



MICHIGAN'S OLDEST COURTHOUSE

Lapeer County Board of Commissioners

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PROPERTIES COMMITTEE

April 25, 2024

Room 302- County Complex

10:00 A.M.

*Estimated Time- Meeting will Commence immediately following
the Committee of the Whole/Full Board Meeting*

2024 Committee Members: Commissioners Bryan Zender (Chair), Tom Kohlman, Kevin Knisely;
Moses Sanzo, County Administrator/Controller; Jackie Arnold, CFO;
John Bustle, Building Grounds/Parks Director

2024 Committee Commissioner Alternate: Gary Howell

A-G-E-N-D-A

- 1) **CALL TO ORDER** BY CHAIRMAN/ACTING CHAIRMAN
- 2) CONSIDERATION OF THE **AGENDA** (additions and/or deletions)
- 3) CONSIDERATION OF THE DRAFT **MINUTES** OF THE **APRIL 11, 2024** SPECIAL PROPERTIES COMMITTEE MEETING
- 4) CONSIDERATION OF THE DRAFT **MINUTES** OF THE **APRIL 11, 2024** PROPERTIES COMMITTEE MEETING
- 5) **NEW/GENERAL ITEMS**
 - A) **PRESENTATION**- Jacob Leroy, Cypress Integration Solutions, brief presentation on security company with focus on building security.
 - B) **ANIMAL CONTROL**- Update on Animal Control Building status.
- 6) **OLD/REFERRED/OR ADDITIONAL ITEMS** (if needed)
- 7) **ADJOURN...**

Meetings to be held as needed.

SPECIAL PROPERTIES COMMITTEE

April 11, 2024

**Room 302 COUNTY COMPLEX
255 CLAY STREET, LAPEER, MI 48446**

Chairman Zender called the meeting to order at approximately 8:32 a.m. in Room 302 of the County Complex.

Members Present: Commissioners Bryan Zender, Kevin Knisely, Gary Howell (alternate); Moses Sanzo, County Administrator/Controller; John Bustle, Building & Grounds/Parks Director; Jackie Arnold, CFO

Members Absent: Commissioner Tom Kohlman

Others: Jillian Clark, Special Events Coordinator

AGENDA

The agenda was reviewed.

Motion by Knisely, support by Howell, to approve the Properties Committee Agenda as presented. Motion carried.

MINUTES

The minutes from March 28, 2024 were briefly reviewed.

Motion by Howell, support by Knisely, to approve the minutes from the March 28, 2024 Properties Committee meeting as presented. Motion carried.

ADMINISTRATION

Moses Sanzo was present to discuss recent changes to the pavilion lease to include that the City will not remove the heaters and the exterior curtains around the pavilion. Sanzo explained other language changes throughout the lease. Zender expressed wanting the City to have picnic tables under the pavilion, when it is not rented out for an event. Zender further explained that this would allow for continued community usage. Sanzo would express the request to City Manager.

- 1. Motion by Howell, supported by Knisely, pursuant to Motion #121-2024 from the March 28, 2024 Regular Board Meeting giving the Committee of the Whole the authority to act on this matter, and pursuant to the recommendation of the Properties Committee and based upon the review of legal counsel, to approve the attached lease agreement between the County of Lapeer and the City of Lapeer for the county owned Pavilion at the corner of W. Nepessing and Cedar Streets, for a period of 5 years with a one-year renewal extension option, at the rate of \$1/per year, with the**

Continued

understanding that the City will undertake several refurbishment and restoration efforts (with capped reimbursement), and pay for any utilities; and further, to authorize the Chair or Vice-Chair to sign said lease agreement. Motion carried.

ADJOURN

Motion by Knisely, supported by Howell, to adjourn the meeting. Motion carried. 8:35 a.m.

Bryan Zender, Chairman
Lapeer County Properties Committee

DRAFT

PROPERTIES COMMITTEE

April 11, 2024

**Room 302 COUNTY COMPLEX
255 CLAY STREET, LAPEER, MI 48446**

Chairman Zender called the meeting to order at approximately 8:36 a.m. in Room 302 of the County Complex.

Members Present: Commissioners Bryan Zender, Kevin Knisely, Gary Howell (alternate); Moses Sanzo, County Administrator/Controller; John Bustle, Building & Grounds/Parks Director; Jackie Arnold, CFO

Members Absent: Commissioner Tom Kohlman

Others: Jillian Clark, Special Events Coordinator

AGENDA

The agenda was reviewed.

Motion by Howell, support by Knisely, to approve the Properties Committee Agenda as presented. Motion carried.

BUILDING & GROUNDS

John Bustle was present to discuss the request for items to be placed in public auction. Bustle explained most of the vehicles are old Sheriff Department vehicles with the addition of a 1999 boat from the Sheriff's Department and an older mower from Building & Grounds. Brief discussion on history and original purchase of boat occurred. It was discussed that the monies from the auction of the boat would be deposited with the rest of auction sales.

- 1. Motion by Knisely, supported by Howell, to recommend to the Full Board, pursuant to the recommendation of the Properties Committee, to approve Building & Grounds/Parks Department's request to sell items no longer needed or used by various County Departments at public auction. Motion carried.**

BUILDING & GROUNDS

Zender began discussion on new county fleet vehicle. Zender explained that John Bustle, Director of Building & Grounds/Parks has been using an old Sheriff Department K9 vehicle to complete necessary work throughout the County during business hours. Zender expressed that Bustle should be in a more reliable vehicle. Bustle explained having received several quotes on larger vehicles with the intent that the vehicle could also be used as a pool car when other Departments need to group travel for trainings. Bustle shared currently the only pool car available is a 2012 Van. Discussion on use of Capital Funds to purchase the vehicle occurred.

- 2. Motion by Knisely, supported by Howell, to recommend to the Full Board, pursuant to the recommendation of the Properties Committee, to authorize Building and Grounds/Parks to purchase a new Tahoe as a County fleet vehicle, at a cost not to exceed \$60,000.00. Motion carried.**

ADMINISTRATION

Moses Sanzo was present to discuss request. Sanzo explained that the retention policy has passed through the Board and shared feedback from various Departments. Sanzo explained next steps to clear out the old Register of Deeds Building. Sanzo explained all boxes have been inventoried to determine what can be disposed of and what should go to shred. Sanzo explained the end result will be an empty building for the Board to decide what to do with. Bustle explained that some of the paper could be recycled and would contact local recycling about a large drop off.

- 3. Motion by Howell, supported by Knisely, to recommend to the Full Board, pursuant to the recommendation of the Properties Committee, that the former Register of Deeds building located at 279 N. Court Street be fully cleared out of all stored documents and items by October 31, 2024. Motion carried.**

ADJOURN

Motion by Knisely, supported by Howell, to adjourn the meeting. Motion carried. 8:52 a.m.

Bryan Zender, Chairman
Lapeer County Properties Committee