansing, MI 48909-7971

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

Equipment List

		Installation Date
Blow Molding Machine TBA 300D	\$ 2,200,000	1/30/2011
BM Material Handling Equipment	\$ 40,000	1/30/2011
BM Granulator	\$ 65,000	1/30/2011
BM Cold Storage expansion	\$ 70,000	1/30/2011
BM Material storage rack	\$ 25,000	1/30/2011
BM Building alterations	\$ 50,000	1/30/2011
BM Electrical alterations	\$ 50,000	1/30/2011
BM Material Silo	\$ 77,000	5/1/2010
BM Humidity Control	\$ 350,000	7/1/2010
BM Cooling Machine	\$ 125,000	1/30/2011
Tensile Load Tester	\$ 25,000	5/1/2010
Talysurf Precision Measurement	\$ 48,000	5/1/2010
Blow Mold Cutting Equipment	\$ 65,000	9/1/2010
Welding Equipment	\$ 200,000	5/1/2010
Assembly Fixtures	\$ 62,000	5/1/2010
Grand Total	\$ 3,452,000	

**INDUSTRIAL FACILITIES EXEMPTION APPLICATION
AFFIDAVIT OF FEES**

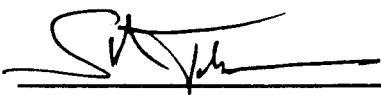
In accordance with State Tax Commission Bulletin No. 3 dated January 1998, the Local Unit and Applicant for Industrial Facilities Exemption Certificate do hereby swear and affirm that no payment of any kind, whether the be referred to as "fees," "payments in lieu of taxes," "donations," or by other like terms, such payments are contrary to the legislative intent of Act 198 that exemption certificates have the effect of abating all ad valorem property taxes levied by taxing units with the unit of local government which approves the certificate.

We do swear and affirm by our signatures below that "no payment of any kind in excess of the fee allowed, as amended by Public Act 323 of 1996, has been made or promised in exchange for favorable consideration of an exemption certificate application."

City/Twp/Village of: Village of Cass City

Signed _____
Print Name _____
Title _____
Dated _____

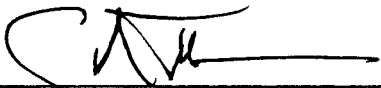
Applicant: Walbro Engine Management, LLC

Signed  _____
Print Name Steve Thomson
Title Vice President & Chief Financial Officer
Dated MAR 26, 2010

INDUSTRIAL FACILITIES EXEMPTION CERTIFICATION
AGREEMENT

The approval by the Village of Cass City (hereinafter referred to as the "local unit") of the application for an Industrial Facilities Exemption Certificate as filed by Walbro Engine Management thereafter referred to as the "applicant") is mutually agreed to be subject to the following conditions:

1. Within ninety days of completion of the project for which abatement is granted, not less than 1 jobs will be created by the applicant. If this condition is not met, the local unit shall consider revocation of the exemption certificate.
2. Within ninety days of completion of the project, the applicant shall provide the local unit with the actual costs of the improvements. If these costs are less than the estimated cost by more than 20 % of the total project, the local unit shall consider modification of the exemption certificate.
3. The applicant shall remain within the local unit during the period of time for which the abatement has been approved. If the applicant relocates within this period of time, the applicant shall pay to the affected taxing units an amount equal to those taxes it would have paid had the abatement not been in effect.
4. No payment of any kind in excess of the fee allowed by P.A. 198 has been made or promised in exchange for favorable consideration of this exemption application.



Applicant

3/26/10

Date

Local Unit

Date

March 4, 2010

A regular meeting of the Board was held in their offices at 1733 S. Mertz Rd., Caro, Michigan on Thursday, March 4, 2010 at 8:00 A.M.

Present: Commissioners John Laurie, Gary Parsell, and Mike Zwerk, County Highway Engineer Michele Zaverucha, Superintendent/Manager Jay Tuckey.
Also present: County Commissioner Roy Petzold.

Absent: Director of Finance/Secretary-Clerk Michael Tuckey.

Motion by Parsell seconded by Zwerk that Amy Hadaway be named acting Secretary in the absence of Michael Tuckey. Zwerk, Parsell, Laurie --- Carried.

Motion by Zwerk seconded by Parsell that Michele Zaverucha be named acting Clerk in the absence of Michael Tuckey. Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk that the minutes of the February 18, 2010 regular meeting of the Board be approved. Zwerk, Parsell, Laurie --- Carried.

Payroll in the amount of \$108,939.04 and bills in the amount of \$167,250.34 covered by vouchers #10-12 and #10-13 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 Parsell seconded by Zwerk that the bids for 2010 Corrugated Metal Pipe & Related Products taken and accepted at the last regular meeting of the Board be awarded to the low bidder, St. Regis Culvert, Inc. Zwerk, Parsell, Laurie --- Carried.

Motion by Zwerk seconded by Parsell that the bids for Carbide Milling Bits taken and accepted at the last regular meeting of the Board be awarded to the low bidder, Winter Equipment Company. Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk that the following Seasonal Weight Restrictions will be in effect on Monday, March 8, 2010 at 7:00 A.M.

1. When the axle spacing is 9 feet or over between the axles, the maximum axle load shall not exceed 18,000 lbs. for vehicles equipped with high pressure pneumatic or balloon tires.
2. When the axle spacing is less than 9 feet between two axles, but more than 3 ½ feet, the maximum axle load shall not exceed 13,000 lbs. for high pressure pneumatic or balloon tires.
3. When axles are spaced less than 3 ½ feet apart the maximum axle load shall not exceed 9,000 lbs. per axle.

4. The normal size of tires shall be rated size as published by the manufacturers and in no case shall the maximum wheel load of any steering axle exceed 700 pounds per inch of width of tire.
5. During the months of March, April and May in each year, the maximum axle load allowable on a Class B road, shall be reduced by 35% from the maximum axle loads as herein specified. The maximum wheel load shall not exceed 450 pounds per inch of tire width while the seasonal road restrictions are in effect.
6. The Tuscola County Road Commission with respect to highways under their jurisdiction, may suspend the restrictions imposed by the section (257.722) when and where in their discretion conditions of the highway so warrant, and may impose the restricted load requirements of this section on designated highways at any other time that the conditions of the highway may require.
7. No truck, tractor or tractor with trailer, nor any combination of such vehicles with a gross weight, loaded or unloaded, in excess of 10,000 lbs. shall exceed a speed of 55 miles per hour on highways or streets which shall be reduced to 35 miles per hour during the period when reduced loadings are being enforced in accordance with the provisions of this chapter.

Zwerk, Parsell, Laurie --- Carried.

At 8:15 A.M. the following bid was opened for HMA Crushing, Shaping, and Stabilization:

<u>Bidder</u>	<u>Item 1</u>	<u>Item 2</u>	<u>Item 3</u>	<u>Item 4</u>	<u>Item 5</u>	<u>Item 6</u>
Pavement Recycling, Inc.	\$ 0.70 syd.	\$ 0.15 syd.	\$ 1.00 syd.	\$ 0.10 syd.	\$ 2.93 gal.	\$ 2.00 gal.

Motion by Parsell seconded by Zwerk that the bid for HMA Crushing, Shaping, and Stabilization be accepted and awarded to Pavement Recycling, Inc. Zwerk, Parsell, Laurie --- Carried.

At 8:25 A.M. the following bids were opened for 2010 Micro-Surfacing:

<u>Bidder</u>	<u>Micro-Surface Rutfilling</u>	<u>Micro-Surface Standard</u>	<u>Micro-Surface Single Course</u>
Pavement Maintenance Systems	\$ 154.00 / ton	\$ 1.90 / syd.	\$ 2.61 / syd.
Strawser Construction, Inc.	255.00 / ton	4.45 / syd.	2.95 / syd.

Motion by Zwerk seconded by Parsell that the bids for 2010 Micro-Surfacing be accepted and awarded to the low bidder, Pavement Maintenance Systems. Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk to install additional double Stop Signs at nine (9) local leg locations within the high traffic count intersections previously approved at the November 25, 2009 regular meeting of the Board. Zwerk, Parsell, Laurie --- Carried.

At 8:35 A.M. the following bids were opened for 2010 Chip Seals:

<u>Bidder</u>	<u>Seal Single Chip</u>	<u>Seal Double Chip</u>	<u>Prime & Double Chip Seal</u>	<u>Raised Pavement Markers</u>	<u>Fog Seal</u>
Michigan Pavement Solutions	\$ 1.624 / syd.	\$ 3.224 / syd.	\$ 3.904 / syd.	\$ 1.00 / ea.	\$0.304 / syd
Fahrner Asphalt Sealers, LLC	1.386 / syd.	2.76 / syd.	3.145 / syd.	1.00 / ea.	0.32 / syd
Highway Maint. & Const.	1.40 / syd.	2.80 / syd.	3.10 / syd.	1.00 / ea.	0.32 / syd
Highway Maint. & Const. (alt bid)	1.33 / syd.	2.65 / syd.	2.95 / syd.	1.00 / ea.	0.32 / syd

Motion by Zwerk seconded by Parsell that the bids for 2010 Chip Seals be accepted and awarded to the overall low bidder with the specified material, Fahrner Asphalt Sealers. Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk to appoint County Highway Engineer Michele Zaverucha as the voting delegate to the 2010 County Road Association of Michigan Annual Conference. Zwerk, Parsell, Laurie --- Carried.

At 8:45 A.M. the following bids were opened for 2010 Overband Crack Fill:

<u>Bidder</u>	<u>Unit Price</u>
Scodeller Construction Co.	\$ 1.089 / lb.
Highway Maintenance & Const.	1.60 / lb.
Fahrner Asphalt Sealers, LLC	1.17 / lb.
Pavement Maintenance Systems	1.37 / lb.
Interstate Sealant & Concrete, Inc.	1.20 / lb.

Motion by Zwerk seconded by Parsell that the bids for 2010 Overband Crack Fill be accepted and awarded to the low bidder, Scodeller Construction Company. Zwerk, Parsell, Laurie --- Carried.

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

RESOLUTION

WHEREAS, the County Highway Engineer of the Tuscola County Road Commission has reviewed the 2009 Michigan Department of Transportation Road Certification Maps for Tuscola County, and

WHEREAS, upon review the following changes and/or corrections are requested:

- Old Elmwood Road, Novesta Township, Section 3, Sheet 11: Reduce length by 0.14 mile.
- Sheridan Road, Juniata Township, Sections 25 and 26, Sheet 13: Reduce length by 0.18 mile.
- Wells Road, Indianfields Township, Section 20, Sheet 14E: Reduce length by 0.09 mile.
- Hurds Corner Road, Wells Township, Sections 3, 4, 9, 10, 15, and 16, Sheet 15: Transfer 2.96 miles from Local Road System to Primary Road System.
- Van Wagnen Road, Vassar Township, Section 5, Sheet 18: Remove label Higgins.
- Centerline Road, Koylton Township, Sections 14 and 23, Sheet 21: Reduce length by 0.43 mile.
- Swaffer Road, Watertown Township, Section 6, Sheet 24: Reduce length by 0.01 mile and delete portion of roadway.
- East Dayton Road, Wells Township, Section 7, Sheet 15A: Change name to Old East Dayton.
- Hurds Corner Road, Ellington Township, Sections 3, 4, 9, 19, 15, 16, 21, 22, 27, 28, 33, and 34, Sheet 10: Transfer 1.00 mile from Local Road System to Primary Road System.
- Bray Road, Tuscola Township, Section 28, Sheet 17: Change name to VanCleve.
- Richville Road, Tuscola Township, Sections 28 and 29, Sheet 17: Correct spelling.

- Frankenmuth Road cut off, Tuscola Township, Section 28, Sheet 17D: Add length by 0.04 mile.
- Hurds Corner Road, Dayton Township, Section 33, Sheet 20F: Remove primary pattern.
- Birch Run Road, Arbela Township, Section 22, Sheet 22: Reduce length by 0.12 mile.

THEREFORE, BE IT RESOLVED, that this Tuscola County Board of Road Commissioners approve Chairman John Laurie to sign the 2009 Michigan Department of Transportation Road Certification Map for Tuscola County, and that the changes and/or corrections listed above be requested.

Ayes: John Laurie, Gary Parsell, Michael Zwerk
 Nays: 0

TUSCOLA COUNTY BOARD OF ROAD COMMISSIONERS
 RESOLUTION OF
 SUPPORT FOR THE CONTINUING APPOINTMENT PROCESS

Commissioner Parsell offered the following resolution and moved for its adoption:

BE IT RESOLVED, the Tuscola County Board of Road Commissioners supports maintaining the process whereas the County Board of Commissioners appoints the three member Board of Road Commissioners.

BE IT FURTHER RESOLVED, that the Board of Road Commissioners, County of Tuscola, concurs that this remains a fair and just process, in which the best interest of the county at large may be upheld.

Motion supported and resolution adopted on a roll call vote:

AYES: Zwerk, Parsell, Laurie
 NAYS: None

Management and the Board discussed White Creek Road in Koylton Township. Superintendent/Manager Jay Tuckey and Deford Division Foreman Ron Spaulding will attend the next Koylton Township Board Meeting to discuss the issue.

Motion by Zwerk seconded by Parsell to allow townships to borrow sign barricades for roadwork, providing the appropriate permits and insurance documentation is completed. Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk that the meeting be adjourned at 9:35 A.M. Zwerk, Parsell, Laurie --- Carried.

 Chairman

 Secretary-Clerk of the Board

March 18, 2010

A regular meeting of the Board was held in their offices at 1733 S. Mertz Rd., Caro, Michigan on Thursday, March 18, 2010 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.
Also present: County Commissioner Roy Petzold.

Motion by Parsell seconded by Zwerk that the minutes of the March 4, 2010 regular meeting of the Board be approved. Zwerk, Parsell, Laurie --- Carried.

Payroll in the amount of \$100,189.58 and bills in the amount of \$278,854.08 covered by vouchers #10-14 and #10-15 were presented and audited.

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

Brief Public Comment Segment:

(1) Ms. Renee Moser from Exact Express appeared before the Board to discuss hauling an over-length load on Sheridan Road. Ms. Moser asked the Board for a permit to haul the load during Seasonal Weight Restrictions. Superintendent/Manager Jay Tuckey reported that MDOT will issue permits during Seasonal Weight Restrictions for over-sized loads, and recommends adopting MDOT's policy for the county-wide All-Season routes. After discussion, the following motion was introduced:

Motion by Parsell seconded by Zwerk to amend the Road Commission's policy for permits to match the Michigan Department of Transportation's policy for over-sized loads on the county-wide All-Season Road System during Seasonal Weight Restrictions. Zwerk, Parsell, Laurie --- Carried.

Motion by Zwerk seconded by Parsell that the bids for 2010 Hot Mixed Asphalt taken on Tuesday, March 16, 2010 be accepted; and to forward the local road bid results to the respective Township Boards for approval. Zwerk, Parsell, Laurie --- Carried.

Novesta Township Supervisor Dale Churchill appeared before the Board to discuss roadwork in Novesta Township for the 2010 season. On February 4, 2010 the Board granted Novesta Township a one-year variance of the Local Road Improvement and Township Allowance Policy for the 2010 season approving to suspend resurfacing Kelly Road from Warner to Cemetery and instead resurface Kelly Road from Dodge to Phillips with a thinner application of asphalt from Dodge to Thumb Welding. Mr. Churchill requests that the township would rather suspend all paving projects this year and instead repair the dip on Kelly Road east of Cemetery Road, township wide gravel patching, and three miles of pit run gravel applications. After further discussion, the following motion was introduced:

Motion by Parsell seconded by Zwerk to grant Novesta Township an amended one-year variance of the Local Road Improvement and Township Allowance Policy for the 2010 season approving to suspend all resurfacing projects in 2010, with the understanding that in 2011 Novesta Township will return to the policy requiring the oldest surface fifteen years old or older to be resurfaced. Zwerk, Parsell, Laurie --- Carried.

At 8:15 A.M. the following bids were opened for 2010 Seed and Mulch:

<u>Bidder</u>	<u>Hydro seeding, Mulch, Straw</u>	<u>Hydro seeding, Mulch, Paper</u>	<u>Seed, Fertilizer, Mulch Blanket</u>
Green Thumb Hydroseeding Weyand Brothers, Inc.	\$.58 SYD .42 SYD	\$.42 SYD .50 SYD	\$ 1.10 SYD .72 SYD

Motion by Parsell seconded by Zwerk that the bids for 2010 Seed and Mulch be accepted, reviewed by Management, and tabled until the next regular meeting of the Board. Zwerk, Parsell, Laurie --- Carried.

Director of Finance Michael Tuckey presented to the Board an amended #2 Deficit Elimination Plan 79-0100 addressed to the Michigan Department of Treasury. After review and discussion, the following motion was introduced:

Motion by Parsell seconded by Zwerk to approve the amended #2 Deficit Elimination Plan 79-0100 as presented, and to forward the plan to the Michigan Department of Treasury for evaluation and certification. Zwerk, Parsell, Laurie --- Carried.

Arbela Township Supervisor Joe White appeared before the Board to discuss roadwork in Arbela Township for the 2010 season. Mr. White asked the Board to consider transferring other township's unused construction allowances to Arbela Township. The Board acknowledged the request but no action was taken.

Motion by Zwerk seconded by Parsell that the meeting be adjourned at 8:45 A.M. Zwerk, Parsell, Laurie --- Carried.

Chairman

Secretary-Clerk of the Board

HUMAN DEVELOPMENT COMMISSION
Board of Directors Meeting
March 17, 2010
3 p.m.

#9

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

VIA PHONE: Al Long, Ron Wruble

ABSENT: George Loomis (excused), Judge Kim Glaspie (excused)

GUESTS: Lisa Criss, Karen Henley

STAFF: Lori Offenbecher, Brian Neuville, Becky Hassler, Michelle Cubitt, Lori Ertman

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

Ms. Henley and Ms. Criss, representing the Regional Office of Head Start, advised that they were visiting the agency's Early Head Start Program based on its expansion and the program's change to home- and center-based operations. She also highlighted the need for enhanced monitoring of the program based on ARRA funding and the operations change.

At the April Board meeting, Ms. Criss will provide a half-hour training to members regarding center-based operations.

Motion by John Merriman, seconded by Leo Dorr, to accept the February 17, 2010 Board of Director minutes as mailed. Motion carried.

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

CHAIRPERSON'S REPORT

Nominating Committee Report

Ms. Pridnia, Nominating Committee Chair, advised that the Committee, comprised of herself, Linda Jarvis, Tom Kern and Grace Temple and met twice regarding the election process.

She distributed the Committee's written report which outlined the recommended process for the annual election of Board officers, specifically Chairperson, Vice-Chairperson, Secretary and Treasurer. The process noted that voting would be by ballot and the votes of those Board members participating via conference call would be given, in private, via telephone, to the Director's Assistant.

Ms. Pridnia also mentioned the need for the Board of Directors to conduct strategic planning.

After thanking Committee members and staff for your efforts in this process, Ms. Pridnia distributed the ballots for the Board's review and Chairperson Hammond called for nominations from the floor; hearing none, nominations were closed.

Motion by Bob Sugden, seconded by Bill Butler, to approve the ballot as presented. Motion carried.

(Al Long and Ron Wruble exited the conference call in order to cast their vote on a separate telephone line.)

Following the counting of ballots by the Nominating Committee, Ms. Pridnia announced that Della Hammond has been re-elected as Chairperson, Chris Taylor as Vice-Chairperson, Ron Wruble as Secretary, and Bob Wood had been elected Treasurer.

Motion by Jerry Peterson, seconded by Gary Roy, to destroy the ballots. Motion carried.

Chairperson Hammond thanked members for their vote of support and the Nominating Committee for their efforts.

Motion by Beth Hunter, seconded by Elmer Bussema, to accept the Nominating Report as presented. Motion carried.

The Board Pass-Around Folder was distributed and contained; 1) news article regarding the Bad Axe Senior Center, 2) information on Older Michiganian's Day, 3) letter of congratulations from Representative Brown to Lori Offenbecher, 4) State Report on CSBG and Weatherization ARRA jobs created in the CAA network, 5) listing of Michigan's "hottest" jobs through 2016, and 6) The Promise magazine as published by the Community Action Partnership

Chairperson Hammond advised that the Board Awards Committee had met prior to the meeting and selected the agency's Volunteer and Achiever of the Year.

She advised that a memorandum had been sent to all Board members advising that Mary Ann Vandemark would be recognized on March 24, 2010 by the Michigan Community Action Agency Association, and noted that the agency would pay for the dinner ticket of any Board member wishing to attend.

Chairperson Hammond provided highlights of the National Community Action Foundation Conference, as well as contacts made with the agency's congressional and senatorial representatives, which she, Jerry Peterson, Lori Offenbecher and Brian Neuville had participated in during the first week in March.

It was also noted that the Michigan Community Action Agency Association Summer Meeting was scheduled for July 26-29 at Shanty Creek and Board members were invited to attend.

Motion by Bob Wood, seconded by Bill Butler, to accept the Chairperson's Report as presented. Motion carried.

FINANCE REPORT

Mr. Neuville highlighted the February, 2010 Finance Report which reflected monthly expenditures of \$908,774 and a total budget of \$16.5 million.

Motion by Linda Jarvis, seconded by Grace Temple, to approve the renewal of the mortgage on 40 Cook Drive in Bad Axe, held by NorthStar Bank, for a period of five years at an interest rate of 6.5% and authorize Lori Offenbecher to sign all necessary documents. Motion carried with Bob Sugden abstaining.

Motion by Grace Temple, seconded by Chris Taylor, to accept the February Finance Report as presented. Motion carried.

EXECUTIVE/FINANCE-AUDIT COMMITTEE

Chairperson Hammond highlighted the February 24 minutes of the Committee which contained recommendations for the Board's consideration.

At the November meeting of the Senior Services Advisory Council, members requested a mileage increase for their travel to meetings. It was the consensus of the Executive/Finance-Audit members that the agency explore the potential of increasing mileage reimbursement for all Advisory Councils beginning in Fiscal Year 2011.

In relation to the future location of the Bad Axe and Harbor Beach Senior Services Kitchens, a motion was made by Steve Vaughan, seconded by John Merriman, to relocate the Bad Axe and Harbor Beach Senior Services Kitchens to Huron County's Senior Center (former Davenport University). Motion carried.

It was noted that the Board of Directors would have the opportunity to review the partnership agreement which would be developed between the Huron County Board of Commissioners and the agency.

The history and current financial situation of Cass River Enterprises, Inc. was discussed.

Motion by John Merriman, seconded by Linda Jarvis, that the Executive Director/Cass River Enterprises CEO take the necessary steps to transfer personnel from Cass River Enterprises, Inc. to the Human Development Commission, with the realization that there may be lay-offs. Motion carried.

Motion by Tom Kern, seconded by Jerry Peterson, that Cass River Enterprises, Inc. operations be suspended by March 31, 2010. Motion carried.

Motion by Bill Butler, seconded by Beth Hunter, to appoint Della Hammond, Bob Sugden and Lori Offenbecher to replace the existing Cass River Enterprises, Inc. Board of Directors. Motion carried.

Board members were provided with an agency organizational chart which noted that Brian Neville had been hired as the agency's Deputy Director, Wendy Falls hired as the Housing Director, and the Early Head Start Director and Aging Services Director had been made Administrative Staff.

Chairperson Hammond stated that members had taken action to send a letter to the agency's attorney, Dale Cubitt; however, in lieu of this, a meeting was held with him on March 10 at which time he advised that he would be too busy to continue as the agency's attorney.

Board Members were asked to provide recommendations for an agency attorney to the Executive Committee.

South Saginaw Homes II was also discussed at the Committee meeting.

Motion by John Merriman, seconded by Jerry Peterson, to accept the Executive/Finance-Audit Committee minutes as presented. Motion carried.

EARLY HEAD START POLICY COUNCIL

Ms. Hassler advised that the Council had met March 9 at which time staffing changes and additions were discussed, as a result of program expansion, and members reviewed and approved their annual application for continuation funding. Also, Policy Council reorganization was discussed.

Motion by Bill Butler, seconded by Beth Hunter, to accept the Early Head Start Policy Council minutes as presented. Motion carried.

COMMUNITY SERVICES ADVISORY COUNCIL

Mr. Sugden advised that Kelly Rhodes and Pastor Hollender were re-elected as Chairperson and Vice-Chairperson, respectively. Members were provided information on the agency's Filler Pig Program, utility services, Weatherization Program, and Michigan Food Voucher Program.

Motion by Tom Kern, seconded by Grace Temple, to accept the Community Services Advisory Council minutes as presented. Motion carried.

CARO TRANSIT AUTHORITY

Mr. Taylor reported that the Authority had met on February 24 at which time the 2011 New Freedom Application Plan was discussed and approved by the Authority. The plan will continue services to seniors and disabled persons residing in Kingston, Mayville, and Vassar for another year.

Motion by Bob Sugden, seconded by Beth Hunter, to receive the Caro Transit Authority Report as presented. Motion carried.

AGENCY REPORT

Mr. Peterson presented proposals which the agency wished to submit for funding.

Motion by Grace Temple, seconded by Bob Sugden, to submit a proposal to the Michigan Department of Human Services, in the amount of \$219,209, for continuation of the Weatherization Assistance Program. Motion carried.

Mr. Peterson noted that the United Way of Sanilac County had granted \$3,000 to the Foster Grandparent Program, and MSHDA has granted \$50,000 to implement a tenant-based rental assistance program in Lapeer County to serve six homeless youth.

Motion by Beth Hunter, seconded by Linda Jarvis, to accept the terms and conditions of the Michigan State Housing Development Authority contract for a tenant-based rental assistance program in Lapeer County, and that the Board Chairperson and/or Executive Director be authorized to sign and submit grant-related documents on behalf of the governing board. Motion carried.

Motion by Gary Roy, seconded by Chris Taylor, to accept the Planning/Evaluation Report as presented. Motion carried.

For the Board's information, Ms. Offenbecher advised that the tenants of Croswell County Manor have received a letter from HUD that they were foreclosing on the property.

She also noted that, in visiting Congressman Kildee, the agency was apprised that he had earmarked funds for the Generations Before- and After-School Program for the next two years.

Based on the hiring of a new Executive Director for the agency, it was explained that action was needed to authorize Lori Offenbecher to sign and submit documents on several MSHDA contracts.

Motion by Grace Temple, seconded by Linda Jarvis, that the Executive Director and/or Board Chairperson be authorized to sign and submit grant-related documents, on behalf of the governing Board, for the following MSHDA grants:

HML-2009-0069-TBRA	(Tenant Based Rental Assistance)
M-2005-0069-HYA	(Homeless Youth)
M-2005-0069-HFI	(Homeless Families)
HML-2009-0069-ESM	(Emergency Shelter grant)
HML-2009-0069-ESM-02	(Emergency Shelter grant)

Motion carried.

Ms. Offenbecher stated that, based on the fact that the agency has had nominal transactions for Western Union, and two other agents were located in Caro, the agency relinquished its role as a Western Union agent.

Members were also informed that they would receive an update on the agency's Strategic Planning process in April and that, to date, Walk For Warmth had raised \$39,000, with several other events scheduled to raise additional funds for this effort.

In relation to enhancing local partnerships, Ms. Offenbecher advised that she had:

- Been asked to serve on the Executive Board of the Tuscola County Collaborative Body
- Attended the March Michigan Works! Board Meeting
- Met with the Primary Care Association to discuss their programs for uninsured children
- Met with Goodwill to discuss their Youth Mentoring Program
- Met with Len Richards and Irene Waller, Directors of DHS offices in Huron, Sanilac, Tuscola and Lapeer Counties
- Developed a Voices for Action Leadership and Development Collaborative

-Within the month, herself and Brian Neuville would attend the four-county Board of Commissioner meetings to introduce themselves

Ms. Hunter provided an update on South Saginaw Homes Phase II noting that she would continue to work with agency staff, and other appropriate individuals, to investigate options.

Motion by Chris Taylor, seconded by Grace Temple, to accept the agency report as presented.
Motion carried.

OTHER

Mr. Vaughan advised that several Open Houses were planned for the Huron County Senior Center and encouraged members to attend.

Meeting adjourned at 5 p.m.

Respectfully submitted,


Lori Ertman
Executive Director's Assistant