

Theresa M. Spencer
Lapeer County Clerk
County Complex Building
255 Clay Street
Lapeer, MI 48446

Phone:
810-667-0356
Circuit Court Division:
810-667-0358
Fax:
810-667-0362

Lapeer County Board of Commissioners – Regular Full Board Meeting Agenda

Date: August 27, 2026
Time: 9:00 AM
Location: Commission Chambers

Board Members

Scott McMahan	District #1
Gary Howell	District #2
Kevin Knisely	District #3
Brad Haggadone	District #4
C. Ian Kempf	District #5
Greg Wise	District #6
Bryan Zender	District #7

Call to Order

- Roll Call
- Opening Prayer
- Pledge of Allegiance

Consideration for Approval

- Agenda
- Revised July 23, 2026 Regular Board Meeting Minutes

Items for Review in Folder

- Commissioner Mileage/Expense Sheets (included in agenda, if any)
- Training Registration / Overnight Travel Requests
- Grant Applications and Budget Amendments

Elected Official / Department Head Updates

Public Time – Agenda Items Only

Citizens may comment on current agenda items only. Maximum of 3 minutes per person.

New / Old Business

Draft Motions

- Committee of the Whole (August 13, 2026, attached)

- Properties Committee (to be distributed at meeting)
- Personnel Committee (July 23, 2026 and August 13, 2026, attached)

1) TRUTH IN BUDGETING PUBLIC HEARING - Regarding the Proposed Amended FY 2027 Budget and the Proposed FY 2028 Budget and Proposed Tax Rates (as advertised)

2) PUBLIC HEARING REGARDING C.D.B.G. HOUSING GRANT FUNDING REIMBURSEMENT (as advertised)

3) Request to Approve Commissioner Gary Howell's GC-6 Mileage Reimbursement Pursuant to County Policy.

4) Request to Accept and Approve the Purchase Agreement for the Sale of County Property located at 279 N. Court Street.

5) Audit Motions – Enter into the record the County's Audit Motions for July 24,2026 and August 7, 12, and 21, and the Road Commission's Audit Motion for disbursements dated July 23, 2026 and August 5, 2026.

6) Appointment for Vacancies and/or Expired Terms

Senior Advisory Board – Three Year Term

Additional Items

1.
2.

Ad Hoc Committee Updates

If needed.

Public Time – General Comments

Citizens comments. Maximum of 3 minutes per person.

Administrator / Chief Financial Officer Updates

Commissioner Reports

Closed Session

The Purpose of Reviewing the Administrator's Evaluation per the Employee's Request.

Recess/Adjourn

Public Recording Notice

Please be advised that meetings of the Lapeer County Board of Commissioners are streamed live and recorded on social media for public viewing and transparency. Individuals addressing the Board during Public Time are asked to keep language appropriate for all audiences, including children.

Full Board 7/23/2026 was inadvertently missed:

At Full Board 8/27/2026, draft motion will need to read:

Motion by _____, supported by _____, to approve the minutes of the July 23, 2026 Regular Board Meeting with the following revision to include Motion 202-2026 (and adjust the subsequent motions numbers after 202-2026:

> # 202-2026
> Motion by McMahan, supported by Kempf, to confirm acknowledgement of the Detail Costs of Issuance breakdown as verbally presented by the County Administrator and authorize him to proceed with the expenditures, as related to the Community Mental Health Facility Project as previously approved in the Resolution in Board Motion #137-2026 on May 28, 2026. Motion carried unanimously.

Revised

LAPEER COUNTY BOARD OF COMMISSIONERS
July 23, 2026
9:00 A.M.

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

Present:	Gary Howell	District #2
	Kevin Knisely	District #3
	Brad Haggadone	District #4
	C. Ian Kempf	District #5
	Greg Wise	District #6
	Bryan Zender	District #7
Absent:	Scott McMahan	District #1

AGENDA

The agenda and draft minutes from the June 25, 2026, Regular Board Meeting minutes and July 7, 2026, Budget Hearing Meeting minutes were reviewed.

183-2026
Motion by Haggadone, supported by Knisely, to accept the agenda with the addition of 2025 National Criminal History Improvement Program Grant and closed session. Motion carried.

184-2026
Motion by Kempf, supported by Zender, to approve the June 25, 2026, Regular Board Meeting minutes and July 7, 2026 Budget Hearing Meeting minutes, as presented. Motion carried.

ELECTED OFFICIAL/DEPARTMENT HEAD UPDATES

Scott McKenna, Sheriff, swore in two new officers Garrett Treece and Matthew Gawles and promoted Lauren Nelson, Christopher Keller, Brian Tackes and Justin Strauel to Sergeants.

Henry Horton, County Surveyor, wanted to recognize the retiring Ray Davis for his contributions he made in surveying for Lapeer County and honor Joel Kappzac who was a longtime contributor to the Lapeer County Remonumentation program who passed away this year.

Jacky Bennett, Chief Financial Officer, addressed some of the concerns expressed by the public.

PUBLIC TIME – One person spoke.

Henry Horton, County Surveyor, gave updates and answered questions on the Remonumention program.

185-2026
Motion by Haggadone, supported by Kempf, to approve the annual 2026 Remonumentation Grant and Corner Services from the Michigan Department of Licensing and Regulatory Affairs (LARA), Office of Land Survey & Remonumentation, in the awarded amount of $58,815, as attached; and further, to authorize Moses Sanzo, County Administrator/ Controller and grant administrator, to sign the grand award, the three (3) Remonumentation Grant Agreements with RA Duthler Land Surveyor, Kennedy Surveying, and Davis Land Surveying and Engineering, as well as the three (3) Peer Review Agreements with Gary Chalice, Andrew Newland, and Steve Thompson on behalf of the County, with the understanding that the signed copies of the agreements will be provided to the County Clerk to be affixed as the official exhibit. Motion carried.

186-2026
Motion by Kempf, supported by Zender, to authorize the Sheriff's Office to pay AmerisourceBergen in the amount of $15,527.20, for 10 shots of Sublocade, to be paid from Opioid Settlement Funds, line item 284-351-820.010, at no additional cost to the County. Motion carried.

187-2026
Motion by Kempf, supported by Zender, to authorize the Sheriff's Department to purchase up to 50 additional Sublocade injections from Besse Medical (Amerisourcebergen) for qualified inmates (as needed--not all at once), at a cost up to $77,636.00, to be paid from Opioid Settlement Funds, line item #207-351-802.000, and at no additional cost to the County. Motion carried.

188-2026
Motion by Kempf, supported by Zender, to authorize the Prosecuting Attorney to pay Karpel Solutions for the annual case management subscription renewal in the amount of $34,250.00, to be paid from budget Line Item 205-296-850.200 Technology License, and at no additional expense to the general fund. Motion carried.

189-2026
Motion by Kempf, supported by Zender, pursuant to County policy, to authorize payment of the GC-6 County Expense Reimbursement Form as submitted by Cheryl Maxam, Senior Programs, and recommended by Director Andrea Pomerantz for mileage reimbursement for the period of March 2026, in the amount of $187.05, to be paid from line item #223-601-860-050-8910. Motion carried.

190-2026
Motion by Kempf, supported by Zender, to authorize the appropriation transfer to Community Mental Health in the amount of $149,256.66, representing the third of three installments toward the annual allocation of $447,770.00 from CMH appropriations to CMH expenditure. Motion carried.

191-2026
Motion by Zender, supported by Kempf, pursuant to recommendation of the Properties Committee to approve and adopt the updated Information Technology Use and Security Policy as presented, and further to authorize its implementation effective immediately upon approval. Motion carried.

192-2026
Motion by Zender, supported by Kempf, pursuant to the recommendation of the Properties Committee, to authorize CMH to proceed with Jim Riehl Friendly of Lapeer for the purchase of two Dodge Durango vehicles, at a cost of $68,718.00, to be paid from line 649-649-980.000, at no additional cost to the County General Fund. Motion carried.

193-2026
Motion by Zender, supported by Knisley, pursuant to the recommendation of the Properties Committee, to authorize the Friends of the Polly Ann Trail to research the costs, secure funding, and complete the necessary repairs for bridge work on the connector trail, to be paid for from the Friends of the Polly Ann Trail, at no cost to the County's General Fund. Motion carried.

194-2026
Motion by Zender, supported by Kempf, pursuant to the recommendation of the Properties Committee, to authorize I.T. Director to proceed with the remaining payments of the KnowBe4 Security Awareness Training 3- year subscription, to be paid from line 631-228-977.250, at no additional cost to the County's General Fund. Motion carried.

195-2026
Motion by Haggadone, supported by Wise, based upon the recommendation of the Personnel Committee, to amend the Table of Organization for Community Mental Health to add one full-time BA Supervisor position (#TBD, Pay Grade 22) in the Adult Case Management Services program in order to better meet the needs of the department and client, effective August 3, 2026, to be paid from within CMH's annual budgets. Motion carried.

196-2026
Motion by Haggadone, supported by Wise, based upon the recommendation of the Personnel Committee, to amend the Table of Organization for Community Mental Health by eliminating the current full-time grant funded Project Director position (#762, Pay Grade 22) and adding one full-time B.A. Supervisor/Administrative Program Coordinator position (#TBD, Pay Grade 21) due to changes in the position upon the expiration of the grant and in order to better meet the needs of the department, with no additional cost the County's General Fund. Motion carried.

197-2026
Motion by Haggadone, supported by Zender, based upon the recommendation of the Personnel Committee, to authorize the Health Department to rehire a former employee who is certified and highly qualified to fill the vacant irregular part-time Registered Dietician position (#358) at Pay Grade 19, Step 1, in order to meet the needs of the high-risk clients within the County, to be paid from within the Health Department's budgets for FY 2026 and FY 2027. Motion carried.

198-2026
Motion by Haggadone, supported by Kempf, based upon the recommendation of the Personnel Committee, that pursuant to the reorganization and restructuring plan of the Administration Office, to amend the Table of Organization to create and fill one full-time Deputy County Administrator position (#TBD, Pay Grade 23) effective August 3, 2026, and to eliminate the Administrative Project Manager position (#08, Pay Grade 18), with the understanding that it is the future plans to eliminate the Office Manager position (#10, Pay Grade 19) upon the retirement of the current employee in December of 2027, and to reinstate the previous Secretary II position (#TBD, Pay Grade 15) in order to better meet the needs of the office; and further, to approve the new related job description, as attached. Motion carried.

199-2026
Motion by Kempf, supported by Knisely, enter into the record the County's Audit Motions for June 12 and 26, 2026 July 10 and 13, 2026, and the Road Commission's Audit Motion for disbursements dated June 25, 2026. Motion carried

Finance Department – Jacky Bennett, Chief Financial Officer – to provide to the Board the final draft 2027/2028 Biennial Budget.

Wise to nominate Marcia Keller to serve as Jury Board Member partial term ending April 30, 2031.

200-2026
Motion by Knisely, supported by Kempf, that nominations be closed and an unanimous ballots be cast for Marcia Keller. Motion carried.

201-2026
Motion by Haggadone, supported by Zender, to refer the 2025 National Criminal History Improvement Program Grant Contract to the August 13, 2026 Committee of the Whole meeting with the authority to act due to the grant deadline. Motion carried.

202-2026
Motion by McMahan, supported by Kempf, to confirm acknowledgement of the Detail Costs of Issuance breakdown as verbally presented by the County Administrator and authorize him to proceed with the expenditures, as related to the Community Mental Health Facility Project as previously approved in the Resolution in Board Motion #137-2026 on May 28, 2026. Motion carried unanimously.

AD HOC COMMITTEE UPDATES No updates given.

PUBLIC TIME – Six people spoke.

ADMINISTRATOR/CHIEF FINANICAL OFFICER UPDATES

Moses Sanzo, County Controller/Administrator – Clarified that the grounds of the courthouse are the property and are controlled by the county.

Andrea Pomerantz, Senior Programs Director – Gave a brief overview of the services that were provided last year.

COMMISSIONER REPORTS

At this time, the Commissioners had an opportunity to offer personal perspectives and individual comments on topics discussed at this Board meeting, share future plans, thank citizens for the participation today, as well as 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.

203-2026

Motion by Wise, supported by Kempf, to go into Closed Session pursuant to the Michigan Open Meetings Act (PA 267 of 1967, section 15.263) for the purpose of discussing negotiation strategy related to collective bargaining labor agreements.

Roll Call: Wise; aye, Zender; aye, Kempf; aye, Knisely; aye, Howell; aye and Haggadone; aye. 6 ayes and 1 absent. Motion carried.

The meeting recessed. 10:45 a.m.

Andrea King, Deputy County Clerk was excused, and Jennifer Hadden, Chief Deputy Clerk remained.

The meeting reconvened. 10:55 a.m.

204-2026

Motion by Kempf, supported by Haggadone, to go out of closed session. Motion carried. 11:31 a.m.

205-2026

Motion by Kempf, supported by Zender, to approve the minutes of the closed session. Motion carried.

206-2026

Motion by Zender, supported by Haggadone, to adjourn the meeting at 11:35 a.m.

Gary Howell, Chairman
Board of Commissioners

Theresa M. Spencer, County Clerk
Clerk of the Board

1)

Motion by Kempf, supported by Wise, to recommend to the Regular Full Board, to authorize Community Corrections to increase the amount charged for livescan fingerprinting fees for applicants requesting their fingerprints be transmitted to the State of Michigan from $67.00 to $70.00 for those living inside the County of Lapeer, from $72.00 to $75.00 for those living outside the County of Lapeer but working inside the County of Lapeer, from $77.00 to $80.00 for those living and working outside the County of Lapeer, effective October 1, 2026, due to the increases passed down from the FBI and Michigan State Police. Motion carried.

2)

Motion by Haggadone, supported by Zender, to recommend to the Regular Full Board to approve Amendment No. 1 to the Master Services Agreement dated October 1, 2024, with MGT Impact Solutions, LLC which includes the annual fee of $15,000.00, $650.00 per year per authorized client user, and the one time initial onboarding fee of $700.00 for initial set up and configuration costs for Title IV-D Claiming services; preparation of the annual CRP Application; monthly invoices required for reimbursement; development and maintenance of depreciation schedules for purchases of $5,000.00 or more; providing status of budgetary position and provision of budgetary amendments and transfers required by OCS; technical assistance on CRP audits; assistance with compliance of federal and state policies regarding reporting and accounting; and assistance with completing/submission of reports and user set up in EGrAMS. Motion carried.

3)

Motion by Kempf, supported by Zender, to recommend to the Regular Full Board, to approve and sign, by the Board of Commissioners, the Lapeer County Sheriff's Office submission of the Corrections Officer's training grant reimbursement form for the 2nd half of the calendar year 2026. Motion carried.

4)

Motion by Wise, supported by Kempf, pursuant to motion 201-2026 of the Regular Full 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 2025 National Criminal History Improvement Program Grant Contract in the amount of $16,190, a reimbursement amount, with initial funds to be paid from Sheriff's budget line # 27-301-977.000 for the purchase of a new LiveScan fingerprint machine, with no additional cost to the County. Motion carried.

201-2026

Motion by Haggadone, supported by Zender, to refer the 2025 National Criminal History Improvement Program Grant Contract to the August 13, 2026 Committee of the Whole meeting with the authority to act due to the grant deadline. Motion carried.

5)

Motion by Wise, supported by Kempf, to recommend to the Regular Full Board, to authorize District Court to enter into a contract with CLEMIS Authority for their services in the amount of $8,755 annually, for the period of October 1, 2026 through September 30, 2027, to be paid from line item 101-286-850.200, at no additional cost to District Court's budget or the County's General Fund; and further, to authorize the Trial Court Administrator to electronically sign the agreement with the understanding that a fully executed copy of the agreement must be filed as an exhibit copy with the County Clerk. Moton carried.

6)

Motion by Zender, supported by Kempf, to recommend to the Regular Full Board, to authorize the County of Lapeer to enter into a contract with CLEMIS Authority for their services for Animal Control in the amount of $3,593.00 annually, Prosecuting Attorney for $2,415.00 annually, E911 in the amount of $11,091.00 annually, and Sheriff's Department in the amount of $52,950.00 annually, the period of October 1, 2026 through September 30, 2027, to be paid from each department's budget, at no additional cost to County's General Fund; and further, to authorize the County Administrator to electronically sign the agreement with the understanding that a fully executed copy of the agreement must be filed as an exhibit copy with the County Clerk. Motion carried.

7)

Motion by Haggadone, supported by Wise, to recommend to the Regular Full Board, to authorize the Health Department to pay Lapeer County Community Collaborative annual membership dues in the amount of $3,500, at no additional cost to the county general fund. Motion carried.

8)

Motion by Kempf, supported by Haggadone, to recommend to the Regular Full Board, to authorize to amend the Health Department budget and accept the MDHHS Emerging Health Threats funding in the amount of up to $35,000 for the Health Department's response and ongoing activities related to the recent Cyclosporiasis outbreak, at no additional cost to the County general fund; and further, to authorize the Health Director to electronically sign the amendment through the State of Michigan software system, EGrAMS, and to provide a fully signed copy of the amendment to the County Clerk as an exhibit copy. Motion carried.

9)

Motion by Zender supported by Kempf, to recommend to the Regular Full Board, to approve Lapeer County Community Mental Health's amended budget for fiscal year 2026, as attached reflection an overall budget decrease of $4,173,386.68. Motion carried.

10)

Motion by Haggadone supported by Zender, to recommend to the Regular Full Board, to authorize the Finance Department to approve and process all budget amendments and transfers necessary to combine the 649 CMH Capital Equipment Fund with the CMH Special Revenue Fund and reclassify it as an Enterprise Fund in the County's Chart of Accounts. Motion carried.

11)

Motion by Kempf, supported by Wise, to recommend to the Regular Full Board, to set a Public Hearing for the purpose of affording citizens an opportunity to comment on the CDBG Emergency Homeowner Rehabilitation repair project in the amount of $67,696.00 for low to moderate income households, to be held during the August 27, 2026 Regular Board Meeting at approximately 9:00 a.m. Motion carried

12)

Motion by Zender, supported by Knisely, to recommend to the Full Board, that the Lapeer County Planning Commission and Board of Commissioners acknowledges receipt of Burnside Township's PA 116 Application submitted by applicants David Brusie and Timothy Brusie for Section No. 18, Town No. 9N, Range 12E, Parcels #005-018-003-01 and #005-018-007-00, approximately 146.83 acres for a period of 10 years, and recommends approval of said application. Motion carried.

PROPOSED PERSONNEL MOTIONS
FROM THE JULY 23, 2026
PERSONNEL COMMITTEE MEETING
TO THE
AUGUST 27, 2026 REGULAR BOARD MEETING

1. Motion by Howell, supported by Wise, to approve the revised job description for the Senior Programs Coordinator (Position #361, Pay Grade 17, non-union) in the Senior Programs Department due to the added supervisory and confidentiality duties necessary to better meet the operational needs of the stand-alone department, which will not require any additional cost to the Department's budget, and the appropriate local union has been notified of the change. Motion carried unanimously.

2. Motion by Howell, supported by Wise, to recommend to the Full Board, to authorize overlap training in the County Treasurer's Office for the new Chief Deputy and the prior retired Chief Deputy for 8 weeks (2 days a week), at a cost not to exceed $5,000.00, to be paid from the Delinquent Tax Revolving Fund 516, and at no additional cost to the County's General Fund. Motion carried unanimously.

PROPOSED PERSONNEL MOTIONS
FROM THE AUGUST 13, 2026
PERSONNEL COMMITTEE MEETING
TO THE
AUGUST 27, 2026 REGULAR BOARD MEETING

3. Motion by Wise, supported by Howell, to amend the Table of Organization for the Sheriff's Department to add one additional full-time Corrections Officer position (#TBD, Pay Grade S4), which will provide coverage for another officer who will be out on military leave, with the funding to be partly paid from the vacant position, and upon the return of the staff from the military leave, the new position will be fully funded within the Sheriff Department's budget, line item #207-351-704.000, at no additional cost to the County's General Fund. Motion carried unanimously.

4. Motion by Wise, supported by Howell, to approve and adopt the attached Lapeer County Workplace Conduct and Professionalism Policy, as revised with the changes as recommended by the Personnel Committee. Motion carried unanimously.

5. Motion by Howell, supported by Wise, to authorize the Prosecuting Attorney to re-hire one temporary intern for the period of September 2, 2026 through October 31, 2027, at the rate of $20/hour and without any additional benefits, with the intention that this intern will fill the vacant Assistant Prosecuting Attorney I position upon successful completion of the Michigan Bar exam next year, to be paid from within the Prosecutor's budget line item 205-296-703.010 and at no additional cost to the County's General Fund. Motion carried unanimously.

#1

LAPEER COUNTY

SENIOR PROGRAMS

SENIOR PROGRAMS COORDINATOR

General Summary

Under the supervision of the Senior Program Director, the Senior Programs Coordinator is assigned both program management and direct service activities for senior programs. Responsible for using guidelines, standards, rules, and regulations as a basis for developing and implementing program goals, policies and procedures, and quality assurance criteria. Performs functions of an account clerk as needed by senior programs, including such duties as reviewing documentation of services provided to clients to prepare and submit reports necessary for billing for services provided. May post payments to appropriate records for cash receipts and event entry.

Essential Functions

1. Assists Senior Program Director to plan, implement, and evaluate the effectiveness of staff in assigned area, and staff development needs. Maintains confidentiality of personnel and administrative documents, including labor relations matters.

2. Assists in the supervision of staff of Senior Programs, including participating in the employment process, training, and assisting with performance and employee relation issues. Will oversee the operations of either the Lapeer Senior Center or the Imlay City Senior Center, as assigned.

3. Assists the Senior Program Director with administrative functions, including typing correspondence, maintaining personnel files, preparing and maintaining departmental policies and procedures, and preparing RFAs.

4. Uses staff input, program requirements, rules and regulations to assist the Senior Program Director with the development of policies, procedures, and other program criteria. Oversees the implementation of each in assigned program areas.

5. Ensures that clinical documentation regarding clients is kept secure and confidential and maintained consistent with County policies and procedures.

6. Processes personnel information from schedules, time sheets, time-off requests, call-in notifications, or other source documentation and ensures the accuracy of hours worked. Serves as backup timesheet approver, reviewing and approving employee timecards. Acts as primary backup point

of contact for employee call-ins, receiving attendance notifications, documenting absences, and communicating staffing needs as appropriate. Produces and reconciles related payroll and financial reports, reviewing all documentation to ensure accuracy and completeness.

7. Collects cash, checks and receipts and balances them daily as appropriate. Ensures that all monies are kept in secure conditions.

8. Reviews documentation of events for accuracy and makes corrections to funding sources, revenue accounts, and/or computed fees in order to generate end-of-the-month bills.

9. Prepares summary reports for programs including data such as client log, date of service, amount billed, amount paid, and other information.

10. Prepares accounts payable for payment by checking the accuracy and propriety of all invoices against purchase orders and contracts and ensures that all billings are verified against a purchase order and have been received by the appropriate party. Codes invoices and charge them to the appropriate account.

11. Balances statements and files all pertinent information for vendor accounts. Provides information to vendors regarding statements as requested.

12. Generates reports, computer spreadsheets to support various budget proposals, financial reports, departmental internal controls, grant claims, and other county required reports.

13. Other duties as assigned by Senior Program Director.

Other Functions: 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: High school graduation or equivalent. Prefer some course work in accounting, data processing, office management or related area.

Experience: Three years of office experience. One year of experience related to accounting in an automated system. Two years of experience working with program implementation is preferred.

Qualifications:

Knowledge of organization or department operations, services, and policies.
Knowledge of general office procedures and protocols.
Knowledge and skill in Microsoft 365
Skill in word processing and in basic mathematical calculations.
Ability to communicate effectively orally and in writing.

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: 8810

Occupational Employment Statistical Code: 55338

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 access departmental files.
Periods of prolonged sitting at a computer screen
Ability to enter and access information in a computer system.
May travel throughout the county related to the senior centers and home delivered meals programs.
Work in more than one program location may be required.

Working Conditions:
Works in office conditions.

#4

Workplace Conduct and Professionalism Policy

Policy Subject: Workplace Conduct and Professionalism
Authorized by: Board of Commissioners **Motion:** **Date:**
Amended:
This policy supersedes all previous policies regarding workplace conduct and professionalism.

Purpose

Lapeer County is committed to maintaining a professional, respectful, safe, and productive workplace for employees, elected officials, appointed officials, volunteers, contractors, and members of the public.

This policy establishes standards of professional conduct and workplace behavior to promote effective operations, positive working relationships, public trust, and a workplace free from bullying, intimidation, harassment, retaliation, and other disruptive conduct.

Scope

This policy applies to all County employees, including full-time, part-time, temporary, seasonal, interns, and contract employees.

In certain instances, employees who are subject to a collective bargaining agreement, employment contract, civil service rule, co-employment relationship, or other governing authority may be covered by alternate policies or procedures. In those cases, the applicable agreement, contract, or rule may supplement or supersede this policy where required by law.

Employees are encouraged to consult with their supervisor, Department Head, or Human Resources if they have questions regarding the application of this policy.

Policy Statement

Lapeer County expects all employees to maintain professional, respectful, and courteous conduct in the workplace. Employees are responsible for communicating and interacting with others in a manner that promotes dignity, respect, cooperation, and effective County operations. Conduct that disrupts the workplace, undermines professional working relationships, interferes with County operations, or creates an intimidating, or disrespectful work environment is prohibited. All employees share responsibility for fostering a workplace that reflects the County's commitment to professionalism, public service, safety, and mutual respect.

Definitions

Professionalism – the demonstration of competence, integrity, accountability, reliability, sound judgment, and respectful conduct in the workplace.

Respect – treating others with dignity, courtesy, fairness, and consideration regardless of differences in position, background, opinion, or experience.

Workplace bullying – repeated or severe conduct that a reasonable person would find intimidating, degrading, humiliating, threatening, or disruptive to the workplace. Bullying may occur through verbal, written, electronic, visual, physical, or nonverbal conduct.

Retaliation – any adverse action taken against an individual for reporting concerns, participating in an investigation, cooperating with Human Resources, notifying a union steward, or exercising rights protected by law.

Rumors – the creation, repetition, or distribution of unverified information about another individual or workplace matter in a manner that could reasonably be expected to harm an individual's reputation, relationships, or the work environment.

Gossip – Discussing or sharing personal or workplace related information about another when the discussion serves no legitimate business purpose and could reasonably be expected to damage trust, morale, or professional working relationships.

Professional Communication

Employees shall:

- Communicate respectfully and professionally with coworkers, supervisors, subordinates, elected officials, department heads, vendors, contractors, and members of the public.
- Maintain a courteous and professional tone in verbal, written, electronic, and other communications related to County business.
- Address workplace concerns constructively and through appropriate channels as listed under Reporting Concerns.
- Listen respectfully to differing viewpoints.

Employees shall not:

- Engage in yelling, insults, threats, profanity directed toward others, or other disrespectful conduct.
- Use communication intended to demean, embarrass, intimidate, or undermine another individual.

Respectful Workplace Conduct

Employees shall:

- Treat others with dignity and respect.
- Maintain professional working relationships even during disagreements.
- Cooperate with coworkers to accomplish departmental and County objectives.
- Conduct themselves in a manner that reflects positively upon Lapeer County.

Workplace Bullying and Intimidation

Employees shall not engage in conduct that:

- Intimidates, threatens, humiliates, or degrades another individual.
- Undermines, sabotages, or intentionally interferes with another employee's work performance.
- Spreads rumors or gossip.
- Encourages coworkers to take sides in workplace disputes.
- Creates division, hostility, or unnecessary conflict within a department or work group.
- Involves repeated offensive, disruptive, or inappropriate behavior.

A single serious incident may constitute a violation of this policy.

Conflict Resolution

Employees shall:

- Address workplace concerns professionally and through appropriate channels.
- Participate in meetings, mediation efforts, investigations, and conflict resolution processes when directed.
- Refrain from escalating conflicts through inappropriate discussions, public criticism, or disruptive behavior.

Harassment, Discrimination, Retaliation, and Workplace Violence

Lapeer County is committed to maintaining a workplace free from harassment, discrimination, retaliation, and workplace violence.

Employees shall not engage in conduct that:

- Harasses, discriminates against, or retaliates against another individual based on a protected characteristic recognized under applicable law.
- Creates an intimidating, abusive, or dysfunctional work environment.
- Threatens, intimidates, or engages in acts of workplace violence.
- Retaliates against an employee who reports concerns, participates in an investigation, provides information during an investigation, or exercises rights protected by law.

All employees are expected to contribute to a work environment that promotes safety, professionalism, dignity, respect, and equal employment opportunities.

Compliance with Direction

Employees shall:

- Follow reasonable and lawful supervisory instructions.
- Cooperate with workplace investigations.
- Participate in coaching, counseling, and corrective instruction professionally.
- Comply with workplace policies, procedures, and operational requirements.

Conduct Affecting County Operations

Employees shall not engage in conduct that:

- Disrupts workflow, productivity, or service delivery.
- Interferes with County operations.
- Undermines public confidence in County government.
- Creates unnecessary workplace tension or conflict.

Reporting Concerns

Employees who experience or observe conduct that may violate this policy shall report their concern(s) as soon as reasonably possible.

Employees are expected to report concerns through their normal supervisory chain, beginning with their immediate supervisor or Department Head, as appropriate. Department heads are responsible for addressing workplace concerns within their departments whenever possible and appropriate. Department Heads are encouraged to notify Human Resources of any reported concerns.

If the concern involves an individual in the employee's supervisory chain , if the employee reasonably believes the concern cannot be addressed through the normal chain of command, or if the matter has not been appropriately addressed after being reported through the normal supervisory chain, the employee shall report their concern(s) to Human Resources.

All reports will be reviewed and addressed as appropriate under the circumstances.

No Retaliation

Retaliation against any employee for making a good-faith report, participating in an investigation, or exercising rights protected by law is strictly prohibited.

Employees who engage in retaliation may be subject to corrective action up to and including termination of employment.

Violations

Violation of this policy may result in corrective action or discipline up to and including termination of employment.

Discipline will be administered in accordance with applicable collective bargaining agreements, employment contracts, civil service rules, County policies and procedures, and applicable federal and state law.

Nothing in this policy alters the County's management rights or limits the County's ability to address misconduct as appropriate under the circumstances.

Policy Administration

Human Resources is responsible for interpreting and administering this policy, ensuring consistent application of its provisions, coordinating investigations as appropriate, and maintaining confidentiality to the extent reasonably possible and permitted by law.

DRAFT

LAPEER COUNTY MICHIGAN

GENERAL APPROPRIATION ACT

RESOLUTION TO AMEND & ADOPT THE BIENNIAL BUDGET FOR

OCTOBER 1, 2026 TO SEPTEMBER 30, 2027 (AMEND) AND OCTOBER 1, 2027 TO SEPTEMBER 30, 2028 (ADOPT) ON AUGUST 27, 2026

WHEREAS, In 2003, the County Board of Commissioners directed that a biennial budget process be established in an effort to improve the efficiency of the complex budget process, reduce time in the respective departments necessary for budget preparation, and to enhance fiscal planning and stability; and,

WHEREAS, Section 16 of the "Uniform Budgeting and Accounting Act" requires that an appropriation act be adopted by this County Board of Commissioners in order to implement the operating budgets of the County of Lapeer for FY 2027 and FY 2028; and,

WHEREAS, The Lapeer County Board of Commissioners is the statutorily designated "legislative body" for the County Budget function under the Uniform Budgeting and Accounting Act (MCL 141.421); and,

WHEREAS, All County Elected Officials, Judges and appointed Department Heads were afforded the opportunity to appear before the County Board of Commissioners to discuss their budget request; and,

WHEREAS, The Board of Commissioners has taken into consideration the fact that certain mandatory functions of County government or operations must be budgeted at serviceable levels in order to provide statutory and constitutionally required services and programs, and that other essential and non-mandatory services are budgeted to meet operational and community needs; and,

WHEREAS, Fifty percent (50%) of the proceeds of the Convention Facilities/Liquor Tax revenue received from the State are used for the specific purpose of substance abuse prevention programs in the County (MCL 211.24); and,

WHEREAS, A public notice was published in a newspaper of general circulation on May 31, 2026, and a public hearing was held on June 11, 2026, consistent with the "Truth in Taxation Act," to consider increasing the operating tax millage rate by .1478 mills for FY 2026; and,

WHEREAS, The Board of Commissioners at a meeting on June 11, 2026, adopted the following tax rates to be levied for the 2026 tax year 2026/2027 budget year for a County levy of 3.4871 and extra voted millage as summarized below based on the 2026 Taxable Value $4,490,339,006 for a total millage rate of :

Purpose	Millage	Revenue
General Government	3.4871	$ 15,658,261.00
Total Allocated Millage	3.4871	$ 15,658,261.00

Senior Citizen *(voted through 2026)*	.3832	$ 1,720,698.00
Medical Care Facility Operating *(voted through 2027)*	.3127	$ 1,404,129.00
Law Enforcement *(voted through 2027)*	1.4191	$ 6,372,240.00
Veterans *(voted through 2029)*	.1824	$ 819,038.00
EMS *(voted through 2030)*	1.1655	$ 5,233,490.00
Total extra voted Millage	3.4629	$ 15,549,595.00
Total Millage	**6.9500**	**$ 31,207,856.00**

WHEREAS, The revenue projections in the 2027/2028 Budget are reduced to reflect the estimated amount of captured revenue by Tax Increment Finance Authorities and Downtown Development Authorities in local jurisdictions as summarized below:

FY 2027	Est. Millage Revenue	Est. Captured Revenue	Est. Net Revenue
General Government	$ 15,814,844.00	$ 869,084.00	$ 14,945,760.00
Law Enforcement	$ 6,372,240.00	$ 52,000.00	$ 6,320,240.00
Veterans	$ 819,037.00	$ 3,000.00	$ 816,037.00
Medical Care Facility	$ 1,404,129.00	$ -0-	$ 1,404,129.00
Senior Services	$ 1,720,698.00	$ 5,000.00	$ 1,715,698.00
Total	**$ 26,130,948.00**	**$ 929,084.00**	**$ 25,201,864.00**

FY 2028	Est. Millage Revenue	Est. Captured Revenue	Est. Net Revenue
General Government	$ 15,972,992.00	$ 869,084.00	$ 15,103,908.00
Law Enforcement	$ 6,435,962.00	$ 52,000.00	$ 6,383,962.00
Veterans	$ 827,228.00	$ 3,000.00	$ 824,228.00
Medical Care Facility	$ 1,418,170.00	$ - 0 -	$ 1,418,170.00
Senior Services	$ 1,737,905.00	$ 5,000.00	$ 1,732,905.00
Total	**$ 26,392,257.00**	**$ 929,084.00**	**$ 25,463,173.00**

WHEREAS, The voters have supported "special millages" (e.g. for Senior Services, Veterans, Law Enforcement/ Public Safety, EMS and Medical Care Facility) that various Public Acts allow local units of government to supersede by partially "capturing" revenue that may consequently not be available for the extra voted program as noted above; and,

WHEREAS, The General Operating Millage Rate to be levied by the County on July 1, 2027, to support the FY 2027 budget shall not be greater than 3.5486 mills; and

WHEREAS, The voted Law Enforcement, Veterans, Medical Care Facility, and Senior Activities Millage Rates to be levied by the County on December 1, 2027, to support the FY 2028 budget shall not exceed the maximum allowable rate subject to Headlee Rollback or voter approval; and

WHEREAS, A Committed Delinquent Tax Fund Balance is established for self-funding of $5,000,000.00, and a transfer from the Delinquent Tax Revolving Fund of $2,000,000.00 for FY 2027 and $2,000,000.00 for FY 2028 to the General Fund is hereby authorized; and,

WHEREAS, State Revenue Sharing in the amount of $2,252,000.00 is anticipated for FY 2027, and the amount for FY 2028 is estimated at $2,252,000.00; and,

WHEREAS, Adult-Use Marijuana payments in the amount of $375,000 is anticipated for FY 2027, and the amount for FY 2028 is estimated at $375,000; and,

WHEREAS, Pursuant to MCL 141.412, section 2, a notice regarding the proposed budget was published in a newspaper of general circulation on August 2, 2026, and was placed on display in the County Clerk's office and the county's website from July 24th through August 27, 2026, and a public hearing was conducted on August 27, 2026; and,

THEREFORE, BE IT RESOLVED, that the FY 2027 and FY 2028 Lapeer County Budgets as summarized below are hereby adopted on an activity basis for the General Fund and the fund level for all other funds, subject to all statutory and County policies regarding the expenditure of funds and the conditions set forth in this Resolution:

	2027 Amended Budget	2028 Budget
General Fund	$ 26,290,678.79	$ 26,454,807.53
Special Revenue Funds	$ 89,345,445.41	$ 88,144,363.91
Debt Service Funds	$ 3,191,522.75	$ 2,416,492.25
TOTALS	$118,827,646.95	$117,015,663.69

BE IT FURTHER RESOLVED, that an Assigned fund balance (GF) is established in the amount of $500,000.00 for FY 2027 and $500,000.00 for FY 2028; and,

BE IT FURTHER RESOLVED, that the Board of Commissioners direct the Controller/Administrator to present necessary changes to the 2027 budget to the Board prior to the beginning of fiscal year 2027 for final adoption; and,

BE IT FURTHER RESOLVED, that Elected Officials, Judges and appointed Department Heads are advised that certain line item transfers with the respective budgets will not be authorized; and,

BE IT FURTHER RESOLVED, that all persons responsible for the Administration of this budget be duly advised of the contents of Public Act 621 of 1978, as amended, and their respective appropriations and responsibilities to not authorize or participate in the expenditures of funds except as authorized by this General Appropriations Act; and,

BE IT FURTHER RESOLVED, that to ensure compliance with the Uniform Budgeting Act, all Officials and employees of Lapeer County shall follow Claim Processing and Purchasing Procedures and the Personnel Policies as adopted and amended by the Board of Commissioners and that the budgeted funds are appropriated contingent upon compliance with the County's adopted "Financial Goals, Policies, and Practices"; and,

BE IT FURTHER RESOLVED, that the approved employee positions on the Position Control Maintenance File shall limit the number of employees who shall be employed, and no funds are appropriated for any position or employee not on the "Approved Position Control Maintenance File." Further, there may be a need to increase or decrease various positions within the Budget and/or impose a hiring freeze and/or

reduction in staff due to unforeseen financial changes; therefore, the "Approved Position Control List" may be changed from time to time by the Board and/or the Board may impose a hiring freeze. The County Elected Officials, Judges and the County Department Heads shall comply with changes affected by the Board, if any, relative to the approved positions and the number of employees stated in the Position Control List; and,

BE IT FURTHER RESOLVED, that this budget does not authorize any other compensation adjustment(s) without expressed authority of the Board of Commissioners; and,

BE IT FURTHER RESOLVED, that certain positions authorized in this budget, which are supported in part by grants or other sources of outside funding, are only approved contingent upon the County receiving the budgeted revenues. The Elected Official, Judge, and/or Department Head responsible for program administration shall immediately notify the Controller/Administrator in the event outside funding is not received or the County is notified that such funding has been discontinued or reduced; and,

BE IT FURTHER RESOLVED, that since the County revenues and expenditures may vary from those contemplated, the Board of Commissioners may adjust the budget during the fiscal year as deemed necessary; and

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to automatically reduce a department budget each time a reduction is made in federal, state, or local funds. The affected Elected Official, Judge or Department Head shall promptly take the necessary corrective action to reduce expenditures as a result; and,

BE IT FURTHER RESOLVED, that the County Controller/Administrator is hereby authorized to make budgetary transfers within the various funds and to authorize expenditures in accordance with the budgetary procedures established by the Board of Commissioners; and,

BE IT FURTHER RESOLVED, that the Board of Commissioners authorize, that as long as the balance in the Budget Stabilization Fund is under the amount allowed by Michigan Public Act 30 of 1978, that the fund be allowed to accrue interest earning without a separate Board motion; and,

BE IT FURTHER RESOLVED, that all County Departments include indirect cost as determined by the most recent Cost Allocation Plan in all applications for federal and state grants and further; where indirect costs are not included in the approved grant budget, a memorandum explaining the reason for not including them in the grant must be submitted with the Request for Action to approve the grant; and,

BE IT FURTHER RESOLVED, that all grant submissions to the Board of Commissioners shall clearly indicate the minimum required match and if any requirements exist in the grant that require the County to continue the program when the grant concludes; and,

BE IT FURTHER RESOLVED, that in order to ensure compliance with all board policies and procedures, and pursuant to Motion #55-21, the Board has authorized the County Controller/Administrator to approve initial submissions of grant application requests, without prior Board approval, however, all grant acceptance requests must be processed and approved by the Board of Commissioners prior to accepting any and all grants; and,

BE IT FURTHER RESOLVED, that to ensure compliance with all Board policy and procedures, that all contracts will be brought before the Board of Commissioners at a regularly scheduled meeting for authorization, and only the Board of Commissioners as the governing body can enter into a contract for the County, or any of its Departments; and,

BE IT FURTHER RESOLVED, that pursuant to the Uniform Budgeting Act, the Board of Commissioners designates the County Controller/Administrator as the Chief Administrative Officer and Budget Officer pursuant to

MCLA 141.421 et. Seq., with the authority to administer such duties in connection with said budget, and as may be from time to time, delegated to the Office of Controller by this Board; and,

BE IT FURTHER RESOLVED, that the County Treasurer and/or County Controller/Administrator are authorized to borrow between funds within the common (general) bank account of the County within the guidelines as established by the Board of Commissioners.

Scott McMahan
District #1

Gary Howell, Chairman
District #2

Kevin Knisely
District #3

Brad Haggadone, Vice Chairman
District #4

Ian Kempf
District #5

Greg Wise
District #6

Bryan Zender
District #7

I hereby certify that the foregoing Resolution was unanimously adopted by a vote at the meeting of the Board of Commissioners of the County of Lapeer, State of Michigan, on this 27th day of August, 2026.

Theresa M. Spencer, County Clerk
Clerk of the Board

REQUEST FOR ACTION

DATE: **August 7, 2026**

___XX___ REQUEST FOR ACTION

_____ FOR YOUR INFORMATION

_____ REQUEST FOR INFORMATION

TO: Lapeer County Board of Commissioners

FROM: Finance Department & HDC
Kristy Sutherland, CDBG Grant Administrator
Tygar Hirt, Accounting Manager

****

SUMMARY OF REQUEST / INFORMATION: The Human Development Commission informed us that Lapeer County had CDBG (Community Development Block Grant) program income available in the amount of $67,696.00 for low to moderate income households within the County. These funds are earmarked for Emergency Homeowner Rehabilitation repair projects such as a leaking roof, lack of running hot water, lack of running water, deteriorated drain field, structural damage creating emergency safety situation, or handicap accessibility. The projects have been completed and the funds will be reimbursed.

In order to proceed, the Board must conduct a Public Hearing, which has been scheduled for August 27, 2026 and HDC has published the notice for the public hearing. Following the required public hearing, the Board will need to approve the use of CDBG grant funds in the amount of $67,696.00 and authorize the Chairman to sign the required certification documents.

ADDITIONAL INFORMATION: All grant income over $35,000 requires the County Board to conduct a public hearing. HDC is contracted to oversee our housing program with these grant funds. Lapeer County receives these monies and the Human Development Commission provides housing services to residents of our County that qualify.

CONTACT PERSON(S): Kristy Sutherland, HDC / Tygar Hirt, Finance

SUPPORTING DOCUMENTS: Certification Documents

DRAFT MOTION:
Motion by _____, supported by _____, to approve the acceptance of Michigan Community Development Block Grant Funding for reimbursement of Lapeer County Emergency Homeowner Rehabilitation projects in the amount of $67,696.00, that were completed for various emergency housing program needs such as repairing leaking roofs, lack of running water or hot water, deteriorated drain fields, structural damage creating safety situations, handicap accessibility, or other allowable program needs; and further, to authorize the Board Chairman and County Administrator to sign the program certification documents as attached.

ATTACHMENTS YES___x_ NO_____

AUTHORIZED SIGNATURE DESIGNATION FORM

As the highest elected official of **Lapeer County** designate the following individual(s) as Authorized Signer(s) for Grant # **Program Income PY25** to sign the associated Grant Agreement, submit FSR payment requests and Grant Amendments, if applicable, for the aforementioned grant.

AUTHORIZED SIGNER(S)

Date: _____

_____
Moses Sanzo, Controller/Administrator

Date: _____

_____

APPROVED BY HIGHEST ELECTED OFFICIAL

Date: _____

_____
Gary Howell, Chairman

CERTIFYING OFFICER DESIGNATION
(for Local Units of Government)

The Certifying Officer, responsible for compliance with all environmental review requirements, is usually the chief elected official for the responsible entity/jurisdiction in which the project is located, or his/her designee. The designee should be an official with the legal authority to unilaterally sign a contract which obligates the grantee. The original of this executed form must be included in the Environmental Review Record.

DESIGNATION

Moses Sanzo , Controller/Administrator , of **Lapeer County** is the Certifying Officer as defined in 24 CFR Sec. 58.13 for the Environmental Review requirements of CDBG funds, Program Year: 2025

Date: Designated by: _____
Gary Howell, Chairman

ACKNOWLEDGEMENT

I, **Moses Sanzo** , **Controller/Administrator** , accept the responsibilities of the Certifying Officer for **Lapeer County** , as defined in 24 CFR 58.13. I consent to assume the status of "responsible Federal official" as that term is used in section 102 of the National Environmental Policy Act of 1969 and understand that I am responsible for all the requirements of section 102 of NEPA and the related provisions in 40 CFR parts 1500 through 1508, and 24 CFR part 58, including the related Federal authorities listed in Sec. 58.5 insofar as the provisions of these laws apply to the HUD responsibilities for environmental review, decision-making and action that have been assumed by the responsible entity.

On behalf of the recipient, I personally accept the jurisdiction of the Federal courts for enforcement of all these responsibilities, in my capacity as certifying officer of the responsible entity.

Date: Certifying Officer Signature: _____
Moses Sanzo
Controller/Administrator

DATE: **August 17, 2026**

__XX__ REQUEST FOR ACTION

_____ FOR YOUR INFORMATION

_____ REQUEST FOR INFORMATION

TO: BOARD OF COMMISSIONERS

FROM: Doreen Clark, Administration Office Manager

SUMMARY OF REQUEST / INFORMATION: Request authorization to pay the GC-6 Mileage Reimbursement for Commissioner Gary Howell for the period of March 18, 2026 through July 15, 2026.

BACKGROUND INFORMATION: Current policy requires that all expenses be submitted within 30-days following the end of the month that they were incurred. Any submissions beyond that must be approved by the Board of Commissioners.

ADDITIONAL INFORMATION:

CONTACT PERSON(S): Doreen Clark

SUPPORTING DOCUMENTS: GC-6 County Expense Reimbursement Form

DRAFT MOTION:

Motion by _____, supported by _____, pursuant to County policy, to authorize payment of the GC-6 County Expense Reimbursement Form submitted by Commissioner Gary Howell for mileage reimbursement from March 18, 2026 through July 15, 2026, in the amount of $259.51, to be paid from line item #101-101-860.050.

ATTACHMENTS YES___X____ NO_____

FORM GC-6

COUNTY EXPENSES REIMBURSMENT REQUEST FORM

Board of Commissioners
COUNTY DEPARTMENT

7-21-26
DATE SUBMITTED

Gary Howell
NAME OF EMPLOYEE

FROM: 3-18-26 TO: 7-15-26
PERIOD COVERED

Commissioner
TITLE OR POSITION

DAY OF MONTH	DESCRIPTION	Location	PRIVATE AUTOMOBILE		COUNTY AUTOMOBILE		LODGING	MEALS	OTHER	DAILY TOTALS	
			MILES	AMOUNT	GAS	OTHER					
3-18	Economic Club	CC	32	$ -						$ -	
5-2	Mtg w/ Clifford Council	Lapeer	32	$ -						$ -	
				$ -						$ -	
				$ -						$ -	
				$ -						$ -	
5-29	VFW event	VFW	17	$ -						$ -	
6-5	Mtg w/ local officials	VFW	17	$ -						$ -	
6-10	Veterans Services Com.	Lapeer	24	$ -						$ -	
6-10	Deerfield Twp Board	Deerfield	10	$ -						$ -	
6-17	Recycling Meeting	Cass	56	$ -						$ -	
6-20	Veterans Recognition Event	Lapeer	24	$ -						$ -	
6-25	VFW event	VFW	17	$ -						$ -	
7-2	Meet w/ local officials	Mayfield	19	$ -						$ -	
7-8	Veterans Services Com.	Lapeer	24	$ -						$ -	
				$ -						$ -	
7-11	American Legion-vets	Lapeer	24	$ -						$ -	
7-15	Recycling Meeting	Cass	56	$ -						$ -	
				$ -						$ -	
				$ -						$ -	
	229 miles @ 72.5¢			$ -						$ 166	03
	123 miles @ 76¢			$ -						$ 93	48
				$ -						$ -	
				$ -						$ -	
				$ -						$ -	
				$ -						$ -	
				$ -						$ -	
	SUMMARY TOTAL		352	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
									TOTAL AMOUNT OF VOUCHER	$ 259	51

dsc

I hereby certify that all items of expenses included in the statement were incurred in the discharge of authorized official Lapeer County business: that amounts are correct; and that they represent proper charges against the county.

NATURE OF OFFICAL BUSINESS: Meetings + Events

SIGNED BY: X Gary Howell

APPROVED BY: _____
Department Head or authorized representative

	YES	NO
All receipts are attached:		
Extensions checked:		
Additions checked:		
Mileage checked:		
Expenses verified:		

(Rev. 3/06)

DATE: August 24, 2026

XX REQUEST FOR ACTION

_____ FOR YOUR INFORMATION

_____ REQUEST FOR INFORMATION

TO: **Board of Commissioners**

FROM: **Moses Sanzo, County Administrator**

****

SUMMARY OF REQUEST / INFORMATION: Request to accept the Purchase Agreement between the County and Michael Nolan to sell the County owned property known as 279 N. Court Street, Lapeer, MI 48446, as prepared by Brandon Rowley, Realty Executives, for the cash price of $150,000.00 without standard exceptions.

ADDITIONAL INFORMATION: All storage files were removed from the building last year and put up for sale. The Board authorized the County Administrator to accept the best offer on the property on November 20, 2025 (Motion #345-2025). The property required a survey, the purchase agreement has been reviewed by corporation counsel and revisions were needed to the Addendum, and now the property is ready to be sold.

CONTACT PERSON(S): Moses Sanzo, County Administrator

BACKGROUND INFORMATION:

SUPPORTING DOCUMENTS: Purchase Agreement

DRAFT MOTION:

Motion by _____, supported by _____, to accept the attached Purchase Agreement between the County (seller) and Michael Nolan (purchaser) for the sale of the County owned property known as 279 N. Court Street, Lapeer, MI 48446, as prepared by Brandon Rowley, Realty Executives, for the cash price of $150,000.00 without standard exceptions; and further to authorize the Chairman and County Administrator to sign said agreement.

Roll Call Vote:

ATTACHMENTS YES **XXX** NO_____

AUDIT MOTION

I MOVE THE FOLLOWING EXPENDIUTRES DISBRUBSEMENTS FOR CHECKS DATED 07/24/2026 BE APPROVED BASED ON THE SIGNATURE OF THE RESPECTIVE DEPARTMENT HEAD/ELECTED OFFICIAL

FUND		PAYROLL	ACCOUNTS PAY	TOTAL DISB
GENERAL FUND	101	203,300.82	119,548.70	322,849.52
PROSECUTING ATTORNEY	205	53,937.14	36,562.27	90,499.41
SHERIFF'S DEPARTMENT	207	242,436.83	92,142.58	334,579.41
PARKS/RECREATION FUND	208	12,539.24	5,656.49	18,195.73
FRIEND OF THE COURT	215	48,283.21	3,448.46	51,731.67
HEALTH DEPARTMENT/DISTRIC	221	75,583.10	3,829.67	79,412.77
SENIOR ACTIVITIES	223	33,346.87	5,057.45	38,404.32
ANIMAL CONTROL	225	9,654.50	3,079.06	12,733.56
SPECIALTY COURTS	232	2,275.60		2,275.60
REMONUMENTATION GRANT	245	296.74		296.74
REGISTER OF DEEDS AUTOM	256		257.82	257.82
DISASTER CONTINGENCY FUND	258	3,827.79		3,827.79
INDIGENT DEFENSE FUND	260		51,395.06	51,395.06
911 SERVICE FUND	261	65,824.54	29,476.62	95,301.16
CONCEALED PISTOL LICENSIN	263	2,068.93	2,014.05	4,082.98
COMMUNITY CORRECTIONS	272	5,457.76	11,964.55	17,422.31
POLICE SERVICE CONTRACTS	277	60,553.46		60,553.46
AMERICAN RESCUE PLAN	281		17,575.00	17,575.00
OPIOID SETTLEMENT FUND	284		1,552.72	1,552.72
SOIL & SEDIMENTATION	296	2,798.23		2,798.23
LAPEER FAMILY CONTINUATIO	298	1,008.90	275.00	1,283.90
HISTORIC COURTHOUSE	470		442.24	442.24
9-1-1 CONSTRUCTION FUND	482		250.00	250.00
BUILDING AND GROUNDS	631		12,506.00	12,506.00
Polly Ann	214		2,641.85	2,641.85
TNU	265		3,184.04	3,184.04
*** TOTAL OF ***		823,193.66	402,859.63	1,226,053.29

AND THAT THE FOLLOWING EXPENDITURE DISBURSEMENTS BE ALLOWED ON THE SIGNATURE OF THE RESPECTIVE DEPARTMENT HEAD/ELECTED OFFICE AND/OR THEIR AUDIT COMMITTEE IF APPLICABLE

COMMUNITY MENTAL HEALTH FUND	222	465,228.63	1,422,017.14	1,887,245.77
CHILD CARE FUND	292	19,250.36	4,549.54	23,799.90
VETERANS RELIEF FUND	293	11,810.97	3,900.09	15,711.06
DELINQUENT TAX REVOLVING	516	1,838.55	17,754.18	19,592.73
FORECLOSURE	532	4,713.12	40,936.42	45,649.54
DRAIN MAINTENANCE FUND	639		39,080.94	39,080.94
HEALTH INS. FUND	678	24,794.86	426,786.42	451,581.28
DRAIN FUND	801		18,330.49	18,330.49
*** TOTAL OF ***		527,636.49	1,973,355.22	2,500,991.71

AND THAT THE FOLLOWING EXPENDITURE DISBURSEMENTS BE ALLOWED ON THE SIGNATURE OF THE RESPECTIVE DEPARTMENT HEAD/ELECTED OFFICIAL AND/OR STATE STATUTE IF APPLICABLE

GENERAL CUSTODIAL FUND	701		25,467.88	25,467.88
COMMON BANKING - TRUST AN	702	41,923.15		41,923.15
LIBRARY PENAL FINE FUND	721		33,459.07	33,459.07
*** TOTAL OF ***		41,923.15	58,926.95	100,850.10
***** GRAND TOTAL OF DISBURSEMENTS *****		1,392,753.30	2,435,141.80	3,827,895.10

THE COUNTY CONTROLLER/ADMINISTRATORS OFFICE HAS COMPILED THIS AUDIT MOTION FROM INFORMATION CONTAINED IN THE CHECK SELECTION LIST SUMMARY BY FUND AND THE PAYROLL REGISTER. TO THE BEST OF OUR KNOWLEDGE, THE INFORMATION IS CORRECT, ACCURATE AND COMPLIES WITH BOARD RESOLUTIONS AND APPLICABLE POLICIES.

Signed:

Moses Sanzo, Administrator/Controller

AUDIT MOTION

I MOVE THE FOLLOWING EXPENDIUTRES DISBRUBSEMENTS FOR CHECKS DATED 08/07/2026 BE APPROVED BASED ON THE SIGNATURE OF THE RESPECTIVE DEPARTMENT HEAD/ELECTED OFFICIAL

FUND		PAYROLL	ACCOUNTS PAY	TOTAL DISB
GENERAL FUND	101	208,898.03	40,622.23	249,520.26
RENTAL PROPERTY	149		49.40	49.40
PROSECUTING ATTORNEY	205	54,351.09	1,137.30	55,488.39
SHERIFF'S DEPARTMENT	207	234,156.36	59,101.36	293,257.72
PARKS/RECREATION FUND	208	14,553.09	2,618.40	17,171.49
POLLY ANN TRAIL	214		1,746.88	1,746.88
FRIEND OF THE COURT	215	49,077.20	946.73	50,023.93
HEALTH DEPARTMENT/DISTRIC	221	78,325.57	2,742.76	81,068.33
SENIOR ACTIVITIES	223	31,204.41	15,715.94	46,920.35
ANIMAL CONTROL	225	9,572.11	1,813.74	11,385.85
SPECIALTY COURTS	232	2,275.61		2,275.61
REMONUMENTATION GRANT	245	296.74		296.74
REGISTER OF DEEDS AUTOM	256		206.48	206.48
DISASTER CONTINGENCY FUND	258	3,827.79		3,827.79
INDIGENT DEFENSE FUND	260		43,248.06	43,248.06
911 SERVICE FUND	261	53,107.12	76,784.07	129,891.19
FORFEITURE	262		105.60	105.60
CONCEALED PISTOL LICENSIN	263	2,068.94		2,068.94
T.N.U.	265		5,946.86	5,946.86
Library Fund	269		465.00	465.00
COMMUNITY CORRECTIONS	272	5,457.76	11,880.00	17,337.76
COMMUNITY DEVELOPMENT	274		72,059.82	72,059.82
POLICE SERVICE CONTRACTS	277	53,367.37		53,367.37
AMERICAN RESCUE PLAN	281		114,675.00	114,675.00
OPIOID SETTLEMENT FUND	284		5,986.19	5,986.19
SOIL & SEDIMENTATION	296	3,490.72		3,490.72
LAPEER FAMILY CONTINUATIO	298	1,008.89		1,008.89
HISTORIC COURTHOUSE	468		200.00	200.00
BUILDING AND GROUNDS	631		23,156.80	23,156.80
*** TOTAL OF ***		805,038.80	481,208.62	1,286,247.42

AND THAT THE FOLLOWING EXPENDITURE DISBURSEMENTS BE ALLOWED ON THE SIGNATURE OF THE RESPECTIVE DEPARTMENT HEAD/ELECTED OFFICE AND/OR THEIR AUDIT COMMITTEE IF APPLICABLE

COMMUNITY MENTAL HEALTH FUND	222	474,805.31	419,937.11	894,742.42
CHILD CARE FUND	292	21,398.79	313.81	21,712.60
VETERANS RELIEF FUND	293	11,932.94	489.00	12,421.94
DRYDEN DRAIN CONSTRUCTION	486		25,187.23	25,187.23
DELINQUENT TAX REVOLVING	516	1,838.55	45,762.45	47,601.00
FORECLOSURE	532	4,713.14	-519.43	4,193.71
DRAIN MAINTENANCE FUND	639		35,030.00	35,030.00
WORKERS COMP FUND	677		5,619.00	5,619.00
HEALTH INS FUND	678	24,866.30	53,222.63	78,088.93
DRAIN FUND	801		133,938.73	133,938.73
*** TOTAL OF ***		539,555.03	718,980.53	1,258,535.56

AND THAT THE FOLLOWING EXPENDITURE DISBURSEMENTS BE ALLOWED ON THE SIGNATURE OF THE RESPECTIVE DEPARTMENT HEAD/ELECTED OFFICIAL AND/OR STATE STATUTE IF APPLICABLE

GENERAL CUSTODIAL FUND	701		470,614.79	470,614.79
COMMON BANKING - TRUST AN	702	36,175.93		36,175.93
CURRENT TAX COLLECTION FU	703		1,451,551.40	1,451,551.40
*** TOTAL OF ***		36,175.93	1,922,166.19	1,958,342.12
***** GRAND TOTAL OF DISBURSEMENTS *****		1,380,769.76	3,122,355.34	4,503,125.10

THE COUNTY CONTROLLER/ADMINISTRATORS OFFICE HAS COMPILED THIS AUDIT MOTION FROM INFORMATION CONTAINED IN THE CHECK SELECTION LIST SUMMARY BY FUND AND THE PAYROLL REGISTER TO THE BEST OF OUR KNOWLEDGE, THE INFORMATION IS CORRECT, ACCURATE AND COMPLIES WITH BOARD RESOLUTIONS AND APPLICABLE POLICIES.

Signed:

Moses Sanzo, Adminstrator/Controller

FOR CHECKS DATED 08/12/2026

AUDIT MOTION

I MOVE THE FOLLOWING EXPENDIUTRES DISBRUBSEMENTS FOR CHECKS DATED 01/00/1900 BE APPROVED BASED ON THE SIGNATURE OF THE RESPECTIVE DEPARTMENT HEAD/ELECTED OFFICIAL

FUND		PAYROLL	ACCOUNTS PAY	TOTAL DISB
GENERAL FUND	101		744.40	744.40
* * * TOTAL OF * * *		0.00	744.40	744.40

AND THAT THE FOLLOWING EXPENDITURE DISBURSEMENTS BE ALLOWED ON THE SIGNATURE OF THE RESPECTIVE DEPARTMENT HEAD/ELECTED OFFICE AND/OR THEIR AUDIT COMMITTEE IF APPLICABLE

* * * TOTAL OF * * *	0.00	0.00	0.00

AND THAT THE FOLLOWING EXPENDITURE DISBURSEMENTS BE ALLOWED ON THE SIGNATURE OF THE RESPECTIVE DEPARTMENT HEAD/ELECTED OFFICIAL AND/OR STATE STATUTE IF APPLICABLE

* * * TOTAL OF * * *	0.00	0.00	0.00
***** GRAND TOTAL OF DISBURSEMENTS *****	0.00	744.40	744.40

THE COUNTY CONTROLLER/ADMINISTRATORS OFFICE HAS COMPILED THIS AUDIT MOTION FROM INFORMATION CONTAINED IN THE CHECK SELECTION LIST SUMMARY BY FUND AND THE PAYROLL REGISTER. TO THE BEST OF OUR KNOWLEDGE, THE INFORMATION IS CORRECT, ACCURATE AND COMPLIES WITH BOARD RESOLUTIONS AND APPLICABLE POLICIES.

Signed:

Moses Sanzo, Adminstrator/Controller

AUDIT MOTION

I MOVE THE FOLLOWING EXPENDIUTRES DISBRUBSEMENTS FOR CHECKS DATED 08/21/2026 BE APPROVED BASED ON THE SIGNATURE OF THE RESPECTIVE DEPARTMENT HEAD/ELECTED OFFICIAL

FUND		PAYROLL	ACCOUNTS PAY	TOTAL DISB
GENERAL FUND	101	211,784.63	115,738.19	327,522.82
RENTAL PROPERTY	149			0.00
PROSECUTING ATTORNEY	205	52,949.97	3,549.13	56,499.10
SHERIFF'S DEPARTMENT	207	225,977.23	103,212.15	329,189.38
PARKS/RECREATION FUND	208	13,594.47	862.84	14,457.31
FRIEND OF THE COURT	215	48,722.61	2,245.72	50,968.33
HEALTH DEPARTMENT/DISTRIC	221	80,886.54	20,178.57	101,065.11
SENIOR ACTIVITIES	223	29,627.78	24,592.69	54,220.47
ANIMAL CONTROL	235	9,460.12	4,102.14	13,562.26
RUBBISH COLLECTION	226			0.00
SPECIALTY COURTS	232	2,275.60	5,797.64	8,073.24
REMONUMENTATION GRANT	245	296.73	4,620.00	4,916.73
REGISTER OF DEEDS AUTOM	256		3,091.35	3,091.35
DISASTER CONTINGENCY FUND	258	3,827.78	79.88	3,907.66
INDIGENT DEFENSE FUND	260		44,142.75	44,142.75
911 SERVICE FUND	261	55,792.00	12,183.83	67,975.83
CONCEALED PISTOL LICENSIN	263	2,072.94	146.20	2,219.14
Library Fund	269			0.00
SENIOR MILLAGE FUND	276			0.00
COMMUNITY CORRECTIONS	272	5,457.76	7,008.07	12,465.83
POLICE SERVICE CONTRACTS	277	54,813.86		54,813.86
AMERICAN RESCUE PLAN	281		129,587.10	129,587.10
OPIOID SETTLEMENT FUND	284		16,613.60	16,613.60
SOIL & SEDIMENTATION	296	2,594.81		2,594.81
LAPEER FAMILY CONTINUATIO	298	1,008.90		1,008.90
HISTORIC COURTHOUSE	468		342.24	342.24
9-1-1 CONSTRUCTION FUND	482		1,159.00	1,159.00
BUILDING AND GROUNDS	631		6,942.99	6,942.99
*** TOTAL OF ***		801,143.73	506,196.08	1,307,339.81

AND THAT THE FOLLOWING EXPENDITURE DISBURSEMENTS BE ALLOWED ON THE SIGNATURE OF THE RESPECTIVE DEPARTMENT HEAD/ELECTED OFFICE AND/OR THEIR AUDIT COMMITTEE IF APPLICABLE

COMMUNITY MENTAL HEALTH FUND	222	466,935.06	1,560,449.25	2,027,384.31
CHILD CARE FUND	292	24,189.87	9,959.66	34,149.53
VETERANS RELIEF FUND	293	11,810.96	4,131.99	15,942.95
DELINQUENT TAX REVOLVING	516	1,838.55	36,904.76	38,743.31
FORECLOSURE	532	4,638.60	2,629.43	7,268.03
REVOLVING DRAIN	601			0.00
DRAIN MAINTENANCE FUND	639		62,434.97	62,434.97
UNEMPLOYMENT INSURANCE FU	676			0.00
WORKERS COMP FUND	677		3,586.34	3,586.34
HEALTH INS. FUND	678	24,741.43	418,180.08	442,921.51
DRAIN FUND	801		9,230.39	9,230.39
DRYDEN WATER SUPPLY	888			0.00
*** TOTAL OF ***		534,154.47	2,107,506.87	2,641,661.34

AND THAT THE FOLLOWING EXPENDITURE DISBURSEMENTS BE ALLOWED ON THE SIGNATURE OF THE RESPECTIVE DEPARTMENT HEAD/ELECTED OFFICIAL AND/OR STATE STATUTE IF APPLICABLE

GENERAL CUSTODIAL FUND	701		37,463.40	37,463.40
COMMON BANKING - TRUST AN	702	40,485.70		40,485.70
CURRENT TAX COLLECTION FU	703		2,038.80	2,038.80
DISTRICT MUNICIPAL COURT	710		53,748.06	53,748.06
CURRENT TAX COLLECTION FU	703			0.00
DISTRICT MUNICIPAL COURT	710			0.00
LIBRARY PENAL FINE FUND	721		18,392.38	18,392.38
*** TOTAL OF ***		40,485.70	111,642.64	152,128.34
***** GRAND TOTAL OF DISBURSEMENTS *****		1,375,783.90	2,725,345.59	4,101,129.49

THE COUNTY CONTROLLER/ADMINISTRATORS OFFICE HAS COMPILED THIS AUDIT MOTION FROM INFORMATION CONTAINED IN THE CHECK SELECTION LIST SUMMARY BY FUND AND THE PAYROLL REGISTER. TO THE BEST OF OUR KNOWLEDGE, THE INFORMATION IS CORRECT, ACCURATE AND COMPLIES WITH BOARD RESOLUTIONS AND APPLICABLE POLICIES.

Signed:

Moses Sanzo, Adminstrator/Controller

ROAD COMMISSION AUDIT MOTION

For checks dated: 7/23/2026

I move that the following expenditure disbursements
be approved based on the signature of the below listed representatives
of the Road Commission.

Account Number	Description	Amount
201-449-703.000	Salary	$ 1,291.35
201-449-703.001	Taxable Per Diems	$ -
201-449-714.000	Medicare	$ 18.83
201-449-715.000	FICA	$ 80.53
201-449-716.000	Medical, Dental, Vision Insurance	$ 200.00
201-449-717.000	Life Insurance	$ -
201-449-718.000	Retirement	$ 137.10
201-449-860.050	Mileage	
201-449-957.00	Memberships	$ -
Total:		$ 1,727.81

The County Road Commission Office has compiled this audit motion from unformation contained in the records of the Road Commission. To the best of our knowledge the information is correct, accurate and complies with Board resolutions and applicable policies.

Destain Gingell, Managing Director

John Howell, Chairman

Lapeer County Road Commission

Moved by Mr. Jostock, Second by Mr. Novak to approve Accounts Payable & Payroll August 5, 2026 in an amount of $.

$ 1,164,330.35

$ 1,164,330.35

Ayes: Howell, Jostock and Novak

I, Destain Gingell, Managing Director/County Highway Engineer of the County of Lapeer, Michigan hereby certify that the foregoing is a true and complete copy of an excerpt from the minutes of a meeting of said Board held on August 5, 2026 as appears on records in the Office of the Board.

IN TESTIMONY WHEREOF, I have hereunto set my hand at Lapeer this 5th day of August, 2026.

Destain Gingell
Managing Director/County Highway Engineer

DRAFT MOTION FOR CLOSED SESSION
AUGUST 27, 2026

Motion by _____, supported by _____, to go into Closed Session for the purpose of a periodic personnel evaluation of the County Administrator/Controller, pursuant to Michigan Open Meetings Act, Section 15.268, subsection 8, 1(a), and as requested by the employee.

Roll Call Vote: