

**TUSCOLA COUNTY BOARD OF COMMISSIONERS  
BOARD MEETING AGENDA**

**THURSDAY, MAY 27, 2021 – 08:00 A.M.**

125 W. Lincoln Street  
Caro, MI 48723

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

**A Hybrid Meeting, held in-person at the HH Purdy Building and virtually incorporating Google Meet Electronic remote access, will be implemented for this meeting. This is in accordance with Tuscola County Board of Commissioners 2021-07 Declaration of a Local State of Emergency related to COVID - 19**

***To participate in the Electronic Meeting you can join by phone:  
(US) +1 303-395-4295 PIN: 974 885 726#  
Join by Hangouts Meet: [meet.google.com/pff-yhax-qji](https://meet.google.com/pff-yhax-qji)***

- 8:00 A.M. Call to Order – Chairperson Bardwell  
Prayer – Commissioner DuRussel  
Pledge of Allegiance – Commissioner Bardwell  
Roll Call – Clerk Fetting  
Adoption of Agenda  
Action on Previous Meeting Minutes (**See Correspondence #1 & #2**)  
Brief Public Comment Period for Agenda Items Only  
Consent Agenda Resolution (**See Correspondence #3**)

**New Business**

- Building Code Concerns - Putman Construction
- Revised MIOSHA Emergency Rules (**See Correspondence #4**)
- Updated Non-Court Employee COVID-19 Preparedness and Response Plan (**See Correspondence #5**)
- Refill Two Vacant Part Time Positions at the Recycling Center
- Request to Use Courthouse Lawn (**See Correspondence #6**)

**9:00 a.m. Closed Session**

**10:00 a.m. Break**

**Old Business**

- Tuscola County Nepotism and Fraternization Policy (**See Correspondence #7**)

- Controller/Administrator Employment Agreement
- Updated Vehicle Policy (**See Correspondence #8**)
- State of Emergency – Declaration for Open Meetings Act (OMA)
- Resolution Designating Certain Real Property as County Park Land (**See Correspondence #9**)

## Correspondence/Resolutions

### COMMISSIONER LIAISON COMMITTEE REPORTS

#### YOUNG

Board of Public Works  
 County Road Commission Liaison  
 Dispatch Authority Board  
 Genesee Shiawassee Thumb Works  
 Great Start Collaborative  
 Human Services Collaborative Council (HSCC)  
 Jail Planning Committee  
 MAC Agricultural/Tourism Committee  
 Region VI Economic Development Planning  
 Saginaw Bay Coastal Initiative  
 Senior Services Advisory Council  
 Tuscola 2020  
 Local Units of Government Activity Report

#### VAUGHAN

Board of Health  
 County Planning Commission  
 Economic Development Corp/Brownfield Redevelopment  
 MAC Environmental Regulatory  
 Mid-Michigan Mosquito Control Advisory Committee  
 NACO-Energy, Environment & Land Use  
 Parks and Recreation Commission  
 Tuscola County Fair Board Liaison  
 Local Units of Government Activity Report

#### GRIMSHAW

Behavioral Health Systems Board  
 Recycling Advisory  
 Local Units of Government  
 Jail Planning Committee  
 MI Renewable Energy Coalition (MREC)

**DuRUSSEL**

Board of Health  
Community Corrections Advisory Board  
Dept. of Human Services/Medical Care Facility Liaison  
Genesee Shiawassee Thumb Works  
Local Emergency Planning Committee (LEPC)  
MAC Judiciary Committee  
MEMS All Hazard  
Local Units of Government Activity Report

**BARDWELL**

Behavioral Health Systems Board  
Caro DDA/TIFA  
Economic Development Corp/Brownfield Redevelopment  
MAC 7<sup>th</sup> District  
MAC Workers Comp Board  
MAC Finance Committee  
TRIAD  
Local Units of Government Activity Report

**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. May 13, 2021 Full Board and Statutory Finance Minutes
2. May 24, 2021 Committee of the Whole Meeting Minutes
3. Consent Agenda Resolution
4. Revised MIOSHA Emergency Rules
5. Updated Non-Court Employee COVID-19 Preparedness and Response Plan
6. Request to Use Courthouse Lawn
7. Tuscola County Nepotism and Fraternization Policy
8. Updated Vehicle Policy
9. Resolution Designating Certain Real Property as County Park Land
10. Email from Gary Rolka Regarding ORV/Golf Carts
11. Fact Sheet on Resources for Understanding Local Zoning in Michigan from the University of Michigan
12. Zoning for Wind Energy Map of Michigan
13. Zoning for Solar Energy Map of Michigan
14. Zoning Jurisdictions Map in the State of Michigan
15. Tuscola County Road Commission Minutes from April 29, 2021
16. Delta County Resolution #21-13 County Revenue Sharing Reserve Fund (CRSRF)
17. Menominee County Board of Commissioners Resolution #2021-15 County Revenue Sharing Reserve Fund (CRSRF)

- 18. Dickson County Board of Commissioners Resolution #2021-11  
County Revenue Sharing Reserve Fund (CRSRF)**
- 19. Muskegon County Resolution #2021-01 Does not Support  
Mandatory Vaccines or Vaccine Passports**
- 20. Huron County Board of Commissioners Resolution #21-71C  
Support Toward Integration Proposal and Proposed Changes to the  
Social Welfare Act**
- 21. Huron County Board of Commissioners Resolution #21-75C  
Supports Senate Bills 242 and 245**

Draft  
TUSCOLA COUNTY BOARD OF COMMISSIONERS  
May 13, 2021 Minutes

Electronic remote access implemented for this meeting, in accordance with Tuscola County Board of Commissioners 2021-07 Declaration of a Local State of Emergency related to COVID-19

Commissioner Bardwell called the regular meeting of the Board of Commissioners of the County of Tuscola, Michigan, held as a hybrid meeting via Google Meet Conferencing on the 13th day of May 2021, to order at 8:00 o'clock a.m. local time.

Prayer – Commissioner Bardwell

Pledge of Allegiance – Commissioner DuRussel

Roll Call – Clerk Jodi Fetting

Commissioner Present In-Person:  
District 3 - Kim Vaughan  
District 4 - Doug DuRussel  
District 5 - Daniel Grimshaw (arrived at 8:07 a.m.)

Others Present in-Person:  
Eean Lee

Commissioners Present Virtual:  
District 1 - Thomas Young - Columbia Township, Tuscola County, State of Michigan  
District 2 - Thomas Bardwell - Ellington Township, Tuscola County, State of Michigan

Commissioner Absent:  
None

Also Present Virtual:  
Clerk Jodi Fetting, Clayette Zechmeister, Tracy Violet, Mike Miller, Mary Drier, Ryan Pierce, Steve Erickson, Steven Burke, Dan Liskowski, Cindy McKinney-Volz, Crystal Knoblock, Heidi Chicilli, Deanna Higley, Robert Baxter, Sheriff Glen Skrent, Robert McKay, Mark Haney, Sandy Nielsen, Treasurer Ashley Bennett, Register John Bishop, Kim Brinkman, Shannon Gwizdala, Nate Licht, Janie Hemerline, Debbie Mika, Sandy Nielsen, Jamie Pierce, Wendy Franks, Tara Hofmeister, LuAnn Parks, Mitch Davies, Eric Morris, Ann Hepfer, Steve Anderson, Mark Ransford, John Axe, Jana Brown

At 8:13 a.m., there were a total of 38 participants attending the meeting.

*Adoption of Agenda -*  
2021-M-090

Motion by DuRussel, seconded by Vaughan to adopt the agenda as presented.  
Roll Call Vote: Young - yes; Vaughan – yes; DuRussel - yes; Grimshaw - absent; Bardwell - yes. Motion Carried.

Commissioner Grimshaw arrived at 8:07 a.m.

*Action on Previous Meeting Minutes -*  
2021-M-091

Motion by Young, seconded by Vaughan to adopt the meeting minutes from the April 29, 2021 Regular meeting and the May 5, 2021 and May 10, 2021 Committee of the Whole meetings. Roll Call Vote: Vaughan - yes; DuRussel - yes; Grimshaw - yes; Young - yes; Bardwell - yes. Motion Carried.

*Brief Public Comment Period for Agenda Items Only –*

-Register John Bishop addressed the Board regarding adding an agenda item. Board will allow during Extended Public Comment.

*Consent Agenda Resolution -*  
2021-M-092

Motion by Young, seconded by DuRussel that the Consent Agenda Resolution from the May 10, 2021 Committee of the Whole Meeting be adopted. Roll Call Vote: DuRussel - yes; Grimshaw - yes; Young - yes; Vaughan - yes; Bardwell - yes. Motion Carried.

**CONSENT AGENDA**

|                               |   |
|-------------------------------|---|
| <b>Agenda Reference:</b>      | A   |
| <b>Entity Proposing:</b>      | COMMITTEE OF THE WHOLE 5/10/21  |
| <b>Description of Matter:</b> | Move that per the Recommendation from the Buildings and Grounds Director to award the asphalt bids for the Department of Health and Human Services Building and the Health Department combined parking lots to Blackjack Asphalt & Concrete in the amount of \$15,000.00. |

**Agenda Reference:** B

**Entity Proposing:** COMMITTEE OF THE WHOLE 5/10/21

**Description of Matter:** Move to appoint Steven Escott to the Park and Recreation Committee. This appointment will be a partial term expiring December 31, 2023.

**Agenda Reference:** C

**Entity Proposing:** COMMITTEE OF THE WHOLE 5/10/21

**Description of Matter:** Move that per the recommendation from the Tuscola Behavioral Health Systems Board of Directors to appoint Alice Moore to the Board of Directors for a 3-year term which would expire on March 31, 2024.

**Agenda Reference:** D

**Entity Proposing:** COMMITTEE OF THE WHOLE 5/10/21

**Description of Matter:** Move that per the request from Julie Matuszak, with the Pumpkin Festival Committee, to approve the use of the Courthouse lawn for the Annual Pumpkin Festival from September 23, 2021 through October 4, 2021.

**Agenda Reference:** E

**Entity Proposing:** COMMITTEE OF THE WHOLE 5/10/21

**Description of Matter:** Move that the FY 2022 grant application to Community Corrections be submitted by Thumb Area Regional Community Corrections Services on behalf of Tuscola County for Gatekeeper Services in the amount of \$4,050.00. Also, all appropriate signatures are authorized.

**Agenda Reference:** F

**Entity Proposing:** COMMITTEE OF THE WHOLE 5/10/21

**Description of Matter:** Move that pursuant to Section 10 of the agreement with South Central Michigan Construction Code Inspections (SCMCCI)



Tuscola County will not be renewing the agreement for SCMCCI to provide building codes inspection and enforcement services. Services to Tuscola County will cease as of September 30, 2021. Correspondence is to be sent via Federal Express to Chris Hamilton, Administrative Manager, immediately. Also, all appropriate signatures are authorized.

**Agenda Reference:** G

**Entity Proposing:** COMMITTEE OF THE WHOLE 5/10/21

**Description of Matter:** Move that due to the County not renewing the South Central Michigan Construction Code Inspections (SCMCCI) contract expiring on September 30, 2021, that notification to all local jurisdictions covered under Tuscola County for building code and enforcement services be notified of these changes and the next steps moving forward. Correspondence is to be mailed out as soon as possible. Also, all appropriate signatures are authorized.

*New Business -*

-Refill Vacant Position at Sheriff’s Department – Clayette Zechmeister presented the information regarding a proposed person to hire.

2021-M-093

Motion by Young, seconded by Grimshaw that per the recommendation of Sheriff Glen Skrent to hire Kyle Bischer to the vacant Road Patrol Deputy position effective May 17, 2021 pending favorable physical, drug screen and background check. Roll Call Vote: Grimshaw – yes; Young – yes; Vaughan – yes; DuRussel – yes; Bardwell – yes. Motion Carried.

-Refill Vacant Part-Time Position at Mosquito Abatement – Clayette Zechmeister presented the information regarding a proposed person to hire.

2021-M-094

Motion by Young, seconded by DuRussel that per the recommendation of the Mosquito Abatement Director, Larry Zaphe, to hire Bonnie Fackler as the Seasonal Office Clerk for Mosquito Abatement effective May 17, 2021 pending favorable physical, drug screen and background check. Roll Call Vote: Young – yes; Vaughan – yes; DuRussel – yes; Grimshaw – yes; Bardwell – yes. Motion Carried.

-Parks and Recreation Commission Request – The Parks and Recreation would like to apply for grant opportunities for the property acquired from the State Land Bank but needs it to be clarified as property to be used as a park. Board would like the matter referred to legal counsel to determine if more action needs to be taken to permanently label the property as a park for Tuscola County.

2021-M-095

Motion by Vaughan, seconded by Grimshaw to identify that the land acquired from the State Land Bank, consisting of parcels A-1, B, and C, be designated Parcels for development through the Tuscola County Parks and Recreation Commission. Roll Call Vote: Vaughan – yes; DuRussel – yes; Grimshaw – yes; Young – yes; Bardwell – yes. Motion Carried.

-Municipal Employees Retirement System (MERS) Defined Benefit Provisions/Restrictions Investment History Document – Clayette Zechmeister presented to the Board regarding the current Defined Benefit plan and the constitutional protections that are in place to protect the employees. Board discussed the option of freezing Defined Benefit contributions and transitioning to Defined Contribution. Clayette to complete research on this option and bring back to the Commissioners at a future meeting.

*Old Business – Continued Below*

-Building Codes Request for Proposal (RFP) – Board discussed making one amendment to the RFP and then authorizing the RFP for posting.

2021-M-096

Motion by Young, seconded by Grimshaw to approve the Request for Proposal (RFP) for building codes as discussed and amended as to Proposal Details in Paragraph C. Paragraph C should state: The winning Contractor will be required to maintain a regular office in Tuscola County. Roll Call Vote: DuRussel – yes; Grimshaw – yes; Young – yes; Vaughan – yes; Bardwell – yes. Motion Carried.

*-Closed Session with Eric Morris, Braun Kendrick-*

2021-M-097

Motion by Vaughan, seconded by DuRussel that the Board meet in closed session under Section 8(h) of the Open Meetings Act to consider written material from the County's attorney that is exempt from disclosure by Section 13(1) (g) of the Freedom of Information Act with Jodi Fetting, Clayette Zechmeister and Eean Lee authorized to attend at 9:00 a.m. Roll Call Vote: Grimshaw – yes; Young – yes; Vaughan – yes; DuRussel – yes; Bardwell – yes. Motion Carried.

Reconvened from Closed Session at 9:55 a.m.

Commissioners Present: Young, Bardwell, Vaughan, DuRussel, Grimshaw

Recessed at 9:57 a.m.

Reconvened at 10:10 a.m.

At 10:10 a.m., there were a total of 22 participants attending the meeting.

*-Closed Session with Eric Morris, Braun Kendrick –*  
2021-M-100

Motion by Bardwell, seconded by Grimshaw that the Board meet in closed session under Section 8(h) of the Open Meetings Act to consider written material from the County's attorney that is exempt from disclosure by Section 13(1) (g) of the Freedom of Information Act with Jodi Fetting and Eean Lee authorized to attend at 10:12 a.m. Roll Call Vote: DuRussel – yes; Grimshaw – yes; Young – yes; Vaughan – yes; Bardwell – yes. Motion Carried.

Reconvened from Closed Session at 11:06 a.m.

Commissioners Present: Young, Bardwell, Vaughan, DuRussel, Grimshaw

At 11:07 a.m., there were a total of 31 participants attending the meeting.

-Building Code Discussion – Board discussed the allowance of phased projects rather than having a fully planned project from the beginning. Board discussed which of these are preferred and which is required. Board discussed that the contract with SCMCCI does not expire until September 30, 2021 and the Board needs to lend support to SCMCCI until that time on the W. Caro Road Building project. Board discussed continuing to investigate the matter and have a follow-up discussion with county legal counsel in 14 days.

2021-M-103

Motion by Grimshaw, seconded by DuRussel that the Tuscola County Board of Commissioners authorize Braun Kendrick to continue its enforcement efforts in the following manner: (1) continue its analysis of the violations and documentation thereof, (2) prepare a draft civil complaint seeking to enforce the stop work orders, and (3) return to the Board of Commissioners for approval to file such complaint by May 27, 2021 specifically related to property located at 1796 W Caro Road, 1800 W Caro Road and all adjacent vacant parcels that are part of the construction project. Roll Call Vote: Vaughan – no; DuRussel – yes; Grimshaw – yes; Young – yes; Bardwell – yes. Motion Carried.

2021-M-104

Motion by Grimshaw, seconded by DuRussel that the Tuscola County Board of Commissioners instruct Braun Kendrick to contact counsel of the property owners at 1796 W. Caro Road, 1800 W. Caro Road and all adjacent vacant parcels that are part of the construction project on a short timeline to allow them to explain why this matter should not be the subject of civil litigation. Contact should be completed by May 27, 2021. Roll Call Vote: DuRussel – yes; Grimshaw – yes; Young – yes; Vaughan – yes; Bardwell – yes. Motion Carried.

*Old Business (continued from above)*

-Building Codes Request for Proposal (RFP) -

2021-M-105

Motion by Grimshaw, seconded by Vaughan that it is authorized to post the Request for Proposal (RFP) for building codes according to specifications. Roll Call Vote: Grimshaw – yes; Young – yes; Vaughan – yes; DuRussel – yes; Bardwell – yes. Motion Carried.

-Tuscola County Pension Obligation Refunding Bonds Resolution -

-Attorney John Axe explained the proposed resolution giving the Board the authority to discuss options that may be available with the underwriter. The underwriter would then provide a proposal to the Board to review and consider adopting at that point. John Axe and Steven Burke would review to make a recommendation for approval by the Board if deemed appropriate.

2021-M-106

Motion by Vaughan, seconded by Young to approve Resolution #2021-08 to proceed with refunding the Tuscola County pension obligation bonds. Also, all appropriate signatures are authorized. Roll Call Vote: Young – yes; Vaughan – yes; DuRussel – yes; Grimshaw – no; Bardwell – yes. Motion Carried.

**Correspondence/Resolutions**

-Letter from Criminal Justice Information Center Regarding Tuscola County Central Dispatch.

-Letter from Mary L. Bock Regarding Voting Machines in Tuscola County.

-Letter from Department of Treasury Regarding Inter-Local Agreement for Approval of County Designated Assessor.

-Region VII Area Agency on Aging – Regarding Call for Letters of Intent.

-Letter regarding Joe Green White. Commissioner DuRussel to contact Joe Green White. Matter to be added to next Board of Commissioners meeting.

**COMMISSIONER LIAISON COMMITTEE REPORTS****BARDWELL**

Behavioral Health Systems Board

Caro DDA/TIFA – Farmer's Market will be opening soon.

Economic Development Corp/Brownfield Redevelopment

MAC 7<sup>th</sup> District – Meeting will be held virtually on May 17, 2021. If you have a discussion topic, please forward to Commissioner Bardwell.

MAC Workers Comp Board

MAC Finance Committee – Update provided.

TRIAD

Local Units of Government Activity Report

**YOUNG**

Board of Public Works  
County Road Commission Liaison  
Dispatch Authority Board – Update provided regarding the need to replace radios.  
Genesee Shiawassee Thumb Works  
Great Start Collaborative  
Human Services Collaborative Council (HSCC)  
Jail Planning Committee  
MAC Agricultural/Tourism Committee  
Region VI Economic Development Planning  
Saginaw Bay Coastal Initiative  
Senior Services Advisory Council  
Tuscola 2020  
Local Units of Government Activity Report

**VAUGHAN**

Board of Health  
County Planning Commission  
Economic Development Corp/Brownfield Redevelopment – Grant has been received for Brownfield Redevelopment.  
MAC Environmental Regulatory  
Mid-Michigan Mosquito Control Advisory Committee  
NACO-Energy, Environment & Land Use  
Parks and Recreation Commission  
Tuscola County Fair Board Liaison  
Local Units of Government Activity Report

**GRIMSHAW** – No update.

Behavioral Health Systems Board  
Recycling Advisory  
Local Units of Government  
Jail Planning Committee  
MI Renewable Energy Coalition (MREC)

**DURUSSEL**

Board of Health  
Community Corrections Advisory Board  
Dept. of Human Services/Medical Care Facility Liaison  
Genesee Shiawassee Thumb Works  
Local Emergency Planning Committee (LEPC)  
MAC Judiciary Committee

MEMS All Hazard – Meeting was just held at Midway Hall and those participating virtually had a hard time hearing so prior to the Board holding a meeting there a solution will need to be discussed.

Local Units of Government Activity Report – Arbela Township is having difficulties finding culverts which may delay their planned road projects.

*Other Business as Necessary – None*

At 12:03 p.m., there were a total of 24 participants attending the meeting.

*Extended Public Comment –*

-Register John Bishop addressed the Board regarding HB 4729-4732 which would eliminate copy fees received in his office and open the door for data mining. Register Bishop requested a resolution in opposition.

-Register John Bishop addressed the Board on not being allowed to add a matter to the agenda, procedure of how to add a matter to the agenda and how the Board handled the Board agenda today.

2021-M-090

Motion by Young, seconded by Vaughan to adjourn the meeting at 12:12 p.m.

Roll Call Vote: Grimshaw - yes; Young - yes; Vaughan - yes; DuRussel - absent; Bardwell - yes. Motion Carried.

Meeting adjourned at 12:12 p.m.

Jodi Fetting  
Tuscola County Clerk

**Tuscola County Board of Commissioners**  
**Statutory Finance Committee Minutes**  
May 13, 2021

Electronic remote access will be implemented for this meeting, in accordance with  
Tuscola County Board of Commissioners 2021-07 Declaration of a Local State of  
Emergency related to COVID-19

Commissioner Bardwell called the Statutory Finance meeting of the Board of Commissioners of the County of Tuscola, Michigan, held via Google Meet on the 13th day of May, 2021, to order at 12:13 o'clock p.m. local time.

Roll Call – Clerk Jodi Fetting

Commissioner Present In-Person:

District 3 - Kim Vaughan  
District 4 - Douglas DuRussel  
District 5 - Daniel Grimshaw

Others Present In-Person:

Eean Lee

Commissioners Present Virtual:

District 1 - Thomas Young - Columbia Township, Tuscola County, State of Michigan  
District 2 - Thomas Bardwell - Ellington Township, Tuscola County, State of Michigan

Commissioner Absent:

None

Also Present Virtual:

Clerk Jodi Fetting, Clayette Zechmeister, Sandy Nielsen, Ryan Pierce, Mike Miller, Kim Brinkman, Treasurer Ashley Bennett, Steve Anderson, Tracy Violet, Mark Haney

-Adoption of Previous Meeting Minutes

2021-SF-M-036

Motion by Young, seconded by Vaughan to adopt the meeting minutes from the April 29, 2021 Statutory Finance. Roll Call Vote: Young - yes; Vaughan - yes; DuRussel - yes; Grimshaw - yes; Bardwell - yes. Motion Carried.

*New Business:*

-Review and Adoption of Daily Report and Checks –  
2021-SF-M-037

Motion by Vaughan, seconded by DuRussel to approve the daily checks as submitted on the May 11, 2021 report. Roll Call Vote: Vaughan – yes; DuRussel - yes; Grimshaw - yes; Young - yes; Bardwell - yes. Motion Carried.

-Review and Adoption of Finance Report and Checks –  
2021-SF-M-038

Motion by Vaughan, seconded by Grimshaw to approve the finance checks as submitted on the May 11, 2021 report. Roll Call Vote: DuRussel - yes; Grimshaw - yes; Young - yes; Vaughan - yes; Bardwell - yes. Motion Carried.

-Review and Adoption of Per Diems Report and Checks – None

*Old Business* – None

At 12:13 p.m., there were a total of 20 participants attending the meeting.

Public Comment – None

202-SF-M-035

Motion by Grimshaw, seconded by Vaughan to adjourn the meeting at 12:16 p.m. Roll Call Vote: Grimshaw - yes; Young - yes; Vaughan – yes; DuRussel - yes; Bardwell - yes. Motion Carried.

Meeting adjourned at 12:16 p.m.

Jodi Fetting  
Tuscola County Clerk

**DRAFT**



**Tuscola County Board of Commissioners  
Committee of the Whole  
Monday, May 24, 2021 – 8:00 A.M.**

**Electronic remote access will be implemented for this meeting, in accordance  
With Tuscola County Board of Commissioners 2021-07  
Declaration of a Local State of Emergency related to COVID-19.**

Roll Call - Clerk Jodi Fetting

Commissioners Present In-Person:

District 3 - Kim Vaughan

District 5 - Daniel Grimshaw (arrived at 8:03 a.m. and excused at 12:24 p.m.)

Others Present in-Person:

Eean Lee, Debbie Powell, Dan Delamater, Tom Heron, Jennifer Leitzel, Pam Shook

Commissioners Present Virtual:

District 1 – Thomas Young - Columbia Township, Tuscola County State of Michigan

District 2 - Thomas Bardwell - Ellington Township, Tuscola County, State of Michigan

District 4 – Douglas DuRussel, Washtenaw County (arrived at a time prior to 8:37 a.m. and excused prior to 11:34 a.m.)

Commissioner Absent:

None

Also Present Virtual: Clerk Jodi Fetting, Clayette Zechmeister, Maggie Root, Tracy Violet, Brenda Kretzschmer, Heidi Chicilli, Debbie Babich, Mike Tuckey, Sandy Nielsen, Kim Brinkman, Mike Miller, Gordie Stryker, Treasurer Ashley Bennett, Mark Haney, Steve Anderson, Mark Ransford, Jana Brown, Karen Haire, Cindy McKinney-Volz, Mike Slade, Barry Lapp, Stephanie Farrell, Mandy Kohl

At 8:02 a.m., there were 21 participants attending the meeting virtually.

**County Updates** – None

**New Business**

1. Building Codes - Debbie Powell, Cass City Village Manager, expressed concern over dissolving a County Building Code Enforcement program. Tom Herron spoke in favor of continuing a County Building Code Enforcement program. Dan Delamater spoke in favor of continuing a County Building Code Enforcement program. Board discussed the matter.

2. Correspondence Regarding Mask Mandate – Board discussed the written communication received from Michelle Walker in relation to masks being required in schools.
3. Vehicle Policy Potential Changes – Clayette Zechmeister requested the Board to add Animal Control to Section 2.11 to allow an Animal Control employee to take a vehicle to their place of residence when on-call. Commissioner Grimshaw reviewed other sections in the policy that he felt needed to be updated as well. Clayette to prepare a revised policy for presentation at Thursday's Board meeting.
4. Appointment to the Council on Aging – Clerk Fetting presented Eugene Davidson as a candidate for appointment to Council on Aging. Matter to be placed on the Consent Agenda.

### **Old Business**

1. Jail Update Discussion – Jennifer Leitzel asked the Board when the Jail Committee could present to the Board and for clarification on the questions that the Board is seeking answers to. Matter discussed by the Board.
2. State of Emergency – Declaration for Open Meetings Act (OMA) – Steve Anderson presented to the Board as the current Local State of Emergency expires at the end of May. No action taken at this time. Matter to be placed on Thursday's agenda.

Recessed at 9:58 a.m.

Reconvened at 10:10 a.m.

Roll Call Vote: Young, Bardwell, Vaughan, DuRussel, Grimshaw

At 10:11 a.m., there were 36 participants attending the meeting virtually.

### **Finance/Technology**

Committee Leader Commissioner Young  
Commissioner DuRussel

### **Primary Finance/Technology**

1. Proposed L-4029 Tuscola County 2021 Tax Rates – Clayette Zechmeister presented to the Board regarding the proposed L-4029. The following was included in the agenda packet:
  - a. Special Voted Fund Balance Information
  - b. Medical Care Facility Correspondence Regarding Millage
  - c. Road Commission Correspondence Regarding Millage

-Mike Tuckey requested the Board to not reduce the Road Commission rate and the reason for the current fund balance.

-Brenda Kretschmer explained the need for the current fund balance for the Medical Care Facility.

Board discussed the matter. General Millage L-4029 to be placed on the Consent Agenda. Special Millage L-4029 to be discussed further.

2. MGT Cost Allocation Plan Review – Gordie Stryker and Stephanie Farrell had provided information to Clayette Zechmeister which was included in the agenda packet. Board discussed the indirect costs to millages. Board discussed weighted average versus a set percentage for all millages.

## **On Going and Other Finance and Technology**

### **Finance**

1. American Rescue Plan (ARP) Act Ad-Hoc Committee – Clayette Zechmeister explained to the Board that the first deposit has been received from the American Rescue Plan. The Ad-Hoc Committee has been provided information to review. Board discussed the matter.
2. Preparation of Multi-Year Financial Planning – No Update.

### **Technology –**

Chief Information Officer Eean Lee provided an update on LEIN audits, vehicle locator program, IT Department space needs, Animal Shelter donation page should be live this week, projects to leverage the ARP and 2021 budget requests.

1. GIS Update
2. Increasing On-Line Services/Updating Web Page

Commissioner DuRussel excused at a time prior to 11:34 a.m.

## **Building and Grounds**

Committee Leader Commissioner Grimshaw  
Commissioner DuRussel

### **Primary Building and Grounds**

1. Annex Building Roof Bids – Mike Miller, Building and Grounds Director, reviewed the bids that were received. The amount budgeted was \$50,000.00 but post-COVID that amount is not enough as the lowest bid received was \$82,100.00. Board agreed to award the bid to Marlette Roofing. Matter to be placed on the Consent Agenda.

### **On Going and Other Building and Grounds**

1. Lease with Dost Property, LLC – Lease with proposed amendments has been presented to Dost Property, LLC for review.
2. State Police Water and Annexation
3. IT Department Space Needs – Matter discussed earlier in the meeting.
4. Vanderbilt Park Survey
5. Animal Shelter Cat Room Viewing Window Bids – Mike Miller reported that Booms Construction provided a bid to install an aluminum window in the amount of \$3,500.00 and a vinyl window in the amount of \$2,375.00. Mike Miller stated that there was \$2,500.00 budgeted. Mike Miller requested the Board to approve installation of the vinyl window at \$2,375.00. Matter to be placed on the Consent Agenda.

6. Sound Masking -- Mike Miller reported that equipment is waiting to be received before the project can move forward.

### **Personnel**

Committee Leader Commissioner Grimshaw  
Commissioner Vaughan

#### **Primary Personnel**

1. Controller/Administrator Employment Agreement Renewal/Discussion – Potential Changes to Controller and Administrator or Keep Combined – Commissioner Grimshaw explained that the contract is closing in on the expiration date. Clayette stated that she is not seeking a contract renewal. Board would like to determine if the Board would like to proceed with a contract. Matter to be placed on Thursday's agenda. Commissioner Bardwell will contact the County Attorney to clarify a couple of questions.
2. County Draft Nepotism Policy – Draft policy to be presented at Thursday's Board meeting.

#### **On-Going and Other Personnel**

1. Paperless Payroll Update
2. Refilling Full-Time Employee (FTE) Vacancies - Board Review and Approval
3. Workman's Compensation
4. Michigan Employees Retirement System (MERS)
5. Michigan Association of Counties (MAC) 7<sup>th</sup> District Meeting Updates – Matter can be removed.
6. Safety Committees – Watch for Grant Opportunities

#### **Other Business as Necessary**

1. Airport Authority Board – Matter can be removed.
2. Phragmites Update – Commissioner Young provided an update. Indianfields Township is being looked at as a test location. The Phragmites on the bay have been hindered due to the high water.
3. Parks and Recreation Commission Resignation Letter from Steve Erickson – Clerk Fetting provided the information to the Board and will be posting the vacancy.

#### **On-Going Other Business as Necessary**

1. Animal Control Ordinance – No update at this time. The Board would like a financial update after the end of June to have a 6-month review of revenue for 2021.

At 12:02 p.m., there were 28 participants attending the meeting.

**Public Comment Period –**

-Pamela Shook addressed the Board regarding funds that were submitted for a deposit that needed additional information. Pam requested to receive mileage for when handling Vanderbilt Park business. Board explained to submit a mileage request to Mike Miller for review, approval and submission.

-Commissioner Bardwell referenced a report received from the State Tax Commission.

Commissioner Grimshaw excused at 12:24 p.m.

Motion by Young, seconded by Vaughan to adjourn the meeting at 12:24 p.m. Roll Call Vote: Young - yes; Vaughan - yes; DuRussel - absent; Grimshaw - absent; Bardwell - yes. Motion Carried.

Meeting adjourned at 12:24 p.m.

Jodi Fetting  
Tuscola County Clerk

DRAFT

**'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, by Electronic Remote Access in accordance with Tuscola County Board of Commissioners 2021-07 Declaration of a Local State of Emergency related to COVID - 19 on May 27, 2021 at 8:00 a.m. local time.

COMMISSIONERS PRESENT: \_\_\_\_\_

COMMISSIONERS ABSENT: \_\_\_\_\_

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

**CONSENT AGENDA**

**Agenda Reference:** A

**Entity Proposing:** COMMITTEE OF THE WHOLE 5/24/21

**Description of Matter:** Move to appoint Eugene Davison to the Council on Aging to a partial term expiring on December 31, 2021

**Agenda Reference:** B

**Entity Proposing:** COMMITTEE OF THE WHOLE 5/24/21

**Description of Matter:** Move that the form L-4029 authorizing the 2021 tax rate levy for County General Operating be approved and all appropriate signatures are authorized.

**Agenda Reference:** C

**Entity Proposing:** COMMITTEE OF THE WHOLE 5/24/21

**Description of Matter:** Move that per the recommendation of the Buildings and Grounds Director the Annex Building roof replacement bid be awarded to Marlette Roofing in the amount of \$82,100. Also, all necessary budget amendments be approved.

**Agenda Reference:** D

**Entity Proposing:** COMMITTEE OF THE WHOLE 5/24/21

**Description of Matter:** Move that per the recommendation of the Buildings and Grounds Director the Animal Shelter Cat Room viewing window bid be awarded to Booms Construction in the amount of \$2,375. Also, all necessary budget amendments be approved.

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

YEAS:

NAYS:

ABSTENTIONS:

RESOLUTION ADOPTED.

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Thomas Bardwell, Chairperson  
Tuscola County Board of Commissioners

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Jodi Fetting  
Tuscola County Clerk

DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY  
MICHIGAN OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION

GENERAL RULES

**EMERGENCY RULES**

**CORONAVIRUS DISEASE 2019 (COVID-19)**

Filed with the secretary of state on

These rules take effect upon filing with the secretary of state and shall remain in effect until October 14, 2021.

(By authority conferred on the director of the department of labor and economic opportunity by sections 19, 21, and 24 of the Michigan occupational safety and health act, 1974 PA 154, MCL 408.1019, 408.1021, and 408.1024, and Executive Reorganization Order Nos. 1996-1, 1996-2, 2003-1, 2008-4, 2011-4, and 2019-3, MCL 330.3101, 445.2001, 445.2011, 445.2025, 445.2030, and 125.1998)

**FINDING OF EMERGENCY**

These rules are promulgated by the Director of the Michigan Department of Labor and Economic Opportunity to establish requirements for employers to control, prevent, and mitigate the spread of coronavirus disease 2019 (COVID-19) among employees. Based on the best available scientific evidence and public health guidance published by the U.S. Centers for Disease Control (CDC) and other public health authorities, COVID-19 is an infectious disease caused by the severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2). SARS-CoV-2 is easily transmitted through the air from person-to-person through respiratory aerosols. In addition to its contagious nature, COVID-19 is dangerous and deadly. As of May 11, 2021, the State of Michigan had a total of 867,341 confirmed cases and 18,338 deaths.

Work, by its nature, removes people from the confines and relative safety of their homes to interact with others who may be carrying the virus including coworkers, customers, patients, or the public at large. Employees who come into contact with others at work are at elevated risk of infection.

Since March 2020, employers have reported 61 worker deaths from COVID-19 in Michigan and 173 in-patient hospitalizations for COVID-19 potentially linked to workplace exposure to SARS-CoV-2. MIOSHA has received over 15,000 complaints from employees alleging uncontrolled COVID-19 hazards in the workplace and 580 referrals from local government, including local health departments, indicating that businesses were not taking all the necessary measures to protect their employees from SARS-CoV-2 infection.



To date, the Food and Drug Administration has granted emergency use authorization to three vaccines to prevent COVID-19, providing a path to end the pandemic. The State of Michigan is part of the largest mass vaccination effort in modern history and is presently working toward vaccinating at least 70% of its residents 16 and older as quickly as possible.

The Legislature has declared that “all employees shall be provided safe and healthful work environments free of recognized hazards.” MCL 408.1009. Employers must provide employees with “a place of employment that is free from recognized hazards that are causing, or are likely to cause, death or serious physical harm to the employee.” MCL 408.1011(a). Nonetheless, Michigan’s experience with COVID-19 demonstrates that the disease can spread rapidly without protective measures and standards in place. Workplaces, where employees, customers, and members of the public congregate, pose a particular threat for COVID-19’s spread. To mitigate and limit COVID-19’s spread in workplaces and to protect employees across Michigan, it is necessary to impose these rules and standards.

Businesses must do their part to protect employees, their patrons, and their communities. Many businesses have already done so by implementing robust safeguards to prevent viral transmission. But we can and must do more: no one should feel unsafe at work. Pursuant to section 21(2) of the Michigan occupational safety and health act, 1974 PA 154, MCL 408.1021, I find that these emergency rules are necessary to protect employees during the ongoing COVID-19 pandemic.

Based on the best available scientific evidence and public health guidance available regarding the spread of COVID-19 in the workplace, I find that these emergency rules are necessary to protect employees. If the non-emergency rulemaking process specified in the administrative procedures act of 1969 (APA), 1969 PA 306, MCL 24.201 to 24.328, for the promulgation of rules was followed, employees across Michigan may be unnecessarily exposed to SARS-CoV-2 during the rule promulgation process. Further, existing MIOSHA rules do not directly address COVID-19’s spread in the workplace and employees are likely to experience an increased probability of infection at work until the protective measures in this rule are in place. Accordingly, following the non-emergency rulemaking process would undermine the effectiveness of Michigan’s emergency response to COVID-19, and expose Michigan workers to a higher risk of contracting the disease in their places of employment.

The Director, therefore, for the preservation of the public health, safety, and welfare, finds that a clear and convincing need exists for the promulgation of emergency rules as provided in section 48 of the APA, MCL 24.248, without following the notice and participation procedures required by sections 41 and 42 of the APA, MCL 24.241 and 24.242.

**Rule 1. Scope and application.**

These rules apply to all employers covered in the Michigan occupational safety and health act, 1974 PA 154, MCL 408.1001 to 408.1094, for SARS-CoV-2 coronavirus and COVID-19.

**Rule 1a. Application of other rules.**

These emergency rules supersede the entirety of the emergency rules filed on October 14, 2020, and the extension of these emergency rules filed on April 13, 2021.

**Rule 1b. Suspension of previous rule.**

In the event these emergency rules issued on May 24, 2021 are deemed invalid by a court of competent jurisdiction, the previously filed rules will remain effective for the duration of the extension.

**Rule 2. Definitions.**

As used in these rules:

(a) "Close contact" means close contact as defined by the latest United States Centers for Disease Control and Prevention (CDC) guidelines at the time of contact.

(b) "COVID-19" means a viral respiratory illness characterized by symptoms defined by the CDC.

(c) "Known cases of COVID-19" means persons who have been confirmed through diagnostic testing to have COVID-19.

(d) "SARS-CoV-2" means the novel coronavirus identified as SARS-CoV-2 or a virus mutating from SARS-CoV-2 (severe acute respiratory syndrome coronavirus 2), the virus which is the causative agent of COVID-19.

(e) "Suspected cases of COVID-19" means persons who have symptoms of COVID-19 but have not been confirmed through diagnostic testing or unvaccinated persons who have had close contact with a person who has been confirmed through diagnostic testing to have COVID-19.

(f) "Fully vaccinated persons" means persons for whom at least 2 weeks have passed after receiving the final dose of an FDA-approved or authorized COVID-19 vaccine.

**Rule 3. COVID-19 preparedness and response plan for all employers.**

(1) The employer shall develop and implement a written COVID-19 preparedness and response plan consistent with these rules and current guidance for COVID-19 from the CDC and the Occupational Health and Safety Administration (OSHA).

(2) The preparedness and response plan shall include the measures the employer will implement to prevent employee exposure, including any applicable:

(a) Engineering controls.

(b) Administrative controls.

(c) Basic infection prevention measures.

(d) Personal protective equipment.

(e) Health surveillance.

(f) Training.

(3) The employer shall make the preparedness and response plan readily available to employees and their representatives, whether via website, internal network, or by hard copy.

**Rule 4. Basic infection prevention measures for all employers.**

(1) The employer shall promote frequent and thorough hand washing, including by providing workers, customers, and worksite visitors with a place to wash their hands. If soap and running water are not immediately available, the employer shall provide antiseptic hand sanitizers or alcohol-based hand towelettes containing at least 60 percent alcohol.

(2) The employer shall require workers who are experiencing symptoms of COVID-19 to not report to work or work in an isolated location.

(3) The employer shall increase facility cleaning and disinfection to limit exposure to SARS-CoV-2, in accordance with the latest CDC guidance.

(4) The employer shall use Environmental Protection Agency (EPA)-approved disinfectants that are expected to be effective against SARS-CoV-2 based on data for harder to kill viruses.

**Rule 5. Health surveillance for all employers.**

(1) The employer shall conduct a daily entry self-screening protocol for all employees or contractors entering the workplace, including, at a minimum, a questionnaire covering symptoms and suspected or confirmed exposure to people with possible COVID-19.

(2) The employer shall direct employees to promptly report any signs and symptoms of COVID-19 to the employer before or during the work shift.

(3) The employer shall physically isolate any employees known or suspected to have COVID-19 from the remainder of the workforce, using measures such as, but not limited to:

(a) Not allowing known or suspected cases to report to work.

(b) Sending known or suspected cases away from the workplace.

(c) Assigning known or suspected cases to work alone at a remote location (for example, their home), as their health allows.

(4) When an employer learns of an employee, visitor, or customer with a known case of COVID-19, the employer shall, within 24 hours, notify any co-workers, contractors, or suppliers who may have come into contact with the person with a known case of COVID-19.

(5) The employer shall allow employees with a known or suspected case of COVID-19 to return to the workplace only after they are no longer infectious according to the latest guidelines from the CDC.

**Rule 6. Workplace controls for all employers.**

(1) The employer shall designate 1 or more worksite COVID-19 safety coordinators to implement, monitor, and report on the COVID-19 control strategies developed under these rules.

(2) The employer shall ensure that any employees, except fully vaccinated persons, remain at least 6 feet from one another to the maximum extent feasible while on worksite premises.

(3) The employer shall provide non-medical grade face coverings to their employees at no cost to the employee. Employers are not required to provide non-medical grade face coverings to fully vaccinated persons.

(4) The employer shall require any employee, except fully vaccinated persons, to wear face coverings when employees cannot consistently maintain 6 feet of separation from other individuals indoors in the workplace. However, fully vaccinated persons must continue to wear face coverings when in the healthcare setting where patients may be present and when using airplane or public transportation if required by the latest CDC guidance.

(5) Compliance with subrules (2) and (4) of this rule may be accomplished in a manner deemed effective for the place of employment. This may include:

(a) Keeping records of whether employees are fully vaccinated persons, and exempting them from subrules (2) and (4) of this rule accordingly.

(b) Posting signs in the work area reminding employees that are not fully vaccinated to wear face coverings and maintain appropriate distancing.

(c) Allowing or requiring remote work.

(d) Requiring face coverings and social distancing for all employees regardless of vaccination status.

**Rule 7. Training requirements for all employers.**

(1) The employer shall provide training to employees on SARS-CoV-2 and COVID-19.

(2) The employer shall provide any communication and training on COVID-19 infection control practices in the primary languages common in the employee population.

(3) The training shall cover all of the following:

(a) Workplace infection-control practices, including information on vaccinations available for COVID-19.

(b) The proper use of personal protective equipment.

(c) Steps the employee must take to notify the business or operation of any symptoms of COVID-19 or a suspected or confirmed diagnosis of COVID-19.

(d) How to report unsafe working conditions.

(4) The employer shall provide updated training if it changes its preparedness and response plan, or new information becomes available about the transmission of SARS-CoV-2 or diagnosis of COVID-19.

**Rule 8. Recordkeeping requirements for all employers.**

(1) Employers must maintain a record of the following requirements:

(a) Training. The employer shall maintain a record of all COVID-19 employee training.

(b) Health screening protocols. The employer shall maintain a record of health screening for each non-vaccinated employee or contractor entering the workplace.

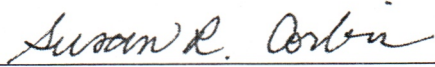
(c) If proceeding under Rule 6(5)(a), vaccination information sufficient for implementation

(d) Records of required notifications. The employer shall maintain a record of each notification required by Rule 5 of these rules.

(2) Employers must maintain records for 6 months from time of generation.

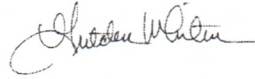
DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY

05/21/2021  
Date

  
Susan Corbin  
Acting Director

Pursuant to Section 48(1) of the administrative procedures act of 1969, 1969 PA 306, MCL 24.248(1), I hereby concur in the finding of the Department of Labor and Economic Opportunity that circumstances creating an emergency have occurred and the public interest requires the promulgation of the above rules.

5/23/2021  
Date

  
Honorable Gretchen Whitmer  
Governor

**Tuscola County**  
**Non-Court Employee COVID-19 Preparedness and  
Response Plan**



**Date Implemented: May 21, 2020**

***Version 10***  
***5/27/2021***

**Tuscola County**  
**Non-Court Employee COVID-19 Preparedness and Response Plan**  
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In order to respond to the current state of emergency related to the novel coronavirus (“COVID-19”) related to COVID-19, Tuscola County has prepared the following Non-Court Employee COVID-19 Preparedness and Response Plan (“Plan”). *This Plan may be updated as this situation evolves or as state or local orders related to COVID-19 are issued or amended.*

## **Protective Safety Measures**

### ***Sick Leave***

Employees are permitted to take paid leave consistent with the Families First Coronavirus Response Act and current Tuscola County Policies and Procedures. Any onsite employee who appears to have a respiratory illness may be separated from other employees and sent home.

### ***Remote Work***

Pursuant to each Department’s determinations, policies and procedures, employees whose job duties reasonably allow them to telework, may work remotely.

### ***Employee Screening Before Entering the Workplace***

A sample Employee Entry Screening Questionnaire is attached as Appendix B. A screening questionnaire shall be completed for all employees, including Elected Officials and Department Heads, before being permitted to enter the workplace. Screening will be completed by the Elected Official or Department Head or their designee and should comply with all required screening requirements that are recommended by the State of Michigan or the Tuscola County Health Department. ~~Temperatures will be taken using the county provided no touch forehead thermometer. Any individual completing the screening questionnaire will be required to wear appropriate personal protective equipment.~~

If an employee fails the screening process, he or she should be sent home until allowed to return to work under the relevant executive orders or public health orders, which requirements are explained in detail in the Return to Work Plan, attached as Appendix C.

### ***Personal Protective Equipment***

Employees whose job duties regularly require them to be within six feet of members of the public, will be provided with appropriate personal protective equipment or physical barriers commensurate with their level of risk of exposure to COVID-19.

Tuscola County shall provide and make available to all employees working on-site, the appropriate level of personal protective equipment (PPE) as determined by the Elected Official or Department Head as sufficient. Such PPE could include any of the following items; gloves, goggles, face shields, and face masks such as surgical masks, cloth masks & particulate respirators.

**Unless fully vaccinated,** face coverings should be worn when employees cannot consistently maintain six feet of separation from other individuals in the workplace and consider face shields when employees cannot maintain three feet of separation from other individuals in the workplace.

**Unless fully vaccinated,** any employee able to medically tolerate a face covering, must wear a covering over his or her nose and mouth when in any enclosed public space.

This section will be in effect during the duration of this Covid-19 Public Health Emergency following the guidance set forth by the State of Michigan and the Tuscola County Health Department.



### ***Enhanced Social Distancing***

Unless vaccinated or at the direction of the Elected Official and/or Department Head, they may direct employees to perform their work in such a way so as to reasonably avoid coming within six feet of other individuals. Where possible, employees may be relocated or provided additional resources in order to avoid shared use of offices, desks, telephones, and tools/equipment. The number of employees permitted in any break room or lunch room should be limited to ensure social distancing restrictions can be followed. Employees should remain in their assigned work areas as much as possible. Employees whose job duties regularly require them to be within six feet of members of the public will be provided with appropriate personal protective equipment and/or physical barriers commensurate with their level of risk of exposure to COVID-19.

### ***Enhanced Hygiene***

Employees are instructed to wash their hands frequently, to cover their coughs and sneezes with their arm(s)/elbow(s) or tissue, and to avoid touching their faces. Employees will be provided with access to places to frequently wash hands or to access hand sanitizer. Employees will also be provided with access to tissues and to places to properly dispose of them. Signs regarding proper hand washing methods will be posted in all restrooms. Hand shaking is also not recommended to ensure good hand hygiene.

### ***Enhanced Cleaning and Disinfecting***

Increased cleaning and disinfecting of surfaces, equipment, and other elements of the work environment will be performed daily. High-touch surfaces such as door handles should be cleaned frequently during the course of the day. Cleaning substances will be verified effective against COVID-19 and are to be EPA-approved disinfectants. Employees will be provided with access to disinfectant products so that any commonly used surfaces can be sanitized before and after each use.

In the event that an employee that has been in the workplace in the past 14 days tests positive for COVID-19, the Buildings and Grounds Director and Emergency Manager will be contacted for more in-depth cleaning procedures that follow current CDC guidance: <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html>

### ***Tools and Equipment***

Tuscola County limits the sharing of tools and equipment among employees; should any sharing of tools and equipment be required; employees must disinfect and clean each tool or piece of equipment before and after each use. For electronic devices, cleaning should follow manufacturer's recommended practices for disinfecting or those recommended by the Chief Information Officer or their designee. Tuscola County will provide employees with disinfectant wipes and other disinfecting products for this purpose.

Pool car usage will be at the discretion of the Elected Official or the Department Head and must be deemed as essential, if approved, notification shall be made to the Buildings and Grounds Director of their use.

### ***Recommending Cleaning Procedures for Computer Equipment***

To disinfect your keyboard or mouse, you need an alcohol-based disinfectant that contains at least 60 percent ethanol or 70 percent isopropyl (rubbing) alcohol. You can buy aerosols, pump sprays, or wipes that will do the job, just make sure they contain the necessary amount of ethanol or isopropanol. Because alcohol evaporates quickly, you can lightly spray your peripherals and let them air-dry. It is recommended to apply the alcohol to a cloth, rather than directly on the devices. This is easy to do regularly, and it's essential if you share equipment with others. If you touch a hand rail and then touch your keyboard, you must assume your keyboard now needs to be disinfected.

#### **Mouse:**

Turn off the computer.

First, just use a damp, lint-free cloth to clean your mouse the best you can and dislodge any obvious dirt or grime. Next, use an alcohol spray or wipe to thoroughly disinfect the whole mouse. If you're using a spray, let the alcohol work its magic for a few minutes, and then wipe off any remaining grime with a clean paper towel or cloth. Inspect your mouse for any further signs of dirt. If you didn't get it all the first time, disinfect it again. Harmful microbes cling to dirt. Use a toothpick on any seams, grips, or other areas where grime can build up, and then disinfect those areas again. If your mouse is wired, you can also clean the length of the cord and USB connector with a bit of alcohol.

Make sure any alcohol or liquid has evaporated before you turn the computer back on.

### **Keyboard:**

Turn off the computer.

Disinfect the entire keyboard with your alcohol spray or wipes. Get between the keys and wipe them down with a paper towel or disinfectant wipe. If you have a wrist-rest, remove that, as well, and clean it thoroughly. Clean the sides of the keyboard, and its cable, too.

Make sure you allow the alcohol to evaporate before you turn the computer back on.

If the wired keyboard and/or mouse are too grimy and you feel they need to be replaced, please submit a ticket with the helpdesk and we'll replace it with a stock model keyboard/mouse. Because the number of keyboards and mice are limited, preferred models will not be able to be requested.

### **Public**

~~Because of the ways that COVID-19 is capable of being transmitted, public interaction should be kept to a minimum. Those entering county facilities should be kept to a minimum.~~

All visitors entering individual departments within any county building shall complete the screening process prior to entering said department building. Screening questions should be utilized to decide if the visitor can safely enter the building including questioning about temperatures. If a visitor presents with symptoms of COVID-19 or answers yes to any of the screening questions they should not be allowed within the department and do not allow them into the building.

Tuscola County requires that any member of the public, who has not been fully vaccinated, and are able to medically tolerate a face covering must wear a covering over his or her nose and mouth. Face coverings include but are not limited to: surgical mask, N-95 style mask, homemade mask, scarf, bandana or handkerchief, while in any enclosed public space. Tuscola County will provide a mask for entrance if needed.

## **Employees with Suspected or Confirmed COVID-19 Cases**

### ***Suspected Cases***

An employee will be considered to have a Suspected Case of COVID-19 if:

- Suspect employee is experiencing any of the following COVID-19 symptoms:
  - Fever;
  - Shortness of breath; and/or
  - Continuous cough.
  
- Suspected employee has been exposed to a COVID-19 positive person, meaning:
  - An immediate family member or close friend has tested positive for or exhibited symptoms of COVID-19; or

- Employee was in close proximity (within 6 feet for 15 minutes or longer during a 24 hour period); within a 48 hour window of a person who tested positive or displayed the above symptoms.

Additional information can be obtained by calling the Tuscola County Health Department by calling 888-535-6136 or the Covenant COVID-19 hotline by calling 989-553-3135.

If an employee believes that he or she qualifies as a Suspected Case (as described above), he or she must:

- Immediately notify supervisor and/or Human Resources;
- Seek immediate medical care or advice; and
- Self-quarantine for 14 days for time frame recommended by a health care provider.

If an employee qualifies as a Suspected Case, then Tuscola County and/or the Health Department will do the following:

- Notify all employees who may have come into close contact (being within approximately six feet for a period greater than 15 minutes in a 24 hour period of time without PPE) with the employee in the past 14 days (while not disclosing the identity of the employee to ensure the individual's privacy); and
- Ensure that the employee's work area is thoroughly cleaned.

### ***Confirmed Cases***

An employee will be considered a Confirmed Case of COVID-19 if the employee has been performing in-person operations in the past 14 days and that person tested positive for COVID-19.

Employee with confirmed case of COVID-19 shall do the following:

- Notify your supervisor and/or Human Resources;
- Isolate for a minimum of 10 days from the start of your symptom(s) or your positive test date if you don't have symptoms
- Notify your close contacts (family & friends) that they have been exposed and encourage them to get tested.

If an employee qualifies as a Confirmed Case, then Tuscola County and/or the Health Department will complete the following:

- Notify all employees who may have come into close contact with the employee which is being within approximately six feet for a period of time greater than 15 minutes in a 24 hour period of time without PPE in the past 14 days (while not disclosing the identity of the employee to ensure the individual's privacy);
- Ensure that the entire workplace, or affected parts thereof (depending on employee's presence in the workplace), is thoroughly cleaned and disinfected;
- If necessary, close the work area or workplace, until all necessary cleaning and disinfecting is completed; and
- Communicate with employees about the presence of a confirmed case, the cleaning/disinfecting plans, and when the workplace will reopen.

### **COVID Coordinators**

COVID Coordinators are in place for each building and they are responsible to implement, monitor and to report on the COVID-19 control strategies required for the worksite. They also are available to employees to be another mechanism to report workplace problems and deficiencies in the workplace dealing with COVID-19. Below is a list of the COVID Coordinators for each building:

| Building         | COVID Coordinator    | COVID Coordinator |
|------------------|----------------------|-------------------|
| Animal Control   | Leigh Nagy           | Tyler Ray         |
| Annex Building   | Candy Rogner         | Eean Lee          |
| Courthouse       | Sheila Long          | Cindy Voltz       |
| Dispatch         |                      |                   |
| Purdy Building   | Clayette Zechmeister | Shelly Lutz       |
| Sheriff's Office | Bryan Hemerline      |                   |
|                  |                      |                   |

### Unsafe Working Conditions

If any employee feels unsafe with a current practice being completed or condition within their department or building they should immediately notify their immediate supervisor and/or their department head/elected official of that concern. If the problem is not addressed, the employee shall then notify their COVID Coordinator about the concern. If the problem is still not resolved, then employee MIOSHA at 855-723-3219.

### Business Continuity Plans

The Elected Official and/or Department Head will: (1) work with management to cross-train employees to perform essential functions so the workplace can operate even if key employees are absent; (2) identify alternate supply chains for critical goods and services in the event of disruption; and (3) develop an emergency communication plan to communicate important messages to employees and constituents.

### Vaccinations

According to MIOSHA, employers can ask for and make a copy of employee Covid-19 vaccination card.

Employees wishing to be vaccinated should contact their health care provider or the health department to schedule an appointment to receive the vaccination.

**CORONAVIRUS DISEASE (COVID-19)  
COUNTY EMPLOYEE ENTRY SCREENING QUESTIONNAIRE**

| Employee Daily Entrance Log |           |                                 |                               |                   |
|-----------------------------|-----------|---------------------------------|-------------------------------|-------------------|
| Employee Name               | Date/Time | Signs/Symptoms last 3 days      | Contact with COVID-19 Patient | Fever above 100.4 |
|                             |           | Fever/Cough/Shortness of Breath | Close contact over 15 minutes |                   |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |
|                             |           | yes/no                          | yes/no                        | yes/no            |

APPENDIX B

## COUNTY EMPLOYEE RETURN TO WORK PLAN

Employees who fail entrance screening will only be permitted to return to work under the following circumstances.

Employees who test positive for COVID-19 or display one or more of the principal symptoms of COVID-19 (fever, atypical cough, or atypical shortness of breath) will not be permitted to return to work until either:

1. Both 3 days have passed since their symptoms have resolved *and* 7 days have passed since their symptoms first appeared or since they were swabbed for the test that yielded the positive result; or
2. They receive a negative COVID-19 test.

Employees who have been in “close contact” (being within approximately six feet for a prolonged period of time, greater than 15 minutes in a 24 hours period) with an individual who tests positive for COVID-19 or who displays one or more of the principal symptoms of COVID-19 will not be permitted to return to work until either:

1. 14 days have passed since the last close contact with the sick or symptomatic individual; or
2. The symptomatic individual receives a negative COVID-19 test.

**APPENDIX C**

**CORONAVIRUS DISEASE (COVID-19)  
VISITOR HEALTH SCREENING QUESTIONNAIRE**

|                      |  |          |  |                      |
|----------------------|--|----------|--|----------------------|
| Name:                | Date:  | Fever?   | Atypical Cough?  | Shortness of Breath? |
| Department Visiting: | Time:  | Yes / No | Yes / No   | Yes / No             |
| Employee Completing: | Close Contact within COVID-19 Positive person? With 6 ft for extended period of time within last two weeks | Yes/ No  | Traveled via Airplane internationally or domestic within 2 weeks | Yes / No             |
| Name:                | Date:  | Fever?   | Atypical Cough?  | Shortness of Breath? |
| Department Visiting: | Time:  | Yes / No | Yes / No   | Yes / No             |
| Employee Completing: | Close Contact within COVID-19 Positive person? With 6 ft for extended period of time within last two weeks | Yes/ No  | Traveled via Airplane internationally or domestic within 2 weeks | Yes / No             |
| Name:                | Date:  | Fever?   | Atypical Cough?  | Shortness of Breath? |
| Department Visiting: | Time:  | Yes / No | Yes / No   | Yes / No             |
| Employee Completing: | Close Contact within COVID-19 Positive person? With 6 ft for extended period of time within last two weeks | Yes/ No  | Traveled via Airplane internationally or domestic within 2 weeks | Yes / No             |
| Name:                | Date:  | Fever?   | Atypical Cough?  | Shortness of Breath? |
| Department Visiting: | Time:  | Yes / No | Yes / No   | Yes / No             |
| Employee Completing: | Close Contact within COVID-19 Positive person? With 6 ft for extended period of time within last two weeks | Yes/ No  | Traveled via Airplane internationally or domestic within 2 weeks | Yes / No             |
| Name:                | Date:  | Fever?   | Atypical Cough?  | Shortness of Breath? |
| Department Visiting: | Time:  | Yes / No | Yes / No   | Yes / No             |
| Employee Completing: | Close Contact within COVID-19 Positive person? With 6 ft for extended period of time within last two weeks | Yes/ No  | Traveled via Airplane internationally or domestic within 2 weeks | Yes / No             |

**Note: If a visitor answers yes to any of the questions, the visitor is not allowed access to the department.**

## APPENDIX D

### SIGNS FOR BUILDINGS

**Unless fully vaccinated,** Tuscola County requires that any member of the public who is able to medically tolerate a face covering must wear a covering over his or her nose and mouth, such as a homemade mask, scarf, bandana or handkerchief, while in any enclosed public space.

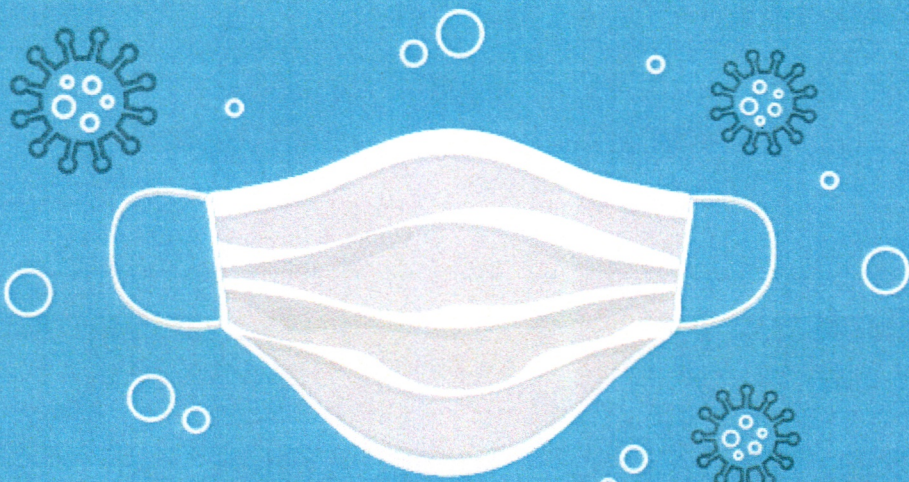
Additional, required OSHA signage for COVID-19 can be found at the following link:

[https://www.michigan.gov/leo/0,5863,7-336-100207\\_101270---,00.html](https://www.michigan.gov/leo/0,5863,7-336-100207_101270---,00.html)




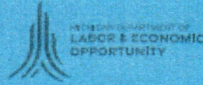

REMOVE

# NO MASK NO ENTRY



## IT'S THE LAW

Under Executive Order 2020-147, customers must wear a face covering while inside this establishment and we must refuse entry and service to individuals who fail to wear a face covering.





**Only Enter This Building If You:**

- **Are a healthy visitor**
- **Have an appointment**
- **Are an employee**

**All Others:**

If you have COVID-19 symptoms, please contact a health care provider.

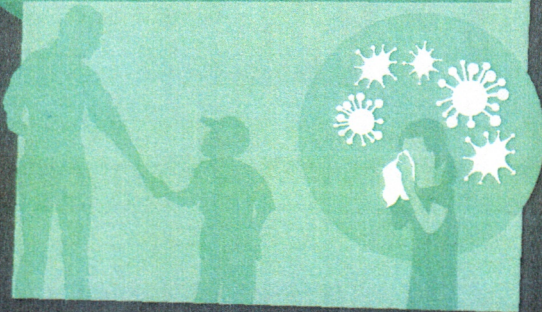
If you have severe or life-threatening symptoms, please call 911 and proceed to the nearest emergency department.

REMOVE

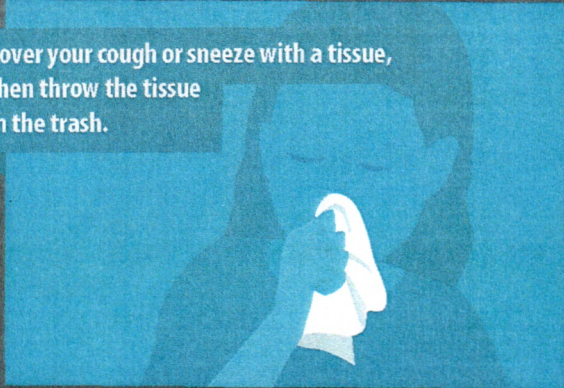
# STOP THE SPREAD OF GERMS

Help prevent the spread of respiratory diseases like COVID-19.

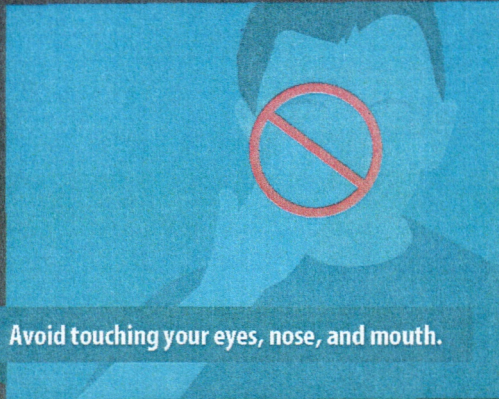
Avoid close contact with people who are sick.



Cover your cough or sneeze with a tissue, then throw the tissue in the trash.



Avoid touching your eyes, nose, and mouth.



Clean and disinfect frequently touched objects and surfaces.



Stay home when you are sick, except to get medical care.



Wash your hands often with soap and water for at least 20 seconds.



For more information: [www.cdc.gov/COVID19](http://www.cdc.gov/COVID19)

CS314516-A

**APPENDIX E**  
**OTHER RESOURCES**

Michigan Covid-19 Information:

<https://www.michigan.gov/coronavirus>

Tuscola County Health Department:

<https://www.tchd.us/>

Covenant HealthCare COVID-19 Page:

<https://www.covenanthealthcare.com/ch/coronavirus-update-and-faqs>

Helpful CDC Guidance:

<https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>

CDC Handwashing Fact Sheet:

<https://www.cdc.gov/handwashing/pdf/hand-sanitizer-factsheet.pdf>

CDC Fact Sheet and Poster on Preventing the Spread of Germs:

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention-H.pdf>

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/stop-the-spread-of-germs-11x17-en.pdf>

CDC Fact Sheet on What to Do if You Are Sick:

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/sick-with-2019-nCoV-fact-sheet.pdf>

CDC Poster for Entrance Reminding Employees Not to Enter When Sick:

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/stayhomefromwork.pdf>

Donning and Doffing of procedural and surgical masks training video:

<https://www.youtube.com/watch?v=z-5RYKLYvaw>

Proper hand-washing technique video:

<https://www.youtube.com/watch?v=IisgnbMfKvI>

COVID-19 Test Site Locations

[https://www.michigan.gov/coronavirus/0,9753,7-406-99891\\_99912-531745--,00.html](https://www.michigan.gov/coronavirus/0,9753,7-406-99891_99912-531745--,00.html)

## APPENDIX F

### Protocol for Individual Departments

#### **Central Dispatch**

Dispatch is not open to the public; no public visitor policy is needed.

First Responders or other county employees are limited to official paperwork drop off only, and access is limited to the length of time needed to hand off paperwork.

#### **Equalization**

Public visitors for Equalization/GIS: employees will meet with the public at the front door and complete the screening process. Public will then be escorted to the Committee Room and conduct needed business in this area as opposed to the small Equalization office.

Public visitors will not be taken to the office until restrictions of this public health emergency are lifted.

Needed PPE: masks and gloves

**APPENDIX G**

**Employee Workplace Explanation by Department**

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Buildings and Grounds

| <u>Risk Category (low/medium/high/very high)</u> | <u>Working from Home or Office?</u> | <u>Reason(s)</u> |
|--|-------------------------------------|------------------|
| Low  | No                                  | Can not pre!     |
| Low  | No                                  | Can not pre!     |
| Low  | No                                  | Can not pre!     |
| Low  | No                                  | Can not pre!     |
| Low  | No                                  | Must             |

DEPARTMENT: County Clerk's Office

| <u>Job Classification</u> | <u>Risk Category (low/medium/high/very high)</u> | <u>Working from Home or Office?</u> | <u>Reason(s) employee must work from Office:</u>   |
|---------------------------|--|-------------------------------------|--|
| Court Clerk II            | Medium   | Office                              | Staff must work from the office as the office is customer driven with the transactions requiring Oaths being administered, signatures notarized and the need to access the county network for software programs. Our office handles essential functions such as Courts, Vital Records and Elections. |
| Chief Deputy Clerk        | Medium   | Office                              | Staff must work from the office as the office is customer driven with the transactions requiring Oaths being administered, signatures notarized and the need to access the county network for software programs. Our office handles essential functions such as Courts, Vital Records and Elections. |

| DEPARTMENT:                                       | Tuscola County Courts | Risk Category (low/medium/high/very high) | Working from Home or Office? | Reason(s) employee must work from Office:   |
|---|-----------------------|---|------------------------------|---|
| Job Classification<br>Judges                      | Low                   | Occasionally                              |                              | Needs access to files   |
| Court Admin/Dep Court Admin<br>Magistrate/Referee | Low                   | Office                                    |                              | Handles day to day activities   |
|   | Low                   | Both                                      |                              | Holds remote hearings at work and at home/comes in to the office to access files/documents  |
|   | "                     | "   |                              |   |
| Court Recorders/Reporter                          | Low                   | Both                                      |                              | If  |
| District Court Probation Officers                 | Low                   | Half day from home                        |                              | Drain Commission Office   |
| Juvenile Probation Officers                       | Low                   | Every other day at home                   |                              |   |
| Specialty Court Case Managers                     | Low                   | Home                                      |                              |   |
| Specialty Court Assistant                         | Low                   | Home                                      |                              |   |
| FOC Employees/Referee Clerk                       | Low                   | Half day from home                        |                              | Works in process  |
| "   | "                     | "   |                              | Works ha  |
| Circuit Court Judicial Secretary                  | Low                   | Half day from home                        |                              | Works ha  |
| "   | "                     | "   |                              |   |
| Circuit Court Collections Officer                 | Low                   | Half day from home                        |                              |   |
| "   | "                     | "   |                              |   |
| District Court Clerks                             | Low                   | Half day from home                        |                              | Works half day in office to access files/case management system/<br>Process mail/answer phones/wait on public at the walk-up window     |
| "   | "                     | "   |                              |   |
| Probate Registrar                                 | Low                   | Half day from home                        |                              | Works half day in the office to access files/case management system/<br>answer phones/process mail/wait on public at the walk-up window |
| "   | "                     | "   |                              |   |
| Family Court Clerk                                | Low                   | Half day from home                        |                              | Works half day in the office to access files/case management system/<br>answer phones/process mail/wait on public at the walk-up window |

Reason(s) employee must work from Office:  
Process and pay bills, invoices, accounting, drain orders on sacura system  
Need to meet with contractors, engineers, property owners along with above duties  
Physical plans, process documents, on site meetings, inter-county meetings, etc.

Working from Home or Office?  
Office  
Office and Home  
Office and Home





Risk Category (low/medium/high/very high)  
Low  
Low  
Low

Job Classification  
Account Clerk III  
Deputy Drain Commissioner  
Drain commissioner




















DEPARTMENT:  
Drain Commission Office



| GIS | Risk Category (low/medium/high/very high) | Working from Home or Office? | Home with period | Department:         | Information Systems  | Working from Home or Office? | DEPARTMENT:   | Risk Category (low/medium/high/very high) | Working from Home or Office? | Reason(s) employee must work<br>Recycling tasks can not be performed<br>Recycling tasks can not be performed |
|-----|---|------------------------------|------------------|---------------------|----------------------|------------------------------|---|---|------------------------------|--|
|     | LOW                                       |                              |                  | Information Systems | high<br>high<br>high | both<br>both<br>both         | Job Classification<br>Material Handler<br>Coordinator | LOW<br>LOW                                | No<br>No                     |  |


 Employee Workplace Explanation by Department ☆     

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    100%  \$  %  .0                                   

|    | A                         | B  | C                                   | D                                   |
|----|---------------------------|--|-------------------------------------|-------------------------------------|
| 1  | <b>DEPARTMENT:</b>        |  |                                     |                                     |
| 2  | Register of Deeds         |  |                                     |                                     |
| 3  |                           |  |                                     |                                     |
| 4  | <b>Job Classification</b> | <b>Risk Category</b> (low/medium/high/very high) | <b>Working from Home or Office?</b> | <b>Reason(s) employee must work</b> |
| 5  |                           |  |                                     |                                     |
| 6  | Account Clerk II          | Medium   | Office                              | Logistical                          |
| 7  | Account Clerk III         | Medium   | Office                              | Logistical                          |
| 8  |                           |  |                                     |                                     |
| 9  |                           |  |                                     |                                     |
| 10 |                           |  |                                     |                                     |
| 11 |                           |  |                                     |                                     |
| 12 |                           |  |                                     |                                     |

| REPORT (low/medium/high/very high) | Working from Home or Office? | Reason(s) employee must work from Office:             |
|------------------------------------|------------------------------|---|
| Treasurer                          |                              |   |
| Medium                             | Office                       | Was not given the ability to access network from home |
| Medium                             | Office                       | Was not given the ability to access network from home |
| Medium                             | Office                       | Was not given the ability to access network from home |

## APPENDIX H

### Individual/Department Quarantine Checklist

When an individual is required to quarantine under order of the Health Department, the following steps need to be taken:

- Contact your immediate Supervisor or Department Head
- Either Employee or Supervisor needs to Contact Human Resources
  - Human Resources will begin researching to determine what can be done to assist employees that are affected by the quarantine. (Work Comp, Unemployment or possible remote work)

### Department Quarantine Closure Checklist

When a department or members of a department are required to quarantine under order of the Health Department, the following steps need to be taken:

- Immediately contact the County Controller
  - Advise of the circumstances of the closure
  - County Controller with who will then advise the board chair of the situation
  - Assist with notifications
- Contact Human Resources

- Human Resources will begin researching to determine what can be done to assist employees that are affected by the quarantine. (Work Comp, Unemployment or possible remote work)
- Contact Chief Information Officer
  - Will look at available technology for the staff to work remotely
  - Assist with communications to the public about the closure (i.e. county webpage)
  - Assist any other technology needed to assist your department.



Tuscola County

Clayette Zechmeister &lt;zclay@tuscolacounty.org&gt;

**[EXTERNAL] Requesting use of TC Court House lawn**

1 message

Susan Rickwalt-Holder &lt;srrickwalt@tbhs.net&gt;

Mon, May 24, 2021 at 2:09 PM

To: "Clayette Zechmeister (zclay@tuscolacounty.org)" &lt;zclay@tuscolacounty.org&gt;

Good morning, the Tuscola County Suicide Prevention Coalition and Tuscola Behavioral Health Systems is seeking permission to place signs/banners on the Court House lawn during the month of September 2021 for suicide prevention month. On Sunday, September 12, 2021 we would like permission to hold an awareness event from 11:00 am to 3:00 pm. The event would start at 1:00 pm.

Based on the American Foundation for Suicide Prevention the State of Michigan is ranked 36 out of 50 in the states with high percentages of suicide and similarly. The number of deaths by suicide in 2019 was 1,457, rate per 100,000 population 14.3. The number of deaths nationally is 47,173 deaths, rate per 100,000 is 14.0. Over 47,000 lives were lost in the United States due to suicide in 2019. On average, one person dies by suicide every six hours in the State of Michigan.

American Foundation for Suicide Prevention Suicide Facts and Figures: Michigan 2019

10<sup>th</sup> leading cause of death in Michigan

2<sup>nd</sup> leading cause of death for ages 15 -34

4<sup>th</sup> leading cause of death for ages 35 - 44

5<sup>th</sup> leading cause of death for ages 45 - 54

8<sup>th</sup> leading cause of death for ages 55 - 64

19<sup>th</sup> leading cause of death for ages 65 & older

I understand the Tuscola Pumpkin Festival may be requesting the use of the lawn for the end of September to start the set up for Pumpkin Festival. If granted permission I would closely with the festival to remove our items prior to their set up date.

If you have questions you may call me at 989.670.3725 or 989.670.3725.

Kind Regards,

Susan R. Holder, Director

Marketing and Training

Tuscola Behavioral Health Systems

## TUSCOLA COUNTY

### NEPOTISM AND FRATERNIZATION POLICY

#### A. POLICY

##### 1. PURPOSE

Tuscola County is committed to the highest standards of professional conduct and expects all employees to adhere to them. Tuscola County must take care to ensure that personal and familial relationships do not create favoritism, conflicts of interest or situations that may impair objective judgment. The purpose of this policy is to promote a positive work environment.

##### 2. POLICY STATEMENT

It is Tuscola County's policy to hire, promote and transfer employees on the basis of individual merit and to avoid any suggestion of favoritism or discrimination in making such decisions. The employment of relatives, or individuals involved in personal relationships, in positions where one employee has influence over the terms and conditions of the other's employment is a violation of this policy. Even if favoritism or discrimination is not actually established, the mere existence of a personal or familial relationship between employees may precipitate questions about favoritism or cause discomfort for co-workers.

It is, therefore, the policy of Tuscola County to prohibit the hiring of relatives to positions where a relative would be under the direct or general supervision of an elected official, department head or supervisor, or to employ relatives where the terms and conditions of employment of that person might be influenced by an elected official, department head or supervisor. It is also the policy of Tuscola County that employees involved in a personal relationship may not work directly for, or supervise, the employee with whom he/she is involved. Adherence to this policy will avoid favoritism and discriminatory treatment based on personal or familial relationships

Tuscola County recognizes that there may be existing relationships among employees that are contrary to this policy. It is the purpose of this policy statement to avoid creating any new situations in violation of this policy and not to affect any current employment situation unless favoritism or an actual conflict of interest is established.

##### 3. APPLICABILITY

All employees, elected officials, independent contractors, volunteers and student interns.

##### 4. DEFINITIONS

Relative – Parent, foster parent, spouse, child, sibling, grandparent, grandchild, aunt, uncle, cousin, niece, nephew, in-law or step-relative, or any person not related by blood, marriage, or other legal relationship who resides with the employee.

Familial relationship – relationship between individuals who are relatives as defined above.

Personal relationship – relationship between individuals who have a relationship of a romantic or intimate nature.

Economic relationship – relationship in which one employee benefits by receiving financial remuneration from another employee such as landlord/tenant relationships or business partnerships.

Fraternization – relationship of an intimate or romantic nature between a supervisor and his/her subordinate or conduct by a supervisor that creates the appearance or impression that such a relationship exists.

## **B. PROCEDURE**

Tuscola County permits members of the same family and those involved in personal relationships to work at the county. However, the county will not authorize an appointment, transfer, promotion, or new hire where employment would result in a supervisor-subordinate relationship between relatives or between individuals involved in a personal relationship.

The following rules govern the employment of relatives:

- a. No employee will be permitted to participate in the hiring of, recommend the hiring of, or hire a relative.
- b. One relative may not supervise another relative or work in a position which has any direct or general supervisory authority over the other relative.
- c. Relatives will not be involved in evaluating each other's job performance or in making recommendations for salary adjustments, promotions or other decisions.
- d. Any existing familial relationships that predate this policy are exempt under this policy. However, steps should be taken, if possible, to remove any direct supervisory relationship between relatives.
- e. If an existing employment relationship between relatives is changed so that a direct supervisory relationship no longer exists, e.g., the relative is in a position that no longer directly reports to the relative supervisor, this policy will apply to future employment decisions, e.g., the relative's supervisor then cannot reemploy the relative in a directly subordinate position.

The same restrictions applicable to the employment of relatives are placed on supervisors who have an economic relationship with applicants or other employees.

The following rules govern the employment of individuals involved in personal relationships:

- a. An employee who is involved in a personal relationship with another employee may not work directly for, or supervise, the employee with whom he/she is involved.



- b. If a personal relationship exists, it is the responsibility and obligation of the employees involved to disclose the existence of the relationship to the elected official, department head, or supervisor. If the County determines that a conflict affecting employment or a potential for conflict exists because of the personal relationship, the employees involved will be given the opportunity to decide which employee will be transferred to another position or terminated if no position is available. If the employees do not decide, the County will make the decision.
- c. Supervisors are prohibited from dating subordinates or any type of fraternization and may be disciplined for such action, up to and including termination.

Tuscola County reserves the right to take prompt action if an actual or potential conflict of interest arises concerning individuals who occupy positions at any level (higher or lower) in the same line of authority that may affect employment decisions.

Pre-existing relationships are subject to restriction and will be deemed a violation of this policy if actual favoritism or conflict of interest is found.

Any employee who feels aggrieved by the provisions of this policy shall have the right to utilize the Grievance Procedures in the Tuscola County Personnel Manual.

**VEHICLE POLICY**  
**Revised 7-14-2016– 5-27-2021**

**1. PURPOSE**

This policy establishes rules, regulations, and procedures regarding the effective and efficient use of County financed and owned vehicles (“County vehicles”). The policy shall apply to the usage, maintenance, and replacement of County vehicles. The basic guideline of this policy shall be that the use of a County vehicle by an employee or the compensation for the use of a privately owned vehicle will be only for official County business, and in compliance with the rules and regulations detailed in this policy. No vehicle may be purchased or sold without the approval of the Tuscola County Board of Commissioners. The terms of this policy serve as a condition to the approval of the purchase of any County financed or owned vehicle.

**2. POLICY**

- 2.1 Policy Administration: The County Controller/Administrator shall be responsible for the overall administration of this policy with assistance from the Director of Building and Grounds and Human Resources Coordinator as provided herein. As further provided herein, responsibilities for implementing specific points of this policy are delegated to the elected and appointed department heads.
- 2.2 Driver’s License: No County officer or employee may operate a County vehicle unless he or she has a valid Michigan driver’s license, without restrictions except as to the use of corrective lenses. Except for the Sheriff’s Department, the Human Resource Coordinator will verify that each new employee has a valid driver’s license. Also, the validity of employee driver licenses will be checked on an annual basis. The Sheriff’s Department will assume the responsibility for verifying the driver’s licenses of all new Sheriff’s Department personnel. The elected and appointed department heads must verify that employees in their respective departments maintain a driver’s license in good standing in order to operate a County vehicle.
- 2.3 Driver’s Record: The Human Resource Coordinator will obtain a copy of a proposed new hire’s driving record and submit a copy to the department head or elected official who is considering the employment of the person. The record may also be submitted to the Personnel Committee of the Tuscola County Board of Commissioners for its consideration and review.

If an employee who uses a County vehicle in the performance of his

## VEHICLE POLICY

duties has his license revoked, suspended, or any convictions beyond the restriction that corrective lenses be utilized, the employee must immediately report the limitation to his supervisor. The department head or elected official, in conjunction with the Personnel Committee – if it is involved, shall determine whether an individual's driving record or license restriction, suspension or loss disqualifies him or her from being offered employment or from continued employment.

- 2.4 Vehicle Insurance/Registration: The elected and appointed department heads must verify that each vehicle assigned to their operation has an up-to-date copy of vehicle registration and proof of insurance kept in the glove box.

The Director of Building and Grounds will verify that each pool vehicle has an up-to-date copy of vehicle registration and proof of insurance kept in the glove box. Also, the vehicle title shall be provided to the County Clerk as official record of vehicle ownership.

Employees who utilize their personal vehicles for County business, shall provide a copy of their vehicle insurance to the Human Resource Coordinator.

Vehicle insurance records are maintained by the Human Resource Coordinator, but it is each department head's responsibility to monitor and notify the Human Resources Coordinator when a vehicle is added, deleted, or transferred in order to maintain accurate up-to-date records.

- 2.5 Accident Reporting: All accidents involving County vehicles or privately owned vehicles being used for County business must be reported immediately to the appropriate law enforcement agency and then to the Human Resources Coordinator at the beginning of the next business day.

Any employee involved in an accident should not discuss the circumstances surrounding the incident with anyone other than the appropriate law enforcement agency, the Human Resources Coordinator, County Controller/Administrator, and, if applicable, the elected officials to whom he or she reports.

- 2.6 Vehicle Fuel: All police and pool car vehicles shall obtain fuel at the designated gas station in Caro using assigned credit cards.
- 2.7 Vehicle Maintenance: All police and pool car vehicles shall be taken to the County Mechanic for maintenance, both interior and exterior. The County Mechanic will determine whether he will make the repairs or whether the

vehicle will be taken to a local repair garage. Departments with vehicles will be notified by the County Mechanic when certain maintenance work is due to be done.

## VEHICLE POLICY

Each driver shall visually inspect the vehicle prior to each operation, including the tires and windshield.

~~2.8 Auction of Vehicles: The County Director of Building and Grounds and the County Mechanic, with the approval of the Board, will determine which County vehicles will be sold during County auctions.~~

2.8 Sale of County Vehicles: County vehicles will be sold using an on line auction service. Posting of the vehicles to be sold on this site is done by The County Director of Building and Grounds and the County Sheriff.

2.9 Vehicle Assignment From the Pool: The Director of Building and Grounds shall be responsible for the assignment of pool cars. Police vehicles are assigned by the County Sheriff.

The employees who use vehicles on a daily year-a-round basis may be assigned a vehicle to use on a regular basis. All other employees who use vehicles on a seasonal, occasional, or other than a daily year-a-round basis must request the use of a vehicle. Requests will be granted on a first-come first served-basis. The request must be made no sooner than 30 days in advance of the date of use. Also, a vehicle may only be requested for seven calendar days at one time.

Every possible attempt to accommodate the vehicle request will be made. However, there may be occasions when a vehicle is not available due to the limited number and the demand.

A County vehicle from the pool may be used to attend conferences and training sessions if a pool vehicle is available. First priority, however, will be given to the use of the pool vehicles for day-to-day County operations.

2.10 Driver Responsibilities: Each person assigned a county vehicle shall be responsible for the following:

- A. Safe driving practices, speed limits and other laws and regulations are to be observed at all times while operating a county vehicle. The driver shall be responsible for ensuring that all occupants are properly secured by a seat belt while the car is in operation.
- B. Tuscola County ~~prefers that smoking not occur~~ **does not allow smoking** in County vehicles.

- C. The interior of the County vehicle is to be kept neat and clean and free of food, wrappers, cans, bottles and wastepaper at all times.
- D. No County vehicle may be driven out-of-state without advance approval of the Controller/Administrator, who shall verify that the vehicle insurance is recognized in all states in which the vehicle may be driven.

## VEHICLE POLICY

- E. No County vehicle shall be driven by anyone except the County officer or employee to whom that vehicle has been assigned.

2.11 On Call/Emergency Assignment: County vehicles may be assigned by the County Board of Commissioners to employees who are "on-call" duty beyond normal working hours in order to insure a quick response to emergency or after hour calls for service. At the time of adoption of the Policy, vehicles assigned under this section include:

- Sheriff
- Undersheriff
- Emergency Services Director
- Detectives (2)
- Animal Control

(During an emergency, the Drain Commissioner and the Building and Grounds Director will be assigned a vehicle for usage on a 24-hour basis.)

2.12 Personal Business: Except those cars assigned under Section 2.11 above, no County vehicle shall be used for any purpose other than official County business. All vehicles assigned to employees or officers under the "on call" provisions in Section 2.11, shall be used only when the employee to whom the vehicle is assigned is responding to, or working on, official County business that requires "on call" attention. When the employee or officer is not "on call," the County vehicle must be parked at the employee's place of residence. All riders in County vehicles must be riding in the vehicle pursuant to official County business.

2.13 Traffic Infractions: Findings of Guilt or Civil Responsibility: Any employee or officer who is issued any criminal or civil citation or process for the violation of any local, state, or federal law or ordinance, for the illegal or improper operation of a County vehicle, shall be completely and solely responsible for the payment of any and all attorney fees, court fines, court costs, and all other expenses incurred coincident thereto, and shall hold the County of Tuscola harmless for the same. If the employee is found responsible for the offense, the employee may be disciplined, including discharged, at the

discretion of the elected or appointed official who is the employee's supervisor.

2.14 County Vehicle Preference: County officers and employees should attempt to use County pooled cars first, and only use a personal vehicle if a pool car is unavailable. A copy of the employee's personal automobile insurance must be on file with the Human Resource Department; prior to using a personal vehicle for County business.

2.15 Based on county insurance company policy, a county vehicle cannot be operated if an individual has 5 or more driving points.

# TUSCOLA COUNTY BOARD OF COMMISSIONERS

125 W. Lincoln St.  
Suite 500  
Caro, MI 48723

Telephone: (989) 672-3700  
Fax: (989) 672-4011

## TUSCOLA COUNTY RESOLUTION 2021-\_\_\_\_\_

### RESOLUTION DESIGNATING CERTAIN REAL PROPERTY AS COUNTY PARK LAND UNDER THE AEGIS OF THE TUSCOLA COUNTY PARKS AND RECREATION COMMISSION

**WHEREAS**, the Michigan State Land Bank Authority offered to sell three parcels of land along the Cass River in Indianfields Township, identified as parcels A-1, B, and C, respectively as more particularly described within the attached "Exhibit A", and hereinafter referred to collectively as "the Parcels," to Tuscola County for a nominal amount, for the creation of a park or parks under the aegis of the Tuscola County parks and Recreation Commission; and

**WHEREAS**, Tuscola County having purchased the same, desires to establish said Parcels as a park or parks under the aegis of the Tuscola County parks and Recreation Commission; and

**WHEREAS**, Tuscola County has the specific authority to purchase land for the establishment of parks for the public good, pursuant to Public Act 90 of 1913, and Public Act 261 of 1965;

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

The Board of Commissioners of the County of Tuscola, pursuant to the specific authority granted to it by Public Act 90 of 1913 and Public Act 261 of 1965, hereby designates the Parcels as parkland under the aegis of the Tuscola County Parks and Recreation Commission, and grants to the aforesaid Tuscola County Parks and Recreation Commission the permission and authority necessary to take possession of and administer the Parcels as County parkland. The provisions of this resolution shall be effective upon its approval.

Ayes

Nays

Absent

---

Thomas Bardwell, Chairperson  
Tuscola Board of Commissioners

---

Jodi Fetting, Clerk  
Tuscola County

Dated: \_\_\_\_\_



**EXHIBIT A**  
**LEGAL DESCRIPTION OF THE PROPERTY**

**Parcel A-1:**

A parcel of land in the West 1/2 of Section 20, T12N, R9E, Indian Fields Township, Tuscola County, Michigan and more specifically described as commencing at the Southwest corner of said Section 20; thence N02°29'58"E 1596.20 feet, on the west line of said Section 20 to the point of beginning of this description; thence N02°29'58"E 188.93 feet, on said west section line to a point on the east bank of the Cass River; thence on a meander line on the east high bank of the Cass River the following two courses; thence N42°03'45"E 472.98 feet and thence N31°09'17"E 535.90 feet; thence leaving said meander line S87°08'31"E 960.27 feet to the centerline of Chambers Road; thence 351.67 feet on the arc of a curve to the right on the centerline of Chambers Road, said curve having a radius of 381.68 feet, a central angle of 52°47'29" and a chord bearing and distance of S48°28'07"W 339.37 feet; thence S74°51'52"W 532.06 feet, on the centerline of Chambers Road; thence 218.50 feet on the arc of a curve to the left on the centerline of Chambers Road, said curve having a radius of 763.61 feet, a central angle of 16°23'40" and a chord bearing and distance of S66°40'02"W 217.76 feet; thence S58°28'12"W 549.53 feet, on the centerline of Chambers Road; thence 257.37 feet on a curve to the left on the centerline of Chambers Road, said curve having a radius of 263.46 feet, a central angle of 55°58'14" and a chord bearing and distance of S30°29'05"W 247.25 feet, to the point of beginning. Contains 9.83 acres, more or less, to said meander line. In addition, all bottom land between the above described meander line and the centerline of the Cass River shall be conveyed with this description. All bearings are relative and referenced to the west line of Section 20, from previous survey recorded in Liber 596, Page 866, Tuscola County Records. Subject to reservations, rights-of-way and easements of record.

Parcel No.: 013-020-100-0600-01 (a portion thereof)

**Parcel B:**

A parcel of land in the S.E. 1/4 of Section 19, T12N, R9E, Indian Fields Township, Tuscola County, Michigan and more specifically described as commencing at the S.E. corner of said Section 19; thence N02°29'58"E 1732.13 feet, on the east line of said Section 19 to the point of beginning; thence N02°29'58"E 53.00 feet, on the east line of said section to a point on the easterly high bank of the Cass River; thence S55°02'11"W 688.28 feet, along said high bank to the northerly right of way of Washburn Road; thence N74°51'02"E 538.67 feet, on said right of way to the westerly right of way of Chamber Road; thence N02°29'58"E 66.40 feet, on said westerly right of way; thence 141.21 feet on the arc of a curve to the right, on the westerly right of way of Chambers Road with a central angle of 27°17'28" and a radius of 296.47 feet, to the point of beginning, containing 1.42 acres, more or less.

Parcel No.: 013-019-750-0100-01

**Parcel C:**

A parcel of land in the S.E. 1/4 of Section 19, T12N, R9E, Indian Fields Township, Tuscola County, Michigan and more specifically described as commencing at the S.E. corner of said Section 19; thence N87°24'11"W 874.10 feet, on the south line of said section; thence N00°00'00"E 1272.44 feet, to a point on the northly right of way of Washburn Road and the point of beginning; thence S82°39'08"W 835.36 feet, on the northerly right of way of Washburn Road to a point on the southeasterly high bank of the Cass River; thence N54°46'13"E 623.54 feet, on the high bank of the Cass River; thence S51°36'42"E 407.19 feet, on the high bank of the Cass River; thence to the point of beginning, containing 2.80 acres, more or less.

Parcel No.: 013-019-750-0100-02



Tuscola County

Clayette Zechmeister &lt;zclay@tuscolacounty.org&gt;

---

**[EXTERNAL] ORV/Golf Carts ??**


---

Clayette Zechmeister &lt;zclay@tuscolacounty.org&gt;

Wed, May 19, 2021 at 8:00 AM

To: Thomas Bardwell <tbardwell@tuscolacounty.org>, Tom Young <tyoung@tuscolacounty.org>, Kim Vaughan <kvaughan@tuscolacounty.org>, Doug DuRussel <ddurussel@tuscolacounty.org>, Jodi Fetting <jfetting@tuscolacounty.org>, Dan Grimshaw <dgrimshaw@tuscolacounty.org>

*\*Faxed to Commissioner Grimshaw*

----- Forwarded message -----

From: **Gary Rolka** <gfre83@gmail.com>

Date: Wed, May 19, 2021 at 6:16 AM

Subject: [EXTERNAL] ORV/Golf Carts ??

To: Clayette Zechmeister &lt;zclay@tuscolacounty.org&gt;

PLEASE forward the following to the cmsr's.

Regarding whether or NOT the County REVISES the ORV/Golf Cart ordinance,  
**several things need to be CONSIDERED:**

- 1) **PLEASE do NOT have them to travel on State Hwy's NOR other busy routes**, such as Frank St., East Dayton Rd., Bevans Rd., W. Gilford Rd., E. Deckerville Rd., etc.
- 2) Which other counties have an ordinance & does it pass LEGAL mustard?
- 3) **PLEASE allow LOCAL Board officials & LOCAL Police to decide WHICH routes are BEST suited(& thus saving them a lot on LIABILITY costs)**
- 4) Should the Cmsr's DETERMINE that the issue be LOCALLY Decided(as Millington, Cass City, etc. have already done), then PLEASE issue a statement of such.
- 5) Maybe the Cmsr's need to 'prioritize' whether the needs should be handled at the LOCAL, STATE or PRIVATE SECTOR level---so they can put more **FOCUS on the needs that REGULARLY come up for the COUNTY level.**

GFR

--

*Clayette A. Zechmeister*

**Clayette A. Zechmeister**  
**Tuscola County Controller/Administrator**  
 125 W Lincoln St, Suite 500  
 Caro, MI 48723  
 zclay@tuscolacounty.org  
 voice 989-672-3710  
 fax 989-672-4011

**Visit us Online for County Services @ [www.tuscolacounty.org](http://www.tuscolacounty.org)**

## Fact Sheet on Resources for Understanding Local Zoning in Michigan

11.

May 19, 2021: This fact sheet highlights two separate sources of information on local government planning and zoning: the **Michigan Zoning Database** and the **Michigan Public Policy Survey (MPPS)**. The Michigan Zoning Database is a joint project of UM's Graham Sustainability Institute and the Michigan Department of Environment, Great Lakes, and Energy. The MPPS is an ongoing program administered by the University of Michigan's Center for Local, State, and Urban Policy (CLOSUP).

**The Michigan Zoning Database** shows which Michigan local jurisdictions fall under county, joint, or individual city/township/village zoning authorities, and which are unzoned. (Note: the database has been recently updated to cover 1,615 jurisdictions statewide; however, some jurisdictions are not included due to lack of readily available data.)

### Michigan Local Zoning Authority, by jurisdiction type (updated as of May 2021)

|              | Total       | County Zoning | City Zoning | Township Zoning | Village Zoning | Unzoned   | No Data    |
|--------------|-------------|---------------|-------------|-----------------|----------------|-----------|------------|
| Townships    | 1240        | 209           | 0           | 870             | 0              | 20        | 130        |
| Cities       | 280         | 0             | 277         | 0               | 0              | 2         | 0          |
| Villages     | 253         | 3             | 0           | 3               | 202            | 1         | 28         |
| <b>Total</b> | <b>1773</b> | <b>212</b>    | <b>277</b>  | <b>873</b>      | <b>202</b>     | <b>23</b> | <b>158</b> |

More detailed information, including maps, specific approaches to zoning among Tuscola County jurisdictions, and links to local ordinances related to renewable energy is available here:

<https://myumi.ch/ov5xX>

**The Michigan Public Policy Survey (MPPS)** asked a wide variety of questions on its **Fall 2017 survey** related to land use planning and zoning, including questions on master plans, capital improvements plans (CIPs), perceived benefits to land use planning, and more.

The table below shows **local leaders' satisfaction with their jurisdictions' approach to planning and zoning** among all jurisdictions in Michigan statewide, among those in Tuscola County's region, and among all jurisdictions combined just in Tuscola County. (Note: all MPPS survey responses are confidential and are never released in ways that can identify individual respondents or their jurisdictions; tables below do not include "neither" or "don't know" responses.)

### Local officials' satisfaction with their jurisdiction's current approach to planning and zoning

|                               | Statewide | East Central Region | Tuscola County Jurisdictions |
|-------------------------------|-----------|---------------------|------------------------------|
| Very satisfied                | 38%       | 34%                 | 26%                          |
| Somewhat satisfied            | 42%       | 38%                 | 27%                          |
| Somewhat or very dissatisfied | 8%        | 10%                 | 14%                          |

The MPPS also asked local officials from jurisdictions with control over their own zoning to what degree they generally consult their master plan when making rezoning decisions.

### Local officials' assessments of how their jurisdiction uses the master plan in rezoning decisions (among jurisdictions that responded to the survey and indicated they zone themselves or are County-zoned)

|   | Statewide | East Central Region | Tuscola County Jurisdictions |
|---|-----------|---------------------|------------------------------|
| Strictly adhere to Master Plan when rezoning              | 38%       | 42%                 | 38%                          |
| Follow spirit but not letter of Master Plan when rezoning | 50%       | 45%                 | 38%                          |
| Rarely consider the Master Plan when rezoning             | 4%        | 6%                  | 13%                          |

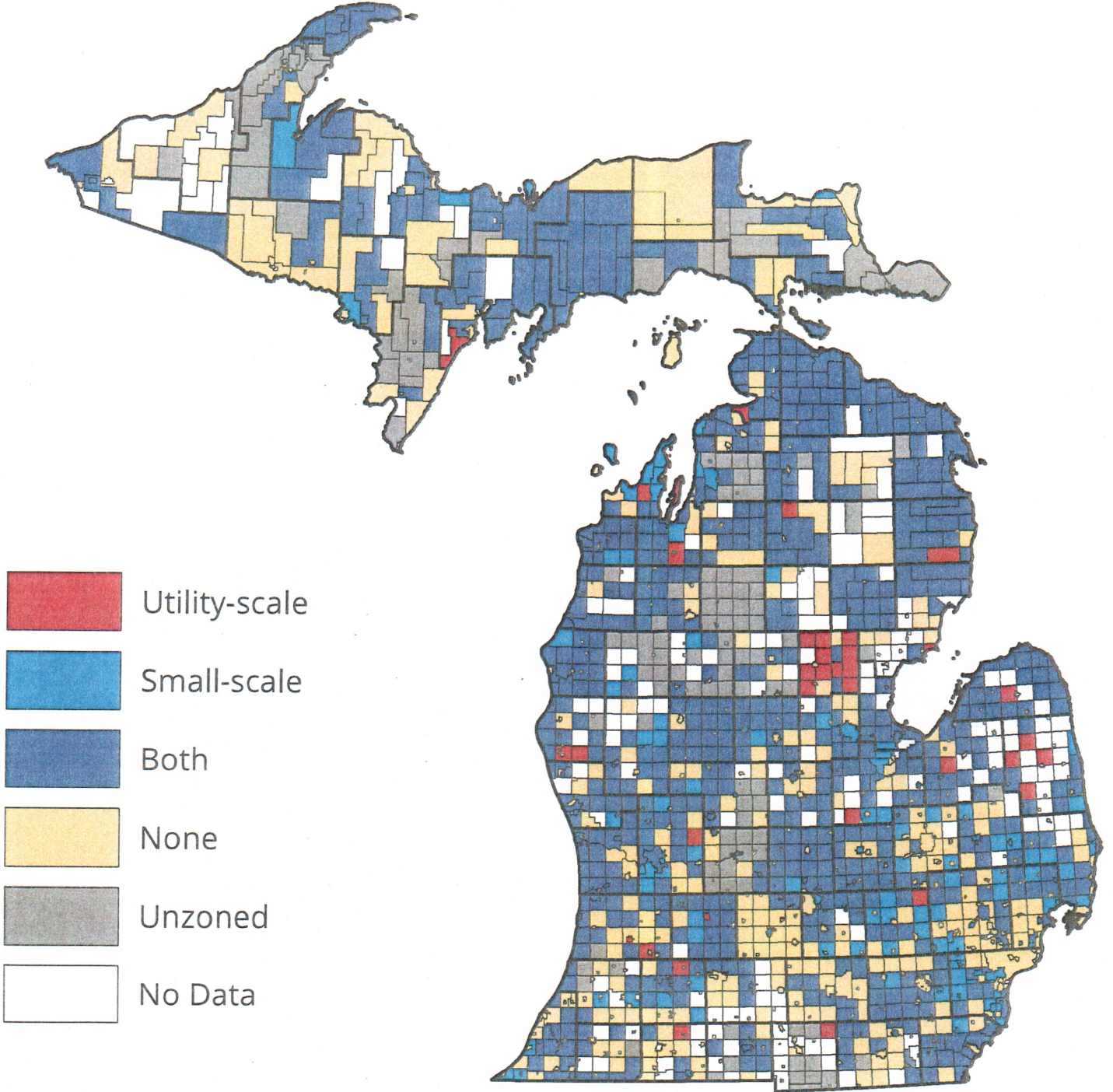
Much more information about views on planning and zoning from 2017 is available in the main MPPS report:




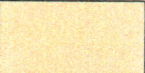
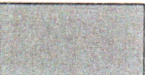
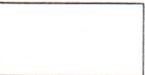
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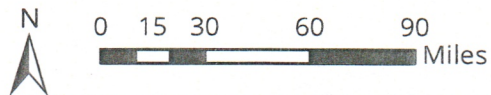
Additional information on other local government topics is available at <http://closup.umich.edu> or by contacting CLOSUP by email ([closup@umich.edu](mailto:closup@umich.edu)) or by phone (734-647-4091). Follow CLOSUP on twitter: @closup

# Zoning for Wind Energy - Michigan

The information collected here shows which communities include clean energy in their zoning ordinance and which do not. The stringency of individual ordinances is not analyzed on this map.

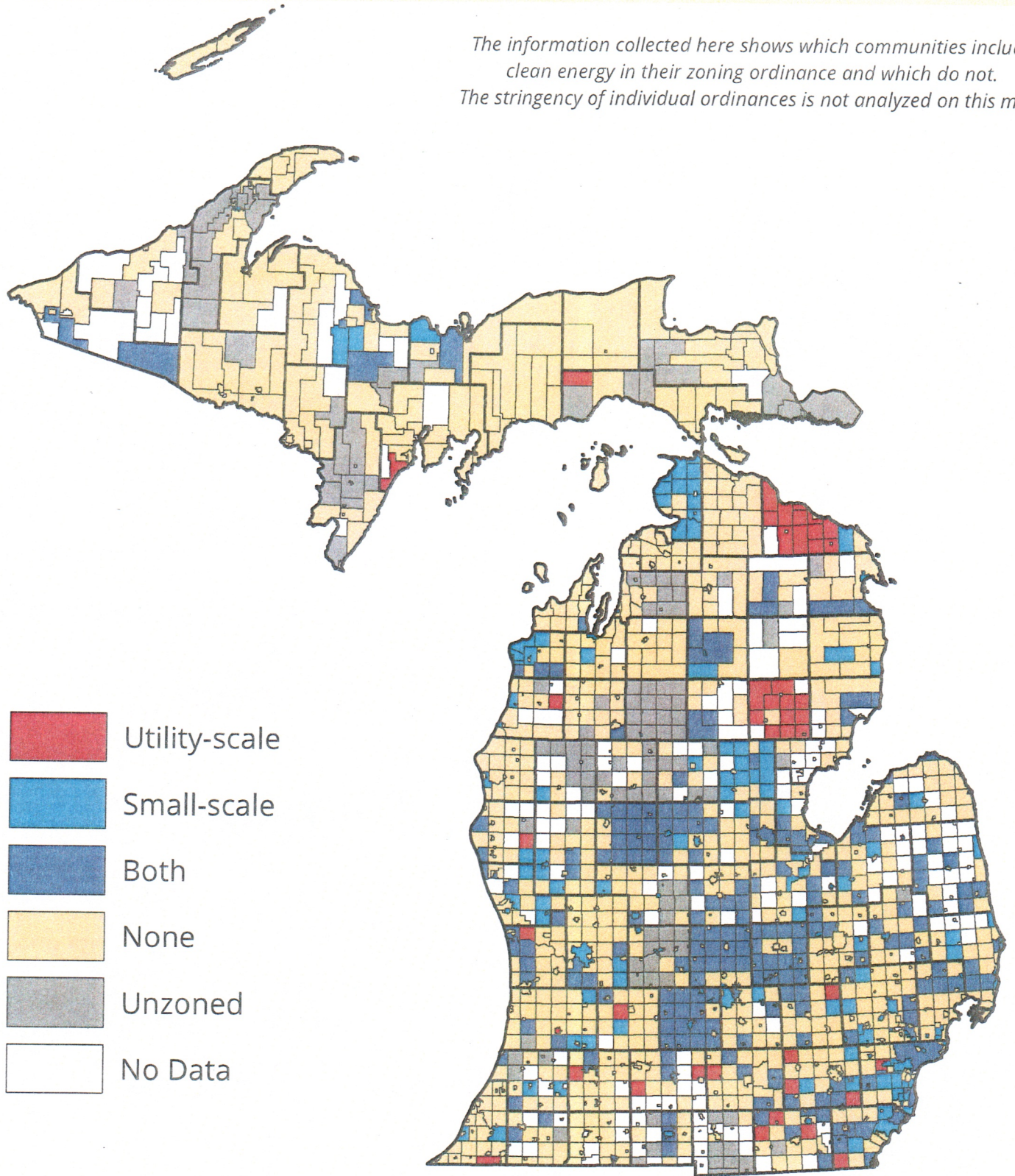


-  Utility-scale
-  Small-scale
-  Both
-  None
-  Unzoned
-  No Data



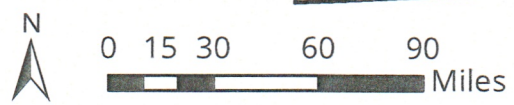
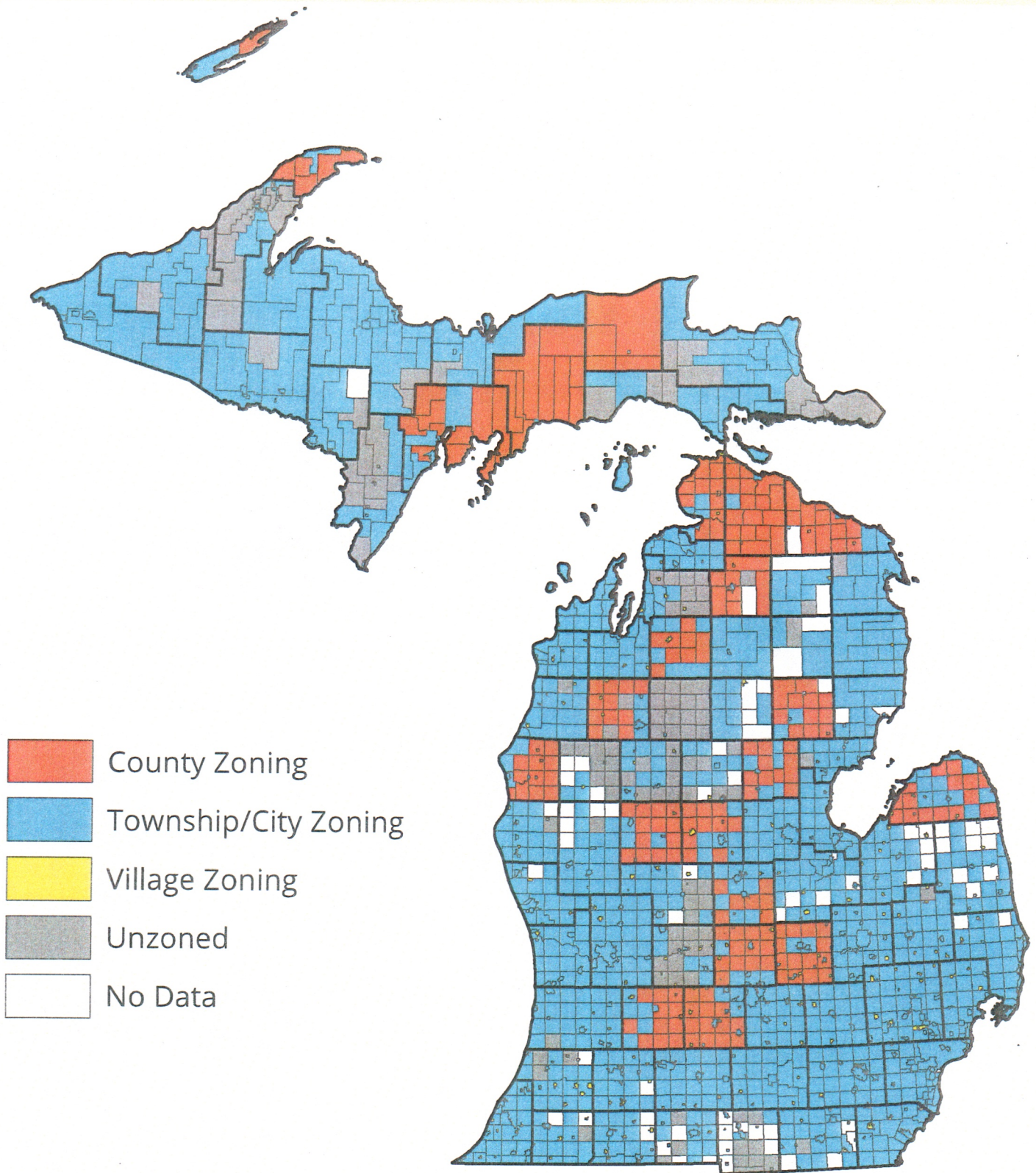
# Zoning for Solar Energy - Michigan

The information collected here shows which communities include clean energy in their zoning ordinance and which do not. The stringency of individual ordinances is not analyzed on this map.



0 15 30 60 90 Miles

# Zoning Jurisdiction in the State of Michigan



April 29, 2021

A regular meeting of the Board was held via Electronic Remote Access through Google Meet on Thursday, April 29, 2021 at 8:00 A.M.; all in accordance with the Michigan Department of Health and Human Services Emergency Order under MCL 333-2253 and Public Act 254 of 2020 due to the Covid-19 Pandemic.

Present for the Electronic Meeting: Road Commissioners John Laurie (Indianfields Township), Gary Parsell (Indianfields Township), Julie Matuszak (Ellington Township), David Kennard (Vassar Township), and Duane Weber (Arbela Township); Acting County Highway Engineer Brent Dankert, Operations Engineer Technician Will Green, Superintendent/Manager Jay Tuckey, and Director of Finance/Secretary-Clerk Michael Tuckey.

At 8:05 A.M., there were a total of Nine (9) participants attending the Electronic Meeting.

Motion by Parsell seconded by Matuszak that the minutes of the April 15, 2021 regular meeting of the Board be approved. Roll Call Vote: Weber – Yes, Kennard – Yes, Matuszak – Yes, Parsell – Yes, Laurie – Yes --- Motion Carried.

Motion by Weber seconded by Matuszak that the minutes of the April 15, 2021 closed session of the Board be approved. Roll Call Vote: Weber – Yes, Kennard – Yes, Matuszak – Yes, Parsell – Yes, Laurie – Yes --- Motion Carried.

Payroll in the amount of \$93,399.32 and bills in the amount of \$220,415.79 covered by vouchers #2021-21, #2021-22, #2021-23, and #HRA-94 were presented and audited.

Motion by Parsell seconded by Matuszak that the payroll and bills be approved. Roll Call Vote: Weber – Yes, Kennard – Yes, Matuszak – Yes, Parsell – Yes, Laurie – Yes --- Motion Carried.

Brief Public Comment Segment:  
None.

Management and the Board further discussed the Covid-19 Pandemic, and the current Road Commission operating procedures. Director of Finance Michael Tuckey presented to the Board an amended Covid-19 Preparedness and Response Plan for the Road Commission with recommended revisions from the Road Commission’s Labor Attorney. Tuckey also reported to the Board that the Tuscola County Board of Commissioners will be discussing an extension of the resolution entitled Tuscola County Declaration of a Local State of Emergency related to Covid-19 at their regular board meeting this morning. After review and discussion, the following two (2) motions were introduced:

Motion by Parsell seconded by Weber to adopt the amended Tuscola County Road Commission’s Covid-19 Preparedness and Response Plan as presented effective April 26, 2021. Roll Call Vote: Weber – Yes, Kennard – Yes, Matuszak – Yes, Parsell – Yes, Laurie – Yes --- Motion Carried.

Motion by Parsell seconded by Kennard that the Road Commission’s next board meeting scheduled on May 13, 2021 continue via Electronic Remote Access. Roll Call Vote: Weber – Yes, Kennard – Yes, Matuszak – Yes, Parsell – Yes, Laurie – Yes --- Motion Carried.

Management and the Board further reviewed and discussed a proposed agenda and presentation for the upcoming Township Supervisor’s meetings. After review and discussion, the following motion was introduced:



Motion by Parsell seconded by Matuszak to approve the proposed agenda and presentation for the Township Supervisor's meetings to be held May 13, 2021 and May 27, 2021 via Electronic Remote Access. Roll Call Vote: Weber – Yes, Kennard – Yes, Matuszak – Yes, Parsell – Yes, Laurie – Yes --- Motion Carried.

Acting County Highway Engineer Dankert provided to the Board a road and bridge construction project update.

Motion by Weber seconded by Kennard that the Board go into closed session at 9:05 A.M. for the purpose of discussing the Oakhurst Park Drive lawsuit and the Shays Lake Road Box Culvert legal issues. Roll Call Vote: Weber – Yes, Kennard – Yes, Matuszak – Yes, Parsell – Yes, Laurie – Yes --- Motion Carried.

At 9:25 A.M. the Board returned to open session.

Motion by Parsell seconded by Matuszak that the meeting be adjourned at 9:30 A.M. Roll Call Vote: Weber – Yes, Kennard – Yes, Matuszak – Yes, Parsell – Yes, Laurie – Yes --- Motion Carried.

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Chairman

---

Secretary-Clerk of the Board

**DELTA COUNTY BOARD OF COMMISSIONERS**

ADMINISTRATION OFFICE  
310 LUDINGTON STREET  
ESCANABA, MICHIGAN 49829  
PHONE: 906-789-5100  
FAX: 906-789-5197



**RESOLUTION #21-13  
REQUESTING REIMBURSEMENT OF LOST REVENUE SHARING FUNDS FROM  
THE STATE OF MICHIGAN TO THE COUNTY OF DELTA**

**WHEREAS**, in 2004, a deal between county government and the State of Michigan created a property tax collection shift which would provide for revenue sharing funds to the Counties while not relying on the State’s general fund; and

**WHEREAS**, the proceeds from the property tax shift were put in a County Revenue Sharing Reserve Fund whereby a county could obtain an annual revenue sharing payment; and

**WHEREAS**, in 2005 state revenue sharing payments were discontinued to counties, relieving the State Budget of \$183 million in annual state revenue sharing payments to counties, with the promise and agreement that once a county exhausted their County Revenue Sharing Reserve Fund, the state revenue sharing payments would be restored to that county at their full funding amount; and

**WHEREAS**, Delta County’s Revenue Sharing Reserve Fund was exhausted in 2011; and

**WHEREAS**, the Michigan Association of Counties, through extensive research, has identified 60 Michigan counties that have received less than the statutorily required amount of state revenue sharing payments since County Revenue Sharing Reserve Funds were exhausted; and

**WHEREAS**, the Michigan Association of Counties has identified a \$547,072 cumulative shortfall in state revenue sharing payments to Delta County since 2011; and

**WHEREAS**, with the influx of American Rescue Plan funds to the State of Michigan, there are sufficient funds available to make counties whole with regard to State Revenue Sharing payment shortfalls; and

**WHEREAS**, unlike Delta County’s allocation from the American Rescue Plan, the payment of the State Revenue Sharing shortfall will not be restricted to COVID-19 related expenses thereby making it eligible for critical infrastructure projects, pension fund stabilization contributions and other expenses; and

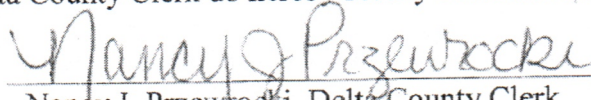
**THEREFORE BE IT RESOLVED**, that the Delta County Board of Commissioners hereby urge the State of Michigan to fulfill its statutory obligations with regard to State Revenue Sharing

payments for all 60 Michigan counties identified by the Michigan Association of Counties that received less than their statutorily required amounts; and

**BE IT FURTHER RESOLVED**, that a copy of this Resolution be forwarded to the Governor of the State of Michigan, Senator Ed McBroom, Representative Beau LaFave, and all affected Michigan Counties for their consideration and action.

I, Nancy J. Przewrocki, Delta County Clerk and Clerk of the Delta County Board of Commissioners do hereby certify this to be a true and exact copy from the minutes of the regular meeting of the Delta County Board of Commissioners held on May 18, 2021.

I, Nancy J. Przewrocki, Delta County Clerk do hereby set my hand and seal this 18th day of May, 2021.

  
\_\_\_\_\_  
Nancy J. Przewrocki, Delta County Clerk



*“Menominee County – Where the Best of Michigan Begins”*

**MENOMINEE COUNTY BOARD OF COMMISSIONERS**

*Menominee County Courthouse  
839 10<sup>th</sup> Avenue  
Menominee, MI 49858  
www.menomineecounty.com*

*Jason Carviou – County Administrator  
Sherry DuPont – Administrative Assistant  
Telephone: (906) 863-7779 or 863-9648  
Fax: (906) 863-8839*

**RESOLUTION – 2021-15**

***RESOLUTION REQUESTING THAT THE STATE OF MICHIGAN FULFILLS ITS  
STATUTORY OBLIGATION WITH REGARD TO STATE REVENUE SHARING  
PAYMENTS***

**WHEREAS**, in 2004 an agreement was made between the State of Michigan and the counties that eliminated county revenue sharing payments for a period of time during which counties were allowed to pay themselves an equivalent amount to their statutory revenue sharing payments. Each proceeding year the Michigan Department of Treasury authorized each county an inflationary increase over the base amount established in 2004; and

**WHEREAS**, this agreement saved the State of Michigan from allocating general fund dollars by funding the County Revenue Sharing Reserve Fund (CRSRF) through a property tax collection shift. However, once a county exhausted their reserve fund, they were to re-enter the state revenue sharing system. By statute, the State was required to allocate the county their full revenue sharing amount when they re-entered the system. Full-funding is defined as the 2004 base amount plus inflation until the county re-entered the system; and

**WHEREAS**, counties that re-entered the state revenue sharing system prior to 2014 endured cuts to their base revenue sharing payments that were never restored. Counties that re-entered the system after 2014 did not endure the same cuts to their base revenue sharing payments; and

**WHEREAS**, the Michigan Association of Counties has identified 61 counties that endured cuts to their base revenue sharing payments, which together accounts for a cumulative shortfall in revenue sharing payments to the counties of \$117,617,804; and

**WHEREAS**, Menominee County re-entered the state revenue sharing system in 2012 and is owed \$229,938 from the State of Michigan; and

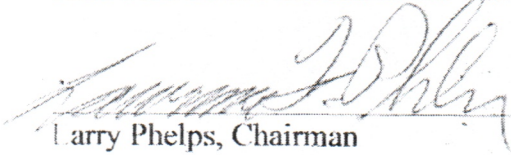
**WHEREAS**, the State of Michigan may question the necessity of making these payments to the counties now in light of the counties slated to receive COVID-19 funding from the American Rescue Plan; however, those funds are tied to a number of restrictions on how the money can be used. County revenue sharing payments is unrestricted and can be used as necessary.

**NOW THEREFORE, BE IT RESOLVED**, that the Menominee County Board of Commissioners calls upon the State of Michigan to fulfill its statutory obligation to the counties that were shorted on their county revenue sharing payments.

**BE IT FURTHER RESOLVED**, that a copy of Resolution 2021-15 be sent to Representative Beau LaFave, Senator Ed McBroom, Governor Gretchen Whitmer, the Michigan Association of Counties, and to each county in the State of Michigan.

Roll call vote:            AYES: 8                    NAYS: 0


**RESOLUTION DECLARED ADOPTED.**

  
Larry Phelps, Chairman

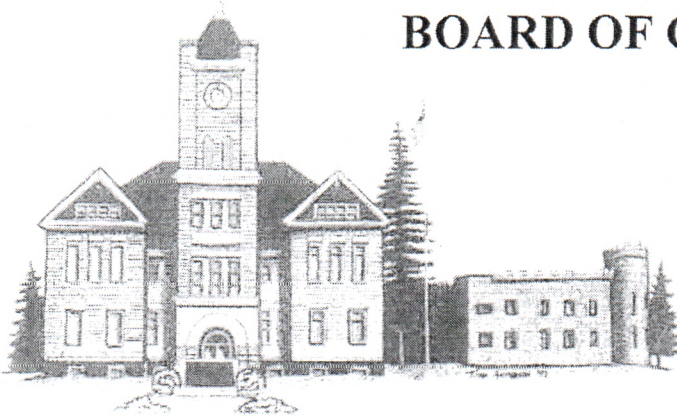
5/11/2021  
Date

STATE OF MICHIGAN                    )  
    ) ss.  
COUNTY OF MENOMINEE                )

I hereby certify that the foregoing is a true and complete copy of **Resolution 2021-15** adopted by the County Board of Commissioners at a regular meeting held on **May 11, 2021**, and I further certify that the public notice of such meeting was given as provided by law.

  
Marc Kleiman, Menominee County Clerk

# DICKINSON COUNTY BOARD OF COMMISSIONERS



*Board Chairman: Henry Wender  
Vice Chairman: Barbara J. Kramer  
Commissioners: John P. Degenauer, Jr.  
Joe Stevens  
Ann Martin  
Controller/Administrator: Brian Bousley  
Administrative Assistant: Christy Paul*

## DICKINSON COUNTY RESOLUTION 2021-11

### RESOLUTION IN SUPPORT OF THE STATE OF MICHIGAN TO FULFILL ITS STATUTORY OBLIGATIONS WITH REGARD TO STATE REVENUE SHARING PAYMENT AMOUNTS

**WHEREAS**, in 2005 State Revenue Sharing payments were discontinued to counties, relieving the State Budget of \$183 million in annual State Revenue Sharing payments to counties, with the promise and agreement that these payments would be restored when each of the individual counties Revenue Sharing Reserve Fund were exhausted

**WHEREAS**, Dickinson County’s Revenue Sharing Reserve Fund was exhausted in 2013; and

**WHEREAS**, the Michigan Association of Counties has identified 60 Michigan counties that have received less than the statutorily required amount of State Revenue Sharing since Revenue Sharing Reserve Funds were exhausted; and

**WHEREAS**, The Michigan Association of Counties has identified a \$411,914 cumulative shortfall in State Revenue Sharing payments to Dickinson County since 2013; and

**WHEREAS**, with the influx of American Rescue Plan funds to the State of Michigan, there are sufficient funds available to make counties whole with regard to State Revenue Sharing payment shortfalls; and

**WHEREAS**, unlike Dickinson County’s allocation from the American Rescue Plan, the payment of the State Revenue Sharing shortfall will not be restricted to COVID-19 related expenses thereby making it eligible for critical infrastructure projects, pension fund or OPEB contributions and other expenditures.

**THEREFORE, BE IT RESOLVED**, that the Dickinson County Board of Commissioners does hereby support and urge the State of Michigan to fulfill its statutory obligations with regard to State Revenue Sharing payments for all 60 Michigan counties identified by the Michigan Association of Counties that received less than their statutorily required amounts.

**BE IT FURTHER RESOLVED**, that the County Clerk shall send copies of this resolution to the Governor of the State of Michigan, the Majority Leader for the Michigan Senate, the Speaker of the Michigan House of Representatives, and Dickinson County’s State Legislative delegation for their consideration and action.

*Henry Wender*  
Henry Wender- Chair

*Carol Bronzyk*  
Carol Bronzyk-Clerk

*4-26-2021*  
Date



Muskegon County Board of Commissioners

Muskegon County Resolution Regarding Vaccine Passports within the Boundaries of Muskegon County

Resolution #2021-01

WHEREAS, medical records and information are private and fall under HIPAA protections; and

WHEREAS, individual COVID-19 vaccination records are private health information which should not be shared by mandate; and

WHEREAS, COVID-19 vaccine passports reduce individual freedom and will harm patient privacy; and

WHEREAS, all currently available COVID-19 vaccines are authorized for emergency use, and therefore must remain voluntary under the Nuremberg Trial Codes; and

WHEREAS, Muskegon County Department of Public Health seeks to ensure that every resident in Muskegon County who desires a COVID-19 vaccine can obtain one, but such vaccines are not mandated; and

WHEREAS, no COVID-19 vaccine is required by law; and

WHEREAS, Muskegon County Department of Public Health and MDHHS acknowledge there are many instances where an individual, along with their doctor, decide that being vaccinated may be unsafe; and

WHEREAS, requiring COVID-19 vaccine passports for taking part in everyday life such as, but not limited to, attending a sporting event, patronizing a restaurant, or going to a movie theater would create two classes of citizens based on vaccination; and

WHEREAS, the State of Michigan allows for medical, religious, and philosophical exemptions from vaccines; and

WHEREAS, vaccine passports do not take into consideration the large number of citizens who have contracted and recovered from COVID-19 and are therefore naturally immune; and

WHEREAS, the CDC, MDHHS, and the Muskegon County Department of Public Health acknowledge that it is possible for vaccinated individuals to contract and spread COVID-19; and

WHEREAS, because vaccinated individuals could be able to contract and spread COVID-19, a space where only vaccinated individuals are present holds the same risk as a space where individuals are both vaccinated and unvaccinated; and

WHEREAS, vaccine passports are thus highly discriminatory; and

WHEREAS, it is necessary to protect the fundamental rights and privacies of the residents of Muskegon County and the free flow of commerce.

NOW THEREFORE, BE IT RESOLVED THAT: Muskegon County does not support, endorse or enforce mandatory vaccines or vaccine passports in government buildings, public spaces, businesses or places of employment.

BE IT FURTHER RESOLVED: That a copy of this Resolution be sent to Governor Whitmer, Senator Jon Bumstead, Representative Terry Sabo, Representative Greg VanWoerkom, the Michigan Senate, the Michigan House of Representatives, Michigan Association of Counties and to the Clerk of each County in the State of Michigan.

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The Muskegon County Board of Commissioners, at its May 11, 2021, meeting recommended approval by Commissioner Lahring, support by Commissioner Brown, the aforementioned resolution.

Ayes: Kim Cyr, Doug Brown, Zach Lahring, Malinda Pego, Robert Scolnik  
Nays: Marcia Hovey-Wright, Susie Hughes, Charles Nash, Rillastine Wilkins

I, Nancy A. Waters, Clerk of the Muskegon County Board of Commissioners and Clerk of the County of Muskegon, do hereby certify that the above Resolution was duly adopted by said Board on May 11, 2021.

Nancy A. Waters 5-14-2021  
 Nancy A. Waters, Clerk Date  
 County of Muskegon

Robert Scolnik 5/14/2021  
 Robert Scolnik, Chair Date  
 Muskegon County Board of Commissioners



**RESOLUTION**

To: The Honorable Board of Commissioners  
Huron County  
Michigan

WE, the SAFETY COMMITTEE, respectfully beg leave to submit the following resolution for your consideration:

WHEREAS, the Huron County Board of Commissioners, has entered into an enabling resolution to create the Huron County Community Mental Health Authority, dba Huron Behavioral Health, pursuant to Section 100 et seq. and Section 205 of the Mental Health Code, 1974 PA 258, as amended (MCL330.1100 et seq; MCL330.1205); and

WHEREAS, Huron County Community Mental Health Authority, dba Huron Behavioral Health, is a community mental health authority of the county of Huron, organized under the terms of Section 204(a) of the Michigan Mental Health Code (the Code), (MCL330.1204[a]); and

WHEREAS, Section 116(b) of the Code (MCL330.1116[b]) requires that the Department of Community Health shift primary responsibility for the direct delivery of public mental health services from the state to a community mental health services program whenever the community mental health services program has demonstrated a willingness and capacity to provide an adequate and appropriate system of mental health services for the citizens of that service area; and

WHEREAS, Huron Behavioral Health has demonstrated such willingness and capacity to provide a broad array of innovative, cutting edge, community mental health services for the past 50 years and is properly certified as a community mental health services program under the terms of Section 232(a) of the Code (MCL330.1232[a]); now

THEREFORE, BE IT RESOLVED that the Huron County Board of Commissioners strongly urges its State Senate and House of Representatives to oppose Senator Shirkey's Gearing Toward Integration Proposal and subsequent changes proposed to the Michigan Social Welfare Act which would privatize the public mental health system and essentially eliminate the public safety net; and

BE IT FURTHER RESOLVED that the Huron County Board of Commissioners supports Huron Behavioral Health as a public behavioral health system that provides necessary community safety net services and supports; and

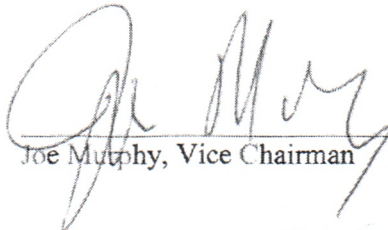
BE IT FURTHER RESOLVED that copies of this resolution be provided to Governor Gretchen Whitmer, Senator Dan Lauwers (25<sup>th</sup> District), Representative Phil Green (84<sup>th</sup> District), Michigan Department of Health and Human Services Director Elizabeth Hertel, Behavioral Health and Developmental Disabilities Administration Deputy Director Dr. George Mellos, the Michigan Association of Counties, and all Michigan counties.

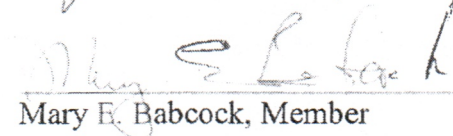
Respectfully submitted,

SAFETY COMMITTEE

Absent  
John L. Bodis, Chairman



  
Joe Murphy, Vice Chairman

  
Mary E. Babcock, Member

Dated: May 11, 2021

VOICE / ROLL CALL VOTE:

| COMMISSIONER        | YES                                 | NO                       | ABSENT                   | COMMISSIONER    | YES                                 | NO                       | ABSENT                              |
|---------------------|-------------------------------------|--------------------------|--------------------------|-----------------|-------------------------------------|--------------------------|-------------------------------------|
| SAMI KHOURY         | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | JOHN L. BODIS   | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| MICHAEL H. MEISSNER | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | JOE MURPHY      | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| TODD TALASKI        | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | MARY E. BABCOCK | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| STEVE VAUGHAN       | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                 |                                     |                          |                                     |

RESOLUTION:  ADOPTED       DEFEATED       TABLED

**RESOLUTION**

To: The Honorable Board of Commissioners  
Huron County  
Michigan

WE, the LEGISLATIVE COMMITTEE, respectfully beg leave to submit the following resolution for your consideration:

WHEREAS, the 1963 Michigan Constitution provides four-year terms for the county Board of Supervisors, the preceding body to today's Board of Commissioners; and

WHEREAS, the Legislature voted in 1966 to abolish Boards of Supervisors and formally replace them with Board of Commissioners after the 1968 election; and

WHEREAS, Public Act 261 of 1966 promulgated that the length of terms for the new county commissioners shall be concurrent with that of state representatives, as specified in Article IV, section 3 of the Michigan Constitution; and

WHEREAS, the scope of duties of a county commissioner has greatly increased in the last century – road patrols, indigent defense, mental health treatment and substance abuse prevention programming, solid waste pick-up and disposal, food and water supply, park operation, economic development efforts, emergency management and response; and

WHEREAS, Michigan is one of only five states in the United States that provides for exclusively two-year terms for county commissioners; and

WHEREAS, all other county and township elected officials in Michigan are elected to terms of at least four years; and

WHEREAS, the position of county commissioner is a highly complex oversight role that requires years to master; and

WHEREAS, legislation to amend state law to enact four-year terms has been filed in the form of Senate Bills 242 and 245; and

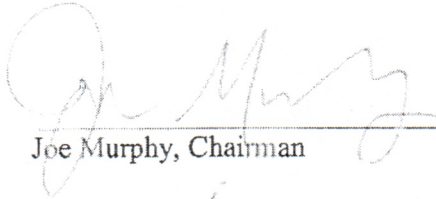
WHEREAS, the Michigan Association of Counties supports the legislation as introduced; now

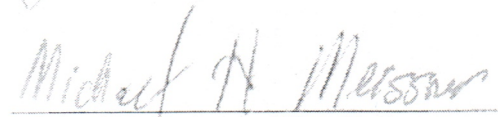
THEREFORE, BE IT RESOLVED the Huron County Board of Commissioners supports Senate Bills 242 and 245 to enact four-year terms for County Commissioners; and

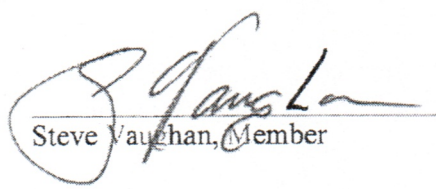
BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to Governor Gretchen Whitmer, Senator Dan Lauwers, Representative Phil Green, the Michigan Association of Counties, and the other 82 Michigan Counties.

Respectfully submitted,

LEGISLATIVE COMMITTEE

  
\_\_\_\_\_  
Joe Murphy, Chairman

  
\_\_\_\_\_  
Michael H. Meissner, Vice Chairman

  
\_\_\_\_\_  
Steve Vaughan, Member

Dated: May 25, 2021

~~VOICE~~ ROLL CALL VOTE:

| COMMISSIONER        | YES                                 | NO                       | ABSENT                   | COMMISSIONER    | YES                                 | NO                       | ABSENT                   |
|---------------------|-------------------------------------|--------------------------|--------------------------|-----------------|-------------------------------------|--------------------------|--------------------------|
| SAMI KHOURY         | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | JOHN L. BODIS   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| MICHAEL H. MEISSNER | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | JOE MURPHY      | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| TODD TALASKI        | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | MARY E. BABCOCK | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| STEVE VAUGHAN       | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                 |                                     |                          |                          |

RESOLUTION:  ADOPTED       DEFEATED       TABLED