



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****

AUGUST 21, 2008

8:30 A.M.

A-G-E-N-D-A

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

- 1) CONSIDERATION OF **MINUTES** OF THE **AUGUST 7, 2008** 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) **SHERIFF'S DEPARTMENT** –
 - A. REQUEST TO APPROVE RESOLUTION RECOGNIZING THE DEPUTIES ASSOCIATION AS A NON-PROFIT FOR THE PURPOSE OF OBTAINING CHARTIBLE GAMING LICENSE
 - B. REQUEST TO APPROVE THE 416 GRANT APPLICATION

- 4) **HEALTH DEPARTMENT** – REQUEST TO TRANSFER 2008 LIQUOR TAX DISTRIBUTION

- 5) **COMMUNITY DEVELOPMENT** - REQUEST TO ADOPT A FAIR HOUSING POLICY AND REPRESENTATIVE PURSUANT TO MSHDA REQUIREMENTS

Continued--

- 6) **CONSERVATION DISTRICT - REQUEST FOR THE ANNUAL CONSERVATION EDUCATION PROGRAM ALLOCATION**
- 7) **ROAD COMMISSION - REQUEST FOR THE ANNUAL COUNTY BRIDGE FUND ALLOCATION**
- 8) **ADMINISTRATION- PROPOSED PERSONNEL MOTION**
- 9) **OTHER BUSINESS:**
 - A. 2009 BUDGET – UPDATE/DISCUSSION
 - B.
 - C.
- 10) **BUDGET AMENDMENTS / APPROPRIATION TRANSFERS**
(requiring Board approval)
 - A. Family Focus Mentors – Allocation Request
- 11) **PUBLIC TIME** – Citizens Comments, etc.
- 12) **CLOSED SESSION** *(labor negotiations—if needed)*

ADJOURN...



COMMITTEE OF THE WHOLE
August 7, 2008
8:30 a.m.

Chairman Taylor called the meeting to order at 8:30 a.m. in the Commission Chambers on the lower level of the County Complex Building. Commissioner Clark opened the meeting with prayer. The Pledge of Allegiance was recited.

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

Excused: Commission Ian Kempf

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

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

PUBLIC TIME –Theresa Spencer thanked everyone for supporting the Lapeer County Medical Care Facility Millage.

Stephanie Simmons, Health Department Director requested approval for the submission of a Building Healthy Communities planning grant.

Motion by Henning, supported by Clark, to recommend to the Full Board, to approve the submission of the \$10,000.00 Building Healthy Communities planning grant proposal to the Michigan Department of Community Health, at no cost to the County General Fund. Motion carried.

Motion by Clark, supported by Roy, to recommend to the Full Board, to approve and authorize the Chairman to sign the Purchase of Service Agreement between Valley Area Agency on Aging (VAAA) and Lapeer County Health Department, at no cost to the County General Fund. Motion carried.

Discussion followed regarding the proposed Health Department Fee Schedule for 08-09.

Motion by Clark, supported by Roy, to recommend to the Full Board, to approve the proposed Health Department Fee Schedule for Fiscal Year (FY) 2008-2009. Motion carried.

Motion by Clark, supported by Schneider, to recommend to the Full Board, to approve the Lapeer County Animal Control Ordinance as revised. Motion carried.

Motion by Schneider, supported by Roy, to recommend to the Full Board, to accept the 2008 Emergency Management Performance Grant with the State of Michigan, in the amount of \$22,617.00, as submitted; and further, to authorize the Chairman to sign said agreement. Motion carried.

Len Watkins, Community Corrections Manager requested approval of the Community Corrections Grant.

Motion by Schneider, supported by Roy, to recommend to the Full Board, to approve the acceptance of the third of a three year Community Corrections Grant, in the amount of \$277,130.00, for the period of October 1, 2008 through September 30, 2009. Motion carried.

Motion by Henning, supported by Jarvis, to recommend to the Full Board, to approve the Access and Visitation Grant Contract Amendment for the State Fiscal Year 2008, as submitted by the Friend of the Court; and further, to authorize the Chairman to sign said amendment. Motion carried.

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

Increase	264-331-705-000 (Salary, Part-time)	by	\$2,733.00
Increase	264-331-714.000 (Medicare)	by	\$40.00
Increase	264-331-715.000 (Social Security)	by	\$169.00
Increase	264-331-719.000 (Unemployment)	by	\$3.00
Increase	264-331-722.000 (Workers Comp)	by	\$55.00
Increase	264-331-977.000 (Machinery & Equip)	by	\$1,875.00

and further, to authorize the Sheriff's Department Marine Division to purchase three Maritech Industries electronic tethers/VL-IL2 sensor devices, at a cost not to exceed \$1,875.00, to be paid from line item 264-331-977.000 (Machinery & Equip).

Motion carried.

No action was needed for the budget amendment request from the Sheriff's Department Motor Division.

Irene Waller and Theresa Spencer from the Department of Human Resources requested approval of a budget amendment. Discussion followed.

*Commissioner Taylor excused. 9:55 – 10:00 a.m.

Motion by Schneider, supported by Roy, to recommend to the Full Board, to approve the following budget amendment for the Department of Human Resources:

Increase	290-671-704.000 (Resource Facilitator)	by	\$8,486.80
Increase	290-671-873.026 (DHS-SSB)	by	\$1,650.00
Increase	290-671-956.026 (Misc-SSB)	by	\$1,000.00
Increase	290-671-833.022 (Supplement to FIA Cases)	by	\$1,250.00
Increase	290-671-835.023 (Supplement to SDA/Non-Pa)	by	\$1,250.00
Increase	290-990-695.000	by	\$13,636.80
Increase	101-900-999-290	by	\$13,636.80
Decrease	101-100-700.100	by	\$13,636.80

Motion carried.

Motion by Schneider, supported by Clark, to refer the Annual Audit Presentation to the August 14, 2008 Regular Board Meeting Agenda. Motion carried

Motion by Clark, supported by Henning, to recommend to the Full Board, to authorize payment to Howard L. Shifman P.C., in the amount of \$14,938.50, for legal services rendered 07/01/08 – 07/31/08, to be paid from line item 101-210-801.020. Motion carried.

Motion by Schneider, supported by Jarvis, to recommend to the Full Board, to approve the 29 page budget amendment as submitted by Lapeer County Community Mental Health. Motion carried.

Motion by Schneider, supported by Jarvis, to recommend to the Full Board, to approve the transfer of \$99,245.00, representing the third of three installments toward the annual allocation of \$297,735.00, from Community Mental Health line item 101-990-999 222 (Appropriations) to Community Mental Health line item 222-990-695.010 (Expenditures). Motion carried.

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

Increase	294-682-565.000 (State Veteran Grant)	by	\$10,000.00
Increase	294-682-833.030 (Veterans Relief)	by	\$10,000.00

Motion carried.

Motion by Schneider, supported by Jarvis, to recommend to the Full Board, to approve the following budget amendment as submitted by the Parks Department for the Polly Ann Trail:

Decrease	209-698-813.000 (Contracted Services)	by	\$20,000.00
Decrease	209-698-542.000 (State Grant)	by	\$20,000.00

Motion carried.

Motion by Schneider, supported by Jarvis, to recommend to the Full Board, to approve the following budget amendment as submitted by the Parks Department:

Increase	207-697-681.020 (Local Grants)	by	\$38,500.00
Increase	207-697-976.000 (Construction)	by	\$38,500.00

Motion carried.

Motion by Schneider, supported by Jarvis, to approve the to approve the transfer of 40% (\$104,000.00) of the second 2008 anticipated appropriation for County Parks, from line item 101-990-999.010 to 208-990-695.010. Motion carried.

The draft minutes of the July 24, 2008 Committee of the Whole Meeting were briefly reviewed.

Motion by Clark, supported by Schneider, to approve the draft minutes from the July 24, 2008 Committee of the Whole Meeting, with the following amendment:

Original Motion

Motion by Kempf, supported by Roy, to recommend to the Full Board, to adopt the following resolution regarding the Greater Lapeer County Utilities Authority (GLCUA) regarding the feasibility of a new Lake Huron water supply system:

Amended Motion

Motion by Kempf, supported by Roy, to recommend to the Full Board, to adopt the following resolution:

Motion carried.

Motion by Clark, supported by Schneider, to recommend to the Full Board, to amend the July 24, 2008 Committee of the Whole Meeting Minutes to insert the following motion:

“Motion by Clark, supported by Kempf, to recommend to the Full Board, to approve the Valley Area Agency on Aging (VAAA) 2009 Annual Implementation Plan-Synopsis. Motion carried.”

Motion carried.

PUBLIC TIME –Leon Trojanowski spoke regarding the Senior Programs transportation.

The Commissioners gave brief reports on upcoming meetings and events.

Motion by Clark, supported by Roy, to adjourn the meeting. 10:30 a.m.

David Taylor, Chairman
Committee of the Whole

LAPEER COUNTY SHERIFF'S OFFICE

3A

DATE: August 7, 2008

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

TO: LAPEER COUNTY BOARD OF COMMISSIONERS
FROM: LAPEER COUNTY DEPUTIES ASSOCIATION
CONTACT PERSON: DEPUTY STACY STIMSON

SUMMARY OF REQUEST / INFORMATION: REQUEST THAT THE BOARD OF COMMISSIONERS RECOGNIZE THE LAPEER COUNTY DEPUTIES ASSOCIATION AS AN NONPROFIT ORGANIZATION FOR THE PURPOSE OF OBTAINING A CHARITABLE GAMING LICENSE (TEXAS HOLD'EM PARTY)

BACKGROUND INFORMATION: THE LAPEER COUNTY DEPUTIES ASSOCIATION HAS BEEN IN EXISTENCE FOR 30 YEARS. OUR ONLY FUNDRAISER HAS BEEN A CONCERT CONDUCTED YEARLY. IN YEARS PAST REVENUE FROM THIS FUNDRAISER WAS ADEQUATE TO SUPPORT CONTRIBUTIONS TO PROJECT GRADUATION FOR EACH HIGH SCHOOL IN LAPEER COUNTY, VARIOUS CAMPS FOR SPECIAL NEEDS CHILDREN, SCHOOL FIELD TRIPS, LITTLE LEAGUE, SOCCER, STEELERS FOOTBALL, BOY SCOUTS, GIRL SCOUTS, HOLIDAY FOOD BASKETS, CHRISTMAS SHOPPING, SCHOLARSHIPS, AND ANY OTHER NEED OF LAPEER COUNTY CHILDREN. OVER THE YEARS THE REVENUE FROM OUR CONCERT HAS DIMINISHED TO A POINT THAT WE HAVE HAD TO ELIMINATE ALL CHARITABLE CONTRIBUTIONS EXCEPT CHRISTMAS SHOPPING WITH THE CHILDREN, AND IF IT WERE NOT FOR THE GENEROUS AID OF ONE OF OUR LOYAL RESERVE DEPUTIES WHO MATCHES OUR CONTRIBUTION, WE WOULD NOT BE ABLE TO DO THAT. THERE HAS BEEN MUCH DISCUSSION THAT WITHOUT FUNDING THERE IS NO POINT IN MAINTAINING THE DEPUTIES ASSOCIATION. WE HAVE INVESTIGATED ALTERNATIVE FUNDRAISING AND HAVE DECIDED THAT WE WOULD LIKE TO SPONSOR A TEXAS HOLD'EM PARTY TO HELP WITH OUR FUNDING. TO QUALIFY FOR A LICENSE WE MUST HAVE A RESOLUTION FROM THE BOARD STATING THAT WE ARE A NONPROFIT ORGANIZATION.

DRAFT MOTION:

Motion by _____, supported by _____, to pass the attached resolution for the Lapeer County Deputies Association.

ATTACHMENTS: YES NO



Charitable Gaming Division
 Box 30023, Lansing, MI 48909
 OVERNIGHT DELIVERY:
 101 E. Hillsdale Lansing MI 48933
 (517) 335-5780
 www.michigan.gov/cg

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES
 (Required by MCL 432 103(9))

At a _____ meeting of the _____
REGULAR OR SPECIAL TOWNSHIP CITY, OR VILLAGE COUNCIL/BOARD

called to order by _____ on _____
DATE

at _____ a m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from _____ of _____,
NAME OF ORGANIZATION CITY

county of _____, asking that they be recognized as a
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for _____
APPROVAL/DISAPPROVAL

APPROVAL

DISAPPROVAL

Yeas: _____

Yeas: _____

Nays: _____

Nays: _____

Absent: _____

Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the _____ at a _____
TOWNSHIP CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on _____
DATE

SIGNED: _____
TOWNSHIP CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

COMPLETION: Required.
 PENALTY: Possible denial of application.
 BSL-CG-1153(R10/06)

**LAPEER COUNTY
"GRANT" REQUEST FOR ACTION**

Copy
3B

DATE: 8/19/2008

REQUEST FOR ACTION -Grant Application
 REQUEST FOR ACTION -Grant Acceptance

TO: Lapeer County Board of Commissioners

FROM: Deputy Deaneen North

SUMMARY OF REQUEST/INFORMATION: _____ Request to submit P A 416 Secondary Road Patrol Grant
 _____ Application to the Office of Highway Safety Planning for the state allocation of funding for two road patrol officers
 _____ 2008-2009

ADDITIONAL INFORMATION:	AMOUNT		YES	NO
CFDA # _____		Is there a Continuation Requirement?	_____	<input checked="" type="checkbox"/>
% FEDERAL _____ % \$ _____		Is there an Interest Earned Requirement?	_____	<input checked="" type="checkbox"/>
% STATE _____ % \$112,850		Can Interest be charged to the Grant?	_____	<input checked="" type="checkbox"/>
LOCAL MATCH		Is Cost Allocation Allowable?	<input checked="" type="checkbox"/>	_____
Cash: _____ % \$9,100		(If not Explain Why)		
In-Kind: _____ % \$21,373				
IS THIS GRANT A RENEWAL <u>yes</u>		IF A RENEWAL, HOW MANY YEARS	<u>30</u>	
Revenue Account Line #: <u>266-305-54</u>		At the end of the Grant do you propose to continue this function? (If so, explain how it will be financed)	_____	_____

EXPLANATIONS: _____

CONTACT PERSON Lt McLain/Deaneen North

BACKGROUND INFORMATION: _____ Our county has received this grant allocation since 1978

SUPPORTING DOCUMENTATION: _____

DRAFT MOTION: _____

ATTACHMENTS Yes No _____

SECONDARY ROAD PATROL AND TRAFFIC ACCIDENT PREVENTION PROGRAM

APPLICATION FOR FISCAL YEAR 2009 (OCTOBER 1, 2008 – SEPTEMBER 30, 2009)

OFFICE OF HIGHWAY SAFETY PLANNING
4000 COLLINS ROAD, P.O. BOX 30633
LANSING, MICHIGAN 48909-8133

**Application Form is also available on the OHSP website at:
<http://www.michigan.gov/ohsp-srp>

AUTHORITY:	1978 PA 416, as amended & Exec. Order 1989-4
COMPLIANCE:	Voluntary, but reimbursement will be delayed until completed

**OFFICE OF HIGHWAY SAFETY PLANNING
SECONDARY ROAD PATROL AND TRAFFIC ACCIDENT PREVENTION PROGRAM**

Application is made under Act 416, as amended, in the amount and for the purpose set forth in this application. Failure to comply with Act 416 and/or Contract Conditions is cause for cancellation of the grant

We certify that the information contained in this application, including the Methods and Procedures and Budget Detail, is true and correct to the best of our knowledge.

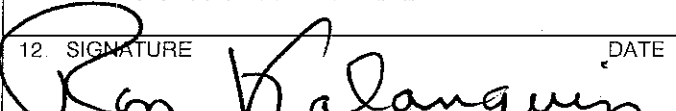
On the basis of this application and detailed budget submitted by the County, an award will be made to the County in the amount and for the period stated and is subject to the Contract Conditions. This agreement becomes effective as of the date that county representatives are notified by the Office of Highway Safety Planning.

1 APPLICANT COUNTY LAPEER	2 FEDERAL EMPLOYER ID NUMBER 38-600-5780
3 FISCAL YEAR OCTOBER 1, 2008 - SEPTEMBER 30, 2009	

CHAIRPERSON, COUNTY BOARD OF COMMISSIONERS

4 NAME DAVE TAYLOR	
5 STREET ADDRESS 255 CLAY STREET	6 CITY/ZIP LAPEER, MI 48446
7 SIGNATURE _____ DATE _____	8 TELEPHONE NO. 810-667-0366

SHERIFF

9 NAME RON KALANQUIN	
10. STREET ADDRESS 3231 JOHN CONLEY DRIVE	11 CITY/ZIP LAPEER MI 48446
12. SIGNATURE  _____ DATE _____	13 TELEPHONE NO. 810-64-1801

FINANCIAL OFFICER (PERSON RESPONSIBLE FOR FISCAL ACCOUNTING)

14 NAME CRAIG HORTON	
15 STREET ADDRESS 255 CLAY STREET	16. CITY/ZIP LAPEER, MI 48446
17. SIGNATURE _____ DATE _____	18. TELEPHONE NO. 810-245-0245

PRIMARY CONTACT PERSON FOR SRP PROGRAM

19 NAME & TITLE DEANEEN NORTH	20 TELEPHONE NO. OF PRIMARY CONTACT 810-245-1365
21 EMAIL OF PRIMARY CONTACT dnorth@lapeercounty.org	22. FAX NO. OF PRIMARY CONTACT 810-664-5520

AUTHORITY: 1978 PA 416, as amended, and Executive Order 1989-4

COMPLIANCE: Voluntary, however, submission of this application is required to participate in this program.

LEAVE BLANK - FOR OHSP USE ONLY

DATE APPLICATION RECEIVED	CONTRACT NUMBER
---------------------------	-----------------

**OFFICE OF HIGHWAY SAFETY PLANNING
SECONDARY ROAD PATROL AND TRAFFIC ACCIDENT PREVENTION PROGRAM**

Maintenance of Effort Base Data

INSTRUCTIONS: Answer each question by providing the information as indicated. Use additional pages if necessary

COUNTY FUNDED DEPUTIES

Report the number of county funded, full-time certified deputies employed by, or budgeted for, the sheriff department as of the dates indicated below. The source of funding for the deputies (i.e. other grants, local contractual arrangements, etc.) is not a deciding factor in determining whether the county meets the maintenance of effort requirement. Do not include SRP funded deputies.

COUNTY FUNDED FULL-TIME CERTIFIED DEPUTIES	1) AS OF 9/30/78	2) CURRENT	3) BUDGETED FOR UPCOMING FISCAL YEAR (OCTOBER 1 – SEPTEMBER 30)
TOTAL NUMBER	20	20	20
NUMBER WHOSE PRIMARY DUTY IS ROAD PATROL	17	17	17

4

LAPEER COUNTY HEALTH DEPARTMENT

REQUEST FOR ACTION FORM

DATE: August 11, 2008

X 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 for the 2008 Lapeer County Health Department
statutorial Liquor Tax Distribution of \$59,099.50.

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:

\$59,099.50 from 101-990-999.219 to 221-990-695.011



SUPPORTING DOCUMENTS: YES X NO ___

5

DATE: 8/13/08

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

TO: Lapeer County Board of Commissioners

FROM: Mike Partlo, Community Development Department

SUMMARY OF REQUEST/INFORMATION: Adopt a Fair Housing Policy and designate Mike Partlo as the local fair housing contact person

ADDITIONAL INFORMATION: These are necessary to meet MSHDA requirements

CONTACT PERSON(S): Mike Partlo

BACKGROUND INFORMATION: MSHDA requires that all grantees: 1. Adopt a fair housing policy 2. Appoint a local fair housing contact person 3. Be accessible (done) 4. Establish a complaint referral system (done) 5. Initiate a record keeping system (done) 6. Distribute fair housing information (done).

SUPPORTING DOCUMENTATION: Proposed Fair Housing Policy

DRAFT MOTION: 1. Approve and adopt the Fair Housing Resolution as presented. 2. Appoint Mike Partlo as the Lapeer County fair housing contact person.

ATTACHMENTS Yes X No__



**Lapeer County
Office of Community Development
County Complex
255 Clay Street
Lapeer, MI 48446**

Mike Partlo, Director

Phone (810) 245-4994

Fax (810) 245-5895

E-mail mpartlo@lapeercounty.org

LAPEER COUNTY FAIR HOUSING RESOLUTION

WHEREAS, under the Federal Fair Housing Law, Title VIII of the Civil Rights Act of 1968, it is illegal to deny housing to any person because of race, color, religion, gender, physical or mental disabilities or national origin; and,

WHEREAS, under the Michigan Elliott-Larsen Civil Rights Act, PA 453 of 1976, as amended, it is illegal to deny the opportunity to obtain housing to any person because of religion, race, color, national origin, age, sex, height, weight, familial status, or marital status;

LET IT BE KNOWN TO ALL PERSONS that it is the policy of Lapeer County to implement programs to ensure equal opportunity in housing for all persons regardless of religion, race, color, national origin, age, sex, height, weight, familial status, or marital status. Therefore, Lapeer County does hereby pass the following Resolution:

BE IT RESOLVED that Lapeer County shall not discriminate in the sale, rental, leasing, or financing of housing because of religion, race, color, gender, physical or mental disabilities, national origin, age, height, weight, familial status, or marital status;

Lapeer County will assist all persons who feel they have been discriminated against because of religion, race, color, gender, physical or mental disabilities, national origin, age, height, weight, familial status, or marital status to seek equity under federal and state laws by providing information to said persons on how to file a complaint with the Michigan Department of Civil Rights.

Lapeer County will at a minimum post this policy or the Fair Housing poster or other posters, flyers or other information which will bring to the attention of owners of real estate, developers and builders their respective responsibilities and rights under the Federal Fair Housing Law and Michigan Elliott-Larsen Act.

This Resolution shall take effect as of the date listed below.



6

REQUEST FOR ACTION

DATE: July 18, 2008

X REQUEST FOR ACTION

FOR YOUR INFORMATION

REQUEST FOR INFORMATION

TO: Lapeer County Commissioners

FROM: Lapeer Conservation District

SUMMARY OF REQUEST / INFORMATION:
For 2007-2008 Conservation Education Program

ADDITIONAL INFORMATION:

CONTACT PERSON(S):

Mary Brown
810-664-3941, ext. 3

BACKGROUND INFORMATION:

SUPPORTING DOCUMENTS:

Quarterly reports submitted by Pat Wright to the Conservation District Board

From 101-785-880.010 Budget #3,501

DRAFT MOTION:

ATTACHMENTS YES NO

Invoice

LAPEER CONSERVATION DISTRICT
 1739 N.SAGINAW STREET
 LAPEER, MI 48446

DATE	INVOICE #
7/31/2008	010920

BILL TO
County of Lapeer 255 Clay Street Lapeer, MI 48446

ITEM	QUANTITY	DESCRIPTION	RATE	AMOUNT
County Appropriati...		For Lapeer Conservation District Conservation Education Program (School Year 2007-2008)	3,500.00	3,500.00
			Total	\$3 500.00

Education Coordinator-- Educational Activities for July, 2007-September, 2007**Eastern Michigan Fair****Judged 4 H Projects - Conservation****Target Group - various ages****Number - 7****Summer Migrant Program****Program Length - 60 minutes****Target Group -- grades 4 - 5****Presentations - 1****Approximate Number of Students - 15****Program Length - 60 minutes****Target Group - grades 6-10****Presentations - 2****Approximate Number of Students - 15****Poster Contest****Program Length - 15-20 minutes****Target Group - 1st graders****Presentations - 3****Approximate Number of Students - 75****Tree Program****Program Length - 30 minutes****Target Group - 4th and 5th graders****Presentations - 4****Approximate Number of Students - 145****Water Program - Surface Water****Program Length - 45 minutes****Target Group - 5th graders****Presentations - 10****Approximate Number of Students - 246****Soil Program - Using Soil Borer****Program Length - 60 minutes****Target Group - 5th graders****Presentations - 27****Approximate Number of Students - 699****Soil Program - Ecosystems****Program Length - 45 minutes****Target Groups - 5th graders****Presentations - 4****Approximate Number of Students - 99**

Education Coordinator -- Educational Activities for October, 2007 - December, 2007**Soil Program -- Using Soil Borer**

Program Length -- 60 minutes

Target Group -- 5th graders

Presentations -- 9

Approximate Number of Students -- 209

Soil Program -- Ecosystems

Program Length - 45 minutes

Target Group -- 5th and 6th graders

Presentations -- 1

Approximate Number of Students -- 9

Soil Program -- Using Soil Boxes

Program Length -- 30 minutes

Target Group -- 4 and 5 year olds

Presentations -- 2

Approximate Number of Students -- 50

Project RED (Rural Education Day)

Program Length -- 15 minutes

Target Group -- 3rd graders

Presentations -- 16

Approximate Number of Students -- 414

Tree Sale Fund Raiser -- Presentation of Awards

Program Length -- varied

Target Group -- 4th and 5th graders

Presentations -- 5

Approximate Number of Students -- 145

Poster Contest -- Presentation of Awards

Program Length -- varied

Target Group -- Lapeer County schools and home schoolers

Presentations -- 42

Approximate Number of Students -- 800

Education Coordinator -- Educational Activities for January, 2008 - March, 2008

Poster Contest -- Awards and Introductions at Annual Meeting
Number of Students -- 9

Special Awards Presentation at Annual Meeting -- Poster used for trailer and t-shirts
Number of Students -- 1

Soil Program

Program Length -- 50 minutes
Target Group -- 5th graders
Presentations -- 10
Approximate Number of Students -- 246

Water Program -- Ground Water

Program Length -- 45 minutes
Target Group -- 3rd graders
Presentations -- 3
Approximate Number of Students -- 75

Program Length -- 55 minutes
Target Group -- 8th graders
Presentations -- 2
Approximate Number of Students -- 40

Program length -- 50 minutes
Target Group -- high school special needs
Presentations -- 1
Approximate Number of Students -- 25

Water Program -- Surface Water

Program Length -- 45 minutes
Target Group -- 5th graders
Presentations -- 43
Approximate Number of Students -- 1,076

Tree Sale Fund Raiser -- Kickoff Program

Program Length -- 15 minutes
Target Group -- 4th and 5th graders
Presentations -- 12
Approximate Number of Students -- 330

Envirothon/Regional Competition -- Graded Tests
Approximate Number of Students -- 60

Education Coordinator -- Educational Activities for April, 2008-June, 2008**Tree Sale Fund Raiser -- Award Presentations****Program length -- varied****Target group -- schools participating in sale/4th and 5th graders****Presentations made -- 6****Approximate number of students -- 330****Tree Program -- Tree Products****Program length -- 50 minutes****Target group -- 5th graders****Presentations made -- 5****Approximate number of students -- 108****Tree Program -- Outside****Program length -- 30 minutes****Target group -- 5th graders****Presentations made -- 1****Approximate number of students -- 23****Tree Program -- Slide Presentation****Program length -- 50 minutes****Target group -- 5th graders****Presentations made -- 47****Approximate number of students -- 1194****Tree Program -- Story and Information****Program length -- 20 minutes****Target group -- 1st graders****Presentations made -- 6****Approximate number of students -- 155**

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Board of Lapeer County Road Commissioners

820 Davis Lake Road
P. O. Box 678
Lapeer, Michigan 48446
810.664.6272
FAX: 810.664.0404

July 17, 2008

Ms. Sally Eilersen
County Treasurer
255 Clay Street
Lapeer, MI 48446

Dear Ms. Eilersen:

On behalf of the Lapeer County Road Commission, I would like to request disbursement of the .1 mil allocated for the County Bridge Fund for '2008.

2008 Budget 264,296

Thank you in advance for your assistance in this matter

Sincerely,



Tami Erickson
Chief Financial Officer

CC: Board of County Road Commissioners

LAPEER COUNTY BOARD OF COMMISSIONERS

PERSONNEL COMMITTEE RECOMMENDATION

to the

BOARD OF COMMISSIONERS
COMMITTEE OF THE WHOLE

FROM THE MEETING
of
Thursday, August 7, 2008

- 1) Motion by Clark, supported by Roy, to recommend to the Board to approve at no additional cost to the County general fund
 - the proposed Senior Program Worker job description and job evaluation analysis at paygrade level 2, and
 - the revised Senior Program Organizational Chart as amended provided that a meeting with administration and the appropriate labor union on this matter occurs first.

Motion carried unanimously.

LAPEER COUNTY

LAPEER COUNTY HEALTH DEPARTMENT

SENIOR PROGRAM WORKER

General Summary

Under the supervision of the ~~Director of Senior Activities~~, **Senior Programs Director** ~~assists with nutritional programs including food preparation, packaging, serving and delivery of meals.~~ **performs a variety of duties to support the mission of the program including but not limited to the following: assists with nutritional programs including packaging, serving and delivery of meals.** Assists with packing and moving containers loaded with meals and may deliver meals to clients. ~~Operates the dish washing machine and maintains the area in a clean and sanitary condition.~~ **May assist with duties in the Chore Maintenance (performs household and maintenance tasks at home), Transportation Programs (driver) and assist with activities and events at the Senior Centers.**

Essential Functions

1. ~~Assists with meal preparation and packaging and with loading and unloading meal containers into vehicles~~ **responsible for the loading and unloading of meal containers into vehicles.**
2. Assists with clean-up of kitchen equipment, dining areas, work areas, and vehicles.
3. Assists with serving food and related duties.
4. Delivers meals to senior citizens homes.
5. Operates and maintains the ~~Department~~ **County** vehicles and other equipment in a safe and secure manner. Maintains mileage reports.
6. ~~Maintains required records, reports, and other documents~~ **daily client records of services provided, required records, reports, and other documents** for local and grant funding.
7. **Provides social contact with seniors in a courteous manner; observes clients, noting any unusual behavior, incoherent speech, complexion changes or other conditions and reports such behavior immediately to the supervisor.**
8. Completes and submits records and information on the clients, including noting any unusual behaviors and conditions.
9. Submits all donations and distributes reports.

10. ~~Participates in other Senior Activities Programs including special activities~~
Assists with Senior Center activities and programs including offering telephone reassurance, and participating with special activities such as bingo, parties, picnics, annual Senior Celebration.
11. **May perform household maintenance tasks including yard work, minor household repairs, and seasonal maintenance tasks such as installing weather stripping, screens or storm windows and strenuous cleaning activities.**
12. Work with and assist others in the Senior Programs as assigned.

Other Functions

13. None listed.

This list may not be inclusive of the total scope of job functions to be performed. Duties and responsibilities may be added, deleted or modified at any time.

Employment Qualifications

Educations: High School Graduation or equivalent. **General knowledge of household maintenance and repairs desirable.**

Experience: Prefer some prior experience working with senior citizens. Prior experience in food handling desirable.

Other Requirements: Valid State of Michigan drivers' license.

The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job related selection or promotional criteria.

FLSA Status: Non-exempt

Workers Compensation Code: 9058

Occupational Employment Statistical Code: 65038

Physical Requirements: *This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the following requirements and working conditions. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements:*

Ability to travel throughout the county to senior homes.

Ability to walk over uneven surfaces to access client's homes.

Ability to climb stairs to access client's homes

Ability to lift, push and pull furniture in order to perform cleaning tasks.

Ability to climb step ladders to perform cleaning tasks.

Ability to stoop and bend to pack hot boxes and coolers.

Ability to move and lift hot boxes and coolers weighing up to 50 lbs.

Ability to stand for prolonged periods of time while participating in program and clean-up activities.

~~Ability to reach and clean all areas of the kitchen~~

Bending, stooping, and crouching in order to perform various cleaning tasks.

Ability to effectively communicate with senior citizens and other members of the public.

Ability to run mowers and related yard maintenance equipment.

Ability to lift lumber for ramps and stairs.

Ability to lift heavy bags of salt.

Ability to repair roofs and gutters.

Working Conditions:

~~Exposure to hot stove, hot trays of food, hot water, and steam~~

~~Driving to clients homes throughout the county~~

Travels throughout the area to visit clients in their homes.

Works in cramped positions to perform cleaning tasks.

Exposure to various chemical cleaning products.

~~Exposure to clients with various medical conditions.~~

Exposure to homes of various states of cleanliness and hygiene.

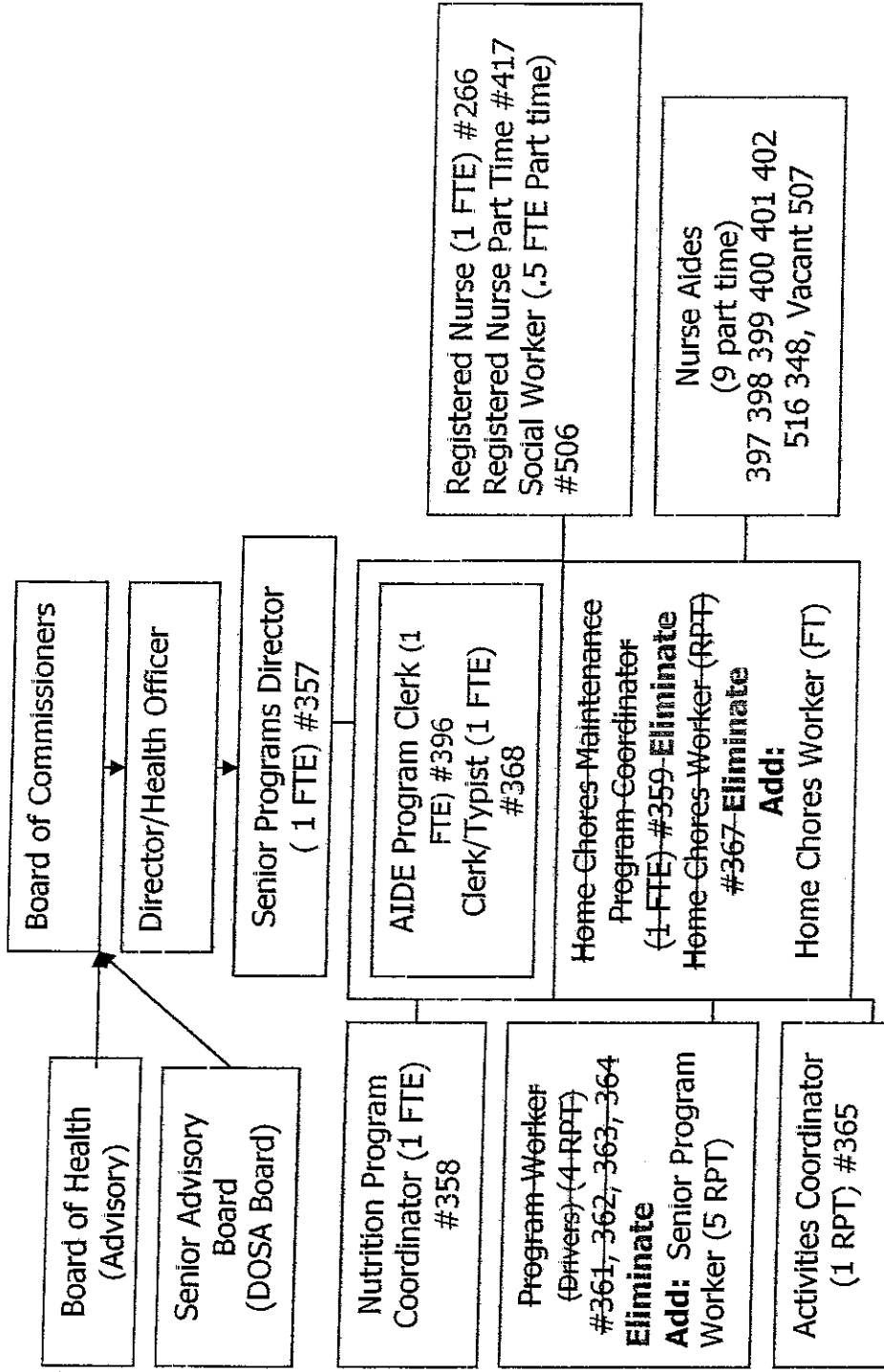
Exposure to hot trays of food.

~~Exposure to health hazards in clients homes.~~

Works outside in varying weather conditions.

LAPEER COUNTY HEALTH DEPARTMENT

Senior Programs



* In-Home services include: Personal care, homemaker, respite, medication management and home delivered meals

Date: August 11, 2008

10A

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

TO: Board of Commissioners

From: Michael Rexin

Summary of Request/Information:

(1) To request the second half of \$13,290 of the \$26,581 allocated by the Lapeer County Commissioners for the Family Focus Mentors program. Transfer should be to 299.990.645.010 From 101-990-990.229

Balance in Budget \$13,291.00

Additional Information:

Contact Person(s): Mike Rexin

Background Information:

N/A

Supporting Documents:

Draft Motion

1 Move to transfer the second half of \$13,290 of the \$26,581 allocated by the Lapeer County Commissioners for the Family Focus Mentors program. Transfer should be to 299.990.645.010

ATTACHMENTS YES _____ NO X