

**TUSCOLA COUNTY BOARD OF COMMISSIONERS
MEETING AGENDA**

THURSDAY, AUGUST 25, 2011 – 8:30 A.M.

**H. H. PURDY BUILDING BOARD ROOM
125 W. Lincoln Street
Caro, MI**

125 W. Lincoln Street
Caro, MI 48723

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

- 8:30 A.M. Call to Order – Chairperson Bardwell
Prayer – Commissioner Petzold
Pledge of Allegiance – Commissioner Bardwell
Roll Call – Clerk White
Adoption of Agenda
Action on Previous Meeting Minutes (See Correspondence #1)
Brief Public Comment Period
Consent Agenda Resolution (See Correspondence #2)
New Business
 -County Health Dept. 5 Year Copier Contract (See Correspondence #3)
 -County Health Dept. Request for 2nd Draw on Computer Loan (See Correspondence #4)
 -Presentation of 2010 County Audit – County Auditors
 -Presentation of 2010 County Road Commission Audit
 -Thumb Works Appointments (See Correspondence #5)
Old Business
Correspondence/Resolutions

COMMISSIONER LIAISON COMMITTEE REPORTS

BARDWELL

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

ALLEN

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

PETERSON

Enterprise Facilitation
Human Development Commission
MEMS
Michigan Association of Counties – Aging Work Group
Michigan Association of Counties – Environmental
LEPC
NACo
Local Unit of Government Activity Report
Parks & Recreation
Dispatch Authority Board
County Planning Commission

PETZOLD

Recycling Advisory
Mid-Michigan Mosquito Control Technical Advisory Committee
Michigan Works
Multi-County Solid Waste
TRIAD
Local Unit of Government Activity Report
Road Commission
Health Board
Saginaw Bay RC & D

KERN

Thumb Area Consortium
Human Development Commission
Health Board
Senior Services Advisory
Local Unit of Government Activity Report
Community Corrections Advisory Board
Behavioral Health Board
DHS/Medical Care Facility Liaison
Tuscola 2011

Closed Session (If Necessary)

Other Business as Necessary

Extended Public Comment

Adjournment

**COMMITTEE MEETING TO FOLLOW BOARD
MEETING AT APPROXIMATELY 9:30 A.M.**

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 August 11, 2011 Full Board Minutes
- #2 Consent Agenda Resolution
- #3 August 2011 County Health Department Monthly Report
- #4 County Health Department Request for 2nd Draw on Computer Loan
- #5 Thumb Works Appointments
- #6 August 11, 2011 Committee of the Whole/Statutory Finance Minutes
- #7 August 4, 2011 Road Commission Minutes

DRAFT

**Tuscola County Board of Commissioners
August 11, 2011 Minutes
H. H. Purdy Building**

Chairman Thomas Bardwell called the meeting of the Board of Commissioners of the County of Tuscola, Michigan, held at the H.H. Purdy Building in the City of Caro, Michigan, on the 11th day of August, 2011 to order at 8:30 o'clock a.m. local time.

Prayer by Commissioner Allen
Pledge by Commissioner Petzold

COMMISSIONERS PRESENT:

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

11-M-178

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

11-M-179

Motion by Allen seconded by Petzold to approve the minutes of 07/26/2011 regular meeting. Motion carried.

Brief Public Comment – none

11-M-180

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

CONSENT AGENDA

Agenda Reference:	B
Entity Proposing:	COMMITTEE OF THE WHOLE 7/26/11
Description of Matter:	Move that the current Chief Juvenile Probation Officer be paid at the annual rate of \$58,255 (third step of the Circuit/Family Court Administrator wage scale) for the period of time between May 9, 2011 and June 14, 2011 while serving as the interim Circuit/Family Court Administrator. (After June 14, 2011 the wage rate will revert

to the Chief Juvenile Probation Officer). All appropriate budget amendments are authorized.

Agenda Reference: C

Entity Proposing: COMMITTEE OF THE WHOLE 7/26/11

Description of Matter: Move that the budgeted Mosquito Abatement Parking lot bid be awarded to Nolan Construction who was the low bidder for an amount of \$6,200.

Agenda Reference: D

Entity Proposing: COMMITTEE OF THE WHOLE 7/26/11

Description of Matter: Move that the air conditioning repairs in the Jail C Wing be awarded to Ron's Refrigeration who was the low bidder for an amount of \$4,405.60

Agenda Reference: E

Entity Proposing: COMMITTEE OF THE WHOLE 7/26/11

Description of Matter: Move that the security modifications at the Purdy Building be authorized for an estimated cost of \$2,500.

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

YEAS: all

NAYS: none

ABSTENTIONS: none

RESOLUTION ADOPTED.

11-M-181

Motion by Peterson seconded by Allen that the previous Law Clerk be paid retroactive to June 15, 2011 at the third step of the Circuit/Family Court Administrator position wage scale (\$58,255) for serving as both the Circuit Family Court Administrator and Law Clerk. Also, the Law Clerk contract is discontinued and one position is established as Court Administrator/Law

Clerk. All appropriate budget amendments are authorized. This short-term action is subject to review by the new Chief Judge by end of January 2012. Motion carried.

Circuit Court Administrator Greg McDonald appeared regarding the FOC Referee/Staff Attorney/Friend of the Court position.

FOC Referee/Staff Attorney/Friend of the Court Nancy Thane appeared to clarify her new role.

11-M-182

Motion by Kern seconded by Allen that the current FOC Referee/Staff Attorney be paid retroactive to May 2, 2011 (\$61,504 annually) for serving in this position plus \$6,000 annually for also serving as the Friend of the Court. Also, all appropriate budget amendments are authorized. This short-term action is subject to review by the new Chief Judge by end of January 2012. Motion carried.

11-M-183

Motion by Kern seconded by Allen to give Mike Miller the authority to go to the bidders and purchase 7 chairs for the jury box, 1 chair for the witness box and 8 counsel chairs (total of 16 chairs) as part of the Probate Court remodeling project. Motion carried.

11-M-184

Motion by Kern seconded by Peterson to award the bid to relocate Adult Probation to Driftwood Enterprises, who was the only bidder for an amount of \$5,440.00. Motion carried.

11-M-185

Motion by Allen seconded by Kern to amend the Department of Human Services Child Care Fund budget per the request contained in the August 10, 2011 correspondence from Karen Southgate. Motion carried.

9:00 a.m. Commissioner Petzold left the meeting

9:30 a.m. Commissioner Bardwell left the meeting

Financial Review for 2012 Budget Development presented by Mike Hoagland

Extended Public Comment – Gretchen Tenbusch had a question concerning the state's Public Healthcare Update.

Meeting adjourned at 10:20 a.m.

Margie A. White
Tuscola County Clerk

'DRAFT'

COUNTY OF TUSCOLA

STATE OF MICHIGAN

RESOLUTION TO ADOPT CONSENT AGENDA

At a regular meeting of the Board of Commissioners of the County of Tuscola, Michigan, held at the H.H. Purdy Building in the Village of Caro, Michigan, on the 25th day of August, 2011 at 6 o'clock p.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 8/11/11

Description of Matter: Move that the budget amendments for August 2011 as presented by the Chief Accountant be approved and said changes be authorized for implementation.

Agenda Reference: B

Entity Proposing: COMMITTEE OF THE WHOLE 8/11/11

Description of Matter: Move that staff is authorized to obtain a draft contract for review of the Amalgam LLC Geographic Mapping System application with the understanding there is no cost to the county for use of the system.

Agenda Reference: C

Entity Proposing: COMMITTEE OF THE WHOLE 8/11/11

Description of Matter: Move that per the recommendation of Tuscola Behavioral Health Systems that Raymond Bates be authorized to fill one of the Board vacant positions and notification of said appointment be provided to appropriate parties.

Agenda Reference: D

Entity Proposing: COMMITTEE OF THE WHOLE 8/11/11

Description of Matter: Move that the bid to replace the roof at the Recycling Center be awarded to Perfection Construction who was the low bidder for an amount of \$7,375.

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

YEAS:

NAYS:

ABSTENTIONS:

RESOLUTION ADOPTED.

Thomas Bardwell, Chairperson
Tuscola County Board of Commissioners

Margie White
Tuscola County Clerk

Tuscola County Health Department

Board of Commissioners Monthly Report for August 2011

Prepared by: Gretchen Tenbusch, RN, MSA, Health Officer

Visit our website at www.tchd.us

Outcomes for the Month:

- The cleanup of the home with the Mercury spill is finally completed.

Issues under consideration by the Local Health Department:

- The Health Department has submitted final FY10-11 budget amendments and has begun work on FY11-12 initial budgets.
- The Health Department staff members will receive training on our electronic health record system the week of August 29, 2011. Staff continue to work hard to prepare for this switchover on October 1, 2011.

Issues to be brought to Board of Commissioners:

- We are requesting approval of a contract with Michigan Office Solutions. This contract would result in a reduction in copying and printing costs for the Health Department. This company would provide all toner for printers, fax and copiers as well as maintenance and free replacement on broken or worn out equipment. Our copier is due to be replaced and they would provide a copier as part of this agreement. The agreement is for 5 years. We are requesting that the BOC Chairperson sign the contract as it is outside the parameters that have been set for the Health Officer's signature.



TUSCOLA COUNTY HEALTH DEPARTMENT

#4

Phone: 989-673-8114

1309 Cleaver Road, Suite B, Caro, MI 48723-9160

Fax: 989-673-7490

Russell L. Bush, M.D., M. P.H., Medical Director

www.tchd.us

Gretchen Tenbusch, R.N., M.S.A., Health Officer

August 16, 2011

Mike Hoagland
125 W. Lincoln Street
Caro, Michigan 48723

Dear Mike:

As you know, Tuscola County Health Department received a loan from the County for equipment and software to implement Electronic Health Records. Funds in the amount of \$34,156.00 were received on October 1, 2010. Payments have been made throughout the year per our agreed schedule. We are now requesting the next distribution of funds in the amount of \$22,600.00 to the Health Department by October 1, 2011.

Please call me if you have any questions concerning this matter. Thank you.

Sincerely,

Gretchen Tenbusch, R.N., M.S.A.
Health Officer

GT/ko

August 1, 2011

Tuscola County Board of Commissioners
207 E. Grant St.
Caro, MI 48723

SUBJECT: Thumb Area Community of Commerce/Workforce Investment Development Board

Dear Tuscola County Commissioners:

Under the Workforce Investment Act (WIA) it is the responsibility of each County Board of Commissioners to appoint and/or reappoint members to the regional Community of Commerce/Workforce Investment Development Board (WIDB). In Tuscola County, two (2) current members are seeing reappointment. Each member has been endorsed by the respective sector they represent (i.e. Private Industry) and have expressed a desire to continue to serve on the Board. Outlined below is information on the individuals seeking reappointment.

MEMBERS SEEKING REAPPOINTMENT

Shellie Herford
Walbro Corporation
6242 Garfield St
Cass City, MI 48726

John Welke
Welke Insurance Agency
320 Orchard
Mayville, MI 48744

Additionally, in Tuscola County there are two (2) existing vacancies in private industry for which there are four (4) nominees designated by local Chambers Commerce/Business Organizations. Outlined below is information on the individuals seeing appointment.

NOMINEES FOR VACANCIES (2) IN PRIVATE INDUSTRY

John Tilt
Manager
Vita-Plus
6506 Main St
Gagetown, MI 48735
Nominated By: Tuscola
County EDC

Joseph Pomeroy
Director of Operations
LaBuddle Group, Inc.
3880 Rayl Rd
Akron, MI 48701
Nominated By: Tuscola
County EDC

Administrative Office

3270 Wilson Street
Marlette, MI 48453
Phone: (989) 635-3561
Fax: (989) 635-2230

Service Centers

614 N. Port Crescent
Bad Axe, MI 48413
Phone: (989) 269-2311
Fax: (989) 269-6021

550 Lake Drive
P.O. Box 600
Lapeer, MI 48446-0600
Phone: (810) 664-1680
Fax: (810) 664-6740

575 W. Sanilac
P.O. Box 147
Sandusky, MI 48471-0147
Phone: (810) 648-5800
Fax: (810) 648-5804

1184 Cleaver
Caro, MI 48723
Phone: (989) 673-8103
Fax: (989) 673-5040

Administrative Office

3270 Wilson Street
Marlette, MI 48453
Phone: (989) 635-3561
Fax: (989) 635-2230

Service Centers

614 N. Port Crescent
Bad Axe, MI 48413
Phone: (989) 269-2311
Fax: (989) 269-6021

550 Lake Drive
P.O. Box 600
Lapeer, MI 48446-0600
Phone: (810) 664-1680
Fax: (810) 664-6740

575 W. Sanilac
P.O. Box 147
Sandusky, MI 48471-0147
Phone: (810) 648-5800
Fax: (810) 648-5804

1184 Cleaver
Caro, MI 48723
Phone: (989) 673-8103
Fax: (989) 673-5040

Tyler Ireland
Owner
Universal Recycling
1515 W Snover Rd
Mayville, MI 48744
Nominated By: Tuscola
County EDC

Peter O'Brien
Owner
PJ O'Brien's Catering & Party Rental
268 N State Street
Caro, MI 48723
Nominated By: Tuscola
County EDC

Please be advised that the candidates listed above constitute all nominees on file for the Private Industry vacancies received during the June 22, 2011-July 22, 2011 nomination period.

Action on these appointments/reappointments is requested prior to August 19, 2011. This will allow for timely processing of all Board appointment information to the Michigan Economic Development Corporation-Workforce Development Agency.

Thank you in advance for your assistance in this matter. Please notify me as soon as possible of your actions.

Sincerely,



Marvin N. Pichla
Executive Director

MNP/dls

Cc: Tom Kern
Roy Petzold

DRAFT
Tuscola County Board of Commissioners
Committee of the Whole Minutes
Thursday, August 11, 2011
HH Purdy Building
125 W. Lincoln, Caro, MI
10:29 a.m.

Present: Commisisoners Allen, Kern, Peterson. Also present: Mike Hoagland, Margie White, Walt Schlichting, Pat Finn, Gretchen Tenbusch, Mari Young, Carrie Krampits, Mike Miller, Dan Grimshaw, Mary Drier

Finance

2011 Budget Amendments – (see consent agenda resolution)

GIS Parcel Layer – Amalgam LLC – Equalization Director Walt Schlichting presented this user fee-supported software. Title companies, appraisers, etc. would pay user fees (see consent agenda resolution)

Telephone/Abilita – discontinued 7 phone lines. Identified \$3663 savings per year.

Secondary/On-Going Finance Items

1. 2012 County Budget Development
2. EDC and Enterprise Facilitation Alternatives
3. Circuit Court Collections Plan
4. Kiosk System
5. Development of State Recommended County Financial Information
6. Treasurer Bank Statement
7. County Hiring Freeze – Reducing Cost Through Attrition
8. Coordination of Issues Through MAC
 - Personal Property Tax
 - Wind Energy Taxation and Revenue Potential
 - State Revenue as a Percent of Total Court Expenditures – Requested by MAC

Personnel

State Law Regarding Maximum County Payment for Health Insurance – pending legislation that, if approved, would dictate “hard caps” limiting what the county can pay toward employee healthcare premiums. The county can opt out with a 2/3 majority vote. A final decision is expected at the end of the month. Also, Mari will check with PEBS regarding whether it would be feasible to include Health Department employees with the county group.

Behavioral Health System Vacancy – Raymond Bates (see consent agenda resolution)

Secondary/On-Going Personnel Items

1. New Hire Wage/Fringe Benefits
2. Circuit/Family Court Personnel Policies

Building and Grounds

Recycling Roof Replacement Bids – two bids: Nolan Construction, \$7700; Perfection Construction, \$7375 (see consent agenda resolution for Perfection Construction)

Off-Road Vehicles – put on hold

Office Space Project

Purdy Building Security – 2-4 weeks

Secondary/On-Going Building and Grounds Items

1. Niland Building Roof Repair
2. Potential Sheriff Department Tower Replacement – CenturyTel

September MAC 7th District Tuscola County – September 26?

Meeting adjourned at 11:19 a.m.

Margie A. White
Tuscola County Clerk

**Statutory Finance Committee Minutes
Thursday, August 11, 2011
HH Purdy Building
125 W. Lincoln St., Caro, MI**

Called to order: 11:20 a.m.

Commissioners present: Allen, Kern, Peterson

Also present: Michael Hoagland, Margie White

Claims and per diems were reviewed and approved

Public Comment - none

Meeting adjourned at 11:25 a.m.

Margie A. White
Tuscola County Clerk

August 4, 2011

A regular meeting of the Board was held in their offices at 1733 S. Mertz Rd., Caro, Michigan on Thursday, August 4, 2011 at 8:00 A.M.

Present: Road Commissioners John Laurie, Gary Parsell, Mike Zwerk, Julie Matuszak, and Pat Sheridan; County Highway Engineer Michele Zaverucha, Superintendent/Manager Jay Tuckey, Director of Finance/Secretary-Clerk Michael Tuckey.
Also present: County Commissioner Roy Petzold.

Motion by Parsell seconded by Zwerk that the minutes of the July 21, 2011 regular meeting of the Board be approved. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Payroll in the amount of \$100,418.02 and bills in the amount of \$372,914.65 covered by vouchers #11-27 and #11-28 were presented and audited.

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

Brief Public Comment Segment:

None.

Management and the Board further discussed the request from the Ellington Township Board regarding the proposed improvements to Gilford Road west of the White Creek Bridge which was previously discussed at the last regular meeting of the Board. County Highway Engineer Zaverucha presented to the Board a scope of the project and a recommendation for the proposed improvements. After further discussion, the following motion was introduced:

Motion by Parsell seconded by Matuszak to approve the necessary improvements to Gilford Road west of the White Creek Bridge in Ellington Township, as proposed and recommended by the County Highway Engineer. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Sheridan seconded by Matuszak that the agreement between L. Walther & Sons, Inc. and the Tuscola County Road Commission allowing Designated and Special Designated All-Season loads on Wilsie Road from its westerly end east to Cemetery Road be extended for two (2) years with the conditions specified in the agreement. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Management and the Board discussed the Road Commission's adopted 2011 Capital Outlay Budget and the plans for acquiring new Pick-up Trucks. After further discussion, the following motion was introduced:

Motion by Zwerk seconded by Parsell that the proposed new Pick-up Trucks as part of the adopted 2011 Capital Outlay Budget be advertised for bid to the local automobile dealers. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Management reported to the Board that Mr. John Millis has complied and removed the gates in accordance with the Right-Of-Way Encroachment on the uncertified portion of Crawford Road south of Elmwood Road in Novesta Township.

Motion by Parsell seconded by Matuszak that the meeting be adjourned at 9:10 A.M. Sheridan, Matuszak, Zwerk, Parsell, Laurie --- Carried.

Chairman

Secretary-Clerk of the Board