



TUSCOLA COUNTY

Board of Commissioners

BOARD MEETING AGENDA

Monday, March 25, 2024 – 8:00 AM

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

Public may participate in the meeting electronically:

(US) +1 929-276-1248 PIN:112 203 398#

Join by Hangouts Meet: meet.google.com/mih-jntr-jya

8:00 AM Call to Order - Chairperson Vaughan
Prayer - Commissioner Koch
Pledge of Allegiance - Commissioner Lutz
Roll Call - Clerk Fetting

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Adoption of Agenda

Brief Public Comment Period for Agenda Items Only

Consent Agenda

None

New Business

1. Closed Session for Labor Negotiations
2. Labor Negotiations Potential Action
3. Reclassify Court Clerk to Deputy Court Clerk/Court Recorder - Honorable Jason E. Bitzer, 71-B District Court Judge
[3-13-24 Memorandum](#)
[Court Reclass](#)
[2024 Unified Court Budget](#)
4. Discussion Regarding the Replacement of the Retiring Controller/Administrator
5. Open Nominations for the Controller/Administrator Position

5 - 7

6. Vote on Refilling the Controller/Administrator Position

Old Business

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)
MAC Agricultural/Tourism Committee
Region VII Economic Development Planning
Saginaw Bay Coastal Initiative
Senior Services Advisory Council
Tuscola 2020
Local Units of Government Activity Report

Bardwell

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

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

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

Koch

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

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 (2) days in advance of the meeting.

STATE OF MICHIGAN



54TH JUDICIAL CIRCUIT COURT

HON. AMY GRACE GIERHART
CIRCUIT COURT JUDGE

440 NORTH STATE STREET
CARO, MICHIGAN 48723

(989) 672-3720

M E M O R A N D U M

DATE: 03-13-2024

TO: Tuscola County Board of Commissioners
Clayette Zechmeister, County Administrator

FROM: Hon. Amy Grace Gierhart

RE: Reclassification of Deputy Court Clerk

I am requesting to reclassify Amanda Thompson from a Deputy Court Clerk to a Deputy Court Clerk/Court Recorder effective December 21, 2023. She earned her certification as a Certified Court Recorder and will be filling in as needed in District Court and Circuit Court. She will be placed at step 7.

Thank you for your consideration.

Proposed action:

	2024 Wage		2024 Wage			
	Deputy Court Clerk		Deputy Court Clerk/Recorder			
			2024 - 1950 Hours			
Hourly	\$	20.86	\$	22.48	\$	1.62
Annual	\$	40,677.00	\$	43,836.00	\$	3,159.00
FICA	\$	3,111.79	\$	3,353.45	\$	241.66
DC	\$	2,033.85	\$	2,191.80	\$	157.95
Work Comp	\$	1,220.31	\$	1,315.08	\$	94.77
Disibility	\$	711.85	\$	767.13	\$	55.28
	\$	47,754.80	\$	51,463.46	\$	3,708.67

	2023 Wage		2023 Wage		Total Budget Amendment Needed			
	Deputy Court Clerk		Deputy Court Clerk/Recorder					
			2023 - 7 day or 52.5 Hours					
Hourly	\$	20.86	\$	21.83	\$	0.97		
52.5 Hours	\$	1,095.15	\$	1,146.08	\$	50.93	\$	3,209.93
FICA	\$	83.78	\$	87.67	\$	3.90	\$	245.56
DC	\$	54.76	\$	57.30	\$	2.55	\$	160.50
Work Comp	\$	32.85	\$	34.38	\$	1.53	\$	96.30
Disibility	\$	19.17	\$	20.06	\$	0.89	\$	56.17
	\$	1,285.71	\$	1,345.49	\$	59.79	\$	3,768.45

Proposed motion to:

Move that per the March 13, 2024 request from Judge Gierhart dated March 13, 2024 that Amanda Thompson be reclassified from Deputy Court Clerk to Deputy Court Clerk/Court Recorder effective December 21, 2023.

Also, approve the following 2024 budget amendments:

Increase:

101-130-704-000	3,210.00
101-130-715-000	246.00
101-130-718-000	161.00
101-130-710-000	96.00
101-130-704-030	56.00

Decrease:

101-130-805-020	3,769.00
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PERIOD ENDING 03/31/2024

GL NUMBER	DESCRIPTION	END BALANCE	2024		ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		12/31/2023	ORIGINAL	2024	MONTH 03/31/24	03/31/2024	BALANCE	
		NORM (ABNORM)	BUDGET	AMENDED BUDGET	INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	
Fund 101 - GENERAL FUND								
Expenditures								
Dept 130 - UNIFIED COURT								
101-130-703.000	SALARIES SUPERVISION	261,115.83	263,583.00	202,663.00	20,275.56	55,757.75	146,905.25	27.51
101-130-704.000	SALARIES PERMANENT	960,987.96	971,804.00	1,068,180.00	76,615.29	210,423.06	857,756.94	19.70
101-130-704.020	HEALTH INSURANCE INCENTIVE	2,169.08	2,000.00	2,000.00	153.84	423.05	1,576.95	21.15
101-130-704.030	DISABILITY PLAN	7,665.50	8,193.00	10,714.00	678.43	2,035.29	8,678.71	19.00
101-130-704.040	UNUSED SICKTIME PAYOUT	9,949.65	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-130-705.000	SALARIES PT TIME TEMPORARY	100.00	0.00	0.00	0.00	0.00	0.00	0.00
101-130-706.000	SALARIES OVERTIME	1,231.49	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-130-710.000	WORKERS COMPENSATION	24,446.93	37,012.00	38,125.00	2,911.42	8,718.65	29,406.35	22.87
101-130-711.000	HEALTH & DENTAL INSURANCE	424,318.64	411,510.00	411,510.00	33,494.44	111,178.97	300,331.03	27.02
101-130-715.000	F.I.C.A.	84,826.28	87,512.00	97,220.00	6,875.10	18,535.60	78,684.40	19.07
101-130-717.000	LIFE INSURANCE	648.95	590.00	590.00	49.10	147.30	442.70	24.97
101-130-718.000	RETIREMENT	109,112.36	149,935.00	149,935.00	12,979.17	38,930.25	111,004.75	25.96
101-130-718.100	POB IN LIEU OF RETIREMENT	58,116.20	55,900.00	55,900.00	4,631.06	13,894.27	42,005.73	24.86
101-130-719.000	UNEMPLOYMENT	5,769.26	0.00	0.00	0.00	0.00	0.00	0.00
101-130-727.000	SUPPLIES, PRINTING & POSTAGE	42,143.87	45,000.00	45,000.00	3,799.54	6,262.40	38,737.60	13.92
101-130-728.000	SCREENING ASSESSMENT	0.00	1,500.00	1,500.00	800.00	800.00	700.00	53.33
101-130-729.000	WESTLAW	2,009.00	4,000.00	4,000.00	2,212.00	2,212.00	1,788.00	55.30
101-130-730.000	STATE TAX LEIN/COLLECTION	2,088.00	2,400.00	2,400.00	0.00	0.00	2,400.00	0.00
101-130-731.000	UNDERGROUND RECORD STORAGE	991.29	800.00	800.00	0.00	0.00	800.00	0.00
101-130-746.000	UNIFORMS & ACCESSORIES	184.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-130-801.000	CONTRACTED SERVICES	14,716.02	16,000.00	16,000.00	190.00	2,040.91	13,959.09	12.76
101-130-801.010	COURT APPOINTED COUNSEL	271,556.42	275,500.00	275,500.00	21,845.34	44,433.14	231,066.86	16.13
101-130-801.020	CRT APPT APPEAL OF RIGHT	69,041.28	30,000.00	30,000.00	3,765.92	3,782.33	26,217.67	12.61
101-130-801.023	ADVISORY COUNSEL	0.00	15,000.00	15,000.00	11.00	143.00	14,857.00	0.95
101-130-801.030	GAL ATTORNEY FEES	32,720.86	30,000.00	30,000.00	684.00	4,340.60	25,659.40	14.47
101-130-801.040	GUARDIANSHIP SERVICES	384.00	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
101-130-801.050	MEDIATION	0.00	500.00	500.00	0.00	0.00	500.00	0.00
101-130-801.080	COURT APPT DD CONTRACT	6,340.77	7,000.00	7,000.00	541.67	1,083.34	5,916.66	15.48
101-130-802.000	MENTAL HEALTH EVALUATIONS	5,150.00	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00
101-130-805.010	STENO TRANSCRIPTS	710.25	2,500.00	2,500.00	131.25	153.80	2,346.20	6.15
101-130-805.020	STENO APPEAL TRANSCRIPTS	11,392.40	25,000.00	25,000.00	2,685.05	2,839.35	22,160.65	11.36
101-130-806.000	JURY FEES, MEALS, TRAVEL	36,883.44	75,000.00	75,000.00	2,068.97	11,039.67	63,960.33	14.72
101-130-809.000	MEMBERSHIP & SUBSCRIPTIONS	5,682.54	6,000.00	6,000.00	275.00	2,000.00	4,000.00	33.33
101-130-820.000	VISITING JUDGE	18,998.46	35,000.00	35,000.00	928.64	8,357.76	26,642.24	23.88
101-130-851.000	TELEPHONE	1,691.40	2,000.00	2,000.00	143.89	431.67	1,568.33	21.58
101-130-851.010	CELLULAR PHONE	1,903.82	1,500.00	1,500.00	0.00	218.66	1,281.34	14.58
101-130-861.000	TRAVEL	3,909.29	7,500.00	7,500.00	0.00	1,818.80	5,681.20	24.25
101-130-934.000	OFFICE EQUIPMENT REPAIR & MAI	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-130-957.000	EMPLOYEE TRAINING	4,487.70	22,500.00	22,500.00	0.00	4,790.00	17,710.00	21.29
101-130-982.000	BOOKS	149.90	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-130-990.000	LEASE PAYMENTS	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 130 - UNIFIED COURT		2,483,592.84	2,618,939.00	2,667,737.00	198,745.68	556,791.62	2,110,945.38	20.87
TOTAL EXPENDITURES		2,483,592.84	2,618,939.00	2,667,737.00	198,745.68	556,791.62	2,110,945.38	20.87
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		2,483,592.84	2,618,939.00	2,667,737.00	198,745.68	556,791.62	2,110,945.38	20.87
NET OF REVENUES & EXPENDITURES		(2,483,592.84)	(2,618,939.00)	(2,667,737.00)	(198,745.68)	(556,791.62)	(2,110,945.38)	20.87

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