

**TUSCOLA COUNTY BOARD OF COMMISSIONERS**  
**MEETING AGENDA**  
**TUESDAY, MAY 11, 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 Roggenbuck  
Pledge of Allegiance – Commissioner Kern  
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  
    -Mr. Mark R. Putnam Project Proposal (See Correspondence #3)  
    -Health Insurance Agent and Carrier  
    -Medical Care Facility Millage Transfer Request (See  
        Correspondence #4)  
    -CGI Communications  
    -Office Space Planning Draft Request for Proposal  
Old Business  
Correspondence/Resolutions

**COMMITTEE AND LIAISON REPORTS**

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

Other Business/On-Going Matters  
Next Meeting Date Thursday, May 13, 2010 – 8:00 A.M.

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

Other Business/On-Going Matters  
Next Meeting Date Thursday, May 13, 2010 – 8:00 A.M.

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

Other Business/On-Going Matters

Next Meeting Date Thursday, May 13, 2010 – 8:00 A.M.

## **COMMISSIONER LIAISON COMMITTEE REPORTS**

### 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 7<sup>TH</sup> 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

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

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 April 27, 2010 Full Board Minutes
- #2 Consent Agenda Resolution
- #3 The TAB and TASC Project Proposal
- #4 Medical Care Facility Millage Transfer Request
- #5 April 29, 2010 Committee of the Whole & Statutory Finance Committee Minutes
- #6 Tuscola Co. Economic Development Letter of Thanks and Project Listing
- #7 April 15, 2010 Road Commission Minutes
- #8 April 21, 2010 Human Development Commission Minutes

*DRAFT*

**Tuscola County Board of Commissioners**

**April 27, 2010 Minutes  
Courthouse Annex**

Chairman Thomas Bardwell called the meeting of the Board of Commissioners of the County of Tuscola, Michigan, held at the Municipal Building in the Village of Reese, Michigan, on the 27th day of April, 2010 to order at 6:04 o'clock p.m. local time.

Prayer by Commissioner Peterson  
Pledge by Commissioner Kern

**COMMISSIONERS PRESENT:**

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

**COMMISSIONERS ABSENT:**

District #1 Amanda Roggenbuck

10-M-088

Motion by Kern seconded by Peterson to adopt the agenda as amended. Motion carried.

10-M-089

Motion by Kern seconded by Petzold to approve the minutes of the 4/13/10 regular meeting. Motion carried.

Brief Public Comment – none

10-M-090

It was moved by Peterson and supported by Petzold that the following Consent Agenda resolution be adopted:

**CONSENT AGENDA**

- Agenda Reference:** A
- Entity Proposing:** COMMITTEE OF THE WHOLE 4/15/10
- Description of Matter:** Move that the 2011 budget calendar be approved and distributed to elected and appointed department heads with the change of starting the process in May of 2010 rather than June.

- Agenda Reference:** B
- Entity Proposing:** COMMITTEE OF THE WHOLE 4/15/10
- Description of Matter:** Move that as authorized in the General Appropriations Act adopting the 2010 County Budget a hiring freeze be put into immediate effect as a method to manage increasing financial difficulties. Under this hiring freeze all vacancies that occur are declared to be vacated positions and are not authorized to be refilled except by specific Board approval. The Board may make budget reduction amendments taking into consideration prior departmental staffing reductions and other factors as determined necessary. All vacancies will be reviewed by the Board of Commissioners to determine if alternative methods of reducing costs can be implemented including not refilling the position, refilling the position with part-time instead of full-time, contracting, etc.
- Agenda Reference:** C
- Entity Proposing:** COMMITTEE OF THE WHOLE 4/15/10
- Description of Matter:** Move that the 2009 Recycling Annual Report be received and placed on file.
- Agenda Reference:** D
- Entity Proposing:** COMMITTEE OF THE WHOLE 4/15/10
- Description of Matter:** Move that per the request of the Dispatch Director that the out-of state travel request for the two shift supervisors be authorized.
- Agenda Reference:** E
- Entity Proposing:** COMMITTEE OF THE WHOLE 4/15/10
- Description of Matter:** Move that per the request of the Road Commission that resolutions of support for grant applications for Thomas Road and Van Buren Road bridge reconstruction be approved.
- Agenda Reference:** F
- Entity Proposing:** COMMITTEE OF THE WHOLE 4/15/10

**Description of Matter:** Move that the County Clerk be requested to advertise to fill the vacant Soldiers and Sailors Relief Committee positions.

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

YEAS: all

NAYS: none

ABSTENTIONS: none

RESOLUTION ADOPTED.

Equalization Director Walt Schlichting presented the County Equalization Report.

10-M-091

Motion by Peterson seconded by Petzold to approve the 2010 County Equalization Report as presented by the County Equalization Director and authorize all appropriate signatures. Motion carried.

10-M-092

Motion by Kern seconded by Petzold to receive and place on file the 2008/2009 County Health Department Annual Report. Motion carried.

10-M-093

Motion by Peterson seconded by Kern to receive and place on file the 2009 Medical Examiner Annual Report. Motion carried.

10-M-094

Motion by Kern seconded by Peterson to approve and authorize for signature the agreement (Movie Tour Book Agreement) with CGI Communications, Inc. to provide web-based marketing-communications information to the county with no direct county cost. Motion carried.

10-M-095

Motion by Kern seconded by Petzold to go into closed session to consider the purchase or lease of real estate. Roll call: Kern, yes; Bardwell, yes; Peterson, yes; Petzold, yes; Roggenbuck, absent. Motion carried.

10-M-096

Motion by Kern seconded by Peterson to come out of closed session. Motion carried.

10-M-097

Motion by Kern seconded by Petzold to develop specifications to solve county office space needs that will involve the relocation of certain county departments to another leased or lease/purchased facility of approximately 10,000 square feet in proximity to the Courthouse. Also, upon Board approval of detailed specifications, a notice of these specifications will be published in the newspaper. The purpose of the notification is to provide all interested parties the opportunity to submit a proposal. Motion carried.

Meeting adjourned at 7:37 p.m.

Margie A. White  
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 11<sup>th</sup> day of May, 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 4/29/10

**Description of Matter:** Move that per the April 27, 2010 memo from the County Sheriff, authorization be given to apply for a COPS grant funded road patrol officer with the understanding the grant will pay for wage/fringe benefit costs (except overtime) for the first three years and all non-wage and non-fringe costs during this period are the responsibility of the county. Also, the county is required to fund all of the costs for

the program for a minimum of one year after the initial three year period.

**Agenda Reference:**

B

**Entity Proposing:**

COMMITTEE OF THE WHOLE 4/29/10

**Description of Matter:**

Move that per the April 27, 2010 memo from the County Treasurer, authorization be given to purchase two additional panels to complete office renovation. Also, these panels be purchased with funds available in the Foreclosure Fund.

**Agenda Reference:**

C

**Entity Proposing:**

COMMITTEE OF THE WHOLE 4/29/10

**Description of Matter:**

Move that per the April 27, 2010 memo from Mike Strader with the Municipal Employees Retirement System, authorization be given to obtain "Bridged Benefits" Supplemental Valuation for all county retirement system divisions. Cost for the Supplemental Valuations is \$3,250 and will be paid from special programs activity.

**Agenda Reference:**

D

**Entity Proposing:**

COMMITTEE OF THE WHOLE 4/29/10

**Description of Matter:**

Move that per the April 23, 2010 memo from the County Clerk authorization be given to provide county reimbursement to the Clerk for cellular telephone costs. These costs will be reimbursed for conducting county business with her personal telephone for the occasional months when allotted minutes on her personal cellular telephone are exceeded.

**Agenda Reference:**

E

**Entity Proposing:**

COMMITTEE OF THE WHOLE 4/29/10

**Description of Matter:**

Move that per the April 15, 2010 memo from the District Court Administrator, to authorize budgeted amendments as stated in the memo through the use of General Fund contingency.

**Agenda Reference:**

F

**Entity Proposing:**

COMMITTEE OF THE WHOLE 4/29/10

**Description of Matter:** Move that a Request for Proposal be prepared for the County-Wide Cost and Court Administrative Services related to the Child Care Fund and forwarded to Maximus and MGT.

**Agenda Reference:** G

**Entity Proposing:** COMMITTEE OF THE WHOLE 4/29/10

**Description of Matter:** Move that per the April 27, 2010 memo from the Mosquito Abatement Director authorization is given to sell county property identified in this memo using the Option 3 process. Both the specific property and Option 3 method of sale are defined in this memorandum.

**Agenda Reference:** H

**Entity Proposing:** COMMITTEE OF THE WHOLE 4/29/10

**Description of Matter:** Move that per the April 27, 2010 memo from the Mosquito Abatement Director authorization is given to sell the Mosquito Abatement Lawn Mower using the online auction site eBay. Also, the availability of the lawn mower for purchase also be published in the local newspaper. Proceeds from the sale are to be receipted into the Mosquito Abatement Fund.

**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.

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Thomas Bardwell, Chairperson  
Tuscola County Board of Commissioners

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Margie White  
Tuscola County Clerk

# 3

**Mike Hoagland**

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**From:** Mark R. Putnam [markrputnam@hotmail.com]  
**Sent:** Monday, May 03, 2010 7:01 PM  
**To:** Michael Hoagland  
**Subject:** The TAB and The TASC / What will it cost?  
**Attachments:** TASC PROPOSAL 2.doc

Hi,

**Every four years or so I am motivated to do something for the community and along with their parents--the kids of the community.**

I think both The TAB and The TASC will motivate people to learn more at the same time that they are having fun.

As to the cost, the 20" telescope [TASC] would cost between \$40,000 to \$50,000. [A 14" telescope would be about 1/3 that amount.]

It was my hope that Tuscola County would build the TASC Building.

It seems that the TAB, The Township of Almer Building, would be built by the township.

I have spoken with them, and will do so, again. I need to know better the plan the township has for the future.

Likely, the major cost is the cost of the land.

**It would be nice if the Township of Almer had a public building like those in the Townships of Wells and Fremont that would serve two purposes!**

Thanks for your help!

**I'll be there on the 11th.**

**Mark R. Putnam**

**P. S. I created a Business Plan, before. If I get approval to go ahead, again, I will create another plan. I think typically, for me, things are 1/3, 1/3, 1/3--public donations, local public money, and grants, respectively. So, I guess it would be \$40,000, \$40,000, \$40,000, or \$50,000 each, for the telescope, building, and land. One might consider financing and projected revenue and expenses based on this.**

Sorry, about the size of my picture. I didn't have time to condense the picture.

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The New Busy is not the too busy. Combine all your e-mail accounts with Hotmail. [Get busy.](#)

**THE TWO OPPORTUNITIES FOR PEOPLE  
IN  
THE CHARTERED TOWNSHIP OF ALMER  
AND,  
THE COUNTY OF TUSCOLA**

**MAY 11, 2010**

**THE TOWNSHIP OF ALMER BUILDING—TAB**

**THE TUSCOLA ASTRONOMICAL SOCIETY COM'PUT'ER—TASC**

**I propose that the Chartered Township of Almer purchase a highland property in Section 24 east of the Fairgrove and the Remington Road Intersection in the Township of Almer and construct The Township of Almer Building—TAB**

**I further propose that the County of Tuscola on that highland property also construct The Tuscola Astronomical Society Com'put'er—a 20" Telescope—TASC.**

**The TOP  
The Two Opportunities for People  
A Win-Win Situation!**

**FIRST: The Charter Township of Almer Building—TAB** TAB should be a two-story public building that would serve the community and that will bring in rent that would help pay the cost to operate the building. It would be a great place to stop.

**SECOND: The Tuscola Astronomical Society Com'put'er—TASC** TASC will look at light, study it, and make from it an application. Sky-Events and Entertainment [SEE] at the TASC would also generate income in addition. TASC will increase intellectual thought that will allow us to develop skills that lift us to new heights and allow us to achieve what we thought we could not do . . . or achieve. TASC is the ultimate starting point and ending point for any occupation. TASC nurtures and brings to us a new opportunity and high technology.

**CLOSE: Putting a Name to It** TAB and TASC need a second name. Jim Parsell was my childhood astronomy friend and Gary Parsell is the former Supervisor of the Township of Almer whom I considered a friend. TASC and TAB should be named **The Parsell Telescope** and **The Parsell Building**. That seems fitting.

**Mark Roger Putnam  
742 Williamsburg Drive,  
Apartment Six  
Caro, MI 48723**

#4

# Tuscola County Medical Care Facility

1285 CLEAVER ROAD ♦ CARO, MICHIGAN 48723

PHONE (989) 673-4117 ♦ FAX (989) 673-6665

Administrative Staff

Margot Roedel, R.N., N.H.A. – Administrator  
Arshad Aqil, M.D. – Medical Director  
Brenda Kretzschmer, R.N., B.S.N. – Director of Nursing



Department of Human Services Board  
Robert Hirn - Chairman  
Kelly Clements – Co-Chair  
Doug Hall - Member

April 28, 2010

Mr. Mike Hoagland, Controller  
Tuscola County Board of Commissioners  
207 E. Grant Street  
Caro, MI 48723

RE: Funds Transfer Request

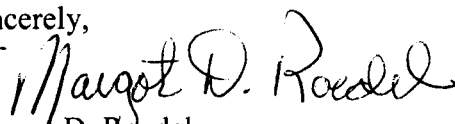
Dear Mr. Hoagland:

This letter is to request the following transfers of funds:

- From:** Millage Fund #298-000-001-000, \$4,257.21  
**To:** General Fund Account #291  
**For:** Expense related to the Facility as follows:  
Plain & Fancy, Inv#1429  
½ down; living center carpet install.
- From:** Millage Fund #298-000-001-000, \$4,257.20  
**To:** General Fund Account #291  
**For:** Expense related to the Facility as follows:  
Plain & Fancy, Inv#1577  
Balance due/Pd in full; living center carpet install.

The total amount of this request is \$ 8,514.41. Thank you for your assistance.

Sincerely,

  
Margot D. Roedel  
Administrator

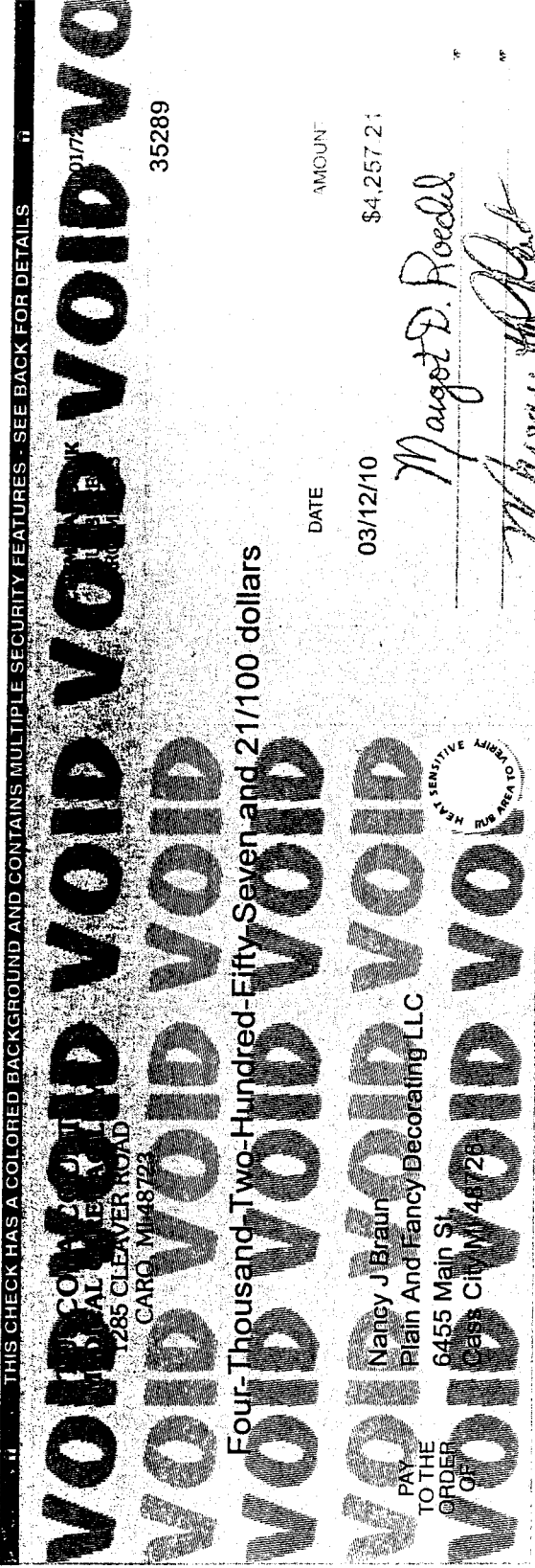
Cc: Pat Donovan, Tuscola County Treasurer

**Nancy J Braun**

**Tuscola County Medical Care Facility**

Invoice Number	Description	PO No	Date	Amount	Discount	Net Amount
1/2 DOWN	New Carpet Install	PER BUDGET	03/08/10	\$4,257.21		\$4,257.21

Check Date:	03/12/10	Check Number:	35289	Amount:	\$4,257.21
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THIS CHECK HAS A COLORED BACKGROUND AND CONTAINS MULTIPLE SECURITY FEATURES. SEE BACK FOR DETAILS.

Four-Thousand-Two-Hundred-Fifty-Seven and 21/100 dollars

DATE 03/12/10 AMOUNT \$4,257.21

*Margaret D. Roedel*

TO THE ORDER OF  
 Nancy J Braun  
 Plain And Fancy Decorating LLC  
 6455 Main St  
 Cass City, MI 48726

⑈035289⑈ ⑆072410013⑆ 5215400176⑈

# 4257.21 Need 1/2 down on Friday  
 3-12-10  
 May pick up Friday, otherwise  
 mail at end of business day



**PLAIN & FANCY**  
 6455 Main Street  
 CASS CITY, MI 48726  
 Phone (989) 872-4411



Fax-Damead  
 Phone

(Estimate)

Customer's Order No		Date		2-22-2010	
Name Tuscola County Medical Care Facility					
Address					
(Kris)				Phone:	
SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MOSE. RETD.
PAID OUT					
QTY	DESCRIPTION	PRICE	AMOUNT		
	Show/Print Boutique (Colors: Ruby Queen or English Toy) (Queen Book) @ 20.99 per yard				
	Carpet		5961.16		
	Glue		171.00		
			6132.16		
	(Love base include)		334.00		
	Transition Mercer blue		231.00		
	(including installation)				
	Removal and disposal of carpet		-113.25		
	Labor		1701.00		
	includes floor prep, (Carpet)				
All claims and returned goods must be accompanied by this bill.				TAX	
0001429 Received By		TOTAL 8514.41			

Payment as follows: 1/2 deposit  
 order and balance on completion

Need w9

BC  
 Superlammas  
 00102.51  
 (0062502)  
 16970.06

GS 200-2  
 PRINTED IN U.S.A.



Thank You

#00284

00102.95

Attn: Kris

Any questions please call me @ 989-551-6495  
 or store at 989-872-4411  
 (Nancy's cell #)

Thank you!



Nancy J Braun

Tuscola County Medical Care Facility

Invoice Number	Description	PO No	Date	Amount	Discount	Net Amount
BALANCE DUE	Paid In Full/New Carpet Install	PER QUOTE	04/28/10	\$4,257.20		\$4,257.20

Check Date:	04/30/10	Check Number:	35575	Amount:	\$4,257.20
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THIS CHECK HAS A COLORED BACKGROUND AND CONTAINS MULTIPLE SECURITY FEATURES. SEE BACK FOR DETAILS

MICR LINE: ⑆035575⑆ ⑆072410013⑆ 5215400176⑆  
 CHECK NUMBER: 35575  
 DATE: 04/30/10  
 AMOUNT: \$4,257.20  
 PAY TO THE ORDER OF: Nancy J Braun  
 Cash And Nancy Decorating LLC  
 6456 Main St  
 69910 City, MI 48726  
 HIGH SENSITIVE  
 MICR AREA TO VERIFY  
 Signature: [Handwritten Signature]

⑆035575⑆ ⑆072410013⑆ 5215400176⑆

Attn: Kris



### PLAIN & FANCY

6455 Main Street  
CASS CITY, MI 48726  
Phone (989) 872-4411



Customer's Order No.		Date		4-22-10	
Name: Tuscaloosa County Medical Care Facility					
Address:					
(Kris)				Phone:	
SOLD BY	DASH	C.O.D.	CHARGE	ON ACCT.	MOSE. RETD. PAID OUT
QUAN.	DESCRIPTION	PRICE	AMOUNT		
	Total price for flooring and installation:	8514.41			
	Rec'd Deposit 3/8/10	4257.21			
	Balance	4257.20			
Thank you! Nancy					
All claims and returned goods MUST be accompanied by this bill.					
0001577 Received By				TAX TOTAL	

16970.06  
0067502  
00102.51  
00284B  
BC  
Living Centers  
Per Budget  
SL 60  
01995.00  
00102.95

GS-202-2 PRINTED IN U.S.A.



Thank You

Thanks Kris!

Nancy Brain Plain & Fancy

Approved by Board 2-23-10 DHS meeting

**DRAFT**  
**Tuscola County Board of Commissioners**  
**Committee of the Whole Minutes**  
**Thursday, April 29, 2010 – 8:00 A.M.**  
**Annex Board Room (207 E. Grant Caro, Mi.)**

Commissioners present: Kern, Petzold, Peterson. Also present: Mike Hoagland, Margie White, Mary Drier, Colleen Langenburg, Pat Donovan-Gray, Mike Miller, Clayette Zechmeister, Donna Fraczek, Jenifer Robb, John Maley, Chris Smith, Mary Lou Burns, Lee Teschendorf, Glen Skrent, Steve Lark

### **Finance**

**Northstar Bank Court Related Payment Methods – 8:00 A.M** – various options were presented. It was decided individual department meetings should take place

**Jail Diversion Program** – through TBHS at no cost to the county; potential to save jail days. A meeting with the prosecutor will occur

**Cops Grant Potential Application** – funding leftover from last year. Three years paid for with the county paying the fourth year (see consent agenda resolution)

**Fact Sheet Identifying the Impacts Without County Road Patrol** – the Undersheriff is developing

**Treasurer Request to Purchase Panels for Office Remodeling** – (see consent agenda resolution to be paid from foreclosure fund)

**Possible MERS Evaluations** – at a cost of \$3250 (see consent resolution)

**Cellular Telephone Reimbursement Request** – (see consent agenda resolution)

**District Court Budget Amendment Request** – to increase travel and employee training line items (see consent agenda resolution)

#### Secondary/On-Going Finance Items

1. Treasurer Bank Statement Reconciliation
2. Potential Buyout of Employee to Retire from Circuit/Family Court
3. Emergency Services Potential Intergovernmental Service Delivery
4. Election of Road Commissioners – Next Steps
5. Health Insurance Agent and Carrier – Next Steps
6. Development of Financial Guidelines for Labor Negotiations
7. Discussion of Tether Program Potentials – Potential Use of Grant Funds
8. MGT and Maximus County-Wide Cost Allocation Plan RFP
9. Schedule Behavioral Health Audit Presentation

### **Personnel**

#### 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

4. Vacant Position on Soldiers and Sailors Relief Commission

## **Building and Grounds**

**Sale of Property Owned by Mosquito Abatement** – not currently utilized; adjacent property owner is interested in purchasing. The Director suggested advertising for sealed bids with a minimum bid of \$25,000 (see consent agenda resolution)

**Mosquito Abatement Request to Sell Lawn Mower** – the Director is suggesting selling on e-Bay with a minimum bid \$2,500 (see consent agenda resolution to include the tag-along mower and an ad in the Advertiser)

### **Primary Building and Grounds Items**

#### Secondary/On-Going Building and Grounds Items

1. Airport Zoning – Next Steps – invite the townships who have submitted resolutions to an upcoming meeting to share their concerns
2. Niland Building – Possible Lease Buy-Out – the EDC director may have a lead on a possible leasee.

### **Correspondence/Other Business as Necessary**

1. Great Lakes Restoration Initiative Grant Submittal
2. RBOG Grant Application – three county EDC directors are pursuing
3. RBEG Grant Application – Tuscola County was not successful
4. Other County Resolutions

**Public Comment Period** - none

Meeting adjourned at 9:51 a.m.

Margie A. White  
Tuscola County Clerk

**Statutory Finance Committee Minutes  
Tuesday, April 29, 2010  
Annex Board Room  
207 E. Grant St., Caro, MI**

Called to order: 9:52 a.m.

Commissioners present: Kern, Petzold, Peterson

Also present: Michael Hoagland, Margie White, Steve Lark, Mary Drier, Mike Miller

Claims and per diems were reviewed and approved

Public Comment - none

Meeting adjourned at 10:03 a.m.

Margie A. White  
Tuscola County Clerk



*Tuscola County  
Economic Development Corp.*

#6

P R O G R E S S T H R O U G H C O O P E R A T I O N

157 N. State Street, Caro, Michigan 48723 Phone: (989) 673-2849 Fax: (989) 673-2517 E-mail  
[tuscolaedc@centurytel.net](mailto:tuscolaedc@centurytel.net) website [www.tuscolacountyedc.org](http://www.tuscolacountyedc.org)

May 3, 2010

Tuscola County Board of Commissioners  
c/o Mike Hoagland, Controller  
207 E. Grant Street  
Caro, MI 48723

Dear Tuscola County Board of Commissioners,

On behalf of the Tuscola County Economic Development Corporation, I would like to thank the Board of Commissioners for the 2009-10 allocation to the EDC of \$44,301.99. These resources support the mission of the Tuscola County EDC to create and retain jobs in the County.

The Tuscola County EDC board thanks the Tuscola County Board of Commissioners for continuing to be partners with the board in bringing jobs to Tuscola County and improving the quality of life of local citizens. The EDC is pleased to look forward to approving a loan to a manufacturer that was 100% automotive and is now 1% automotive. The board will be diligent in helping the entrepreneurs and small businesses to receive the necessary financial assistance within the guidelines of the fund's bylaws. Enclosed is a Tuscola County EDC major projects list, so far in 2009-10. The EDC has helped retain 253 jobs in Tuscola County and has helped create 144 jobs.

The Tuscola County EDC's successes are measured in fostering progress through cooperation. This statement is evidenced with the EDC's efforts working with Advanced Decorated Systems, LTD to retain 120 jobs in Millington. The Tuscola County EDC has also worked in communicating with Tuscola County manufacturers in creating opportunity for them by helping Tuscola County manufacturers with Michigan's Manufacturing Diversification project.

The EDC board thanks the Board of Commissioners with providing resources for our work in promoting job growth and job retention in Tuscola County.

Sincerely,

Jim McLoskey, Director

enc.



P R O G R E S S T H R O U G H C O O P E R A T I O N

157 N. State Street, Caro, MI 48723 989-673-2849 Fax 989-673-2517

## RECEIPT

May 3, 2010

Tuscola County Board of Commissioners  
c/o Mike Hoagland, Controller  
207 E. Grant Street  
Caro, MI 48723

Received from Tuscola County the allocation of \$44,301.99 in support of the work of the Tuscola County EDC in bringing development and job creation to the communities of Tuscola County. Thank you very much.

---

Jim McLoskey  
Tuscola County EDC

**Tuscola County Economic Development Corporation  
MAJOR PROJECTS**

2009-10

<b>BUSINESS NAME</b>	<b>LOCATION</b>	<b>SERVICES PROVIDED</b>	<b>JOBS RETAINED</b>	<b>JOBS CREATED</b>
ADS US, Inc.	Millington	Small Business Counseling	120	
Betsy's Place *	Koylton Township	Revolving Loan Fund loan		11
Bullet Auto & Truck Service Center *	Caro	Small Business Counseling		2
Busy B Flowerland		Commercial Rehabilitation District	1	
Cooperative Elevator	Akron Township	Tax Abatement	6	
Continental Home Center	Caro	Small Business Counseling		3
DeLaval Direct *	Cass City	Employee Search		4
Envision Eye Care *	Cass City	Environmental Assessment		6
Excell Group Call Center	Caro	Site Location	25	30
Excell Group Call Center *	Cass City	Small Business Counseling		12
Fancy Nancy's Decorating & Design *	Cass City	Gap Financing		4
The Gardens at Grice's	Indianfields Township	Marketing	2	
Hadley Molded Products *	Millington Township	Tax Abatement		5
Imperial Services	Mayville	Environmental Assessment		1
Kohl & Harris Law Office	Caro	Site Location		3
Library Bookshop.net	Cass City	Revolving Loan Fund loan	3	
McDonald Chevrolet *	Millington Township	Environmental Assessment		15
Metavation Foundry *	Vassar	Small Business Counseling	82	
Nick's Country Oven Restaurant *	Cass City	Marketing		17
Northern Log Supply	Mayville	Tax Abatement	4	
Nu-Way Plastics *	Caro	Revolving Loan Fund loan		2
Precision Cycle Works	Caro	Revolving Loan Fund loan	3	
Richville Gas *	Richville	Environmental Assessment		4
Rock Redi-Mix *	Caro	Small Business Counseling		5
Super Saver Discount Store *	Indianfields Township	Marketing		3
Thumb Area Talent *	Caro	Small Business Counseling		2
Thumb Area Tourism Council	Countywide	Small Business Counseling	2	
Tuscola Area Airport	Countywide	Marketing	1	
Walbro Engine Management	Cass City	Tax Abatement		15
Vassar Theatre	Vassar	Revolving Loan Fund loan	4	
City of Caro & Village of Gagetown	Grant Administration	for projects with Michigan EDC		
Energy Efficiency Grant	Tuscola County	Marketing & Development		
* Denotes a New Start-up Business				
<b>TOTAL NUMBER OF JOBS RETAINED AND CREATED</b>			<b>253</b>	<b>144</b>

397 JOBS x \$28,400 (average salary) = \$11,274,800 approximate annual payroll generated in Tuscola County



#7

April 15, 2010

A regular meeting of the Board was held in their offices at 1733 S. Mertz Rd., Caro, Michigan on Thursday, April 15, 2010 at 8:00 A.M.

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

Motion by Parsell seconded by Zwerk that the minutes of the April 1, 2010 regular meeting of the Board be approved. Zwerk, Parsell, Laurie --- Carried.

Payroll in the amount of \$106,873.87 and bills in the amount of \$250,283.99 covered by vouchers #10-17 and #10-18 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:

None.

Novesta Township Supervisor Dale Churchill appeared before the Board to discuss roadwork in Novesta Township for the 2010 season. Mr. Churchill asked the Board if the project to repair the dip on Kelly Road east of Cemetery Road would qualify for the township allowance. County Highway Engineer Zaverucha reported to the Board of recommending the project for safety concerns. After further discussion, the following motion was introduced:

Motion by Zwerk seconded by Parsell to grant Novesta Township a variance of the Local Road Improvement and Township Allowance Policy by allowing the project to repair the dip on Kelly Road east of Cemetery Road to be eligible for the Section II Township Matching Allowance due to safety concerns. Zwerk, Parsell, Laurie --- Carried.

Motion by Zwerk seconded by Parsell to grant Ellington Township a one-year variance of the Local Road Improvement and Township Allowance Policy for the 2010 season approving to suspend resurfacing Murray Road from Gilford to Deckerville and instead resurface Elmwood Road from Colwood to McGregor in 2010, with the understanding that in 2011 Ellington Township will return to the policy requiring the oldest surface fifteen years old or older to be resurfaced. Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Zwerk that bid item #12 for Dayton Township, bid item #16 for Ellington Township, and bid item #19 for Fremont Township of the 2010 bituminous resurfacing bids be awarded to the low bidder, Albrecht Sand & Gravel Company. Zwerk, Parsell, Laurie --- Carried.

TUSCOLA COUNTY BOARD OF ROAD COMMISSIONERS  
RESOLUTION OF  
SUPPORT FOR UNITED STATES BIKE ROUTE 20

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

WHEREAS, the American Association of State Highway and Transportation Officials (AASHTO) has designated a corridor crossing the lower peninsula of Michigan to be developed as United States Bike Route 20

(USBR 20); which includes Ormes Road in Tuscola County, from Reese Road east seven miles to State Highway M-15; and

WHEREAS, the Tuscola County Road Commission accepts the chosen route, and understands that the route will be officially designated so that it can be mapped and signed.

THEREFORE BE IT RESOLVED, the Tuscola County Board of Road Commissioners hereby expresses its support for the development of USBR 20, and requests that the route be officially designated by AASHTO, and agrees to coordinate signs being posted for the route once the designation has been made.

Motion supported and resolution adopted on a roll call vote:

AYES: Zwerk, Parsell, Laurie

NAYS: None

Motion by Parsell seconded by Zwerk to approve the Road Commission change to its summer operating hours effective Monday, April 26, 2010; as recommended by the Superintendent/Manager. Zwerk, Parsell, Laurie --- Carried.

County Highway Engineer Zawerucha reported to the Board that R.J. Torching has requested a hauling agreement for Gaway Road in Vassar Township from their Recycling Center on Birch Road to State Highway M-15. Zawerucha further reported that Gaway Road is a residential area. The Board requested that the Engineer contact the Vassar Township Board for their recommendation.

Motion by Parsell seconded by Zwerk that the proposals for 2010 Lawn Care for the Caro Facility be accepted and awarded to the low proposal, Thumb Lawn. Zwerk, Parsell, Laurie --- Carried.

Commissioner Parsell gave a report of the recent County Road Association of Michigan's annual Commissioners Seminar.

The Board discussed at length the decision of the Tuscola County Board of Commissioners to restructure the Road Commission Board from three (3) appointed members to five (5) elected members.

Motion by Zwerk seconded by Parsell that the meeting be adjourned at 9:25 A.M. Zwerk, Parsell, Laurie --- Carried.

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Chairman

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Secretary-Clerk of the Board

HUMAN DEVELOPMENT COMMISSION  
Board of Directors Meeting  
April 21, 2010  
3 p.m.

# 8

PRESENT: Della Hammond, Chris Taylor, Bob Sugden, Tom Kern, John Merriman, Bob Wood, Jamie Daws, George Loomis, Norton Schramm, Carl Holmes, Steve Vaughan, Ron Wruble, Al Long, Elmer Bussema, Beth Hunter, Lisa Pridnia, Linda Jarvis, Gary Roy, Bill Butler

ABSENT: Judge Kim Glaspie (excused), Jerry Peterson (excused), Grace Temple (excused), Leo Dorr (excused)

GUESTS: Lisa Criss

STAFF: Lori Offenbecher, Brian Neuville, Becky Hassler, Michelle Cubitt, Wendy Falls, Lisa Meyer, Steve Cormier, Rick Kloor, 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.

Motion by John Merriman, seconded by Linda Jarvis, to accept the March 17, 2010 Board of Director minutes as mailed. Motion carried.

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

CHAIRPERSON'S REPORT

Ms. Offenbecher apprised members of an incident which occurred at the agency on April 14 in which Wendy Falls and Rick Kloor were detained by a gunman who was the husband of a terminated employee. Based on the quick thinking of staff and law enforcement, the situation was diffused and the man arrested.

The Board Pass-Around Folder was distributed and contained; 1) press release in relation to the incident which occurred at the agency on April 14, 2) pictures of Mary Ann Vandemark, with her husband and Senator Jim Barcia, taken during the Michigan Community Action Agency Awards Dinner on March 25, 3) legislative priorities for Michigan Community Action Agencies, 4) CAA fact sheet, 5) information on Older Michigianians Day, 6) data on healthcare reform, 7) HDC Financial/Business Procedures Manual, 8) contribution from St. Elizabeth Parish in Reese for TEFAP, 9) customer thank you, 10) Huron Medical Center publication featuring Lisa Pridnia on the cover, and 11) note of congratulations to Lori Offenbecher from the Domestic Violence Prevention and Treatment Board.

Chairperson Hammond presented the agency's 2009 Annual Report and noted that the agency's Annual Luncheon was scheduled for May 7 at 12 noon. Motion by Bob Wood, seconded by Linda Jarvis, to reschedule the May 19 Board meeting to the morning of Friday, May 7, at a time to be determined. Motion carried.

Chairperson Hammond presented the 2010/2011 Board of Director Committees.

She also provided highlights of the Michigan Community Action Agency Association Legislative Conference held in March, noting that she and staff had met with Representatives Dailey and Brown. Several HDC Board members had attended the Conference Awards Banquet at which time Mary Ann Vandemark had been honored for 38 years of service to HDC and Community Action.

Chairperson Hammond asked that if any Board member should ever have concerns with the Executive Director's activities and/or performance, the issue should be relayed to her, as Chairperson, in order that it could be properly addressed.

Motion by Beth Hunter, seconded by Jamie Daws, to accept the Chairperson's Report as presented. Motion carried.

### EARLY HEAD START TRAINING

Lisa Criss, representing STG International, and Lisa Meyer, HDC EHS Director, provided training to Board members in relation to the agency's Early Head Start Program in order to ensure members had an understanding of the programs combined home- and center-based options, as well as an overall knowledge of the Program's goals and its history. Members were also provided with a written overview of the Board's role.

### FINANCE REPORT

Mr. Neuville highlighted the March, 2010 Finance Report which reflected monthly expenditures of \$998,100 and a total budget of \$16.8 million. He also noted that interviews had been conducted for the position of Internal Services Director and Maryanne Eagle, former Controller for the agency, had been hired effective May 10, 2010.

Motion by Bill Butler, seconded by Tom Kern, to accept the March Finance Report as presented. Motion carried.

### EXECUTIVE/FINANCE-AUDIT COMMITTEE

Chairperson Hammond highlighted the April 14 minutes of the Committee which contained recommendations for the Board's consideration.

In order to maintain the corporate structure of Cass River Enterprises, Inc., the Committee recommended officers for the Corporation. Motion by Chris Taylor, seconded by Gary Roy, that Della Hammond be elected as President, Bob Sugden as Treasurer, and Lori Offenbecher as Secretary of Cass River Enterprises, Inc. Motion carried.

Mr. Neuville presented the agency's Fiscal/Business Procedures Manual, for annual review, as well as the agency's cost allocation method.

Motion by John Merriman, seconded by George Loomis, that the Fiscal/Business Procedures Manual be approved as presented. Motion carried.

Motion by Bob Sugden, seconded by Chris Taylor, that the agency's cost allocation method be accepted. Motion carried.

It was also noted that the Committee discussed the need for staff to develop a bid process to obtain corporate counsel and, based on the auditor's recommendations, the Finance/Audit Committee will review the agency's credit card charges on a regular basis.

Based on a daily operations decision to improve customer access and provide intergenerational services, Ms. Offenbecher advised that Huron County field staff would be moving from the agency's Cook Drive facility to the Huron County Senior Center; this move will be completed by May 3. During the week of May 17, Adult Day Services would be moved from

the current locations in Port Austin and Bad Axe, into the agency's Cook Drive office. Mr. Cormier provided additional information on ADS services.

Ms. Offenbecher advised that in relation to South Saginaw Homes II, the first face-to-face meeting with Miller-Valentine was held on April 20 and an attorney, secured by the agency, was reviewing the project's documents.

Ms. Offenbecher provided information on a five-day intensive training to be conducted by the agency's audit firm of WIPFLI. Motion by Beth Hunter, seconded by Jamie Daws, that Lori Offenbecher, Brian Neuville and the agency's Internal Services Director be authorized to attend the training to be held in Las Vegas in July. Motion carried.

Motion by Elmer Bussema, seconded by Ron Wruble, to accept the Executive/Finance-Audit Committee minutes as presented. Motion carried.

#### EARLY HEAD START POLICY COUNCIL

Ms. Meyer highlighted the April 13 minutes of the Council noting that 154 were enrolled in the regular and expanded EHS Program.

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

#### COMMUNITY SERVICES ADVISORY COUNCIL

Mr. Sugden advised that the Council had met on April 14 and noted that reports had been heard concerning the FGP/RSVP, Utility, and Housing Programs.

Motion by John Merriman, seconded by Jamie Daws, to accept the Community Services Advisory Council minutes as presented. Motion carried.

#### SENIOR SERVICES ADVISORY COUNCIL

Mr. Kern highlighted the March 24 minutes of the Council. Motion by Bob Wood, seconded by Carl Holmes, to accept the Senior Services Advisory Council minutes as presented. Motion carried.

#### FOSTER GRANDPARENT ADVISORY COUNCIL

Mr. Schramm stated that the Council met on March 23 and advised that Harvey Gerstenberger was re-elected as Council Chairperson and Bertha Bennett as Vice-Chair. An FGP Recognition Banquet was scheduled for April 29 and it was noted that the FGP Program had received \$3,000 from United Way. Copies of the revised FGP Handbook, which included state/federal law changes and minor procedure changes, were distributed to the Board.

Motion by George Loomis, seconded by Tom Kern, to accept the Foster Grandparent Advisory Council minutes as presented. Motion carried.

CARO TRANSIT AUTHORITY

Mr. Taylor advised that the Caro Transit Authority met March 31, 2010 at which time members reviewed and approved an MDOT project grant, in the amount of \$28,000, for computerized dispatching equipment, software, and four new bus radios.

Motion by Linda Jarvis, seconded by Carl Holmes, to receive the Caro Transit Authority Report as presented. Motion carried.

AGENCY REPORT

Ms. Hassler presented a proposal which the agency wished to submit for funding.

Motion by Bill Butler, seconded by Nort Schramm, to submit a proposal to the Michigan Department of Community Health for continuation of the Victim of Crime Act funding to provide for two staff positions at the Thumb Area Assault Crisis Center. Motion carried.

Members were also informed that the agency will continue the ThumbWorks! Service Center Staffing Agreement in the 2010 – 2011 fiscal year.

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

Ms. Offenbecher provided members with information on the Health Care Reform timeline and advised that, to date, over \$44,600 had been raised under Walk For Warmth, however, two events were held in March and April of which proceeds were forthcoming.

She noted that, last month, the Weatherization Program was expected to complete 28 homes, however, 42 were completed. Based on a request by DHS, the agency advised that it could complete additional homes under the Program if funds became available.

Ms. Hassler updated members on an Opportunity Conference which the agency would host on Saturday, July 17. Dr. Donna Beegle and others will provide 300 agency customers with tools and resources needed to work their way out of poverty. In addition, Navigators, who will volunteer to assist individuals with any difficulties encountered in obtaining services, will be in attendance.

Ms. Offenbecher advised that she and Mr. Kloor had met with drivers and staff of Thumbody Express to discuss possible areas of enhancement for the drivers and the service and that Region VII Area Agency on Aging would conduct an on-site assessment May 10-13.

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

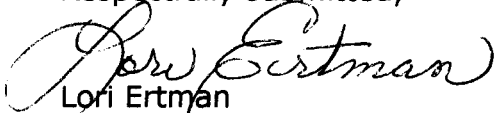
- She had attended the April Tuscola County Community Collaborative Meeting
- The agency's Emergency Food Program and Home Delivered Meals Program were partnering with MSU to provide nutrition education and food safety information/education to mutual customers
- She and Brian Neuville had attended the Lapeer and Tuscola County Commissioners Board Meetings
- She would be meeting with the Executive Director of Blue Water Center for Independent Living to discuss the current partnership with HDC's Welcome Home and Door to Open Homeless Programs

She also noted that staff were in the process of identifying a consultant to conduct strategic planning for the agency.

Motion by Jamie Daws, seconded by Bill Butler, to accept the agency report as presented.  
Motion carried.

Meeting adjourned at 4:30 p.m.

Respectfully submitted,

  
Lori Ertman  
Executive Director's Assistant