



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****

APRIL 5, 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 **MARCH 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) **FRIEND OF THE COURT** – REQUEST TO APPROVE AN INTERDEPARTMENTAL AGREEMENT WITH THE SHERIFF'S DEPARTMENT FOR BENCH WARRANT ENFORCEMENT SERVICES
- 4) **MSUE** – SERVICE IMPROVEMENT REQUEST AND 2007B APPROPRIATION *TRANSFER (referred from the 2-22-07 and 3-22-07 COW Meetings)*
- 5) **SHERIFF'S DEPARTMENT** –
 - A. REQUEST TO PURCHASE ANNUAL D.A.R.E. SUPPLIES
 - B. BUDGET AMENDMENT – GENERAL FORFEITURES FUND
- 6) **PROBATE COURT** – REQUEST TO ENTER INTO CONTRACT WITH JUSTICE BENEFITS FOR TITLE IV-E ADMINISTRATIVE CLAIMS

Continued--

- 7) HEALTH DEPARTMENT -**
 - A. APPROPRIATION TRANSFER REQUEST – 2ND QUARTER, FUNDS 221 & 224
 - B. APPROPRIATION TRANSFER REQUEST – 2ND QUARTER, FUND 221
 - C. APPROPRIATION TRANSFER REQUEST – 3RD QUARTER, FUND 223
 - D. APPROPRIATION TRANSFER REQUEST – LIQUOR TAX APPROPRIATION
 - E. BUDGET AMENDMENT – SENIOR PROGRAMS

- 8) ADMINISTRATION OFFICE – REQUEST TO RENEW MEMBERSHIP WITH LAPEER CHAMBER OF COMMERCE**

- 9) BUDGET AMENDMENTS / APPROPRIATION TRANSFERS**
(requiring Board approval)
 - A.
 - B.
 - C.
 - D.

- 10) OTHER BUSINESS:**
 - A.
 - B.
 - C.

- 11) PUBLIC TIME – Citizens Comments, etc.**

CLOSED SESSION *(if needed)*

ADJOURN

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

Chairman Taylor called the meeting to order at 8:27 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 Linda M. Jarvis*, Ian Kempf*, Lenny Schneider, Cheryl A. Clark, Dyle Henning, Dave Taylor

Excused: Commissioner Gary Roy

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

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

*Commissioners Ian Kempf and Linda M. Jarvis arrived. 8:29 a.m.

Motion by Schneider, supported by Clark, to approve the draft minutes from the March 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 –Jerry Arender expressed his concerns regarding the cost of a fire run in Oregon Township.

Ken Elwert, Parks Department Director, requested approval of the summer wage structure and authority to submit the Michigan Natural Resources Trust Fund Grant Application. Discussion followed.

Motion by Henning, supported by Clark, to recommend to the Full Board, to approve the Parks Department seasonal summer wage structure, at no cost to the County General Fund. Motion carried.

Motion by Kempf, supported by Henning, to recommend to the Full Board, to adopt the following resolution related to General Squier Memorial Park:

Resolution

Whereas, The citizens of Lapeer County accepted in 1936 a valuable and generous gift of land, know as General Squier Memorial Park and;

Whereas, This beautiful and diverse property has become recognized as a State and National Historic Site,

(General Squier Memorial Park resolution continued)

Whereas, the Lapeer County Board of Commissioners further expanded development of this park in 1999 through a CMI Recreation Bond Grant Application to respond to the increasing demands for recreational services and quality of life,

Whereas, the Lapeer County Board of Commissioners authorized Lapeer County Park's mission to protect the natural resources of Lapeer County and promote the attractiveness of the County,

Whereas, pursuit of a connection to the Polly Ann Trail from General Squier Memorial Park is contained in the approved 2007-2011 Lapeer County Parks Master Plan,

Now, Therefore, Be it resolved, that this Board of Commissioners of Lapeer County, Michigan, enthusiastically supports the Michigan Natural Resources Trust Fund Grant Application for General Squier Memorial Park Addition and Polly Ann Trail Connection and;

Be it further resolved, that this Board of Commissioners will provide \$10,000 towards this project, which will provide the needed minimum match (25%) when combined with donations committed from the Lapeer Polly Ann Trail Friends Group if this acquisition grant is awarded to Lapeer County.

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

Motion by Clark, supported by Jarvis, to recommend to the Full Board, to authorize the Health Department to purchase the 19 requested DVD's for the Alcohol Information and Counseling Center (AICC) educational and treatment programs, at a total cost not to exceed \$1,900.00, at no cost to the County General Fund. Motion carried.

Mary Stikeleather, Emergency Management Coordinator, requested the renewal of the service contract from Globastar for Satellite services within the Emergency Operations Center and authorization to purchase a new print head for the Eltron Identification Printer. Discussion followed.

Motion by Schneider, supported by Kempf, to recommend to the Full Board, to authorize Emergency Management to purchase a one year service contract from Globastar for Satellite services within the Emergency Operations Center, in the amount of \$359.88, at no cost to the County General Fund. Motion carried.

Motion by Schneider, supported by Jarvis, to recommend to the Full Board, to authorize Emergency Management to purchase a new print head for the Eltron Identification Printer, in the amount of \$599.00, to be paid from the Capital Budget or Contingencies at the discretion of the County Controller/Administrator. Motion carried.

Discussion followed regarding a policy and fee schedule being established for the use of the Eltron Identification Printer utilized by all emergency services agencies throughout Lapeer County. Mary indicated that she will gather some information to be considered by the Committee of the Whole.

~~Robert Aguirre, Regional Community Corrections Coordinator and Steve Steffler, Jail Work Crew Supervisory requested approval of the application for funding to the Community Foundation. Discussion followed.~~

Motion by Kempf, supported by Schneider, to recommend to the Full Board, to authorize Lapeer County Community Corrections to submit a grant application for funding from the Lapeer Community Foundation for 2007, in the amount of \$3,582.39, with a local match of \$3,582.39, to be used for the Garden of New Flavors. Motion carried.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to authorize payment to Howard L. Shifman P.C., in the amount of \$3,300.50, for legal services rendered 02/01/07 – 02/28/07, to be paid from line item 101-210-801.020. Motion carried.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to authorize payment to Johnson, Rosati, LaBarge, Aselyne & Field, P.C., in reference to invoice #1049486, in the amount of \$3,797.80, and in reference to invoice #1049487, in the amount of \$337.50, for services rendered 02/01/07 – 02/28/07, 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 approve the following budget amendment for the Sheriff's Department Motor Division:

| | | | |
|----------|----------------------------------|----|------------|
| Increase | 264-307-675.000 (Contributions) | by | \$2,168.00 |
| Increase | 264-307-730.010 (Supplies-other) | by | \$2,168.00 |

Motion carried.

Motion by Kempf, supported by Clark, to recommend to the Full Board, to approve the following budget amendment for the Prosecutor's Office:

| | | | |
|----------|-------------------------------|----|------------|
| Increase | 101-229-860.020 (Extradition) | by | \$1,130.00 |
| Decrease | 101-990-999.257 (Bud. Stab.) | by | \$1,130.00 |

Motion carried.

Motion by Clark, supported by Schneider, to recommend to the Full Board, to approve the following budget amendment for E-911 Central Dispatch:

| | | | |
|----------|---|----|------------|
| Decrease | 211-325-942.000 (Vehicle Cost Allocation) | by | \$3,660.00 |
| Increase | 211-325-860.000 (Mileage/Pool Car) | by | \$1,500.00 |
| Increase | 211-325-933.010 (Repair & Maint/Other) | by | \$2,160.00 |

Motion carried.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to approve the five page budget amendment as submitted by the Lapeer County Multi-Purpose Collaborative Body (MPCB). Motion carried.

The Commissioners gave brief reports on meetings and conferences that they have recently attended, as well as upcoming meetings and events.

PUBLIC TIME –Jerry Arender commented on funding from Ducks Unlimited in Lapeer County.

Motion by Clark, supported by Schneider, to adjourn the meeting. 9:50 a.m.

David Taylor, Chairman
Committee of the Whole

3

DATE: March 27, 2007

REQUEST FOR ACTION
 FOR YOUR INFORMATION
 REQUEST FOR INFORMATION

TO: COMMITTEE OF THE WHOLE
LAPEER COUNTY BOARD OF COMMISSIONERS

FROM: EMIL H. JOSEPH, JR. 
Friend of the Court

SUMMARY OF REQUEST / INFORMATION:

To advise and inform the Lapeer County Board of Commissioners that the Lapeer County Friend of the Court and the Lapeer County Sheriff's Department have entered into the attached Interdepartmental Agreement that will allow for the expensing of Bench Warrant Enforcement Fund money.

ADDITIONAL INFORMATION: The underlying Bench Warrant Enforcement Fund Memorandum of Understanding between the Department of Human Services – Office of Child Support and Lapeer County Friend of the Court, that allowed for the Bench Warrant Enforcement Fund, was previously supplied under cover of September 27, 2006.

CONTACT PERSON(S): EMIL H. JOSEPH, JR.

SUPPORTING DOCUMENTS: See Attached

DRAFT MOTION:

ATTACHMENTS: 1

c: Tamara L. Yard, Deputy Friend of the Court

RFA 07-02

**LAPEER COUNTY, MICHIGAN
INTER-DEPARTMENT AGREEMENT**

This Agreement, entered into this _____ day of _____, in the year 2007, and effective immediately by and between the Friend of the Court of 40th Judicial Circuit of Lapeer County (hereinafter called the "**Court**"), and the Sheriff of Lapeer County (hereinafter called the "**Sheriff**"),

Witnesseth That:

Whereas, the Friend of the Court for the 40th Judicial Circuit enters into a Agreement with the Sheriff for Lapeer County to provide child support enforcement services using the Bench Warrant Fund, and

Whereas, The Bench Warrant Fund Agreement requires that only certain expenditures qualify under the Bench Warrant Fund program and as set forth in the attached Memorandum of Understanding Between the Department of Human Services, Office of Child support, and Lapeer County Friend of the Court, and

Whereas, the **Court** and the **Sheriff** agree to enter into this Agreement to provide a deputy to the **Court** for purposes of arresting, enforcing and transporting individuals subject to bench warrants of the **Court**, and to provide those other law enforcement services that may be required by the **Court**,

Now Therefore, the **Court** and the **Sheriff** do mutually agree to the following terms of this Agreement:

1. **Employment** – The **Sheriff** will supply a fully authorized Deputy to the Friend of the Court to execute Civil Bench Warrants on an overtime basis or will hire a part-time deputy for that sole purpose.
2. **Supervision** – The **Sheriff** agrees to allow the **Court** to provide direction to the deputy for services to be provided under this Agreement.
3. **Time Accounting** – The **Sheriff** agrees to provide an accurate accounting of the dates and times the assigned officer performs services under this Agreement.
4. **Compensation** – The **Court** agrees to reimburse the **Sheriff** for the full direct costs of the deputy each month upon submission of the applicable statement of actual wages and fringes paid.
5. **Reimbursement of Expenses** – The **Court** agrees to reimburse the **Sheriff** for personnel related activity.
6. **Substitution** – The **Sheriff** reserves the right to from time to time replace, reassign, or remove the assigned deputy at the sole discretion of the **Sheriff**.

7. **Replacement** – The **Court** reserves the right to from time to time or as needed to request the removal, replacement or substitution of the assigned deputy at their sole discretion.
8. **Scheduling** – The **Court** and the **Sheriff** agree to work together to determine the appropriate level of days to be assigned. The schedule will be agreed to at least seven days in advance for a period of not less than thirty days and will be subject to approval by both parties
9. **Time of Performance** – This Agreement shall be in effect from October 1, 2007, and will continue until cancelled, provided funds are available from the Bench Warrant Fund.
10. **Cancellation** – Either party may cancel this Agreement by providing the other party written notice thirty days prior to the effective date of such termination.
11. **Adjustments** – Both parties agree to work together to make whatever adjustments to this Agreement may be necessary in order to provide a smooth, efficient and mutually beneficial execution of this Agreement.

In Witness Whereof, the **Court** and the **Sheriff** have executed this Agreement as of the date first written above.

40th Judicial Circuit

By: _____

Hon. Nick O. Holowka/Chief Judge

Date: _____

3/27/07

Friend of the Court

By: _____

Emil H. Joseph, Jr./Friend of the Court

Date: _____

3/1/07

Lapeer County Sheriff

By: _____

Ron Kalanquin/Sheriff

Date: _____

3/28/07

Attachment

4

DATE: February 1, 2007

REQUEST FOR ACTION
 FOR YOUR INFORMATION
 REQUEST FOR INFORMATION

TO: Finance Committee/County Commissioners

FROM: Phil Kaatz 

SUMMARY OF REQUEST/INFORMATION:

I am requesting a meeting with the Committee of the Whole to amend the 2007 budgets

ADDITIONAL INFORMATION:

Contact Person(s): Phil Kaatz (667-0344, ext 6604)

Background Information: I was unable to attend the budget hearings in October, so I am requesting a meeting at this time

Supporting Documents: See attached Service Improvement Forms & other documentation

Draft Motion:

Attachments: Yes No

Contracted Services
History
(101-731-813-000)

| | <u>2003</u> | | | |
|-----------|--------------|--------------|-------------|--|
| Requested | Budgeted | Actual | Difference | |
| | \$ 50,951 00 | \$ 51,222 51 | \$ (271 51) | |

| | <u>2004</u> | | | |
|--------------|--------------|--------------|---------------|--|
| Requested | Budgeted | Actual | Difference | |
| \$ 55,307 01 | \$ 50,967 72 | \$ 52,657 74 | \$ (1,690.02) | |

| | <u>2005</u> | | | |
|--------------|--------------|--------------|---------------|--|
| Requested | Budgeted | Actual | Difference | |
| \$ 54,663 59 | \$ 50,967 72 | \$ 55,012 11 | \$ (4,044.39) | |

| | <u>2006</u> | | | |
|--------------|--------------|--------------|---------------|--|
| Requested | Budgeted | Actual | Difference | |
| \$ 54,943 65 | \$ 51,986 00 | \$ 56,457 81 | \$ (4,471 81) | |

| | <u>2007</u> | | | |
|--------------|--------------|--------|------------|--|
| Requested | Budgeted | Actual | Difference | |
| \$ 58,006 80 | \$ 51,986 00 | | | |

COUNTY OF LAPEER
2007 OPERATING BUDGET
SERVICE IMPROVEMENT FORM

Office Name: Lapeer County MSU Extension

Line Item Contracted Services (101-731-813-000)

Explain and justify the new Service/Program OR item which exceeds budget guidelines and the reason(s) why it is required

The county has a long-standing agreement to pay 1/2 of the Family & Consumer Sciences Agent position and 1/4 of the 4-H Youth Agent position. The MSU fiscal year is Oct 1 – Sept 30. This puts the county budget in a deficit position during the fourth quarter if a pay raise occurs without a budget increase. Without pay increases, key positions are at risk of turnover. The pay increases for the agent positions are listed below:

| Position | Current Pay Rate (+3%) (Oct 06-Sept 07) | | |
|------------------------|---|-------------|--------------------|
| 4-H Youth Agent | 2,654.27/month | \$31,851.24 | |
| F&CS Agent | 2,155.58/month | \$25,866.96 | |
| | | | 57,718.20 |
| Existing Budget | | | <u>51,986.00</u> |
| Budget Increase Needed | | | <u>\$ 5,732.20</u> |

Will any current service(s) be affected or changed? If so, how?

How do you anticipate providing this service?

What will be the operating budget impact? (State and itemize the costs by account number below)

| Item (s) | Account # | Account Name | Total |
|------------------------------------|-----------|--------------|---------|
| 2007 Requested Increase | | | \$5,732 |
| Total Request for Agent's Salaries | | | \$5,732 |

DO NOT TRANSFER COST TO LINE-ITEM WORKSHEET

**MICHIGAN STATE
UNIVERSITY
EXTENSION**

**LAPEER COUNTY
FAMILY & CONSUMER SCIENCES POSITION**



LAPEER COUNTY

**Michigan State University
Extension**

287 W. Nepessing St.
Suite 1
Lapeer, MI
48446-1195

810/667-0341
FAX: 810/667-0355
msue44@msu.edu

Michigan State University Extension programs and materials are open to all without regard to race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, marital status, or family status.

Michigan State University,
U.S. Department of Agriculture and
counties cooperating

MSU is an affirmative-action
equal-opportunity institution

ANDY ANDERSON

MEMORANDUM OF AGREEMENT

between the
LAPEER COUNTY, MICHIGAN BOARD OF COMMISSIONERS
and the
COOPERATIVE EXTENSION SERVICE OF MICHIGAN STATE UNIVERSITY

For the purpose of augmenting Extension programs in Lapeer County, the Lapeer County Board of Commissioners and the Cooperative Extension Service do hereby mutually agree:

1. That the position of Extension Home Economist currently assigned to Lapeer County on on half time basis be increased to a full time status.
2. That the Cooperative Extension Service assume responsibility for the employment of a qualified person for this position.
3. That the Lapeer County Board of Commissioners shall provide a 50% matching grant to finance the salary for this position. Further, that the rate will be adjusted in accordance with Michigan State University pay increases and therefore is subject to revision in an amount necessary to meet salary adjustments.
4. That, for the purpose of financing the position, the Lapeer County Board of Commissioners shall make payable to the Cooperative Extension Service a sum of money equal to one half the person's monthly salary in quarterly installments which will be due in advance and payable on October 15, January 15, April 15, July 15, for each year this agreement is in force.
5. That the Cooperative Extension Service will assume the full cost of the staff benefits that accrue to this position.
6. That the Lapeer County Board of Commissioners will furnish adequate office furniture and facilities, office and field supplies and equipment, secretarial assistance, transportation, and field maintenance.
7. That the Extension Home Economist of said county shall be an employee of Michigan State University and shall be subject to the same terms of employment, supervision and control as any other so classified employee of the Cooperative Extension Service of Michigan State University
8. That this agreement shall cover the period beginning October 1, 1978 and will continue without the necessity for renewal, until terminated by either party provided a written notice of such intent is given to the other party at least sixty (60) days prior to the intended termination date.

9-13-78 _____
Date Chairman, Lapeer County Board of Commissioners

9-14-78 _____
Date County Clerk

9-14-78 _____
Date County Extension Director, Michigan Cooperative Extension Service

9/15/78 _____
Date Director, Michigan Cooperative Extension Service



MICHIGAN'S OLDEST COURTHOUSE

**Lapeer County
Board of Commissioners**

255 Clay Street
Lapeer, Michigan 48446

phone 810 area code

667-0366

667-0369 FAX

*Chris
Dale*

cc: Doyle Hemming

January 2, 1997

Arlan Leholm
Interim Director
108 Agriculture Hall
Michigan State University
East Lansing, Michigan 48824-1039

Dear Mr. Leholm:

At their December 19, 1996, regular meeting, the Lapeer County Board of Commissioners acknowledged the appointment of Christine Venema to fill the Home Economist position for Lapeer County Cooperative Extension Services.

If you need additional information regarding this matter, feel free to contact this office.

Sincerely,

John Biscoe
County Controller/Administrator

MICHIGAN STATE
UNIVERSITY
EXTENSION

Lapeer

November 20, 1996

TO: Hank Allen
Regional Director

FROM: Gary Glazier *GG*
ANR Personnel *HH*

RE: New Appointment

This is in regards to the pending appointment of Christine A. Venema as County Extension Home Economist, Lapeer County effective December 1, 1996. When concurrence for this appointment has been obtained from the County Board of Commissioners or its designee, please provide me written confirmation. Also, you are responsible for drafting and disseminating an appropriate news release on this appointment.



**Office of the
Director**

MSU Extension
Agriculture Hall
East Lansing, Michigan
48824-1039
517/355-2308
FAX: 517/355-6473

Thank you for your continued cooperation

GMG/bc:newappt

c: Leslie Johnson
Dyle Henning ✓
Cindy Brock

File: Position Folder

*Michigan State University Extension
programs and materials are open to
all without regard to race, color,
national origin, sex, handicap, age
or religion.*

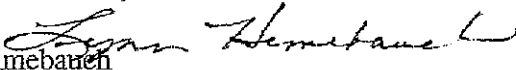
*Michigan State University, U.S.
Department of Agriculture and
counties cooperating*

*MSU is an affirmative action
equal opportunity institution.*

**MICHIGAN STATE
UNIVERSITY
EXTENSION**

December 2, 1996

TO: Hank Allen
Regional Director, SE

FROM: Lynn Himebauch 
Associate Program Leader

RE: Chris Venema funding

This letter is a written record of our telephone conversation of November 14, 1996, in which the funding for the Lapeer EHE position that Chris Venema has accepted was confirmed. Beginning December 1, 1996 50% of the position funding will be from the FNP account number 61-5424 Match and effort will be supported from 50% of the county account 71-7063 This funding is effective December 1, 1996

You also requested a list of FNP expectation which follow:

Funding for this position is partially from a federal source, therefore, the following expectations need to be met:

- Program delivery by EHE to eligible targeted audience as determined by county proposal (Completion of evaluation packets when appropriate for this audience)
- Completion of Monthly reports to the state office These include:
- Match Reports
- Reimbursement Vouchers
- Program Results Forms
- Evaluation Packets and addendums
- Provide content support, direction and supervision to FNP program assistant(s)
- Review paperwork and sign when appropriate
- Provide CED with program progress and updates
- Attend appropriate FNP trainings and inservices
- Prepare Yearly FNP proposal, budget and Target Audience Projections with discussion and input from County Extension Team
- Provide State Office with Reports and updates as needed.



**CHILDREN, YOUTH
AND FAMILY
PROGRAMS**

FAMILY NUTRITION
PROGRAM

202 Willis House
East Lansing, Michigan
48824-1050

517-353-9102
FAX: 517-353-4846

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Extension programs and
materials are open to all without
regard to race, color,
national origin, sex, handicap,
age or religion.
Michigan State University,
U. S. Department of Agriculture
and counties cooperating.
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equal-opportunity institution.*

Page 2

- Provide Regional Director with County Results and Program goals, objectives and outcomes

I enjoyed our phone conversation and if I can be of further assistant, please call.

cc: Barb Mutch
Leah Cox Ritchie
Arlen Leholm
Michelle Martinez

**MICHIGAN STATE
UNIVERSITY
EXTENSION**

**LAPEER COUNTY
4-H EDUCATOR POSITION**



MICHIGAN'S OLDEST COURTHOUSE

LAPEER COUNTY

**Michigan State University
Extension**

287 W. Nepessing St
Suite 1
Lapeer, MI
48446-1195

810/667-0341
FAX: 810/667-0355
msue44@msu.edu

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Michigan State University,
U.S. Department of Agriculture and
counties cooperating

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LAPEER COUNTY BOARD OF COMMISSIONERS

JUNE 19, 1997

John Biscoe, County Controller/Administrator, gave a Jail Crisis Update and status of inmates being housed in-county and out-of-county.

Mr. Biscoe also gave updates regarding the Jail, E-911, and Third Floor construction projects.

365-97

Motion by Taylor, supported by Lauwers, that the Health Department be authorized to hire a contractual Nurse Practitioner at the following salary scale of: Step I, \$25.00 per hour; Step II, \$26.00 per hour; Step III, \$27.00 per hour. Motion carried unanimously.

366-97

Motion by Taylor, supported by Lauwers, that the wage scale for the Environmental Health Director position be adjusted as follows: Entry, \$17.30; Step I, \$18.30; and Step III, \$20.05. Motion carried unanimously.

367-97

Motion by Taylor, supported by Lauwers, that the County enter into an agreement with Michigan State University Extension to create a Lapeer County 4-H Agent Position, at a cost to the County of \$23,108.00 per year, with the understanding that this position would be awarded annual salary increases consistent with other Cooperative Extension employees as authorized by the Board of Commissioners. Motion carried unanimously.

*Then
vnx*

368-97

Motion by Taylor, supported by Lauwers, that the Table of Organization for the Department of Senior Activities be amended by adding a Chore/Maintenance Coordinator position and change the Program Worker II position to regular part-time. Motion carried unanimously.

369-97

Motion by Taylor, supported by Nellenbach, to approve the attached employment contract for John Niederhauser, Director/Health Officer, for the period commencing May 18, 1997 through May 18, 1999, subject to approval by the Board of Health; and further, to authorize the Chairman to sign said contract. Taylor, aye; Lauwers, nay; Nellenbach, nay; Clark, aye; VanNorman, nay. 2 Ayes, 3 Nays. Motion defeated.

370-97

Motion by Nellenbach, supported by Taylor, to support the Health Department's submission of the Turning Point Grant; and further, to forward a letter of endorsement to the Turning Point Program Team. Motion carried unanimously.

371-97

Motion by Nellenbach, supported by Taylor, to approve Bulletins #4 and #5 for the Third Floor Project, as attached. Motion carried unanimously.



May 28, 1997

To: Lapeer County Board of Commissioners
MSU Southeast Regional Extension Director

Re: Agreements for Creating a Lapeer County 4-H Agent Position

To give the highest level of leadership to the 4-H Youth Program in Lapeer County, I am requesting support and cooperation from the Lapeer County Board of Commissioners and from Michigan State University Extension to create a new full-time, salaried 4-H Youth Agent position. To do this, the following agreements are requested:

- 1) The Lapeer County Board of Commissioners will allocate the \$23,108 currently being expended annually for a 4-H program assistant (program coordinator) position, which is being vacated by retirement in July of 1997. This will be paid to MSU in semi-annual installments upon receipt of a bill.
- 2) The Lapeer County Board of Commissioners will continue to provide office space, secretarial support, phone, travel, training and other support for the position through the Lapeer County MSU Extension operating budget.
- 3) MSU Extension agrees to pay the remaining portion of the salary negotiated with the person hired up to 25% of the total wage.
- 4) MSUE also agrees to pay health care, FICA, and other fringe costs provided to Extension Agents with no costs being paid by Lapeer County.
- 5) MSU agrees to make this a Board of Trustees appointed position with all employee rights and support attendant.
- 6) The position is directly responsible to the Lapeer County Extension Director under a job description developed by the CED and MSU Regional Extension Director. This is a salaried management position exempt from the federal Fair Labor Standards Act.
- 7) The agreement between MSUE and the Lapeer County Board of Commissioners is intended to continue in force indefinitely. However, either party may terminate the agreement with at least 120 days written notice.



LAPEER COUNTY

Cooperative
Extension Service

1575 Suncrest Drive
Lapeer, Michigan
48446-1195

810/667-0341
FAX: 810/667-0355

Michigan State University Extension programs and materials are open to all without regard to race, color, national origin, sex, handicap, age or religion.

Michigan State University, U.S. Department of Agriculture and Lapeer County cooperating. MSU is an affirmative-action equal opportunity institution.

I hope that both parties can support this position and its agreements. It will greatly aid the 4-H Youth Program by increasing the level of skills and abilities expected from the staff person filling this responsibility.

I look forward to hearing from you soon on this request.

Sincerely,

Dyle G. Henning
County Extension Director

LAPEER COUNTY SHERIFF'S DEPARTMENT

5A

DATE: March 28, 2007

XX **REQUEST FOR ACTION**

TO: THE LAPEER COUNTY BOARD OF COMMISSIONERS
FROM: THE LAPEER COUNTY SHERIFF'S DEPARTMENT
CONTACT PERSON: Linda DeTavernier 810-245-1331

SUMMARY OF REQUEST/INFORMATION:

Request approval to purchase D.A.R.E. supplies from Tees Plus and D.A.R.E. America. Items are budgeted in 2006-2007 budget lines 266-304-730-010 (Supplies, Other) and 266-304-730-055 (Fund Raising Expenses)

BACKGROUND INFORMATION:

The end of the current D.A.R.E. semester requires a sizeable purchase of D.A.R.E. graduation supplies and D.A.R.E. bowling prizes.

DRAFT MOTION:

Motion to authorize Sheriff's Department to purchase D.A.R.E. graduation supplies and D.A.R.E. bowling prizes from Tee's Plus and D.A.R.E. America; to be paid from line item 266-304-730-010 and 266-304-730-055 as budgeted for 2006-2007.

ATTACHMENTS XX YES _____ NO
List of items to purchase for graduation and bowling prizes

ATTACHMENT

Sheriff Dept.
Request for Action - DARE

LIST OF ANTICIPATED, NEEDED D.A.R.E. SUPPLIES:

(These will not be purchased all in one order, however the orders will, most likely, exceed our approved spending limit.)

For D.A.R.E. Graduations:

| | | |
|------------------------------|---------------------|---------------------|
| 350 DARE Graduation T-shirts | 350 @ \$4.50 each = | \$1,575.00 |
| 14 Posters | 14 @ \$3.50 each = | \$ 49.00 |
| 100 Folders | 100 @ \$.60 each = | \$ 60.00 |
| 200 Certificates | 200 @ \$.20 each = | \$ 40.00 |
| 144 Pencils | 144 @ \$.12 each = | \$ 17.28 |
| 6 Graduation Medallions | 6 @ \$2.00 each = | \$ 12.00 |
| | Total | \$1,753.80 |
| | Plus S/H | ? |
| | | <hr/> |
| | | \$1,753.80 plus S/H |

For D.A.R.E. Bowling:

(These items are a 'guesstimate' of what will need to be ordered for fundraising prizes.)

| | | | |
|---------------------------|---|------------------|--------------------|
| 75 Lanyards | @ | \$2.00 each = | \$ 150.00 |
| 150 Pencil Pouch Sets | @ | \$1.00 each = | \$ 150.00 |
| 12 Tote Bags | @ | \$10.00 each = | \$ 120.00 |
| 10 Basket Balls | @ | \$7.00 each = | \$ 70.00 |
| 10 Footballs | @ | \$7.95 each = | \$ 79.50 |
| 10 Miscellaneous T-shirts | @ | \$5.00 each = | \$ 50.00 |
| 48 Insulated Mugs | @ | \$ 2.25 each = | \$ 108.00 |
| 15 Soccer Balls | @ | \$ 7.75 each = | \$ 116.25 |
| | | | <hr/> |
| | | plus ship/handle | ?? |
| | | | \$ 843.75 plus S/H |

(There will be some miscellaneous items depending upon students' request for prizes earned)

5B

DATE: March 20, 2007

REQUEST FOR ACTION
 FOR YOUR INFORMATION
 REQUEST FOR INFORMATION

TO: Lapeer County Board of Commissioners

FROM: Deaneen North

SUMMARY OF REQUEST / INFORMATION:

Request to increase General Forfeiture Fund to allow for additional revenue and expenses

Account 267-334

BACKGROUND INFORMATION:

These funds are court ordered forfeitures and are used to support miscellaneous law enforcement expenses.

CONTACT PERSON(S): Undersheriff Rapson
Deaneen North

SUPPORTING DOCUMENTS:

DRAFT MOTION:

ATTACHMENTS YES NO

L. Kalan

Fund: 267 - LAW ENFORCEMENT - OTHER
Department: 334 - SHERIFF - GENERAL FORFEIT
Account Number: 821 010 - DRUG ENFORCEMENT EXPENSE
Year: *CUR

| Original/ Ammended Budget | Y-T-D Posted - <u>2/28/2007</u> | Y-T-D Pending | Y-T-D Unpaid |
|------------------------------|------------------------------------|--------------------|-----------------|
| 2,000.00 | 1,250.00 | 885.00 | 375.00 |
| <u>Total Committed</u> | <u>Uncommitted</u> | <u>% Remaining</u> | |
| 2,135.00 | 135.00- | 6.75- % | |
| ACCOUNT OVER BUDGET | | | |

To Select a Specific Month:
Enter Month: 00

F8 - Journal Entries F9 - Accounts Paid F10-Cash Receipts Enter - Return

*Budget Amendment
Needed*

3/06/2007 9.40.44

LAPEER COUNTY

EXPENDITURE VS BUDGET REPORT

FUND 267 LAW ENFORCEMENT OTHER PERIOD ENDING 2/28/2007 FISCAL PERIOD 02 YEAR 2007

KATHY

F10240

DEPT ACCOUNT # DESCRIPTION

PAGE 345

| DEPT | ACCOUNT # | DESCRIPTION | ORIGINAL BUDGET | AMENDED BUDGET | ACTUAL MONTH TO DATE | ACTUAL YEAR TO DATE | UNEXPENDED |
|------|-----------|--|-----------------|----------------|----------------------|---------------------|------------|
| 334 | 820 | SHERIFF GENERAL FORFEIT | 2,000.00 | 2,000.00 | 820.00 | 1,250.00 | 750.00 |
| | 821 | 010 DRUG ENFORCEMENT EXPENSE | 2,000.00 | 2,000.00 | 820.00 | 1,250.00 | 750.00 |
| | | TOTAL OTHER SERVICES AND CHARGES | 2,000.00 | 2,000.00 | 820.00 | 1,250.00 | 750.00 |
| 334 | | SHERIFF GENERAL FORFEIT TOTAL DEPARTMENT | 2,000.00 | 2,000.00 | 820.00 | 1,250.00 | 750.00 |

3/06/2007 9.40.40
 LAPEER COUNTY

FUND 267 LAW ENFORCEMENT
 DEPT ACCOUNT # OTHER

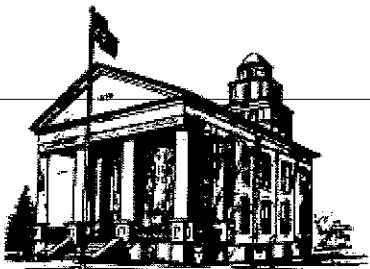
PERIOD ENDING 2/28/2007 FISCAL PERIOD 02 YEAR 2007

REVENUE VS BUDGET REPORT

| DEPT | ACCOUNT # | DESCRIPTION | ORIGINAL REVENUE | AMENDED REVENUE | ACTUAL MONTH TO DATE | ACTUAL YEAR TO DATE | UNRECEIVED |
|------|-----------|----------------------------------|------------------|-----------------|----------------------|---------------------|------------|
| 334 | SHERIFF | GENERAL FORFEIT | 2,000.00 | 2,000.00 | 150.00 | 150.00 | 1,850.00 |
| | 010 | COURT ORDERED FORFEITURES | 2,000.00 | 2,000.00 | 150.00 | 150.00 | 1,850.00 |
| | | TOTAL FINES AND FORFEITS | 2,000.00 | 2,000.00 | 150.00 | 150.00 | 1,850.00 |
| 334 | SHERIFF | GENERAL FORFEIT TOTAL DEPARTMENT | 2,000.00 | 2,000.00 | 150.00 | 150.00 | 1,850.00 |

KATHY
 FI0230
 PAGE 261

6



MICHIGAN'S OLDEST COURTHOUSE

Date: 3/27/07

XX REQUEST FOR ACTION
____ FOR YOUR INFORMATION
____ REQUEST FOR INFORMATION

TO: Lapeer County Board of Commissioners

FROM: Lori E. Curtiss – Court Administrator

SUMMARY OF REQUEST/INFORMATION: Lapeer County Probate/Family Court has been approached by Justice Benefit, Inc to work on a pilot project along with a few other counties in attempts to increase dollars to the Probate/Family Court under Title IV-E Administration aspect. These dollars are not currently being captured in the State of Michigan and Justice Benefits indicate there is money available to assist with administering juvenile court. The State is currently not interested, and Justice Benefits would like a few counties to be pilot counties so as to provide documentation of dollars that could be recouped by the counties/state. Until the State buys into the program, there would be no dollars, this project would only be testing to look at the potential dollars. The formula is based off, either out of home numbers or youth on formal probation, and those that meet taniff eligibility. There would be minimal work required on the courts part during the pilot project

Justice Benefits, Inc would take a 22% cut from the counties eligible cost and the state if they buy on would be taking a percentage out in the end. At this time, this is potential dollars that is not being captured. The county already has an agreement with this company to collect dollars for illegal housed in the jail As a result the attached addendum would only need to be passed

CONIACI PERSON: Lori E. Curtiss – Court Administrator

BACKGROUND INFORMATION: Documents attached are for counties in Ohio that are currently under the program, and collecting dollars The dollars on the right are figures prior to the percentages being taken out Population has no bearing on the amounts collected.

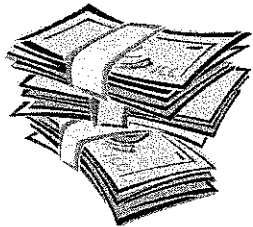
SUPPORTING DOCUMENTS DRAFT MOTION: Motion by _____, supported by _____, to authorize the Chairman of the Board to sign the Justice Benefits, Inc. contract addendum that allows Probate/Family Court –Juvenile Division to be a pilot county in the Title IV-E Administration Claims

Attachments XX Yes No

Title IV-E Enhanced Administrative Claims for Juvenile Probation Departments

Actual JBI Results for Title IV-E Quarterly Claims

| | Pop | Increased From | Increased To |
|----------|--------|-------------------|-----------------|
| County A | 144 K | \$ 0 | \$83,844 |
| County B | 1.3 MM | \$ 0 | \$420,160 |
| County C | 147 K | \$ 0 | \$181,330 |
| County D | 40 K | \$ 0 | \$29,404 |
| County E | 73 K | \$ 0 | \$185,787 |
| County F | 455K | \$ 0 | \$305,262 |



Focusing on the funding,
so you can focus on the youth.

A handwritten signature in the bottom right corner of the page.

INITIATIVE: Juvenile Probation's Title IV-E Administrative Claims

A) Description of JBI's Contribution:

JBI recognizes that the Court and Lapeer County, Michigan Juvenile Probation Department could file a federal Title IV-E Administrative Claim. This would generate federal reimbursements quarterly for services the Court staffs are already performing. JBI will work with the state to get an IGA in place. Then we will define and document reimbursable activities of Juvenile Probation staff. In the process, JBI will implement a time keeping system, and prepare and submit Enhanced Title IV-E Administrative Claims for the Juvenile Department.

B) Claims submitted:

No claims yet submitted by JBI

C) Total Increased Reimbursements expected:

Unknown until cost allocation plan developed and data collected.

D) Fee Structure:

JBI will be paid its fees per its contract with the Court and Lapeer County, Michigan on all amounts generated from this program.

E) Agreed, JBI may proceed with this Initiative:

Lapeer County, Michigan: _____

Name

_____ Date

_____ Title

Justice Benefits, Inc.: _____

Kimberly King

_____ Date

Senior Vice President- Business Development

7A

LAPEER COUNTY HEALTH DEPARTMENT

REQUEST FOR ACTION FORM

DATE: March 28, 2007

REQUEST FOR ACTION FOR YOUR INFORMATION
 REQUEST FOR INFORMATION

TO: FINANCE

FROM: STEPHANIE SIMMONS, R.N., MPA, DIRECTOR/HEALTH OFFICER

SUMMARY OF REQUEST/INFORMATION:

This serves as a request that the Lapeer County Health Department 2nd quarter appropriation for Funds 221 and 224 be transferred to the respective funds as indicated below.

ADDITIONAL INFORMATION:

CONTACT PERSON: STEPHANIE SIMMONS OR BRENT A. HELM

SUPPORTING DOCUMENTS: Adopted Budget

DRAFT MOTION:

I move that the Health Department's 2nd quarter appropriation be transferred as follows:

| | <u>Budget</u> | <u>Previous</u> | <u>Balance</u> |
|--|---------------|-----------------|----------------|
| \$120,342.00 from 101-990-999.221 to 221-990-695.010 | 554,886 | 138,721.50 | 416,164.50 |
| \$ 11,859.75 from 101-990-999.224 to 224-990-695.010 | 54,989 | 11,859.75 | 43,129.25 |

SUPPORTING DOCUMENTS: YES NO

MB

LAPEER COUNTY HEALTH DEPARTMENT

REQUEST FOR ACTION FORM

DATE: March 28, 2007

REQUEST FOR ACTION FOR YOUR INFORMATION
 REQUEST FOR INFORMATION

TO: FINANCE

FROM: STEPHANIE SIMMONS MPA, DIRECTOR/HEALTH OFFICER

SUMMARY OF REQUEST/INFORMATION:

This serves as a request that the Lapeer County Health Department 2nd quarter appropriation for Fund 221 Jail Nurse be transferred to the respective funds as indicated below.

ADDITIONAL INFORMATION:

CONTACT PERSON: STEPHANIE SIMMONS or BRENT A. HELM

SUPPORTING DOCUMENTS: Adopted Budget

DRAFT MOTION:

I move that the Health Department's 2nd quarter appropriation be transferred as follows:

\$18379.50 from 101-990-999.221 to 221-990-695.013

SUPPORTING DOCUMENTS: YES NO

7c

LAPEER COUNTY HEALTH DEPARTMENT

REQUEST FOR ACTION FORM

DATE: March 28, 2007

REQUEST FOR ACTION FOR YOUR INFORMATION
 REQUEST FOR INFORMATION

TO: FINANCE

FROM: STEPHANIE SIMMONS, R.N., MPA, DIRECTOR/HEALTH OFFICER

SUMMARY OF REQUEST/INFORMATION:

This serves as a request that the Lapeer County Health Department transfer the 3rd quarter appropriation for Fund 223 to the fund.

ADDITIONAL INFORMATION:

CONTACT PERSON: STEPHANIE SIMMONS OR BRENT A. HELM

SUPPORTING DOCUMENTS: VAAA Contract

DRAFT MOTION:

I move that the Health Department's 3rd quarter appropriation be transferred as follows:

| | | | |
|---|---------------|-----------------|-------------|
| | <u>Budget</u> | <u>Previous</u> | <u>Bal.</u> |
| \$122215.16 from 276-990-999.223 to 223-990-695.010 | 488,860.62 | 244,385.31 | 244,475 |

SUPPORTING DOCUMENTS: YES NO

LAPEER COUNTY HEALTH DEPARTMENT

MD

REQUEST FOR ACTION FORM

DATE: March 26, 2007

REQUEST FOR ACTION FOR YOUR INFORMATION
 REQUEST FOR INFORMATION

TO: FINANCE

FROM: STEPHANIE SIMMONS, R.N., MPA, DIRECTOR/HEALTH OFFICER

SS

SUMMARY OF REQUEST/INFORMATION:

This serves as a request for the 2007 Lapeer County Health Department
statutorial Liquor Tax Distribution of \$152538.00.

ADDITIONAL INFORMATION:

CONTACT PERSON: STEPHANIE SIMMONS OR BRENT A. HELM

SUPPORTING DOCUMENTS: Adopted Budget

DRAFT MOTION:

I move that the Health Department's Liquor Tax appropriation be
transferred as follows:

\$152538.00 from 101-990-999.219 to 221-990-695.011

Rec.
305,076

50%

SUPPORTING DOCUMENTS: YES NO

CH

LAPEER COUNTY HEALTH DEPARTMENT

ME

REQUEST FOR ACTION FORM

DATE: March 28, 2007

REQUEST FOR ACTION FOR YOUR INFORMATION
 REQUEST FOR INFORMATION

TO: FINANCE

FROM: STEPHANIE SIMMONS, RN, MPA, Director/Health Officer *SS*

SUMMARY OF REQUEST/INFORMATION:

Amend 2007 Fund 276 budget for old Department of Senior Activity Programs per 2007 adopted budget moved into Fund 223.

ADDITIONAL INFORMATION:

CONTACT PERSON: STEPHANIE SIMMONS OR BRENT A. HELM

SUPPORTING DOCUMENTS: 2007 Adopted Budget

DRAFT MOTION:

I move that the attached be adopted.

SUPPORTING DOCUMENTS: YES NO

**LAPEER COUNTY
BUDGET AMENDMENT FORM**

RECEIVER: _____
 REVIEWED: _____
 FORWARDED: _____
 RETURNED: _____
 REASON: _____

FUND NAME: HEALTH DEPARTMENT
 ORIGINATOR: Brent A. Helm

| FUND | ACCOUNT NUMBERS | | DESCRIPTION | ORIGINAL BUDGET | PRIOR AMENDED BUDGET | REQUEST BUDGET INCREASE | REQUEST BUDGET DECREASE | NEW AMENDED BUDGET |
|------|-----------------|---------|---------------|-----------------|----------------------|-------------------------|-------------------------|--------------------|
| | ACTIVITY | ACCOUNT | | | | | | |
| 276 | 990 | 990.223 | Appropriation | 126,751.00 | 126,751.00 | 362,109.62 | | 488,860.62 |
| 276 | 990 | 990.672 | Appropriation | 168,387.67 | 168,387.67 | | 168,387.67 | 0.00 |
| 276 | 990 | 990.673 | Appropriation | 0.00 | 0.00 | | | 0.00 |
| 276 | 990 | 990.674 | Appropriation | 0.00 | 0.00 | | | 0.00 |
| 276 | 990 | 990.675 | Appropriation | 74,569.14 | 74,569.14 | | 74,569.14 | 0.00 |
| 276 | 990 | 990.676 | Appropriation | 37,899.01 | 37,899.01 | | 37,899.01 | 0.00 |
| 276 | 990 | 990.677 | Appropriation | 81,253.80 | 81,253.80 | | 81,253.80 | 0.00 |
| 276 | 990 | | | 0 | 0 | | | 0 |
| 276 | 990 | | | 0 | 0 | | | 0 |
| 276 | 990 | | | 0 | 0 | | | 0 |
| 276 | 990 | | | 0 | 0 | | | 0 |
| 276 | 990 | | | 0 | 0 | | | 0 |
| 276 | 990 | | | 0 | 0 | | | 0 |
| 276 | 990 | | | 0 | 0 | | | 0 |

COMPUTER ENTRY BY: _____

DEPT. HEAD Brent A. Helm MOTION # _____ DATE ENTERED: _____

CH

ALL BUDGET AMENDMENT REQUESTS MUST BALANCE !!!

8

DATE: March 29, 2007

XX REQUEST FOR ACTION

_____ FOR YOUR INFORMATION

_____ REQUEST FOR INFORMATION

TO: BOARD OF COMMISSIONERS –COMMITTEE OF THE WHOLE

FROM: DOREEN CLARK, ADMINISTRATIVE SECRETARY

SUMMARY OF REQUEST / INFORMATION: Request to renew membership with the Lapeer Area Chamber of Commerce. The cost is \$125.00 and has been budgeted along with dues for the Imlay City Chamber of Commerce.

ADDITIONAL INFORMATION: Total of \$400.00 is budgeted in line item 101-803-957.103 (*Chamber Memberships*) for both Lapeer and Imlay City.

CONTACT PERSON(S): Doreen Clark, Administrative Secretary

BACKGROUND INFORMATION:

SUPPORTING DOCUMENTS: Invoice

DRAFT MOTION:

MOTION BY _____, SUPPORTED BY _____, TO RECOMMEND TO THE FULL BOARD TO AUTHORIZE PAYMENT TO THE LAPEER AREA CHAMBER OF COMMERCE TO RENEW MEMBERSHIP FOR FY 2007, AT A COST NOT TO EXCEED \$125.00, TO BE DEDUCTED FROM 101-803-957.103.

ATTACHMENTS YES XXX NO _____

Lapeer Area Chamber of Commerce
 108 Park Street
 Lapeer, MI 48446

Invoice

Phone # (810) 664-6641
 Fax # (810) 664-4349

| Date | Invoice # |
|-----------|-----------|
| 3/22/2007 | 6758 |

| |
|--|
| Bill To |
| County of Lapeer John Biscoe 255 Clay Street Lapeer, MI 48446 |

| |
|-------------|
| Due Date |
| Due 4-01-07 |

| Description | Amount |
|---|----------------|
| Annual dues: Governmental/Schools non-profit organization. Membership dues are a business expense. Contact your financial advisor for ways to make this work for you! | 125.00 0.00 |

| | |
|---|-----------------------|
| Thank you for renewing your membership. | Total \$125.00 |
|---|-----------------------|