

**THERESA M. SPENCER
LAPEER COUNTY CLERK**

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Lapeer, Michigan 48446

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A-G-E-N-D-A

**LAPEER COUNTY BOARD OF COMMISSIONERS
REGULAR BOARD MEETING**

May 19, 2022

9:00 A.M.

Brenden Miller	District #1
Gary Roy	District #2
Dyle Henning	District #3
Lenny Schneider	District #4
Rick Warren	District #5
Linda M. Jarvis	District #6
Bryan Zender	District #7

CALL TO ORDER BY CHAIRMAN/VICE-CHAIR

- ◆ Roll Call
- ◆ Opening Prayer
- ◆ Pledge of Allegiance

CONSIDERATION FOR APPROVAL:

- ◆ Agenda - Consensus to approve
- ◆ May 5, 2022 Regular Board Meeting Minutes

**REVIEW OF:
COMMISSIONER MILEAGE/EXPENSE SHEETS/GRANT APPLICATIONS**

ELECTED OFFICIAL/DEPARTMENT HEAD UPDATES

PUBLIC TIME - Citizens Comments, etc.

CONTINUED -

NEW/OLD BUSINESS:

- 1. RESOLUTION** – Beth Potter-Knowlton
- 2. PROPOSED RESOLUTION** – Insurance Reform (to be distributed)
(referred from the May 12, 2022 Committee of the Whole Meeting)

(Additional items)

- 3.
- 4.
- 5.

DRAFT MOTIONS

- ◆ **Committee of the Whole Meeting** (05-12-2022) (attached)
- ◆ **Personnel Committee** (05-12-2022) (attached)
- ◆ **American Rescue Plan Act Committee (ARPA)** (05-12-2022) (attached)

AD HOC COMMITTEE UPDATES– If needed

FISCAL PLANNING/BUDGETING DISCUSSION – If needed

AUDIT MOTIONS

- ◆ **County Audit Motion**
For disbursements dated May 20, 2022
- ◆ **Road Commissioner’s Audit Motion**
For disbursements dated May 19, 2022

PUBLIC TIME - Citizens Comments, etc.

COMMISSIONER REPORTS

CLOSED SESSION – If needed.

RECESS/ADJOURN

LAPEER COUNTY BOARD OF COMMISSIONERS

May 5, 2022

9:00 A.M.

Vice-Chair Henning called the meeting to order at 9:05 a.m. in the Commission Chambers on the lower level of the County Complex Building. Commissioner Miller opened the meeting with prayer. The Pledge of Allegiance was recited.

Present:	Brenden Miller	District #1
	Dyle Henning	District #3
	Lenny Schneider	District #4
	Rick Warren	District #5
	Linda M. Jarvis	District #6
	Bryan Zender	District #7

Jackie Arnold, Chief Financial Officer
Lynette Stanford, Secretary/Deputy County Clerk

Absent:	Gary Roy	District #2
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AGENDA

The agenda and draft minutes from the April 21, 2022 Regular Board Meeting were reviewed.

136-22

Motion by Warren, supported by Jarvis, to accept the agenda with the deletion of a closed session. Motion carried.

137-22

Motion by Warren, supported by Jarvis, to approve the April 21, 2022 Regular Board Meeting minutes, with a note of a spelling error on the first page. Motion carried.

ELECTED OFFICIAL/DEPARTMENT HEAD UPDATES

Henry Horton, County Surveyor gave a brief update regarding Remonumentation.

Theresa M. Spencer, County Clerk gave a report of the Election held May 3, 2022.

Eric Pearson, Managing Director of the Road Commission introduced John Daly, who will be assuming the roll of Managing Director due to Mr. Pearson's retirement after 35 years of service.

Pete Kirley, Director of Veterans Affairs gave an update regarding his department.

PUBLIC TIME – 8 people spoke during public time.

138-22

Motion by Schneider, supported by Warren, to adopt the 2022 Lapeer County Equalization Report as presented; and further, to authorize the Chairman/Vice-Chair and County Clerk to sign the L-4024 and L-4037C forms to be submitted to the State of Michigan. Motion carried.

139-22

Motion by Schneider, supported by Warren, to approve the 14-page Budget Amendment for Fiscal Year 2021-2022, as submitted by Community Mental Health. Motion carried.

140-22

Motion by Schneider, supported by Warren, to approve a credit card for purchases approved by the Prosecuting Attorney and monitored through the current County accounts payable processes, at no cost to the County General Fund. Motion carried.

141-22

Motion by Schneider, supported by Warren, to approve the three (3) Fiscal Year 2022 Remonumentation Grant Agreements between Lapeer County and Kennedy Surveying, Inc.; Davis Land Surveying and Engineering; and R.A. Duthler Land Surveyor, LLC., as submitted; and further, to authorize the County Chief Financial Officer to sign said agreements. Motion carried.

142-22

Motion by Schneider, supported by Warren, to approve the three (3) Fiscal Year 2022 Remonumentation Peer Review Group Services Agreements between Lapeer County, Ray Davis, Steve Thompson, and Earl Gravlin, as submitted; and further, to authorize the County Chief Financial Officer to sign said agreements. Motion carried.

143-22

Motion by Schneider, supported by Warren, to approve the contract agreement between the Lapeer County Sheriff's Office and CyberPath Services for chirping, at no additional cost to the County General Fund; and further, to authorize the Chair/Vice-Chair and/or County Controller/Administrator to sign said agreement. Motion carried.

144-22

Motion by Schneider, supported by Warren, to approve the contract agreement between the Lapeer County Sheriff's Office and Combined Public Communications for tablets and new phones, at no additional cost to the County General Fund; and further, to authorize the Chair/Vice-Chair and/or County Controller/Administrator to sign said agreement. Motion carried.

145-22

Motion by Schneider, supported by Warren, to approve the contract agreement between the Lapeer County Sheriff's Office and Combined Public Communications for E-Jail purchase and conversion, at a cost of \$18,480.00, to be paid from line item 101-351-944.000, at no additional cost to the County General Fund; and further, to authorize the Chair/Vice-Chair and/or County Controller/Administrator to sign said agreement. Motion carried.

146-22

Motion by Schneider, supported by Warren, to accept the Federal USDOJ Reimbursement Grant (CFDA# 16.607) for nine bullet proof vest and five stab vests for the Sheriff's Department, and to authorize the purchase of said items for a total not to exceed \$12,250.00, to be paid out of line item 101-301-743.010 and 101-351-743.010 . Motion carried.

147-22

Motion by Schneider, supported by Warren, to adopt and approve the Resolution for Millage Proposition for Law Enforcement and Ballot Language; to be placed on the August 2, 2022 Primary Election Ballot, as follows:

LAPEER COUNTY BOARD OF COMMISSIONERS

**RESOLUTION FOR MILLAGE PROPOSITION
FOR COUNTY-WIDE LAW ENFORCEMENT**

RESOLUTION

WHEREAS, law enforcement services for the citizens of Lapeer County is an essential and necessary function of government under the Michigan Constitution; and

WHEREAS, law enforcement services need to be maintained at a consistent service level throughout Lapeer County in all functions of law enforcement services including those services that township and municipal police departments are dependent on such as, death investigations, traffic crash scene reconstruction, marine patrol, undercover narcotics investigations, search and rescue operations, investigation of major crimes, and road patrols in rural areas; and

WHEREAS, the Lapeer County Board of Commissioners has determined that maintaining current levels of law enforcement services has become more challenging in the present economic environment and those services are essential to the quality of life and economic future of Lapeer County; and

WHEREAS, the Lapeer County Board of Commissioners has determined that it is appropriate and necessary to seek a supplemental millage for the purpose of averting reductions in law enforcement services in Lapeer County; and address public safety issues in schools with school resource officers; recruitment, training and retention of law enforcement personnel; and remediate illegal drug trafficking within Lapeer County; and

WHEREAS, due to the systemic nature of the criminal justice system, appropriate staffing levels at the Office of the Prosecuting Attorney are necessary in supporting the investigative work performed by law enforcement in the successful prosecution of major crimes throughout Lapeer County; and

WHEREAS, without a supplemental millage, existing service reductions by way of long-term position vacancies will progressively erode service levels and deteriorate the quality of life in Lapeer County; and

WHEREAS, the Board of Commissioners of the County of Lapeer seeks to have the voters of Lapeer County determine whether or not they desire to raise funds for the purpose of supporting the provision and improvement of public safety law enforcement services by approving a millage rate of 1.45 mills for a period of six (6) years, December 1, 2022 through 2028, inclusive; and

WHEREAS, Article IX, Section 6 of the 1963 Michigan Constitution authorizes the Lapeer County Board of Commissioners to place upon the ballot a request for supplemental millage on the taxable valuation of all property in the County of Lapeer.

(Resolution continued)

NOW, THEREFORE BE IT RESOLVED, that the following proposal be submitted to the qualified voters of the County of Lapeer at the next State Primary Election to be held in said County on Tuesday, August 2, 2022:

**COUNTY-WIDE LAW ENFORCEMENT
MILLAGE PROPOSITION**

This proposal will permit Lapeer County to levy up to 1.45 mills for Law Enforcement for six (6) years (December 1, 2022-2028).

"For the purposes of maintaining and promoting portions of the Law Enforcement and Safety functions for the citizens of Lapeer County in the areas of the Lapeer County Sheriff Department and the Office of the Prosecuting Attorney, shall the limitation on the amount of taxes that may be imposed on taxable property in Lapeer County, be increased up to 1.45 mills (\$1.450 per \$1,000.00 of taxable value) for a period of six (6) years, being December 1, 2022 through 2028, inclusive for the purpose of supplementing existing law enforcement services funding levels?

[] YES

[] NO

If approved and levied in full, this millage would raise approximately \$4,788,154.38 in the first year of levy. 87% of the funding will directly supplement the budget of the Lapeer County Sheriff Department and 13% of the funding will directly supplement the budget of the Office of the Prosecuting Attorney with no reductions in general fund budgets of either department as a result of the passing of this millage."

BE IT FURTHER RESOLVED, this proposition shall be stated on the ballots to be prepared and distributed in the manner provided by the laws of the State of Michigan

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to cause the proposal to be submitted to the duly qualified voters of Lapeer County at the State Primary Election to be held in Lapeer County on Tuesday, August 2, 2022.

BE IT FURTHER RESOLVED, that a certified copy of said proposition be filed with the County Clerk as required by the laws of the State of Michigan.

Roll Call vote: Schneider, aye; Warren, aye; Zender, aye; Jarvis, aye; Miller, aye; Henning, aye; Roy, absent. 6 ayes, 1 absent. Motion carried.

148-22

Motion by Schneider, supported by Warren, to approve consulting services contract extension with MGT of America Consulting, LLC to prepare a Lapeer County Cost Allocation Plan based on actual costs for Fiscal Year 2021, and further, to authorize the County Controller/Administrator to sign said agreement, at no additional cost to the County General Fund. Motion carried.

149-22

Motion by Schneider, supported by Warren, to approve consulting services contract extension with MGT of America Consulting, LLC to prepare a Health Department Cost Allocation Plan based on actual costs for Fiscal Year 2021, and further, to authorize the County Controller/Administrator to sign said agreement, at no additional cost to the County General Fund. Motion carried.

150-22

Motion by Schneider, supported by Warren, to approve the Contract with Opengov to build the new Chart of Accounts for a cost not to exceed \$8,000.00, to be paid from line item 101-210-801.010, at no additional cost to the County General Fund; and further, to authorize the Chair/Vice-Chair and/or County Controller/Administrator to sign any documents needed for this to occur. Motion carried.

151-22

Motion by Schneider, supported by Warren, to instruct the Buildings and Grounds/Parks Department to reserve the Historic Courthouse Square for the first Thursday in May each year, so that the National Day of Prayer event can take place there. Motion carried.

152-22

Motion by Schneider, supported by Warren, to approve the Letter of Understanding between Lapeer County and Police Officers Association of Michigan Unit B ("Union"), as presented during closed session, and allow the County Controller/Administrator to sign said letter. Motion carried.

153-22

Motion by Schneider, supported by Jarvis, to authorize the Treasurer to fill one full-time Land Management Account Clerk position (#33) due to an FMLA leave up until May 24, 2022, at no additional cost to the County's General Fund; and further, to authorize changing the funding of this position to Fund 532. Motion carried.

154-22

Motion by Schneider, supported by Jarvis, to authorize the Health Department to fill one full-time Senior Programs Director position (#357) due to a recent resignation effective May 16, 2022, at no additional cost to the County General Fund. Motion carried.

155-22

Motion by Zender, supported by Warren, pursuant to the recommendations of the properties committee to authorize Building and Grounds to accept the quote from Better Buy Flags for the purchase of a new flag pole with installation at the Historic Courthouse at a cost not to exceed \$20,000.00; and further to authorize Building and Grounds to purchase new flags to be included in the total price, to be paid from Fund 295 at no additional cost to the general fund. Motion carried.

156-22

Motion by Zender, supported by Jarvis, pursuant to the recommendation of the American Rescue Plan Act Committee (ARPA) and in response to the impacts of the Covid-19 public health emergency, to amend Board Motion #78-22 to increase the total by an additional \$1,310.00. Motion carried.

157-22

Motion by Zender, supported by Jarvis, pursuant to the recommendation of the American Rescue Plan Act Committee (ARPA) and in response to the impacts of the Covid-19 public health emergency, to amend Board Motion #79-22 to increase the total by an additional \$9,188.00. Motion carried.

158-22

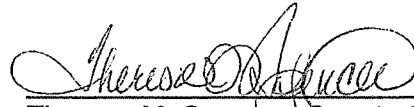
Motion by Schneider, supported by Warren, to approve the County's Audit Motion for disbursements dated May 6, 2022, based upon the signature of the County Controller/Administrator; and further, to approve the Road Commission Audit Motion for disbursements dated May 5, 2022 based upon the signatures of the Road Commission Chairman and Finance Director. Roll Call vote: Schneider, aye; Warren, aye; Zender, aye; Henning, aye; Jarvis, aye; Miller, aye; Roy, absent. 6 ayes, 1 absent. Motion carried.

Public Time – 4 people spoke during public time.

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

Vice-Chair Henning declared the meeting adjourned. 11:19 a.m.

Dyle Henning, Vice-Chair
Board of Commissioners



Theresa M. Spencer, County Clerk
Clerk of the Board

1

RESOLUTION

- WHEREAS,** **Beth Knowlton** was born to Larry Potter and Barbara Wittke in Lapeer, Michigan, and she attended and graduated from Lapeer East High School in 1980, then went onto college at Western Michigan University from 1980 – 1983 and then attended the University of Michigan from 1983-1985, where she received her Bachelor's Degree in Public Administration; and,
- WHEREAS,** **Beth Knowlton** was first employed with Lapeer County working as a clerical assistant for Emergency Management in the summers of 1982 and 1983, then worked part-time from August 1983 to February 1985, until she was hired full-time in the District Court Office; and,
- WHEREAS,** **Beth Knowlton** then took a position in the Lapeer County Friend of the Court in August of 1985 as an Account Clerk; she was promoted to a Caseworker a few years later in July of 1989 where she has served continuously in this capacity; and,
- WHEREAS,** **Beth Knowlton** married (the late) Harold Knowlton on April 30, 1994 and they were blessed with one son, Garrett, in June of 1997; and,
- WHEREAS,** **Beth Knowlton** has been an active member at St. Paul Lutheran Church, where she served as a past Sunday School teacher, and has also served as a Mayfield Township Trustee and Planning Commissioner for several years; and,
- WHEREAS,** **Beth Knowlton** will be retiring on June 3, 2022, after a total of 40 years of faithful service to the County of Lapeer, where she now plans to enjoy taking more trips with her son, Garrett, gardening, and spending time with her family.

NOW, THEREFORE, BE IT RESOLVED, that this Board of Commissioners of Lapeer County, Michigan, wishes to honor and express deep appreciation to **Beth Knowlton** for her many years of dedicated service to the citizens of her community and all of Lapeer County and wishes her well in her retirement.

Gary Roy, Chairman, District #2

Brenden Miller, District #1

Rick Warren, District #5

Bryan Zender, District #7

Dyle G. Henning, Vice-Chair, District #3

Lenny Schneider, District #4

Linda M. Jarvis, District #6

I hereby certify that the foregoing Resolution was unanimously adopted by a vote at a regular meeting of the Board of Commissioners of the County of Lapeer, State of Michigan, on this 19th day of May, 2022.

Theresa M. Spencer, County Clerk
Clerk of the Board

**DRAFT MOTIONS FROM THE
April 28, 2022
Committee of the Whole Meeting**

1. Motion by Warren, supported by Miller, to recommend to the Full Board, to adopt the following Resolution regarding Community Corrections:

**RESOLUTION
Fiscal Year 2023 Community Corrections Grant Application**

WHEREAS, Lapeer County, as a member of the Thumb Area Regional Community Corrections with Sanilac and Tuscola Counties, recognizes the need to offer felony probationers with specific programming targeted at further advancing offender success rates, reducing recidivism and prison commitment rates; and

WHEREAS, the Fiscal Year 2023 Community Corrections Grant Application, written on behalf of the Thumb Area Regional Community Corrections, will provide a funding source to incorporate such programming and administrative oversight in Lapeer County.

THEREFORE BE IT RESOLVED that the Lapeer County Board of Commissioners hereby approves Lapeer County's participation in the Thumb Area Regional Community Corrections Fiscal Year 2023 Community Corrections Grant Application, for the period of 10/01/2022 thru 09/30/23.

BE IT FURTHER RESOLVED, that this resolution be spread upon proceedings of the Lapeer County Board of Commissioners this 19th day of May, 2022.

Roll Call vote:

2. Motion by Miller, supported by Zender, to recommend to the Full Board, to authorize the Lapeer County Health Department to purchase a Titmus V2 Vision Screener, at a cost not to exceed \$3,989.89, at no additional cost to the County General Fund. Motion carried.
3. Motion by Miller, supported by Warren, to recommend to the Full Board, to accept the Michigan Association for Local Public Health (MALPH) Lapeer Health Department Staff Wellbeing mini-grant in the amount of \$4,000.00, at no additional cost to the County General Fund and to authorize the Director/Health Officer, to sign said agreement. Motion carried.
4. Motion by Miller, supported by Warren, to recommend to the Full Board, to accept the Fiscal Year 2022 Round 2 Valley Area Agency on Aging (VAAA) contract amendment, at no additional cost to the County General Fund; and further, to authorize the Chair/Vice-Chair to sign said contract. Motion carried.

Draft Motions from the Committee of the Whole Continued

5. Motion by Warren, supported by Zender, to recommend to the Full Board, to authorize the transfer of \$89,193.33, representing the 2nd of three installments toward the annual allocation of \$267,580.00, from Lapeer County Community Mental Health Appropriations (101-990-999.222) to Lapeer County Community Mental Health Expenditures (222-990-695.010). Motion carried.
6. Motion by Warren, supported by Zender, to recommend to the Full Board, to adopt the following Resolution to Approve Ballot Millage Proposal for Highway, Road and Street purposes, including Bridges within Lapeer County:

RESOLUTION TO APPROVE BALLOT MILLAGE PROPOSAL FOR HIGHWAY, ROAD AND STREET PURPOSES INCLUDING BRIDGES WITHIN LAPEER COUNTY

WHEREAS, there is need for significant repair, maintenance and improvement of highways, roads, streets and bridges located within Lapeer County and there is no assurance that state and federal money will be available to fund such needed repairs, maintenance and improvements in the County, and

WHEREAS, the Board of County Road Commissioners of the County of Lapeer, acting pursuant to and in accordance with Act 283 of the Public Acts of Michigan of 1909, as amended ("Act 283"), adopted a resolution to request that the Lapeer County Board of Commissioners adopt the resolution to submit a ballot proposal to County electors at the November 8th, 2022 state general election to increase the County's total tax rate limitation as provided in Section 6 of Article IX of the State Constitution of 1963 in order to levy taxes for County road purposes for a specified number of years; and

WHEREAS, Lapeer County is authorized to submit a ballot proposal to the County electors for the authorization of a new millage for road purposes; and

WHEREAS, the wording of the ballot proposal to be submitted to County electors is attached to this Resolution as Exhibit A.

NOW, THEREFORE, IT IS HEREBY RESOLVED THAT:

1. A ballot proposal, as set forth in Exhibit A, to increase the County's total tax rate limitation by, and to levy up to, the amount of 1.85 mill for a period of four (4) years, commencing in 2022 through and including 2025, both inclusive, to provide funding for the maintenance, repair and improvement of highways, roads, streets, and bridges located within Lapeer County, which is a request for a new millage, shall be submitted to the qualified electors of the County.
2. The ballot proposal shall be submitted to the electors at the state general election to be held on Tuesday, November 8, 2022, pursuant to the provisions of Act 62, the General Property Tax Act, and the Michigan Election Law.
3. The ballot proposal to be submitted to the electors shall be in the form attached hereto as Exhibit A, and in such form as hereby approved and certified to the County Clerk.
4. The County Clerk is hereby authorized and directed to provide all notices of the election as may be required by law, including the Michigan Election Law. Without limitation of the foregoing, the Notice of Election shall contain a statement by the County Treasurer of the total of all voted increases in the total tax rate limitation to the County, and each local unit therein, and the year the increases are effective, as required by Section 3 of Act 63.

Draft Motions from the Committee of the Whole Continued

(Resolution continued)

5. All resolutions and parts of resolutions in conflict herewith shall be and the same are hereby rescinded.

EXHIBIT A

MILLAGE PROPOSAL FOR HIGHWAY ROAD AND STREET PURPOSES INCLUDING BRIDGES WITHIN LAPEER COUNTY

Shall the tax limitation imposed under Article IX, Section 6 of the Michigan Constitution on general ad valorem taxes within the County of Lapeer be increased by 1.85 mill (\$1.85 for \$1,000.00 of taxable value) for a period of four (4) years, 2022 to 2025, inclusive, as a new millage, for the purpose of providing funds, as apportioned pursuant to Public Act 133 of 1968 (MCL 224.20b), to the Lapeer County Road Commission, City of Lapeer, City of Imlay City, City of Brown City, Village of Almont, Village of Clifford, Village of Columbiaville, Village of Dryden, Village of Metamora, Village of North Branch, and the Village of Otter Lake to be used exclusively for the repair, maintenance and improvement of existing roads and bridges in the townships, and in the foregoing cities and villages, in Lapeer County. It is estimated that 1.85 mill will raise approximately \$6,415,009.00 when the millage is first levied in 2022.

Roll Call vote:

7. Motion by Warren, supported by Zender, to recommend to the Full Board, to amend motion 96-22 to omit "Lapeer Chamber of Commerce and Downtown Development Authority" and replace with "the City of Lapeer". Motion carried.
8. Motion by Miller, supported by Warren, to recommend to the Full Board, to authorize payment to Attorney Howard L. Shifman P.C., in the amount of \$920.00, for labor related legal services rendered through April 30, 2022, to be paid from line item 101-210-801.020. Motion carried.

DRAFT PERSONNEL MOTIONS
FROM THE MAY 12, 2022
PERSONNEL COMMITTEE MEETING

1. Motion by Warren, supported by Henning, to recommend to the Full Board to authorize the Prosecuting Attorney to hire a full-time temporary contractual paid summer intern for the period of May 23, 2022 through September 2, 2022 at a rate of \$16.00 per hour, to be paid from the Prosecutor's budget (line item #101-229-813.000), and at no additional cost to the County's General Fund. Motion carried unanimously.
2. Motion by Warren, supported by Henning, to recommend to the Full Board to authorize the Friend of the Court to fill the full-time Caseworker position (#205) due to an anticipated retirement effective June 3, 2022, as well as any subsequent vacancy should an internal promotion occur, at no additional cost the County's General Fund. Motion carried unanimously.
3. Motion by Henning, supported by Warren, to recommend to the Full Board to authorize the County Clerk to fill one full-time Circuit Court Clerk position (#93) due to a recent resignation effective 5/20/2022, as well as any subsequent vacancy should an internal transfer occur, at no additional cost to the County's General Fund. Motion carried unanimously.
4. Motion by Henning, supported by Warren, to recommend to the Full Board to authorize the County Clerk to hire a full-time temporary contractual paid summer intern for the period of May 16, 2022 through August 6, 2022 at a rate of \$14.00 per hour, to be paid from grant funding and Fund 255, and at no additional cost to the County's General Fund. Motion carried unanimously.
5. Motion by Warren, supported by Henning, to recommend to the Full Board to authorize the Health Department to fill a regular part-time Senior Program Worker position (#363—Home Delivered Meals Driver) due to a recent resignation effective June 1, 2022, as well as any subsequent vacancy should an internal transfer occur, at no additional cost to the County's General Fund. Motion carried unanimously.
6. Motion by Warren, supported by Henning, to recommend to the Full Board to authorize the Health Department to fill the full-time Sanitarian or Registered Sanitarian position (#299) due to an ongoing vacancy (more than 6 months), at no additional cost to the County's General Fund. Motion carried unanimously.
7. Motion by Warren, supported by Henning, to recommend to the Full Board to authorize the Health Department to fill the non-regular Dietitian position (#328) due to an ongoing vacancy (more than 6 months), at no additional cost to the County's General Fund. Motion carried unanimously.
8. Motion by Warren, supported by Henning, to recommend to the Full Board to authorize the Health Department to fill the vacant non-regular Social Worker position (#329) at no additional cost the County's General Fund; and further, to approve the revised job description for said position. Motion carried unanimously.

- 9. Motion by Henning, supported by Warren, to recommend to the Full Board to authorize the Health Department to fill a non-regular Public Health Nurse position (#325) due to an ongoing vacancy (more than 6 months), at the Step I hourly rate (\$22.61), at no additional cost to the County's General Fund. Motion carried unanimously.**
- 10. Motion by Warren, supported by Henning, to recommend to the Full Board to authorize Community Mental Health to fill a full-time Master Level Therapist position (#747) in the Triage/MICCS Program due to an ongoing vacancy (more than 6 months), as well as any subsequent vacancy should internal transfers occur, at no additional cost to the County's General Fund. Motion carried unanimously.**
- 11. Motion by Warren, supported by Henning, to recommend to the Full Board to authorize Community Mental Health to fill a full-time Master Level Therapist position (#526) in the Triage/MICCS Program due to an ongoing vacancy (more than 6 months), as well as any subsequent vacancy should internal transfers occur, at no additional cost to the County's General Fund. Motion carried unanimously.**
- 12. Motion by Warren, supported by Henning, to recommend to the Full Board to authorize Community Mental Health to fill a full-time BCBA position (#723) in the Autism Benefit Program due to an ongoing vacancy (more than 6 months), as well as any subsequent vacancy should internal transfers occur, at no additional cost to the County's General Fund. Motion carried unanimously.**
- 13. Motion by Warren, supported by Henning, to recommend to the Full Board to authorize Community Mental Health to fill a full-time BCBA position (#745) in the Autism Benefit Program due to an ongoing vacancy (more than 6 months), as well as any subsequent vacancy should internal transfers occur, at no additional cost to the County's General Fund. Motion carried unanimously.**
- 14. Motion by Warren, supported by Henning, to recommend to the Full Board to authorize Community Mental Health to fill two part-time (non-regular) ABA Technician positions (#398 and #744) in the Autism Benefit Program due to ongoing vacancies (more than 6 months), as well as any subsequent vacancy should internal transfers occur, at no additional cost to the County's General Fund. Motion carried unanimously.**
- 15. Motion by Warren, supported by Henning, to recommend to the Full Board to authorize Community Mental Health to fill two regular part-time ABA Technician positions (#710 and #742) in the Autism Benefit Program due to ongoing vacancies (more than 6 months), as well as any subsequent vacancy should internal transfers occur, at no additional cost to the County's General Fund. Motion carried unanimously.**
- 16. Motion by Warren, supported by Henning, to recommend to the Full Board to authorize Community Mental Health to amend their Table of Organization and eliminate one part-time Medical Assistant position (#736) and create one full-time Medical Assistant position (#736) in order to meet the needs of the agency's integrated health care initiative requirements, as well as any subsequent vacancy should internal transfers occur, at no additional cost to the County's General Fund. Motion carried unanimously.**

LAPEER COUNTY

HEALTH DEPARTMENT

SOCIAL WORKER - Health

General Summary

Under the supervision of the Public Health Nurse Administrator and/or Senior Programs Director; provides case management services to clients in public health program areas. Makes assessments of social and emotional factors, develops long and short-term goals that reflect department, program and regulatory and accrediting bodies' standards. Provides short term direct counseling and community resource planning services to clients.

Essential Functions

1. Receives clients on referral and interviews them and their families to obtain information needed to complete assessments including social histories, economic conditions, health and family, community, and other support systems.
2. Assesses each client's psychological and emotional status, support systems, spiritual needs and resource factors.
3. Serves on an interdisciplinary team composed of professionals from various disciplines to develop a plan of care for assigned clients.
4. Monitors implementation of the plan of care for each assigned client. This includes providing regular follow-up and monitoring services related to plan goals, objectives, and planned interventions and completing periodic reviews, required assessments, and status reports.
5. Monitors clients for urgent/emergent social and emotional problems and attempts to resolve them.
6. Coordinates services among all involved agency personnel as defined by the established plan of care.
7. Contacts various agencies on the client's behalf. Coordinates support services in areas such as housing, legal advice, clothing, and so forth.
8. Maintains good working relations with other community agencies and advocates for clients by identifying needs to individuals and community and service agencies.
9. Communicates with clients' families, answering questions and concerns and providing information concerning resources available through the department or through other agencies.

10. Maintains case records and completes reports as required by department and regulatory and accrediting bodies' standards and the requirements of third party funding sources.
11. Participates on committees within the agency and in the community as assigned.
12. Represent the agency by making presentations to explain agency programs, policies and procedures to the community.
13. Ensures that clinical documentation regarding clients is completed, kept secure and confidential, and maintained consistent with Health Department policies and procedures.
14. Endorses the mission, philosophy, and purpose of the department and program.

Other Functions

15. None listed

This 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

Education & Experience:

Maternal/Infant Support Services:

Licensed BSW or higher required; with one year additional experience of providing services to families preferred.

Senior Program Services:

Licensed Social Worker (BSW or higher;

Or

Bachelor's Degree in Social Work, Gerontology or related field. with a minimum of 2 years Care Manager Experience

Other Requirements: Possession of a valid Michigan driver's license.

The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in the 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

Worker's Compensation Code: 8832/8835

Occupational Employment Statistical Code: None Listed

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 accommodation will be made for otherwise qualified applicants unable to fulfill one or more of these requirements].

Ability to walk over uneven terrain and climb stairs

Ability to access departmental files.

Ability to enter and retrieve information in a computer

Ability to travel throughout the County to various locations.

Working Conditions:

Travels throughout the county in all types of weather conditions

Delivers care to clients with a range of physical, mental and/or emotional problems in a

Variety of living conditions.

ARPA Motions

From May 12, 2022 ARPA Committee Meeting

Motion by Warren, supported by Jarvis, to recommend to the Full Board, pursuant to the recommendation of the ARPA Committee and in response to the impacts of the Covid-19 public health emergency, to approve the Torzewski Park Disc Golf Course Proposal and installation, to aid in Tourism for a cost not to exceed \$50,000, to be paid from Fund 281 (expenditure category 2.35).



Torzewski Park Disc Golf Course Proposal

Site Assessment MVPDGC-301 prepared for the County of Lapeer

1. SUMMARY

This report is a summary of the site visit conducted on April 26, 2022 and also a proposal to design and install a disc golf course. The intent of the visit was to determine the viability of building a disc golf course inside of the park and assess what size course would best suit the available property while making the course safe and sustainable.

2. PROPERTY AT 2051 PERO LAKE RD.

Torzewski Park was identified as a potential property that may be suitable for disc golf by the County of Lapeer. The course will be part of a mixed-use park, however the discussed area of the park is expected to be dedicated to the exclusive use of disc golf (very important!). The allotted area of approximately 27 acres has a good mix of wide open land, wooded property with various tree types at different ages, wetlands area, rolling hills, steep elevation changes, and waterfront access along Pero Lake.

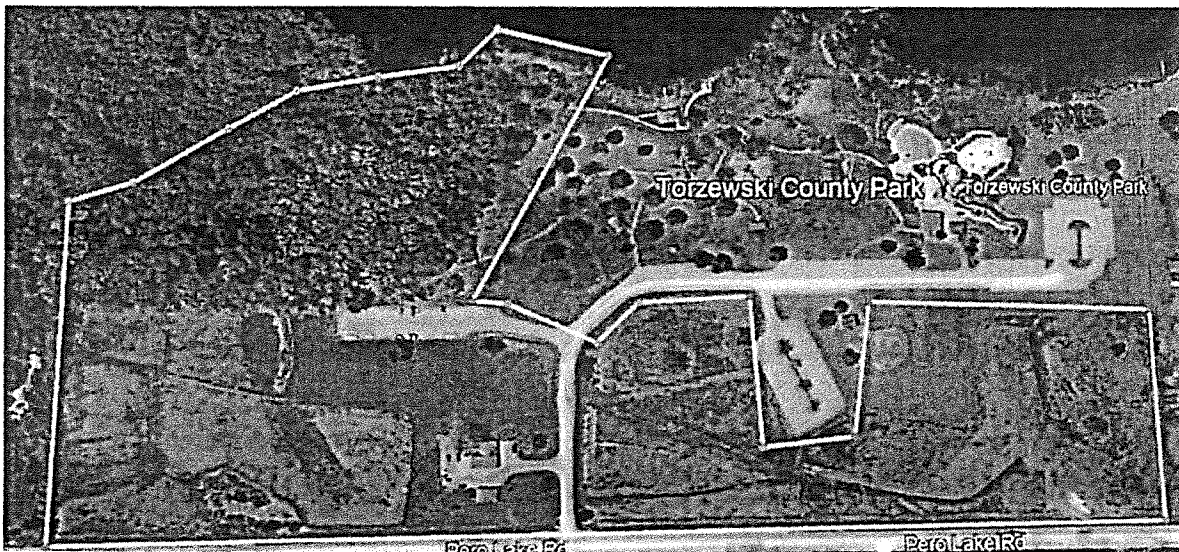


3. SITE OVERVIEW

The northwestern part of the park will not be used due to the amphitheater and waterpark. The northeastern section of the property consists of rolling hills bordered by a fence and Pero Lake Road with sparse trees. The southwest section of the property contains a mature forest, wetlands, and Pero Lake. The southeastern section of the property contains the greatest elevation changes and is mostly open land.

When designing on this property, the designer will take the following into consideration:

- The park has housing along the northern and southern border.
- There is a fence along the eastern border that is immediately adjacent to Pero Lake Road.
- The park has paved walking trails, pavilions, parking areas, and buildings near where this course will intersect. Care should be taken to avoid interacting with these areas.
- There are wetlands within this site and a lake adjacent. These areas need to be taken into consideration when plotting and planning.
- High water levels as well as standing water accumulation will be assessed through multiple site visits after heavy rainfall, during course design, and prior to course installation.



Disc golf course would be installed throughout the outlined area pictured above.

4. SITE ASSESSMENT

Torzewski Park would be a great place for a disc golf course for the following reasons:

- **Lapeer is a very underserved community within the disc golf industry as the nearest course is nearly a 30-minute drive from Lapeer.**
- **The site is large enough to support an 18 hole course with multiple tee positions to support different skill levels of players, which will make it a destination course.**
- **The course will bring in commerce to the city from casual players and tournament players alike.**
- **A disc golf course will help to preserve the natural beauty and environment of the park with minimal disruption. Our professional designer will ensure that good forest management practices make this happen.**

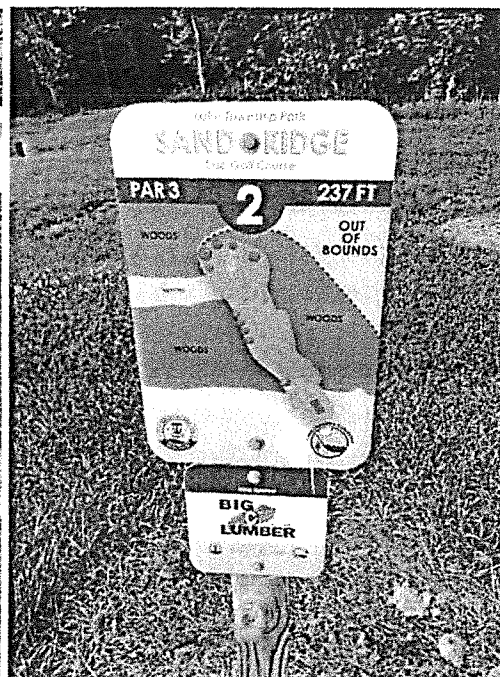
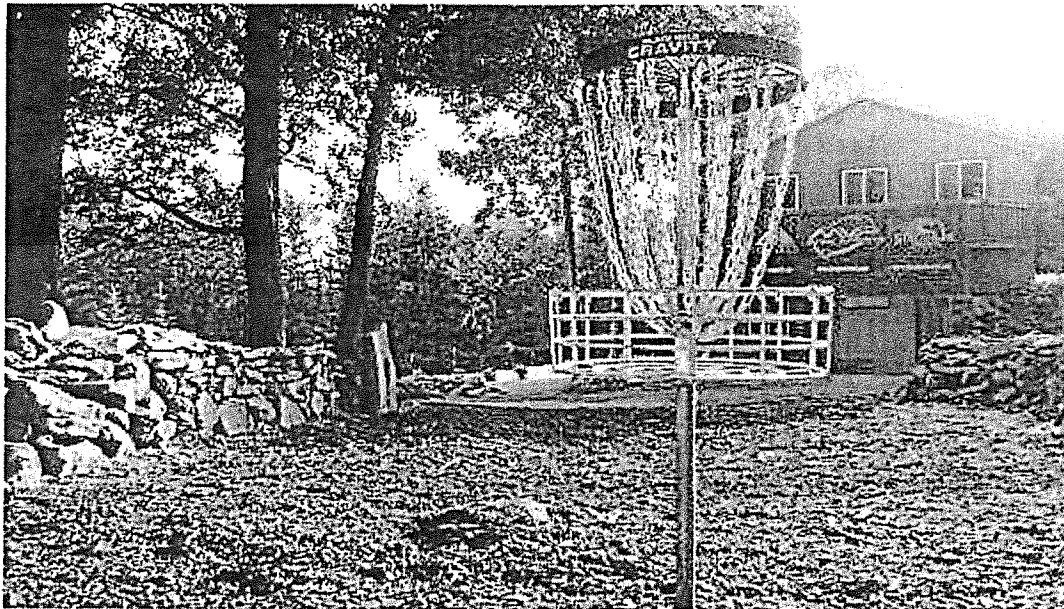
5. RECOMMENDATION

It is our recommendation that the County of Lapeer and MVP Disc Sports install a disc golf course as a red/blue (i.e. beginner/intermediate) course with dual tee pads and dual basket placements. This means using the landscape to add variety to the course by building multiple tees and installing an additional basket sleeve on each "green" to change basket locations occasionally. By moving the baskets to different sleeves, it gives players different course experiences on different months, as well as allowing the land to heal from foot traffic. This design feature will make Torzewski Park ("Pero Lake Disc Golf Course"?) a destination course for avid disc golfers. Also, it will make the course more sustainable by spreading out the foot traffic over a larger footprint. We also suggest installing two baskets in the practice area so people can practice putting and create their own fun games using the two targets.

MVP's course designer will be sure that safety will be the number one priority when designing and installing the course. The course will be designed using proper forestry management principles. Additional new native trees should be added as needed to compensate for trees removed, but also to add aesthetic elements and natural obstacles to the course. Finally, this work will all be completed under the guidance of a single designer who will be onsite while the work is being completed so that nothing is removed that should stay, teepads are flat, level, and correctly oriented, and the baskets are located exactly where they should be.

6. EQUIPMENT

Besides a great design, a good disc golf course features quality tee pads, top-notch baskets (aka targets), helpful signage, benches or picnic tables, restrooms, and garbage cans. For contracting MVP Disc Sports, we'll provide you with the same baskets (Black Hole Gravity targets) used on championship-level courses and professional signage throughout the course. Helpful signage not only includes the tee signs at all 36 tees, but also "You are now entering a disc golf course" and "Caution: Flying Discs" signage in the appropriate areas.



The following will NOT be included in our design and equipment quote in section #8, and are ESTIMATES of costs that will need to be incurred (outside of our fees) by the County of Lapeer in order to complete this project. All of the costs listed below can be reduced or eliminated if the County of Lapeer has the resources available.

1. **Benches*** (18 of them that alternate between tee pads @ \$300 each) = \$5400

*You can find benches for less money. Check with your Parks & Rec Dept. for preferred vendors.

2. **6" Wood Chipper** (thirty day rental) = \$2100
3. **Stump Grinder** (seven day rental) = \$900
4. **ATV Rental** (four day rental to get water and concrete to the holes) = \$400
5. **Trash Cans** - these have a wide range of costs and we recommend 8-12 for the course and you may want to consider recycling depositories as well
6. **Pyramid Putting Green** - This is only an option, but we highly recommend building an elevated green for the long bomber hole off the top of the hill towards the SE corner of the property; below is an example of the nicest one that I know of and also one that is about a decade old that was built with railroad ties and located on a course that I played a lot in Savannah (it could really use some TLC) - the pricing on one of these is based on imagination and resources - this likely becomes your "signature hole" for the course and will be visible by passerbyes on Pero Lake Rd.



Furthermore, if you have it in the budget, it would be very beneficial to make a quarter-acre retention pond in the potential pyramid putting green area. This would be valuable for drainage, make available that swampy land that was not available for use, make it more aesthetically pleasing, and *really* make that into a signature hole that will get players talking and sharing pictures on social media. If the County of Lapeer did the work, it would cost an estimated \$3000 - \$4000 over the course of about a week and we could use the excess dirt to help build the pyramid rather than bringing in dirt from outside and therefore save money on

that. If you get a cost estimate it is going to be closer to \$20,000 though a contractor. This specific location has Brookston Loam soil where we would be looking to make the pond area. Brookston Loam is a poorly draining clay soil that we can use as the base pond layer, saving tens of thousands on the baseliner. If we hired a professional pond maker, it would cost around \$6500.

7. YOUR COURSE DESIGNER

Larry Leonardi is an experienced course designer and author of the book *Introduction to Disc Golf Course Design*. Larry has certificates in agriscience and horticulture from a technical institution, Bachelor's of Science in Geology and Biology from Western Michigan University. He spent ten years working as a geologist and environmental health consultant and another three as a utility forester.

Larry has been disc golfing since 2006 and has played over 1,000 courses in 23 states. He has run over 60 tournaments including designing 10 temporary courses for tournaments.

After studying under senior course designers for eight years, Larry designed his first permanent course in 2016 and continues designing safe, top-rated courses. In 2019, He published *Introduction to Disc Golf Course Design*, which is a common sense approach to course design to help standardize the industry and help newer designers understand design philosophy for safety and sustainability.

8. MVP DESIGN & EQUIPMENT COSTS

In our discussion at the site inspection it was evident that the County of Lapeer prefers to have a great course installed. These are the essentials that MVP Disc Sports will provide (and will not allow the County of Lapeer to resource) in order to create a disc golf course that will be regularly utilized:

1. **Course Equipment** (letters a - f in this section all include a 20% course equipment discount as these are MVP products)
 - a. 20 MVP Black Hole Gravity Baskets w/ shipping = \$6675
 - b. 18 Launch Pads (12' x 6") for Blue Tee Boxes = \$3600
 - c. 18 Launch Pads (8' x 5') for Red Tee Boxes = \$2160

Launch Pads are MVP's artificial turf tee pad system and will cost less than concrete, provide excellent grip, and are preferred by disc golfers as there is less stress to the body when using these as compared to concrete. There is some wood framing that would need to be built (see video and/or pdf on the link), but this option

saves money and provides a superior alternative over concrete tee pads. Just like any cement tees (which we estimate would cost \$500-\$600 per tee pad), the Launch Pads do require a considerable amount of prep work for installation including a frame, foundation, and filling the top surface with sand. The cost and construction of the wood framing will be the responsibility of the County of Lapeer.

- d. 20 All-weather Anti-theft MVP Padlocks for baskets = \$432
 - e. 18 Additional Permanent Ground Sleeves = \$288
 - f. 17 Next Tee Arrows inside baskets = \$95
 - g. 18 Long Tee Hole Overview Signs (including par and distances) = \$1800
 - i. Aluminum signs mounted on treated wood posts ready for install
 - h. 18 Short Tee Hole Overview Signs (including par and distances) = \$1800
 - i. Aluminum signs mounted on treated wood posts ready for install
 - i. 1 Large Course Overview Sign at the entrance (3' x 4') = \$750
 - i. Aluminum sign mounted on treated wood posts ready for install
 - j. 6 Aluminum Disc Golf Course Signs ("Be Aware! Now Entering Disc Golf Course") = \$450
 - k. 6 Aluminum Caution Signs ("Caution: Flying Discs") = \$450
- 2. Course Design = \$12,000**
- a. Course designed for safety, flow and sustainability - included
 - b. Field review and GPS plotting of two teeing areas and two basket positions for each hole - included
 - c. .KMZ map file created for use with Google Earth online - included
 - d. Design to include practice putting area with two baskets - included
 - e. Graphic images for all 18 holes and an overall site map in PDF and AI - included
 - f. Course evaluation weekend having 18 temporary holes erected on-site while feedback is gathered from your local disc golfing community - included
 - g. Redesign proposed course one time after course evaluation weekend to compensate for concerns prior to installation - included
 - h. On-site management and oversight of course implementation plan during installation of the course - included
 - i. Ongoing course support for the life of the course including revamping holes if necessary due to unpredictable instances or circumstances - included

Important Notes: The County of Lapeer is responsible for removing and planting trees, trimming branches, cutting back brush, grinding stumps, clearing fairways, and also the general maintenance of the course post-installation. During installation the County of Lapeer (or a contractor) will be responsible for installing the signage, baskets, teepads and providing both the labor and resources for every item selected from section #6 of

this proposal. We estimate that the entire process from start to finish will require 2,000 to 3,000 man hours depending on available equipment and design. MVP's designer will serve as the Project Manager and be on-site for at least 70% of the work done including the major installation days (i.e baskets, tee pads, signage) and will provide detailed guidance for the tree and brush removal when not on-site.

Total Fee for MVP's Services: \$30,500

(everything outlined in section #8 unless otherwise noted)

Payment terms are 50% deposit to begin work and the balance is due after completion of the course.

In typical Michigan weather conditions, we believe this course can be designed and installed within four months of the deposit being paid unless that payment comes after June 30th, 2022.

Proposal prepared by:

Donny Klemmer Jr.

Event Manager / Course Equipment Sales

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