

**FINANCE COMMITTEE
JANUARY 6, 2004
8:15 A.M.**

Chairman Dahlke called the meeting to order at 8:27 a.m. in Room #302 on the Third Floor of the County Complex.

Present: Commissioners Cheryl Clark, Dyle Henning, Joyce Bonesteel, Lenny Schneider, Dave Taylor, Ron Dahlke, Ian Kempf

Others: John Biscoe, County Controller/Administrator, Craig Horton, Finance Officer, Lynette Stanford, Deputy County Clerk

The draft minutes from the December 9, 2003 Finance Committee Meeting were briefly reviewed and discussed.

Motion by Bonesteel, supported by Schneider, to approve the draft minutes from the December 9, 2003 Finance Committee Meeting. Motion carried unanimously.

The "Selected Invoice Summary" and budget amendments were distributed and reviewed by the Commissioners throughout the meeting.

Tim Turkelson, Assistant Prosecutor, presented a request to purchase six computers for the Prosecuting Attorney's support staff. Discussion followed.

Motion by Schneider, supported by Kempf, to recommend to the Full Board, to authorize the purchase of six computers for the Prosecuting Attorney's support staff, to be paid from the following line items:

**\$2,538.00 from 267-228-977.000 (Prosecutors Victims Forfeiture fund) for two computers
\$1,269.00 from 267-229-977.000 (Prosecutors Drug Forfeiture fund) for one computer
\$3,807.00 from 675-265-977.229 (Capital Acquisition Fund) for three computers**

Motion carried unanimously.

Jan Coffey, Department of Senior Activities Director, presented a balanced line item budget for the Valley Area Agency on Aging Programs. Lengthy discussion followed.

Stephanie Mercer, Health Department Director, stated that \$55,000.00 from the Senior Millage would be enough to cover the amount needed for 2004, to run the Valley Area Agency on Aging Programs which are administered by the Health Department.

It was the consensus of the Committee that Jan Coffey, Craig Horton, and John Biscoe, meet and refine and revise the budget document for the Department of Senior Activities, and bring it back to the January 20, 2004 Finance Meeting for review.

Commissioner Dahlke gave a brief update regarding the Multi-County Task Force for Solid Waste bid process, for hauling items collected at the 2004 Clean Sweep and Household Hazardous Waste programs.

Motion by Clark, supported by Bonesteel, to recommend to the Full Board, to give the Committee of the Whole authority to act (at the January 29, 2004 meeting) regarding the Multi-County Task Force for Solid Waste bid process, for the contract to haul materials collected, at the 2004 Clean Sweep and Household Hazardous Waste programs. Motion carried unanimously.

Commissioner Dahlke requested that Stephanie Mercer, Health Department Director, verify that the invoice from PCI has been paid for the 2003 collections. It was also noted that Ray Strasser is the contact person for the Solid Waste program in Lapeer County.

Discussion followed regarding the Trail Manager position in the Parks Department.

Motion by Henning, supported by Clark, to recommend to the Full Board, to establish a salary of \$125.00 Bi-weekly for the Trail Manager Position in the Parks Department, to be paid from grant funds for the duration of the grant. Roll Call Vote: Henning, aye; Dahlke, nay; Kempf, aye; Schneider, nay; Bonesteel, nay; Clark, nay; Taylor aye. 3 ayes, 4 nays. Motion failed.

Motion by Clark, supported by Bonesteel, to refer discussion of the Trail Manager position to the January 15, 2004 Committee of the Whole Meeting. Motion carried unanimously.

Sally Eilersen, Treasurer, presented a request for a resolution regarding refinancing of the Building Authority Community Mental Health Services Bonds, series 1989.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to adopt the following resolution to authorize refunding of the County of Lapeer Building Authority Funding Bonds:

**RESOLUTION TO AUTHORIZE REFUNDING OF
COUNTY OF LAPEER BUILDING AUTHORITY FUNDING BONDS**

WHEREAS, pursuant to the provisions of Act No. 31, Public Acts of Michigan, 1948 (First Extra Session), as amended ("Act 31") the County of Lapeer Building Authority (the "Authority") issued its Building Authority Bonds, Series 1989, dated March 23, 1989, in the principal amount of \$2,300,000, as modified by a Savings Agreement between the Authority and the Michigan Municipal Bond Authority (the "MMBA") (the "Prior Bonds"). The Prior Bonds were issued pursuant to a Limited Tax Full Faith and Credit General Obligation Contract of Lease dated as of December 28, 1988, between the Authority and the County of Lapeer (the "County"), as amended (the "Contract of Lease"), to defray part of the cost of acquiring, constructing and equipping a community mental health facility; and

WHEREAS, the Prior Bonds remain outstanding in various principal amounts, and the County and the Authority have been advised that the Prior Bonds could be refunded, in whole or in part, to secure savings for the County and thereby benefit the taxpayers of the County; and

WHEREAS, Part VI of Act No. 34, Public Acts of Michigan, 2001, as amended ("Act 34") authorizes the issuance of building authority refunding bonds for the purpose of refunding all or a portion of the Prior Bonds; and

WHEREAS, the Board of Commissioners of the County has determined that it is in the best interest of the County to secure savings for the County through the issuance by the Authority of such building authority refunding bonds; and

(Resolution continued)

WHEREAS, the Authority deems it advisable and necessary to obtain from the Board of Commissioners of the County a resolution allocating a portion of the County's \$5,000,000 limitation pursuant to Section 148(f)(4)(D)(iv) of the Internal Revenue Code of 1986, as amended (the "Code"), which section pertains to an exception to the required rebate of arbitrage earnings to the United States in connection with the building authority refunding bonds.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Authority is requested to issue its building authority refunding bonds (the "Refunding Bonds") pursuant to the provisions of Act 34 for the purpose of refunding all or part of the Prior Bonds and paying the costs of issuing the Refunding Bonds.
2. The proceeds of the Refunding Bonds shall be sufficient to pay the costs of issuing the Refunding Bonds and the principal of, interest on and redemption premiums, if any, on the Prior Bonds to be refunded without further payment by the Authority.
3. The County covenants and agrees to continue to make payments to the Authority, in accordance with the requirements of the Contract of Lease, in amounts sufficient to pay the principal of and interest on any of the Prior Bonds which are not refunded and on all Refunding Bonds issued by the Authority and all paying agency fees and other expenses and charges payable on account of the Prior Bonds and the Refunding Bonds. The County acknowledges and agrees that the Authority shall have all rights and remedies set forth in the Contract of Lease to enforce the obligations of the County with respect to the Refunding Bonds in the same manner and to the same extent that such rights and remedies were available with respect to the Prior Bonds.
4. The County specifically (but not by way of limitation) reaffirms its pledge of its limited tax full faith and credit for the payment of its obligations with respect to the Refunding Bonds and its obligation to levy taxes within existing constitutional limitations for the making of the cash rental payments to the Authority in amounts sufficient to enable the Authority to pay the principal of and interest on any of the Prior Bonds which are not refunded and the Refunding Bonds in accordance with the provisions of the Contract of Lease.
5. The Chairperson of the Board of Commissioners, the County Treasurer, the County Clerk and other officials of the County are hereby authorized to take such steps on behalf of the County as are necessary to effectuate the refunding of all or part of the Prior Bonds as set forth herein.
6. All resolutions and parts of resolutions insofar as they may be in conflict herewith are hereby rescinded.
7. Pursuant to Section 148(f)(4)(D)(iv) of the Code, the County allocates \$1,700,000 of its \$5,000,000 limitation under Section 148(f)(4)(D)(i)(IV) of the Code to the Authority and determines that the limitation so allocated bears a reasonable relationship to the benefits received by the County from issues issued by the Authority.

Motion carried unanimously.

Commissioner Dahlke requested that the Committee consider paying the Michigan Association of Counties dues. Lengthy discussion followed.

Motion by Schneider, supported by Henning, to recommend to the Full Board, to pay the Michigan Association of Counties \$10,000.00 in dues with a request that M A C provide information regarding the amount paid by other counties, and further, that if all other counties have paid the full amount, that the Board consider paying the additional amount requested. Roll Call Vote: Schneider, aye; Henning, aye; Kempf, nay; Bonesteel, nay; Clark, nay; Taylor, aye; Dahlke, nay. 3 ayes, 4 nays. Motion failed.

Discussion followed.

Motion by Schneider, supported by Taylor, to pay the total amount of \$13,212.00 as stated on the invoice from Michigan Association of Counties. Roll Call Vote: Schneider, aye; Taylor, aye; Kempf, nay; Bonesteel, nay; Clark, nay; Henning, aye; Dahlke, nay. 3 ayes, 4 nays. Motion failed.

Commissioner Taylor requested that the Committee Consider paying the Valley Area Agency on Aging dues. Discussion followed.

Motion by Taylor, supported by Bonesteel, to refer discussion regarding the payment of dues to Valley Area Agency on Aging to the January 8, 2003 Regular Board Meeting Agenda. Motion carried unanimously.

Motion by Henning, supported by Schneider, to recommend to the Full Board, to pay \$10,000.00 dues to Michigan Association of Counties with a copy of the email sent to them in October with a notation that there has not been a response received. Roll Call Vote: Henning, aye; Schneider, aye; Taylor, aye; Bonesteel, nay; Clark, nay; Kempf, nay; Dahlke, nay. 3 ayes, 4 nays. Motion failed.

Motion by Kempf, supported by Bonesteel, to adjourn the meeting. Motion carried unanimously. 10:42 a.m.

Ron Dahlke, Chairman
Finance Committee

**FINANCE COMMITTEE
JANUARY 20, 2004
8:15 A.M.**

Chairman Dahlke called the meeting to order at 8:22 a.m. in Room #302 on the Third Floor of the County Complex.

Present: Commissioners Dyle Henning, Joyce Bonesteel, Lenny Schneider, Dave Taylor, Ron Dahlke, Ian Kempf

Excused: Commissioner Cheryl Clark

Others: John Biscoe, County Controller/Administrator, Craig Horton, Finance Officer, Lynette Stanford, Deputy County Clerk

The draft minutes from the January 6, 2004 Finance Committee Meeting were briefly reviewed.

Motion by Henning, supported by Schneider, to approve the draft minutes from the January 6, 2004 Finance Committee Meeting. Motion carried unanimously.

The "Selected Invoice Summary" and budget amendments were distributed and reviewed by the Commissioners throughout the meeting.

Lt. Bob Rapson of the Sheriff's Department presented a request for authorization to enter into a one year maintenance agreement with Identix Incorporated, for on the direct submission live scan unit now in operation at the Lapeer County Jail. Discussion followed.

Motion by Taylor, supported by Bonesteel, to recommend to the Full Board, to authorize the Sheriff's Department to enter in to a maintenance agreement with Identix Incorporated, for the period June 1, 2004 through May 31, 2005, in an amount not to exceed \$5,063.00; and further, that the Chairman be authorize to sign said agreement. Motion carried unanimously.

Discussion followed regarding the pending Michigan Association of Counties dues.

Mike Bartley, from ASI presented an update on the County's information system plan. Questions and discussion followed.

Motion by Taylor, supported by Bonesteel, to recommend to the Full Board, to approve the 2003/2004 contract extension between the Thumb Region Substances Abuse Services Agency (TRSASCA) and the Alcohol Information and Counseling Center, for the period of October 1, 2003 through September 30, 2004, at no cost to the County; and further, that the Chairman be authorized to sign said contract. Motion carried unanimously.

Motion by Taylor, supported by Henning, to recommend to the Full Board, to authorize the 1st and 2nd quarter appropriations for the Health Department (V.A.A.A. Contracts) in the amount of \$27,500.00, from 276-990-999.223 to 223-990-695.010. Motion carried unanimously.

Motion by Taylor, supported by Henning, to recommend to the Full Board, to authorize the following Health Department 1st quarter appropriation:

\$125,000.00 from 101-990-999.221 to 221-990-695.010

\$ 11,859.75 from 101-990-999.224 to 224-990-695.010

Motion carried unanimously.

Motion by Schneider, supported by Henning, to recommend to the Full Board, to authorize the transfer of \$96,137.34 to Community Mental Health, representing the first of three installments toward the annual allocation of \$288,412.00 as follows:

From 101-990-999.222 (Community Mental Health appropriation)

To 222-990-695.011 (Community Mental Health expenditure)

Motion carried unanimously.

Lengthy discussion followed regarding the list of items from the 2004 Capital Budget submitted by the Department of Building & Grounds.

Motion by Schneider, supported by Taylor, to recommend to the Full Board, to authorize payment to Howard Shifman, P.C., in the amount of \$6,695.50, for services rendered from December 1, 2003 through December 31, 2003, from line item 101-210-801.020. Motion carried unanimously.

Motion by Schneider, supported by Taylor, to recommend to the Full Board, to authorize payment of the invoice from Ruth E. Kahn, in the amount of \$2,626.00 for arbitration hearing. Motion carried unanimously.

Lengthy discussion followed concerning a letter from the Michigan Department of Environmental Quality, regarding the Lapeer County Soil & Sedimentation Department. It was the consensus of the Committee to have the Department of Community Development and the Soil & Sedimentation Department continue to work as they are now, while pursuing clarification from the Michigan Department of Environmental Quality as to the concerns expressed in their letter.

Mary Stikeleather, Coordinator of Emergency Management, presented a request for approval of the State Homeland and Security Grant, which will provide funding for the position of Solution Area Planner.

Motion by Taylor, supported by Kempf, to recommend to the Full Board, to approve the 2003 State Homeland and Security Grant Program Part II Solution Area Planner (SAP) Grant Agreement, for the period of January 1, 2004 to April 30, 2005; and further, that the Chairman be authorized to sign said agreement. Motion carried unanimously.

Motion by Henning, supported by Schneider, to recommend to the Full Board, to change the Emergency Management Organizational Chart by eliminating the Technical Support Specialist position and add the Solution Area Planner Position. The position is to be paid from the 2003 State Homeland and Security Grant Part II – Solution Area Planner Grant (SAP), with the understanding that this position will terminate effective April 30, 2005. Motion carried unanimously.

Commissioner Schneider requested to continue the discussion regarding the payment of Michigan Association of Counties dues. It was noted that this matter should be resolved prior to registering for the up coming Michigan Association of Counties Conference.

Motion by Schneider, supported by Henning, to recommend to the Full Board, to pay dues, in the amount of \$10,000.00 to the Michigan Association of Counties, with the understanding that there will be a balance due carried forward. Roll Call Vote: Schneider, aye; Bonesteel, nay; Clark, absent; Henning, aye, Kempf, nay; Taylor, nay; Dahlke, nay. 2 ayes, 4 nays, 1 absent. Motion failed.

Motion by Schneider, supported by Taylor, to recommend to the Full Board, to pay the total amount of \$13,212.00, for dues to the Michigan Association of Counties. Roll Call Vote: Schneider, aye; Bonesteel, nay; Clark, absent; Henning, aye, Kempf, nay; Taylor, nay; Dahlke, nay. 2 ayes, 4 nays, 1 absent. Motion failed.

Motion by Kempf, supported by Bonesteel, to recommend to the Full Board, that each Commissioner planning to attend the up coming Michigan Association of Counties Conference register as non-members; and further, that the registration amounts are to be paid from 101-803-957.102. Motion carried.

John Biscoe noted that Mike Partlo of the Department of Community Development has submitted a request for a retroactive payment for the work that he has done in the Soil & Sedimentation Department.

Motion by Bonesteel, supported by Kempf, to recommend to the Full Board, to authorize the payment of up to six hours per week, at a rate of \$15.78 for service performed by Mike Partlo, in the administration of the Soil & Sedimentation program during fiscal year 2004; and further, to authorize a retroactive adjustment of \$4,923.36 for fiscal year 2003. Motion carried unanimously.

John Biscoe noted that it was time to renew the Juvenile Justice Accountability Block Grant.

Motion by Henning, supported by Kempf, to recommend to the Full Board, to authorize the Chairman to sign the contract between Michigan Family Independence Agency and Lapeer County for the period of April 1, 2004 through March 31, 2005, for the renewal of the Juvenile Justice Accountability Block Grant in the amount of \$11,138.00, with the local match being \$1,114.00. Motion carried unanimously.

Commissioner Kempf gave an update regarding the Department of Senior Activities request for funds from the Lamb Steel Committee. It was noted that the Lamb Steel Committee referred the request to the Imlay City Council. It was the consensus of the Committee to have Jan Coffey appear at the February 3, 2004 Finance Committee Meeting.

Motion by Kempf, supported by Schneider, to adjourn the meeting. Motion carried unanimously. 11:23 a.m.

FINANCE COMMITTEE
February 3, 2004
8:15 A.M.

Chairman Dahlke called the meeting to order at 8:25 a.m. in Room #302 on the Third Floor of the County Complex.

Present: Commissioners Dyle Henning, Joyce Bonesteel*, Dave Taylor, Ron Dahlke, Ian Kempf, Cheryl Clark*

Excused: Commissioner Lenny Schneider

Others: John Biscoe, County Controller/Administrator, Craig Horton, Finance Officer, Lynette Stanford, Deputy County Clerk

The draft minutes from the January 20, 2004 Finance Committee Meeting were briefly reviewed.

Motion by Bonesteel, supported by Kempf, to approve the draft minutes from the January 20, 2004 Finance Committee Meeting. Motion carried unanimously.

The "Selected Invoice Summary" and budget amendments were distributed and reviewed by the Commissioners throughout the meeting.

Discussion followed regarding the request made by the Sheriff's Department to purchase a dry suit for the Dive Team.

Motion by Kempf, supported by Bonesteel, to recommend to the Full Board, to authorize the Sheriff's Department to purchase a dry suit for the Dive Team, at a cost not to exceed \$1,200.00, to be paid from line item 101-331-977.000. Motion failed.

Victor Martin, Lapeer County E-911 Central Dispatch Director, requested authorization to purchase 9 monitors. Discussion followed.

Motion by Taylor, supported by Henning, to recommend to the Full Board, to authorize Lapeer County E-911 Central Dispatch to purchase nine Dell Monitors from TIGS, at a cost not to exceed \$8,325.00, to be paid for from line item 211-326-977.000; and further, to approve the following budget amendment:

Increase	211-100-400.326 (Restricted Fund Balance)	by \$250,000.00
Increase	211-326-977.000 (Capital Equipment)	by \$250,000.00

Motion carried unanimously.

Melissa DeVaugh, Register of Deeds, requested approval of the 2004 expenditures through the Automation Fund. Discussion followed.

Motion by Taylor, supported by Bonesteel, to recommend to the Full Board, to approve the Register of Deeds 2004 expenditures through the Automation Fund, not to exceed \$81,200.00. Motion carried unanimously.

Stephanie Mercer, Health Department Director, presented a request for approval of Amendment #2 to the Comprehensive Planning, Budgeting, and Contracting Agreement Contract with the Michigan Department of Community Mental Health. Discussion followed.

Motion by Henning, supported by Clark, to recommend to the Full Board, to approve Amendment Number Two to the Comprehensive Planning, Budgeting and Contracting Agreement (#20040145-2) with the Michigan Department of Community Mental Health, for the period of 10/01/03 through 09/30/04; and further, that the Chairman be authorized to sign said amendment. Motion carried unanimously.

A brief update and discussion followed regarding the status of Animal Control's 2003 revenue and expenditures. It was noted that a deficit reduction plan may be needed. It was the consensus of the Committee to review this issue again at the February 17, 2004 Finance Committee Meeting.

Stephanie Mercer presented a summary of the funding history for Valley Area Agency on Aging for the Respite and In-Home Services. Discussion followed.

Commissioner Dahlke noted that the Multi-County Solid Waste Task Force sent out 20 bid requests for the collection and hauling items collected at the 2004 Clean Sweep and Household Hazardous Waste programs. He stated that only three bids were submitted, and that two bids did not meet the minimum requirements, therefore, the Multi-County Solid Waste Task Force will be submitting a request to accept the bid from PCI as the low bidder. Also, a contract with PCI will be submitted for approval. It was noted that the revised Policy and Procedures of the Task Force will be brought to the Board of Commissioners for review and approval.

Brief discussion followed regarding the proposed Prescription Card Plan.

**The Committee took a five-minute recess.

The Department of Senior Activities proposed budget was reviewed and discussed at length. Jan Coffey was present to answer questions.

Motion by Clark, supported by Henning, to recommend to the Full Board, to approve the Department of Senior Activities Budget as submitted, and that the Finance Department is to provide a status report to the Finance Committee at its April 13, 2004 meeting. Motion carried unanimously.

Discussion followed regarding the Multi-Purpose Collaborative Body's request for an allocation to the Family Focus Mentors program.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to approve the following General Fund Allocation to the Multi-Purpose Collaborative Body, for the Family Focus Mentors program:

\$7,000.00 from 101-990-999.299 to 299-990-695.010

Motion carried unanimously.

Phil Kaatz, of MSU Extension, presented a request for approval of the appropriation to the Horticulture Aide program. Discussion followed.

Motion by Clark, supported by Henning, to recommend to the Full Board, to approve the following appropriation to the MSU Extension for the Horticulture Aide Fund:

\$3,888.00 from 101-990-999.287 to 287-990-695.010

Motion carried unanimously.

Lengthy discussion followed regarding the No-Union/No Rye positions, and pay scale, in the MSU Extension Office. It was noted that these positions are unique in that the County and Michigan State University each pay a portion of the salary for these positions. It was noted that a policy is needed to clarify points of concern. It was the consensus of the Committee to refer discussion regarding this issue to the Personnel Committee.

*Commissioner Bonesteel excused. 10:53 a.m.

*Commissioner Clark excused. 11:00 a.m.

Mike Vizena, Executive Director of Community Mental Health, presented a request for approval of the Memorandum of Understanding regarding the Community Mental Health fixed assets revolving funds. He also requested approval of a ten-page budget amendment for 2003-2004. Discussion followed.

*Commissioner Clark returned. 11:20 a.m.

Motion by Kempf, supported by Taylor, to recommend to the Full Board, to approve the following Memorandum of Understanding between the Lapeer County and the Lapeer County Community Mental Health Services Board, regarding the fixed assets revolving funds.

Memorandum of Understanding
Community Mental Health Fixed Assets Revolving Funds

This memorandum of understanding is between the Lapeer County Board of Commissioners (the County) and the Lapeer County Community Mental Health Services Board (the CMH). It outlines the purpose, establishment, use, and responsibilities of the two parties related to the CMH's fixed assets revolving funds (the Funds).

The purpose of the Funds is to provide for the acquisition, renovations, and maintenance of fixed assets (buildings and equipment) necessary for the delivery of mental health services provided through CMH. The Funds are established through funding provided by CMH, and the use of the Funds is restricted to purchases consistent with the purpose outlined in this agreement and approved by the CMH and the County. Establishment and use of the Funds shall also be consistent with all applicable local, state, and federal regulatory requirements of the CMH and the County.

For accounting purposes, the County shall establish a fund with separate activity accounts identified as a Building Fund and Equipment Fund. Revenues credited and expenses charged to the Funds shall be reported to both the CMH and the County. Interest earned on these accounts shall be credited to them.

In the event of a determination by the County or the CMH to dissolve the Funds, all net assets available shall be returned to the County or the CMH in accordance with the County's and the CMH's contributions to the Funds.

Motion carried unanimously.

Motion by Taylor, supported by Kempf, to recommend to the Full Board, to authorize Joe Stock, Program and Operations Manager, and Mike Vizena, Executive Director of Community Mental Health, to proceed with hiring an architect to develop specifications for the remodeling necessary to relocate the Community Mental Health services being moved to the 219 S. Saginaw Facility, at a cost not to exceed \$1,800.00. Motion carried unanimously.

Motion by Taylor, supported by Henning, to recommend to the Full Board, to approve the 2003-2004 fiscal year budget amendment as submitted by Community Mental Health. Motion carried unanimously.

Brief discussion followed regarding the new requirements for Medicare documentation.

*Commissioner Bonesteel returned. 11:35 a.m.

John Biscoe noted that the IRS mileage rate has increased to 37.5 cents per mile. Brief discussion followed.

John Biscoe noted that the Prosecuting Attorney's Office has requested an increase for the "On-Call Compensation" for the Assistant Prosecuting Attorneys. Discussion followed.

Commissioner Kempf made a motion to recommend to the Full Board, to increase the "On-Call Compensation" for the Assistant Prosecuting Attorneys to \$330.00 per week. Motion died due to lack of support.

Motion by Henning, supported by Bonesteel, to refer discussion regarding the "On-Call Compensation" for the Assistant Prosecuting Attorneys to the February 17, 2004 Finance Committee Meeting, with a history of the previous amount paid, the average number of calls in the last year, and any prior Board Motions regarding this matter. Motion carried unanimously.

Commissioner Dahlke requested an update from Sally Eilersen, County Treasurer, regarding the Active Homes potential foreclosure. Discussion followed.

Discussion followed regarding a letter from Michigan Association of Counties regarding the 2003-2004 dues.

Motion by Clark, supported by Bonesteel, to recommend to the Full Board, to pay \$10,000.00 to the Michigan Association of Counties for the 2003-2004 dues; and further, that a Thank You letter be sent to the Michigan Association of Counties for accepting the decreased amount as payment in full. Motion carried.

Chairman Dahlke declared the meeting adjourned. 12:10 p.m.

FINANCE COMMITTEE
February 17, 2004
8:15 A.M.

Chairman Dahlke called the meeting to order at 8:23 a.m. in Room #302 on the Third Floor of the County Complex.

Present: Commissioners Dyle Henning, Joyce Bonesteel, Dave Taylor, Ron Dahlke, Ian Kempf, Cheryl Clark

Excused: Commissioner Lenny Schneider

Others: John Biscoe, County Controller/Administrator, Craig Horton, Finance Officer, Lynette Stanford, Deputy County Clerk

The draft minutes from the February 3, 2004 Finance Committee Meeting were briefly reviewed.

Motion by Taylor, supported by Bonesteel, to approve the draft minutes from the February 3, 2004 Finance Committee Meeting. Motion carried unanimously.

The "Selected Invoice Summary" and budget amendments were distributed and reviewed by the Commissioners throughout the meeting.

John Biscoe noted that the Administrative Office has received a request from the Sheriff's Department to send a Deputy through Drug Dog Handler School. Discussion followed.

Stephanie Mercer, Health Department Director, presented information regarding the Discount Prescription Card Program. Discussion Followed.

Motion by Kempf, supported by Clark, to recommend to the Full Board, to implement the Lapeer County RX Program with a \$5.00 enrollment fee through PharmaCare Group Sales; and further, that notification be given to each participant that there may be a future charge. Motion carried unanimously.

Discussion followed regarding the Medical Examiner's reimbursement rate.

Motion by Clark, supported by Kempf, to recommend to the Full Board, that the reimbursement for the Medical Examiner be increased from \$1,150.00 per month to \$1,200.00 per month. Motion carried unanimously.

Walter Rodabaough, Animal Control Division Chief, and Stephanie Mercer, Health Department Director, presented a listing of revenues and expenditures from 2003. Discussion followed.

Mary Stikeleather, Emergency Management Coordinator, requested approval of the 2003 Homeland Security Program Grant Agreement for training. Discussion followed.

Motion by Clark, supported by Taylor, to recommend to the Full Board, to approve the 2003 State Homeland Security Grant Program Part II Training Grant Agreement (CFDA Number – 97.004), for the period of March 1, 2004 through February 28, 2005, in the amount of \$90,909.44; and further, that the Chairman be authorized to sign said Training Grant Agreement. Motion carried unanimously.

Lori Curtiss, Juvenile Court Administrator, and Bob Esselink, Drug Court Specialist, presented a request for approval of Amendment #1 to extend the ending date of the Contract (No. SCAO-2003-34) between the 40th Circuit Court and the Michigan Supreme Court, State Court Administrative Office to June 30, 2004. Lengthy discussion followed.

Motion by Clark, supported by Henning, to recommend to the Full Board, to sign the extension to the contract with the State Court Administrative Office and the County of Lapeer, for the continuation of the \$45,000.00 grant from the State Court Administrative Office, with a local match of \$11,000.00, at no further cost to the County General Fund. Motion carried unanimously.

Motion by Taylor, supported by Bonesteel, to refer discussion regarding the new grant from State Court Administrative Office to the February 19, 2004 Regular Board Meeting Agenda. Motion carried unanimously.

Motion by Clark, supported by Henning, to recommend to the Full Board, to permit the Family Court/Juvenile Division to submit the grant to Office of Drug Control Policy for the Juvenile Drug Court, with the understanding if the grant is awarded, the county has the authority to deny the receiving of the award. Motion carried unanimously.

Discussion followed regarding the Contracts for the Office of Drug Control Policy (ODCP) and Juvenile Accountability Incentive Block Grant (JAIBG) with McLaren (Vail)

Motion by Henning, supported by Kempf, to recommend to the Full Board, to authorize the Chairman to sign a contract between the County of Lapeer on behalf of the Lapeer Family Court Juvenile Division and the Lapeer Regional Hospital (Vail Center) for the Drug Group didactic group, for the period of April 1, 2004 through March 31, 2005, for an amount not to exceed \$5,500.00, to be paid from line item 268-314-813.000. Motion carried unanimously.

Motion by Taylor, supported by Clark, to refer discussion regarding the contract with Lapeer Regional Hospital (Vail Behavioral Health Center) to the February 19, 2004 Regular Board Meeting Agenda. Motion carried unanimously.

Lengthy discussion followed regarding the recommendation from the Personnel Committee regarding the Prosecutor's Office on-call weekly pay rate.

Motion by Taylor, supported by Clark, to recommend to the Full Board, that the Prosecutor's Office on-call weekly pay rate be increased from \$150.00 per week to \$300.00 per week, retroactive to January 1, 2003. Motion carried.

Motion by Clark, supported by Taylor, to recommend to the Full Board, to authorize payment to Howard Shifman, P.C., in the amount of \$4,873.50, for legal services rendered from January 3, 2004 through January 30, 2004, to be paid from line item 101-210-801.020. Motion carried unanimously.

Discussion followed regarding the County Goals, Policies, and Practices.

Motion by Kempf, supported by Henning, to recommend to the Full Board, to approve the Lapeer County Financial Goal, Policies and Practices, as submitted by the Administrative Office. Motion carried.

Motion by Clark, supported by Kempf, to adjourn the meeting. Motion carried unanimously. 11:55 a.m.

Ron Dahlke, Chairman
Finance Committee

**FINANCE COMMITTEE
MARCH 16, 2004
8:15 A.M.**

Chairman Dahlke called the meeting to order at 8:20 a.m. in Room #302 on the Third Floor of the County Complex.

Present: Commissioners Dyle Henning, Joyce Bonesteel, Dave Taylor, Ron Dahlke, Ian Kempf, Cheryl Clark*, Lenny Schneider

Others: John Biscoe, County Controller/Administrator, Craig Horton, Finance Officer, Lynette Stanford, Deputy County Clerk

The draft minutes from the February 17, 2004 Finance Committee Meeting were briefly reviewed.

Motion by Bonesteel, supported by Henning, to approve the draft minutes from the February 17, 2004 Finance Committee Meeting. Motion carried unanimously.

The "Selected Invoice Summary" and budget amendments were distributed and reviewed by the Commissioners throughout the meeting.

Lengthy discussion followed regarding the Health Departments request to enter into a 60 month lease agreement with Prime Office Technologies for a KM-4530 Digital Copier. It was the consensus of the Committee to refer discussion regarding this issue to the March 19, 2004 Regular Board Meeting.

*Commissioner Clark arrived 8:28 a.m.

Motion by Bonesteel, supported by Kempf, to recommend to the Full Board, that the Lapeer County Health Department's 2004 Liquor Tax appropriation be transferred as follows:

\$123,451.00 from 101-990-999.219 to 221-990-695.011

Motion carried unanimously.

Motion by Clark, supported by Taylor, to recommend to the Full Board, to approve the amended Valley Area Agency on Aging contract (LCHD-04) for:

- 7th Year – Case Coordination & Support**
 - VAAA Share \$9,122.00 with a local match of \$2,281.00**
- 8th Year – Health Screenings**
 - VAAA \$3,677.00 with a local match of \$919.00**
- 24th Year – In-Home Services**
 - VAAA \$60,541.00 with a local match of \$15,135.00**
- 24th Year Respite Services**
 - VAAA Share \$26,014.00 with a local match of \$6,504.00**

for the period of October 1, 2004 through September 30, 2004, at no cost to the County General Fund; and further, that the Chairman be authorized to sign said contract. Motion carried unanimously.

Motion by Kempf, supported by Bonesteel, to recommend to the Full Board, to approve attachment B (Certification of Local Approval for Non-Profit Organizations) for the Lapeer Area Citizens Against Domestic Assault (LACADA) in an effort to seek a \$50,000.00 grant for handicap accessible repairs to their new shelter, at no cost to the County General Fund; and further, to authorize the Chairman to sign said certifications. Motion carried unanimously.

Motion by Schneider, supported by Clark, to recommend to the Full Board, to authorize payment to Howard L. Shifman P.C., in the amount of \$5,377.00, for legal services rendered 02/02/04 – 02/29/04, to be paid from line item 101-210-801.020. Motion carried unanimously

Motion by Schneider, supported by Clark, to recommend to the Full Board, to authorize payment to arbitrator Robert A. McCormick, in the amount of \$1,382.25, for arbitration hearing, to be paid from line item 101-210-801.020. Motion carried unanimously.

Motion by Schneider, supported by Clark, to recommend to the Full Board, to authorize payment to arbitrator Paul E. Glendon, in the amount of \$1,386.00, for arbitration hearing, to be paid from line item 101-210-801.020. Motion carried unanimously.

Motion by Clark, supported by Henning, to recommend to the Full Board, to authorize the following internal fund transfer as submitted by Community Mental Health.

Debit	222-000-002.020 (Restricted Savings)	by \$21,055.00
Credit	222-000-001.000 (Cash in Bank-Common Checking)	by \$21,055.00
Debit	222-649-998.000 (Activity Transfer Out)	by \$21,055.00
Credit	222-620-695.020 (Intergovernmental Transfers)	by \$21,055.00

Motion carried unanimously.

Motion by Clark, supported by Bonesteel, to recommend to the Full Board, to authorize an appropriation transfer in the amount of \$80,000.00 to the County Parks Department from line item 101-990-999.208 to line item 208-990-695.010. Motion carried unanimously.

Motion by Clark, supported by Bonesteel, to recommend to the Full Board, to approve the following budget amendment as submitted by the Sheriff's Department:

Decrease	264-101-400.100 (Fund Balance)	by \$5,612.07
Increase	264-307-743.000 (Uniforms)	by \$1,000.00
Increase	264-307-956.000 (Training)	by \$ 612.07
Increase	264-307-977.000 (Equipment)	by \$4,000.00
Decrease	264-101-400.100 (Fund Balance)	by \$1,058.41
Increase	264-333-742.000 (Supplies)	by \$ 258.41
Increase	264-333-956.000 (Training)	by \$ 400.00
Increase	264-333-977.000 (Equipment)	by \$ 400.00
Decrease	264-100-400.100 (Fund Balance)	by \$9,500.00
Increase	264-301-977.000 (Equipment)	by \$9,500.00

Motion carried unanimously.

Motion by Schneider, supported by Kempf, to recommend to the Full Board, to approve the following budget amendment as submitted by Community Corrections:

Increase	261-359-813.500 (Pro Res Serv – Lapeer)	by \$36,553.00
Increase	261-359-813.550 (Pro Res Ser – Tuscola)	by \$24,314.00
Increase	261-359-569.000 (State C.C. Grant)	by \$60,867.00

Motion carried unanimously.

An update was given regarding the discussions with St. Clair County concerning Equalization.

An update was given regarding the March 19, 2004 Michigan Association of Counties (MAC) 7th District Meeting.

Motion by Clark, supported by Taylor, to adjourn the meeting. Motion carried unanimously. 9:35 a.m.

Ron Dahlke, Chairman
Finance Committee

**FINANCE COMMITTEE
MARCH 30, 2004
8:15 A.M.**

Chairman Dahlke called the meeting to order at 8:20 a.m. in Room #302 on the Third Floor of the County Complex.

Present: Commissioners Dyle Henning, Joyce Bonesteel, Dave Taylor, Ron Dahlke, Ian Kempf, Cheryl Clark, Lenny Schneider

Others: John Biscoe, County Controller/Administrator, Craig Horton, Finance Officer, Lynette Stanford, Deputy County Clerk

The draft minutes from the March 16, 2004 Finance Committee Meeting were briefly reviewed.

Motion by Schneider, supported by Henning, to approve the draft minutes from the March 16, 2004 Finance Committee Meeting. Motion carried unanimously.

The "Selected Invoice Summary" and budget amendments were distributed and reviewed by the Commissioners throughout the meeting.

Discussion followed regarding John Jill's application for the Mental Health Board. Commissioner Taylor introduced a gentleman from Rowley's Van Y Tire & Service, who spoke to the Committee on Mr. Jill's behalf.

Marlene M. Bruns, County Clerk, provided the Committee with information regarding the new Notary Public Legislation. Discussion followed.

Motion by Kempf, supported by Schneider, to recommend to the Full Board, to adopt the following resolution setting the service charge for certifying a Notarial of a Notary Public:

**RESOLUTION SETTING THE SERVICE CHARGE
FOR CERTIFYING A NOTARIAL ACT OF A NOTARY PUBLIC**

**Lapeer County Board of Commissioners
April 1, 2004**

WHEREAS, Public Act 238 of 2003 takes effect on Thursday, April 1, 2004, revising the Michigan notary public act; and,

WHEREAS, the revised public act allows county departments to collect a service charge fee of up to \$10.00 for certifying a Notarial act of a notary public; and,

WHEREAS, the Lapeer County Board of Commissioners has been making strides to establish consistent fees for same services among various county departments.

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners of Lapeer County, Michigan, hereby authorizes the collection of a service fee of \$10.00 for the act of notarizing a document by various county departments, effective April 1, 2004.

Motion carried unanimously.

Motion by Clark, supported by Bonesteel, to recommend to the Full Board, to approve the following transfer of the 3rd quarter appropriation for the Health Department:

\$13,750.00 from 276-990-999.223 to 223-990-695.010 (VAAA)

Motion carried unanimously.

Motion by Clark, supported by Bonesteel, to recommend to the Full Board, to approve the following transfer of the 1st and 2nd quarter appropriations for the Health Department:

\$31,841.00 from 101-990-999.221 to 221-990-695.013 (Jail Nurse)

Motion carried unanimously.

Motion by Clark, supported by Bonesteel, to recommend to the Full Board, to approve the following transfer of the 2nd quarter appropriation for the Health Department:

**\$125,000.00 from 101-990-999.221 to 221-990-695.010 (Health Department General fund)
\$ 11,859.75 from 101-990-999.224 to 224-990-695.010 (Animal Control)**

Motion carried unanimously.

Motion by Bonesteel, supported by Clark, to recommend to the Full Board, to authorize payment to Michigan Municipal Risk Management Authority, in the amount of \$88,915.00 from line item 101-954-713.000, for the 2nd of three payments for calendar year 2004. Motion carried unanimously.

Discussion followed regarding the membership to the Lapeer Area Chamber of Commerce.

Motion by Schneider, supported by Henning, to recommend to the Full Board, to authorize payment to the Lapeer Area Chamber of Commerce to renew membership for 2004, at a cost not to exceed \$212.00, to be deducted from 101-803-957.103. Motion carried unanimously.

Chairman Dahlke declared the meeting adjourned. 9:12 a.m.

Ron Dahlke, Chairman
Finance Committee

FINANCE COMMITTEE
April 13, 2004
8:15 A.M.

Chairman Dahlke called the meeting to order at 8:26 a.m. in Room #302 on the Third Floor of the County Complex.

Present: Commissioners Dyle Henning, Joyce Bonesteel, Dave Taylor, Ron Dahlke, Ian Kempf, Lenny Schneider

Excused: Commissioner Cheryl Clark

Others: John Biscoe, County Controller/Administrator, Craig Horton, Finance Officer, Lynette Stanford, Deputy County Clerk

The draft minutes from the March 30, 2004 Finance Committee Meeting were briefly reviewed.

Motion by Bonesteel, supported by Henning, to approve the draft minutes from the March 30, 2004 Finance Committee Meeting. Motion carried unanimously.

The "Selected Invoice Summary" and budget amendments were distributed and reviewed by the Commissioners throughout the meeting.

Discussion followed regarding the Sheriff Department's request to purchase 8 Automated External Defibrillators (ADEs) and associated accessories from Medtronic Physio-Control Corp.

Motion by Schneider, supported by Henning, to recommend to the Full Board, to authorize the Sheriff's Department to purchase eight (8) Automated External Defibrillators (ADEs) and associated accessories from Medtronic Physio-Control Corp., at a cost not to exceed \$19,842.00, in accordance with the County Purchasing Policy, to be paid from line item 264-301-977.000, at no cost to the County General Fund. Motion carried unanimously.

Discussion followed regarding the Sheriff Department's request to purchase the annual D.A.R.E supplies.

Motion by Henning, supported by Bonesteel, to recommend to the Full Board, to authorize the Sheriff's Department to purchase the D.A.R.E. bowling-fundraising prizes and graduation supplies, to be paid from line items 266-304-730.010 (other supplies) and 266-304-730.055 (fundraising), in accordance with the County Purchasing Policy, at no additional cost to the County General Fund. Motion carried unanimously.

Lengthy discussion followed regarding the need for a procedure for filling vacant positions within County Departments.

Motion by Taylor, supported by Henning, to recommend to the Full Board, that prior to posting vacant positions, all County Departments shall submit a request for action to Administration, for review by the Personnel Committee, and approval by the Full Board; and further, that the Controller/Administrator have authority to approve or deny any seasonal position replacements mid-year without Full Board Approval. Motion carried unanimously.

Discussion followed regarding the Health Department's request for approval of the proposed contract with Pollution Control Industries (PCI) for Household Hazardous Waste and Clean Sweep Disposal.

Motion by Taylor, supported by Bonesteel, to recommend to the Full Board, to approve the contract between the County of Lapeer and Pollution Control Industries (PCI), beginning when the contract has been executed with the signatures of both parties and will expire on December 31, 2006, with an amount not to exceed \$20,000.00, to be paid from Fund 227 Activity 523; and further, that the Chairman be authorized to sign said contract. Motion carried unanimously.

Motion by Taylor, supported by Kempf, to recommend to the Full Board, to authorize payment to Howard L. Shifman P.C., in the amount of \$9,397.12, for legal services rendered 03/02/04-03/31/04, to be paid from line item 101-210-801.020. Motion carried unanimously.

Discussion followed regarding the payment of the National Association of Counties 2004 Annual Membership Dues.

Motion by Taylor, supported by Kempf, to recommend to the Full Board, to authorize payment to the National Association of Counties, in the amount of \$1,512.00 for membership dues for the period of January 1, 2004 through December 31, 2004, to be paid from line item 101-803-957.101. Motion carried unanimously.

Discussion followed regarding the revised mission statement for the Parks Department.

Motion by Henning, supported by Schneider, to recommend to the Full Board, to accept the following mission statement for the Parks Department:

“Lapeer Count Parks will strive to acquire, develop, and maintain a creative, efficient parks system to produce the following benefits: improve the spiritual, mental, and physical well-being of County residents and their visitors; promote the economic health and attractiveness of the County; and preserve the environmental integrity, open spaces, and historic resources of Lapeer County”

and further, that the Parks Department be encouraged to take actions based on this statement within the fiscal and budgetary guidelines set forth by this Board. Motion carried unanimously.

Motion by Henning, supported by Schneider, to recommend to the Full Board, to approve the following budget amendment as submitted by the Health Department:

Increase	101-253-571.000 (Liquor Tax Dist.)	by \$506.00
Increase	101-990-999.219 (Health Liquor Tax)	by \$506.00

Motion carried unanimously.

Victor Martin, E-911 Central Dispatch Director, Dan Cuyler, E-911 Central Dispatch Systems Administrator, and Mona Donaldson, GIS Mapping Technician, presented information regarding the need for aerial digital photos of Lapeer County to be used for Mapping for Phase II Wireless. Lengthy discussion followed.

Motion by Kempf, supported by Schneider, to recommend to the Full Board, to bypass the requirements of a sealed bid process for entering into an agreement for aerial digital photos of Lapeer County for the following reasons:

- 1. Considerable savings to the County**
- 2. Time sensitive issue**
- 3. Included in Request for Proposal**

Motion carried unanimously.

Motion by Bonesteel, supported by Henning, to recommend to the Full Board, to authorize Lapeer County E-911 Central Dispatch (LCCD) to hire Image America to take aerial digital photographs of Lapeer County, for an amount not to exceed \$54,000.00, to be paid from line item 211-326-977.000 (E-911 restricted funds), at no cost to the County General Fund. Motion carried unanimously.

Motion by Henning, supported by Kempf, to recommend to the Full Board, to accept the 2004 Emergency Management Performance Grant in the amount of \$22,900.00; and further, that the Chairman be authorized to sign said grant. Motion carried unanimously.

Motion by Kempf, supported by Henning, to recommend to the Full Board, to authorize Probate Court to submit a grant through the Office of Drug Control Policy for children/youth three to fourteen years of age, at no cost to the County General Fund. Motion carried unanimously.

Motion by Schneider, supported by Kempf, to adjourn the meeting. Motion carried unanimously. 10:32 a.m.

Ron Dahlke, Chairman
Finance Committee

FINANCE COMMITTEE
April 27, 2004
8:15 A.M.

Commissioner Clark called the meeting to order at 8:19 a.m. in Room #302 on the Third Floor of the County Complex.

Present: Commissioners Dyle Henning, Cheryl Clark, Dave Taylor, Ian Kempf, Lenny Schneider

Excused: Commissioner Joyce Bonesteel, Ron Dahlke

Others: John Biscoe, County Controller/Administrator, Craig Horton, Finance Officer, Lynette Stanford, Deputy County Clerk

The draft minutes from the April 13, 2004 Finance Committee Meeting were briefly reviewed.

Motion by Henning, supported by Kempf, to approve the draft minutes from the April 13, 2004 Finance Committee Meeting. Motion carried unanimously.

The "Selected Invoice Summary" and budget amendments were distributed and reviewed by the Commissioners throughout the meeting.

Discussion followed regarding the Probate/Family Court's request to approve the agreement with Evaluation Associates for services related to the Juvenile Drug Court.

Motion by Taylor, supported by Kempf, to recommend to the Full Board, to authorize the Chairman to sign the letter of agreement with Evaluation Associates and Consultants LLC and the County of Lapeer, for the period of March 1, 2004 through September 30, 2004, for the purpose of completing the evaluation of the Juvenile Drug Court with the dollars being already identified in the current State Court Administrative Grant and Office of Drug Control Policy, for an amount not to exceed \$7,950.00, to be paid from line item 268-149-813.000 (Contracted Services), with no additional cost to the County General Fund. Motion carried unanimously.

Discussion followed regarding the Health Department's request to purchase a laptop computer for the Clean Sweep Grant.

Motion by Schneider, supported by Taylor, to recommend to the Full Board, to authorize the purchase of a laptop computer, as requested by the Health Department, to be used in connection with the Clean Sweep Grant, for an amount not to exceed \$2,500.00, per the specifications of the Michigan Department of Agriculture and the County's computer committee, to be paid for from line item 277-523-977.000 (equipment). Motion carried unanimously.

Motion by Taylor, supported by Henning, to recommend to the Full Board, to authorize payment to Johnson, Rosati, Labrge, Aseltyne & Field, P. C., in the amount of \$2,187.72, for legal services rendered 03/15/04 – 04/14/04, to be paid from line item 101-210-801.020. Motion carried unanimously.

Motion by Schneider, supported by Kempf, to recommend to the Full Board, to authorize payment to William rye & Co. LLC, in the amount of \$2,477.50, for services rendered in preparation of an Act 312 case 10/1/03-11/7/03, to be paid from line item 101-210-801.020. Motion carried unanimously.

Motion by Schneider, supported by Kempf, to recommend to the Full Board, to authorize payment to the Lapeer Development Corporation for Professional Economic Services for Fiscal Year 2003/2004, at a cost not to exceed \$7,000.00, to be paid from line item 101-851-965.000. Motion carried unanimously.

Motion by Taylor, supported by Schneider, to recommend to the Full Board, to approve the following budget amendment as submitted by the Health Department:

Increase	227-526-704.000 (Salaries)	by	\$635.00
Increase	227-526-714.000 (Medicare)	by	\$10.00
Increase	227-526-715.000 (FICA)	by	\$40.00
Increase	227-526-716.000 (Health Insurance)	by	\$133.00
Increase	227-526-717.000 (Life Insurance)	by	\$5.00
Increase	227-526-718.000 (Retirement)	by	\$61.00
Increase	227-526-719.000 (Unemployment)	by	\$1.00
Increase	227-526-722.000 (Workman's Comp)	by	\$13.00
Increase	227-526-723.000 (PEHP)	by	\$8.00
Decrease	227-525-934.030 (Drop-Offs)	by	\$906.00

Motion carried unanimously.

Motion by Taylor, supported by Henning, to recommend to the Full Board, to approve the Lapeer County Community Mental Health budget amendment for fiscal year 2003-2004 as submitted. Motion carried unanimously.

Motion by Taylor, supported by Schneider, to recommend to the Full Board, to approve the amendment to the State of Michigan's FY 2005 Parent Aid Contract (Family Focus CAN-02-44001-3), which authorizes an increase of \$1,755.09 and modifies the total number of units specified; and further, that the Chairman be authorized to sign said Contract. Motion carried unanimously.

Motion by Schneider, supported by Taylor, to recommend to the Full Board, to approve the Service Agreement with Accident Fund of Michigan for Workers Compensation Policy, as submitted, for the period of January 1, 2004 through January 1, 2006; and further, to authorize the County Controller to proceed with current and future retention payments related to this agreement, as budgeted, to be paid from line item 101-954-713.000. Motion carried unanimously.

Commissioner Clark declared the meeting adjourned. 8:55 a.m.

FINANCE COMMITTEE
May 11, 2004
8:15 A.M.

Chairman Dahlke called the meeting to order at 8:20 a.m. in Room #302 on the Third Floor of the County Complex.

Present: Commissioners Dyle Henning, Cheryl Clark, Dave Taylor, Ian Kempf, Lenny Schneider, Bonesteel, Ron Dahlke

Others: John Biscoe, County Controller/Administrator, Craig Horton, Finance Officer, Lynette Stanford, Deputy County Clerk

The draft minutes from the April 27, 2004 Finance Committee Meeting were briefly reviewed.

Motion by Bonesteel, supported by Schneider, to approve the draft minutes from the April 27, 2004 Finance Committee Meeting. Motion carried unanimously.

The "Selected Invoice Summary" and budget amendments were distributed and reviewed by the Commissioners throughout the meeting.

Jan Coffey, Department of Senior Activities Director, presented a request regarding the Valley Area Agency on Aging agreement for direct purchase of services for 2004 at the reimbursement rate of \$5.00 per meal, and an amendment to the 2004 Valley Area Agency on Aging contract for Congregate and Home Delivered Meals. Discussion followed.

Motion by Clark, supported by Bonesteel, to recommend to the Full Board, to authorize the Chairman to sign the cover page of the Valley Area Agency on Aging Direct Purchase of Services Agreement for FY 2004 Home Delivered Meals, at the reimbursement rate of \$5.00 per meal, for the purchase of service. Motion carried unanimously.

Motion by Clark, supported by Bonesteel, to recommend to the Full Board, to authorize the Chairman to sign the Valley Area Agency on Aging contract amendments for the period of October 1, 2003 through September 30, 2004, which decreases Congregate Meals by \$38,000.00 and increases Home Delivered Meals by \$38,078.00. Motion carried unanimously.

Discussion followed regarding the deadline for submitting ballot language regarding a proposed Senior Millage. It was noted that May 25, 2004 is the deadline.

Motion by Clark, supported by Henning, to recommend to the Full Board, that any committee with a quorum present have authority to act on any issue pertaining to proposed ballot language. Motion carried unanimously.

Motion by Clark, supported by Schneider, to recommend to the Full Board, to authorize payment to Howard L. Shifman P.C., in the amount of \$6,545.50, for legal services rendered 04/01/04 – 04/30/04 to be paid from line item 101-210-801.020. Motion carried unanimously.

Ken Elwert, Parks Department Director, presented a draft lease agreement for the house at General Squier Park. Lengthy discussion followed.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to establish \$550.00 as the monthly rent for the house at General Squire Park. Motion carried.

Motion by Bonesteel, supported by Henning, to recommend to the Full Board, pursuant to motion 147-04 of the April 15, 2004 Regular Board Meeting, to authorize the Sheriff's Department to fill the vacated Lieutenant position (#186) temporarily as well as one Sergeant Position (#195) permanently; and, to readdress the second Sergeant position (#196) in two months. Motion carried unanimously.

Motion by Bonesteel, supported by Henning, to recommend to the Full Board, pursuant to motion 147-04 of the April 15, 2004 Regular Board Meeting, to authorize the Sheriff's Department to post, and fill, the position of Dispatcher. Motion carried unanimously.

Motion by Clark, supported by Bonesteel, to recommend to the Full Board, pursuant to motion 147-04 of the April 15, 2004 Regular Board Meeting, to authorize the Health Department to post and fill the vacated Speech Therapist, Occupational Therapist, and Physical Therapist contract positions based on the fact that the above positions are fee based, third party positions at no cost to the County General Fund. Motion carried unanimously.

Motion by Clark, supported by Bonesteel, to recommend to the Full Board, pursuant to motion 147-04 of the April 15, 2004 Regular Board Meeting, to authorize the Health Department to post, and fill, two Registered Nurse contract positions based on the fact that the positions are 100% grant funded. Motion carried unanimously.

Lengthy discussion followed regarding the vacant Telecommunicator position and the Fund Balance at E-911 Central Dispatch.

Motion by Schneider, supported by Clark, to recommend to the Full Board, pursuant to motion 147-04 of the April 15, 2004 Regular Board Meeting, to authorize the E-911 Central Dispatch Department to post, and fill, the position of Telecommunicator. Motion carried.

Motion by Henning, supported by Schneider, to recommend to the Full Board, that a Financial Analysis of the E-911 Central Dispatch budget, and Fund Balance, be performed by the Director of E-911 Central Dispatch and the County Controller/Administrator; and further, that a recommendation for a policy regarding an appropriate Fund Balance be brought to the July 6, 2004 Finance Committee Meeting. Motion carried.

Motion by Kempf, supported by Schneider, to recommend to the Full Board, to authorize the County Controller/Administrator to amend the Table of Organization to establish a Temporary Full-time Clerical Position in the Soil Erosion and Sedimentation Department, with no cost to the County General Fund. Motion carried unanimously.

Motion by Kempf, supported by Bonesteel, to recommend to the Full Board, to authorize the Thumb Regional Community Corrections Advisory Board to submit the Community Corrections Comprehensive Plan and Application (Grant amount \$492,939.00) for fiscal year 2005 to the State of Michigan Department of Corrections. Motion carried unanimously.

Motion by Clark, supported by Bonesteel, to refer discussion regarding the budget amendment as submitted by the Treasurer's Office to the May 25, 2004 Finance Meeting Agenda. Motion carried unanimously.

Motion by Kempf, supported by Bonesteel, to adjourn the meeting. Motion carried unanimously. 11:04 a.m.

Ron Dahlke, Chairman
Finance Committee

FINANCE COMMITTEE
May 25, 2004
8:15 A.M.

Chairman Dahlke called the meeting to order at 8:22 a.m. in Room #302 on the Third Floor of the County Complex.

Present: Commissioners Dyle Henning, Cheryl Clark, Dave Taylor, Ian Kempf, Lenny Schneider, Joyce Bonesteel, Ron Dahlke

Others: John Biscoe, County Controller/Administrator, Craig Horton, Finance Officer, Lynette Stanford, Deputy County Clerk

The draft minutes from the May 11, 2004 Finance Committee Meeting were briefly reviewed.

Motion by Bonesteel, supported by Kempf, to approve the draft minutes from the May 11, 2004 Finance Committee Meeting. Motion carried unanimously.

The "Selected Invoice Summary" and budget amendments were distributed and reviewed by the Commissioners throughout the meeting.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to authorize the following budget amendment as submitted by the Friend of the Court:

Increase	215-100-400.100 (FOC Fund Balance)	by \$14,687.50
Increase	215-141-542.000 (Federal/State Reimbursement)	by \$14,687.50
Increase	215-141-933.110 (Installation of Imaging Equipment)	by \$3,480.00
Increase	215-141-977.110 (Purchase of Imaging Equipment)	by \$25,895.00

Motion carried unanimously.

Motion by Bonesteel, supported by Henning, to recommend to the Full Board, to authorize payment of the invoice from Ruth E. Kahn, in the amount of \$600.00 for an arbitration hearing. Motion carried unanimously.

Motion by Bonesteel, supported by Henning, to recommend to the Full Board, to authorize payment of the invoice from Shlomo Sperka, in the amount of \$993.50 for an arbitration hearing. Motion carried unanimously.

Lt. Bob Rapson of the Sheriff's Department requested authorization to utilize Justice Benefits International (JBI) to collect a process booking data to recover funds owed for housing of foreign national and aliens. Discussion followed.

Motion by Clark, supported by Bonesteel, to recommend to the Full Board, to authorize the Chairman of the Board to sign the Agreement for Professional Services between Justice Benefits International (JBI) and Lapeer County for the collection and process booking data to recover funds owed to the Lapeer County Sheriff's Department for the housing of foreign nationals and aliens, for a period of four years, commencing with the date of this contract; and further, that section 3.02 of the Contract be deleted (automatic renewal) and that the contract be reviewed by Counsel prior to the May 27, 2004 Regular Board Meeting. Motion carried unanimously.

Motion by Bonesteel, supported by Kempf, to recommend to the Full Board, to authorize the renewal of the membership with the Michigan Society of Planning, at a cost not to exceed \$600.00, to be paid from line item 101-801-597.000 (Memberships). Motion carried unanimously.

The meeting recessed from 8:45 a.m. to 8:54 a.m.

Motion by Clark, supported by Schneider, to recommend to the Full Board, to approve the following transfers for the Family Independency Agency:

**\$100,000.00 from 101-990-999.293 (Child Care Fund Appropriation)
to 293-990-695.010 (Child Care Fund)
\$20,000.00 from 101-990-999-.290 (Social Welfare Fund Appropriation)
to 290-990-695.010 (Social Welfare Fund)**

Motion carried unanimously.

Lengthy discussion followed regarding the proposed ballot language for the Senior Millage.

Motion by Schneider, supported by Bonesteel, pursuant to action taken at the May 13, 2004 Regular 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 official record, to approve the following ballot language for the Senior Millage:

Shall the County of Lapeer replace the originally authorized 1/8 (.1250) mill (12 1/2 cents per \$1,000 of the taxable value) with a 1/4 (.25) mill (25 cents per \$1,000 of the taxable value) against all property in Lapeer County for a period of six (6) years commencing 2004 through 2009, to be used to maintain senior citizen services throughout the County such as Home Chores, Meals on Wheels, Senior Center Activities, Respite Care, Personal Care and Homemaker, as administered by the County of Lapeer? If levied in its entirety, it is estimated that 1/4 (.25) mill would generate approximately 658,000 in the first year of such levy; and further, that the Chairman and Vice-Chair be authorized to make changes to the wording if recommended by Corporation Counsel.

Motion by Kempf, supported by Henning, to amend the previous motion to read as follows:

Shall the County of Lapeer replace the originally authorized 1/8 (.1250) mill (12 1/2 cents per \$1,000 of the taxable value) with a 7/32 (.2187) mill against all property in Lapeer County for a period of five (5) years commencing 2004 through 2008, to be used to maintain senior citizen services throughout the County such as Home Chores, Meals on Wheels, Senior Center Activities, Respite Care, Personal Care and Homemaker, as administered by the County of Lapeer? If levied in its entirety, it is estimated that 1/4 (.25) mill would generate approximately 658,000 in the first year of such levy; and further, that the Chairman and Vice-Chair be authorized to make changes to the wording if recommended by Corporation Counsel.

Roll Call Vote on amendment: Kempf, aye; Clark, nay; Taylor, nay; Henning, aye; Schneider, nay; Bonesteel, nay; Dahlke, nay. 2 ayes, 5 nays. Motion failed.

Additional Discussion followed.

Roll Call Vote for original motion: Schneider, aye; Henning, aye; Kempf, nay; Taylor, aye; Bonesteel, aye; Clark, aye; Dahlke, aye. 6 ayes, 1 nay. Motion carried.

Chairman Taylor and Vice-Chair Clark submitted the following ballot language to the County Clerk's Office on May 25, 2004:

The original Senior Citizen Millage of 1/8 (.1250) mill (12 1/2 cents per \$1,000 of the taxable value) shall expire in 2005. Shall the County of Lapeer replace the original authorized millage with a 1/4 (.25) mill (25 cents per \$1,000 of the taxable value) against all property in Lapeer County for a period of six (6) years commencing in 2004, to be used to maintain senior citizen services throughout the County, including but not limited to: Home Chores, Meals on Wheels, Respite Care, Personal Care, Senior Center Activities, and Homemaker Services as administered by the County of Lapeer? If levied in its entirety, it is estimated that 1/4 (.25) mill would generate approximately \$658,202 in the first year of such levy.

Discussion regarding the emergency expenditure policy followed.

Motion by Clark, supported by Bonesteel, to adjourn the meeting. Motion carried unanimously. 10:55 a.m.

Ron Dahlke, Chairman
Finance Committee

FINANCE COMMITTEE
June 8, 2004
8:15 A.M.

Chairman Dahlke called the meeting to order at 8:23 a.m. in Room #302 on the Third Floor of the County Complex.

Present: Commissioners Dyle Henning, Dave Taylor, Ian Kempf*, Lenny Schneider*, Joyce Bonesteel, Ron Dahlke

Excused: Commissioner Cheryl A. Clark

Others: John Biscoe*, County Controller/Administrator, Craig Horton, Finance Officer, Lynette Stanford, Deputy County Clerk

The draft minutes from the May 25, 2004 Finance Committee Meeting were briefly reviewed.

Motion by Bonesteel, supported by Schneider, to approve the draft minutes from the May 25, 2004 Finance Committee Meeting. Motion carried unanimously.

The "Selected Invoice Summary" and budget amendments were distributed and reviewed by the Commissioners throughout the meeting.

Michael Vizena, Executive Director, presented the proposed lease agreement and 2004 lease payment for the property at 219 S. Saginaw Street.

*Commissioner Kempf arrived. 8:32 a.m.

Motion by Bonesteel, supported by Taylor, to recommend to the Full Board, to have Corporation Counsel review the draft lease agreement between Lapeer County and Lapeer County Community Mental Health for the property located at 219 South Saginaw Street, at a rate of \$21,000.00 per annum, prior to the Chairman's signature; and further, to approve the following Journal Entry which reflects the first six rental payments:

Debit Account	222-615-941.020	by \$10,500.00
Credit Account	222-000-001.000	by \$10,500.00
Debit Account	675-000-001.000	by \$10,500.00
Credit Account	675-649-615.222	by \$10,500.00

Motion carried unanimously.

Discussion followed regarding a request from E-911 Central Dispatch, to hire Top Comp for mapping and purchase the linking software from Vision to continue to receive wireless funding and to be Phase II compliant by December 31, 2005.

Motion by Bonesteel, supported by Schneider, to refer discussion regarding the request from Lapeer County E9-1-1 Central Dispatch to hire Top Comp for mapping and purchase linking software from Vision to the June 10, 2004 Regular Board Meeting. Motion carried unanimously.

Discussion followed regarding the Service Contract with Lapeer Conservation District for Fiscal Year 2004.

Motion by Henning, supported by Taylor, to refer discussion of the 2004 Service Contract between Lapeer County and the Lapeer Conservation District to any meeting which Mary Brown can attend. Motion carried unanimously.

Ken Elwert, Parks Department Director, requested that the Board approve payment to the Michigan Department of Environmental Quality for the Torzewski Wetlands Water Park discharge permit.

Motion by Taylor, supported by Henning, to recommend to the Full Board, to authorize the Parks Department to pay invoice 04-MI0045632 from the Michigan Department of Environmental Quality with funds budgeted in account 208-691-957.000. Motion carried unanimously.

Lengthy discussion followed regarding a draft agreement between Oregon Township and the County, to resolve the issues surrounding Pero Lake Road and Torzewski Park. It was the consensus of the Committee that they will continue to pay the \$1,400.00 as budgeted, and to consider any additional information the Township wishes to bring before them.

Motion by Taylor, supported by Henning, to recommend to the Full Board, to authorize the following budget amendment as submitted by the Parks Department:

Decrease	208-724-850.000 (Telephone)	by \$ 250.00
Decrease	208-724-941.000 (Equipment Rental)	by \$ 250.00
Increase	208-698-542.000 (State Grant/Reimburse)	by \$ 700.00
Decrease	208-698-620.050 (Squier Park Revenues)	by \$8,000.00
Increase	208-698-694.000 (Other)	by \$ 570.00
Increase	208-698-664.090 (Squier House Rental)	by \$3,300.00
Decrease	208-691-850.000 (Telephone)	by \$ 300.00
Increase	208-691-957.000 (Memberships/Permits)	by \$1,500.00
Decrease	208-698-831.000 (Activity Programs)	by \$ 350.00
Decrease	208-723-743.000 (Uniforms)	by \$ 80.00
Decrease	208-723-704.000 (Wages)	by \$2,900.00
Decrease	208-723-730.045 (Pool Chemicals)	by \$ 500.00
Decrease	208-723-977.000 (Machinery & Equip)	by \$ 150.00
Decrease	208-724-743.000 (Uniforms)	by \$ 150.00

Motion carried unanimously.

Lengthy discussion followed regarding the Polly Ann Trail.

*Commissioner Schneider and Mr. Biscoe were excused during Polly Ann Trail discussion. 10:25 a.m.

Discussion followed regarding monthly payments to St. Clair County for Equalization Services pursuant to the Equalization Agreement.

Motion by Taylor, supported by Henning, to recommend to the Full Board, to authorize the County Treasurer to pay the monthly invoices to St. Clair County for Equalization Services in the amount of \$13,708.33, as outlined in the Intergovernmental Agreement previously approved in Motion 163-04 of April 29, 2004, to be paid from line item 101-225-813.000. Motion carried unanimously.

Motion by Taylor, supported by Henning, to recommend to the Full Board, to authorize payment to Johnson, Rosati, LaBarge, Aseltyne & Field, P. C., in the amount of \$3,897.64 for legal services rendered from 04/01/04 – 04/30/04, to be paid from line item 101-210-801.020. Motion carried unanimously.

Motion by Taylor, supported by Henning, to recommend to the Full Board, pursuant to motion 147-04 of the April 15, 2004 Regular Board Meeting, to authorize the Sheriff's Department to fill the vacated, General Fund, Road Patrol position #162. Motion carried unanimously.

Motion by Taylor, supported by Henning, to recommend to the Full Board, pursuant to motion 147-04 of the April 15, 2004 Regular Board Meeting, to authorize the Health Department to post and fill the full-time Public Health Nurse position, based on the fact that the position is 100% grant funded. Motion carried unanimously.

Motion by Taylor, supported by Henning, to recommend to the Full Board, pursuant to motion 147-04 of the April 15, 2004 Regular Board Meeting, to authorize the Health Department to post and fill the contractual, mandated Sanitarian position that is funded through the Michigan Department of Agriculture and local funds. Motion carried unanimously.

Motion by Kempf, supported by Taylor, to recommend to the Full Board, to authorize the following budget amendment as submitted by the County Clerk:

Decrease	101-215-705.000 (Salary Part-time)	by \$6,786.12
Increase	101-215-707.000 (Salary Overtime)	by \$6,786.12

Motion carried unanimously.

Motion by Kempf, supported by Taylor, to recommend to the Full Board, to authorize the following budget amendment as submitted by the Sheriff's Department:

Increase	264-301-676.020 (Revenue)	by \$25,000.00
Increase	264-301-977.000 (Equipment)	by \$25,000.00

Motion carried unanimously.

Discussion followed regarding the draft resolution which is to be submitted to the Michigan Association of Counties on June 11, 2004.

Motion by Kempf, supported by Taylor, to recommend to the Full Board, to proceed with the sale of 3.24 acres, known as Parcel "A", on Genesee Street for the asking price of \$1,380,000 (one million, three hundred and eighty thousand), with the possibility of additional acreage; and further, to authorize Building and Grounds to construct a 4x8 sign to be placed at the property site. Motion carried.

Motion by Taylor, supported by Henning, to go into closed session to discuss the purchase of property. Motion carried unanimously. 11:45 a.m.

Motion by Kempf, supported by Taylor, to go out of closed session. Motion carried unanimously. 12:25 p.m.

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

*Mr. Biscoe returned to the meeting during closed session.

Motion by Bonesteel, supported by Kempf, to adjourn the meeting. Motion carried unanimously. 12:26 p.m.

Ron Dahlke, Chairman
Finance Committee

FINANCE COMMITTEE
June 22, 2004
8:15 A.M.

Chairman Dahlke called the meeting to order at 8:21 a.m. in Room #302 on the Third Floor of the County Complex.

Present: Commissioners Cheryl A. Clark, Dyle Henning, Dave Taylor, Ian Kempf, Joyce Bonesteel, Ron Dahlke

Excused: Commissioner Lenny Schneider

Others: John Biscoe, County Controller/Administrator, Craig Horton, Finance Officer, Lynette Stanford, Deputy County Clerk

The draft minutes from the June 8, 2004 Finance Committee Meeting were briefly reviewed.

Motion by Taylor, supported by Henning, to approve the draft minutes from the June 8, 2004 Finance Committee Meeting. Motion carried unanimously.

The "Selected Invoice Summary" and budget amendments were distributed and reviewed by the Commissioners throughout the meeting.

Mary Brown, from the Lapeer Conservation District, presented a request for approval of the 2004 Service Contract for the Farmland Preservation Program. Discussion Followed.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to authorize the Chairman to sign the 2004 Service Contract between Lapeer County and the Lapeer Conservation District, for services between January 1, 2004 and December 31, 2004, in the amount of \$7,210.00, to be paid from line item 101-785-880.020; and further, that the 2005 Service Contract, reflecting quarterly payments, be submitted to the Board of Commissioners by November 1, 2004. Motion carried unanimously.

Pat Wright presented an Educational Program Report. Discussion followed regarding the request for annual appropriation.

Motion by Clark, supported by Henning, to recommend to the Full Board, to authorize the annual appropriation to the Educational Program of the Lapeer Conservation District, in the amount of \$ 3,500.00 to be paid from line item 101-785-880.010. Motion carried unanimously.

Stephanie Mercer, Health Department Director, and Walter Rodabaugh, Animal Control Division Chief, gave an update on the Animal Control Budget. Discussion followed.

Commissioner Kempf asked Walt to explain why Animal Control is required to respond to a complaint submitted to the State, or Federal Agencies. Discussion followed. It was the consensus of the Committee to have Animal Control request reimbursement from the State for responding to the complaints.

Discussion followed regarding the budget amendments submitted by the Health Department.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to approve the following budget amendment as submitted by the Health Department (Environmental), with the signature of the Finance Officer:

Increase	227-523-703.000 (Salaries)	by \$600.00
Increase	227-526-705.000 (Salaries)	by \$ 60.00
Increase	227-526-707.000 (Overtime)	by \$ 50.00
Increase	227-526-718.000 (Retirement)	by \$ 59.00
Increase	227-526-719.000 (Unemployment)	by \$ 1.00
Increase	227-526-722.000 (Work Comp)	by \$ 13.00
Increase	227-526-860.050 (Mileage Reimb)	by \$ 46.00
Decrease	227-526.934.030 (Drop Offs)	by \$860.00

Motion carried unanimously.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to approve the following budget amendment as submitted by the Health Department (Animal Control), with the signature of the Finance Officer:

Increase	224-602-542.000 (Grant)	by \$1,100.00
Increase	224-602-703.000 (Salary)	by \$ 673.00
Increase	224-602-714.000 (Medicare)	by \$ 20.00
Increase	224-602-715.000 (FICA)	by \$ 86.00
Increase	224-602-718.000 (Retirement)	by \$ 306.00
Increase	224-602-719.000 (Unemployment)	by \$ 1.00
Increase	224-602-722.000 (Work Comp)	by \$ 14.00

Motion carried unanimously.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to approve the following budget amendment as submitted by the Health Department (VAAA), with the signature of the Finance Officer:

Increase	223-601-400.100 (Beginning Bal)	by \$ 378.00
Increase	223-601-704.000 (Salary)	by \$2,545.00
Decrease	223-601-705.000 (Salary)	by \$2,559.00
Decrease	223-601-714.000 (Medicare)	by \$ 1.00
Decrease	223-601-715.000 (FICA)	by \$ 2.00
Increase	223-601-716.000 (Med., Dent., Vis)	by \$ 842.00
Increase	223-601-717.000 (Live Insurance)	by \$ 8.00
Decrease	223-601-718.000 (Retirement)	by \$ 495.00
Increase	223-601-723.000 (PEHP)	by \$ 40.00

Motion carried unanimously.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to approve the following budget amendment as submitted by the Health Department, with the signature of the Finance Officer:

Increase	221-601-400.100 (Beginning Bal)	by \$19,594.00
Decrease	221-601-482.000 (Radon Fee)	by \$ 650.00
Increase	221-601-557.020 (WIC Grant)	by \$11,953.00
Increase	221-601-557.110 (Bioterrorism)	by \$19,000.00
Increase	221-601-558.070 (HIV Grant)	by \$ 4,500.00
Decrease	221-601-681.020 (Regional Grant)	by \$ 668.00
Increase	221-601-692.010 (Misc Revenue)	by \$ 600.00
Increase	221-601-703.000 (Salary)	by \$ 7,455.00
Increase	221-601-704.000 (Salary)	by \$63,672.00
Decrease	221-601-705.000 (Salary)	by \$17,234.00
Increase	221-601-714.000 (Medicare)	by \$ 779.00
Increase	221-601-715.000 (FICA)	by \$ 3,341.00
Increase	221-601-716.000 (Health Ins.)	by \$ 2,032.00
Increase	221-601-719.000 (Unemployment)	by \$ 25.00
Decrease	221-601-718.000 (Retirement)	by \$19,942.00
Increase	221-601-719.000 (Unemployment)	by \$ 51.00
Increase	221-601-722.000 (Work Comp)	by \$ 1,080.00
Increase	221-601-723.000 (PEHB)	by \$ 113.00
Increase	221-601-728.000 (Postage)	by \$ 500.00
Increase	221-601-729.000 (Printing)	by \$ 75.00
Increase	221-601-730.000 (Office Supplies)	by \$ 1,046.00
Increase	221-601-730.010 (Supplies-other)	by \$ 3,815.00
Increase	221-601-730.030 (Medical Suppl)	by \$ 50.00
Increase	212-601-860.050 (Mileage Reimb)	by \$ 2,071.00
Increase	221-601-933.000 (Maintenance)	by \$ 900.00
Increase	221-601-977.050 (Equipment)	by \$ 4,500.00

Motion carried unanimously.

Michael Vizena, Executive Director, presented a request to change the Community Mental Health Organizational Chart to create a Director Position for the Drop In Program. Discussion followed.

Motion by Taylor, supported by Henning, to recommend to the Full Board, pursuant to motion 147-04 of the April 15, 2004 Regular Board Meeting, to change the Table of Organization for Community Mental Health by adding one Consumer Director Position at step one pay level (\$9.50 per hour), for the Drop in Program; and further, to authorize Community Mental Health to post and fill the position. Motion carried.

Motion by Henning, supported by Kempf, to recommend to the Full Board, to amend motion 147-04 from the April 15, 2004 meeting to exclude the current grant funded positions in the Health Department and Community Mental Health; and further, that the County Controller/Administrator be authorized to approve said positions. Roll Call Vote: Henning, aye; Kempf, aye; Schneider, absent; Bonesteel, nay; Clark, aye; Taylor, nay; Dahlke, nay. 3 ayes, 3 nays, 1 absent. Motion failed.

Motion by Henning, supported by Bonesteel, to recommend to the Full Board, to exempt the Consumer filled positions at Community Mental Health from motion 147-04 from the April 15, 2004 Meeting. Motion carried unanimously.

Motion by Taylor, supported by Bonesteel, to refer discussion regarding the sale of property on Genesee Street to the June 24, 2004 Regular Board Meeting Agenda. Motion carried unanimously.

Motion by Clark, supported by Taylor, to recommend to the Full Board, to authorize payment to Michigan Risk Management Authority, in the amount of \$88,914.00, from line item 101-954-713.000, for the 3rd of three payments for calendar year 2004. Motion carried unanimously.

Motion by Clark, supported by Taylor, to recommend to the Full Board, to authorize payment to Howard L. Shifman P.C., in the amount of \$8,186.00, for legal services rendered 05/01/04-05/31/04, to be paid from line item 101-210-801.020. Motion carried unanimously.

Motion by Kempf, supported by Henning, to recommend to the Full Board, to approve the ten page budget amendment as submitted by the Multi-Purpose Collaborative Body. Motion carried unanimously.

Commissioner Dahlke gave an update from the Michigan Association of Counties regarding recent State Legislation.

Lengthy discussion followed regarding the proposed ballot language concerning Headlee rollbacks. It was the consensus of the Committee to ask Gary Howell to come to the June 24, 2004 Regular Board Meeting to give an update regarding this issue.

Motion by Clark, supported by Bonesteel, to recommend to the Full Board, to cancel the July 1, 2004 Committee of the Whole Meeting and place any agenda items for that meeting on the July 6, 2004 Finance Meeting agenda. Motion carried unanimously.

Motion by Kempf, supported by Clark, to adjourn the meeting. Motion carried unanimously. 11:05 a.m.

Ron Dahlke, Chairman
Finance Committee

FINANCE COMMITTEE
July 6, 2004
8:15 A.M.

Chairman Dahlke called the meeting to order at 8:22 a.m. in Room #302 on the Third Floor of the County Complex.

Present: Commissioners Cheryl A. Clark, Dyle Henning, Dave Taylor, Ian Kempf*, Joyce Bonesteel, Ron Dahlke, Lenny Schneider*

Others: John Biscoe, County Controller/Administrator, Lynette Stanford, Deputy County Clerk

The draft minutes from the June 22, 2004 Finance Committee Meeting were briefly reviewed.

Motion by Clark, supported by Taylor, to approve the draft minutes from the June 22, 2004 Finance Committee Meeting. Motion carried unanimously.

The "Selected Invoice Summary" and budget amendments were distributed and reviewed by the Commissioners throughout the meeting.

Robert Aguire, Regional Community Corrections Coordinator, presented a request for approval of the contract with Huron House, Inc. for probation residential services. Discussion followed.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to authorize the Thumb Area Regional Community Corrections Advisory Board Lapeer County, to enter into an agreement with Huron House, Inc., for the remainder of Fiscal Year 2004, at a rate of \$43.00 per bed, with no cost to the County General Fund; and further, that the Chairman be authorized to sign said agreement. Motion carried unanimously.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to approve the following budget amendment, as submitted by the Thumb Area Regional Community Corrections Advisory Board, which reflects the increased Drunk Driver Jail Reduction program, with no cost to the County General Fund:

Increase	261-359-813.000 (DDJR In Jail – Lapeer)	by \$ 6,960.00
Increase	261-359-813.000 (DDJR In Jail – Tuscola)	by \$ 3,915.00
Increase	261-359-813.000 (DDJR Assess&Treat Lapeer)	by \$52,640.00
Increase	261-359-813.000 (DDJR Asses&Treat Tuscola)	by \$29,610.00
Increase	261-359-569.000 (State Comm. Corr. Grant)	by \$93,125.00

Motion carried unanimously.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to approve the following budget amendment, as submitted by the Thumb Area Regional Community Corrections Advisory Board, which reflects the increased Probation Residential Services portion of the 2004 State OCC Grant award, with no cost to the County General Fund:

Increase	261-359-813.500 (Pro Res Ser – Lapeer)	by \$36,553.00
Increase	261-359-813.550 (Pro Res Ser – Tuscola)	by \$24,314.00
Increase	261-359-569.000 (State Comm Corr Grant)	by \$60,867.00

Motion carried unanimously.

Michael Vizena, Executive Director, presented a request for approval of the Intergovernmental Agreement for the Transfer of Functions and Responsibilities agreement with Sanilac and St. Clair Community Mental Health authorities and the concurrent resolution adopted by the Lapeer County Community Mental Health Board. Commissioner Dahlke disclosed that his wife is now acting Chairperson for the Mental Health Services Board.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to approve the amendment to the Intergovernmental Agreement for the Transfer of Functions and Responsibilities with Sanilac and St. Clair Community Mental Health Authorities, for the period of October 1, 2004 through September 30, 2006; and further, to approve the concurrent resolution adopted by the Lapeer County Community Mental Health Board. Motion carried unanimously.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to approve the transfer of \$60,000.00 from the current Lapeer Community Mental Health unrestricted local fund balance into a restricted Community Mental Health Building/Equipment acquisition and replacement fund account. Motion carried unanimously.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to approve the Lapeer County Community Mental Health budget amendment for the fiscal year 2003-2004 as submitted. Motion carried unanimously.

Motion by Clark, supported by Bonesteel, to recommend to the Full Board, to authorize the Chairman to sign the Valley Area Agency on Aging Direct Purchase of Services Agreement for fiscal year 2004-2005 Home Delivered Meals, at the reimbursement rate of \$5.00 per meal, for the purchase of services. Motion carried unanimously.

**Commissioner Schneider arrived 9:40 a.m.

Lengthy discussion followed regarding Oregon Township's request for approval of a contract regarding the paving of Pero Lake Road.

Motion by Kempf, supported by Taylor, to recommend to the Full Board, to remove any motion that might be on record showing \$1,400.00 for road brining, and to approve a \$1,400.00 appropriation to Oregon Township for road improvements and upgrades for the ingress and egress of Torzewski Park.

Motion by Clark, supported by Henning, to amend the previous motion to be as follows:

To recommend to the Full Board, to remove any motion that might be on record showing \$1,400.00 for road brining, and to approve a minimum of \$1,400.00 appropriation to Oregon Township for road improvements and upgrades for the ingress and egress of Torzewski Park. Motion carried unanimously.

Motion by Clark, supported by Henning, to amend the amended motion to be as follows:

To recommend to the Full Board, to remove any motion that might be on record showing \$1,400.00 for road brining and to approve a minimum of \$1,800.00 appropriation to Oregon Township for road improvements and upgrades for the ingress and egress of Torzewski Park, beginning in 2005. Roll Call Vote: Clark, aye; Henning, aye; Kempf, nay; Schneider, nay; Taylor, aye; Bonesteel, nay; Dahlke, nay. 3 ayes, 4 nays. Motion failed.

Roll Call Vote for main motion as amended: Kempf, aye; Schneider, aye; Taylor, aye; Bonesteel, aye; Clark, aye; Henning, aye; Dahlke, aye. 7 ayes. Motion carried unanimously.

Ron Kalanquin, Sheriff, presented a request for approval of a 6 month Police Services Contract for Oregon Township. Discussion followed.

Motion by Clark, supported by Bonesteel, to recommend to the Full Board, to approve the 6 month agreement for Law Enforcement Services for Oregon Township, for the period of July 1, 2004 through December 31, 2004; and further, that the Chairman be authorized to sign said agreement. Motion carried unanimously.

Ken Elwert, Parks Department Director, presented a request for authorization to submit the Polly Ann Trail management budget recommendation of \$14,000 for State fiscal year 2005 to the Michigan Department of Natural Resources for consideration.

Motion by Henning, supported by Taylor, to recommend to the Full Board, to authorize the Parks Department to submit the Polly Ann Trail management budget recommendation of \$14,000.00 for State fiscal year 2005 to the Michigan Department of Natural Resources for consideration. Roll Call Vote: Henning, aye; Schneider, aye; Bonesteel, nay, Clark, aye; Kempf, excused; Taylor, aye; Dahlke, nay. 5 ayes, 2 nays. Motion carried.

Commissioner Dahlke requested that the record reflect the he does not feel that it is the time we need a coordinator for the trail, and that he does not support any development in Townships that are against the development of the trail at this time.

Discussion followed regarding the draft lease agreement for the House located at General Squier Park.

Motion by Schneider, supported by Henning, to recommend to the Full Board, to approve the lease agreement for the house located at 4725 South Mill Road (General Squier Park); and further, to authorize the Parks Department to begin the application process to lease the house. Motion carried unanimously.

Motion by Clark, supported by Henning, to recommend to the Full Board, to approve the following 4th quarter appropriation for the Valley Area Agency on Aging Contract:

\$13,750.00 from 276-990-999.223 to 223-990-695.010

Motion carried unanimously.

Motion by Clark, supported by Henning, to recommend to the Full Board, to approve the following 3rd quarter appropriation for the Health Department:

\$125,000.00 from 101-990-999.221 to 221-990-695.010
\$ 11,859.75 from 101-990-999.224 to 224-990-695.010

Motion carried unanimously.

Motion by Clark, supported by Henning, to recommend to the Full Board, to approve the following 3rd quarter appropriation for the Jail Nurse:

\$15,920.50 from 101-990-999.221 to 221-990-695.013

Motion carried unanimously.

Emil Joseph Jr., Friend of the Court, presented a request for approval of the fiscal year 2005 Title IV-D Medical Support Application. Discussion followed.

Motion by Clark, supported by Schneider, to recommend to the Full Board, to approve the fiscal year 2005 Title IV-D Medical Support Application, for the period of October 1, 2004 through September 30, 2005, with no cost to the County General Fund; and further, to authorize the Chairman to sign said applications. Motion carried unanimously.

Motion by Clark, supported by Henning, to recommend to the Full Board, to authorize payment to Johnson, Rosati, LaBarge, Aselyne & Field, P. C., in the amount of \$5,411.00, for legal services rendered from 05/01/04 – 05/31/04, to be paid from line item 101-210-801.020. Motion carried unanimously.

Motion by Clark, supported by Bonesteel, to recommend to the Full Board, to approve the following budget amendment for the Emergency Management Department:

Increase	260-426-506.000 (Revenue)	by \$ 726.55
Increase	260-426-707.000 (Salary OT)	by \$ 726.55
Increase	260-427-707.000 (Salary OT)	by \$1,500.00
Increase	260-427-718.000 (Retirement)	by \$1,500.00

Motion carried unanimously.

Motion by Schneider, supported by Taylor, to recommend to the Full Board, to approve the following budget amendment for the Prosecuting Attorney's office:

Increase	101-229-805.000 (Witness Fees)	by \$4,255.00
Decrease	101-990-999.257 (Budget Stabilization)	by \$4,255.00

Motion carried unanimously.

Motion by , Henning, supported by Clark, to recommend to the Full Board, to adopt the following resolution for Resource Conservation and Development Councils:

RESOLUTION FOR RC&D WEEK

Whereas, Resource Conservation & Development Councils have contributed countless hours of community service to help people care for and protect their natural resources in a way that will improve the area's economy, environment, and living standards since 1964; and

Whereas the **Saginaw Bay** RC&D Council, through its providing a way for people to work together to plan and carry out activities that has made our counties a better place to live;

Now, therefore, as a County Board Commissioner of Lapeer County, I hereby proclaim the week of July 11, 2004, to be "RC&D Week" in Lapeer County to recognize the fact that during this week, across the nation, Resource Conservation and Development Councils are performing community service projects to improve their communities.

And further, I congratulate the Resource Conservation and Development Councils for its continued success in brightening the future of our communities by bringing together diverse groups of local volunteers to strengthen the spirit of community service in our counties, not only this week but throughout the year.

Motion carried unanimously.

Motion by Schneider, supported by Henning, to adjourn the meeting. Motion carried unanimously. 11:57 a.m.

Ron Dahlke, Chairman
Finance Committee

FINANCE COMMITTEE
July 20, 2004
8:15 A.M.

Chairman Dahlke called the meeting to order at 8:20 a.m. in Room #302 on the Third Floor of the County Complex.

Present: Commissioners Joyce Bonesteel, Dyle Henning, Lenny Schneider, Dave Taylor, Ron Dahlke

Excused: Commissioners Ian Kempf and Cheryl Clark

Others: John Biscoe, County Controller/Administrator; Craig Horton, Finance Officer; Marlene M. Bruns, County Clerk

It was the consensus of the Committee to accept the agenda with the following additions: MCF easement question; Michigan Association of Counties dues; property taxes for Community Mental Health.

The draft minutes of the July 6, 2004 Finance Committee Meeting were briefly reviewed and discussed.

Motion by Bonesteel, supported by Schneider, to approve the draft minutes from the July 6, 2004 Finance Committee Meeting. Motion carried unanimously.

The "Selected Invoice Summary" and budget amendments were distributed and reviewed by the Commissioners throughout the meeting.

Stephanie Mercer, Health Officer, was present to request approval of the FY 2004/2005 Comprehensive Planning, Budgeting and Contracting Agreement budget and agreement from the Michigan Department of Public Health. Ms. Mercer noted that there is a loss of \$130,000 from last year's agreement. The reductions consist of approximately \$7,000 in HIV testing and the balance in bioterrorism money.

Motion by Bonesteel, supported by Schneider, to recommend to the Full Board, to approve the Agreement between the Michigan Department of Community Health and the Lapeer County Board of Commissioners on behalf of the Lapeer County Health Department, for the Delivery of Public Health Services under the Comprehensive Planning, Budgeting and Contract (CPBC) Agreement, for the period of October 1, 2004 through September 30, 2005; and further, to authorize the Chairman to sign said agreement. Motion carried unanimously.

E 9-1-1 Central Dispatch requested approval to lease an Ikon Richo copier at a rate of \$244.00 per month for 60 months.

Motion by Taylor, supported by Henning, to recommend to the Full Board, to authorize E 9-1-1 Central Dispatch to enter into an agreement to lease an Ikon Richo copier, at a cost of \$244.00 per month, for a period of 60 months. Motion carried unanimously.

Mary Stikeleather, Emergency Management, based upon the recommendation of Emergency Management Advisory Council, is requesting approval for the addition of members to the committee and asks that all terms on the committee expire December 31, 2006. She noted that the committee is revising their policies and procedures. They are looking at having two people representing each discipline on the committee.

Motion by Henning, supported by Taylor, to recommend to the Full Board, to approve the recommendations of the Emergency Management Advisory Council to approve the addition of the following members to the committee, and that all members' terms expire December 31, 2006:

**Janet Hamm, Comm./Human Services
Terri Rowe, Hospital Representative
Tom English, Education
Victor Martin, Communications
Kimberly Goldorf, First Aide/Health
Mary Panos, Transportation
Jim McLain, Law Enforcement
Gary Andres, Public**

Motion carried unanimously.

Mary Stikeleather, Emergency Management, is requesting approval to submit the application for the 2004 Homeland Security Grant.

Motion by Henning, supported by Bonesteel, to recommend to the Full Board, to allow the submission of the 2004 Homeland Security Grant Program Application, in the amount of \$589,304; and further, to authorize the Chairman to sign said grant application. Motion carried unanimously.

Mary Stikeleather, Emergency Management, requested the Board to approve the Statement of Concurrence for the Local Planning Team for the County of Lapeer concerning the Initial Strategic Implementation Plan and all subsequent information relating to the 2004 Homeland Security Grant Program.

Motion by Henning, supported by Schneider, to recommend to the Full Board, to approve the Local Planning Team Identification and Statement of Concurrence, for the County of Lapeer, concerning the Initial Strategic Implementation Plan and all subsequent information relating to the 2004 Homeland Security Grant Program; and further, to authorize the Chairman to sign said statement. Motion carried unanimously.

Brief discussion followed regarding the request to transfer money allocated to the Multi-Purpose Collaborative Body and the Family Focus Mentors program.

Motion by Schneider, supported by Taylor, to recommend to the Full Board, to approve the following transfer for the Multi-Purpose Collaborative Body:

\$6,500.00 from line item 101-990-999.299 to line item 299-747-644.101

Motion carried unanimously.

Motion by Schneider, supported by Taylor, to recommend to the Full Board, to approve the following transfer for the Family Focus Mentors program:

\$7,000.00 from line item 101-990-999.299 to line item 299-730-644.101

Motion carried unanimously.

Brief discussion followed regarding the requests to pay Michigan Municipal Risk Management an additional contribution to the retention fund and the invoice for Howard Shifman.

Motion by Schneider, supported by Taylor, to recommend to the Full Board, to approve payment to Michigan Municipal Risk Management Authority, in the amount of \$50,000.00, as an additional contribution to the retention fund, to be deducted from line item 101-954-713.000. Motion carried unanimously.

Motion by Schneider, supported by Taylor, to recommend to the Full Board, to approve payment to Howard L. Shifman, P.C., in the amount of 2,736.00, for legal services rendered 06-01-04 through 06-30-04. Motion carried unanimously.

Larry Allen, Stewart, Beauvais and Whipple, presented the Comprehensive Annual Financial Report for the year ending December 31, 2004.

Motion by Schneider, supported by Taylor, to recommend to the Full Board, to receive the Comprehensive Annual Financial Report for the year ending December 31, 2004, as presented. Motion carried unanimously.

Brief discussion followed regarding the budget amendment adjusting the Beginning Fund Balance, Revenue Sharing, Risk Insurance and Contingencies.

Motion by Taylor, supported by Schneider, to recommend to the Full Board, to approve the following budget amendment:

Increase	101-100-400.100 (Beginning Fund Balance)	\$425,000.00
Decrease	101-253-576.000 (Revenue Sharing)	\$524,184.00
Increase	101-954-713.000 (Risk Insurance)	\$ 15,058.00
Decrease	101-100-700.100 (Contingencies)	\$114,242.00

Motion carried unanimously.

John Biscoe County Controller/Administrator, is asking for authorization to re-align the MERS assets.

Motion by Taylor, supported by Schneider, to recommend to the Full Board, to approve the asset redistribution of retirement funds held by MERS; and further, to approve the transfer of funds from the County's retirement fund to MERS. Motion carried unanimously.

Joe Stock, Program & Operations Manager, was present to discuss the easement from Oregon-Millville Development Corp. The Development Corporation is requesting easement to tap into city sewer and water.

Motion by Taylor, supported by Schneider, to recommend to the Full Board, that the attached Easement Agreement for a 30-foot easement across county property, as drawn on the attached aerial photograph be approved with the Oregon-Millville Development Corporation; and further, that the Development Corporation shall provide a certified survey of the easement to serve as Exhibit C of the agreement; and further, that the Chairman be authorized to sign said agreement. Motion carried unanimously.

Brief discussion followed regarding the 2003 tax bill on the Community Mental Health property. Mr. Stock said he had researched the issue prior to Community Mental Health purchasing the property. The purchase agreement said the purchaser was responsible for the tax bill. He said he had informed Community Mental Health of that fact.

Lengthy discussion followed regarding the Michigan Association of Counties dues. The dues are \$13,853, same amount as last year. It was noted that the Board paid \$10,000.00 last year and Michigan Association of Counties accepted it as payment in full. It was the consensus of the Board to consider the dues during the budget process.

Commissioner Dahlke asked that the Board postpone discussion of the Polly Ann Trail until the August 5 Full Board meeting. Chairman Taylor noted that the August 5 meeting will be a night meeting, at the D-Bar-A Ranch.

Motion by Schneider, supported by Bonesteel, to adjourn the meeting. 11:05 a.m.

Ron Dahlke, Chairman
Finance Committee

FINANCE COMMITTEE
August 3, 2004
8:15 A.M.

Chairman Dahlke called the meeting to order at 8:25 a.m. in Room #302 on the Third Floor of the County Complex.

Present: Commissioners Cheryl Clark, Joyce Bonesteel, Dyle Henning, Lenny Schneider, Dave Taylor, Ron Dahlke

Excused: Commissioner Ian Kempf

Others: John Biscoe, County Controller/Administrator; Lynette Stanford, Deputy Clerk

The draft minutes of the July 20, 2004 Finance Committee Meeting were briefly reviewed and discussed.

Motion by Schneider, supported by Henning, to approve the draft minutes from the July 20, 2004 Finance Committee Meeting. Motion carried unanimously.

The "Selected Invoice Summary" and budget amendments were distributed and reviewed by the Commissioners throughout the meeting.

Discussion followed regarding the Health Department's request for approval of Amendment No. 3 of the Comprehensive Planning, Budgeting and Contracting Agreement for the period 10/01/03 through 09/30/04.

Motion by Clark, supported by Bonesteel, to recommend to the Full Board, to approve Amendment No. 3 of the Comprehensive Planning, Budgeting and Contracting Agreement for the period of 10/01/03 through 09/30/04, as submitted by the Health Department; and further, that the Chairman be authorized to sign said agreement. Motion carried unanimously.

Discussion followed regarding the Health Department's proposed schedule of fees for 2004/2005.

Motion by Clark, supported by Taylor, to refer discussion regarding the 2004-2005 Schedule of Fees for Services to the August 5, 2004 Regular Board Meeting. Motion carried unanimously.

Motion by Clark, supported by Bonesteel, to recommend to the Full Board, to authorize the following transfer of \$96,137.32 to Community Mental Health, representing the third of three installments toward the annual allocation of \$288,412.00:

From 101-990-999.222 (Community Mental Health appropriation)
To 222-990-695.011 (Community Mental Health expenditure)

Motion carried unanimously.

Motion by Clark, supported by Bonesteel, to recommend to the Full Board, to approve the Community Mental Health budget amendment for fiscal year 2003-2004 as submitted. Motion carried unanimously.

Discussion followed regarding a new grant received by MSU Extension, which will fund a new temporary position with the title of Lapeer County Emerald Ash Borer Coordinator. Discussion followed.

Motion by Clark, supported by Taylor, to recommend to the Full Board, to amend the Table of Organization for MSU Extension by adding one temporary position with the title Lapeer County Emerald Ash Borer Coordinator, to be paid for by grant funds with no cost to the County General Fund. Motion carried unanimously.

Motion by Clark, supported by Taylor, to recommend to the Full Board, to create a new line-item to record income related to the Emerald Ash Borer grant. Motion carried unanimously.

Motion by Clark, supported by Taylor, to recommend to the Full Board, to approve the following budget amendment as submitted by MSU Extension:

Increase	287-735-705.000 (Salary, Part-time)	by \$4,975.82
Increase	287-735-714.000 (Medicare)	by \$ 72.14
Increase	287-735-715.000 (Social Security)	by \$ 308.50
Increase	287-735-719.000 (Unemployment Ins.)	by \$ 4.97
Increase	287-735-722.000 (Worker's Comp.)	by \$ 99.51
Increase	287-735-542.000 (Emerald Ash Grant)	by \$5,460.94

Motion carried unanimously.

Mr. Biscoe presented information regarding the Soil Erosion and Sedimentation program. Discussion followed:

Motion by Clark, supported by Henning, to recommend to the Full Board, to authorize the Department of Community Development to change the table of organization for the Soil Erosion and Sedimentation program by adding a temporary Field Inspector Position up to 40 hours per week, at a hourly rate of \$8.00 per hour, and further, to approve the following budget amendment as submitted by Community Development:

Increase	274-100-400.461 (Fund Balance)	by \$ 28,617.62
Increase	274-461-703.000 (Salary, Super)	by \$ 1,704.24
Increase	274-461-705.000 (Salary, P.T.)	by \$ 11,971.20
Increase	274-461-714.000 (Medicare)	by \$ 173.58
Increase	274-461-715.000 (Social Security)	by \$ 742.21
Increase	274-461-719.000 (Unemploy Ins)	by \$ 11.97
Increase	274-461-722.000 (Work Comp)	by \$ 239.42
Increase	274-461-860.050 (Mileage Reim)	by \$ 690.00
Increase	274-990-999.010 (Oper. Tranout)	by \$13,058.000

Motion carried unanimously.

Motion by Clark, supported by Schneider, to recommend to the Full Board, to approve the budget amendment regarding the reorganization of the Treasurer/Equalization Office as submitted. Motion carried unanimously.

Mr. Biscoe presented the Parks Department's request for the reclassification of two lifeguard positions at General Squier Park. Discussion followed.

Motion by Taylor, supported by Henning, to recommend to the Full Board, to reclassify two seasonal lifeguard positions at General Squier Park to Head Guard positions at a rate of \$8.00 per hour. Motion carried unanimously.

Motion by Clark, supported by Bonesteel, to recommend to the Full Board, pursuant to motion 147-04 of the April 15, 2004 Regular Board Meeting, to authorize the Friend of the Court to post and fill the vacant Friend of the Court Clerk position. Motion carried unanimously.

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

Motion by Schneider, supported by Clark, to adjourn the meeting. 9:45 a.m.

Ron Dahlke, Chairman
Finance Committee

FINANCE COMMITTEE
August 31, 2004
8:15 A.M.

Chairman Dahlke called the meeting to order at 8:20 a.m. in Room #302 on the Third Floor of the County Complex.

Present: Commissioners Cheryl Clark, Joyce Bonesteel, Dyle Henning,
Lenny Schneider, Dave Taylor, Ron Dahlke

Others: John Biscoe, County Controller/Administrator; Craig Horton, Chief
Financial Officer, Lynette Stanford, Deputy Clerk

Excused: Commissioner Ian Kempf

The draft minutes of the August 3, 2004 Finance Committee Meeting were briefly reviewed.

Motion by Bonesteel, supported by Schneider, to approve the draft minutes from the August 3, 2004 Finance Committee Meeting. Motion carried.

The "Selected Invoice Summary" and budget amendments were distributed and reviewed by the Commissioners throughout the meeting.

Linda DeTavernier, Deputy Sheriff, requested authorization to submit an Office of Highway Safety Planning (OHSP) grant application for the state fiscal year of October 1, 2004-September 30, 2005, which focuses on Youth Alcohol Enforcement.

Motion by Clark, supported by Schneider, to recommend to the Full Board, to authorize the Sheriff's Department to submit a grant application, which focuses on Youth Alcohol Enforcement to the Office of Highway Safety Planning (OHSP) grant application for the state fiscal year October 1, 2004 – September 30, 2005. Motion carried.

Deaneen North, Deputy Sheriff, requested authorization to submit the Annual 2004/2005 P.A. 416 Secondary Road Patrol Grant.

Motion by Schneider, supported by Bonesteel, to recommend to the Full Board, to authorize the Sheriff's Department to submit the P.A. 416 Secondary Road Patrol, and Traffic Accident Prevention Program Application for Fiscal Year 2005 (10/01/2004 – 9/30/2005); and further, that the Chairman be authorized to sign said application. Motion carried.

Michael Vizena, Executive Director of Community Mental Health and Joe Stock, Program & Operations Manager, presented a request to approve the kitchen installation at the Community Mental Health property 219 Saginaw Street. Discussion followed.

Motion by Taylor, supported by Henning, to recommend to the Full Board, that Lapeer County enter into a contract with Family Building Co. to install the designed kitchen at 219 South Saginaw Street, at a cost not to exceed \$68,000.00, to be paid through Community Mental Health line item 675-649-977.222 (CMH Equipment). Motion carried.

Discussion followed regarding the amended Valley Area Agency on Aging Contract for FY 2004 for the Congregate and Home Delivered meal programs.

Motion by Clark, supported by Henning, to recommend to the Full Board, to approve the Valley Area Agency on Aging contract amendment for 9th year – Congregate Meals, 9th Year – Home Delivered Meals (LDOSA-NUTR-04rnd2), for the period of October 1, 2004 through September 30, 2006; and further, to authorize the Chairman to sign said contract agreement. Motion carried.

Lengthy discussion followed regarding the Michigan Association of Counties and Michigan Townships Associations dues.

Motion by Taylor, supported by Bonesteel, to refer discussion regarding the payment of dues to the Michigan Association of Counties and the Michigan Townships Associations to the second (2nd) Finance Meeting in January 2005. Motion carried.

It was the consensus of the Committee to have a discussion with Jan Coffey, Department of Senior Activities Director, and Stephanie Mercer, Health Department Director, regarding the Senior Millage Funds at the September 9, 2004 Committee of the Whole Meeting.

Ken Elwert, Parks Department Director, requested approval for an appropriation transfer. Discussion followed.

Motion by Henning, supported by Bonesteel, to recommend to the Full Board, to approve a 40% (\$100,000.00) appropriation transfer to the County Parks Fund 208. Motion carried.

Discussion followed regarding the request from Community Corrections for approval of a budget amendment.

Motion by Henning, supported by Schneider, to recommend to the Full Board, to approve the following budget amendment as submitted by Community Corrections:

Increase	261-356-569.000 (Comm. Serv Place)	by \$3,000.00
Increase	261-357-569.000 (Jail Work Crew)	by \$6,500.00
Increase	261-358-569.000 (Day Reporting)	by \$1,600.00
Decrease	261-354-569.000 (State Comm Corr Gt)	by \$4,800.00
Decrease	261-359-569.000 (State Comm Corr Gt)	by \$6,300.00

Motion carried.

Discussion followed with Stephanie Mercer, Health Department Director, regarding the transfer of responsibility for the Clean Sweep/Household Hazardous Waste Collections to the MSU Extension Office.

Motion by Bonesteel, supported by Schneider, to recommend to the Full Board, to move the Clean Sweep and Household Hazardous Waste Collection Programs under the jurisdiction of the MSU Extension Office effective October 1, 2004. Motion carried.

Motion by Bonesteel, supported by Henning, to recommend to the Full Board, to authorize a second (2nd) Household Hazardous Waste collection in 2004, to be paid for with remaining budgeted funds. Motion carried.

Discussion followed regarding the Friend of the Court request for approval of the Fiscal Year 2005 Title IV-D Medical Support Enforcement Contract.

Motion by Schneider, supported by Clark, to recommend to the Full Board, to approve the Fiscal Year 2005 Title IV-D Medical Support Enforcement Contract (CSMED-05-44001), in the amount of \$33,344.00, with no cost to the County General Fund. Motion carried.

Commissioner Dahlke announced that the September 3, 2004 night meeting will be at the General Squier Park in the Old Mill.

Motion by Clark, supported by Taylor, to adjourn the meeting. 9:45 a.m.

Ron Dahlke, Chairman
Finance Committee

FINANCE COMMITTEE
September 14, 2004
8:15 A.M.

Chairman Dahlke called the meeting to order at 8:27 a.m. in Room #302 on the Third Floor of the County Complex.

Present: Commissioners Joyce Bonesteel, Dyle Henning, Lenny Schneider*, Dave Taylor, Ian Kempf, Ron Dahlke

Excused: Commissioner Cheryl A. Clark

Others: John Biscoe, County Controller/Administrator; Craig Horton, Chief Financial Officer, Lynette Stanford, Deputy Clerk

The draft minutes of the August 31, 2004 Finance Committee Meeting were briefly reviewed.

Motion by Bonesteel, supported by Taylor, to approve the draft minutes from the August 31, 2004 Finance Committee Meeting. Motion carried.

The "Selected Invoice Summary" and budget amendments were distributed and reviewed by the Commissioners throughout the meeting.

Mary Stikeleather, Emergency Management Coordinator, requested approval of the fiscal year 2004 State Homeland Security Grant Program Agreement. Discussion followed.

*Commissioner Schneider arrived. 8:32 a.m.

Motion by Henning, supported by Kempf, to recommend to the Full Board, to accept the 2004 State Homeland Security Grant Program Grant Agreement, for the period of August 1, 2004 through September 30, 2005, in the amount of \$589,304.00, with \$137,670.00 specifically earmarked for Law Enforcement Terrorism Prevention; and further, that the Chairman be authorized to sign said grant. Motion carried.

Discussion followed regarding the Treasurer's request for authorization to transfer the 2004 Bridge Fund allocation. It was suggested that Road Commissioner Dan Toy be invited to the September 28, 2004 Finance Meeting to explain how the Bridge Fund is used.

Motion by Bonesteel, supported by Kempf, to recommend to the Full Board, to authorize the Treasurer to transfer the 2004 County Bridge Fund allocation, in the amount of \$230,255.80 (0.1000 mills). Motion carried

Ken Elwert, Parks Department Director, requested authorization to mow and gravel the approved areas of the Polly Ann Trail. Discussion followed.

Motion by Taylor, supported by Schneider, to recommend to the Full Board, to authorize the Director of Lapeer County Parks to enter into a contract with Jostock Trucking, for the purpose of mowing the approved areas of the Polly Ann Trail, in an amount not to exceed \$3,250.00 from line item 209-698-930.020. 5 ayes, 1 nay. Motion carried.

Motion by Taylor, supported by Schneider, to recommend to the Full Board, to authorize the Director of Lapeer County Parks to enter into a contract with Forest Aggregates, for the purpose of purchasing gravel for repairs to the approved areas of the Polly Ann Trail, in an amount not to exceed \$3,000.00, from line item 209-698-930.020. 5 ayes, 1 nay. Motion carried.

Commissioner Bonesteel requested that the record reflect her negative vote on the previous two motions.

Motion by Schneider, supported by Henning, to recommend to the Full Board, to authorize payment to Howard L. Shifman P.C., in the amount of \$7,510.62, for services rendered 08/01/04 – 08/31/04, from line item 101-210-801.020. Motion carried.

Discussion followed regarding the proposed Personnel Committee Motion.

Motion by Schneider, supported by Bonesteel, to recommend to the Full Board, pursuant to motion 388-04 of the September 2, 2004 Regular Board Meeting, to authorize the Sheriff's Department to transfer the Columbiaville contracted employee to the County's vacant general fund position #154, effective 9/1/2004, based on the fact that this position is crucial to the operations of the department. Motion carried.

Phil Kaatz, Lapeer County Extension Director, requested permission to close the MSU Extension Office October 19, 2004 to hold a strategic planning session. Lengthy discussion followed. It was the consensus of the Committee that the department has the option to hold a strategic planning session with no cost to the County, as long as there is someone in the office to serve the public and answer the phones.

Sally Eilersen, County Treasurer, clarified that the proposed Bridge Fund allocation was based on the Headlee Rollback.

Motion by Taylor, supported by Schneider, to recall the motion regarding the Bridge Fund Allocation. Motion carried.

Motion by Taylor, supported by Bonesteel, to recommend to the Full Board, to authorize the Treasurer to transfer the 2004 County Bridge Fund allocation, in the amount of \$230,255.80. Motion carried.

Discussion followed with State Representative John Stahl regarding Senate Bills 1111 and 1112, which allow for counties to conduct early property tax collections as a means of replacement revenue. Representative Stahl assured the Committee that he will be voting against the issue.

Stephanie Mercer, Health Department Director, requested approval of the annual agreement with Michigan Department of Environmental Quality for manufactured housing inspections. Discussion followed.

Motion by Bonesteel, supported by Schneider, to recommend to the Full Board, to approve the agreement between the Michigan Department of Consumer and Industry Services, The Michigan Department of Environmental Quality, and the Lapeer County Health Department, for Inspections of Manufactured Housing Communities licensed by the Michigan Department of Consumer and Industry Services, for the calendar year 2004; and further, that the Chairman be authorized to sign said agreement. Motion carried.

Victor Martin, E-911 Central Dispatch Director, presented a budget amendment request. Lengthy discussion followed.

Motion by Taylor, supported by Henning, to recommend to the Full Board, to approve the following budget amendment as submitted by the E-911 Central Dispatch:

Decrease	211-325-850.000 (Telephone)	by \$1,500.00
Increase	211-325-743.000 (Uniforms)	by \$1,500.00
Decrease	211-325-813.000 (Contract Services)	by \$ 600.00
Increase	211-325-956.000 (Employee Training)	by \$ 600.00

Roll Call Vote: Taylor, aye; Bonesteel, nay; Clark, absent; Henning, aye; Kempf, aye; Dahlke, nay. 4 ayes, 2 nays, 1 absent. Motion carried.

*Commissioner Schneider excused. 11:20 a.m.

Lengthy discussion followed with Jan Coffey, Department of Senior Activities Director, and Stephanie Mercer, Health Department Director, regarding the proposed budgets submitted for review. It was the consensus that the next step for this process will be budget amendments for 2004 and an amendment to the 2005 budget from each Department for final approval.

Motion by Taylor, supported by Henning, to recommend to the Full Board, to authorize the County Controller/Administrator to approve and sign the request from the Friend of the Court to fill a vacant Friend of the Court Clerk position. Motion carried.

Discussion followed regarding the possibility of placing a ballot title for the Headlee Rollback.

Motion by Kempf, supported by Henning, to recommend to the Full Board, to authorize the ballot title for the Headlee Rollback to be:

Local Services Proposal A

Motion carried.

Motion by Kempf, supported by Henning, to recommend to the Full Board, to amend the previous motion for the ballot title for the Headlee Rollback to read:

Local Services Proposal

Motion carried.

Chairman Dahlke declared the meeting adjourned. 12:37 p.m.

Ron Dahlke, Chairman
Finance Committee

FINANCE COMMITTEE
September 28, 2004
8:15 A.M.

Chairman Dahlke called the meeting to order at 8:21 a.m. in Room #302 on the Third Floor of the County Complex.

Present: Commissioners Joyce Bonesteel, Dyle Henning, Lenny Schneider, Dave Taylor, Ian Kempf*, Cheryl A. Clark, Ron Dahlke

Others: John Biscoe, County Controller/Administrator; Craig Horton, Chief Financial Officer, Lynette Stanford, Deputy Clerk

The draft minutes of the September 14, 2004 Finance Committee Meeting were briefly reviewed.

Motion by Taylor, supported by Bonesteel, to approve the draft minutes from the September 14, 2004 Finance Committee Meeting. Motion carried.

The "Selected Invoice Summary" and budget amendments were distributed and reviewed by the Commissioners throughout the meeting.

Dan Toy, of the Road Commission, presented information regarding the Bridge Fun Allocation Expenses. Discussion followed.

Byron Kenschuh, Prosecuting Attorney, presented a request for approval of an on-call stipend. Lengthy discussion followed.

Motion by Schneider, supported by Henning, to recommend to the Full Board, to authorize the payment of \$350.00 per week as a stipend to the on-call prosecutor. Roll Call Vote: Schneider, aye; Clark, nay; Henning, aye; Kempf, absent; Bonesteel, nay; Taylor, nay; Dahlke, nay. 2 ayes, 4 nays, 1 absent. Motion failed.

Motion by Taylor, supported by Henning, to refer discussion regarding the review of the Rye Study for the Prosecutor's Office to the Personnel Committee. Motion carried.

*Commissioner Kempf arrived. 9:10 a.m.

Lengthy discussion followed regarding the Police Contracts. Sheriff Kalanquin requested that the following statement be placed on record:

"The Counties budget is 19 million dollars. The township deputies program is about \$263,000 which is less than 1 1/2% of the counties budget. I would ask that the County Board consider using 1 1/2% of the County General Fund Budget as a bench mark for township contract support and these monies be earmarked for that purpose. As our community grows, the township deputies program could grow".

The meeting recessed from 9:45 a.m. to 9:50 a.m.

Stephanie Mercer, Health Department Director, presented a budget amendment to be submitted to the Valley Area Agency on Aging.

Motion by Henning, supported by Bonesteel, to recommend to the Full Board, to approve the following budget amend to be submitted to the Valley Area Agency on Aging from the Health Department, for the period of October 1, 2004 through September 30, 2005:

Increase	223-601-517.000 (V A A A Grant)	by \$99,354.00
Increase	223-601-675.000 (Contributions)	by \$10,035.00
Increase	223-990-695.010 (Appropriation)	by \$82,564.00
Increase	223-601-704.000 (Salaries)	by \$41,693.00
Increase	223-601-705.000 (Salaries)	by \$104,984.00
Increase	223-601-714.000 (Medicare)	by \$2,128.00
Increase	223-601-715.000 (FICA)	by \$9,094.00
Increase	223-100-716.000 (Health Ins)	by \$7,745.00
Increase	223-601-717.000 (Life Insurance)	by \$95.00
Increase	223-601-718.000 (Retirement)	by \$3,995.00
Increase	223-601-719.000 (Unemployment)	by \$147.00
Increase	223-601-722.000 (Work Comp)	by \$2,933.00
Increase	223-601-723.000 (PEHB)	by \$440.00
Increase	223-601-728.000 (Postage)	by \$1,250.00
Increase	223-601-729.000 (Printing)	by \$710.00
Increase	223-601-730.000 (Office Supplies)	by \$375.00
Increase	223-601-730.010 (Supplies)	by \$135.00
Increase	223-601-730.030 (Medical Supp)	by \$325.00
Increase	223-601-839.000 (Lab Services)	by \$383.00
Increase	223-601-850.000 (Telephone)	by \$350.00
Increase	223-100-860.050 (Mileage Reim.)	by \$14,971.00
Increase	223-601-900.000 (Advertisement)	by \$200.00

Motion carried.

Motion by Clark, supported by Henning, to recommend to the Full Board, pursuant to motion 388-04 of the September 2, 2004 Regular Board meeting, to authorize the Health Department to delete the Women's Health Nurse Practitioner job description and create a job description for a Women's Health Practitioner. Motion carried.

Motion by Clark, supported by Bonesteel, to refer discussion regarding the request for the annual appropriation for the Environmental/Recycling Program to the September 30, 2004 Regular Board Meeting. Motion carried.

Motion by Schneider, supported by Kempf, to recommend to the Full Board, to recommend to the Full Board to approve the following amendment to the Election's Budget as submitted by the County Clerk:

Increase	101-191-627.000 (Election Charges)	by \$1,160.00
Increase	101-191-860.050 (Mileage Reimbur)	by \$180.00
Increase	101-191-801.001 (Per Diems)	by \$980.00

Motion carried.

Motion by Bonesteel, supported by Schneider, to recommend to the Full Board, to approve the following budget amendment as submitted by the County Clerk:

Decrease	101-215-602.000 (Court Costs)	by \$30,000.00
Increase	101-215-602.003 (Court Costs Prob)	by \$40,000.00
Increase	101-215-613.030 (Notary Bond Filing Fee)	by \$1,000.00
Decrease	101-215-614.000 (AF Reimb)	by \$20,000.00
Increase	101-215-614.003 (AF Probation)	by \$32,000.00
Increase	101-215-629.000 (Notary Fees)	by \$5,200.00
Increase	101-215-658.000 (Court Assess Chrg)	by \$1,000.00
Increase	101-215-730.000 (Office Supplies)	by \$4,000.00
Increase	101-210-801.020 (Consult Legal)	by \$25,200.00

Motion carried.

Motion by Clark, supported by Henning, to recommend to the Full Board, to approve the following budget amendment as submitted by the Circuit Court:

Decrease	101-313-850.000 (Telephone)	by \$1,750.32
Increase	101-131-957.000 (Memberships)	by \$135.00
Increase	101-131-813.020 (Contracted Serv. Comp)	by \$689.40
Increase	101-131-813.010 (Stenographers)	by \$269.30
Increase	101-131-956.000 (Employee Training)	by \$455.98
Decrease	101-131-860.000 (Mileage/Pool Car)	by \$46.40
Increase	101-131-860.050 (Mileage/Reimb)	by \$46.40

Motion carried.

Motion by Kempf, supported by Clark, to recommend to the Full Board, to approve the following budget amendment as submitted by the Parks Department:

Decrease	209-698-704.000 (Salary, Employee)	by \$1,439.00
Decrease	209-698-860.050 (Mileage)	by \$400.00
Increase	209-698-930.020 (Buildings/Grounds care)	by \$1,839.00

Motion carried.

**Motion by Clark, supported by Bonesteel, to adjourn the meeting. Motion carried.
10:55 a.m.**

Ron Dahlke, Chairman
Finance Committee

FINANCE COMMITTEE
October 12, 2004
8:15 A.M.

Chairman Dahlke called the meeting to order at 8:25 a.m. in Room #302 on the Third Floor of the County Complex.

Present: Commissioners Joyce Bonesteel*, Dyle Henning, Lenny Schneider, Dave Taylor, Ian Kempf, Cheryl A. Clark, Ron Dahlke

Others: John Biscoe, County Controller/Administrator; Craig Horton, Chief Financial Officer, Lynette Stanford, Deputy Clerk

The draft minutes of the September 28, 2004 Finance Committee Meeting were briefly reviewed.

Motion by Schneider, supported by Kempf, to approve the draft minutes from the September 28, 2004 Finance Committee Meeting, with the following statement deleted:

Lengthy discussion followed regarding the Police Contracts. Sheriff ~~Kalanquin~~ requested that the following statement be placed on record:

~~"The Counties budget is 19 million dollars. The township deputies program is about \$263,000 which is less than 1 1/2% of the counties budget. I would ask that the County Board consider using 1 1/2% of the County General Fund Budget as a bench mark for township contract support and these monies be earmarked for that purpose. As our community grows, the township deputies program could grow".~~

Motion carried.

The "Selected Invoice Summary" and budget amendments were distributed and reviewed by the Commissioners throughout the meeting.

Emil Joseph Jr., Friend of the Court, presented a request to purchase a Samsung Msys 6750 Fax Machine. Discussion followed.

Motion by Henning, supported by Bonesteel, to recommend to the Full Board, to authorize the Friend of the Court Office to purchase a Samsung Msys 6750 Fax Machine at a cost of \$599.00 from Dictating Machine Services. Motion carried.

Discussion followed regarding the Health Department's request for approval of the agreement with the Michigan Department of Environmental Quality for technical services related to Noncommunity Water Supply, Drinking Water Long-term Monitoring, Radon Activities, Public Swimming Pools, On-site Sewage and Drinking.

Motion by Clark, supported by Bonesteel, to recommend to the Full Board, to approve the agreement between the State of Michigan Department of Environmental Quality and Lapeer County Health Department for the period of October 1, 2004 through September 30, 2005; and further, to authorize the Chairman to sign said agreement. Motion carried.

John Cosens, Drain Commissioner, Marlene M. Bruns, County Clerk, Melissa DeVaugh, Register of Deeds, Byron Konschuh, Prosecuting Attorney, Sally Eilersen, County Treasurer, presented a request to upgrade the Elected Officials Municipal Employees' Retirement System (MERS) Benefit Package from B-3 to B- 4, with no cost to the County. Discussion followed.

Motion by Schneider, supported by Clark, to recommend to the Full Board, to authorize the Finance department to have an actuarial done for the Elected Officials and Department Heads for consideration in the decision to upgrade the Municipal Employees' Retirement System (MERS) retirement benefit package from B-3 to B-4. Motion carried.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to authorize payment to Johnson, Rosati, LaBarge, Aseltyne & Field, P. C., in the amount of \$6,996.60, for legal services rendered from 07/01/04 – 08/31/04, to be paid from line item 101-210-801.020. Motion carried

Motion by Clark, supported by Kempf, to recommend to the Full Board, to authorize payment to Howard L. Shifman P.C., in the amount of \$4,883.00, for legal services rendered 09/01/04 – 09/30/04, to be paid from line item 101-210-801.020. Motion carried.

Motion by Clark, supported by Henning, to recommend to the Full Board, to approve the following budget amendment as submitted by Community Corrections for medical supplies in the Day Reporting program to purchase additional text kits:

Increase	261-358-614.040 (Breath/Urine Testing)	by	\$620.00
Increase	261-358-730.030 (Medical Supplies)	by	\$620.00

Motion carried.

Motion by Clark, supported by Henning, to recommend that the Board of Commissioners, pursuant to motion 388-04 of the September 2, 2004 Regular Board Meeting and based on the need to continue the current program, authorize the Lapeer Family Court/Juvenile Division to fill the vacated Truancy/Delinquency Coordinator position, managed under the Child Care Fund. Motion carried.

Motion by Clark, supported by Henning, to recommend that the Board of Commissioners, pursuant to motion 388-04 of the September 2, 2004 Regular Board Meeting and based on the need to continue the current program, approve (contingent upon a change in the agreements from "30 days" written termination notice to "14 days").the 10/1/04-9/30/05 employment contract renewals for Robert Esselink, Drug Court Specialist, and Malinda M. Brennan, Intensive Probation Officer, funded through Office Drug Control Policy/State Court Administrative Grant dollars and the Child Care Fund. Motion carried.

Motion by Clark, supported by Henning, to recommend that pursuant to motion 388-04 of the September 2, 2004 Regular Board Meeting, the Board of Commissioners authorize the M.S.U. Extension Department to fill the vacated, 4-H Auction Coordinator position effective 10/15/04-6/30/05 based on the fact that the position is 100% grant funded and contingent upon the agreement including

- 1) the grant end date and
- 2) that the position is directly related to grant funding.

Motion carried.

Motion by Clark, supported by Henning, to recommend that pursuant to motion 388-04 of the September 2, 2004 Regular Board Meeting, the Board of Commissioners authorize the M.S.U. Extension Department to fill the vacated 4-H Club Supporter position effective 11/15/04 based on the fact that the position is 100% grant funded. Motion carried.

Motion by Clark, supported by Henning, to recommend that the Board of Commissioners, pursuant to motion 388-04 of the September 2, 2004 Regular Board Meeting, authorize the Sheriff's Department to fill the vacated Road Commission contract position #234, effective 10/1/04, based on the fact that the position is 100% Road Commission funded. Motion carried.

Motion by Clark, supported by Henning, to recommend that the Board of Commissioners, pursuant to motion 388-04 of the September 2, 2004 Regular Board Meeting, authorize the Sheriff's Department to fill the vacated Corrections Officer general fund position #143 based on the critical operations of the Department. Motion carried.

Motion by Clark, supported by Henning, to recommend that the Board of Commissioners, pursuant to motion 388-04 of the September 2, 2004 Regular Board Meeting, authorize the Department of Senior Activities to fill the vacated VAAA grant funded Program Worker position. Motion carried.

The meeting recessed from 9:40 a.m. to 9:45 a.m.

The Commissioners began the 2005 Budget Review process. Length discussion followed.

*Commissioner Bonesteel excused. 11:20 a.m.

Motion by Clark, supported by Schneider, to adjourn the meeting. Motion carried. 11:45 a.m.

Ron Dahlke, Chairman
Finance Committee

**FINANCE COMMITTEE
BUDGET REVIEW
October 14, 2004
9:20 A.M.**

Chairman Dahlke called the meeting to order at 9:20 a.m. in Room #302 on the Third Floor of the County Complex.

Present: Commissioners Joyce Bonesteel, Dyle Henning, Lenny Schneider, Dave Taylor, Ian Kempf, Cheryl A. Clark, Ron Dahlke

Others: John Biscoe, County Controller/Administrator; Craig Horton, Chief Financial Officer, Lynette Stanford, Deputy Clerk

The Commissioners reviewed the summary document and the line item budget for 2005. Lengthy discussion followed.

It was the consensus to send out the amended budget to each Department Head and schedule budget hearings beginning October 21, 2004 at 1:00 p.m.

It was the consensus to publish the notice for the Truth and Taxation Hearing in the Lapeer County Press on October 20, 2004.

Chairman Dahlke declared the meeting adjourned. 11:47 a.m.

Ron Dahlke, Chairman
Finance Committee

**FINANCE COMMITTEE
BUDGET REVIEW
October 21, 2004
1:00 P.M.**

Chairman Dahlke called the meeting to order at 1:10 p.m. in Room #302 on the Third Floor of the County Complex.

Present: Commissioners Joyce Bonesteel, Dyle Henning*, Lenny Schneider, Dave Taylor, Ian Kempf*, Cheryl A. Clark, Ron Dahlke

Others: John Biscoe, County Controller/Administrator; Craig Horton, Chief Financial Officer, Lynette Stanford, Deputy Clerk

The Commissioners met with the following departments for budget hearings:

Stephanie Mercer, Health Department Director from 1:10 p.m. – 1:20 p.m.

Sheriff's Department from 1:20 p.m. – 2:20 p.m.

Mike Delling, District Court Administrator 2:20 p.m. – 2:40 p.m.

Mike Rexin, of Multi-Purpose Collaborative Body 2:40 p.m. – 3:00 p.m.

Marlene M. Bruns, County Clerk 3:00 p.m. – 3:20 p.m.

*Commissioner Henning excused 3:10 p.m.

*Commissioner Kempf excused 3:20 p.m.

Motion by Clark, supported by Bonesteel, to adjourn the meeting. 3:25 p.m.

Ron Dahlke, Chairman
Finance Committee

**THE
NOVEMBER 2004
FINANCE MEETINGS
WERE COMBINED WITH THE
REGULAR BOARD MEETINGS.**

FINANCE COMMITTEE
December 7, 2004
8:15 A.M.

Chairman Dahlke called the meeting to order at 8:20 a.m. in Room #302 on the Third Floor of the County Complex.

Present: Commissioners Dyle Henning, Lenny Schneider, Dave Taylor, Ian Kempf, Cheryl A. Clark, Ron Dahlke

Excused: Commissioner Joyce Bonesteel

Others: John Biscoe, County Controller/Administrator; Craig Horton, Chief Financial Officer, Lynette Stanford, Deputy Clerk

The draft minutes of the October 26, 2004 Finance Committee Meeting were briefly reviewed.

Motion by Kempf, supported by Schneider, to approve the draft minutes from the October 26, 2004 Finance Committee Meeting. Motion carried.

The "Selected Invoice Summary" and budget amendments were distributed and reviewed by the Commissioners throughout the meeting.

Discussion followed regarding the Health Department's request for approval of the amended Valley Area Agency on Aging contract for 2004-2005 for In-Home Services, Respite, Case Coordination, and Health Screenings, and the Department of Senior Activities request for approval of the amended Valley Area Agency on Aging contract for 2004-2005 Congregate/Home Delivered meals, Senior Center Staffing and Chore Maintenance programs.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to approve the Valley Area Agency on Aging contract for In-Home Services, Respite, Case Coordination, and Health Screenings (LCHD-05), as submitted by the Health Department, for the period of October 1, 2004 through September 30, 2005; and further, that the Chairman be authorized to sign said contract. Motion carried.

Motion by Clark, supported by Kempf, to recommend to the Full Board, to approve the Valley Area Agency on Aging contracts for Congregate/Home Delivered meals, Senior Center Staffing and Chore Maintenance programs (LDOSA-NUTR-05), as submitted by Department of Senior Activities, for the period of October 1, 2004 through September 30, 2005; and further that the Chairman be authorized to sign said contract. Motion carried.

Discussion followed regarding the request from Community Corrections for authorization to amend the fee schedule for services.

Motion by Schneider, supported by Henning, to recommend to the Full Board, to adopt the Schedule of Fees for the Department of Community Corrections as submitted. Motion carried.

Motion by Clark, supported by Schneider, to recommend to the Full Board, to authorize payment to Howard Shifman, P.C., in the amount of \$7,969.50, for legal services rendered from November 1, 2004 through November 30, 2004, to be paid from line item 101-210-801.020. Motion carried.

Motion by Clark, supported by Schneider, to recommend to the Full Board, to authorize payment to Johnson, Rosati, LaBarge, Aseltyne & Field, P.C., in the amount of \$2,897.00, for legal services rendered from October 1, 2004 through October 31, 2004, to be paid from line item 101-210-801.020. Motion carried.

Motion by Clark, supported by Henning, to refer discussion regarding the transfer request submitted by the Multi-Purpose Collaborative Body to the December 21, 2004 Finance Meeting. Motion carried.

Motion by Schneider, supported by Kempf, to recommend to the Full Board, pursuant to motion 388-04 of the September 2, 2004 Regular Board Meeting authorize the Sheriff's Department to fill the vacated general fund Road Patrol position #163 (Deputy) and vacated general fund position #190 (Detective) based on the fact that these positions are critical to the operation of the department. Motion carried.

Motion by Schneider, supported by Kempf, to recommend to the Full Board, pursuant to motion 388-04 of the September 2, 2004 Regular Board Meeting authorize the Sheriff's Department to fill the vacated Oregon Township contract Deputy position #238, effective the initiating date within the signed contract, based on the critical needs of the program. Motion carried.

Motion by Taylor, supported by Kempf, to recommend to the Full Board, to rescind motion number 388-04 of the September 2, 2004 Regular Board Meeting (*prior to filling vacant positions, all County Departments shall submit a request for action to Administration for review by the Personnel Committee....*) Motion carried.

Chairman Dahlke declared the meeting adjourned. 9:06 a.m.

Ron Dahlke, Chairman
Finance Committee