

**LAPEER COUNTY BOARD OF COMMISSIONERS  
\*\*THIRD MEETING OF THE OCTOBER SESSION\*\*  
November 3, 2022  
9:00 A.M.**

Chairman Roy called the meeting to order at 9:04 a.m. in the Commission Chambers on the lower level of the County Complex Building. Commissioner Henning opened the meeting with prayer. The Pledge of Allegiance was recited.

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

Quentin Bishop, County Controller/Administrator  
Jackie Arnold, Chief Financial Officer  
Lynette Stanford, Secretary/Deputy County Clerk

Absent:	Lenny Schneider	District #4
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**AGENDA**

The agenda and draft minutes from the October 20, 2022 Regular Board Meeting were reviewed.

**348-22**

Motion by Warren, supported by Zender, to accept the agenda with a discussion regarding amending the Budget Calendar, posting the County Controller/Administrator position, and the deletion of a closed session. Motion carried.

**349-22**

Motion by Warren, supported by Jarvis, to approve the October 20, 2022 Regular Board Meeting minutes as presented. Motion carried.

**ELECTED OFFICIAL/DEPARTMENT HEAD UPDATES**

No Comments were received.

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

**350-22**

Motion by Miller, supported by Henning, to amend the Budget Calendar to authorize the County Administration Office to proceed with the Publication of the required Notice for the 2023 and 2024 Biennial Budget Public Hearing, which will be held on November 17, 2022 at 9:00 a.m. Motion carried.

**Friends of the Historic Courthouse Committee****351-22**

Motion by Jarvis, supported by Zender, to re-appoint Laura Barnard, Denise Becker, William Rykhus, Lynne McCarthy, Jan Cassell, David Churchill, Colleen Covey, Jill Lyons, Linda M. Jarvis, Rex Ziebarth, Michael J. Burke Jr., and Mary Sue Weber to serve on the Friends of the Historic Courthouse Committee for a two-year term ending October 14, 2024. Motion carried.

**Department of Health and Human Services (DHHS)****352-22**

Motion by Jarvis, supported by Zender, to re-appoint Mary Sue Weber to serve on the Department of Health and Human Services (DHHS) Board, for a three-year term ending October 31, 2025. Motion carried.

**Emergency Management Advisory Council****353-22**

Motion by Zender, supported by Warren, to re-appoint Jeff Satkowski, Krystal Moralee, Russell Adams, Steven Zott, and Zeb Schons to serve on the Emergency Management Advisory Council, for a two-year term ending December 31, 2024. Motion carried.

**354-22**

Motion by Zender, supported by Warren, based on Motion #87-22 from the March 24, 2022 Regular Board Meeting, to authorize an additional one-time stipend payment in the amount of \$1,000, for all full-time employees (or full-time employees that retired during the month of October) that previously received the \$2,000 Region 10 pass-through payment on August 19, 2022, for workers that have met a minimum of 560 paid work hours (280 for RPT and PT), actively employed, and on the payroll as of the pay period ending November 4, 2022, to be paid from the respective department's budgets and reimbursed by Region 10 Pass-Through Funding, and at no additional cost to the County's General Fund. Motion carried.

**355-22**

Motion by Jarvis, supported by Zender, to give the November 8, 2022 Committee of the Whole authority to act regarding a revised L-4029 Form, as requested by Equalization. Motion carried.

**356-22**

Motion by Miller, supported by Warren to cancel the November 23, 2022 Committee of the Whole Meeting and the December 29, 2022 Regular Board Meeting. Motion carried.

**357-22**

Motion by Warren, supported by Jarvis, to authorize the Administration Office to immediately post the County Controller/Administrator position, and to hold off on making a decision regarding an Interim County Controller/Administrator for a few weeks. Motion carried.

358-22

Motion by Henning, supported by Warren, to adopt the Court Appointed Attorneys Fee Schedule for Probate and Family Courts, as submitted, reflecting the new rates effective beginning January 1, 2023. Motion carried.

359-22

Motion by Henning, supported by Warren, to approve the Applicant Fingerprint Transmission Fee Collection Agreement between the Michigan State Police and the County of Lapeer, for the Live Scan Fingerprint Machine, with an ORI of MI44144L3, as submitted by Community Corrections; and further, to authorize the Chair/Vice-Chair to sign said agreement. Motion carried.

360-22

Motion by Henning, supported by Warren, pursuant to motion 326-22 of the October 20, 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 October 27, 2022 meeting of the Committee of the Whole:

*"Motion by Miller, supported by Jarvis, that pursuant to Motion #87-22 from the March 24, 2022 Regular Board Meeting, to authorize a one-time stipend payment in the amount of \$3,000, for all full-time employees (50% for all RPT and PT employees, or full-time employees that have or will be retiring during the month of October) that have not already received Region 10 pass-through payments in 2022, and have met a minimum of 560 paid work hours (280 for RPT and PT) , actively employed, and on the payroll as of the pay period ending November 4, 2022, to be paid from the General Fund operating revenue and other funding sources as deemed appropriate, excluding Fund #281 (ARPA Funding). Motion carried."*

Motion carried.

361-22

Motion by Henning, supported by Warren, to approve the revised Lapeer County Board of Commissioners' Rules of Procedure, as submitted, Financial Goals, Policies and Practices; as submitted; pursuant to 7.1 of Article VII, Amendments to the Rules of Procedure, of said document which requires a two-thirds vote of the Board members elected and serving, provided a statement of the character of such proposed amendments has been included in the notice of the meeting. Motion carried.

**Emergency Management Advisory Council**362-22

Motion by Henning, supported by Warren, to re-appoint Andy Engster to the Emergency Management Advisory Council for a two-year term ending December 31, 2024. Motion carried.

363-22

Motion by Henning, supported by Warren, to authorize the Friend of the Court to fill one full-time Secretary position (#211), due to an anticipated retirement effective 12/29/22 (CRC grant funded position), as well as any subsequent vacancy should an internal transfer or promotion occur, at no additional cost to the County's General Fund. Motion carried.

364-22

Motion by Henning, supported by Warren, to authorize the Health Department to fill the one full-time Clerk/Typist position (#368) in the Senior Programs due to an anticipated retirement effective 12/30/22, as well as any subsequent vacancy should an internal promotion or transfer occur, at no additional cost to the County's General Fund. Motion carried.

365-22

Motion by Henning, supported by Warren, to authorize Community Mental Health to fill one vacant Full-Time Budgetary Account Clerk position (#543) in the Data and I.T. Division due to a resignation effective 10/28/22, and any subsequent vacancy should an internal transfer or promotion occur, at no additional cost to the County's General Fund. Motion carried.

366-22

Motion by Henning, supported by Jarvis, to authorize 911 Central Dispatch to amend their revised Table of Organization to add/create one full-time Deputy Director position (#TBA, at new pay grade #19 as consistent with similar positions) with a special focus to be concentrated on staff recruiting, training and retention, and any subsequent vacancy should an internal transfer or promotion occur, at no additional cost to the County's General Fund; and further, to approved the related job description for said position, as submitted. Motion carried.

367-22

Motion by Henning, supported by Jarvis, to approve the revised/updated job description for the E911 Systems Administrator job description at Central Dispatch, as submitted, with no cost impact to the County. Motion carried.

368-22

Motion by Henning, supported by Warren, to authorize Community Mental Health to fill one regular part-time ABA Technician position (#378) in the Autism Program, due to a recent resignation effective 10/21/22, and any subsequent vacancy should an internal transfer or promotion occur, at no additional cost to the County's General Fund. Motion carried.

369-22

Motion by Henning, supported by Warren, to authorize Community Mental Health to fill two non-regular part-time ABA Technician positions (#744 and #398) in the Autism Program that have been vacant for more than 6 months, as well as any subsequent vacancy should an internal transfer or promotion occur, at no additional cost to the

County's General Fund. Motion carried.

370-22

Motion by Henning, supported by Warren, to authorize Community Mental Health to fill one full-time Master Level Therapist position (#408) in the Co-Occurring Program due to a recent resignation effective 10/28/22, and any subsequent vacancy should an internal transfer or promotion occur, at no additional cost to the County's General Fund. Motion carried.

371-22

Motion by Zender, supported by Warren, to approve Lapeer County to purchase two (2) vehicles to lease to CMH to replace two (2) current vehicles at a total cost of \$58,710.00, at no additional cost to the County General Fund. Motion failed.

372-22

Motion by Henning, supported by Jarvis, to approve the County's Audit Motion for disbursements dated October 24, 2022 and November 4, 2022, based upon the signature of the County Controller/Administrator; and further, to approve the Road Commission Audit Motion for disbursements dated November 3, 2022 based upon the signatures of the Road Commission Chairman and Finance Director. Roll Call vote: Henning, aye; Jarvis, aye; Miller, aye; Schneider, absent; Warren, aye; Zender, aye; Roy, aye. 6 ayes, 1 absent. Motion carried.


Public Time – 2 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.

Chairman Roy declared the meeting recessed. 10:27 a.m.

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Gary Roy, Chairman  
Board of Commissioners



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Theresa M. Spencer, County Clerk  
Clerk of the Board