

**THERESA M. SPENCER  
LAPEER COUNTY CLERK**

County Complex Building  
255 Clay Street  
Lapeer, Michigan 48446

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## **A-G-E-N-D-A**

### **LAPEER COUNTY BOARD OF COMMISSIONERS REGULAR BOARD MEETING January 26, 2023 9:00 A.M.**

Tom Kohlman	District #1
Gary Howell	District #2
Kevin Knisely	District #3
Brad Haggadone	District #4
Truman Mast	District #5
William Hamilton	District #6
Bryan Zender	District #7

#### **CALL TO ORDER BY CHAIRMAN/VICE-CHAIR**

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

#### **CONSIDERATION FOR APPROVAL:**

- ◆ Agenda
- ◆ January 12, 2023 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:**

**DRAFT MOTIONS**

- ◆ **Committee of the Whole** (January 19, 2023) (Attached)
- ◆ **Personnel Committee** (January 19, 2023) (Attached)

**1. NOTICE OF APPOINTMENTS NEEDED**

- A. Senior Programs Advisory Board-seeking reappointment:**  
 Jeff Satkowski, Alan Pierce, (member at large)  
 Roberta (Bonnie) Freeman (Lapeer Center)
- B. Emergency Management Advisory Council**  
 Appointment of Marilyn Szost as alternate for Kathy Haskins
- C. Valley Area Agency on Aging (VAAA) Executive Board**  
 2 vacant unexpired terms
- D. Region V Planning and Development Commission (GLS Region V)**  
 1 vacant position
- E. Mental Health Services Board -Chairman Appointments confirmed with terms**  
 Truman Mast, unexpired term ending March 31, 2024  
 Brad Haggadone, unexpired term ending March 31, 2025  
 Tom Kohlman, unexpired term ending March 31, 2023

**(Additional items)**

- 2.
- 3.
- 4.

**AD HOC COMMITTEE UPDATES-** If needed

**FISCAL PLANNING/BUDGETING DISCUSSION -** If needed

**AUDIT MOTIONS**

- ◆ **County Audit Motion**  
 For disbursements dated January 27, 2023
- ◆ **Road Commissioner’s Audit Motion**  
 For disbursements dated January 26, 2023

**PUBLIC TIME** - Citizens Comments, etc.

**COMMISSIONER REPORTS**

**CLOSED SESSION** - If needed

**RECESS/ADJOURN**

**LAPEER COUNTY BOARD OF COMMISSIONERS**  
**January 12, 2023**  
**9:00 A.M.**

Chairman Kohlman called the meeting to order at 9:00 a.m. in the Commission Chambers on the lower level of the County Complex Building. Pastor Jeff DuFour opened the meeting with prayer. The Pledge of Allegiance was recited.

Present:	Tom Kohlman	District #1
	Gary Howell	District #2
	Kevin Knisely	District #3
	Brad Haggadone	District #4
	Truman Mast	District #5
	William Hamilton	District #6
	Bryan Zender	District #7

**AGENDA**

The agenda and draft minutes from the December 16, 2021 Regular Board Meeting and the January 4, 2023 Organizational Meeting were reviewed.

**05-2023**

Motion by Howell, supported by Zender, to accept the agenda with the addition of a Budget Amendment related to the Interlocal Agreement with Oakland County, an appointment of the Medical Examiner, and the deletion of a closed session. Motion carried.

**06-2023**

Motion by Haggadone, supported by Hamilton, to approve the December 16, 2021 Regular Board Meeting minutes, as presented. Motion carried.

**07-2023**

Motion by Knisely, supported by Mast, to approve the January 4, 2023 Organizational Meeting minutes, as presented. Motion carried.

**ELECTED OFFICIAL/DEPARTMENT HEAD UPDATES**

Rachel Horton, Animal Control Division Chief gave an update regarding the new style of dog licenses which can be purchased through her department.

Jeff Satkowski, Director of Central Dispatch/Director of Emergency Management gave each Commissioner a copy of the Elected Official's Guide for Emergency Management. He also spoke regarding the recent telephone outages at Central Dispatch and gave an update regarding the State reimbursement process for the recent water main break.

Sheriff McKenna gave a brief update regarding recent Department statistics. Sheriff also gave an update regarding the millage projects.

**PUBLIC TIME** – four people spoke during public time.

08-2023

Motion by Zender, supported by Haggadone, to enter in to the record the County's Audit Motion for December 29, 2022, and also the Road Commissions Audit Motion for disbursements dated December 29, 2022. Roll Call vote: Zender, aye; Mast, aye; Haggadone, aye; Hamilton, aye; Howell, aye; Knisely, aye; Kohlman, aye. 7 ayes. Motion carried unanimously.

Senior Programs Advisory Board

Commissioner Knisely noted that he has received multiple applications, and is still deciding for his appointment.

Commissioner Haggadone appointed Christina Muxlow to serve as the District #4 representative on the Senior Programs Advisory Board.

Commissioner Mast appointed Jeff DuFour to serve as the District #5 representative on the Senior Programs Advisory Board.

Commissioner Hamilton appointed John DeAngelis to serve as the District #6 representative on the Senior Programs Advisory Board.

09-2023

Motion by Zender, supported by Hamilton, pursuant to motion 450-22 of the December 15, 2022 Regular Board Meeting, giving the Committee of the Whole the authority to act, to enter into the official record the following action taken at the December 22, 2022 meeting of the Committee of the Whole:

*"Motion by Miller, supported by Jarvis, to approve the Fiscal Year 2023 Agreement for Law Enforcement Services for the following municipalities: Oregon Township, Arcadia Township, Marathon Township, Attica Township, Deerfield Township, Mayfield Township, Elba Township, Imlay Township, Village of Clifford, and Village of North Branch, as submitted, with the County General Fund contributions being frozen at the 2022 budgeted levels; and further, to authorize the seated Chair/Vice-Chair of the County Board to sign the approved contracts which were signed and returned by representative Townships and Villages. Motion carried."*

Motion carried.

At the December 22, 2022 Committee of the Whole Meeting the following information was provided by Finance regarding the previous motion:

	Total Cost			County General Fund			Township			Xtra Voted Millage			Total County Contribution 2023
	Actual	Contract Estimate	Contract Estimate	Actual	Contract Estimate	Contract Estimate	Actual	Contract Estimate	Contract Estimate	Actual	Contract Estimate	Contract Estimate	
	2021	2022	2023	2021	2022	2023	2021	2022	2023	2021	2022	2023	
400 Arcadia	107,918.02	110,032.34	133,546.90	26,979.53	27,508.08	27,508.08	80,938.52	82,524.26	86,805.49			19,233.33	46,741.41
401 Attica	214,443.69	220,064.68	259,555.47	53,610.93	55,016.17	55,016.17	160,832.77	165,048.51	168,711.06			35,828.24	90,844.41
402 Deerfield	201,414.16	220,064.67	259,555.47	50,351.04	55,016.17	55,016.17	151,060.63	165,048.51	168,711.06			35,828.24	90,844.41
403 Elba	302,650.80	330,097.02	385,564.04	75,662.71	82,524.26	82,524.26	226,958.12	247,572.76	250,616.63			52,423.15	134,947.41
404 Inlay Twp	62,272.29	55,016.17	66,773.45	15,568.09	13,754.05	13,754.05	46,704.23	41,262.12	43,402.74			9,616.66	23,370.71
405 Marathon	109,363.23	110,032.34	133,546.90	27,340.80	27,508.08	27,508.08	82,022.44	82,524.26	86,805.49			19,233.33	46,741.41
406 Mayfield	409,830.90	440,129.36	511,572.61	102,457.44	110,032.34	110,032.34	307,372.34	330,097.02	332,522.20			69,018.07	179,050.41
407 N Branch	200,205.69	220,064.68	259,555.47	50,051.45	55,016.17	55,016.17	150,154.29	165,048.51	168,711.06			55,016.17	134,941.11
408 Oregon	295,375.79	330,097.02	385,546.04	73,257.68	82,524.26	82,524.26	219,773.02	247,572.76	250,604.93			52,416.85	134,941.11
409 Clifford	51,308.02	53,278.15	66,773.45	13,413.30	13,319.54	13,319.54	40,223.78	39,958.61	43,402.74			10,051.17	23,370.71
	1,954,782.59	2,088,876.43	2,461,989.80	488,692.97	522,219.12	522,219.12	1,466,040.14	1,566,657.32	1,600,293.40			303,649.04	825,868.16
% increase year over year		0.06	0.15		0.06			0.06	0.02				

**10-2023**

Motion by Zender, supported by Hamilton, pursuant to motion 450-22 of the December 15, 2022 Regular Board Meeting, giving the Committee of the Whole the authority to act, to enter into the official record the following action taken at the December 22, 2022 meeting of the Committee of the Whole:

*“Motion by Zender, supported by Jarvis, pursuant to the recommendation of the American Rescue Plan Act Committee (ARPA) Committee and in response to the impacts of the Covid-19 public health emergency, to authorize the Building & Grounds/Parks Department to accept the two proposals from The Slide Experts to repair and recoat the pool and waterslides at General Squier Memorial County Park, per the attached proposals, at a total cost not to exceed \$86,000.00, to be paid from Fund 281 (expense category 2.35). Motion carried.”*

Motion carried.

**11-2023**

Motion by Zender, supported by Hamilton, pursuant to motion 450-22 of the December 15, 2022 Regular Board Meeting, giving the Committee of the Whole the authority to act, to enter into the official record the following action taken at the December 22, 2022 meeting of the Committee of the Whole:

*“Motion by Zender, supported by Schneider, 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 authorize the purchase of a Risograph Digital Duplicator from Toshiba for the Lapeer County MSU Extension Office to promote recreation, 4-H programs, and fundraising events for the youth of Lapeer County, at a cost not to exceed \$3,900.00, to be paid from Fund 281 (expense category 6.1). Motion carried.”*

Motion carried.

12-2023

Motion by Zender, supported by Hamilton, pursuant to motion 450-22 of the December 15, 2022 Regular Board Meeting, giving the Committee of the Whole the authority to act, to enter into the official record the following action taken at the December 22, 2022 meeting of the Committee of the Whole:

*“Motion by Schneider, supported by Zender, to authorize Community Mental Health to amend their Table of Organization to create and add one full-time Data Management Coordinator position (TBD#, new pay grade 21), and approve the Job Description as submitted, as well as any subsequent vacancy should in internal promotion occur, at no additional cost to the County General Fund. Motion carried.”*

Motion carried.

13-2023

Motion by Zender, supported by Hamilton, pursuant to motion 450-22 of the December 15, 2022 Regular Board Meeting, giving the Committee of the Whole the authority to act, to enter into the official record the following action taken at the December 22, 2022 meeting of the Committee of the Whole:

*“Motion by Schneider, supported by Miller, to amend the Table of Organization for Animal Control Division by creating one new Animal Intake Coordinator position (#TBD, new pay grade 14), to be filled with either two variable part-time employees, or one-time employee if the part-time positions cannot be filled within six months, and to eliminate one vacant full-time Animal Control Officer position (#407, pay grade 15), at no additional cost to the County’s General Fund; and further, to approve the job description for said position, as submitted. Motion carried.”*

Motion carried.

14-2023

Motion by Zender, supported by Knisely, to approve the Interlocal Agreement between the County of Lapeer and Oakland County for Medical Examiner Services, as submitted, effective 12:01 a.m. February 6, 2023, following the 60-day termination notice of services with the Michigan Institute of Forensic Science & Medicine (MIFSM), which was given on December 8, 2022; and further, to authorize the Chair/Vice-Chair to sign said agreement. Roll Call vote: Zender, aye; Haggadone, aye; Hamilton, aye; Howell, aye; Knisely, aye; Mast, aye; Kohlman, aye. 7 ayes. Motion carried unanimously.

15-2023

Motion by Zender, supported by Haggadone, to authorize payment to the Lapeer Development Corporation for professional economic services for Fiscal Year 2022/2023, at a cost not to exceed \$10,000.00, to be paid from line item 101-237-959.000. Motion carried.

16-2023

Motion by Zender, supported by Haggadone, to authorize payment to the Valley Area Agency on Aging (VAAA) in the amount of \$6,000.00 for the local match contribution for Fiscal Year 2023, to be paid from line item 276-172-957.000; and further, that this payment be processed during the month of February. Motion carried.

17-2023

Motion by Zender, supported by Haggadone, to authorize the renewal of Liability Insurance coverage through Michigan Municipal Risk Management Authority, for the period of January 1, 2023 through December 31, 2023 with the annual premium of \$526,544.00 to be paid from line item 101-242-713.000, and to authorize said payments; and further; to authorize the Chair/Vice-Chair to sign said renewal. Motion carried.

18-2023

Motion by Zender, supported by Haggadone, to accept the Chairman appointments. Motion carried.

19-2023

Motion by Zender, supported by Knisely, to approve repairs to the roof at Maple Grove at a cost not to exceed \$65,000.00. Motion carried.

20-2023

Motion by Zender, supported by Knisely, to withdraw from the purchase of Knollwood Clinic and to allow Lauren Emmons to begin pursuing the purchase of another building. Motion carried.

21-2023

Motion by Zender, supported by Haggadone, to approve the following Budget Amendment related to the Medical Examiner Services:

LAPEER COUNTY  
BUDGET AMENDMENT FORM

FUND NAME : General Fund RECEIVED : \_\_\_\_\_  
 ORIGINATOR: Finance Department REVIEWED : \_\_\_\_\_  
 FORWARDED: \_\_\_\_\_  
 RETURNED : \_\_\_\_\_

ACCOUNT NUMBERS			DESCRIPTION	ORIGINAL BUDGET	PRIOR AMENDED BUDGET	REQUEST BUDGET INCREASE	REQUEST BUDGET DECREASE	NEW AMENDED BUDGET
FUND	ACTIVITY	ACCOUNT						
101	848	819 . 000	Contracted Svcs	98,000.00	99,000.00	182,000.00		250,000.00
101	100	700 . 100	Contingencies	1,471,526.72	1,471,526.72		152,000.00	1,319,526.72
				1,509,526.72	1,569,526.72	152,000.00	152,000.00	1,569,526.72

ALL BUDGET AMENDMENT REQUESTS MUST BALANCE!!!

DEPT. HEAD: JACKIE ARNOLD MOTION#: \_\_\_\_\_ COMPUTER ENTRY BY: \_\_\_\_\_  
 DATE ENTERED : \_\_\_\_\_

Motion carried.



22-2023

Motion by Howell, supported by Zender, in compliance with MCL 52.201, to hereby officially appoint Dr. Ljubisa Dragovic, M.D., as Lapeer County's Chief Medical Examiner and Dr. Shauna Bryan, M.D., as Lapeer County's Deputy Medical Examiner effective 12:01 a.m. February 6, 2023; and further, that motion #123-22 from the April 21, 2022 Regular Board Meeting that appointed Dr. Roshan Mahabir (through Michigan Institute of Forensic Science & Medicine) as Lapeer County's Chief Medical Examiner, be rescinded effective 12:00 midnight on February 6, 2023. Motion carried.

Jackie Arnold, Interim County Controller/Administrator and Chief Financial Officer gave a brief update regarding the Broadband project.

23-2023

Motion by Howell, supported by Hamilton, to approve the County's Audit Motion for disbursements dated January 13, 2023, based upon the signature of the County Controller/Administrator; and further, to approve the Road Commission Audit Motion for disbursements dated January 12, 2023 based upon the signatures of the Road Commission Chairman and Finance Director. Roll Call Vote: Howell, aye; Haggadone, aye; Hamilton; aye; Knisely, aye; Mast, aye; Zender, aye; Kohlman, aye. 7 ayes. Motion carried unanimously.

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

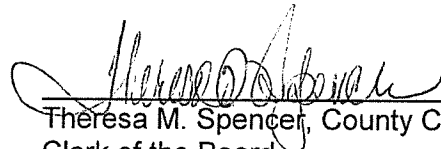
Public Time - No comments were received.

24-2023

Motion by Zender, supported by Hamilton, to adjourn the meeting. 10:24 a.m.

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Tom Kohlman, Chairman  
Board of Commissioners



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Theresa M. Spencer, County Clerk  
Clerk of the Board

**DRAFT MOTIONS FROM THE  
January 19, 2023  
Committee of the Whole Meeting**

1. Motion by Haggadone, supported by Hamilton, to recommend to the Full Board, to approve a range of pay at \$120,000.00 to \$153,000.00, Revised Job Description and timeline from Amy Cell Talent LLC, for the position of County Controller/Administrator. Motion carried.
  
2. Motion by Zender, supported by Howell, to recommend to the Full Board, to authorize payment to Shifman Fournier, in the amount of \$5,925.00, for labor related legal services rendered through December 31, 2022, to be paid from line item 101-239-801.020. Motion carried.

**PROPOSED DRAFT PERSONNEL MOTIONS**  
**FROM THE JANUARY 19, 2023**  
**PERSONNEL COMMITTEE MEETING**

- 1. Motion by Zender, supported by Haggadone, to recommend to the Full Board to authorize the Sheriff's Department to fill one vacant full-time Corrections Officer position (#149, PG S4) due to an internal promotion that occurred to Road Patrol Deputy on January 7, 2023, at no additional cost to the County's General Fund. Motion carried unanimously.**
  
- 2. Motion by Zender, supported by Haggadone, to amend the Table of Organization for the Prosecuting Attorney's Office to reinstate/add one additional Secretary II position (#105, PG 15), to be funded through law enforcement millage funding, at no additional cost to the County's General Fund. Motion carried unanimously.**
  
- 3. Motion by Zender, supported by Haggadone, to amend the Table of Organization for the Prosecuting Attorney's Office to reinstate/add one additional Assistant Prosecuting Attorney III position (#756, PG 25), as well as the subsequent vacancy should an internal promotion occur, to be funded through law enforcement millage funding, at no additional cost to the County's General Fund. Motion carried unanimously.**

**LIST OF BOARD APPOINTMENTS BY EXPIRATION DATE**  
**Revised 1/19/2023**

Name	Board	Length of Term	Expiration Date
<b>Vacant needing to be filled</b>			
Vacant- Controller	Brownfield Redevelopment Authority	Un-expired 3-year term	December 31, 2025
Vacant - Controller	Economic Development Corp.	Un-expired 6-year term	December 31, 2027
Vacant - Citizen at Large	Emergency Planning Committee/Emergency Management Advisory C	Unexpired 2-year term	December 31, 2022
Vacant	GLS-Region V Planning	Unexpired 1-year term	December 31, 2023
Vacant	Senior Programs Advisory Board - District#1	2-year term	December 31, 2022
Vacant	Senior Programs Advisory Board - District#2	2-year term	December 31, 2022
Vacant	Senior Programs Advisory Board - District#3	2-year term	December 31, 2022
Jeff Satkowski	Senior Programs Advisory Board - District#7	2-year term	December 31, 2022
Alan Pierce	Senior Programs Advisory Board - Member	2-year term	December 31, 2022
Roberta (Bonnie) Freeman	Senior Programs Advisory Board - Member	2-year term	December 31, 2022
Pat Arnaud	Senior Programs Advisory Board - Lapeer Center	2-year term	December 31, 2022
Vacant	Senior Programs Advisory Board - Imlay City Center	2-year term	December 31, 2022
Vacant	Valley Area Agency on Aging (VAAA) Executive Bd	Un-expired 2-year term	December 31, 2023
Vacant	Valley Area Agency on Aging (VAAA) Executive Bd	Un-expired 2-year term	December 31, 2023

