



Lapeer County Board of Commissioners

255 Clay Street, Suite 301
Lapeer, Michigan 48446
Phone: (810) 667-0366
Fax: (810) 667-0369
www.lapeercountymi.gov

COMMITTEE OF THE WHOLE

A-G-E-N-D-A

****COMMISSION CHAMBERS****

January 11, 2024

9:00 A.M.

GENERAL BUSINESS

- CHAIRMAN **CALL TO ORDER**
- **ROLL CALL ATTENDANCE** BY CLERK
- **OPENING PRAYER** AND **PLEDGE OF ALLEGIANCE**
- APPROVAL OF THE **AGENDA**
- CONSIDERATION OF THE DRAFT **MINUTES** FROM THE **DECEMBER 14, 2023** COMMITTEE OF THE WHOLE MEETING
- DISTRIBUTION AND REVIEW OF **OVERNIGHT TRAVEL REQUESTS, GRANT APPLICATIONS** AND **BUDGET AMENDMENTS** (*throughout the meeting*)
- **DEPARTMENT HEAD UPDATES** – (As needed, No Action Required)
- **PUBLIC TIME** – Citizens Comments (*maximum of 3 minutes per person*)

NEW BUSINESS

- 1) **SHERIFF** – Request authorization to purchase 2 AED machines and batteries from Lapeer County EMS.
- 2) **MENTAL HEALTH** – Request to approve the first of three Appropriation Transfers for FY 2023-2024.
- 3) **HOUSING PROGRAM** –
 - A. Request to adopt the "Resolution to Adopt the Michigan State Housing Development Authority (MSDHA) Citizens Participation Plan" for Lapeer County.
 - B. Request to adopt "Authorizing Resolution" for the Michigan State Housing Development Authority (MSDHA) Community Development Block Grant (CDBG) Housing Improving Local Livability (CHILL) program.
 - C. Request to establish a Public Hearing related to the County's CDBG CHILL Grant Program Application.

Continued—

4) ADMINISTRATION/BOC/FINANCE –

- A. Request authorization for immediate payment of The Michigan Association of Counties (MAC) Dues for 2023-2024.
- B. Request authorization to pay Shifman Fournier for labor services through December 31, 2023 *(detailed invoice was made available to commissioners for review)*
- C. Request to authorize the annual payment to Lapeer Development Corporation for professional economic services for FY 2023/2024.

OLD BUSINESS**5)**

ADDITIONAL ITEMS *(if needed)***6)**

OTHER BUSINESS

- **PUBLIC TIME**- Citizens Comments *(maximum of 3 minutes per person)*
- **COMMISSIONERS' REPORTS**
- **ADMINISTRATOR AND/OR CFO UPDATES**
- ****CLOSED SESSION**** *(only if needed)*

ADJOURN -

**** Public Recording Notice:** Please be advised that the meetings of the Lapeer County Board of Commissioners are streamed live and recorded on social media for public viewing and transparency. We respectfully request that anyone addressing the Board of Commissioners during "Public Time" be proactive and make every effort in keeping their words and language appropriate for ALL users, including children for educational purposes.

The County Controller/Administrator shall not edit or delete video of any County Commissioner Meeting. Should any issue arise with any content of a meeting video, the Board of Commission members shall be notified. Discretion as to changes to recordings/videos rests solely with the Chairman of the Board of Commissioners. However, a language/content warning may be added to the description of a video when appropriate by the Administrator. (rev. 6/22/2023) **

Upcoming Meetings/Public Hearings/Events:**FULL BOARD MEETING-- 01/25/2024****NEXT C.O.W MEETING - 02/08/2024****FOLLOWING FULL BOARD: 02/22/2024**

All sub-committee meeting agendas are posted on the County website if they are being held.

COMMITTEE OF THE WHOLE

December 14, 2023

9:00 a.m.

Chairman Kohlman called the meeting to order at 9:02 a.m. in the Commission Chambers on the lower level of the County Complex Building. Commissioner Mast opened the meeting with a prayer. The Pledge of Allegiance was recited.

Present: Commissioners Truman Mast, Bryan Zender, Brad Haggadone, William Hamilton, Gary Howell, Kevin Knisely, Tom Kohlman

Others: Moses Sanzo, County Controller/Administrator, Jackie Arnold, Chief Financial Officer, Lynette Groves, Secretary/Deputy County Clerk

Motion by Haggadone, supported by Knisely, to approve the agenda with the addition of a motion regarding the Community Mental Health CEO Position, Solid Waste direction to the County Controller/Administrator, change in appointment to the Recycling Committee, a change to an end date of a Veterans Affairs appointed term, and the deletion of a closed session. Motion carried.

Motion by Howell, supported by Mast, to approve the minutes from the November 9, 2023 Committee of the Whole Meeting, as presented. Motion carried.

Elected Official/Department Head Updates

Lauren Emmons, C.E.O., Community Mental Health gave a brief update regarding his Department.

Stephanie King, Animal Control Division Chief gave a brief update regarding her department.

Emil Joseph III, Friend of the Court wished everyone a Merry Christmas and Happy New Year and stated that he would be giving a statistics report after the first of the year.

Public Time – two people spoke during public time.

Motion by Howell, supported by Haggadone, pursuant to motion 368-2023 of the November 30, 2023 Regular Board Meeting, giving the Committee of the Whole the authority to act, which shall include forwarding the motion to the next regular meeting to be entered into the record, to approve the Attorney-Client Fee Agreement between the County of Lapeer and The Kelly Firm, PLC, for General/Legal Counsel Services for a period of three years, effective January 1, 2024 through December 31, 2026; and further, to authorize the Chair/Vice-Chair to sign said agreement. Motion carried.

Motion by Zender, supported by Mast, pursuant to motion 368-2023 of the November 30, 2023 Regular Board Meeting, giving the Committee of the Whole the authority to act, which shall include forwarding the motion to the next regular meeting to be entered into the record, to authorize the Chair/Vice-Chair to sign said the Grant Agreement for the Fiscal Year 21 Homeland Security Grant Program Agreement (CFDA# 97.067), that were approved and accepted to reimburse the County for the renewal of the NIXLE Alerting services through March of 2024 (258-2023). Motion carried.

Motion by Hamilton, supported by Zender, pursuant to motion 368-2023 of the November 30, 2023 Regular Board Meeting, giving the Committee of the Whole the authority to act, which shall include forwarding the motion to the next regular meeting to be entered into the record, to accept the 2024 Animal Welfare Fund Grant administered by the Michigan Department of Agriculture and rural Development Michigan Department Agricultural Rural Development (MDARD); and further, to authorize the County Controller/Administrator to electronically accept the grant and a copy be forwarded to the County Clerk to be entered into the official record. Motion carried.

No action was taken regarding the appointments to the Agricultural Preservation Board.

No action was taken regarding the appointments to the Brownfield Redevelopment Authority.

No action was taken regarding the appointments to the Economic Development Corporation Board of Directors.

Emergency Management Advisory Council - two-year term

Motion by Knisely, supported by Haggadone, pursuant to motion 368-2023 of the November 30, 2023 Regular Board Meeting, giving the Committee of the Whole the authority to act, which shall include forwarding the motion to the next regular meeting to be entered into the record, to re-appoint Jeremy Howe, Mike Vogt, Kathy Haskins, Kimberly Goldorf, Phil Kaatz, Jeremy Compau, Ted Sadler, Mike Boskee, and Marilyn Szost (alternate for Kathy Haskins), to serve on the Emergency Management Advisory Council, for a two-year term ending December 31, 2025. Motion carried.

No action was taken regarding the appointment to the Valley Area Agency on Aging (VAAA) Executive Board.

Motion by Knisely, supported by Hamilton, pursuant to motion 368-2023 of the November 30, 2023 Regular Board Meeting, giving the Committee of the Whole the authority to act, which shall include forwarding the motion to the next regular meeting to be entered into the record, to authorize payment to Shifman Fournier, in the amount of \$1,740.00, for labor related legal services rendered through November 30, 2023, to be paid from line item 101-239-801.020. Motion carried.

Motion by Zender, supported by Mast, pursuant to motion 368-2023 of the November 30, 2023 Regular Board Meeting, giving the Committee of the Whole the authority to act, which shall include forwarding the motion to the next regular meeting to be entered into the record, to authorize the renewal of the Workers Compensation Service Agreement with Comprehensive Risk Services, LLC, for Fiscal Year 2024 and 2025, for the annual amount of \$29,850.00 each year (with the cost to be shared 38% as Lapeer County's portion and 62% as Lapeer County Medical Care Facility's portion) for the period of January 1, 2024 through December 31, 2025, to be paid from line item 101-242-713.000, with the understanding that this motion authorizes the Finance Department to process the payments as outlined; and further, to authorize the Chair/Vice-Chair to sign said agreement. Motion carried.

Motion by Haggadone, supported by Mast, pursuant to motion 368-2023 of the November 30, 2023 Regular Board Meeting, giving the Committee of the Whole the authority to act, which shall include forwarding the motion to the next regular meeting to be entered into the record, to approve the following documents from Municipal Employees' Retirement System related to placing the seven (7) County Commissioners from the other Elected Officials division 13 into their own separate Defined Contribution Division, which includes a Division Benefit freeze to Defined contribution with the conversion option, per the request of the Board of Commissioners, as submitted:

- Resolution Adopting the MERS Defined Contribution Plan (1 page)
- MERS Defined Contribution Plan Adoption Agreement (5 pages)
- Contribution Addendum for MERS Defined Contribution (2 pages)
- Defined Benefit Plan Adoption Agreement (7 pages)
- Addendum for Plan Closures, Freezes and Conversions (5 pages)

and further, to authorize the Chair/Vice-Chair to sign said documents, with each document being entered as an official exhibit.

Roll Call vote: Haggadone, aye; Zender, aye; Hamilton, aye; Howell, aye; Knisely, aye; Mast, aye; Kohlman, aye. 7 ayes. Motion carried unanimously.

Motion by Zender, supported by Hamilton, pursuant to motion 368-2023 of the November 30, 2023 Regular Board Meeting, giving the Committee of the Whole the authority to act, which shall include forwarding the motion to the next regular meeting to be entered into the record, pursuant to the written notification given to Prosecuting Attorney John Miller in Board Motion #189-2023 on June 22, 2023, of the Board's intent to seek alternate corporate counsel services, to terminate the Engagement of General/Civil Legal Counsel services agreement that was previously approved in motion #77-21, effective December 31, 2023, with the understanding that this will also eliminate the additional \$17,000.00 stipend allocated to John Miller for corporation counsel services; and further, that this Board wishes to extend sincere appreciation to Mr. Miller for his services over the last three years. Motion carried.

Motion by Mast, supported by Knisely, pursuant to motion 368-2023 of the November 30, 2023 Regular Board Meeting, giving the Committee of the Whole the authority to act, which shall include forwarding the motion to the next regular meeting to be entered into the record, pursuant to the recommendation of the Properties Committee, to approve the installation of security cameras on the exterior of the Community Mental Health Building

and Harmony Hall, to be paid for by Community Mental Health Funding, at a cost not to exceed \$15,500.00, at no additional cost to the County General Fund. Motion carried.

Motion by Hamilton, supported by Knisely, pursuant to motion 368-2023 of the November 30, 2023 Regular Board Meeting, giving the Committee of the Whole the authority to act, which shall include forwarding the motion to the next regular meeting to be entered into the record, to adopt the following Resolution, as amended, in support of Broadband expansion in Lapeer County:

**RESOLUTION REGARDING
BROADBAND INTERNET ACCESS
2023-R12**

WHEREAS, in Lapeer County, 77% of Broadband Survey respondents with internet Access and Visitation Contract reported not having the minimum of 25mb download/3 mb upload speeds to be considered a broadband connection; and,

WHEREAS, in Lapeer County, 98% of Broadband Survey respondents with internet Access and Visitation Contract reported not having the modern standard of 100mb download/20mb upload speeds to be considered a broadband connection; and,

WHEREAS, the digital divide is exacerbating the homework gap and learning for students without broadband access at home; and,

WHEREAS, lack of broadband access negatively impacts economic development, property values, personal prosperity, education, health and safety and overall quality of life; and,

WHEREAS, having broadband access enables cost savings in many areas of personal commerce, yielding hundreds of thousands of dollars each year in overspending by those without broadband; and,

WHEREAS, communities without broadband have difficulty leveraging capabilities like TeleHealth, online banking, virtual meetings, working remotely and distance learning; and,

WHEREAS, broadband access can combat the isolation experienced by our seniors and those living alone by enabling them to stay connected to family and friends.

NOW THEREFORE BE IT RESOLVED, that the Lapeer County Board of Commissioners urges Internet Service Providers (ISPs) to leverage their resources, be future-focused and expand high-speed internet access to all residents of Lapeer County, Michigan.

Roll Call vote: Hamilton, aye; Haggadone, aye; Howell, aye; Knisely, aye; Mast, aye; Zender, aye; Kohlman, aye. 7 ayes. Motion carried unanimously.

Motion by Haggadone, supported by Zender, pursuant to motion 368-2023 of the November 30, 2023 Regular Board Meeting, giving the Committee of the Whole the authority to act, which shall include forwarding the motion to the next regular meeting to be entered into the record, to rescind motion 331-2023 of the October 26, 2023 Regular

Board Meeting, and give Community Mental Health Authority to appoint Brooke Sankiewicz, as the new Chief Executive Officer. Motion carried.

Motion by Haggadone, supported by Hamilton, pursuant to motion 368-2023 of the November 30, 2023 Regular Board Meeting, giving the Committee of the Whole the authority to act, which shall include forwarding the motion to the next regular meeting to be entered into the record, to allow the County Controller/Administrator to contact all surrounding counties about the possibility of a recycling partnership. Motion carried.

Motion by Howell, supported by Haggadone, pursuant to motion 368-2023 of the November 30, 2023 Regular Board Meeting, giving the Committee of the Whole the authority to act, which shall include forwarding the motion to the next regular meeting to be entered into the record, to accept the Chairman's recommendation to change the members of the Recycling Committee to be Commissioner Howell, as Chair, Commissioner Zender, and Commissioner Haggadone as members. Motion carried.

Motion by Howell, supported by Mast, pursuant to motion 368-2023 of the November 30, 2023 Regular Board Meeting, giving the Committee of the Whole the authority to act, which shall include forwarding the motion to the next regular meeting to be entered into the record, to corrected expiration date regarding the appointment of Gabriel Lossing, from motion 330-2023 of the October 26, 2023 Regular Board Meeting, to the Veterans Affairs Committee as December 31, 2026. Motion carried.

Public Time – two people spoke during public time.

Commissioner Reports

At this time, the Commissioners had an opportunity to give brief reports on meetings and conferences that they have recently attended, as well as upcoming meetings and events, along with statements regarding public time comments.

County Controller/Administrator and/or Chief Financial Officer updates

Moses Sanzo, County Controller/Administrator stated that it has been a privilege for him to work and learn with the Commissioners for the last few months and looks forward to the new year. He also noted that next week the Administration Office will be under a casual dress code.

Motion by Mast, supported by Haggadone, to adjourn the meeting. 10:33 a.m.

Tom Kohlman, Chairman
Committee of the Whole

1

DATE: January 3, 2024

XREQUEST FOR ACTION

____FOR YOUR INFORMATION

____REQUEST FOR INFORMATION

TO: LAPEER COUNTY BOARD OF COMMISSIONERS

FROM: Lapeer County Sheriff's Office

SUMMARY OF REQUEST / INFORMATION: Purchase of 2 AED's with batteries

BACKGROUND INFORMATION: Sheriff's Office is in need of new AED's. With the help of Lapeer County EMS we would be able to purchase 2 Zoll AED's with batteries for \$1,875 each.

CONTACT PERSON(S): Sheriff McKenna

SUPPORTING DOCUMENTS: Included bids from Zoll, Heartsmart and American

DRAFT MOTION:

Motion by _____, supported by _____, to authorize LC Sheriff's Office to purchase 2 AED's from LC EMS at \$1,857.50 each from budget line 207-301-977.000.

ATTACHMENTS YES__ __ NO__ __



Worldwide Headquarters
269 Mill Rd.
Chelmsford, MA 01824-4105

Remit To:
ZOLL Medical Corporation
PO Box 27028
NEW YORK NY 10087-7028
Phone: 978-421-9655
Toll Free: 800-348-9011

Invoice		
Invoice	Seq	PO Number
3853075		RUSSELL ADAMS

Bill To

Attn: Accounts Payable
LAPEER COUNTY EMS
3565 GENESEE ROAD
LAPEER, MI 48446

Ship To

LAPEER COUNTY EMS
3565 GENESEE ROAD
LAPEER, MI 48446

PO'd
11.13.23

Payment Terms
NET 30 DAYS

Inv Date
08-NOV-23
Ship Date
08-NOV-23

Due Date
08-DEC-23
Ship Via
UPS

Sales Order Number
4112955
Shipping Reference
1Z038E070316087446

Customer Number
4028
Sales Person
CALLAHAN, JAMES

	Item	Description	Qty	Unit Price	Amount
1	FRT	SHIPPING CHARGE	1	68.90	68.90
2	8900-0810-01	PEDI-PADZ II ELECTRODES - ONE PAIR	4	87.75	351.00
3	8000-0807-01	TYPE 123 LITHIUM BATTERIES	4	69.00	276.00
4	20100000102011010	AED PLUS, PS SERIES, W/AED CVR, LCD, NO VOICE RCDG, ENGLISH	4	1,788.80	7,155.20

Serial No: X23J727326, X23K729548, X23K728928, X23J727437

5	8900-0400	CPR STAT-PADZ ELECTRODE (P/N 8900-0402), 8/CASE	1	537.00	537.00
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Remit to: ZOLL Medical Corporation
PO Box 27028
NEW YORK NY 10087-7028

Sub-Total: 8,388.10
Tax Total: 0.00
Invoice Total: 8,388.10
Currency: USD

EFT or ACH information: Acct # 50084320 ABA # 011000138
Please email EFT/ACH remittance to EFT-ACHremit@zoll.com

Online Payments – Register or pay as guest at
<https://zollbillpay.radiusone.com/>

TAX REGISTRATION NUMBER: 04-2711626

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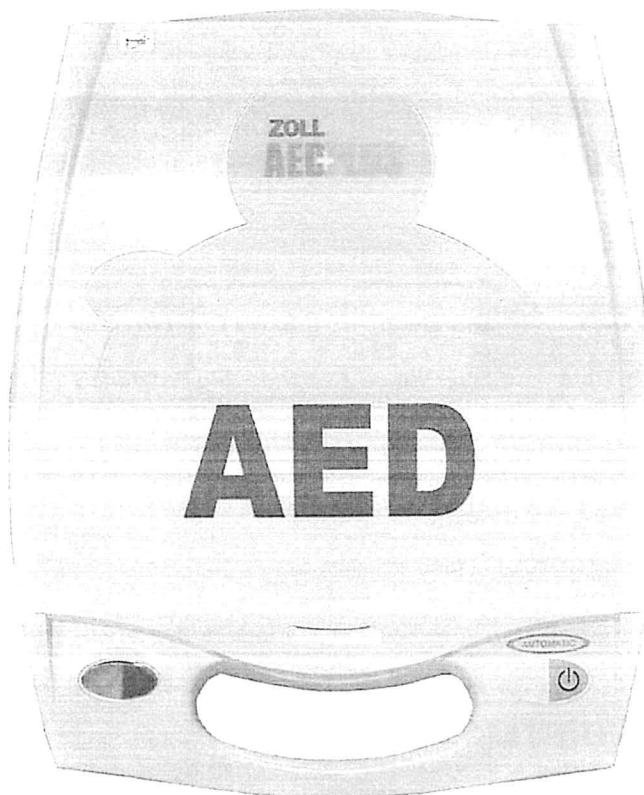


(/)

Home (/) > AED Machines (/aeds-s)

ZOLL AED Plus

Part Number: 20100700702011010-T



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cg/image/quality/optimized/zoll-aed-plus-package-left-view.jpg
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Your Price: \$1,934.00

Enter code: NYAED400 at checkout to save \$400

Choose Options

Choose ZOLL AED Option: *

Fully-Automatic AED

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Curaplex Basic Stop the Bleed Kit (curaplex-basic-stop-the-bleed-kit-p)	Spare CPR-D-Padz Adult Electrode Pads (zoll-aed-cpr-d-padz-p)	Stat-Padz II Adult Electrode Pads (zoll-aed-stat-padz-ii-p)	Pedi-Padz II Pediatric Electrode Pads (zoll-pedi-padz-ii-p)
\$60.99	\$207.00		\$117.00

Quantity 1 + -

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Product Overview

What's Included:

- Brand New ZOLL AED Plus and Free AED Cover
- 7-Year Warranty
- ZOLL CPR D Padz - 1 Set
- Duracell Lithium Battery Set (w/sleeve)
- ZOLL AED Plus Demo & Set-Up CD and Operator's Guide
- ZOLL AED Plus Soft AED Case
- Medical Prescription / Authorization
- Heartsmart CPR/AED Rescue Kit (HSRK-10)
- Heartsmart Inspection / Maintenance Tag (HST-ACC01)
- Heartsmart "AED Equipped Facility" Decal
- Ground Shipping (lower 48 states only)



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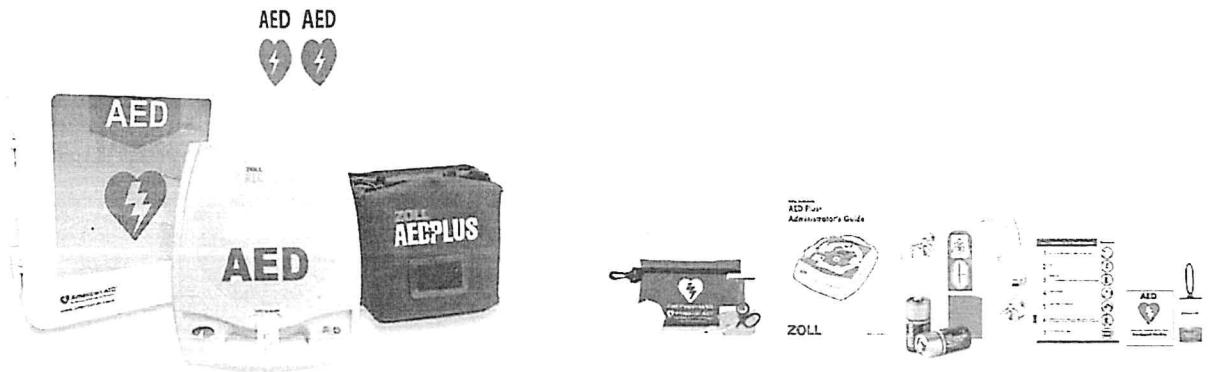
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- 7 Year Warranty
- 1 One Piece Adult CPR-D Padz
- 1 Set of 10 Duracell Lithium Batteries
- 1 User Manual
- 1 Quick Reference Guide
- ZOLL Data Event Review Software download here
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- 1 FREE Medical Prescription / Authorization Details
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- 1 FREE Inspection / Maintenance Tag Details
- 2 FREE AED "Equipped Facility" Decal / Sticker Details
- 1 Double Sided Flanged AED Sign
- 1 Premium AED Storage Wall Cabinet
- 1 AMERICAN AED Instructional Wall AED Poster Details
- AMERICAN AED Lifetime Maintenance Notification & Support
- FREE FedEx Ground Shipping Details

Details

Choose Model Option
Fully-Automatic ▼
Choose Type Of Wall Cabinet
Premium Cabinet ▼
Do You Need Child / Pediatric Pads?
No, I Do Not Need Child / Pediatric ▼
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\$2,953.99

Recommended Add-Ons



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☐ Add for \$99.00



Waterproof Carrying Case

☐ Add for \$169.00

2

LAPEER COUNTY
Community Mental Health Center

1570 Suncrest Drive, Lapeer, Michigan 48446
(810) 667-0500 FAX: (810) 664-8728

Date: January 8, 2024

☒ Request for Action
☐ For Your Information
☐ Request for Information

To: Lapeer County Board of Commissioners - Regular Board Meeting

From: Lapeer County Community Mental Health

Summary of Request/Information:

Requesting transfer of \$89,661.33 from appropriation to expenditure, which represents first of the three transfers for the fiscal year 2023-2024. Please credit this money to general ledger account #222 990 695.(010-299).

Additional information:

1. The Lapeer County allocated \$268,984.00 to CMH as county match for the current fiscal year.
2. Motion #1223-017 approved by the Lapeer County Community Mental Health Services Board at its Board meeting on December 21, 2023 authorizing the CMH Director to make this request.

Contact person(s):

Laurn Emmons, Chief Executive Officer or
Inder Abrol, Finance Department



Background Information:

Requested transfer is based on total appropriation of \$268,984.00 for the fiscal year.

Supporting Documents:

None.

Draft Motion:

Move to transfer \$89,661.33, representing first of the three installments toward the annual allocation of \$268,984.00 from CMH appropriations to CMH expenditure.

Attachments: Yes _____ No X

3A.

REQUEST FOR ACTION

DATE: January 3, 2024

XX REQUEST FOR ACTION

_____ FOR YOUR INFORMATION

_____ REQUEST FOR INFORMATION

TO: Lapeer County Board of Commissioners

FROM: Lapeer County Administration

SUMMARY OF REQUEST / INFORMATION:

Request to adopt the "Resolution adopting the Michigan State Housing Development Authority (MSHDA) Citizen Participation Plan (CPP)" as required as a participant in Community Development Block Grant (CDBG) funding.

ADDITIONAL INFORMATION:

As a participant in CDBG, Lapeer County is required under 23 CFR Part 570.486(a) to have adopted a Citizen Participation Plan (CPP). MSHDA, who administers CDBG funding on behalf of the state of Michigan, has an existing CPP that can be adopted by local units of government. Only those parts identified in 'Citizen participation requirements for local government' shall apply to Lapeer County and the CDBG funds it may apply for or receive.

CONTACT PERSON(S): Jackie Arnold/Sarah Whaley/Brian Neuville (HDC Deputy Director)

BACKGROUND INFORMATION:

While Lapeer County has previously received CDBG funding, no record can be found of the adoption of a CPP. By approving this resolution to adopt, any CDBG funding will be in compliance with CPP requirements. The CPP requires that the County hold public hearings when applying for CDBG funding from the state to allow for comments from the community to be received.

SUPPORTING DOCUMENTS: Michigan State Housing Development Authority Citizen's Participation Plan; and Resolution to adopt MSHDA CPP

DRAFT MOTION:

Motion by _____, supported by _____, to adopt the attached "Resolution To Adopt the Michigan State Housing Development Authority (MSHDA) Citizens Participation Plan" for Lapeer County, to be further referenced as the 'MSHDA CPP', as required to be a participant in Community Development Block Grant (CDBG) funding.

(Roll Call Vote Required at next Full Board)

ATTACHMENTS YES X NO _____

RESOLUTION

**To adopt the
Michigan State Housing Development Authority (MSHDA)
Citizens Participation Plan (CPP)
Lapeer County, Michigan**

WHEREAS, the County of Lapeer has applied for Community Development Block Grant (CDBG) funds; and,

WHEREAS, the County of Lapeer is required to have an adopted Citizens Participation Plan (CPP) or adopt the Michigan State Housing and Community Development Authority CPP as a requirement for eligibility under CDBG; and,

WHEREAS, the County of Lapeer has chosen to adopt the Michigan State Housing and Community Development Authority Citizen's Participation Plan; and,

NOW, THEREFORE BE IT RESOLVED the Lapeer County Board of Commissioners of Lapeer County, Michigan hereby adopts the Michigan State Housing and Community Development Authority Citizen's Participation Plan, as presented and on file with the Clerk of the Board.

Roll Call Vote Required. Yeas:

Nays:

Absent:

*Tom Kohlman, Chairman
Lapeer County Board of Commissioners*

I, Theresa M. Spencer, Clerk to the Lapeer County Board of Commissioners, do hereby certify and set my seal to the above resolution as adopted by the Lapeer County Board of Commissioners at their regular meeting held on this 25th day of January, 2024.

<<Seal>>

*Theresa M. Spencer, County Clerk
Lapeer County, Michigan*

STATE OF MICHIGAN CITIZEN PARTICIPATION PLAN

APRIL 2021

1. The State will provide citizens and units of local government with reasonable notice and opportunity to comment on the Consolidated Plan and its substantial amendments. Reasonable notice will be given through a public notice in a newspaper(s) with statewide circulation. Opportunity to offer comments will be provided by a period of not less than 30 days, identified in the public notice, to receive comments on the substantial amendments before the amendment is implemented. The notice will clearly provide the name and address of the person responsible for receiving these comments. Reasonable notice will be given to the public for non-substantial amendments by a statewide mailing to current grantees and other interested parties.

Note: When additional funding is provided by the U.S. Department of Housing and Urban Development based on a declared emergency and/or funding needs to be repurposed to meet immediate need and in-person public hearings are not feasible, public notification will take place via internet postings only. An opportunity to offer comment will be provided by a period of not less than 5 days. The notice will clearly provide the methodology and contact person responsible for receiving comments.

2. The State will consider any comments or views of citizens and units of general local government received in writing, if any, in preparing the substantial amendment to the consolidated plan. A summary of these comments or views not accepted and the reasons therefore shall be attached to the substantial amendment to the consolidated plan.

Performance Reports.

1. Citizens shall be provided with a reasonable notice and opportunity to comment on any performance reports required on the Consolidated Plan. A period of not less than 15 days shall be provided to receive comments on the performance report prior to its submission to HUD. Reasonable notice shall be given in the form of an announcement in one or more newspapers of general public circulation.
2. The state shall consider any comments received in writing or orally when preparing the performance report. A summary of these comments shall be attached to the performance report.

Citizen participation requirements for local governments.

Units of general local government receiving CDBG funds from the State will hold a public hearing to receive comment on their proposed project(s) prior to submission to the State. For housing projects, these hearings also include comment on program accomplishments from the preceding project(s). Units of local government receiving CDBG funds from the State for non-housing projects also hold a public hearing to receive public comment on program accomplishments after project completion but prior to final close out.

Units of general local government receiving CDBG HUD Disaster Recovery funds from the State will furnish citizens with information regarding the amount of funds available, the range of activities, the estimated amount of the proposed activities that will benefit persons of low to moderate income; will publish the proposed Action Plan for Disaster Recovery for public comment; and will provide reasonable public notice and comment period on any substantial change to the Action Plan.

Availability to the public.

The consolidated plan, as adopted, substantial amendments, and the performance report, shall be available to the public, including the availability of materials in a form accessible to persons with disabilities, upon request. These documents shall be available at the MSHDA Website at www.michigan.gov/mshda and available upon request to members of the general public through U.S. Mail. _

Access to records.

The state shall provide citizens, public agencies, and other interested parties with reasonable and timely access to the state's consolidated plan and the state's use of assistance under the programs covered by this part during the preceding five years.

Complaints.

The state shall provide a timely, substantive written response to every written citizen complaint, within 15 working days where practicable, to complaints received from citizens on the consolidated plan, amendments, and performance report.

Use of the Citizen Participation Plan.

The state assures that it will follow its Citizen Participation Plan.

REQUEST FOR ACTION

DATE: January 3, 2024

XX REQUEST FOR ACTION

_____ FOR YOUR INFORMATION

_____ REQUEST FOR INFORMATION

TO: Lapeer County Board of Commissioners

FROM: Lapeer County Administration

SUMMARY OF REQUEST / INFORMATION:

Request to adopt the Authorizing Resolution for the Michigan State Housing Development Authority (MSHDA) Community Development Block Grant (CDBG) Housing Improving Local Livability (CHILL) program, designating the County Administrator/Controller as the person authorized to execute any documents required to carry out and complete the grant.

ADDITIONAL INFORMATION:

CONTACT PERSON(S): Jackie Arnold/Sarah Whaley/Brian Neuville (HDC Deputy Director)

BACKGROUND INFORMATION:

The Authorizing Resolution is a part of the MSHDA CHILL grant application process. The AR will designate authority to certify the CDBG Application, to sign the Grant Agreement and any payment requests, and to execute any additional documents required to carry out and complete the grant to the County Administrator/Controller.

SUPPORTING DOCUMENTS: Authorizing Resolution

DRAFT MOTION:

Motion by _____, supported by _____, to adopt the attached "Authorizing Resolution" related to the application of the Michigan State Housing Development Authority (MSHDA)'s CDBG Housing Improving Local Livability (CHILL) Program to benefit low and moderate-income residents; and further, to designate the County Administrator/Controller as the Environmental Review Certifying Officer for said grant.

Roll Call Vote Required at the next Full Board

ATTACHMENTS YES X NO _____

COUNTY OF LAPEER

AUTHORIZING RESOLUTION

WHEREAS, the Michigan State Housing Development Authority (MSDHA) has invited Units of General Local Government to apply for its Community Development Block Grant (CDBG) Housing Improving Local Livability (CHILL) Program; and

WHEREAS, the Lapeer County desires to request \$590,000 in CDBG funds to implement administrative activities and a Homeowner Improvement Project in partnership with the Human Development Commission (HDC) of Lapeer County; and

WHEREAS, the proposed project is consistent with the needs of the local community as described in the Application; and

WHEREAS, the proposed project will benefit residents of the county with at least 51 percent of those assisted being low- and moderate-income persons as determined by census data provided by the U.S. Department of Housing and Urban Development; and

WHEREAS, local funds and any other funds to be invested in the project have not been obligated/incurred and will not be obligated/incurred prior to a formal grant award, completion of the environmental review procedures and a formal written authorization to obligate/incur costs from the Michigan State Housing Development Authority.

NOW, THEREFORE, BE IT RESOLVED that Lapeer County hereby designates the County Administrator/Controller as the Environmental Review Certifying Officer, the person authorized to certify the CDBG Application, the person authorized to sign the Grant Agreement and payment requests, and the person authorized to execute any additional documents required to carry out and complete the grant.

Roll Call Vote Required. Yeas: Nays: Absent:

*Tom Kohlman, Chairman
Lapeer County Board of Commissioners*

I, Theresa M. Spencer, Clerk to the Lapeer County Board of Commissioners, do hereby certify and set my seal to the above resolution as adopted by the Lapeer County Board of Commissioners at their regular meeting held on this 25th day of January, 2024.

<<Seal>>

*Theresa M. Spencer, County Clerk
Lapeer County, Michigan*

3c

REQUEST FOR ACTION

DATE: January 3, 2024

XX REQUEST FOR ACTION

_____ FOR YOUR INFORMATION

_____ REQUEST FOR INFORMATION

TO: Lapeer County Board of Commissioners

FROM: Lapeer County Administration

SUMMARY OF REQUEST / INFORMATION:

Request to establish a Public Hearing to hear public comments regarding the application for Community Development Block Grant (CDBG) Housing Improving Local Livability (CHILL) Program Funding as is required as a condition of the grant application. The Public Hearing is requested during the January 25th Board of Commissioners meeting and will be published in the local paper at least five (5) days prior.

ADDITIONAL INFORMATION:

The CDBG CHILL Grant request will be to in the amount of \$590,000, with up to 18% being in administrative costs, and up to \$500,000 for repairs to homeowner occupied single-family residents. No less than 51% of those assisted will be identified as low-to moderate income residents. Activity to be carried out by the Human Development Commission (HDC) who have previously administered CDBG funding on behalf of Lapeer County for similar activities. No additional costs to come from County General Funds.

CONTACT PERSON(S): Jackie Arnold/Sarah Whaley/Brian Neuville (HDC Deputy Director)

SUPPORTING DOCUMENTS: Notice of Public Hearing

DRAFT MOTION: Motion by _____, supported by _____, to establish a Public Hearing at the January 25th Regular Board Meeting to hear public comments related to the County's CDBG CHILL Grant Program application through the Michigan State Housing Development Authority (MSHDA); and further, to authorize the County Clerk to publish said notice in a local newspaper of general circulation.

ATTACHMENTS YES____ NO__X__

**NOTICE OF PUBLIC HEARING
MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY**

**Community Development Block Grant
Housing Improving Local Livability (CHILL) Program**

The Lapeer County Board of Commissioners is applying for \$590,000.00 to the Michigan State Housing Development Authority for a 2024-2026 Homeowner Improvement Project. It is anticipated that all grant funds will be used for activities that preserve decent affordable housing for use by low- and moderate-income families. Grant funds will provide rehabilitation measures for low-income homeowners living in the county. Allowable activities include:

1. Homeowner Improvement Project (HIP) will cover eligible project costs that are the actual costs of rehabilitating housing and activity delivery costs, including but not limited to interior and exterior improvements to meet code requirements, roof repair or replacement, siding, windows, plumbing, electrical, mechanical, and insulation.

The Lapeer County Board of Commissioners will provide a forum for persons interested in commenting on the project. The Board of Commissioners will also receive and consider written comments regarding the 2024-2026 Homeowner Improvement Project application. Written comments should be received no later than the date of the public hearing and be directed to the address below.

The Public Hearing will be held on January 25, 2024, at 9:00 a.m. at the Lapeer County Complex, 255 Clay Street, Lapeer Michigan. The Public Hearing will be part of the regularly scheduled meeting of the Lapeer County Board of Commissioners.

4A

DATE: January 9, 2024

XX **REQUEST FOR ACTION**

_____ **FOR YOUR INFORMATION**

_____ **REQUEST FOR INFORMATION**

TO: **BOARD OF COMMISSIONERS/Committee of the Whole**

FROM: **ADMINISTRATION OFFICE**

SUMMARY OF REQUEST / INFORMATION: Requesting the immediate payment of The Michigan Association of Counties Dues for 2023-2024. Steve Currie from MAC was present at your September 14th COW Meeting for a presentation but the invoice had not been subsequently authorized so we are asking for the payment to be issued right away so that it can be paid from the 2023 budget.

ADDITIONAL INFORMATION: The dues are \$14,268.59 with no change, \$14,300 is budgeted in that account line item.

*If approved, we are requesting that the motion for payment be sent directly to the **Special Full Board Meeting** for final approval in order to expedite the payment from the 2023 budget.*

SUPPORTING DOCUMENTS: Invoice #m2735

DRAFT MOTION:

Motion by _____, supported by _____, to recommend to the Special Full Board to authorize the immediate payment of the FY 2023 dues to the Michigan Association of Counties, in the amount of \$14,268.59 for the period of July 1, 2023 through June 30, 2024, to be paid from line item 101-241-957.102 (2023 Budget).

ATTACHMENTS YES XXX NO _____



INVOICE

BILL TO
Jackie Arnold
Lapeer County
255 Clay Street
Lapeer, MI 48446

INVOICE m2735
DATE 06/26/2023

DESCRIPTION	AMOUNT
2023-2024 County Dues	14,268.59

Please remit checks to:
Michigan Association of Counties
110 W Michigan Ave., Suite 200
Lansing, MI 48933

BALANCE DUE

\$14,268.59

ACH Payments:
Contact pemberton@micounties.org

Pay invoice

4B

DATE: January 9, 2024

XX REQUEST FOR ACTION

_____ FOR YOUR INFORMATION

_____ REQUEST FOR INFORMATION

TO: COMMITTEE OF THE WHOLE

FROM: Moses Sanzo, County Controller/Administrator

SUMMARY OF REQUEST / INFORMATION: Request authorization to pay the January invoice from Shifman Fournier for labor related legal services.

BACKGROUND INFORMATION:

ADDITIONAL INFORMATION:

CONTACT PERSON(S): Moses Sanzo and/or Doreen Clark

SUPPORTING DOCUMENTS: Legal Summary for Invoice #15507

DRAFT MOTION:

Motion by _____, supported by _____, to recommend to the Full Board to authorize payment to Shifman Fournier, PLC, in the amount of \$540.00 for labor related legal services rendered through December 31, 2023, to be paid from line item #101-239-801.020.

ATTACHMENTS YES X NO

Howard L. Shifman
Brandon Fournier
Robert Nyovich - Of Counsel



31600 Telegraph Road, Suite 100
Bingham Farms, MI 48025
Phone (248) 594-8700
Fax (248) 594-7080
shifmanfournier.com

VIA EMAIL ONLY

PRIVILEGED ATTORNEY-CLIENT COMMUNICATION

January 2, 2024

Moses Sanzo, County Administrator/Controller
Lapeer County
255 Clay Street
Lapeer, MI 48446

Re: Lapeer County/Invoice for Services

Mr. Sanzo:

Attached please find our invoice for services through December 31, 2023.

Invoice No. 15507

Lapeer County –	
General	\$
Sheriff's Department	\$
CMH	\$ 540.00
FOC	\$
District Court	\$
Health Department	\$
911 MAPE	\$
911 POAM	\$
Non-Union	\$


TOTAL DUE	\$ 540.00
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Please make check payable to Shifman Fournier, PLC

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,

SHIFMAN FOURNIER

A handwritten signature in black ink, appearing to read "Jessica Fanego", written over the printed name.

Jessica Fanego, Office Administrator

Jessica@shifmanfournier.com

Cc Doreen Clark, Office Manager and FOIA Coordinator

4C

DATE: JANUARY 8, 2024

XX **REQUEST FOR ACTION**

_____ **FOR YOUR INFORMATION**

_____ **REQUEST FOR INFORMATION**

TO: BOARD OF COMMISSIONERS –COMMITTEE OF THE WHOLE

FROM: DOREEN CLARK, OFFICE MANAGER

SUMMARY OF REQUEST / INFORMATION: Request to authorize annual payment to Lapeer Development Corporation for professional services in the amount of \$10,000, which is budgeted in 2024.

ADDITIONAL INFORMATION: We paid the FY 2022/2023 invoice in January of 2023, therefore, this invoice could not be paid until January of 2024.

CONTACT PERSON(S): Moses Sanzo/Doreen Clark

BACKGROUND INFORMATION:

SUPPORTING DOCUMENTS: Invoice 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 2023/2024, AT A COST NOT TO EXCEED \$10,000.00, TO BE DEDUCTED FROM 101-237-959.000.

ATTACHMENTS YES XXX NO _____

Lapeer Development Corporation
449 McCormick Drive
Lapeer, MI 48446

INVOICE

Date	Estimate #
7/1/2023	386

Name / Address
Lapeer County 255 Clay St Lapeer, MI 48446

Terms

Item	Description	Qty	Cost	Total
Lapeer County Pr...	2023/24 Professional Services	1	10,000.00	10,000.00
			Total	\$10,000.00