



MICHIGAN'S OLDEST COURTHOUSE

Lapeer County Board of Commissioners

255 Clay Street
Lapeer, Michigan 48446

phone 810 area code

667-0366

667-0369 FAX

www.county.lapeer.org

COMMITTEE OF THE WHOLE

****COMMISSION CHAMBERS****

MARCH 8, 2007

8:15 A.M.

A-G-E-N-D-A

****Attendance Roll Call; Opening Prayer; and Pledge of Allegiance****

- 1) CONSIDERATION OF **MINUTES** OF THE **FEBRUARY 22, 2007** COMMITTEE OF THE WHOLE MEETING
and
REVIEW OF **OVERNIGHT TRAVEL REQUESTS AND BUDGET AMENDMENTS** (*distributed and reviewed throughout the meeting*)
- 2) **PUBLIC TIME** – Citizens Comments, etc.
- 3) **DRAFT CONFLICT OF INTEREST POLICY** (*referred from the February 22, 2007 Committee of the Whole meeting*)
- 4) **E911 CENTRAL DISPATCH** - REQUEST TO REPLACE THE EFRATOM SYSTEM
- 5) **PARKS** –
 - A. REQUEST TO OBTAIN A SURVEY AND APPRAISAL OF LAND BETWEEN THE POLLY ANN TRAIL AND GENERAL SQUIER PARK IN PREPARATION FOR GRANT SUBMISSION
 - B. REQUEST TO CONTRACT WITH JOSTOCK TRUCKING FOR TRIMMING AND BRUSH HOGGING SERVICES

Continued--

6) HAZARD MITIGATION PLAN PRESENTATION – *(the draft plan was previously distributed to the Commissioners)* REQUEST TO APPROVE RESOLUTION/PLAN AND AUTHORIZE DISTRIBUTION TO LOCAL MUNICIPALITIES

7) BUDGET AMENDMENTS / APPROPRIATION TRANSFERS
(requiring Board approval)

- A. DHS – Budget Amendment
- B. MPCB – Appropriation Transfers
- C.

8) OTHER BUSINESS:

- A.
- B.
- C.

9) PUBLIC TIME – Citizens Comments, etc.

CLOSED SESSION *(if needed)*

ADJOURN...

**COMMITTEE OF THE WHOLE
February 22, 2007
8:15 a.m.**

Chairman Taylor called the meeting to order at 8:20 a.m. in the Commission Chambers on the lower level of the County Complex Building. Commissioner Taylor opened the meeting with prayer. The Pledge of Allegiance was recited.

Present: Commissioners Dyle Henning, Linda M. Jarvis, Ian Kempf, Gary Roy, Lenny Schneider*, Cheryl A. Clark, Dave Taylor

Others: John Biscoe, County Controller/Administrator, Craig Horton, Chief Financial Officer, Lynette Stanford, Deputy County Clerk

The draft minutes of the February 8, 2007 Committee of the Whole Meeting were briefly reviewed.

Motion by Schneider, supported by Kempf, to approve the draft minutes from the February 8, 2007 Committee of the Whole Meeting. Motion carried.

The "Selected Invoice Summary" and budget amendments were distributed and reviewed by the Commissioners throughout the meeting.

PUBLIC TIME – Kurt McDonald expressed his concerns regarding the Soil Erosion and Sedimentation Department.

Rick Kloor presented a report from the Human Development Commission.

Emily Cook expressed her concerns related to the Lapeer County licensing requirements for working dogs.

Motion by Kempf, supported by Henning, to refer the Soil Erosion and Sedimentation Fee Schedule to the March 1, 2007 Regular Board Meeting. Motion carried.

Stephanie Simmons, Health Department Director, requested approval of the Senior Programs Advisory Board Procedural Guidelines. Discussion followed.

Motion by Roy, supported by Jarvis, to recommend to the Full Board, to adopt the Senior Programs Advisory Board Procedural Guidelines as submitted by the Health Department. Motion carried.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to approve the allocation of an additional \$13,818.00 of the Senior Millage to the Senior Programs budget to cover additional units of services provided.

Discussion followed.

Motion by Henning, supported by Clark, to refer the allocation of an additional \$13,818.00 of the Senior Millage to the Senior Programs to the March 1, 2007 Regular Board Meeting. Motion carried.

Motion by Kempf, supported by Schneider, to recommend to the Full Board, to authorize the Health Department to review the Lapeer County Animal Control Ordinance to verify it complies with State and Federal Laws. Motion carried.

Motion by Schneider, supported by Clark, to recommend to the Full Board, to authorize payment to Johnson, Rosati, LaBarge, Aseltyne & Field, P.C., in reference to invoice #1049144, in the amount of \$961.18, for services rendered 01/01/07 – 01/31/07, to be paid from line item 101-210-801.020. Motion carried.

Motion by Schneider, supported by Clark, to recommend to the Full Board, to authorize payment to Michigan Municipal Risk Management Authority, in the amount of \$50,000 (Retention Fund) for the contribution period of 01/01/07 – 12/31/07, and \$195,500.00 (General Fund) for the period of 01/01/07 – 03/31/07 from line item 101-954-713.000. Motion carried.

Motion by Schneider, supported by Clark, to recommend to the Full Board, to amend the Table of Organization for Lapeer County Community Mental Health to reflect the approval the following additional staffing for Lapeer County Community Mental Health, at no cost to the County:

1. 2 Regular PT Clerk/Typists @ 36 hours per week (Pay Grade 4)
2. 1 Regular PT Clerk/Typist @ 21 hours per week (Pay Grade 4)
3. 1 Regular PT Budgetary Account Clerk @ 36 hours per week (Pay Grade 5),
4. 1 Regular PT CSM/Supports Coordination Staff @ 25 hours per week
(MH Professional – Bachelors Level; Pay Grade 9), and
5. 1 Full-Time MH Clinician – Masters Level (Pay Grade 10)

Motion carried.

Motion by Schneider, supported by Clark, to recommend to the Full Board to approve the amended Table of Organization for Lapeer County Community Mental Health, to change three staff positions to Lead Staff (1 at Stepping Stone and 2 CSM / Supports Coordination Staff) at an increase of \$1.00 per hour. Motion carried.

Motion by Kempf, supported by Clark, to recommend to the Full Board, to approve the Tentative Agreement with COAM for the years 2006-2009. Motion carried.

Brief discussion followed regarding a Resolution from the District Library. It was the consensus to refer the Resolution to the March 8, 2007 Committee of the Whole Meeting.

Phil Kaatz, Lapeer County Extension Director, requested approval of a budget amendment for the Horticulture Aide Program and a Service Improvement Request.

*Commissioner Schneider excused. 9:23 a.m.

Motion by Clark, supported by Roy, to recommend to the Full Board, to appropriate \$3,888.00 to the Horticulture Aide Program (287-731-705.000) for 2006. Motion carried.

Motion by Clark, supported by Kempf, to refer the Service Improvement Request, as submitted by MSU Extension to the March 22, 2007 Committee of the Whole Meeting. Motion carried.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to adopt the Policy for Computer Related Capital Equipment, as submitted by Administration, effective immediately. Motion carried.

Motion by Henning, supported by Clark, to recommend to the Full Board, to adopt the Policy for Payroll Direct Deposit, as submitted by Administration, effective immediately. Motion carried.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to adopt the Post Employment Health Insurance Policy, as submitted by Administration, effective immediately. Motion carried.

Motion by Clark, supported by Kempf, to refer the Policy related to Conflict of Interest to the March 8, 2007 Committee of the Whole Meeting. Motion carried.

Motion by Clark, supported by Kempf, pursuant to action taken at the March 25, 1999 Regular Board Meeting, giving the Committee of the Whole the authority to act on resolutions regarding commendation, congratulations, retirement, and appreciation, which shall include forwarding the motion to the next regular meeting to be entered into the official record, to adopt the following resolution for Richard Warner:

RESOLUTION

WHEREAS, Richard Warner was born on December 11, 1952 to Ronald and Abi Warner in Flint, Michigan; and,

WHEREAS, Richard Warner graduated from Lapeer High School in 1971, then studied Police Administration at Kirkland Community College from 1971 to 1973, then attended the Police Academy at Jackson Community College in 1975, and received specialized training at a Breathalyzer Operators Course in 1976 and an Advanced Criminal Investigations Training in 1977; and,

WHEREAS, Richard Warner first joined the Lapeer County Sheriff's Department in November of 1974 as a Road Patrol Officer, then was assigned to the Thumb Narcotics Unit and served in that capacity from May 1989 through December 2006; and,

WHEREAS, Richard Warner enjoys spending time with his family members, including his daughters Teresa Morell and Tracey Warner, Grandson Christopher Dean Morell, and sisters Sharri Willette and Dr. Meg Warner, DVM; and,

WHEREAS, Richard Warner has served as a member of Grace Episcopal Church in Lapeer, Lapeer County Deputies Association, and a charter member of Lapeer Moose Lodge; and,

(Resolution for Richard Warner continued)

WHEREAS, Richard Warner received a Letter of Commendation in October of 1985, and in 1993 and 1994, he served as the Lead Investigator in multi-county grand jury for Lapeer, Tuscola and Huron Counties, which resulted in a high level of arrests, and in the words of State Attorney General Frank Kelley, "the most productive grand jury to date" and has been recognized as the longest serving local police officer in the history of "concept narcotic teams;" and,

WHEREAS, Richard Warner has retired from the Lapeer County Sheriff's Department and will be honored at a Retirement Party on Saturday, March 3, 2007 after more than **32 years** of faithful service.

NOW, THEREFORE, BE IT RESOLVED, that this Board of Commissioners of Lapeer County, Michigan, wishes to honor and express deep appreciation to **Richard Warner** for his many years of dedicated service to the citizens of his community and all of Lapeer County.

Roll Call Vote: Clark, aye; Jarvis, aye; Kempf, aye; Roy, aye; Schneider, absent; Henning, aye; Taylor, aye. 6 ayes, 1 absent. Motion carried.

Motion by Clark, supported by Kempf, pursuant to action taken at the March 25, 1999 Regular Board Meeting, giving the Committee of the Whole the authority to act on resolutions regarding commendation, congratulations, retirement, and appreciation, which shall include forwarding the motion to the next regular meeting to be entered into the official record, to adopt the following resolution for Jan Liptak:

RESOLUTION

WHEREAS, Jan Liptak, RS, and his wife, Cheryl, have resided in Almont Township, Lapeer County since 1974, and were blessed with two successful children, Elizabeth and Katie; and,

WHEREAS, Jan Liptak served in the United States Army from September 26, 1966 to July 15, 1968 and is a decorated Vietnam War Veteran; and,

WHEREAS, Jan Liptak received the following commendations from the United States Army: Combat Medical Badge, Meritorium Unit Emblem, National Defense Service Medal, Vietnam Service and Campaign Medals, Good Conduct Medal and Sharpshooter Badge for Rifle and Automatic Rifles; and,

WHEREAS, Jan Liptak was hired on March 3, 1975 as a sanitarian for the Thumb District Health Department, which subsequently became the Lapeer County Health Department, then successfully completed the requirements for the State of Michigan Registered Sanitarian Licensure in 1978 and was promoted to a Sanitarian III level; and,

WHEREAS, Jan Liptak will be retiring from the Lapeer County Health Department after more than 32 years of faithful service and will be honored and recognized at a special gathering on Monday, March 5, 2007.

NOW, THEREFORE BE IT RESOLVED, that this Board of Commissioners of the County of Lapeer, wishes to honor and express deep appreciation to **Jan Liptak** for his many years of dedicated service to the citizens of his community and all of Lapeer County.

(Resolution for Jan Liptak continued)

BE IT FURTHER RESOLVED, that this Board of Commissioners extends their best wishes in his well deserved retirement.

Roll Call Vote: Clark, aye; Jarvis, aye; Kempf, aye; Roy, aye; Schneider, absent; Henning, aye; Taylor, aye. 6 ayes, 1 absent. Motion carried.

Motion by Kempf, supported by Clark, to recommend to the Full Board, to approve the agreement between the County of Lapeer and Medlaw L.L.C. for blood draw services in criminal prosecution cases; and further, to authorize the Chairman to sign said agreement. Motion carried.

Motion by Clark, supported by Jarvis, to recommend to the Full Board, to authorize payment to the Valley Area Agency on Aging (VAAA) in the amount of \$11,000.00 for the local match contribution for Fiscal Year (FY) 2007, to be paid from line item 276-102-957.000. Motion carried.

Motion by Clark, supported by Jarvis, to recommend to the Full Board, to authorize payment of dues to the Saginaw Bay RC & D Area, Inc., to renew membership for Fiscal Year (FY) 2007, at a cost not to exceed \$350.00, to be paid from line item 101-803-809.040. Motion carried.

Motion by Clark, supported by Jarvis, to recommend to the Full Board, to authorize payment to Genesee-Lapeer-Shiawassee (GLS) Region V Planning and Development Commission, for Fiscal Year (FY) 2007 Membership Dues, at a cost not to exceed \$500.00, to be paid from line item 101-803-809.020. Motion carried.

Motion by Clark, supported by Jarvis, to recommend to the Full Board, to authorize payment to the National Association of Counties (NACo), in the amount of \$1,760.00, for membership dues, for the period of January 1, 2007 through December 31, 2007, to be deducted from 101-803-957.101. Motion carried.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to authorize the Sheriff's Department to enter into an agreement with Identix Incorporated for one year maintenance agreement on the direct submission live scan unit now in operation at the Lapeer County Court Complex, for a cost of \$3,358.00, to be paid from line item 264-351-977.000 (Technology, Machinery, Equipment). Motion carried.

PUBLIC TIME – Jerry Arender commented on the contract for blood draw services.

Chairman Taylor declared the meeting adjourned. 10:31 a.m.

David Taylor, Chairman
Committee of the Whole

**COUNTY OF LAPEER and LAPEER COUNTY COURTS
PERSONNEL AND OPERATIONS POLICY MANUAL**

3

Policy Subject: **CONFLICT OF INTEREST**

Authorized by Board of Commissioners: Motion

Date:

Authorized or Revised by Chief Judge:

Date:

This policy supersedes all previous policies regarding Conflict of Interest.

PURPOSE

The County of Lapeer and its component units of government, and all elected officials, appointed directors, employees and committee members scrupulously shall avoid any conflict between their own respective personal, professional or business interests and the interests of the county, in any and all actions taken by them on behalf of the County in their respective capacities.

POLICY / PROCEDURE / RESPONSIBILITY

In the event that any Elected Official, Appointed Director, Employee or Committee member of the County shall have any direct or indirect interest in, or relationship with, any individual or organization which proposes to enter into any transaction with the County, including but not limited to transactions involving:

- a. the sale, purchase, lease or rental of any property or other asset;
- b. employment, or rendition of services, personal or otherwise;
- c. the award of any grant, contract, or subcontract;
- d. the investment or deposit of any funds of the County;

said person shall give notice of such interest or relationship to the County Administrator and Chief Financial Officer for presentation to the County Board of Commissioners prior to final approval in a public meeting where any potential conflict of interest will be openly disclosed. Said person shall thereafter refrain from discussing or voting on the particular transaction in which he/she has an interest, or otherwise attempting to exert any influence on the County, or its components to affect a decision to participate or not participate in such transaction.

Memo

To: Board of Commissioners
From: Victor A Martin, Director
Date: February 26, 2007
Re: Request for Action

SUMMARY OF REQUEST/INFORMATION:

The Efratom system is an essential part of our radio system. It makes it possible for all three tower sites to simulcast together, making the radio system work proficiently. The Efratom System is outdated and needs to be replaced before it fails. This would prove to be detrimental to our radio communication within the county.

The Authority Board has made a motion to forward the purchase of a new Efratom System to the Board of Commissioners for their approval.

To replace the Efratom System at all three tower sites, the total cost would be \$171,919.00.

Draft Motion: Motion by _____, supported by _____, to approve the purchase of 1 Trak 9100 Efratom System at a price of \$171,919 which includes system implementation and installation.

to be paid from line 211-325-977.000



PREPARED FOR
Lapeer County
Vic Martin
February 26, 2007

ITEM	QTY.	DESCRIPTION	UNIT PRICE	EXTENDED AMOUNT
1	1	Trak 9100 System: to replace outdated Efratom System. Includes: all equipment for Prime site, Imlay City and North Branch, plus a spare unit.		\$135,096.00
		Prime Site	\$ 34,730.00	
		Imlay City Site	\$ 32,818.00	
		North Branch Site	\$ 32,818.00	
		Spare	\$ 34,730.00	
2	1	System Implementation and Installation includes:		
		Engineering (2 days)	\$ 3,000.00	
		Factory Staging/testing	\$ 7,200.00	
		Installation and Coordination	\$19,123.00	
		System Technologist (5 days)	\$ 7,500.00	
				\$ 36,823.00
		TOTAL		\$171,919.00

Submitted by: _____
Karen A. Mora

TERMS: NET 30 (QTY 10 OR LESS) • FOB DESTINATION • PRICE VALIDITY 9/30/07 • DELIVERY: 6-8 WEEKS ARO

ADDRESS REPLY TO: MOTOROLA • KAREN A. MORA • 550 KINGS FAIRWAY CT • GRAND BLANC, MI 48439

Telephone (810)-694-1811

Installation and Coordination Services Include:

- (2) men for a total of 2-3 weeks.
- Unpack and inventory at shop.
- Bench check/test all equipment prior to site work.
- Installation of (2) antennas and line per each site in the system; (3 sites).
- Installation of hardware at each site which includes: power up and initialization of all components.
- Allow of a 1-2 hour burn-in/scan the system.
- Additional trip to each site to de-commission old equipment, including (2) antenna and line at each site.
- Repeat visits if necessary to each site.
- Management of entire installation process up to 30 days.

5A

DATE: March 6, 2007

X REQUEST FOR ACTION
FOR YOUR INFORMATION
REQUEST FOR INFORMATION

TO: LAPEER COUNTY BOARD OF COMMISSIONERS

FROM: Parks

SUMMARY OF REQUEST / INFORMATION:

Request to obtain land survey and appraisal of seven acre parcel between the Polly Ann Trail and General Squier Park in preparation for grant submission. Land survey is required, appraisal is not, but is advised to request appropriate amount of grant. Neither is reimbursable. If grant is received, another appraisal will be required in a format specific to DNR standards – that appraisal would be reimbursable.

The Polly Ann Trail Friends Group is currently debating amount they could contribute to this initial process and hopefully will have a decision by the Full Board meeting.

Bids are still coming in for the survey, however it is expected that the survey and appraisal will come in around \$2,000. All information will be provided prior to the Full Board meeting.

BACKGROUND INFORMATION:

CONTACT PERSON(S): Ken Elwert

SUPPORTING DOCUMENTS:

DRAFT MOTION: I move to accept the donation of \$ _____ from the Lapeer Polly Ann Trail Friends Group and further to authorize Lapeer County Parks to obtain a survey of the seven acre parcel adjacent to General Squier Park from _____ for \$ _____ and to obtain an appraisal of same from _____ for \$ _____ for a total of \$ _____ from capital fund account 675-265-977-208.

ATTACHMENTS YES _____ NO X

5B

DATE: March 2, 2007

REQUEST FOR ACTION

FOR YOUR INFORMATION

REQUEST FOR INFORMATION

TO: LAPEER COUNTY BOARD OF COMMISSIONERS

FROM: Parks

SUMMARY OF REQUEST / INFORMATION:

Request for twice brush hogging the entire length of the Polly Ann Trail in Lapeer County (20 miles) & trim back brush to State minimum maintenance standards. Bids were received from Jostock Trucking (\$4,190), Kappen Tree Service (\$6,700), Have Tractor will Travel (\$ 8,800). Funds are reimbursable through the DNR Memorandum of Understanding RIF 2007-12-04.

BACKGROUND INFORMATION:

CONTACT PERSON(S): Ken Elwert

SUPPORTING DOCUMENTS: DNR Memorandum of Understanding

DRAFT MOTION: I move to authorize the Chairperson of Lapeer County Commissioners to enter into contract with Jostock Trucking for \$4,190 from account 209-698-813.000 for the purpose of meeting minimum safety standards by trimming back brush once and brush hogging twice on the twenty miles of the Polly Ann Trail in Lapeer County.

ATTACHMENTS YES NO



MEMORANDUM OF UNDERSTANDING AND AGREEMENT FOR THE RECREATION IMPROVEMENT FUND

Grant Agreement Number:
RIF 2007-12-04

This information is required by authority of Part 711 of Act 451 of 1994, as amended, to qualify for reimbursement.

Grantee County of Lapeer		
Attn Ken Elwert		
Address 255 Clay Street		
City Lapeer	State MI	ZIP 48446
Telephone (810) 667-0304	Federal Employer Identification Number (FEIN) 38-6005780	

It is expressly understood by and between the parties hereto that the proposal bears the above Grant Agreement Number and associated documents including all attachments, are by this reference made part of this understanding. All materials bearing this number constitute the entire understanding between the parties.

An agreement is made between the MICHIGAN DEPARTMENT OF NATURAL RESOURCES (hereinafter called the Department; State Trails Coordinator, contracting officer) and the above-named Grantee for funding Polly Ann Trail-Lapeer County per the attached scope agreement

The project period shall be from Date State Trails Coordinator Signs to September 30, 2007. This understanding shall convey a sum of money for eligible costs, but which shall not in any event exceed Twenty thousand \$20,000 dollars.

All projects will comply with the Americans with Disabilities Act of 1990

All work must comply with State and Federal guidelines rules, regulations and laws

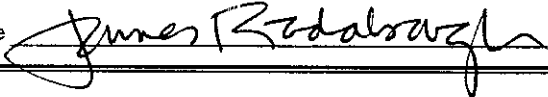
Additional guidelines and specifications for agreement:

- **Project Coordination:** The Department contact for this project is **Mark Mandenberg**, hereinafter referred to as the Coordinator. The Grantee will confer regularly with the Coordinator on the progress of this project.
- **Payment:** Where applicable, the Department agrees to reimburse the Grantee for authorized expenditures upon verification of actual expenditures up to 90% of the grant amount. The Department will pay the final 10% upon project completion and final audit. Total payment under this grant is not to exceed the actual costs or \$20,000, whichever is less. Initial request for payment shall be made by completing *Request for Grant Reimbursement, PR4121*, (additional forms are available from the address at the end of this agreement). All requests for payment must be submitted quarterly and received by the Department no later than the 15th of the month following the end of the quarter. A final request must be made by **October 15th, 2007**. Requests for payment must include copies of invoices and cancelled checks for all expenditures.
- **Fiscal Control and Accounting Procedures:** In addition to the summary documentation submitted to the Department, the Grantee will maintain complete financial records. Documents required to be maintained for audit include: purchase orders, vouchers, authorized payments, and time records for individual employee(s) charged to this program. All financial records for this Grant will be retained by the Grantee until audit, or for a minimum of three (3) years, whichever is less. Records under audit will be retained until the audit is closed.
- **Procurement:** The Grantee will use their own procurement procedures provided they reflect applicable state and local laws and regulations, to include low bidder competition bid process, as applicable.
- **Prevailing Wage and Fringe Benefits:** Any sub-contractor performing work under this agreement must comply with the requirements of P.A. 166 of 1965.

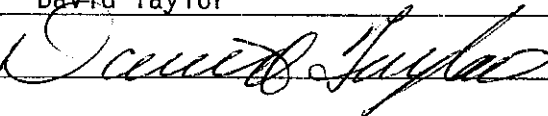
- **Insurance:** The Grantee will add the State of Michigan, Department of Natural Resources, as an additional insured party on Grantee's liability insurance policy. Proof of liability insurance must be supplied to the State Trails Coordinator prior to the Department releasing any reimbursements for this grant.
- **Changes:** From time to time, changes may be needed in the scope of the project and the grant. All changes must be submitted in writing to the Coordinator and approved by the Department prior to being implemented. Changes implemented prior to approval by the Department will not be eligible for reimbursement.
- **Audits:** The project and related reports are subject to audit by the Department. This may include both financial audits and site visits.
- **Hold Harmless:** Each party to this agreement will be responsible for its own negligent acts, including the acts of its officers, agents, and employees.
- **Right of Cancellation:** This grant agreement may be cancelled by either party upon giving thirty (30) days' written notice to that effect to the other party.

The individuals or officers signing on behalf of the parties to this Agreement certify by their signatures that they have read, understand and agree to comply with this Agreement and have the authority to enter into this Agreement on behalf of the Grantee.

DEPARTMENT COORDINATOR

Printed Name JAMES RADABAUGH Title STATE TRAILS COORDINATOR
 Signature  Date 11/3/06

GRANTEE'S REPRESENTATIVE(S)

Printed Name David Taylor Title Chairman, Board of Commissioners
 Signature  Date 10-26-06

Printed Name _____ Title _____
 Signature _____ Date _____

Printed Name _____ Title _____
 Signature _____ Date _____

Please sign and return both copies to:

**Grants COORDINATOR
 Program Services
 FOREST, MINERAL AND FIRE MANAGEMENT
 MICHIGAN DEPARTMENT OF NATURAL RESOURCES
 PO BOX 30452
 LANSING MI 48909-7952**

A fully executed copy will be returned for Grantee's files to the address provided on page 1.

Attachment – Trailway Partnership Grants

Grant Number: RIF 2007-12-04

Grantee: County of Lapeer

Scope Rules and Restrictions

Scope items are listed in the budget by category and must comply with the following rules and restrictions

Contractual: All purchases must adhere to state and DNR purchasing guidelines. Examples of contractual purchases are herbicide application, trail shoulder and intersection mowing/trimming, portable toilet services, vegetation brushing, jail crew labor forces, trailbed and trail surface repairs, trail drainage work. Other contractual items not listed as an example must have prior approval from Department contact.

Salary and Wages: Quarterly reports that include breakdown of coordinator activities will be submitted with reimbursement requests. Examples of activities include: coordination of maintenance and improvement activities; meetings with local officials, land owners, Department staff, volunteers and the public on trail related topics; point of contact for the Department on land use easement and exchange requests, encroachments, land use compliance, directors orders, and use permits; coordinate with DNR and local law enforcement agencies as needed; bookkeeping and grant applications. Other activities not listed must have prior approval by the Department contact.

Supplies: Supplies may include equipment and related supplies such as tools and equipment rental, signs, surface/shoulder material, drainage supplies, geotextile, culverts, lumber and hardware for bridges/overlooks, sign posts and information stations, and conveyor belting for bridge deck protection. Other supplies not listed as an example must have prior approval by the Department contact.

Budget: All scope items listed in the budget must comply with the above rules and restrictions.

<u>Scope Item Description</u>	<u>Category</u>	<u>Total Amount</u>
Mowing/Brushing/Trimming	Contractual	\$10,000
Prisoner Crew Maintenance	Contractual	\$900
Director @60hrs@\$34.78	Salary and Wages	\$2,087
Facility Mgr @60hrs@\$23.82	Salary and Wages	\$1,429
Supplies	Supplies	\$5,584
Total		\$20,000

6

A Resolution
for the Adoption of the Lapeer County Hazard Mitigation Plan

Whereas Lapeer County, Michigan is vulnerable to a wide range of natural, technological and human-related hazards, and has experienced repetitive disasters that have caused loss of life, damaged commercial, residential and public properties, displaced citizens and businesses, closed streets and presented general public health and safety concerns; and

Whereas Lapeer County has prepared a *Lapeer County Hazard Mitigation Plan* that provides an understanding of those threats, identifies the hazards affecting the area, discusses the county's vulnerability to the identified hazards, and outlines the community's options and strategies to reduce overall damage and impact from natural and technological hazards; and

Whereas the *Lapeer County Hazard Mitigation Plan* represents the interests and needs of (community name)

Now, therefore, be it resolved that:

The *Lapeer County Hazard Mitigation Plan* is hereby adopted as an official plan of (insert community name here)

Passed the ____ day of _____, 2007

by the _____

Authorized Signature: _____

Title: _____

MEMORANDUM

TO: Lapeer County Board of Commissioners

FROM: Julie Hinterman, Fiscal Officer
GLS Region V Planning and Development Commission

DATE: February xx, 2007

SUBJECT: Adoption of Lapeer County Hazard Mitigation Plan

Because Lapeer County is vulnerable to a wide range of natural, technological and human-related hazards, and has experienced these disasters in the past, the GLS Region V Planning and Development Commission staff prepared a Lapeer County Hazard Mitigation Plan that provided an understanding of those threats, identified the hazards affecting the area, discussed the county's vulnerability to the identified hazards, and outlined the county's options and strategies to reduce overall damage and impact from natural and technological hazards. The Plan was developed in cooperation with the Michigan State Police (MSP), the Lapeer County Office of Emergency Management, and the Lapeer County Emergency Management Advisory Council/Local Emergency Planning Committee (EMAC/LEPC). This plan has met the Federal Emergency Management Administration's (FEMA) required criteria for a multi-jurisdictional hazard mitigation plan. Formal approval of this plan by FEMA is now contingent upon the adoption of the plan by the county and by the local units of government. Once FEMA receives documentation of adoption from the county and the local units of government, they will send a letter of official approval regarding the plan.

To begin completion of the approval process, the plan now has to be approved by the Lapeer County Board of Commissioners. After that, each Lapeer County local unit of government will need to adopt the plan so they will be eligible to apply for hazard mitigation funding in the future. Local units who do not adopt the plan will not be eligible to apply for this funding. Attached please find a copy of the Lapeer County Hazard Mitigation Plan. You can also access the plan by going to <http://www.co.geneseee.mi.us/gcmepc-plan/lchazards.htm> Staff is requesting that the Lapeer County Board of Commissioners approve the Lapeer County Hazard Mitigation Plan.

MEMORANDUM

TO: Lapeer County City Managers/Administrators, Township Supervisors, Village Presidents

FROM: Julie Hinterman, Fiscal Officer
GLS Region V Planning and Development Commission

DATE: Feb/March 2007

SUBJECT: **Adoption of Lapeer County Hazard Mitigation Plan**

The Lapeer County Hazard Mitigation Plan has met the Federal Emergency Management Administration's (FEMA) required criteria for a multi-jurisdictional hazard mitigation plan. Formal approval of this plan by FEMA is now contingent upon the adoption of the plan by the county and by the local units of government. Once FEMA receives documentation of adoption from the county and the local units of government, they will send a letter of official approval regarding the plan. Those local units who adopt the plan will be eligible to apply for hazard mitigation funding in the future. Those who do not adopt the plan, will not be eligible.

The Lapeer County Board of Commissioners approved the plan at their *date goes here* meeting. The next step is for all Lapeer County local units of government to adopt the plan so they will be eligible to apply for hazard mitigation funds. Staff has enclosed a Resolution that you can use for the adoption of the Lapeer County Hazard Mitigation Plan. Staff is requesting that you adopt the plan at your earliest convenience so that you will be covered by the plan and therefore able to apply for hazard mitigation funds. A copy of the plan on CD is enclosed for your reference and you can also access the plan by going to <http://www.co.geneseee.mi.us/gcmopc-plan/lchazards.htm>. If you need additional information or have any questions or comments, please feel free to contact me at (810) 257-3010.



MICHIGAN STATE POLICE

FAX

TRANSMITTAL SHEET

DRIVE MICHIGAN SEELY

DATE: 12-29-2006

TIME: 1:50

No. of pages (including cover): 2

- URGENT
- FYI
- At your request

RECEIVED
 GENESEE COUNTY
 DEC 29 2006
 METROPOLITAN
 PLANNING COMMISSION

TRANSMITTED TO: Mary Strikeleather (810) 667-0415
 Harry Partridge FAX NO. (987) 771-2277
 Derek Bradshaw (please pass this to the appropriate planner) FAX NO. (810) 257-3185
 FAX NO.

FROM: Mike Sobocinski (517) 336-2053 (517) 333-4987
 TELEPHONE NO. FAX NO.

E-MAIL ADDRESS: sobocinm@michigan.gov

ACKNOWLEDGMENT REQUESTED: YES NO

RECEIPT ACKNOWLEDGED BY: _____

DATE: _____ TIME: _____

If "YES" is checked, please complete this section and FAX this sheet to the sender.

COMMENTS OR INSTRUCTIONS: This is the cover letter of FEMA's favorable review of the Lapeer Hazard Mitigation Plan. I will send a copy of the full review by mail to the appropriate offices...

FAXED BY: Mike Sobocinski

PHONE NO: (517) 336-2053

U.S. Department of Homeland Security
Region V
536 South Clark Street, Floor 6
Chicago, IL 60605



FEMA

DEC 20 2006

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GENESEE COUNTY
DEC 29 2006
METROPOLITAN
PLANNING COMMISSION

Mr. Matt Schnepf
State Hazard Mitigation Officer
Michigan State Police
Emergency Management and Homeland Security Division
4000 Collins Rd
Lansing, MI 48910

Matt
Dear Mr. Schnepf:

Thank you for submitting the Lapeer County Hazard Mitigation Plan for our review. The plan was reviewed based on the local plan criteria contained in 44 CFR Part 201, as authorized by the Disaster Mitigation Act of 2000. Lapeer County met the required criteria for a multi-jurisdictional hazard mitigation plan. Formal approval of this plan is contingent upon the adoption by the participating jurisdictions of this plan. Once FEMA Region V receives documentation of adoption from the subgrantee (and other jurisdictions, as appropriate), we will send a letter of official approval to your office.

We look forward to receiving the adoption documentation and completing the approval process for Lapeer County.

If you or the community has any questions, please contact Jonathan (J.P.) Marsch at (312) 408-5226.

Sincerely,

Christine Stack, Branch Chief
Community Mitigation Programs Branch

Attachment: Local Plan Review Sheets

Michigan State Police
RECEIVED

DEC 27 2006

Emergency Management
Home Office

www.fema.gov

7A

REQUEST FOR ACTION
LAPEER COUNTY BOARD OF COMMISSIONERS

DATE: 02/22/2007

- REQUEST FOR ACTION
- FOR YOUR INFORMATION
- REQUEST FOR INFORMATION

TO: Finance Department

FROM: Dept of Human Services

SUMMARY OF REQUEST/INFORMATION: DHS has revised the contract for Resource Facilitator and will now be withholding FICA, State and Federal taxes. This amendment is to allow for the expense of the employer match on FICA.

ANY ADDITIONAL INFORMATION: _____

CONTACT PERSON(S): Irene Bazan Waller (667-0895) or Gerald Redman (667-0837)

BACKGROUND INFORMATION:

SUPPORTING DOCUMENTATION:
(SEE ATTACHED)

DRAFT MOTION:

ATTACHMENTS Yes No

Date: February 20, 2007

7B

- Request for Action
- For Your Information
- Request for Information

TO: Board of Commissioners

From: Michael Rexin

Summary of Request/Information:

- (1) To request \$13,290 of the \$26,581 allocated by the Lapeer County Commissioners for the Family Focus Mentors program. Transfer should be to 299 990 645.010
- (2) Requesting transfer of \$6,500 that was allocated to the Multi-Purpose Collaborative Body by the County Commissioners in to Line Item #299-990.645 010

Additional Information:

Contact Person(s): Mike Rexin

Background Information:

N/A

Supporting Documents:

Draft Motion

- 1 Move to transfer \$13,290 of the \$26,581 allocated by the Lapeer County Commissioners for the Family Focus Mentors program. Transfer should be to 299 990 645.010
- 2 Move to transfer \$6,500 that was allocated to the Multi-Purpose Collaborative Body by the County Commissioners in to Line Item #299-990.645.010

26,581
6,500
 33,081
 Budget

ATTACHMENTS YES _____ NO X