



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\*\***

**JUNE 14, 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 **MAY 31, 2007** COMMITTEE OF THE WHOLE MEETING **AND** THE **JUNE 7, 2007** SPECIAL BUDGET PLANNING MEETING  
  
and  
REVIEW OF **OVERNIGHT TRAVEL REQUESTS AND BUDGET AMENDMENTS** (*distributed and reviewed throughout the meeting*)
- 2) **PUBLIC TIME** – Citizens Comments, etc.
- 3) **HEALTH DEPARTMENT** – DISCUSSION OF THE ANIMAL CONTROL DIVISION'S BUDGET
- 4) **EMERGENCY MANAGEMENT** – REQUEST TO APPROVE THE MICHIGAN CITIZENS CORP PROGRAM GRANT FOR FY 2007/2008

\*\*\*\*\*

**9:00 A.M. PUBLIC HEARING ON A PROPOSED INCREASE IN PROPERTY TAXES**

\*\*\*\*\*

*Continued--*

**5) ADMINISTRATION OFFICE –**

- A. REQUEST TO AUTHORIZE PAYMENT TO ATTORNEY HOWARD SHIFMAN
- B. REQUEST TO AUTHORIZE PAYMENT TO LAPEER DEVELOPMENT CORPORATION
- C. REQUEST TO RENEW MEMBERSHIP WITH MICHIGAN TOWNSHIPS ASSOCIATION
- D. REQUEST TO APPOINT THE OFFICER DELEGATE AND ALTERNATE FOR THE MERS ANNUAL MEETING
- E. RESOLUTION FOR FLOYD WELLS, EDGAR A GUEST AWARD RECIPIENT
- F. PROPOSED PROPERTIES MOTIONS

**6) BUDGET AMENDMENTS / APPROPRIATION TRANSFERS**

*(requiring Board approval)*

- A. Parks Department
- B.
- C.

**7) OTHER BUSINESS:**

- A.
- B.
- C.

**8) PUBLIC TIME –** Citizens Comments, etc.

**CLOSED SESSION**      *(if needed)*

**ADJOURN...**

**\*\*REMINDERS:**    **NEXT WEEK'S FULL BOARD MEETING WILL BE HELD AT THE RICH TOWNSHIP HALL (CORNER OF M-24 AND MILLINGTON ROADS) AT 7:30 P.M.**



**TODAY IS FLAG DAY!!! (AND JOHN BISCOE'S BIRTHDAY)**

**COMMITTEE OF THE WHOLE**  
**May 31, 2007**  
**8:15 a.m.**

Chairman Taylor called the meeting to order at 8:15 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 Lenny Schneider, Dyle Henning, Linda M. Jarvis, Ian Kempf, Gary Roy, Dave Taylor

Excused: Commissioner Cheryl A. Clark

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

The draft minutes of the May 17, 2007 Committee of the Whole Meeting were briefly reviewed.

Motion by Schneider, supported by Kempf, to approve the draft minutes from the May 17, 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** – No comments were received.

Chairman Taylor read a letter from the Department of Corrections regarding the Jail Inspection Report.

Mary Stikeleather, Emergency Management Coordinator, requested permission to host a Public Officials Conference. Discussion followed.

Motion by Schneider, supported by Henning, to recommend to the Full Board, to authorize the Emergency Management Department to host the Public Officials Conference, with a registration fee of \$10.00, and that any cost to the County not to exceed \$750.00, to be paid from the County Training Line. Motion carried.

Ken Elwert, Parks Department Director, requested permission to purchase property adjacent to the Flint River. Discussion followed.

Motion by Kempf, supported by Henning, to recommend to the Full Board, to authorize Lapeer County to purchase parcel 014-028-034-00 from the County Treasurer for up to \$1,006.00, at no cost to the County General Fund. Motion carried.

Michael Vizona, Executive Director of the Lapeer County Community Mental Health requested authorization to submit three Adult and two Children's Federal Mental Health Block Grant Proposals. Discussion followed.

Motion by Kempf, supported by Jarvis, to recommend to the Full Board, to authorize Lapeer County Community Mental Health to submit the three Adult and two Children's Federal Mental Health Block Grant Proposals, as approved by the Lapeer County Community Mental Health Board and the Thumb Alliance Prepaid Inpatient Health Plan (PIHP). Motion carried.

Undersheriff, Bob Rapson, requested authorization to submit a Commercial Equipment Direct Assistance Program (CEDAP) Grant to obtain a Thermal Imager.

Motion by Schneider, supported by Jarvis, to recommend to the Full Board, to authorize the Sheriff's Department to write and submit a Commercial Equipment Direct Assistance Program (CEDAP) Grant to obtain a Thermal Imager, at no cost to the County General Fund. Motion carried.

Stephanie Simmons, Health Department Director requested authorization to purchase 17 Ultra-Lite Meal Movers, 16 heat sheets and 8 plug-in adapters. Discussion followed.

Motion by Henning, supported by Roy, to recommend to the Full Board, to authorize the Health Department to purchase 17 Ultra-Lite Meal Movers, 16 heat sheets and 8 plug-in adapters, at no cost to the County General Fund. Motion carried.

Tom Valentine, a representative from the Agricultural Preservation Board, presented information regarding the Agricultural Conservation Easement Deed for the Transfer of Development Rights for the property at 5097 Bishop Road, Dryden, MI 48428. Discussion followed.

Marlene M. Bruns, County Clerk requested that the Committee approve the purchase of Circuit Court file folders. Discussion followed.

Motion by Kempf, supported by Roy, to recommend to the Full Board, to authorize the County Clerk to purchase 5,150 Circuit Court file folders from The EBCO Company, LLC. Motion carried.

Motion by Schneider, supported by Kempf, to recommend to the Full Board, to authorize payment to Howard L. Shifman P.C., in the amount of \$4,899.00, for legal services rendered 04/01/07 – 04/30/07, to be paid from line item 101-210-801.020. Motion carried.

Motion by Schneider, supported by Kempf, to recommend to the Full Board, to authorize payment to Johnson, Rosati, LaBarge, Aseltyne & Field, P.C., in reference to invoice #1049943, in the amount of \$337.50, for services rendered 04/01/07 – 04/30/07, to be paid from line item 101-210-801.020. Motion carried.

Motion by Schneider, supported by Kempf, to recommend to the Full Board, to authorize payment to the Lapeer Area Chamber of Commerce to renew Membership for Fiscal Year (FY) 2007, at a cost not to exceed \$125.00, to be paid from line item 101-803-957.103 (Memberships). Motion carried.

Motion by Schneider, supported by Kempf, to recommend to the Full Board, to authorize payment to the Imlay City Area Chamber of Commerce, to renew membership, at a cost not to exceed \$100.00, to be paid from line item 101-803-957.103 (Memberships). Motion carried.

Motion by Schneider, supported by Kempf, to recommend to the Full Board, to authorize payment of dues to the Michigan Association of Counties (MAC), in the amount of \$13,853.00, for the period of July 1, 2006 through June 30, 2007, to be paid from line item 101-803-957.102 (Memberships). Motion carried.

Motion by Schneider, supported by Jarvis, to recommend to the Full Board, to approve the following budget amendment as submitted by the Prosecutor's Office:

Increase	101-229-860.020 (Extradition)	by	\$2,066.00
Decrease	101-100-700.100 (Contingencies)	by	\$2,066.00

Motion carried.

Motion by Schneider, supported by Jarvis, to recommend to the Full Board, to approve the following budget amendment for the Sheriff's Department:

Increase	101-301-678.000 (Police Svc Cont)	by	\$3,305.44
Increase	101-301-707.000 (Overtime)	by	\$3,305.44
Increase	264-352-634.000 (Booking Fees)	by	\$5,000.00
Increase	264-352-956.000 (Training)	by	\$5,000.00

Motion carried.

Motion by Schneider, supported by Jarvis, 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	\$2,222.32
Decrease	264-307-956.000 (Training)	by	\$332.00
Increase	264-307-730.010 (Supplies)	by	\$332.00
Increase	264-307-941.000 (Equip. Rental)	by	\$750.00
Increase	264-307-730.010 (Supplies)	by	\$1,472.32

Motion carried.

Motion by Schneider, supported by Jarvis, to recommend to the Full Board, to approve the following budget amendment for the Sheriff's Department (Marine Safety):

Increase	264-331.977.000 (Machinery and Equip)	by	\$21,000.00
Increase	264-331-545.010 (Marine Safety Grant)	by	\$21,000.00

Motion carried.

Motion by Schneider, supported by Kempf, to recommend to the Full Board, to authorize the Administration Office to Publish the Notice of Public Hearing on Increasing Property Taxes, to be held June 14, 2007 at 9:00 a.m. in the Commission Chambers on the lower level of the County Complex Building. 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** – No comments were received.

Motion by Roy, supported by Schneider to adjourn the meeting. 10:12 a.m.

---

David Taylor, Chairman  
Committee of the Whole

**LAPEER COUNTY BOARD OF COMMISSIONERS  
SPECIAL BUDGET PLANNING MEETING  
June 7, 2007**

Chairman Taylor called the meeting to order at 9:30 a.m. in Room #302 on the Third Floor of the County Complex Building.

Present:	Cheryl A. Clark	District #1
	Dyle Henning	District #2
	Gary Roy	District #3
	Lenny Schneider	District #4
	David Taylor	District #5
	Linda M. Jarvis	District #6
	Ian Kempf	District #7

Lengthy discussion followed regarding the budgetary Planning outline presented by John Biscoe, County Controller/Administrator.

Motion by Clark, supported by Schneider, to adjourn the meeting. 11:34 a.m.

David Taylor, Chairman  
Board of Commissioners

---

Marlene M. Bruns, County Clerk  
Clerk of the Board



**CONTACT PERSON: Stephanie Simmons**

**DRAFT MOTION: None**

**SUPPORTING DOCUMENTS**

**Yes**

**No**



# State of Michigan 2005 Michigan Citizen Corps Program Grant Agreement

June 1, 2007 to March 1, 2008

CFDA Number: 97.067

This Michigan Citizen Corps Program (CCP) Grant Agreement is hereby entered into between the Michigan Department of State Police, Emergency Management & Homeland Security Division (hereinafter called the Sub-grantor), and

**Lapeer County Emergency Management**  
(hereinafter called the Sub-grantee)

## I. Purpose

The purpose of this Grant Agreement is to provide federal pass-through funds to the Sub-grantee to engage and actively involve all citizens in hometown security through personal preparedness, training, exercises and volunteer service and to provide a structured opportunity for citizens to augment local emergency response activities.

## II. Objectives

The principal objective of this Grant Agreement is to provide financial assistance for allowable costs in the following program areas:

Development and maintenance of Citizen Corps Programs to include:

Community Emergency Response Teams (CERT)  
Volunteers in Police Service (VIPS)  
Neighborhood Watch (NW)  
Fire Corps  
Medical Reserve Corp (MRC)  
Personal Preparedness Programs targeting communities

For guidance on allowable costs for this program, please refer to <https://www.rkb.mipt.org>

## III. Statutory Authority

Funding for the 2005 CCP is authorized by the Department of Homeland Security Appropriations Act of 2005. The Sub-grantee agrees to comply with all program requirements in accordance with the HSGP, Office of Management and Budget Circulars A-87, A-102, and A-133 as revised, located at <http://www.whitehouse.gov/omb/circulars/index.html>, 28 CFR Part 66 and 28 CFR Part 70, located at [http://www.access.gpo.gov/nara/cfr/waisidx\\_04/28cfrv2\\_04.html](http://www.access.gpo.gov/nara/cfr/waisidx_04/28cfrv2_04.html), the U.S. General Accounting Office Government Auditing Standards, located at <http://www.gao.gov/govaud/ybk01.htm>, the OJP Financial Guide 2005, located at <http://www.ojp.usdoj.gov/FinGuide>, the Administrative Guide to State Government, located at [http://www.michigan.gov/dmb/0,1607,7-150-9131\\_9347--,00.html](http://www.michigan.gov/dmb/0,1607,7-150-9131_9347--,00.html), the State of Michigan Financial Management Guide (FMG), located at [http://www.michigan.gov/budget/0,1607,7-157-13404\\_27707-99757--,00.html](http://www.michigan.gov/budget/0,1607,7-157-13404_27707-99757--,00.html), and all applicable federal and state laws and regulations.

## IV. Michigan Citizen Corps Program Award Amount and Restrictions

The Michigan Citizen Corps Program award for Lapeer County is **\$15,060**.

**CERT - \$10,000**

**Personal Preparedness - \$3,200**

**Conference - \$1,860**

This Grant Agreement designates CCP funds for reimbursement of authorized costs. Grant Agreement funds shall not be used for other purposes. The funds awarded in the Grant Agreement shall only be used to cover allowable costs that are incurred during the Grant Agreement period, and include:

Preparedness Day materials  
CERT backpacks  
Badges, vehicle signs  
CERT member clothing  
Canopy, supplies  
First Aid/CPR materials and training  
Moulage supplies  
2007 Great Lakes Homeland Security Conference attendance

**The funds must supplement, not supplant, state or local funds.** Federal funds will be used to supplement existing funds, and will not replace (supplant) funds that have been appropriated for the same purpose. Potential supplanting will be carefully reviewed in the application review, in subsequent monitoring, and in the audit. The Sub-grantee may be required to supply documentation certifying that they did not reduce non-federal funds because of receiving federal funds. Federal funds cannot be used to replace a reduction in non-federal funds or solve budget shortfalls in general fund programs.

**Please note that 2007 Citizen Corps Program grants are expected to be applied for and awarded on a regional basis only.**

#### **VII. Responsibilities of the Sub-grantee**

The Sub-grantee agrees to comply with all applicable federal and state regulations, including the following:

- A. In addition to this 2005 CCP Grant Agreement, Sub-grantees shall complete, sign, and submit to Sub-grantor the following documents, which are incorporated by reference into this Grant Agreement:
  1. Assurances (OJP Form 4000/3)
  2. Certifications Regarding Lobbying; Disclosure of Lobbying Activities; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirement (OJP Form 4061/6)
  3. Audit Certification Form
  4. W-9 Tax Identification Form
  5. Other documents that may be required by federal or state officials
- B. The 2005 CCP Grant covers eligible costs from **June 1, 2007 until March 1, 2008**. For guidance on allowable costs for this program, please refer to <https://www.rkb.mipt.org>
- C. Submit the **Reimbursement Cover Sheet (EMD-054)** and all required documentation to the Sub-grantor as needed. The Reimbursement Cover Sheet (EMD-054) and other reimbursement forms can be found on the EMD website at [http://www.michigan.gov/msp/1,1607,7-123-1593\\_3507---,00.html](http://www.michigan.gov/msp/1,1607,7-123-1593_3507---,00.html). Once there, in the middle of the page under "Inside EMD" click on "Homeland Security Reimbursement Forms."
- D. Comply with applicable financial and administrative requirements set forth in the current edition of "U.S. Department of Justice Financial Guide," including the following provisions:
  1. Account for receipts and expenditures, maintain adequate financial records, and refund expenditures disallowed by federal or state audit.
  2. Retain all financial records, supporting documents, statistical records, and all other records pertinent to the 2005 CCP for at least three years after the financial close-out date of this grant program, for purposes of federal and/or state examination and audit.

3. Perform the required financial and compliance audits in accordance with the Single Audit Act of 1984, as amended, and OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations," as further described in OJP's "Financial Guide," Chapter 19. Random audits shall be performed to ensure compliance with applicable provisions.
4. Sub-grantor and Sub-grantee 2005 CCP information is subject to requests made pursuant to the federal and state Freedom of Information Act (FOIA), 5. USC §552 & MCLA 15 243, Section 13(1)(u)&(y). It is recognized that much of the information submitted in the course of applying for funding under this program, or provided in the course of its grant management activities, may be considered law enforcement sensitive or otherwise important to national security interests. This may include threat, risk, and needs assessment information; and discussions of demographics, transportation, public works, and industrial and public health infrastructures. Therefore, the Department of State Police, Freedom of Information Officer, will determine which information is to be released on a case by case basis.

All applicants should be aware that any information created exclusively for the purpose of applying for and monitoring grants hereunder is the property of the U.S. Government, and shall not otherwise be disclosed or released pursuant to state or local law or regulation.

#### VIII. Responsibilities of Sub-grantor

The Sub-grantor, in accordance with the general purposes and objectives of this Grant Agreement, will:

- A. Administer the 2005 CCP in accordance with all applicable federal and state regulations and guidelines.
- B. Provide direction and technical assistance to the Sub-grantee.
- C. Provide any special report forms and reporting formats (templates) required by the Sub-grantor for operation of the program.
- D. Reimburse the Sub-grantee in accordance with this Grant Agreement based on appropriate documentation submitted by the Sub-grantee.
- E. Independently or in conjunction with the Office for Domestic Preparedness (ODP), conduct random on-site reviews with Sub-grantee(s).
- F. Sub-grantor and Sub-grantee 2005 CCP information is subject to requests made pursuant to the federal and state Freedom of Information Act (FOIA), 5. USC §552 & MCLA 15.243; Section 13(1)(u)&(y). It is recognized that much of the information submitted in the course of applying for funding under this program, or provided in the course of its grant management activities, may be considered law enforcement sensitive or otherwise important to national security interests. This may include threat, risk, and needs assessment information; and discussions of demographics, transportation, public works, and industrial and public health infrastructures. Therefore, the Department of State Police, Freedom of Information Officer, will determine which information is to be released on a case by case basis.

All applicants should be aware that any information created exclusively for the purpose of applying for and monitoring grants hereunder is the property of the U.S. Government, and shall not otherwise be disclosed or released pursuant to state or local law or regulation.

#### IX. Payment and Reporting Procedures

The Sub-grantee agrees to prepare the **Reimbursement Cover Sheet (EMD-054)** and all required attached documentation, including all required authorized signatures, and submit it as needed. **Please note: One Reimbursement Cover Sheet and related forms must be completed for each submittal.** Please refer to the Reimbursement Requirements in order to meet the documentation requirements.

**SUB-GRANTEE WILL NOT BE REIMBURSED FOR FUNDS UNTIL ALL REQUIRED SIGNED DOCUMENTS  
AND REIMBURSEMENT DOCUMENTS ARE RECEIVED.**

**X. Employment Matters**

Sub-grantee shall comply with Title VI of the Civil Rights Act of 1964, as amended, the Elliott-Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 *et seq.*, the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 *et seq.*, and all other federal, state and local fair employment practices and equal opportunity laws and covenants that it shall not discriminate against any employee or applicant for employment, to be employed in the performance of this Grant Agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment; or any matter directly or indirectly related to employment because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, limited English proficiency, or handicap that is unrelated to the individual's ability to perform the duties of a particular job or position. Sub-grantee agrees to include in every subcontract entered into for the performance of this Grant Agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of the Grant Agreement.

Sub-grantee shall ensure that no subcontractor, manufacturer, or supplier of Sub-grantee on this Project appears in the register compiled by the Michigan Department of Consumer and Industry Services, Commercial Enforcement Unit, pursuant to 1980 PA 278, as amended, MCL 423.321 *et seq.* (State Contractors with Certain Employers Prohibited Act)

**XI. Limitation of Liability**

Sub-grantor and Sub-grantee to this Grant Agreement agree that each must seek its own legal representative and bear its own costs, including judgments, in any litigation that may arise from performance of this contract. It is specifically understood and agreed that neither party will indemnify the other party in such litigation.

*This is not to be construed as a waiver of governmental immunity.*

**XII. Third Parties**

This Grant Agreement is not intended to make any person or entity, not a party to this Grant Agreement, a third party beneficiary hereof or to confer on a third party any rights or obligations enforceable in their favor.

**XIII. Grant Agreement Period**

This Grant Agreement is in full force and effect from **June 1, 2007 through March 1, 2008**. No costs eligible under this Grant Agreement shall be incurred before the starting date of this Grant Agreement except with prior written approval. This Grant Agreement consists of two identical sets simultaneously executed, each is considered an original having identical legal effect. This Grant Agreement may be terminated by either party by giving thirty (30) days written notice to the other party stating reasons for termination and the effective date, or upon the failure of either party to carry out the terms of the Grant Agreement. Upon any such termination, the Sub-grantee agrees to return to the Sub-grantor any funds not authorized for use, and Sub-grantee shall have no further obligation to make payments.

**XIV. Entire Grant Agreement**

This Grant Agreement is governed by the laws of the State of Michigan and supersedes all prior agreements, documents, and representations between Sub-grantor and Sub-grantee, whether expressed, implied, or oral. This Grant Agreement constitutes the entire agreement between the parties and may not be amended except by written instrument executed by both parties prior to the termination date set forth in Paragraph XII above. No party to this Grant Agreement may assign this Grant Agreement or any of his/her/its rights, interest, or obligations hereunder without the prior consent of the other party. Sub-grantee agrees to inform Sub-grantor in writing immediately of any proposed changes of dates, budget, or services indicated in this Grant Agreement, as well as changes of address or personnel affecting this Grant Agreement. Changes in dates, budget, or services are subject to prior written

approval of Sub-grantor. If any provision of this Grant Agreement shall be deemed void or unenforceable, the remainder of the Grant Agreement shall remain valid.

**XV. Business Integrity Clause**

The Sub-grantor may immediately cancel the grant without further liability to the Sub-grantor or its employees if the Sub-grantee, an officer of the Sub-grantee, or an owner of a 25% or greater share of the Sub-grantee is convicted of a criminal offense incident to the application for or performance of a State, public, or private grant or subcontract; or convicted of a criminal offense including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees; convicted under State or Federal antitrust statutes; or convicted of any other criminal offense which, in the sole discretion of the Sub-grantor, reflects on the Sub-grantee's business integrity.

**XVI. Official Certification**

The individual or officer signing this Grant Agreement certifies by his or her signature that he or she is authorized to sign this Grant Agreement on behalf of the jurisdiction he or she represents.

---

Printed Name

Title

---

Name of Jurisdiction

---

Signature

Date

**For the Sub-grantor – Michigan State Police Emergency Management and Homeland Security Division**

Capt. Eddie L. Washington, Jr.

Deputy State Director of Homeland Security and Emergency Management

Printed Name

Title

Signature

Date

Draft

Public  
Hearing

**RESOLUTION**  
**Regarding Proposed Public Hearing on  
Increasing Property Taxes**

**WHEREAS,** the Lapeer County Board of Commissioners of the County of Lapeer has established a public hearing on a proposed increase of 0.1363 mills in the operating tax millage rate to be levied on property in 2007; and,

**WHEREAS,** the hearing was established for Thursday, June 14, 2007 at 9:00 a.m. at the Lapeer County Complex, Lower Level, 255 Clay Street, Lapeer, Michigan 48446, as was published in a newspaper of general circulation on June 6, 2007; and,

**WHEREAS,** the taxing unit which published the public hearing notice has complete authority to establish the number of mills to be levied from within its authorized millage rate; and,

**WHEREAS,** if adopted, the proposed additional millage will increase operating revenues from ad valorem property taxes 2.95% over such revenues generated by levies permitted without holding a hearing; and further, if the proposed additional millage rate is not approved, the operating revenue will increase by 1.67% over the preceding year's operating revenue; and,

**THEREFORE, BE IT RESOLVED,** that the Lapeer County Board of Commissioners will take action on the proposed additional millage at their Regular Board Meeting on June 21, 2007 at the Rich Township Hall, 8482 N. Lapeer Road, Mayville, Michigan 48744.

---

David Taylor, Chairman  
Lapeer County Board of Commissioners

*I hereby certify that the foregoing Resolution was adopted by a vote at the meeting of the Board of Commissioners of the County of Lapeer, State of Michigan, on this 7<sup>th</sup> day of June, 2007.*

---

Marlene M. Bruns, County Clerk  
Clerk of the Board

# TENTATIVE

## LAPEER COUNTY 2007 "TRUTH in TAXATION" CALENDAR

- May 31, 2007                    **At C.O.W.** – Board reviews 2007 Tax Rate Request Form (form 4029) and approves proposed public notice
- June 6, 2007                    “Notice of Public Hearing on Increasing Property Taxes” Published in a newspaper of general circulation in the taxing unit.  
(Headline -18 point Type or larger, Body – 12 point or larger)
- June 7, 2007                    **At Full Board** – Proposed millage rate must be established by a resolution adopted by the governing body of the taxing unit before it conducts a public hearing
- June 14, 2007                   **At C.O.W.** – Public Hearing held on Increasing Property Taxes
- June 21, 2007                   **At Full Board** (night meeting Rich)- Board approves the levy of the millage rate equal to or less than the proposed millage rate that was published and which a public hearing has been held

5A

DATE: June 11, 2007

REQUEST FOR ACTION

FOR YOUR INFORMATION

REQUEST FOR INFORMATION

TO: LAPEER COUNTY BOARD OF COMMISSIONERS

FROM: LINDA K. HESS

SUMMARY OF REQUEST / INFORMATION: May, 2007 billing for Howard L. Shifman, P.C., Legal Council

BACKGROUND INFORMATION:

ADDITIONAL INFORMATION:

CONTACT PERSON(S): Linda K. Hess

SUPPORTING DOCUMENTS: Billing Statement

DRAFT MOTION:

To authorize payment from line item #101-210-801.020 to Howard L. Shifman, P.C. in the amount of \$1,874.50 for legal services rendered 5/01/07 – 5/31/07.

ATTACHMENTS YES  NO

*Law Offices of*  
**HOWARD L. SHIFMAN, P.C.**

*370 E. Maple Road  
Suite 200  
Birmingham, MI 48009*  
Phone: (248) 642-2383  
Fax: (248) 642-1932

**Robert Nyovich - Of Counsel**  
**Timothy K. McConaghy\* - Of Counsel**

\*Also admitted in Ohio

**PRIVILEGED ATTORNEY-CLIENT COMMUNICATION**

June 1, 2007

John Biscoe, County Administrator  
Lapeer County  
255 Clay Street  
Lapeer, MI 48446

Re: Lapeer County/Invoice for Services

Dear Mr. Biscoe:

Enclosed please find our invoice for services rendered through May 31, 2007.

Invoice No. 10630

Lapeer County – General	\$ 1,874.50
Labor Matters	
<b>TOTAL</b>	<b>\$ 1,874.50</b>

Thank you for your attention in this matter. If you have any questions or comments, please feel free to contact me at your convenience.

Very truly yours,

HOWARD L. SHIFMAN, P.C.

Howard L. Shifman

HLS/jdv

Howard L. Shifman, P.C.  
370 E. Maple Road, Ste. 200  
Birmingham, MI 48009

Invoice submitted to:  
Lapeer County  
255 Clay Street  
Lapeer MI 48446  
Attn: John Biscoe, County Administrator

June 01, 2007  
In Reference To: General Labor  
Invoice #10630

Professional Services

	<u>Hrs/Rate</u>	<u>Amount</u>
5/2/2007 Review negotiation issues	0.70 115.00/hr	80.50
5/3/2007 Telephone Conference with C.A.	0.20 115.00/hr	23.00
Review negotiation issues and arbitration	1.30 115.00/hr	149.50
5/4/2007 Telephone Conference with C.A.	0.20 115.00/hr	23.00
Receipt and Review conference regarding arbitration	0.10 115.00/hr	11.50
Review arbitration	1.20 115.00/hr	138.00

	<u>Hrs/Rate</u>	<u>Amount</u>
5/5/2007 Review issues regarding arbitration, agreement and issues raised by union	4.50 115.00/hr	517.50
5/8/2007 Review dispatch issues	1.00 115.00/hr	115.00
Telephone Conference regarding arbitration	0.20 115.00/hr	23.00
5/12/2007 Review issues regarding arbitration	1.50 115.00/hr	172.50
5/18/2007 Review issues regarding S.D.	1.50 115.00/hr	172.50
5/26/2007 Review issues regarding S.D.	2.50 115.00/hr	287.50
5/29/2007 Review issues regarding S.D.	0.90 115.00/hr	103.50
5/30/2007 Review S.D. issues	0.50 115.00/hr	57.50
For professional services rendered	16.30	\$1,874.50
Previous balance		\$4,899.00
5/11/2007 Payment - Thank You (Invoice No. 10621). Check No. 209634		(\$4,899.00)
Total payments and adjustments		(\$4,899.00)
Balance due		<u>\$1,874.50</u>

5B

DATE: June 8, 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 authorize annual payment to Lapeer Development Corporation in the amount of \$7,000, which is budgeted.

**ADDITIONAL INFORMATION:**

**CONTACT PERSON(S):** John Biscoe/Doreen Clark

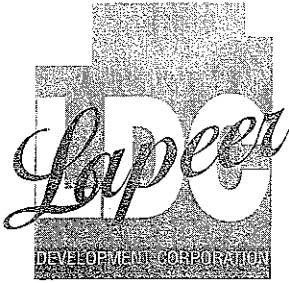
**BACKGROUND INFORMATION:**

**SUPPORTING DOCUMENTS:** Letter from Lapeer Development Corporation

**DRAFT MOTION:**

**MOTION BY \_\_\_\_\_, SUPPORTED BY \_\_\_\_\_, TO RECOMMEND TO THE FULL BOARD TO AUTHORIZE PAYMENT TO THE LAPEER DEVELOPMENT CORPORATION FOR PROFESSIONAL ECONOMIC SERVICES FOR FISCAL YEAR 2007, AT A COST NOT TO EXCEED \$7,000.00, TO BE DEDUCTED FROM 101-851-965.000.**

ATTACHMENTS YES XXX NO \_\_\_\_\_



June 4, 2007

Mr. John Biscoe, County Controller/Administrator  
Lapeer County Complex Building  
255 Clay Street  
Lapeer, MI 48446

Dear Mr. Biscoe:

The purpose of this letter is to request the County's 2006/2007 Fiscal Year contribution to Lapeer Development Corporation, our fiscal year end is June 30, 2007. Please remit \$7,000, as budgeted, for professional economic development services for 2006/2007.

Thank you for your support of our economic development efforts. Should you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Patricia Lucas".

Patricia A. Lucas, CED  
Executive Director

cc: David Taylor, Chairman  
Lapeer County Commission

5c

**DATE: June 11, 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:** Authorization to renew and pay the County Membership Dues Statement from the Michigan Townships Association. The cost is still \$336.00 (based upon 5-7 County Board of Commissioners) and budgeted.

**ADDITIONAL INFORMATION:**

**CONTACT PERSON(S):** John Biscoe/Doreen Clark

**BACKGROUND INFORMATION:**

**SUPPORTING DOCUMENTS:** Statement from Michigan Townships Association

**DRAFT MOTION:**

**MOTION BY \_\_\_\_\_, SUPPORTED BY \_\_\_\_\_, TO RECOMMEND TO THE FULL BOARD TO AUTHORIZE PAYMENT TO THE MICHIGAN TOWNSHIPS ASSOCIATION FOR ANNUAL DUES FOR THE PERIOD OF JULY 1, 2007 THROUGH JUNE 30, 2008, AT A COST OF \$336.00, TO BE DEDUCTED FROM LINE ITEM 101-803-957.104.**

ATTACHMENTS YES XXX NO \_\_\_\_\_

# *Michigan Townships Association*

## County Membership Dues Statement

May 15, 2007

**MTA county membership dues for Lapeer County - July 1, 2007 to June 30, 2008:**

**\$ 336.00**

Marlene M. Bruns  
Lapeer County Clerk  
255 Clay St.  
Lapeer, MI 48446-2205

Checks should be made payable to: Michigan Townships Association, PO Box 80078, Lansing, MI 48908-0078

*Please detach top portion of Dues Statement and return with payment*

MTA associate dues for Michigan county governments are based on the number of commissioners serving on the county Board of Commissioners, according to the following schedule:

<u>Number of Commissioners</u>	<u>MTA County Dues</u>
5 - 7	\$336.00
8 - 10	\$408.00
11 - 14	\$480.00
15 - 19	\$576.00
20 +	\$696.00

Dues cover a one-year period from July 1 to June 30 and include subscriptions to the *Michigan Township News* and *Capitol Currents* for the following officers:

<b>Clerk</b>	<b>Drain Commissioner</b>	<b>Road Commission Chair</b>
<b>County Administrator or Coordinator</b>	<b>Equalization Director</b>	<b>Sheriff</b>
<b>Commissioners</b>	<b>Prosecuting Attorney</b>	<b>Treasurer</b>
	<b>Register of Deeds</b>	

*Please provide an updated list of names and addresses for these officers so they will receive our mailings.  
If the number of commissioners on your board has changed, please adjust dues accordingly.*

MTA membership also entitles county officers to attend MTA seminars and purchase MTA publications at the member rate.

**\* MTA dues are not deductible as a charitable contribution for federal income tax purposes \***

Michigan Townships Association \* PO Box 80078 \* Lansing, Michigan 48908-0078  
Phone (517) 321-6467 \* Fax (517) 321-8908 \* Federal ID # 38-1536994

**DATE: June 11, 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 appoint Craig Horton as the Officer Delegate and John Biscoe as the Officer Alternate to attend the MERS Annual Conference being held September 18-20, 2007 in Kalamazoo.

**ADDITIONAL INFORMATION:**

**CONTACT PERSON(S):** Doreen Clark/Craig Horton

**BACKGROUND INFORMATION:**

**SUPPORTING DOCUMENTS:**

**DRAFT MOTION:**

**MOTION BY \_\_\_\_\_, SUPPORTED BY \_\_\_\_\_, TO RECOMMEND TO THE FULL BOARD TO APPOINT CRAIG HORTON AS THE OFFICER DELEGATE AND JOHN BISCOE AS THE OFFICER ALTERNATE TO ATTEND THE MERS ANNUAL CONFERENCE BEING HELD SEPTEMBER 18 – 20, 2007.**

ATTACHMENTS YES \_\_\_\_\_ NO XXX

5E



Lapeer County, Michigan

**RESOLUTION**

**WHEREAS,** **Floyd Wells** has been a lifetime area resident and has been married for almost 50 years, raising 4 children and 6 grandchildren; and,

**WHEREAS,** **Floyd Wells** has been active in the community for many years, including: Six years as a Cub Scout Master; Five years on the Attica Methodist Church Leadership and Pastor/Parish Committee; First person to achieve 10 years of service with the Imlay City Volunteer Fire Department; 35 years with the Imlay City High School Football Chain Gang and has only missed two games in over 40 years; 35 years with the Imlay City Athletic Boosters, serving 6 years as President; 42 years with the Imlay City Little League including 7 years as the League President, 19 years as Coach, and 16 years as an Umpire; and still serves as an umpire for the Girl's Softball League each weekend; and,

**WHEREAS,** **Floyd Wells** is a past recipient of the 2000 Outstanding Service Award from the Imlay City Community Schools and the 2003 Imlay City Citizen of the Year Award from the Imlay City Chamber of Commerce

**WHEREAS,** **Floyd Wells** has been selected by the Attica-Imlay Masonic Lodge No. 295 as the recipient of the "2007 Edgar A. Guest Award" and will be recognized at a special ceremony on Saturday, June 16, 2007.

**NOW THEREFORE, BE IT RESOLVED,** that the Board of Commissioners of Lapeer County, Michigan, wishes to recognize **Floyd Wells** for being honored with the "Edgar A. Guest Award" and expresses appreciation for his many years of dedicated service to the citizens of his community and all of Lapeer County.

\_\_\_\_\_  
David Taylor, Chairman

\_\_\_\_\_  
Cheryl Clark, Vice-Chairman

\_\_\_\_\_  
Dyle Henning, District #2

\_\_\_\_\_  
Gary Roy, District #3

\_\_\_\_\_  
Lenny Schneider, District #4

\_\_\_\_\_  
Linda M. Jarvis, District #6

\_\_\_\_\_  
C Ian Kempf, District #7

*I hereby certify that the foregoing Resolution was unanimously adopted by a vote at the regular meeting of the Board of Commissioners of the County of Lapeer, State of Michigan, on this 1<sup>st</sup> day of June, 2007.*

\_\_\_\_\_  
Marlene M. Bruns, County Clerk  
Clerk of the Board

5F

**PROPOSED MOTIONS**  
**FROM THE**  
**MAY 31, 2007**  
**PROPERTIES COMMITTEE MEETING**

- 1. Motion by Stock, supported by Roy, to recommend to the Committee of the Whole to direct Joe Stock, Building and Grounds Manager, to contract with an auctioneer within Lapeer County to auction the Lyle Stewart Building and approximately three acres and its contents on or before July 31, 2007. 4 Ayes, 1 Nay. Motion carried..**
- 2. Motion by Roy, supported by Biscoe, to recommend to the Committee of the Whole to approve the draft County Cell Phone Policy, as attached. Motion carried unanimously.**

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

\*\*\*\*\*

Policy Subject: **COUNTY CELL PHONE POLICY**

Authorized by Board of Commissioners

Motion

Date: 00/00/2007

Authorized or Revised by Chief Judge:

Date: 00/00/2007

Amended: Motions #

This policy supersedes all previous policies regarding this topic.

\*\*\*\*\*

**STATEMENT OF POLICY**

As guardians of the public trust, the Board of Commissioners has authorized the implementation of the Lapeer County Cell Phone Policy. This policy shall cover both the acquisition and use of county issued cell phones and the reimbursement for county related use of personal cell phones.

**COUNTY ISSUED CELL PHONE**

When a department head feels the need for a county issued cell phone can be justified for either themselves or a member of their staff, they shall first meet with the Director of Building and Grounds to determine which provider, phones and plans are available. Once the department head has determined which options best meet the needs of their department, and what the costs of those options are, they should prepare a "Request for Action" to present to the County Administrator and the Board of Commissioners at the next scheduled Committee of the Whole.

The "Request for Action" shall detail the initial cost of the phone, any sign-up or contractual obligations, and the plan cost as a monthly and as an annual commitment. In addition to this information, the department head shall present the justification for such a purchase and commitment by the county.

**REIMBURSEMENT FOR PERSONAL CELL PHONE**

The County will not reimburse employees a monthly amount toward their personal cell phones. Any reimbursement for the use of a personal cell phone for county business shall only be for specific use. This means, if an individual uses their personal cell phone for county business, they may submit a copy of their phone bill, clearly showing charges for calls made on the county's behalf.

The employee may use the "County Expense Reimbursement Request Form" to submit for reimbursement. For each individual call they should include Day of Month, the nature of the business under Description, and the cost. In addition to this form, a copy of the cell phone bill must be attached supporting the reimbursement. *However, employees may only be reimbursed at an approved County rate for using employee's cell phones on official County business, upon appropriate approval.*

## USE OF CELL PHONE

It is the policy of the County to provide a safe and healthful work environment for its employees and, to the extent reasonably possible, to prevent injury to third-parties while employees are performing their work activities. From time to time, employees may be authorized and required to operate a licensed motor vehicle in order to perform their work activities. This policy is intended to control the manner and means under which any employee may utilize a cellular telephone for a telephonic conversation, whether such telephone is issued by the County or personally owned by the employee, during the time period when the employee is authorized and required to operate a licensed motor vehicle in order to perform work activities.

1. If the County has issued a cellular telephone to an employee, the employee is only authorized to use the cellular telephone for a telephonic conversation for County business during normal working hours.
2. When an employee is authorized and required to operate a licensed motor vehicle for County business during normal working hours, no employee is authorized to use the cellular telephone for a telephonic conversation, whether such telephone is issued by the County or personally owned, while the employee is in the process of operating the motor vehicle while it is moving or temporarily stopped or otherwise in an active vehicular traffic lane on a public or privately owned road, highway or alley or on privately owned property.
3. If it is necessary to use a County issued or privately owned cellular telephone for a telephonic conversation at any time for County business and during the employees normal working hours, the employee must drive the vehicle off of the public or privately owned road, highway or alley to a location where the vehicle does not create a hazard to the employee or to a third-party and bring the vehicle to a complete stop prior to using the cellular telephone. The cellular telephone may not be used for a telephonic conversation after resuming movement of the vehicle.
4. The County reserves the right to monitor employee compliance with this policy through appropriate means, including, but not limited to, vehicular surveillance, monitoring of telephonic conversations, and auditing of records reflecting use of cellular telephones during the employees normal working hours. By accepting a County owned cellular telephone or utilizing a personally owned cellular telephone on County business, the employee consents to the County's right to conduct monitoring to determine employee compliance.
5. This policy is intended to comply with existing federal, state or local laws and regulations which may control the usage of a cellular telephone during the operation on vehicle on County business during the employees normal working hours. The County reserves the right to amend or modify this policy at any time to comply with any such federal, state or local law or regulation which controls the usage of cellular telephones while on County business and during normal working hours. This policy shall be deemed to be amended or modified to comply with such federal, state or local law or regulation which controls the usage of cellular telephones while on County business and during normal working hours.
6. Any employee who fails to comply with this policy will be subject to disciplinary action up to and including termination for any violation.

6A

DATE: June 4, 2007

XX REQUEST FOR ACTION  
       FOR YOUR INFORMATION  
       REQUEST FOR INFORMATION

TO: Lapeer County Board of Commissioners

FROM: Lapeer County Parks

SUMMARY OF REQUEST/INFORMATION:

Transfer funds for Parks fund 208 per attached budget amendments to prevent line item deficits and allow for river property purchase

ADDITIONAL INFORMATION:

Contact Person(s): Ken Elwert

Background Information:

Supporting Documents: Budget Amendments

Draft Motion: I move to approve the attached budget amendment for Parks fund 208.

Attachments Yes XXX No

LAPEER COUNTY

BUDGET AMENDMENT FORM

RECEIVED : \_\_\_\_\_  
 REVIEWED : \_\_\_\_\_  
 FORWARDED: \_\_\_\_\_  
 RETURNED : \_\_\_\_\_

FUND NAME : Parks

ORIGINATOR: Sandy Best

ACCOUNT NUMBERS		DESCRIPTION	ORIGINAL BUDGET	PRIOR AMENDED BUDGET	REQUEST BUDGET INCREASE	REQUEST BUDGET DECREASE	NEW AMENDED BUDGET
FUND	ACTIVITY ACCOUNT						
208	698 620 060	Winter Revenue	4,800.00	2,500.00	300		2,800.00
208	723 730 020	Janitorial	550.00		450		1,000.00
208	723 730 045	Chemicals	1,000.00	3,000.00		500	2,500.00
208	723 730 060	Repairs & Supplies	750.00	500	644		1,144.00
208	723 743 000	Uniforms	120.00	400.00		200	200.00
208	723 977 000	Machinery	1,000.00			94	906.00
675	208 675 000	Contributions-Parks	0.00		1006		1,006.00
675	208 975 000	Acquisitions-Parks	0.00		1006		1,006.00

**ALL BUDGET AMENDMENT REQUESTS MUST BALANCE!!!**

DEPT. HEAD: *Kem Phree* MOTION #: \_\_\_\_\_ COMPUTER ENTRY BY: \_\_\_\_\_  
 DATE ENTERED : \_\_\_\_\_