



MICHIGAN'S OLDEST COURTHOUSE

Lapeer County Board Of Commissioners

255 Clay Street, Suite 301
Lapeer, Michigan 48446

Phone 810 area
code

667-0366

667-0369 FAX

www.lapeercountyweb.org

COMMITTEE OF THE WHOLE

****COMMISSION CHAMBERS****

FEBRUARY 17, 2022

9:00 A.M.

A-G-E-N-D-A

******Attendance Roll Call; Opening Prayer; and Pledge of Allegiance*****

- 1) CONSIDERATION OF THE DRAFT **MINUTES** FROM THE **JANUARY 20, 2022**
COMMITTEE OF THE WHOLE MEETING
and
REVIEW OF **OVERNIGHT TRAVEL REQUESTS, GRANT APPLICATIONS AND**
BUDGET AMENDMENTS (*distributed and reviewed throughout the meeting*)
and
DEPARTMENT HEAD UPDATES – (As needed, No Action Required)
- 2) **PUBLIC TIME** – Citizens Comments, etc.
- 3) **HEALTH DEPARTMENT-**
 - A. Request to Approve the Price Changes from Canteen Services for the Seniors Program
 - B. Request to Approve the Senior Millage Ballot Language
- 4) **ADMINISTRATION-**
 - A. Request to Approve the Renewal with Assessment Administration Services
 - B. Request Authorization to pay the January 2022 Howard Shifman Invoice for Attorney Services
- 5) **BUDGET AMENDMENTS AND/OR APPROPRIATION TRANSFERS**
 - A. VETERAN'S AFFAIRS- Request Approval for Budget Amendment
 - B. COMMUNITY MENTAL HEALTH- Request Approval for First Appropriation Transfer for FY 2022

6) SECURE OUR ELECTION PETITION DISSCUSSION

7) PUBLIC TIME- Citizens Comments, etc.

8) CLOSED SESSION (only if needed)

ADJOURN -

Upcoming Meetings/Public Hearings/Events:

NEXT FULL BOARD MEETING - 02/24/22

NEXT C.O.W MEETING - 03/03/22

FOLLOWING FULL BOARD - 03/10/2022

Tentative Personnel Meeting - 3/03/2022

Tentative Properties Meeting- 3/03/2022

**COMMITTEE OF THE WHOLE
January 20, 2022
9:00 a.m.**

Vice-Chairman Henning called the meeting to order at 9:12 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: Commissioners Brenden Miller, Rick Warren, Bryan Zender, Dyle Henning

Others: Quentin Bishop, County Controller/Administrator, Emma Brandt, Assistant Financial Officer, Lynette Stanford, Secretary/Deputy County Clerk

Absent: Commissioners Linda Jarvis, Lenny Schneider, Gary Roy

Motion by Warren, supported by Zender, to approve the minutes from the January 6, 2022 Committee of the Whole Meeting. Motion carried.

Motion by Warren, supported by Zender, to approve the agenda with the addition of appointments to Valley Area Agency on Aging (VAAA) and Senior Programs Advisory Board, to refer item 3 to the Properties Committee, the Emergency Medical Services Authority Board (EMS) Agreement Extension, and the deletion of a closed session. Motion carried.

Elected Official/Department Head Updates

Sheriff McKenna gave a brief update regarding recent Department statistics.

Lauren Emmons, C.E.O., Community Mental Health thanked the Sheriff and his Department for their recent support.

Eric Pearson, Managing Director of the Road Commission spoke regarding the Annual Township Meeting, where they will be giving an update for upcoming projects. He also let the Commissioners know that he plans to retire in May.

Public Time – No comments were received.

Motion by Warren, supported by Zender, to refer the 2022 Extension Agreement for Emergency Medical Services Authority Board (EMS) Ambulance Services; to the January 27, 2022 Regular Board Meeting. Motion carried.

Motion by Warren, supported by Zender, to recommend to the Full Board, to adopt the following Resolution for the Lapeer County Hazard Mitigation Plan Update, as approved by Federal Emergency Management Agency (FEMA) on January 7, 2022:

**A Resolution
for the Adoption of the Lapeer County Hazard Mitigation Plan Update**

WHEREAS, Lapeer County, Michigan is vulnerable to a wide range of natural, technological, and human-related hazards, and has experienced repetitive disasters that have caused loss of life, damaged commercial, residential, and public properties, displaced citizens and businesses, closed streets and presented general public health and safety concerns; and

WHEREAS, Lapeer County has prepared a *Lapeer County Hazard Mitigation Plan Update* that provides an understanding of those threats, identifies the hazards affecting the area, discusses the County's vulnerability to the identified hazards, and outlines the community's options and strategies to reduce overall damage and impact from natural and technological hazards; and

WHEREAS, the *Lapeer County Hazard Mitigation Plan Update* represents the interests and needs of the County of Lapeer;

NOW, THEREFORE, BE IT RESOLVED: that the Board of Commissioners of Lapeer County, Michigan, hereby adopts the *Lapeer County Hazard Mitigation Plan Update* as an official plan of the County of Lapeer;

Roll Call vote: Warren, aye; Schneider, absent; Zender, aye; Henning, aye; Jarvis, absent; Miller, aye; Roy, absent. 4 ayes, 3 absent. Motion carried.

Motion by Warren, supported by Zender, to recommend to the Full Board, 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 2022, to be paid from line item 276-102-957.000; and further, that this payment be processed during the month of February. Motion carried.

Motion by Warren, supported by Zender, to recommend to the Full Board, to authorize payment to Attorney Howard L. Shifman P.C., in the amount of \$4,519.50, for labor related legal services rendered through December 31, 2021, to be paid from line item 101-210-801.020. Motion carried.

Valley Area Agency on Aging (VAAA)

Motion by Commissioner Warren, supported by Zender, to appoint Edwin Shaffer to serve on the Valley Area Agency on Aging (VAAA) Board of Directors, for a two-year term ending December 31, 2023.

Commission Warren made note that Alan Pierce is willing to serve as the representative for District #5 on the Senior Programs Advisory Board.

Valley Area Agency on Aging (VAAA)

Motion by Commissioner Warren, supported by Miller, to re-appoint Glenn Clemence to serve on the Valley Area Agency on Aging (VAAA) Advisory Council for a two-year term ending December 31, 2023. Motion carried.

Public Time – 4 people spoke during public time.

The Commissioners gave brief reports on upcoming meetings and events.

The meeting adjourned 10:04 a.m.

Dyle Henning, Vice-Chairman
Committee of the Whole

REQUEST FOR ACTION

3A

DATE: 10 January 2022

X REQUEST FOR ACTION
 FOR YOUR INFORMATION
 REQUEST FOR INFORMATION

TO: COW

FROM: Kathy Haskins, MPH, BSN

SUMMARY OF REQUEST / INFORMATION: Request approval of the price change with Canteen Services as it relates to Senior Program congregate and home delivered meals, letter dated 1/24/2022, with effective date of 2/14/22, and signature of the letter.

ADDITIONAL INFORMATION: Letter is attached. The last increase was signed in March 2014.

CONTACT PERSON(S): Kathy Haskins & Nancy Galant

BACKGROUND INFORMATION:

SUPPORTING DOCUMENTS: Letter with price increase.

DRAFT MOTION: I move approval of the Canteen Services price increase for the Senior Program meals, with signature by the letter, at no additional cost to the county general fund.

ATTACHMENTS YES X NO

RECEIVED
2-10-22



353 S. Michigan Ave. P. O. Box 160, Coldwater, MI 49036 ~ Phone (877) 922-6833 ~ Fax (517) 279-9650

January 24, 2022

Ms. Kathy Haskins
Lapeer County Department of Senior Activities
287 W. Nepessing St., Ste. 3
Lapeer, MI 48446

Dear Kathy,

We, at Canteen, truly appreciate the opportunity to continue providing our services to your Senior population; however, in order to deliver the level of meal quality and service you expect and deserve Canteen finds it necessary to increase our pricing to Lapeer County DOSA for our food services program.

Due to your request to provide higher quality food items; the continued increases in food, paper products, transportation, and staffing costs, we will implement a price change, effective February 14, 2022, as listed below:

Description	Quantity	Price
Congregate Meals	0 – 64	\$4.12
	65 +	\$3.98
Home Bound Hot/Lite	0 – 224	\$4.34
	225 +	\$4.08
Breakfast	Each	\$4.04
3 rd Cold Meal	Each	\$4.05
Emergency Meal	Each	\$4.04
Soup	Each	\$1.60
Boost	Each	\$1.60

Please sign in the box below, acknowledging this change, and return to the above address.

Thank you for trusting us to be your food service provider.

Sincerely,

Michael Stump

Michael Stump
V. P. of Commissary and Business Development

I acknowledge & accept the pricing listed above to be effective February 14, 2022.

Signature

Date

Printed Name

Title

3B

DATE: February 10, 2022

XX **REQUEST FOR ACTION**

_____ **FOR YOUR INFORMATION**

_____ **REQUEST FOR INFORMATION**

TO: **BOARD OF COMMISSIONERS**

FROM: **Health Department**

SUMMARY OF REQUEST / INFORMATION: Request to Approve the Senior Millage Ballot Language for the August 2, 2022 Primary Election

ADDITIONAL INFORMATION: Final Ballot Language Approved by the Board must be submitted to County Clerk prior to Tuesday May 10th

CONTACT PERSON(S): Ingrid Fink, Kathy Haskins, Nancy Galant

BACKGROUND INFORMATION: According to data from the Michigan Website the 60+ population is expected to continue growing until the peak in 2034. The bulk of the need for the millage is to cover the increase in food costs. The food costs have not increased since 2013; therefore, the new price from Canteen Services reflect an increase of 70% to the cost per meal. We have incorporated a 4% increase to cover any potential increases in the future to the cost per meal. The remaining of the budget costs includes the senior program staffing, fuel and vehicle costs, and the costs of running the various programs (building, phones, ect.).

SUPPORTING DOCUMENTS:

Contract for Canteen Services from 2013 and 2022 and
The Proposed Budget for the Seniors Program with Approval of the Millage

DRAFT MOTION:

Motion by _____, Supported by _____, to adopt and approve the Ballot Language for the Senior Citizens Program and Services; to be placed on the August 2, 2022 Primary Election Ballot, as follows:

**MILLAGE FOR
SENIOR CITIZEN SERVICES**

Shall the County of Lapeer levy on all taxable property in Lapeer County, for .4168 mills (\$0.4168 for each \$1,000 of taxable value) for a period of four (4) years from 2023 through 2026, inclusive, to provide support for the Lapeer County Senior Citizens Services, including, but not limited to, Home Delivered Meals, Congregate Meal Sites, Personal Care and Respite Care,

The estimated revenue to be collected in the first year that the millage is authorized and levied is \$1,376,270.69. In accordance with State law, a portion of the total millage revenues from the tax levy may be captured by the tax increment finance districts within Lapeer County.

The current millage expiring in 2022 for .2457 mills was previously authorized in 2018. The proposed millage includes an additional 0.1711 mills in order to maintain current level of service.

() YES

() NO

	20/21 Actuals	Budget 21/22	Budget 22/23	Budget 23/24	Budget 24/25	Budget 25/26
SALARY	559,705	570,889	696,127	710,050	724,251	738,736
FRINGES	181,709	185,343	256,564	261,695	266,929	272,268
SUPPLIES	12,491	13,839	13,839	13,839	13,839	13,839
FOOD	359,138	478,471	531,648	552,914	575,030	598,032
FUEL	13,316	15,750	16,380	17,035	17,376	17,723
TELEPHONE	6,307	6,400	6,400	6,400	6,400	6,400
MILEAGE	17,748	25,185	25,185	25,185	25,185	25,185
UTILITIES	24,935	27,000	27,540	28,091	28,653	29,226
MAINTENANCE	972	1,070	1,070	1,070	1,070	1,070
COST ALLOCATION	265,398	284,270	292,798	301,582	310,630	319,948
OTHER	41,091	64,905	64,905	64,905	64,905	64,905
BUILDING RENT	8,000	12,000	12,000	12,000	12,000	12,000
VEHICLE COST ALLOCATION	23,670	24,000	24,000	24,000	24,000	24,000
EMPLOYEE TRAINING		147	147	147	147	147
MACHINERY AND EQUIPMENT		370	370	370	370	370
HEALTH SERVICES	129	258	258	258	258	258
CONTRACTED SERVICES	6,406	25,000	25,000	25,000	25,000	25,000
PROGRAMS	780	975	975	975	975	975
ADVERTISEMENTS		500	500	500	500	500
INSURANCE	2,106	1,655	1,655	1,655	1,655	1,655
TOTAL EXPENSES	1,514,481	1,709,639	1,968,973	2,019,282	2,070,784	2,123,848
VAAA Revenue	612,000	629,007	644,732	660,850	677,372	694,306
Millage needed	902,481	1,080,632	1,324,241	1,358,432	1,393,412	1,429,542
		20%	23%	3%	3%	3%

Total Hours 17888 344/wk
 3 FT Program Aides (6240 hrs)
 5 Reg PT Program Aides (7280 hrs)
 3 Non Reg Program Aides (2480 hrs)

3% increase in salaries and fringes each year

70% increase 4% increase Oct 2023 -2025

Millage rate .4168



905 North Church Street, PO Box 305, Tekonsha MI, 49092 Ph 888-933-3103 Fax 517-767-3611

3/10/14 updated

November 8, 2013

Mr. John Biscoe
Lapeer County Administrator
255 Clay Street
Lapeer, MI 48446

Dear John,

We at Canteen would like to thank you and your staff for Lapeer County DOSA's continuing support of our food service program.

Due to the continued increases in raw food, dairy products and transportation Canteen finds it necessary to increase our cost to Lapeer County DOSA by 3% effective Sunday, November 17th, 2013.

Current Cost:	Congregate Meals	0-64	\$2.26	65+	\$2.16
	Home Bound Hot/Lite	0-224	\$2.47	225+	\$2.25

New price beginning November 17th, 2013:

Congregate Meals	0-64	\$2.33	65+	\$2.22
Home Bound Hot/Lite	0-224	\$2.54	225+	\$2.32

Thank you for allowing us to be your food service provider; we look forward to a strong future with Lapeer County. Please sign in the box below & return to the above address. If you have any questions or concerns please contact me at 616-745-2044 any time.

Sincerely,

A handwritten signature in black ink, appearing to read "Robin Sherman".

Robin Sherman
Regional Manager

Cc: file

I acknowledge & accept the pricing adjustment listed above to be effective November 17th, 2013.	
A handwritten signature in black ink, appearing to read "John Biscoe".	3/11/14
Signature	Date
John Biscoe Lapeer County Administrator	



Canteen Services

corrections

353 S. Michigan Ave. P. O. Box 160, Coldwater, MI 49036 ~ Phone (877) 922-6833 ~ Fax (517) 279-9650

January 24, 2022

Ms. Kathy Haskins
Lapeer County Department of Senior Activities
287 W. Nepessing St., Ste. 3
Lapeer, MI 48446

Dear Kathy,

We, at Canteen, truly appreciate the opportunity to continue providing our services to your Senior population; however, in order to deliver the level of meal quality and service you expect and deserve Canteen finds it necessary to increase our pricing to Lapeer County DOSA for our food services program.

Due to your request to provide higher quality food items; the continued increases in food, paper products, transportation, and staffing costs, we will implement a price change, effective February 14, 2022, as listed below:

<u>Description</u>	<u>Quantity</u>	<u>Price</u>
Congregate Meals	0 – 64	\$4.12
	65 +	\$3.98
Home Bound Hot/Lite	0 – 224	\$4.34
	225 +	\$4.08
Breakfast	Each	\$4.04
3 rd Cold Meal	Each	\$4.05
Emergency Meal	Each	\$4.04
Soup	Each	\$1.60
Boost	Each	\$1.60

Please sign in the box below, acknowledging this change, and return to the above address.

Thank you for trusting us to be your food service provider.

Sincerely,

Michael Stump

Michael Stump
V. P. of Commissary and Business Development

I acknowledge & accept the pricing listed above to be effective February 14, 2022.

Signature

Date

Printed Name

Title

4A

DATE: February 7, 2022

XX **REQUEST FOR ACTION**

____ **FOR YOUR INFORMATION**

____ **REQUEST FOR INFORMATION**

TO: Lapeer County Board of Commissioners

FROM: Quentin Bishop, County Controller/Administrator

SUMMARY OF REQUEST / INFORMATION: Request to renew the attached Contract for Equalization Services for the period of April 1, 2022 through March 31, 2027 with Assessment Administration Services, LLC.

ADDITIONAL INFORMATION:

CONTACT PERSON(S): Quentin Bishop, County Controller/Administrator

BACKGROUND INFORMATION:

SUPPORTING DOCUMENTS: Contract

DRAFT MOTIONS:

Motion by _____, supported by _____, to approve the renewal agreement with Assessment Administration Services, LLC, for equalization services for the period of April 1, 2022 through March 31, 2027, as attached; and further, to authorize the Chairman or Vice-Chairman to sign said agreement. .

ATTACHMENTS: YES X or NO _____

Assessment Administration Services, L.L.C.

February 3, 2022

Lapeer County
Quentin Bishop
County Controller/Administrator
255 Clay Street
Lapeer, MI 48446

RE: Renewal of Contract for Equalization Services

Mr Bishop:

Assessment Administration Services has been providing cost effective solutions for local municipalities since 2009. We are pleased to provide Lapeer County with a renewal proposal for Equalization Services. This proposal would be for a 5 year period with an option for either party to terminate the contract with 30 days written notice. Assessment Administration Services L.L.C. is proposing the following:

- Assessment Administration Services agrees to provide a Michigan Advanced Assessing Officer or higher also known as the "Director" and any necessary duties and supervision as is required by Michigan law to be performed by an Equalization Director. Such services shall include the supervision such that all requirements of state law are met by Lapeer County and that all reports required to be filed under state law are completed and filed. The Services will be by way of example: preparing and coordinating an annual apportionment report; representing the Lapeer County Board of Commissioners at the State Tax Tribunal regarding the procedure/data utilized to perform the equalization process; conducting or sub-contracting for the appraisal of real and personal property; compiling annual appraisal/sales studies; preparing the equalization reports for presentation to the Lapeer County Board of Commissioners and compiling statistical information concerning property valuations in Lapeer County. The Director shall determine the amount of time he or his representatives shall be present in the Lapeer County Equalization Office.
- Assessment Administration Services is an independent contractor and it is understood and agreed that they may subcontract for a portion of the services that they deem appropriate. Lapeer County agrees to maintain sufficient staff in its equalization department to permit the equalization process under the Director's direction to be performed at a serviceable level.
- Assessment Administration Services agrees to carry adequate and appropriate insurance to include comprehensive general liability and worker's compensation.
- The parties will annually review the performance being provided and will continually work to increase the efficiency and effective governance.

- Lapeer County shall compensate Assessment Administration Services at an annual rate of \$150,000 which shall commence on April 1, 2022 and end on March 31, 2027 with a 2.5% increase each year of the contract. The contract shall specify the amounts per year.

In addition, Assessment Administration Services, has 7 Certified Michigan Master Assessing Officer's on staff that will provide assistance and/or consultation as needed. If you have any questions, please do not hesitate to contact me.

Sincerely,



Lisa Griffin, MAAO, PPE
President
Assessment Administration Services, L.L.C.

INDEPENDENT CONTRACTOR AGREEMENT RENEWAL

This Independent Contractor Agreement Renewal ("Agreement") is made between The County of Lapeer ("The County") and Assessment Administration Services, L.L.C. ("Contractor"), as follows:

1. **Effective Date.** This Agreement shall be effective as of April 1, 2022 and end March 31, 2027.

2. **Term.** This Agreement shall remain in effect for a term of 5 years, then adherently revert to month to month basis (the "Term"), unless earlier terminated or extended as provided herein.

3. **Retention of Contractor.** The County hereby retains Contractor to perform independent contracting services to provide those equalization functions which may be performed by an independent contractor consistent with Michigan law (the "Services"). Contractor accepts such assignment, subject to the terms and conditions set forth in this Agreement. The Services shall include:

- Assessment Administration Services agrees to provide a Level III (Michigan Advanced Assessing Officer) or higher also known as the "Director" and shall provide any necessary duties and supervision as is required by Michigan law to be performed by an Equalization Director. Such services shall include the supervision such that all requirements of state law are met by Lapeer County and that all reports required to be filed under state law are completed and filed. The Services will be by way of example: preparing and coordinating annual procedures/data utilized to perform the equalization process; conducting or subcontracting for the appraisal of real and personal property; compiling annual appraisal/sales studies; preparing the equalization reports for presentation to the Lapeer County Board of Commissioners and compiling statistical information concerning property valuations in Lapeer County. The Director shall determine the amount of time he or his representatives shall be present in the Lapeer County Equalization Office.
- Assessment Administration Services is an independent contractor and it is understood and agreed that they may subcontract for a portion of the services that they deem appropriate. Lapeer County agrees to maintain current staffing levels in its equalization department to permit the equalization process under the Director's direction to be performed at a serviceable level.
- Assessment Administration Services agrees to carry adequate and appropriate insurance to include comprehensive general liability and worker's compensation.
- The parties will annually review the performance being provided and will continually work to increase the efficiency and effective governance.

4. Independent Contractor. Contractor's relationship with the County under this Agreement is that of independent contractor and not that of employee, partner, or joint venturer. Contractor shall be responsible for payment of its own federal, state, and local taxes. Contractor shall not participate in City's fringe benefit plans or programs.

5. Contractor's Compensation. In consideration of Contractor's activities under Paragraph 3 of this Agreement, the County shall pay Contractor as follows:

- (a) 1st Year: \$150,000 in quarterly installments beginning April 1, 2022 and ending March 31, 2023. Each installment being in the amount of \$37,500.
- (b) 2nd Year: \$153,750 in quarterly installments beginning April 1, 2023 and ending March 31, 2024. Each installment being in the amount of \$38,437.50.
- (c) 3rd Year: \$157,590 in quarterly installments beginning April 1, 2024 and ending March 31, 2025. Each installment being in the amount of \$39,397.50.
- (d) 4th Year: \$161,530 in quarterly installments beginning April 1, 2025 and ending March 31, 2026. Each installment being in the amount of \$40,382.50.
- (e) 5th Year: \$165,570 in quarterly installments beginning April 1, 2026 and ending March 31, 2027. Each installment being in the amount of \$41,392.50.
- (f) Notwithstanding any other provision of this Agreement, if this Agreement is terminated as provided herein prior to the end of the Term, Contractor shall only be entitled to pro-rated payment through the effective date of termination and shall have no right to payment thereafter.

6. Proprietary Information. Contractor acknowledges that through its activities under this Agreement, it may come into possession of confidential or proprietary information belonging to the County. Contractor agrees that it will not directly or indirectly disclose to any other person or entity, or make any use of, any of the County's confidential or proprietary information, whether such information was developed or obtained by Contractor or not, except as authorized by the County in connection with Contractor's activities under this Agreement and in furtherance of the County's best interests. Upon termination of this Agreement, Contractor shall return to the County all such confidential and proprietary information in its possession and control and shall not make or retain any copies or summaries.

7. Termination. This Agreement may be terminated as follows:

- (a) Either party may elect to terminate this Agreement for any reason upon thirty (30) days written notice to the other party.
- (b) The County may immediately terminate this Agreement, in its sole discretion in the event of Contractor's gross negligence or gross dereliction of duties; the conviction of a crime by one of Contractor's principals; or other circumstances that defeat the purpose of this Agreement.

8. Indemnity and Insurance. The Company shall be liable to the County, and hereby agrees to indemnify and hold the County harmless but only to the extent of its insurance coverage set forth below, against all claims covered by said insurance coverage arising out of the performance of the services rendered hereunder caused by any negligent conduct, intentional conduct, or act of the Company or any of its employees in the performance of this contract that are covered by the policies listed in subparagraphs "a" through "c" below.

The Company will always carry the following insurance coverage during this agreement:

- a. Comprehensive general liability insurance covering the Company and the County in the project with not less than the following limits of liability; bodily injury or death, \$1,000,000 each person and subject to the same limit for each person; \$1,000,000 for two or more persons in any occurrence; property damage, \$1,000,000 each occurrence; \$2,000,000 annual aggregate.
- b. Worker's Disability Compensation Insurance, securing compensation for the benefit of the employees of the Company, as required by Worker's Disability Compensation Act of State of Michigan.
- c. The Company shall also carry professional liability and errors and omissions insurance with not less than \$2,000,000 limit of liability for each claim and in the aggregate including claim expenses. However, the County understands that it cannot be listed an additional insured under this type of policy. Should the County or its officers, directors, employees, and elected officials ever be held financially liable for any error or omission of the Company and seek indemnification from Company as a result thereof, under no circumstance shall the Company's cumulative liability to the County or its officers, directors, employees and elected official exceed the coverage of the errors and omissions policy referenced herein.

9. Entire Agreement. This Agreement contains the entire understanding of the parties related to the subject matter hereof and supersedes all previous verbal and written agreements, representations, or warranties.

10. Counterparts. This Agreement may be executed in separate counterparts. A copy of this Agreement is effective as an original.

11. Miscellaneous Representations. Each party has consulted or has had the opportunity to consult with its own attorney prior to execution of this Agreement. Each party has read this Agreement in its entirety before signing and understands its terms. Each party signs as its free act. There shall be no presumption or construction of this Agreement in favor of any party based on draftsmanship.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date written above.

COUNTY OF LAPEER

ASSESSMENT ADMINISTRATION
SERVICES, L.L.C.

By: Quentin Bishop
Its: Controller/Administrator

By: Lisa Griffin
Its: Member

4B

DATE: February 2, 2022

XX REQUEST FOR ACTION

 FOR YOUR INFORMATION

 REQUEST FOR INFORMATION

TO: COMMITTEE OF THE WHOLE

FROM: Jacky Bennett, Administration/Finance Account Clerk

SUMMARY OF REQUEST / INFORMATION: Request authorization to pay the January invoice from Attorney Howard L. Shifman, P.C., for labor related legal services.

BACKGROUND INFORMATION:

ADDITIONAL INFORMATION:

CONTACT PERSON(S): Doreen Clark / Quentin Bishop

SUPPORTING DOCUMENTS: Legal Summary / Invoice #14719

DRAFT MOTION:

Motion by _____, supported by _____, to recommend to the Full Board to authorize payment to Attorney Howard L. Shifman, P.C. in the amount of \$264.50 for labor related legal services rendered through January 31, 2022 to be paid from line item #101-210-801.020.

ATTACHMENTS YES X NO

Howard L. Shifman
Brandon Fournier
Robert Nyovich- Of Counsel



31600 Telegraph Road, Suite 100
Bingham Farms, MI 48025
Phone (248) 642-2383 or
(248) 594-8700
Fax (248) 594-7080
shifmanfournier.com

VIA EMAIL ONLY

PRIVILEGED ATTORNEY-CLIENT COMMUNICATION

February 1, 2022

Quentin Bishop, County Administrator/Controller
Lapeer County
255 Clay Street
Lapeer, MI 48446

Re: Lapeer County/Invoice for Services

Mr. Bishop:

Attached please find our invoice for services January 31, 2022.

Invoice No. 14719

Lapeer County –	
General	\$ 0.00
Sheriff's Department	\$ 0.00
CMH	\$ 264.50
FOC	\$ 0.00
District Court	\$ 0.00
Health Department	\$ 0.00
911 MAPE	\$ 0.00
911 POAM	\$ 0.00
Non-Union	\$ 0.00

TOTAL DUE **\$ 264.50**

Please make check payable to Howard L. Shifman, P.C.

5A

REQUEST FOR ACTION

DATE: FEBRUARY 2, 2022

 X REQUEST FOR ACTION

 FOR YOUR INFORMATION

 REQUEST FOR INFORMATION

TO: **Lapeer County Board of Commissioners**

FROM: **Lapeer County Dept. of Veterans Affairs**

SUMMARY OF REQUEST / INFORMATION:

Budget Amendment

ADDITIONAL INFORMATION:

CONTACT PERSON(S): **Pete Kirley, Director**
Jolene Kreiner, Administrative Assistant

BACKGROUND INFORMATION: This department is requesting approval to increase the following line items: Contingencies, contracted Services, Employee Training, Gas-oil-grease, Memberships, Office supplies, Postage, Printing and binding, Office maintenance, Burial, Vehicle, Veterans relief. These monies will come from our millage line at no cost to the county.

SUPPORTING DOCUMENTS: Budget Amendment form

DRAFT MOTION: MOTION BY _____, SUPPORTED BY _____, to recommend to the Full Board to authorize the transfer of \$264,830.00 total from millage line (295.689.403.010) to Contingencies \$154,803.00 (295.100.700.100)-Contracted Services \$15,000.00(295.682.813.000)-Employee training \$6,000.00 (295.682.956.000)-Gas-oil-grease \$10,000.00 (295.682.744.000)-

**Memberships \$225.00 (295.682.957.000) Office supplies \$2,000.00-
(295.682.730.000)-Postage \$9000.00 (295.682.728.000)-Printing and
binding \$1,000.00 (295.682.729.000)-Office maintenance \$1200.00
(295.682.933.00)-Burial \$20,000.00 (295.681.833.010)-Vehicle
\$30,602.00 (295.682.980.000)-Veterans Relief \$15,000.00
(295.689.833.030)**

ATTACHMENTS YES__X__ NO____

**LAPEER COUNTY
BUDGET AMENDMENT FORM**

FUND NAME : Veterans

ORIGINATOR: J. Kreiner

RECEIVED : 2-2-22

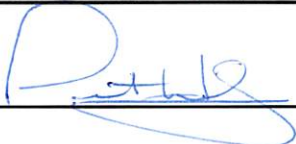
REVIEWED : 2-17-22

FORWARDED: _____

RETURNED : _____

ACCOUNT NUMBERS					ORIGINAL	PRIOR	REQUEST	REQUEST	NEW
FUND	ACTIVITY	ACCOUNT		DESCRIPTION	BUDGET	AMENDED	BUDGET	BUDGET	AMENDED
						BUDGET	INCREASE	DECREASE	BUDGET
295	689	403	010	Proceeds from millage	340,425.00		264830.00		605,255.00
295	100	700	100	Contingencies	57,606.00		154803.00		212,409.00
295	682	813	000	Contracted Sevices			15000		15,000.00
295	682	956	000	Employee Training			6,000.00		6,000.00
295	682	744	000	Gas-oil-grease	2,406.48		10,000.00		12,406.48
295	682	957	000	Memberships			225		225
295	682	730	000	Office Supplies	600		2000		2600
295	682	728	000	Postage	1,000.00		9000		10,000.00
295	682	729	000	Printing and binding	226		1000		1226
295	682	933	000	Office maintenance	500		1200		1700
295	681	833	010	Burial	9000		20,000		29,000.00
295	682	980	000	Vehicle	0		30,602		30,602.00
295	689	833	030	Veterans Relief	5000		15,000.00		20,000.00

ALL BUDGET AMENDMENT REQUESTS MUST BALANCE!!!

DEPT. HEAD:  **MOTION #:** _____

COMPUTER ENTRY BY: _____

DATE ENTERED : _____

LAPEER COUNTY
Community Mental Health Center

1570 Suncrest Drive, Lapeer, Michigan 48446
(810) 667-0500 FAX: (810) 664-8728

5B

Date: January 31, 2022

☒ Request for Action
☐ For Your Information
☐ Request for Information

To: Lapeer County Board of Commissioners - Regular Board Meeting

From: Lapeer County Community Mental Health

Summary of Request/Information:

Requesting transfer of \$89,193.33 from appropriation to expenditure, which represents first of the three transfers for the fiscal year 2021-2022. Please credit this money to general ledger account #222 990 695.010.

Additional information:

1. The Lapeer County allocated \$267,580.00 to CMH as county match for the current fiscal year.
2. Motion #0122-009 approved by the Lapeer County Community Mental Health Services Board at its Board meeting on January 27, 2022 authorizing the CMH Director to make this request.

Contact person(s):

Laurn Emmons, Chief Executive Officer or
Inder Abrol, Finance Department



Background Information:

Requested transfer is based on total appropriation of \$267,580.00 for the fiscal year.

Supporting Documents:

None.

Draft Motion:

Move to transfer \$89,193.33, representing first of the three installments toward the annual allocation of \$267,580.00 from CMH appropriations to CMH expenditure.

Attachments: Yes _____ No X

6

SECURE OUR ELECTIONS PETITION

District: _____ Date: _____

I, the undersigned, as a citizen of Lapeer County, am extremely concerned regarding the security of the voting process in past and future elections.

I am petitioning the Lapeer County Board of Commissioners to remove the Dominion voting machines and revert back to using paper ballots, counted by hand.

I also ask that all ballot drop boxes be removed from all locations in the county of Lapeer. Every township has adequate office hours for absentee ballots to be dropped off and delivery by the postal service.