



# MINUTES

## Board of Commissioners

### Meeting

8:00 AM - Monday, December 29, 2025

H.H. Purdy Building Board Room, 125 W. Lincoln Street, Caro, MI 48723

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Commissioner Vaughan called the special meeting of the Board of Commissioners of the County of Tuscola, Michigan, held at the H.H. Purdy Building Board Room, 125 W. Lincoln Street, Caro, MI 48723, on Monday, December 29, 2025, to order at 8:00 AM local time.

Prayer - Commissioner Barrios

Pledge of Allegiance - Commissioner Bardwell

Roll Call - Deputy Clerk Katherine Robinson

Commissioners Present In-Person: Nancy Barrios, Thomas Bardwell, Kim Vaughan, Bill Lutz, Matt Koch

Commissioners Absent: None

Others Present In-Person: Katherine Robinson, Tracey Violet, Erica Dibble, Steve Anderson, Billy Putman, Jennifer Putman, Connie Keinath

Also Present Virtual: Cody Horton, Eean Lee, Register Marianne Brandt, Sheriff Ryan Robinson, Cindy McKinney-Volz, Mitch Davies, Brandon Bertram, Curtis Elenbaum, Melanie Radabaughm, Izzy Putman, Stacey Wilcox, Mary Drier, Larry Zapfe, Angie House, Shelly Lutz, Stephen Root, Carrie Tabar, Bonnie Fackler, Ashley Gaudett, Linda Strasz, Angie Daniels, Alecia Little, Echo Torrez, Kyle Nordstrom, Shannon Beach, Nancy Laskowski, Matthew Sexton, John Boggs, Sherry Billot, Toni James

At 8:03 a.m., there were a total of 19 participants attending the meeting virtually.

#### Adoption of Agenda

1. Adoption of Agenda -

2025-M-343

Motion by Matt Koch, seconded by Bill Lutz to adopt the agenda as presented. Motion Carried.

**Action on Previous Meeting Minutes -**

None

**Brief Public Comment Period for Agenda Items Only -**

None

**Consent Agenda -**

None

**New Business**

1. Richard Boylan Letter of Appreciation -  
Commissioner Kim Vaughan read the letter of appreciation.

2025-M-344

Motion by Matt Koch, seconded by Nancy Barrios to approve and place on file a letter of appreciation for Richard Boylan for his service and dedication to Tuscola County as a member of the Tuscola County Planning Commission. Motion Carried.

2. MGT Corrections to 2023 Cost Allocation Plan (CAP) for Health Department -  
Erica Dibble, Controller/Administrator, explained that the Health Department paid for services they did not receive. The adjustment is needed in order to be in compliance.

2025-M-345

Motion by Matt Koch, seconded by Bill Lutz to approve the adjustment to the MGT Cost Allocation Plan (CAP) for Fiscal Year 2023 and refund to the Tuscola County Health Department \$13,064.00 for indirect costs for services that were paid for by the Tuscola County Health Department but not rendered by Tuscola County. Motion Carried.

Year-End Compliance with the Uniform Budgeting and Accounting Act - Erica Dibble, Controller/Administrator

3. 2025 General Fund Adjustments -  
Erica Dibble, Controller/Administrator, explained the need to adjust the budget in order to remain in compliance.

2025-M-346

Motion by Matt Koch, seconded by Bill Lutz to approve that the 2025 General Fund activity budgets be amended to the amount shown in Table #1 to prevent actual year-end expenditures from exceeding budget and in order to gain compliance with the Uniform Budgeting and Accounting Act.

Motion Carried.

<b>GENERAL FUND BUDGET AMENDMENTS</b>			
<b>TABLE 1</b>			
<b>Revenue</b>			
101-000-402.891	CURRENT TAX WIND REVENUE		1,131,702.00
101-000-402.253	CURRENT TAX	1,131,702.00	
101-000-541.253	JUDGES SALARY	17,724.93	
101-000-563.253	CO-OP REIMBURSEMENT - PROSECUTOR	6,471.13	
101-000-573.253	LOCAL COMM STABALIZATION PPT REIM	19,862.60	
101-000-574.301	CO REVENUE SHARING PUBLICSAFETY (PS)	6,784.00	
101-000-577.253	STATE HOTEL LIQUOR TAX	20,162.03	
101-000-580.253	STATE JURY REIMB	14,170.00	
101-000-590.215	CERTIFIEDS CLERK	5,268.00	
101-000-637.301	SHERIFF DAY REPORT	7,809.75	
101-000-664.253	INTEREST SUMMER TAX COLLECTIONS	10,315.97	
101-000-674.130	STATE REIMB FOR COURT APPEAL ATTY'S	45,727.03	
<b>Expenditures</b>			
101-101-707.000	SALARIES - PERDIEM	575.00	
101-101-718.100	POB IN LIEU OF RETIREMENT	7,284.95	
101-101-727.000	SUPPLIES, PRINTING & POSTAGE	262.71	
101-101-901.000	ADVERTISING	734.60	
101-101-957.000	EMPLOYEE TRAINING	90.05	
101-104-965.050	POSTAGE FOR METER	7,117.25	
101-130-718.000	RETIREMENT	26,591.16	
101-130-719.000	UNEMPLOYMENT	2,631.04	
101-130-801.020	CRT APPT APPEAL OF RIGHT	31,213.37	
101-191-715.000	F.I.C.A.	480.64	
101-191-718.000	RETIREMENT	159.66	
101-191-718.100	POB IN LIEU OF RETIREMENT	188.01	
101-215-717.000	LIFE INSURANCE	1.08	
101-215-718.000	RETIREMENT	3,036.59	
101-223-704.000	SALARIES PERMANENT	12,507.66	
101-223-718.100	POB IN LIEU OF RETIREMENT	3.24	
101-227-710.000	WORKERS COMPENSATION	0.04	
101-229-706.000	SALARIES OVERTIME	143.73	
101-229-718.000	RETIREMENT	4,725.58	
101-229-718.100	POB IN LIEU OF RETIREMENT	1,061.76	
101-230-704.000	SALARIES PERMANENT	10,802.29	

	Table 1 continued		
101-230-710.000	WORKERS COMPENSATION	320.92	
101-230-715.000	F.I.C.A.	572.17	
101-230-718.000	RETIREMENT	1,671.43	
101-236-717.000	LIFE INSURANCE	0.48	
101-236-718.000	RETIREMENT	1,445.96	
101-265-703.000	SALARIES SUPERVISION	92.74	
101-265-705.000	SALARIES - PT/TEMP	11,628.71	
101-265-718.000	RETIREMENT	6,934.62	
101-265-776.000	JANITORIAL SUPPLIES	6,364.92	
101-265-932.000	EQUIPMENT REPAIR & MAINTENANCE	13,411.77	
101-275-717.000	LIFE INSURANCE	0.24	
101-275-718.000	RETIREMENT	2.01	
101-303-704.020	HEALTH INSURANCE INCENTIVE	130.71	
101-303-705.000	SALARIES - PT/TEMP	3,525.15	

101-303-706.000	SALARIES OVERTIME	987.23	
101-304-704.000	SALARIES PERMANENT	66,961.37	
101-304-704.010	SHERIFF JAIL/SHIFT PREMIUM	222.44	
101-304-705.000	SALARIES - PT/TEMP.	3,131.94	
101-304-706.000	SALARIES OVERTIME	2,408.86	
101-304-710.000	WORKERS COMPENSATION	3,181.06	
101-304-718.100	POB IN LIEU OF RETIREMENT	9,384.13	
101-304-718.300	NATIONWIDE EMPLOYER EXPENSE	260.79	
101-324-704.010	SHIFT PREMIUM	0.25	
101-324-710.000	WORKERS COMPENSATION	45.90	
101-324-715.000	F.I.C.A.	75.54	
101-324-718.300	NATIONWIDE EMPLOYER EXPENSE	14.62	
101-331-710.000	WORKERS COMPENSATION	1.30	
101-331-715.000	F.I.C.A.	2.33	
101-333-718.100	POB IN LIEU OF RETIREMENT	140.38	
101-400-715.000	F.I.C.A.	23.90	
101-426-710.000	WORKERS COMPENSATION	57.52	
101-426-718.000	RETIREMENT	154.76	
101-863-704.040	UNUSED SICK/VAC TIME PAYOUT	4,987.69	
101-863-710.000	WORKERS COMPENSATION	101.98	
101-863-715.000	F.I.C.A.	2,581.48	
101-863-718.000	RETIREMENT	21.38	
101-865-910.000	INSURANCE & BONDS	9,114.91	
101-865-920.000	MMRMA RETENTION	14,768.58	

4. 2025 Special Revenue Adjustments -

Erica Dibble, Controller/Administrator, explained the need to adjust the budget in order to remain in compliance.

2025-M-347

Motion by Bill Lutz, seconded by Matt Koch to approve that the 2025 Special Revenue Fund budgets be amended in the amounts shown in Table #2 to prevent year-end expenditures and revenues from exceeding the budget and in order to gain compliance with the Uniform Budgeting and Accounting Act. Motion Carried.

Special Revenue Funds Budget Amendments Table2		12/29/2025	
BUDGETTOACTUAL		INCREASE	DECREASE
	<b>VOTED PRIMARY ROAD IMPROVEMENT</b>		
<b>Revenue</b>			
214-100-665.000	INTEREST REVENUE	27,099.43	
<b>Expenditures</b>			
214-100-999.000	TRANSFER OUT - VILLAGES	13,351.30	
	<b>MATERIALS MANAGEMENT PLANNING GRANT MOVING TO FUND 230 RECYCLING</b>		
<b>Revenue</b>			
217-100-539.000	STATE GRANT		9,876.00
<b>Expenditures</b>			
217-100-707.000	SALARIES - PER DIEM		5,000.00
217-100-715.000	F.I.C.A.		175.00
	<b>RECYCLING</b>		
<b>Revenue</b>			
230-405-590.010	MMP GRANT	9,876.00	
230-405-632.000	DPA SERVICES RECYCLING REV	15,000.00	

	Table2 continued		
<b>Expenditures</b>			
230-405-707.000	SALARIES-PERDIEM	5,000.00	
230-405-715.000	F.I.C.A.	3,175.00	
230-402-704.000	SALARIES PERMANENT	3,371.99	
230-402-704.030	DISABILITY PLAN	40.80	
230-402-705.000	SALARIES - PT/TEMP	17,348.73	
230-402-710.000	WORKERS COMPENSATION	759.92	
230-402-711.000	HEALTH&DENTAL INSURANCE	3,759.80	
230-402-715.000	F.I.C.A.	2,582.65	
230-402-717.000	LIFE INSURANCE	3.40	
230-402-718.000	RETIREMENT	12,471.94	
230-402-718.100	POB IN LIEU OF RETIREMENT	284.74	
230-402-932.000	EQUIPMENT REPAIR & MAINTENANCE	8,542.72	
	<b>VOTED MOSQUITO FUND</b>		
<b>Revenue</b>			
240-100-665.000	INTEREST EARNED	40,132.14	
<b>Expenditures</b>			
240-100-704.000	SALARIES PERMANENT	582.71	
240-100-710.000	WORKERS COMPENSATION	646.28	
240-100-715.000	F.I.C.A.	696.16	
240-100-970.040	OFFICE FURNITURE	0.48	
240-100-970.150	FORKLIFT		648.25
	<b>PRINCIPAL RESIDENCE EXEMPTION</b>		

<b>Revenue</b>			
251-100-401.000	SCHOOL OPERATING TAX	66,719.60	
251-100-445.001	STATE INTEREST	16,901.34	
251-100-448.000	ADM FEE/PENALTY	342.55	
	<b>STATE SURVEY GRANT FUND (REMON)</b>		
<b>Revenue</b>			
252-245-575.000	STATE GRANT ACT 345	67,026.47	

	Table2 continued		
<b>Expenditures</b>			
252-245-707.000	PEER GROUP PER DIEMS	330.00	
252-245-715.000	F.I.C.A.	25.25	
252-245-801.000	CONTRACTUAL SURVEY	518.35	
	<b>POLICE CPE TRAINING(MCOLES)</b>		
<b>Revenue</b>			
259-302-549.000	CPE FUNDS	5,030.40	
	<b>MANAGED ASSIGNED COUNSEL FUND</b>		
<b>Revenue</b>			
260-100-665.000	INTEREST EARNED	10,558.72	
<b>Expenditures</b>			
260-100-718.100	POB IN LIEU OF RETIREMENT	16.36	
	<b>CONCEALED PISTOL LICENSING</b>		
<b>Revenue</b>			
263-100-477.000	APPLICATION FEE	7,266.00	
	<b>OPIOID SETTLEMENT FUND</b>		
<b>Revenue</b>			
284-100-665.000	INTEREST EARNED	25,890.17	
	<b>MEDICAL CARE FACILITY</b>		
<b>Revenue</b>			
291-100-400.000	REVENUE CONTROL	2,292,214.24	
291-100-665.000	INTEREST EARNINGS INVESTMENT	35,730.59	
<b>Expenditures</b>			
291-100-700.000	EXPENDITURE CONTROL	172,292.82	
291-100-700.980	CAPITAL EXPENDITURES		172,292.82

	Table2 continued		
	<b>VOTED BRIDGE</b>		
<b>Expenditures</b>			
296-100-999.000	TRANSFER OUT - VILLAGES	5,978.01	
296-100-999.201	OPERATING TRANSFERS OUT - CO.RD	558,056.72	
	<b>VOTED MEDICAL CARE FACILITY</b>		
<b>Revenue</b>			
298-100-665.000	INTEREST REVENUE	11,969.76	
	<b>STATE POLICE BUILDING</b>		
<b>Expenditures</b>			
470-100-932.000	EQUIPMENT REPAIR & MAINTENANCE	6,536.34	

	<b>CAPITAL IMPROVEMENTS FUND</b>		
<b>Revenue</b>			
483-000-665.000	INTEREST EARNINGS	5,827.52	
483-359-674.010	INSURANCE CLAIMS	13,500.00	
<b>Expenditures</b>			
483-901-805.000	PEOPLE'S(PSB) BLDG ARCH/ENGINEERING	17,496.00	
483-901-975.002	PEOPLE'S(PSB) BLDG REMODEL	23,934.35	
483-901-975.004	PEOPLE'S(PSB) BLDG FURNITURE	9,775.00	
	<b>WORKERS' COMPENSATION</b>		
<b>Revenue</b>			
677-100-676.000	REIMBURSEMENTS/REFUNDS	74,874.89	
677-100-691.000	TRANS IN WORK COMP OTHER FUNDS	62,155.46	
	<b>MENTAL HEALTH COURT</b>		
<b>Expenditures</b>			
233-100-801.600	MENTAL HEALTH COUNSELING	7,568.25	

	Table2 continued		
	<b>ROAD PATROL</b>		
<b>Revenue</b>			
207-309-642.000	WEAPON SALES - ROAD	9,149.36	
<b>Expenditures</b>			
207-309-703.000	SALARIES SUPERVISION	5,290.33	
207-309-704.010	SHERIFF ROAD/SHIFTPREMIUM	105.07	
207-309-706.000	SALARIES OVERTIME	3,536.66	
207-309-718.100	POB INLIEU OF RETIREMENT	4,548.94	
207-309-718.300	NATIONWIDE EMPLOYEREXPENSE	423.34	
207-309-719.000	UNEMPLOYMENT COMPENSATION	1,410.15	
	<b>ARBELA TWP POLICE SVC CONTRACT</b>		
<b>Expenditures</b>			
213-100-706.000	SALARIES OVERTIME	1,114.05	
213-100-715.000	F.I.C.A.	110.60	
213-100-718.000	RETIREMENT	101.59	
	<b>FRIEND OF THE COURT</b>		
<b>Revenue</b>			
215-100-566.000	PERFORMANCE INCENTIVE	7,887.00	
<b>Expenditures</b>			
215-100-704.020	HEALTH INSURANCE INCENTIVE	599.91	
	<b>DISPATCH/911</b>		
<b>Expenditures</b>			
218-334-704.020	HEALTH INSURANCE INCENTIVE	153.44	
218-334-704.040	UNUSED SICK TIME PAYOUT	199.03	
218-334-706.000	SALARIES OVERTIME	44,409.41	
218-334-710.000	WORKERS COMPENSATION	603.89	
218-334-713.000	HOLIDAY PAY	281.06	
218-334-718.000	RETIREMENT	5,625.27	
218-334-718.100	POB IN LIEU OF RETIREMENT	2,337.00	

	Table2 continued		
	<b>REGIONAL DWI COURT GRANT</b>		

<b>Revenue</b>			
224-139-607.000	DWI COURT FEES	7,098.00	
<b>Expenditures</b>			
224-138-718.100	POB IN LIEU OF RETIREMENT	4.13	
224-140-801.502	CONTRACTUAL TRT(SUBSTANCEABUSETRT)	9,229.79	
	<b>VICTIM SERVICES</b>		
<b>Expenditures</b>			
236-100-717.000	LIFE INSURANCE	0.12	
236-100-718.000	RETIREMENT	11,668.76	
	<b>ANIMAL SHELTER</b>		
<b>Expenditures</b>			
239-100-704.030	DISABILITY	174.50	
239-100-706.000	SALARIES OVERTIME	1,300.00	
239-100-710.000	WORKERS COMPENSATION	75.15	
239-100-717.000	LIFE INSURANCE	0.70	
	<b>LOCAL CORRECTIONS OFFICERS TRAINING FUND</b>		
<b>Expenditures</b>			
264-100-957.000	TRAINING	8,865.52	
	<b>CHILD CARE</b>		
<b>Expenditures</b>			
292-662-706.000	SALARIES OVERTIME	1,799.98	
292-668-704.000	SALARIES PERMANENT	6,726.18	
292-668-704.030	DISABILITY	57.13	
292-668-710.000	WORKERS COMPENSATION	161.44	
292-668-711.000	HEALTH&DENTAL INSURANCE	756.44	
292-668-715.000	F.I.C.A.	579.04	
292-668-717.000	LIFE INSURANCE	3.32	
292-668-718.000	RETIREMENT	403.60	
292-668-718.100	POB INLIEU OF RETIREMENT	337.81	
	<b>COMBINED REVOLVING TAX FUND</b>		
<b>Revenue</b>			
626-100-665.000	INTEREST EARNED	18,503.53	

5. 2025 Special Revenue and Debit Service Funds with Deficits -  
Erica Dibble, Controller/Administrator, explained the need to adjust the budget in order to remain in compliance.

2025-M-348

Motion by Matt Koch, seconded by Nancy Barrios to approve that the temporary appropriations from the General Fund in the amounts shown in Table #3 be authorized to prevent the identified funds from finishing the 2025 Fiscal Year in a deficit situation and gain compliance with the Uniform Budgeting and Accounting Act. Motion Carried.

<b>TABLE#3 GENERAL FUND TEMPORARY APPROPRIATIONS</b>	
Mental Health Court(233)	\$10,335
State Survey Grant Fund(252)	\$2,784

2025-M-349

Motion by Matt Koch, seconded by Bill Lutz to approve that the appropriations from the General Fund in the amounts shown in Table #4 be authorized to prevent the identified funds from finishing the 2025 Fiscal Year in a deficit situation and gain compliance with the Uniform Budgeting and Accounting Act. Motion Carried.

<b>TABLE#4 GENERAL FUND APPROPRIATIONS-expenditures exceeded grant funding</b>	
Victim Services(236)	\$14,534

6. 2025 Delinquent Tax Revolving Fund Transfer -  
Erica Dibble, Controller/Administrator, explained that the funds are available.

2025-M-350

Motion by Bill Lutz, seconded by Nancy Barrios to approve the transfer of actual Delinquent Tax Revolving Fund income to the General Fund as budgeted. Motion Carried.

7. Other 2025 Compliance Adjustments -  
Erica Dibble, Controller/Administrator, explained the need to make the adjustments in order to remain in compliance.

2025-M-351

Motion by Bill Lutz, seconded by Matt Koch to authorize staff, after consultation with the county auditors, to conduct further year-end financial transactions and to make adjustments necessary to gain compliance with the Uniform Budgeting and Accounting Act. Motion Carried.

2025-M-352

Motion by Bill Lutz, seconded by Nancy Barrios to approve budget to actual journal entry in the amounts shown in Table #5. Motion Carried.

BUDGET TO ACUTAL	Table#5	DEBIT	CREDIT
101-865-910.000	INSURANCE & BONDS		61,541.55
101-000-080.000	PREPAID	61,541.55	
101-865-920.000	MMRMA RETENTION		5,669.40
101-000-080.000	PREPAID	5,669.40	
217-100-632.000	DPA MMP	15,000.00	
217-100-707.000	SALARIES - PERDIEM		400.00
217-100-715.000	F.I.C.A.		30.61
217-100-861.000	TRAVEL/TRAINING		729.40
230-405-632.000	DPA SERVICES RECYCLING REV		15,000.00
230-405-707.000	SALARIES - PERDIEM	400.00	
230-405-715.000	F.I.C.A.	30.61	
230-405-861.000	TRAVEL	729.40	

## Old Business

### 1. Discussion on Safety Measures at 6 Intersections:

1. Hurds Corner Road and Deckerville Road
2. Irish Road and Birch Run Road
3. Birch Run Road and M-15
4. Hurds Corner Road and Bevens Road
5. Hurds Corner Road and M-46
6. Fairgrove Road and Vassar Road

Commissioner Barrios stated that the next Road Commission meeting is December 31, 2025, in which she will be attending with hopes of a positive outcome. Commissioner Barrios stated that the Road Commission may need time to address the issues and that her understanding is a representative from the Road Commission will be at the Board of Commissioners meeting on January 12, 2026.

Commissioner Vaughan explained that Public Act 14 and Public Act 15 of 2012, Road Commission Accountability Act, gives the Board of Commissioners authority to take action.

Commissioner Vaughan reviewed options that are available to the Board of Commissioners regarding the Road Commission Board. The options include disbanding the Road Commission Board, the authority of the Road Commission Board could be altered, or the matter could be placed on a ballot for the public to decide.

Commissioner Bardwell would like action to be taken by the Road Commission Board.

Commissioner Lutz would like the Road Commission Board to be more responsive.

Commissioner Koch would like the Road Commission Board to implement safety measures at the six intersections of concern.

Billy Putman addressed the Board regarding the Road Commission Board. Solutions have been presented regarding implementing safety measures for the six intersections being discussed.

The Board of Commissioners is requesting Mike Tuckey, Jason Root, William Green and the Road Commissioners to attend the January 12, 2026, Board of Commissioners meeting.

### **Correspondence/Resolutions**

None

### **Commissioner Liaison Committee Reports**

#### ***Koch***

No Report

    Dispatch Authority Board

    Genesee Shiawassee Thumb Works

    Jail Planning Committee

    MI Renewable Energy Coalition (MREC)

    Recycling Advisory

    Local Units of Government

#### ***Barrios***

    County Road Commission Liaison

    Great Start Collaborative

Human Services Collaborative Council (HSCC)

MAC Agricultural/Tourism Committee

Parks and Recreation Commission

Saginaw Bay Coastal Initiative

Local Units of Government Activity Report -

Michigan Department of Treasury is offering a grant to financially strapped villages, cities and townships. The deadline to apply is January 30, 2026.

***Bardwell***

No Report

Behavioral Health Systems Board

Caro DDA/TIFA

Economic Development Corp/Brownfield Redevelopment

MAC 7th District

MAC Workers Comp Board

MAC Finance Committee

NACo Rural Action Caucus (RAC)

Local Units of Government Activity Report

***Vaughan***

No Report

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

***Lutz***

No Report

Board of Health

Community Corrections Advisory Board

Department of Human Services/Medical Care Facility Liaison  
Genesee Shiawassee Thumb Works  
Human Development Commission Board of Directors Liaison  
Jail Planning Committee  
Local Emergency Planning Committee (LEPC)  
MAC Judiciary Committee  
MEMS All Hazard  
Multi-County Recycling Committee  
Local Units of Government Activity Report

**Other Business as Necessary**

None

**Extended Public Comment**

None

**Adjournment**

2025-M-353

Motion by Matt Koch, seconded by Bill Lutz to adjourn the meeting at 9:03 a.m.  
Motion Carried.

Katherine Robinson  
Tuscola County Deputy Clerk