

FINANCE COMMITTEE

1/24/2008

304 E. Grand River Avenue, Howell, MI

7:30 AM

AGENDA

- 1. CALL MEETING TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES**
 - A. Minutes of meeting dated January 10, 2008
- 4. TABLED ITEMS FROM PREVIOUS MEETINGS**

None
- 5. APPROVAL OF AGENDA**
- 6. REPORTS**
- 7. CALL TO THE PUBLIC**
- 8. REGISTER OF DEEDS**
 - A. RESOLUTION APPOINTING THE GRANT ADMINISTRATOR OF THE SURVEY REMONUMENTATION PLAN - 2008 - Register of Deeds / Finance Committee / General Government Committee / Finance Committee
(SEE RES. #08A)
 - B. RESOLUTION APPOINTING DEPUTY GRANT ADMINISTRATOR OF THE SURVEY REMONUMENTATION PLAN - 2008 - Register of Deeds / Finance Committee / General Government Committee / Finance Committee
(SEE RES. #08B)
 - C. RESOLUTION APPOINTING COUNTY REPRESENTATIVE OF THE SURVEY REMONUMENTATION PLAN - 2008 - Register of Deeds / Finance Committee / General Government Committee / Finance Committee
(SEE RES. #08C)
 - D. RESOLUTION APPOINTING DEPUTY COUNTY REPRESENTATIVE OF THE SURVEY REMONUMENTATION PLAN - 2008 - Register of Deeds / Finance Committee / General Government Committee / Finance Committee
(SEE RES. #08D)
 - E. RESOLUTION AUTHORIZING CONTRACTS FOR 2008 FOR THE MONUMENTATION OR REMONUMENTATION OF THE PUBLIC LAND SURVEY CORNERS IN LIVINGSTON COUNTY - Register of Deeds / Finance Committee / General Government Committee
(SEE RES. #08E)
 - F. RESOLUTION AUTHORIZING PER DIEM MEETING PAYMENT FOR SURVEY & REMONUMENTATION PEER GROUP MEMBERS FOR

2008 AS PER APPROVED BUDGETS FOR LIVINGSTON COUNTY
SURVEY & REMONUMENTATION - Register of Deeds / Finance Committee /
General Government Committee / Finance Committee
(SEE RES. #08F)

9. BUILDING SERVICES

A. RESOLUTION TO AMEND CONTRACT WITH OTIS ELEVATOR
COMPANY FOR ELEVATOR MAINTENANCE AND REPAIR SERVICES
AT THE HISTORICAL COURTHOUSE AND ADMINISTRATION
BUILDINGS – Building Services / General Government Committee / Finance
Committee
(SEE RES. #09A)

10. SHERIFF DEPARTMENT

A. RESOLUTION TO APPROVE A NON-PRECEDENT SETTING,
ONE TIME ONLY DONATION OF VACATION TIME BY ALL COUNTY
EMPLOYEES TO AN EMPLOYEE WITHIN THE SHERIFF DEPARTMENT /
Sheriff's Department / Personnel Committee / Finance Committee
(SEE RES. #10A)

11. MICHIGAN WORKS!

A. RESOLUTION APPROVING THE NO WORKER LEFT BEHIND
PROGRAM PLAN MODIFICATION FOR LIVINGSTON COUNTY - Michigan
Works! / Health & Human Services Committee / Finance Committee
(SEE RES. #11A)

B. RESOLUTION APPROVING THE NO WORKER LEFT BEHIND
PROGRAM PLAN UTILIZING WIA STATEWIDE ACTIVITIES FUNDS FOR
LIVINGSTON COUNTY - Michigan Works! / Health & Human Services
Committee / Finance Committee
(SEE RES. #11B)

C. RESOLUTION APPROVING THE DISABILITY PROGRAM
NAVIGATOR INITIATIVE FUNDING FOR LIVINGSTON COUNTY -
Michigan Works! / Health & Human Services Committee / Finance Committee
(SEE RES. #11C)

D. RESOLUTION APPROVING THE AMENDMENT TO
RESOLUTION 2007-07-184 THE SUBMISSION OF THE PROGRAM YEAR
2007 WAGNER-PEYSER ACT LOCAL EMPLOYMENT SERVICE PLAN -
Michigan Works! / Health & Human Services Committee / Finance Committee
(SEE RES. #11D)

12. HEALTH DEPARTMENT

A. RESOLUTION TO INCREASE AND AMEND SELECTED FEES
CHARGED FOR SERVICES PROVIDED BY THE DEPARTMENT OF
PUBLIC HEALTH - Department of Public Health /Health & Human Services

Committee / Finance Committee
(SEE RES. #12A)

13. PROSECUTOR'S OFFICE

A. RESOLUTION AUTHORIZING CREATION OF A PART-TIME ADMINISTRATIVE AIDE POSITION IN THE PROSECUTORS OFFICE - Prosecutors Office / Personnel Committee / Finance Committee
(SEE RES. #13A)

14. FRIEND OF THE COURT

A. RESOLUTION AUTHORIZING CREATION OF A TEMPORARY PART-TIME CONCILIATOR POSITION WITHIN THE FRIEND OF THE COURT OFFICE - Friend of the Court / Personnel Committee / Finance Committee
(SEE RES. #14A)

15. AIRPORT

A. RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO ENTER INTO A GRANT AGREEMENT WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION TO FUND THE DESIGN OF AIRPORT PERIMETER FENCING -- AIRPORT / General Government Committee / Finance Committee
(SEE RES. #15A)

B. RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD OF COMMISSIONERS AND ENTER INTO AN AGREEMENT WITH R.W. ARMSTRONG FOR THE DESIGN OF PERIMETER FENCING -- AIRPORT / General Government Committee / Finance Committee
(SEE RES. #15B)

C. RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND AMEND RESOLUTION 2006-03-076 AND THE AGREEMENT WITH R.W. ARMSTRONG OF LANSING, MICHIGAN FOR ADDITIONAL CONSTRUCTION ADMINISTRATION SERVICES FOR TAXIWAY EXTENSION AND REHABILITATION PROJECT -- AIRPORT / General Government Committee / Finance Committee
(SEE RES. #15C)

16. INFORMATION TECHNOLOGY

A. RESOLUTION AMENDING RESOLUTION # 2007-11-289, AUTHORIZING THE TERMINATION OF CURRENT ONLINE SERVICES PORTAL MAINTENANCE AGREEMENT WITH WEBTEC, INC. - Information Technology / Technology Committee / General Government committee / Finance Committee
(SEE RES. #16A)

B. RESOLUTION AUTHORIZING ISSUANCE OF A BLANKET

PURCHASE ORDER TO BERBEE INFORMATION NETWORKS CORPORATION AND ANALYSTS INTERNATIONAL FOR CONTRACT SERVICES FOR THE INFORMATION TECHNOLOGY DEPARTMENT - Information Technology / General Government Committee / Finance Committee
(SEE RES. #16B)

C. RESOLUTION AUTHORIZING ISSUANCE OF A BLANKET PURCHASE ORDER AUTHORIZING THE PURCHASE OF COMPUTER EQUIPMENT THAT HAS BEEN BUDGETED FOR THROUGH THE INFORMATION TECHNOLOGY DEPARTMENT FOR PURCHASES OF COMPUTER EQUIPMENT FOR ALL COUNTY DEPARTMENTS - Information Technology / General Government Committee / Finance Committee
(SEE RES. #16C)

D. RESOLUTION TO ENTER INTO AN AGREEMENT FOR GIS SYSTEM UPGRADES WITH ESRI, INC AND BUDGET AMENDMENT - Information Technology / GIS / General Government Committee / Finance Committee
(SEE RES. #16D)

E. RESOLUTION TO APPROVE ENHANCED ACCESS FEE SCHEDULE FOR GIS DIGITAL DATA - Information Technology / GIS DIVISION / General Government Committee / Finance Committee
(SEE RES. #16E)

17. L.E.T.S.

A. RESOLUTION TO APPROVE THE PURCHASE OF A PORTABLE BUS WASH SYSTEM FOR THE L.E.T.S. DEPARTMENT - L.E.T.S. / General Government Committee / Finance Committee
(SEE RES. #17A)

B. RESOLUTION TO AUTHORIZE PURCHASE OF VIDEO SURVEILLANCE CAMERAS AND RECORDING DEVICE TO ENHANCE SECURITY AT THE INTERMODAL BUILDING – L.E.T.S. / General Government Committee / Finance Committee
(SEE RES. #17B)

C. RESOLUTION AUTHORIZING BLANKET PURCHASE ORDER TO RKA PETROLEUM CO. OF ROMULUS, MICHIGAN FOR DIESEL FUEL FOR CY 2008 - L.E.T.S. / General Government Committee / Finance Committee
(SEE RES. #17C)

18. 9-1-1 CENTRAL DISPATCH

A. RESOLUTION TO AMEND THE LIVINGSTON COUNTY FINAL 911 SERVICE PLAN - 9-1-1 CENTRAL DISPATCH / Finance Committee
(SEE RES. #18A)

B. RESOLUTION TO ADOPT MONTHLY 9-1-1 SURCHARGE WITHIN LIVINGSTON COUNTY - 9-1-1 CENTRAL DISPATCH / Finance Committee
(SEE RES. #18B)

19. ADMINISTRATION

A. RESOLUTION TO APPROVE 2008 FISCAL-YEAR BUDGET AMENDMENT - 911 Central Dispatch / GIS/ County Administration / General Government Committee / Finance Committee
(SEE RES. #19A)

B. RESOLUTION AUTHORIZING THE CREATION OF THE POSITION OF DEPUTY COUNTY ADMINISTRATOR / FINANCE

DIRECTOR AND CONFIRMING THE APPOINTMENT OF BELINDA
PETERS / Administration / Personnel Committee / Finance Committee
(SEE RES. #19B)

20. CLOSED SESSION
Potential Land Acquisition

08A RESOLUTION APPOINTING THE GRANT ADMINISTRATOR OF THE
SURVEY REMONUMENTATION PLAN - 2008 - Register of Deeds / Finance
Committee / General Government Committee / Finance Committee

08B RESOLUTION APPOINTING DEPUTY GRANT ADMINISTRATOR OF THE
SURVEY REMONUMENTATION PLAN - 2008 - Register of Deeds / Finance
Committee / General Government Committee / Finance Committee

08C RESOLUTION APPOINTING COUNTY REPRESENTATIVE OF THE
SURVEY REMONUMENTATION PLAN - 2008 - Register of Deeds / Finance
Committee / General Government Committee / Finance Committee

08D RESOLUTION APPOINTING DEPUTY COUNTY REPRESENTATIVE OF
THE SURVEY REMONUMENTATION PLAN - 2008 - Register of Deeds /
Finance Committee / General Government Committee / Finance Committee

08E RESOLUTION AUTHORIZING CONTRACTS FOR 2008 FOR THE
MONUMENTATION OR REMONUMENTATION OF THE PUBLIC LAND
SURVEY CORNERS IN LIVINGSTON COUNTY - Register of Deeds / Finance
Committee / General Government Committee

08F RESOLUTION AUTHORIZING PER DIEM MEETING PAYMENT FOR
SURVEY & REMONUMENTATION PEER GROUP MEMBERS FOR 2008 AS
PER APPROVED BUDGETS FOR LIVINGSTON COUNTY SURVEY &
REMONUMENTATION - Register of Deeds / Finance Committee / General
Government Committee / Finance Committee

09A RESOLUTION TO AMEND CONTRACT WITH OTIS ELEVATOR
COMPANY FOR ELEVATOR MAINTENANCE AND REPAIR SERVICES
AT THE HISTORICAL COURTHOUSE AND ADMINISTRATION
BUILDINGS – Building Services / General Government Committee / Finance
Committee

10A RESOLUTION TO APPROVE A NON-PRECEDENT SETTING, ONE TIME
ONLY DONATION OF VACATION TIME BY ALL COUNTY EMPLOYEES
TO AN EMPLOYEE WITHIN THE SHERIFF DEPARTMENT / Sheriff's
Department / Personnel Committee / Finance Committee

11A RESOLUTION APPROVING THE NO WORKER LEFT BEHIND PROGRAM
PLAN MODIFICATION FOR LIVINGSTON COUNTY - Michigan Works! /
Health & Human Services Committee / Finance Committee

- 11B** RESOLUTION APPROVING THE NO WORKER LEFT BEHIND PROGRAM PLAN UTILIZING WIA STATEWIDE ACTIVITES FUNDS FOR LIVINGSTON COUNTY - Michigan Works! / Health & Human Services Committee / Finance Committee
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- 11C** RESOLUTION APPROVING THE DISABILITY PROGRAM NAVIGATOR INITIATIVE FUNDING FOR LIVINGSTON COUNTY - Michigan Works! / Health & Human Services Committee / Finance Committee
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- 11D** RESOLUTION APPROVING THE AMENDMENT TO RESOLUTION 2007-07-184 THE SUBMISSION OF THE PROGRAM YEAR 2007 WAGNER-PEYSER ACT LOCAL EMPLOYMENT SERVICE PLAN - Michigan Works! / Health & Human Services Committee / Finance Committee
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- 12A** RESOLUTION TO INCREASE AND AMEND SELECTED FEES CHARGED FOR SERVICES PROVIDED BY THE DEPARTMENT OF PUBLIC HEALTH - Department of Public Health /Health & Human Services Committee / Finance Committee
-
- 13A** RESOLUTION AUTHORIZING CREATION OF A PART-TIME ADMINISTRATIVE AIDE POSITION IN THE PROSECUTORS OFFICE - Prosecutors Office / Personnel Committee / Finance Committee
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- 14A** RESOLUTION AUTHORIZING CREATION OF A TEMPORARY PART-TIME CONCILIATOR POSITION WITHIN THE FRIEND OF THE COURT OFFICE - Friend of the Court / Personnel Committee / Finance Committee
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- 15A** RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO ENTER INTO A GRANT AGREEMENT WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION TO FUND THE DESIGN OF AIRPORT PERIMETER FENCING -- AIRPORT / General Government Committee / Finance Committee
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- 15B** RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD OF COMMISSIONERS AND ENTER INTO AN AGREEMENT WITH R.W. ARMSTRONG FOR THE DESIGN OF PERIMETER FENCING -- AIRPORT / General Government Committee / Finance Committee
-
- 15C** RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND AMEND RESOLUTION 2006-03-076 AND THE AGREEMENT WITH R.W. ARMSTRONG OF LANSING, MICHIGAN FOR ADDITIONAL CONSTRUCTION ADMINISTRATION SERVICES FOR TAXIWAY EXTENSION AND REHABILITATION PROJECT -- AIRPORT / General Government Committee / Finance Committee
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- 15D** RESOLUTION TO ENTER INTO AN AGREEMENT FOR GIS SYSTEM UPGRADES WITH ESRI, INC AND BUDGET AMENDMENT - Information

- 15E** RESOLUTION TO APPROVE ENHANCED ACCESS FEE SCHEDULE FOR GIS DIGITAL DATA - Information Technology / GIS DIVISION / General Government Committee / Finance Committee
-
- 16A** RESOLUTION AMENDING RESOLUTION # 2007-11-289, AUTHORIZING THE TERMINATION OF CURRENT ONLINE SERVICES PORTAL MAINTENANCE AGREEMENT WITH WEBTEC, INC. - Information Technology / Technology Committee / General Government committee / Finance Committee
-
- 16B** RESOLUTION AUTHORIZING ISSUANCE OF A BLANKET PURCHASE ORDER TO BERBEE INFORMATION NETWORKS CORPORATION AND ANALYSTS INTERNATIONAL FOR CONTRACT SERVICES FOR THE INFORMATION TECHNOLOGY DEPARTMENT - Information Technology / General Government Committee / Finance Committee
-
- 16C** RESOLUTION AUTHORIZING ISSUANCE OF A BLANKET PURCHASE ORDER AUTHORIZING THE PURCHASE OF COMPUTER EQUIPMENT THAT HAS BEEN BUDGETED FOR THROUGH THE INFORMATION TECHNOLOGY DEPARTMENT FOR PURCHASES OF COMPUTER EQUIPMENT FOR ALL COUNTY DEPARTMENTS - Information Technology / General Government Committee / Finance Committee
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- 17A** RESOLUTION TO APPROVE THE PURCHASE OF A PORTABLE BUS WASH SYSTEM FOR THE L.E.T.S. DEPARTMENT - L.E.T.S. / General Government Committee / Finance Committee
-
- 17B** RESOLUTION TO AUTHORIZE PURCHASE OF VIDEO SURVEILLANCE CAMERAS AND RECORDING DEVICE TO ENHANCE SECURITY AT THE INTERMODAL BUILDING – L.E.T.S. / General Government Committee / Finance Committee
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- 17C** RESOLUTION AUTHORIZING BLANKET PURCHASE ORDER TO RKA PETROLIUM CO. OF ROMULUS, MICHIGAN FOR DIESEL FUEL FOR CY 2008 - L.E.T.S. / General Government Committee / Finance Committee
-
- 18A** RESOLUTION TO AMEND THE LIVINGSTON COUNTY FINAL 911 SERVICE PLAN - 9-1-1 CENTRAL DISPATCH / Finance Committee
-
- 18B** RESOLUTION TO ADOPT MONTHLY 9-1-1 SURCHARGE WITHIN LIVINGSTON COUNTY - 9-1-1 CENTRAL DISPATCH
-
- 19A** RESOLUTION TO APPROVE 2008 FISCAL-YEAR BUDGET AMENDMENT - 911 Central Dispatch / GIS/ County Administration / General Government Committee / Finance Committee
-

19B RESOLUTION AUTHORIZING THE CREATION OF THE POSITION OF
DEPUTY COUNTY ADMINISTRATOR / FINANCE DIRECTOR AND
CONFIRMING THE APPOINTMENT OF BELINDA PETERS /
Administration / Personnel Committee / Finance Committee

- 21. MISCELLANEOUS CLAIMS**
- 22. COMPUTER PRINTOUT**
- 23. ADJOURNMENT**

RESOLUTION

NO.

LIVINGSTON COUNTY

DATE:

**RESOLUTION APPOINTING THE GRANT ADMINISTRATOR OF THE SURVEY
REMONUMENTATION PLAN - 2008 - Register of Deeds / Finance Committee / General
Government Committee / Finance Committee**

WHEREAS, under 1990 PA 345, and the approved Livingston County Survey Plan, the Livingston County Board of Commissioners must appoint a Grant Administrator (“Grant Administrator”) for all surveying projects approved and initiated by the State Survey and Remonumentation Commission (“Commission”); and

WHEREAS, the Survey and Remonumentation Committee has recommended the appointment of a Grant Administrator (Administrator) who will perform the duties of the County Grant Administrator; and

WHEREAS, the Grant Administrator has agreed that he/she, or any firm or corporation, with which he/she is associated, will not be a Monumentation Surveyor (as defined in the approved Livingston County Survey Plan) in any county in the State of Michigan; and

WHEREAS, the Administrator has agreed to provide the County with the services it requires which include the following:

The Administrator’s duties as Grant Administrator shall include:

1. Submitting annually a grant application and supporting documents to the Commission by December 31.
2. Selecting a Monumentation Surveyor in compliance with Qualification Based Selection (QBS) as set forth in House Concurrent Resolution 206 (June 1987).
 1. Submitting proposed County Monumentation Surveyor Contracts to the Livingston County Board of Commissioners for its approval and its authorization for execution.
 2. Recommending payment to the Monumentation Surveyor as provided by the contract.
 3. Submitting other documentation as required by the Commission.

WHEREAS, for purposes of compensation for 2008, the Grant Administrator shall be reimbursed on a biweekly fixed fee basis for the time expended, which shall include required secretary/technician services. The biweekly fixed fee and additional reimbursement for necessary expenses shall be as follows:

- As part of the biweekly fixed-fee compensation, the Grant Administrator shall furnish his/her own office work space, telephone and vehicle; and
- The Grant Administrator shall be reimbursed for: (1) required expendable office supplies; (2) long-distance telephone calls; (3) mileage (at the current Livingston County rate); (4) lodging (when it is necessary to be out of the County); and (5) miscellaneous applicable out-of-pocket expenses; and

- For the calendar year of 2008, the Grant Administrator shall be paid Three hundred fifty-three and 84/100 (\$353.84) per biweekly pay period (\$9,200 per year); and
- The fixed fee charges may be split between the Grant Administrator and the Deputy Grant Administrator as \$176.92 per any week in which the Deputy Grant Administrator is assigned and performs the duties of the Grant Administrator, when applicable.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby appoints Sally Reynolds as Grant Administrator for Livingston County Survey and Remonumentation Plan with the terms and conditions as outlined above.

MOVED:

CARRIED:

SECONDED:

**RESOLUTION
LIVINGSTON COUNTY**

**NO:
DATE:**

**RESOLUTION APPOINTING DEPUTY GRANT ADMINISTRATOR OF THE SURVEY
REMONUMENTATION PLAN - 2008 - Register of Deeds / Finance Committee / General Government
Committee / Finance Committee**

- WHEREAS,** under 1990 PA 345, and the approved Livingston County Survey Plan, the Livingston County Board of Commissioners must appoint a Grant Administrator (“Grant Administrator”) for all surveying projects approved and initiated by the State Survey and Remonumentation Commission (“Commission”); and
- WHEREAS,** the Survey and Remonumentation Committee has recommended entering into contract for Deputy Grant Administrator, as an Independent Contractor, commencing January 1, 2008 and terminating on December 31, 2008, who will perform the duties of the County Grant Administrator only upon the request of either the County Grant Administrator or the Livingston County Board of Commissioners, and only in the absence or incapacity of the County Grant Administrator; and
- WHEREAS,** the Contractor (Deputy Grant Administrator) has agreed that he/she, or any firm or corporation, with which he/she is associated, will not be a Monumentation Surveyor (as defined in the approved Livingston County Survey Plan) in any county in the State of Michigan; and
- WHEREAS,** the Contractor has agreed to provide the County, on an independent contractor basis, with the services it requires which include the following:

The Contractor’s duties as Deputy Grant Administrator, when the Grant Administrator is unavailable, shall include:

1. Submitting annually a grant application and supporting documents to the Commission by December 31.
2. Selecting a Monumentation Surveyor in compliance with Qualification Based Selection (QBS) as set forth in House Concurrent Resolution 206 (June 1987).
1. Submitting proposed County Monumentation Surveyor Contracts to the Livingston County Board of Commissioners for its approval and its authorization for execution.
2. Recommending payment to the Monumentation Surveyor as provided by the contract.
3. Submitting other documentation as required by the Commission.

RESOLUTION

NO.

LIVINGSTON COUNTY

DATE:

**RESOLUTION APPOINTING COUNTY REPRESENTATIVE OF THE SURVEY
REMONUMENTATION PLAN - 2008 - Register of Deeds / Finance Committee / General
Government Committee / Finance Committee**

WHEREAS, under 1990 PA 345, and the approved Livingston County Survey Plan, the Livingston County Board of Commissioners must appoint a County Representative ("County Representative") for all surveying projects approved and initiated by the State Survey and Remonumentation Commission ("Commission"); and

WHEREAS, the Survey and Remonumentation Committee has recommended entering into a contract for County Representative, as an Independent Contractor, commencing January 1, 2008 and terminating on December 31, 2008; and

WHEREAS, the County Representative may be a Monumentation Surveyor (as defined in the approved Livingston County Survey Plan), he/she hereby agrees that he/she will not perform any of the functions of the County Grant Administrator as defined in the approved Livingston County Survey Plan; and

WHEREAS, the Contractor is a surveyor licensed to practice in the State of Michigan and has agreed to provide the county, on an independent contractor basis, with the services it requires which include the following:

In addition to any duties assigned to county representatives by law, the Contractor as County Representative shall establish requirements and procedures to implement the following:

1. Research the history of corners and horizontal and vertical control stations.
2. Field verify whether corners are "Existent", "Lost", or "Obliterated".
3. Set a marker at all corners following the Peer Group's ratification. The location of said corners shall be established in accordance with the procedures set forth in the "Manual of Instructions for the Survey of Public Lands of the United States", prepared by the Bureau of Land Management of the United States Department of Interior (Technical Bulletin 6, or subsequent editions).
4. Recover all existing horizontal and vertical control stations.

RESOLUTION NO:

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The Contractor as County Representative shall also be responsible for:

- A. Establishing, scheduling meetings of, and chairing a Peer Group which will meet and act as advisors for ratification of corner locations. These meetings shall be in compliance with the Open Meetings Act, 1976 PA 267.
2. Creating and maintaining a filing system for each corner, which contains all survey information compiled.
3. Submitting documentation to the County Grant Administrator as required for the annual Application for Monumentation Grant which includes, but is not limited to, the following:
 1. For the current-year projects, a description of the work area completed, the work area projected to be completed by December 31, and work area remaining to be completed.
 2. A general work-progress report for all previously awarded contracts.
 3. The Work Program for the following year. The Work Program will indicate (a) the area where the Public Land Survey corners and Property-controlling corners are proposed to be monumented and/or remonumented with the next contract year; (b) the area where the Public Land Survey corners and Property-controlling corners are to be researched in the next contract year; (c) the area where horizontal and vertical control stations are to be researched and located; and (d) the area where horizontal and vertical coordinates are to be established.
4. Creating and maintaining a filing system for horizontal and vertical geodetic monumentation information obtained from National Geodetic Survey, United States Geological Survey and other sources.
5. Coordinating the densification of horizontal and vertical geodetic monumentation with the Commission's Geodetic Advisor.

In addition to the requirements of the approved Livingston County Survey Plan, the Contractor as County Representative shall:

RESOLUTION NO.

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1. Schedule and chair the meeting of the Survey & Remonumentation Committee.
2. Ascertain, through periodic on-site inspections and review, that the work performed under monumentation contracts has been satisfactorily completed before recommending to the Grant Administrator that final payment to be made by the Livingston County Board of Commissioners.

WHEREAS, for purposes of compensation for 2008, the County Representative shall be considered as an Independent Contractor to be reimbursed on a monthly fixed-fee basis for the time expended, which shall include required secretary/technician services. The monthly fixed-fee and additional reimbursement for necessary expenses shall be as follows:

- As part of the weekly fixed-fee compensation, the County Representative shall furnish his/her own office work space, telephone and vehicle; and
- The County Representative shall be reimbursed for (1) required expendable office supplies; (2) long distance telephone calls; (3) mileage (at the current Livingston County rate); (4) lodging (when it is necessary to be out of the County); and (5) miscellaneous applicable out-of-pocket expenses; and
- For the calendar year of 2008, the County Representative shall be paid Two thousand five hundred dollars (\$2500.00) per month, [Thirty thousand Dollars (\$30,000) per year]; and
- The fixed-fee charges may be split between the County Representative and Deputy County Representative as Five hundred seventy-six and 92/100 (\$576.92) per any week in which the Deputy County Representative is assigned and performs the duties of the County Representative, when applicable; and

If, due to unexpected circumstances, it is deemed to be in the best interest of Livingston County to exceed the \$30,000 maximum, approval by the Livingston County Board of Commissioners will be required.

WHEREAS, after careful consideration, the Survey & Remonumentation Committee recommends the reappointment of Jennifer Defenderfer as County Representative of the Livingston County Survey and Remonumentation Plan.

RESOLUTION NO.

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THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby appoints Jennifer Defenderfer, as County Representative, for Livingston County Survey and Remonumentation Plan and authorizes a contract commencing January 1, 2008 and terminating December 31, 2008, with the terms and conditions as outlined above.

BE IT FURTHER RESOLVED that the Chair is authorized to sign said contract as prepared by Civil Counsel.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO.

LIVINGSTON COUNTY

DATE:

**RESOLUTION APPOINTING DEPUTY COUNTY REPRESENTATIVE OF THE SURVEY
REMONUMENTATION PLAN -2008 - Register of Deeds / Finance Committee / General
Government Committee / Finance Committee**

WHEREAS, under 1990 PA 345, and the approved Livingston County Survey Plan, the Livingston County Board of Commissioners must appoint a Deputy County Representative (“Deputy County Representative”) for all surveying projects approved and initiated by the State Survey and Remonumentation Commission (“Commission”); and

WHEREAS, the Survey and Remonumentation Committee has recommended entering into contract for Deputy County Representative, as an Independent Contractor, commencing January 1, 2008 and terminating on December 31, 2008; and

WHEREAS, the Deputy County Representative may be a Monumentation Surveyor (as defined in the approved Livingston County Survey Plan), he/she hereby agrees that he/she will not perform any of the functions of the County Grant Administrator as defined in the approved Livingston County Survey Plan; and

WHEREAS, the Contractor (“Deputy County Representative”) is a surveyor licensed to practice in the State of Michigan and has agreed to provide the county, on an independent contractor basis, with the services it requires which include the following:

In addition to any duties assigned to county representatives by law, the Contractor as Deputy County Representative shall, when the County Representative is unavailable, establish requirements and procedures to implement the following:

- A. Research the history of corners and horizontal and vertical control stations.
2. Field verify whether corners are “Existent”, “Lost”, or “Obliterated”.
3. Set a marker at all corners, following the Peer Group’s ratification. The location of said corners shall be established in accordance with the procedures set forth in the “Manual of Instructions for the Survey of Public Lands of the United States”, prepared by the Bureau of Land Management of the United States Department of Interior (Technical Bulletin 6, or subsequent editions).
4. Recover all existing horizontal and vertical control stations.

RESOLUTION NO.

Page 2

The Contractor as Deputy County Representative shall, when the County Representative is unavailable, also be responsible for:

1. Establishing, scheduling meetings of, and chairing a Peer Group which will meet and act as advisors for ratification of corner locations. These meetings shall be in compliance with the Open Meetings Act, 1976 PA 267.
2. Creating and maintaining a filing system for each corner, which contains all survey information compiled.
3. Submitting documentation to the County Grant Administrator as required for the annual Application for Monumentation Grant which includes, but is not limited to, the following:
 1. For the current-year projects, a description of the work area completed, the work area projected to be completed by December 31, and work area remaining to be completed.
 - A2. A general work-progress report for all previously awarded contracts.
 3. The Work Program for the following year. The Work Program will indicate (a) the area where the Public Land Survey corners and Property-controlling corners are proposed to be monumented and/or remonumented within the next contract year; (b) the area where the Public Land Survey corners and Property-controlling corners are to be researched in the next contract year; (c) the area where horizontal and vertical control stations are to be researched and located; and (d) the area where horizontal and vertical coordinates are to be established.
4. Creating and maintaining a filing system for horizontal and vertical geodetic monumentation information obtained from National Geodetic Survey, United States Geological Survey and other sources.
5. Coordinating the densification of horizontal and vertical geodetic monumentation with the Commission's Geodetic Advisor.

In addition to the requirements of the approved Livingston County Survey Plan, the Contractor as Deputy County Representative, when the County Representative is unavailable, shall:

RESOLUTION NO:
Page 3

- Schedule and chair the meeting of the Survey & Remonumentation Committee.
- Ascertain, through periodic on-site inspections and review, that the work performed under monumentation contracts has been satisfactorily completed before recommending to the Grant Administrator that final payment be made by the Livingston County Board of Commissioners.

WHEREAS, for purposes of compensation for 2008, the Deputy County Representative, when assuming the duties of the County Representative, shall be considered on the same basis as the County Representative which follows:

For purposes of compensation for 2008, the County Representative (or Deputy County Representative) shall be considered as an Independent Contractor to be reimbursed on a monthly fixed-fee basis for the time expended which shall include required secretary/technician services. The monthly fixed-fee and additional reimbursement for necessary expenses shall be as follows:

- As part of the weekly fixed-fee compensation, the County Representative (or Deputy County Representative) shall furnish his/her own office work space, telephone and vehicle; and
- The County Representative (or Deputy County Representative) shall be reimbursed for: (1) required expendable office supplies; (2) long-distance telephone calls; (3) mileage (at the current Livingston County rate); (4) lodging (when it is necessary to be out of the County); and (5) miscellaneous applicable out-of-pocket expenses; and
- For the calendar year of 2008, the Deputy County Representative shall be paid Five hundred seventy-six and 92/100 (\$576.92) per any week in which he/she is assigned and performs the duties of the County Representative, when applicable; and

If, due to unexpected circumstances, it is deemed to be in the best interest of Livingston County to exceed the \$30,000 maximum, approval by the Livingston County Board of Commissioners will be required.

WHEREAS, after careful consideration, the Survey and Remonumentation Committee recommends the reappointment of Jack Smith as Deputy County Representative of the Livingston County Survey and Remonumentation Plan.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby appoints Jack Smith, as Deputy County Representative, for Livingston County Survey and Remonumentation Plan and authorizes a contract commencing January 1, 2008 and terminating December 31, 2008, with the terms and conditions as outlined above.

BE IT FURTHER RESOLVED that the Chair is authorized to sign said contract as prepared by Civil Counsel.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING CONTRACTS FOR 2008 FOR THE MONUMENTATION OR REMONUMENTATION OF THE PUBLIC LAND SURVEY CORNERS IN LIVINGSTON COUNTY - Register of Deeds / Finance Committee / General Government Committee / Finance Committee

WHEREAS, the Livingston County Survey Plan has determined a need for the Monumentation or Remonumentation of all the public land survey corners in Livingston County to be accomplished over of 20-year period, in accordance with P.A. 345, 1990; and

WHEREAS, partial funding for the monumentation or Remonumentation of all the public land survey corners in Livingston County has been provided by P.A. 346, 1990.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the Grant Administrator to contract for Remonumentation of 30 corners as proposed in the 2008 Grant Agreement for a total amount not to exceed \$110,000.00.

BE IT FURTHER RESOLVED that up to \$65,000.00 shall be taken from the Livingston County Survey Remonumentation Fund 245-245 as the County's contribution to the Grant Agreement and the Grant from the State of Michigan for its share totals \$108,253.00 for a total program not to exceed \$173,253.00.

BE IT FURTHER RESOLVED that the Chairman of the Board of Commissioners and the Grant Administrator are hereby authorized to sign said consultant surveyor contracts upon review of Civil Counsel.

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MOVED:

SECONDED:

CARRIED:

**RESOLUTION
LIVINGSTON COUNTY**

**NO:
DATE:**

RESOLUTION AUTHORIZING PER DIEM MEETING PAYMENT FOR SURVEY & REMONUMENTATION PEER GROUP MEMBERS FOR 2008 AS PER APPROVED BUDGETS FOR LIVINGSTON COUNTY SURVEY & REMONUMENTATION - Register of Deeds / Finance Committee / General Government Committee / Finance Committee

WHEREAS, the Livingston County Survey Plan has determined a need for the Monumentation or Remonumentation of all the public land survey corners in Livingston County to be accomplished over of 20-year period, in accordance with P.A. 345, 1990; and

WHEREAS, partial funding for the monumentation or Remonumentation of all the public land survey corners in Livingston County has been provided by P.A. 346, 1990.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the Grant Administrator to approve the payment of \$50 *per meeting* to Remonumentation Peer Group members; those members being Peer Group members as appointed by the Survey & Remonumentation Committee as reviewed by the Board of Commissioners, not to exceed 11 members as defined in the Livingston County Survey Plan; (see attached membership roster) Peer Group Meeting dates being established as the 1st and 3rd Wednesday of each month February thru October.

BE IT FURTHER RESOLVED that as the total expense is estimated to be \$11,000 per year, the County's contribution to the payment shall be taken from the Survey & Remonumentation Fund 245-245.

MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE

RESOLUTION TO AMEND CONTRACT WITH OTIS ELEVATOR COMPANY FOR ELEVATOR MAINTENANCE AND REPAIR SERVICES AT THE HISTORICAL COURTHOUSE AND ADMINISTRATION BUILDINGS – Building Services / General Government Committee / Finance Committee

WHEREAS, the County of Livingston has two operating elevators which are located at the Historical Courthouse and Administration Building; and

WHEREAS, these elevators are mandated by the State of Michigan to be maintained with preventative maintenance, inspections and repairs; and

WHEREAS, Building Services has a current contract with Otis Elevator, of Lansing, with renewal options through December 31, 2009; and

WHEREAS, through our membership with Hospital Purchasing Service, we can extend our contract with Otis Elevator until December 31, 2012 and reduce current pricing by 9%. All other terms and conditions will remain the same; and

WHEREAS, Building Services is requesting authorization to amend the current contract to extend the agreement period to December 31, 2012 and reduce pricing by 9%; and

WHEREAS, currently we are paying \$140.00 per month per elevator which will be reduced to \$127.40; and

WHEREAS, the annual requirements for elevator maintenance and repair services for the 2009-2012 fiscal years will be subject to the availability of appropriated funds.

THEREFORE BE IT RESOLVED that the Board of Commissioners authorizes an amendment to the current contract with Otis Elevator Company of Lansing, Michigan, to extend the contract period to December 31, 2012 and reduce pricing to \$ 127.40 per month per elevator.

BE IT FURTHER RESOLVED that the Board Chairman be authorized to sign said any necessary documents pertaining to this matter upon review and preparation of Civil Counsel.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO APPROVE A NON-PRECEDENT SETTING, ONE TIME ONLY DONATION OF VACATION TIME BY ALL COUNTY EMPLOYEES TO AN EMPLOYEE WITHIN THE SHERIFF DEPARTMENT - Sheriff Department / Personnel Committee / Finance Committee

WHEREAS, the Sheriff's Department has requested the opportunity for all county employees to donate vacation time to a Sheriff's Deputy who has undergone extensive emergency heart surgery and requires extended time off; and

WHEREAS, this will be a totally voluntary action on the part of County employees to assist an employee of the Sheriff's Department; and

WHEREAS, any employees who wish to donate vacation time to the above-mentioned employee will do so by signing the appropriate form provided by the Human Resources Department and returning the form back to the Human Resources Department.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the non-precedent setting, one time only donation of vacation time by County employees to an employee of the Sheriff's Department into the employee's sick leave bank, pending unsuccessful eligibility for Worker's Compensation benefits.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION APPROVING THE NO WORKER LEFT BEHIND PROGRAM PLAN
MODIFICATION FOR LIVINGSTON COUNTY - Michigan Works! / Health & Human Services
Committee - Michigan Works! / Health & Human Services Committee / Finance Committee**

WHEREAS, the Workforce Investment Act (WIA) authorizes programs and services targeted to dislocated workers, and

WHEREAS, The County of Livingston constitutes a jurisdiction designated as a Michigan Works! Agency (MWA) by the Governor of the State of Michigan; and

WHEREAS, Each MWA is required to submit job training plans which describe the planned services and goals for the programs; and

WHEREAS, The Michigan Department of Labor and Economic Growth has requested a modification of the No Worker Left Behind plan to incorporate additional funds in the amount of \$12,542, and

WHEREAS, The modified plan would provide a total of \$45,235 to serve eligible individuals in Livingston County, and

WHEREAS, This modification requires approval of both the Board of Commissioners and the Livingston County Workforce Development Council; and

WHEREAS, The Livingston County Workforce Development Council Executive Committee approved this plan modification at their December 17, 2007 meeting.

IT IS THEREFORE RESOLVED that the Livingston County Board of Commissioners hereby approves the
WIA No Worker Left Behind Plan Modification in the amount of \$45,235 for the period of July
1, 2007 to June 30, 2008.

BE IT FURTHER RESOLVED that the Chairman is to sign said plan modification for submission to the
Michigan Department of Labor and Economic Growth.

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**Moved:
Seconded:
Carried:**

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION APPROVING THE NO WORKER LEFT BEHIND PROGRAM PLAN UTILIZING WIA STATEWIDE ACTIVITIES FUNDS FOR LIVINGSTON COUNTY - Michigan Works! / Health & Human Services Committee / Finance Committee

WHEREAS, the Workforce Investment Act (WIA) authorizes programs and services targeted to dislocated workers, and

WHEREAS, The County of Livingston constitutes a jurisdiction designated as a Michigan Works! Agency (MWA) by the Governor of the State of Michigan; and

WHEREAS, Each MWA is required to submit job training plans which describe the planned services and goals for the programs; and

WHEREAS, The Livingston County WIA Statewide Activities No Worker Left Behind plan proposes to serve eligible individuals with an allocation of \$31,474; and

WHEREAS, The Act requires that the Workforce Development Council and the local elected officials jointly approve and submit all job training plans; and

WHEREAS, The Livingston County Workforce Development Council Executive Committee approved this plan at their December 17, 2007 meeting.

IT IS THEREFORE RESOLVED that the Livingston County Board of Commissioners hereby approves the WIA Statewide Activities No Worker Left Behind Plan in the amount of \$31,474 for the period of July 1, 2007 to June 30, 2008.

BE IT FURTHER RESOLVED that the Chairman is authorized to sign said plan for submission to the Michigan Department of Labor and Economic Growth.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION APPROVING THE DISABILITY PROGRAM NAVIGATOR INITIATIVE FUNDING FOR LIVINGSTON COUNTY - Michigan Works! / Health & Human Services Committee / Finance Committee

WHEREAS, The Workforce Investment Act authorizes the expenditure of federal funds of job training programs in locally determined Michigan Works! Agency's)/Workforce Investment Areas; and

WHEREAS, The County of Livingston constitutes a jurisdiction designated as a Michigan Works! Agency (MWA) by the Governor of the State of Michigan; and

WHEREAS, The Michigan Department of Labor and Economic Growth (MDLEG) has identified funds to be used in support of local capacity building and staff training activities to:

- o Expand availability of assistive technology (AT) for persons with disabilities
- o Train One Stop Center staff and Workforce Investment Boards on the utilization of assistive technology, reasonable accommodation resources and strategies, disability etiquette, WIA Section 188 non-discrimination regulations, Section 504 of the Vocational Rehabilitation Act and the Americans with Disability Act provisions.; and

WHEREAS, The Livingston County Disability Program Navigator (DPN) Initiative allocation is \$20,524; and

WHEREAS, The Livingston County is required to prepare and submit Budget Information Summary (BIS) to receive said funds; and

WHEREAS, The Act requires that the Workforce Development Council and the local elected officials jointly approve and submit all job training plans and BIS; and

WHEREAS, The Livingston County Workforce Development Council approved this BIS at their December 17, 2007 meeting.

IT IS THEREFORE RESOLVED that the Livingston County Board of Commissioners hereby approves the submission of the Disability Program Navigator (DPN) Initiative Budget information Summary in the amount of \$20,524 for the period of July 1, 2007 to June 30, 2008.

BE IT FURTHER RESOLVED that the Chairman is authorized to sign said Budget Information Summary for submission to the Michigan Department of Labor and Economic Growth.

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**MOVED:
SECONDED:
CARRIED:**

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION APPROVING THE AMENDMENT TO RESOLUTION 2007-07-184 THE SUBMISSION OF THE PROGRAM YEAR 2007 WAGNER-PEYSER ACT LOCAL EMPLOYMENT SERVICE PLAN - Michigan Works! / Health & Human Services Committee / Finance Committee

WHEREAS, The federal Wagner-Peyser Act establishes the United States Employment Service (USES) to provide a nationwide labor exchange system and establishes State Employment Security Agencies (SESA's) to administer the system in each state and;

WHEREAS, The Workforce Investment Act of 1998 mandates that Employment Services become part of the "One-Stop" system; and

WHEREAS, The Michigan Department of Labor & Economic Growth requires the Livingston County Workforce Development Council to develop an Employment Services Plan for the period from July 1, 2007 through June 30, 2008; and

WHEREAS, The Michigan Department of Labor & Economic Growth requires that PY 2007 Wagner-Peyser Act Employment Service Plan be amended as follows:

1. New assurances, general provisions, policy provisions, and responsibilities as modified by the state.
2. Ensure Veterans Priority
3. Add the NWLB Program

WHEREAS, The Livingston County Workforce Development Council approved this BIS at their December 17, 2007 meeting.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the amendment to Resolution 07-16 the submission of the PY 2007 Wagner-Peyser Act Employment Services Plan.

BE IT FURTHER RESOLVED that the Chairman is hereby authorized to sign said plan amendment for submission to the Michigan Department of Labor and Economic Growth.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO INCREASE AND AMEND SELECTED FEES CHARGED FOR SERVICES PROVIDED BY THE DEPARTMENT OF PUBLIC HEALTH - Department of Public Health / Health & Human Services Committee / Finance Committee

WHEREAS, Public Act 368 of 1978, Section 2444, known as the Michigan Public Health Code, authorizes the Board of Commissioners to revoke, increase or amend fees for services authorized or required to be performed by the Department of Public Health, and

WHEREAS, a vast majority of services delivered by the Department of Public Health are required by the Michigan Public Health Code and/or Livingston County Sanitary Code, and

WHEREAS, the proposed fee schedule represents the cost of providing services, primarily personnel costs, as well as the requirements for performing the various services, and

WHEREAS, local public health funding from the State has not increased and, in some instances slightly decreased from fiscal year 2006/2007.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the following fee schedule which shall be effective February 15, 2008.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION AUTHORIZING CREATION OF A PART-TIME ADMINISTRATIVE AIDE
POSITION IN THE PROSECUTORS OFFICE AND BUDGET AMENDMENT - Prosecutor's Office
/ Personnel Committee (1/16/08); Finance Committee (1/24/08); Full Board (2/4/08)**

WHEREAS, The Prosecutor's Office has constitutional and statutory duties to communicate in a timely manner with victims, and;

WHEREAS, The Prosecutor's Office is mandated by the state and federal constitutions, statutes and court rules to provide discovery to defendants and to file documents with the courts in a timely manner, and;

WHEREAS, The Prosecutor's Office voluntarily reduced its staff in an effort to reduce personnel costs to the county, and;

WHEREAS, The Prosecutor's Office has been unable to meet its legal obligations with a reduced staff, and;

WHEREAS, Livingston County is committed to insuring that all legal obligations to crime victims are met in a timely manner, and;

WHEREAS, the Prosecutor's Office would be able to meet all legal obligations with the additional part-time administrative aide position;

WHEREAS, the proposed amendment ensures compliance with the Uniform Budgeting and Accounting Act, as amended; and

WHEREAS, this resolution has been recommended for approval by the Personnel Committee.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves of the creation of a part-time administrative aide entry level position, Pay Grade "F" at \$13.42 per hour, not to exceed 19 hours per week for the Prosecutors Office effective February 4, 2008 in an amount not to exceed Thirteen Thousand dollars (\$13,000) for the remainder of fiscal-year 2008.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners hereby approves a transfer from the General Fund Contingency to the Prosecutors budget to cover this years' cost of this position and also adopt the 2008 proposed amended budget as follows:

<u>General Fund</u>	<u>Proposed 2008 Amended Budget</u>
Prosecutor	\$2,106,307

The budgetary status reports showing the line-item changes for this budget amendment will be attached as part of the resolution

MOVED: # # #
SECONDED:
CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION APPROVING THE CREATION OF A PILOT PART-TIME CONCILIATOR POSITION IN THE FRIEND OF THE COURT OFFICE - Friend of the Court / Personnel Committee / Finance Committee

WHEREAS, the Friend of the Court Office has statutory duties to investigate, recommend and enforce Orders of the Court regarding Custody, Parenting Time and Support; and

WHEREAS, the current system for handling domestic cases involves an adversarial approach which can be damaging to children and families and the Friend of the Court Office would function more efficiently and equitably with the creation of the pilot part-time Conciliator position; and

WHEREAS, the Friend of the Court has been unable to meet its statutory obligations as timely as children and families require; and

WHEREAS, the duties the Conciliator would perform would greatly assist parents to reach a mutual resolution that would be beneficial to themselves and their children which, hopefully, will reduce the contentiousness between the parties and make the situation better for the children, as well as reduce the number of Court Motions filed; and

WHEREAS, the Friend of the Court reduced its staff in 2008 with the elimination of a Medical Clerk position and temporary part-time File Clerk position; and

WHEREAS, funding for same is available in the Friend of the Court Budget; and,

WHEREAS, this position is supported and recommended by Stanley J. Latreille, Chief Circuit Court Judge; David J. Reader, Circuit Court Judge; and Carol Hackett Garagiola, Family Court Judge; and

WHEREAS, this Resolution has been recommended for approval by the Personnel Committee.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby establishes
Creation of a Pilot Part-Time Conciliator in the Friend of the Court Office, Pay Grade L at
\$22.50/hour, not to exceed 19 hours a week through 12/31/08.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO ENTER INTO A GRANT AGREEMENT WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION TO FUND THE DESIGN OF AIRPORT PERIMETER FENCING -- AIRPORT / General Government Committee / Finance Committee

WHEREAS, the Livingston County Board of Commissioners has entered into an agreement with R.W. Armstrong of Lansing, Michigan for the design engineering services for the completion of the perimeter fence at the Livingston County Airport; and

WHEREAS, the Michigan Aeronautics Commission has authorized a grant agreement to provide funding for these services; and

WHEREAS, the design work is anticipated to be completed in anticipation of a March 2007 bid letting; and

WHEREAS, The amount of the grant agreement is \$26,000 and the local share (2.5%) will be \$650.00.

THEREFORE BE IT RESOLVED the Livingston County Board of Commissioners concurs with the Livingston County Aeronautical Facilities Board to enter into a grant agreement with the Michigan Department of Transportation to fund the design of airport perimeter fencing.

BE IT FURTHER RESOLVED the Chair be authorized to sign the Agreement upon review by Civil Counsel.

BE IT FURTHER RESOLVED the local share of \$650.00 shall be advanced from the Airport Loan Agreement upon receipt of an invoice from MDOT.

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Moved:

Seconded:

Carried:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD OF COMMISSIONERS AND ENTER INTO AN AGREEMENT WITH R.W. ARMSTRONG FOR THE DESIGN OF PERIMETER FENCING -- AIRPORT / General Government Committee

WHEREAS, the Livingston County Airport is not completely fenced at the present time; and

WHEREAS, the Michigan Aeronautics Commission has authorized a funds to provide for the design and installation of fencing to enclose the entire airport perimeter; and

WHEREAS, R.W. Armstrong of Lansing, Michigan has prepared a contract to perform design services and the preparation of bid documents for the installation of the perimeter fence; and

WHEREAS, The amount of the contract agreement is \$22,097 and the local share (2.5%) will be \$552.43.

THEREFORE BE IT RESOLVED the Livingston County Board of Commissioners concurs with the Livingston County Aeronautical Facilities Board to enter into an agreement with R.W. Armstrong of Lansing, Michigan to provide design services and bid preparation documents for perimeter fencing at the Livingston County Airport.

BE IT FURTHER RESOLVED the Chair be authorized to sign the Agreement upon review by Civil Counsel.

BE IT FURTHER RESOLVED the local share of the project be advanced as a part of the Airport Loan Agreement upon receipt of an invoice from MDOT.

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Moved:

Seconded:

Carried:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND AMEND RESOLUTION 2006-03-076 AND THE AGREEMENT WITH R.W. ARMSTRONG OF LANSING, MICHIGAN FOR ADDITIONAL CONSTRUCTION ADMINISTRATION SERVICES FOR TAXIWAY EXTENSION AND REHABILITATION PROJECT -- AIRPORT / General Government Committee

WHEREAS, Livingston County has entered into an agreement with D.J. McQuestion & Sons for the extension of the north and south taxiways to the east end of the runway and the rehabilitation of the existing south taxiway; and

WHEREAS, R.W. Armstrong of Lansing, Michigan performed Construction Administration services for the project, including survey work and materials testing by an independent testing firm; and

WHEREAS, due to unexpected soil conditions, an additional twenty (20) construction days were added to the project; and

WHEREAS, R.W. Armstrong has requested that the on site inspector wages and overhead costs be added to the original contract for these 20 days; and

WHEREAS, MDOT-Aeronautics has approved the amount of the proposed consultant contract amendment and the funding for this amendment will be on a 95/5 basis.

THEREFORE BE IT RESOLVED the Livingston County Board of Commissioners concurs with the Livingston County Aeronautical Facilities Board to amend Resolution 2006-03-076 and the agreement with R.W. Armstrong of Lansing, Michigan, for additional construction administration services at an additional cost of \$14,600.

BE IT FURTHER RESOLVED the Chair be authorized to sign the agreement upon review by Civil Counsel.

BE IT FURTHER RESOLVED the local share of the project, \$730.00, be advanced as a part of the Airport Loan Agreement upon receipt of an invoice from MDOT.

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Moved:

Seconded:

Carried:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO ESRI, INC. FOR GIS SYSTEM UPGRADES AND BUDGET AMENDMENT - INFORMATION TECHNOLOGY/GIS DIVISION / General Government Committee

WHEREAS, due to the vacant GIS Application Developer position, it has been determined that there is a need to upgrade the GIS server software in the Information Technology Department; and

WHEREAS, in compliance with the Livingston County Purchasing Policy, the State of Michigan through the MiDeal Program has a contract available to us to piggyback off of for these products and services with Environmental Systems Research Institute, Inc. (ESRI), of Minneapolis, Minnesota; and

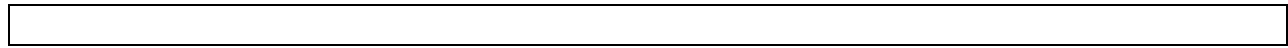
WHEREAS, after the review of the vendor and products, Purchasing recommends that a Purchase Order with Environmental Systems Research Institute, Inc. (ESRI), of Minneapolis, Minnesota, be awarded for an amount not to exceed \$17,890; and

WHEREAS, funding was included in the 2007 GIS budget, however the project will not begin until Fiscal-Year 2008, therefore needs to be included in the 2008 GIS budget; and

WHEREAS, the proposed amendment ensures compliance with the Uniform Budgeting and Accounting Act, as amended; and

WHEREAS, this Resolution has been recommended for approval by the Technology Committee.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves a Purchase Order be issued to Environmental Systems Research Institute, Inc. (ESRI), for GIS server software upgrades in an amount not to exceed Seventeen-Thousand Eight-Hundred and Ninety Dollars (\$17,890) by piggybacking off the State of Michigan contract # 071B3001293.



BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners hereby

approves and adopts the proposed 2008 amended budget as follows:

<u>Fund</u>	<u>Proposed 2008 Amended Budget</u>
GIS	\$3,254,335

The budgetary Status Reports showing the line-item changes for this budget amendment will be attached as part of the resolution

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO APPROVE ENHANCED ACCESS FEE SCHEDULE FOR GIS DIGITAL DATA - INFORMATION TECHNOLOGY DEPARTMENT/GIS DIVISION / General Government Committee

WHEREAS, Livingston County’s Enhanced Access Policy allows County Departments to provide enhanced access to certain public records and to impose certain fees for providing that enhanced access; and

WHEREAS, all fee schedules must be approved by the Board of Commissioners; and

WHEREAS, the County GIS layers are public information; and

WHEREAS, the cost for each layer has been determined based on operating expenses as defined by the State of Michigan Public Act No. 462 of 1996, as amended, and the recommendations listed in the 2003 GIS Cost Allocation Study conducted by PlanGraphics, Inc.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the fee schedule for the Address Point GIS data layer as follows effective January 1, 2008:

Layer	Cost for Countywide Layer	Cost per Local Unit	Cost per Individual Feature
Address Points	\$36,000	NA	\$0.50 per address

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AMENDING RESOLUTION # 2007-11-289 AUTHORIZING THE TERMINATION OF CURRENT ONLINE SERVICES PORTAL CONTRACT AND AUTHORIZING NEW CONTRACT FOR ONLINE SERVICES PORTAL MAINTENANCE AGREEMENT WITH WEBTECS, INC. – INFORMATION TECHNOLOGY/TECHNOLOGY COMMITTEE / General Government Committee

WHEREAS, Resolution 2007-11-289 was adopted on November 5, 2007 to purpose a 90-day notice of cancellation of contract for the County Online Service Portal (LivingstonLive.org); and

WHEREAS, Resolution 2007-11-289 incorrectly stated that implementing the 90-Day termination clause would result in an early termination penalty fee of \$8,160; and

WHEREAS, Resolution 2007-11-289 also states that the Maintenance Contract will begin February 1, 2008, not January 1, 2008 as set forth in the Contract; and

WHEREAS, the Amendment provides for the termination fee of \$23,800.00 which includes the December 21, 2007 payment the County owes for services provided in December 21, 2007 plus the fee for early termination which has been reduced by \$1,360.00 to \$6,800.00 instead of the original penalty fee of \$8,160; and

WHEREAS, Resolution 2007-11-289 while not mentioning the specific time period covered by the Contract, states in the sixth WHEREAS clause the new Maintenance Contract shall be “for at least a one year period of time at \$4,300 per month”. The contract is for three years, covering the period of January 1, 2008 through December 31, 2010; and

WHEREAS, Resolution 2007-11-289 only authorizes funding for \$4,300.00 per month apparently to apply to the initial one year period. Exhibit A – Scope of Work states that the 2% increase will apply for to each year following 2008. For 2009 the monthly rate shall be \$4,386.00 with an annualized rate of \$52,632.00 and for 2010 the monthly rate shall be \$4,474.00, with an annualized rate of \$53,688.00; and

WHEREAS, the Technology Committee recommends favorable consideration of this Resolution.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves this Resolution to amend Resolution 2007-11-289 to accurately reflect that the new Maintenance Contract shall be for three years, covering the period of January 1, 2008 through December 31, 2010 at the rate or \$4,300 per month for 2008 with a 2 % increase to apply each year following 2008. For 2009 the monthly rate shall be \$4,386.00 with an annualized rate of \$52,632.00 and for 2010 the monthly rate shall be \$4,474.00, with an annualized rate of \$53,688.00.

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MOVED:
SECONDED:
CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION AUTHORIZING ISSUANCE OF A BLANKET PURCHASE ORDER TO
BERBEE INFORMATION NETWORK CORPORATION AND ANALYSTS INTERNATIONAL
FOR CONTRACT SERVICES FOR THE INFORMATION TECHNOLOGY DEPARTMENT
FOR 2008 - INFORMATION TECHNOLOGY / General Government Committee**

WHEREAS, due to on-going needs of Information Technology High-Tech Services from out side sources, it has been determined that there is a need for a Blanket Purchase order to be authorized for on-call support and upgrades that are needed through out the year for the Information Technology Department ; and

WHEREAS, after the review of the vendors and services, Purchasing and IT recommends that a Blanket Purchase Order with Berbee Information Network Corporation, of Southfield, MI and Analysts International of Lansing, MI be awarded for a one (1) year period January 2, 2008 through December 31, 2008 in an amount not to exceed \$75,000.00 per vendor; and

WHEREAS, the cost of tech support is \$135.00 per hour for standard service and \$ 175.00 per hour for high-end service; and

WHEREAS, funds have been budgeted and approved in the Information Technology Fiscal year 2008 budget; and

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves a Blanket Purchase Order be issued to Berbee Information Network Corporation of Southfield Michigan and Analysts International of Lansing, Michigan, for Tech Support Services for the period of January 2, 2008 through December 31, 2008 in an amount not to exceed \$75,000.00 per vendor at the rate of \$135.00 per hour for standard service and \$175.00 per hour for high-end service

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION AUTHORIZING ISSUANCE OF A BLANKET PURCHASE ORDER
AUTHORIZING THE PURCHASE OF COMPUTER EQUIPMENT THAT HAS BEEN BUDGETED
FOR THROUGH THE INFORMATION TECHNOLOGY DEPARTMENT FOR PURCHASES OF
COMPUTER EQUIPMENT FOR ALL COUNTY DEPARTMENTS -
Information Technology / General Government Committee**

WHEREAS, due to the on going need for computer equipment replacement which includes PC's laptops, servers, monitors, printers, etc for all the County departments; it has been determined that a need for a blanket Purchase Order be issued for the 2008 fiscal year; and

WHEREAS, after the review of the current vendors based on the products and services provided, four (4) Vendors have been selected to be used in reference to this Resolution once approved; and

WHEREAS, the vendors and amounts are as follows:
EDS of Lansing, MI. \$25,000.00
TechDepot of Trumbull, CT \$10,000.00
InaComp of Southfield, MI \$20,000.00
Hewlett Packard of Houston, TX \$40,000.00; and

WHEREAS, in compliance with the Purchasing Policy, all vendors selected have contracts available to us through the State of Michigan MiDeal Program, U.S. Communities and REMC programs; and

WHEREAS, funds for the purchase of this equipment have been budgeted for through the Information Technology Department, for the 2008 fiscal year.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the issuance of Blanket Purchase Orders for the 2008 fiscal year to the following vendors and amounts for the purchase of replacement computer equipment:

EDS of Lansing, MI.,	\$ 25,000.00
TechDepot of Trumbull, CT,	\$ 10,000.00
InaComp of Southfield, Michigan,	\$ 20,000.00
Hewlett Packard of Houston, TX	\$ 40,000.00.
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MOVED:

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CARRIED:

RESOLUTION NO:

PAGE: 2

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO AUTHORIZE PURCHASE AND INSTALLATION OF VIDEO SURVEILLANCE CAMERAS AND A RECORDING DEVICE TO ENHANCE SECURITY AT THE INTERMODAL BUILDING AND BUDGET AMENDMENT – L.E.T.S. / General Government Committee / Finance Committee

WHEREAS, The Federal Transit Administration has mandated that transit agencies throughout the country upgrade security in and around their facilities; and

WHEREAS, This mandate is funded by the Federal Transit Administration’s annual Section 5307 Grant with authority to utilize up to one (1) percent of those grant funds annually for security upgrades; and

WHEREAS, quotes were obtained from three (3) vendors familiar with surveillance technologies, who are locally known to the IT Department, and had worked for Livingston County on prior projects; and

WHEREAS, The County IT Department’s selection, Analysts International, was based on quality of work, proposed equipment and the compatibility of proposed equipment with current technology already installed and available within the IT Department. This will facilitate current and future hook ups as more buildings may be added to form a seamless security network of sites throughout the county; and

WHEREAS, funding exists from monies still available from the Fiscal Year 2004 FTA Grant Award (MI-90-x453) for reimbursement in an amount necessary to cover the quoted price; and

WHEREAS, the proposed amendment ensures compliance with the Uniform Budgeting and Accounting Act, as amended.

THEREFORE BE IT RESOLVED THAT the Livingston County Board of Commissioners approves the issuance of a Purchase Order for the purchase and installation of video surveillance cameras and recording devices at the Intermodal Building from Analysts International in an amount not to exceed Thirteen Thousand Five Hundred Seventy Five Dollars and Ninety Cents (\$13,575.90) from available Fiscal-Year 2004 FTA Grant Funds.

BE IT FURTHER RESOLVED THAT the Livingston County Board of Commissioners hereby approves and adopts the 2008 proposed amended budget as follows:

<u>Fund</u>	<u>Proposed 2008 Amended Budget</u>
LETS	\$2,468,274

The budgetary Status Reports showing the line-item changes for this budget amendment will be attached as part of the resolution

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MOVED:
SECONDED:
CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING BLANKET PURCHASE ORDER TO RKA PETROLIUM CO. OF ROMULUS, MICHIGAN FOR DIESEL FUEL FOR CY 2008 - L.E.T.S. / General Government Committee / Finance Committee

WHEREAS, currently L.E.T.S. purchases diesel fuel through the State of Michigan Extended Purchasing Program; and

WHEREAS, the L.E.T.S. 2008 budget for fuel was approved at \$170,000.00 based on current predictions of operating mileage and number of buses in operation, and

WHEREAS, in the past a blanket purchase order for fuel was approved by the Board of Commissioners using the designated vendor awarded by the State of Michigan Contract, that being RKA Petroleum of Romulus, Michigan

WHEREAS, the cost of fuel is an allowable reimbursable expenses from both the Federal Transit Administration and State of Michigan transportation formula funds.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby

authorizes a blanket purchase order for the purchase of diesel fuel under the State of Michigan

Extended Purchasing Program, Contract # 071B5200342, to RKA Petroleum Co. of Romulus,

Michigan in an amount not to exceed One Hundred Seventy Thousand (\$170,000.00) Dollars for

the period of January 2, 2008 through December 31, 2008 in accordance with the County

Purchasing Policy.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION TO AMEND THE LIVINGSTON COUNTY FINAL 911 SERVICE PLAN –
9-1-1 CENTRAL DISPATCH - Finance Committee**

WHEREAS, under the Emergency 9-1-1 Service Enabling Act (P.A. 32 of 1986, as amended), the Livingston County Board of Commissioners approved the final 9-1-1 Service Plan on April 23, 2001 to benefit the citizens of Livingston County by providing a uniform and well known Emergency Telephone Number; and

WHEREAS, the Livingston County Board of Commissioners continues to believe that 9-1-1 Service will benefit the citizens of Livingston County; and

WHEREAS, the State of Michigan enacted Public Act 164 of 2007 to further support 9-1-1 Service in Michigan; and

WHEREAS, Livingston County has deemed it necessary to collect County-based 9-1-1 Funds from communications service providers as allowed under Public Act 164 of 2007 to defray the costs of being ready to process, and of actually processing 9-1-1 calls placed within Livingston County; and

WHEREAS, Public Act 164 of 2007 allows for limited amendments to be made to the Livingston County 9-1-1 Plan through resolution by County Board of Commissioners;

NOW, THEREFORE BE IT RESOLVED the Livingston County Board of Commissioners hereby adopts this amendment to Livingston County 9-1-1 Plan to establish a monthly County-based 9-1-1 Surcharge as permitted under P. A. 164 of 2007.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION TO ADOPT MONTHLY 9-1-1 SURCHARGE WITHIN LIVINGSTON COUNTY
– 9-1-1 CENTRAL DISPATCH**

WHEREAS, under the Emergency 9-1-1 Service Enabling Act (P.A. 32 of 1986, as amended) the Livingston County Board of Commissioners approved the final 9-1-1 Service Plan on April 23, 2001 to benefit the citizens of Livingston County by providing a uniform and well known Emergency Telephone Number; and

WHEREAS, the Livingston County Board of Commissioners continues to believe that 9-1-1 Service will benefit the citizens of Livingston County; and

WHEREAS, the State of Michigan enacted Public Act 164 of 2007 to further support 9-1-1 Service in Michigan; and

WHEREAS, Public Act 164 2007 allows for the creation of a County-based Local 9-1-1 Surcharge on all communications service providers that can access 9-1-1 and provides for the collection, disbursement, use, and audit of said funds; and

WHEREAS, Livingston County has deemed that a monthly County-based Surcharge of \$1.85 be placed on all communications service providers beginning July 1, 2008 as allowed under Public Act 164 of 2007 is necessary to defray the costs of being ready to process, and of actually processing 9-1-1 calls placed within Livingston County; and

WHEREAS, Public Act 164 2007 states that an estimated amount of anticipated annual revenue must be included within the resolution creating the monthly County-based 9-1-1 Surcharge and projections by the County estimate that amount of anticipated annual revenue to be \$3,240,400.00 (the anticipated amount to be collected in calendar year 2008 under this surcharge is \$1,620,200.00); and

WHEREAS, Public Act 164 of 2007 expires February 28, 2009, the monthly County-based Surcharge will remain in effect until that time, or is otherwise changed by law; and

WHEREAS that pursuant to Public Act 164 of 2007, the Livingston County Board of Commissioners has modified the 9-1-1 Plan on February 4, 2008 to reflect the changes in the 9-1-1 Surcharges collected by Livingston County.

THEREFORE BE IT RESOLVED the Livingston County Board of Commissioners hereby adopts the County-based 9-1-1 Surcharge on communications devices as permitted under P.A. 164 of 2007.

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MOVED:
SECONDED:
CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING THE CREATION OF THE POSITION OF DEPUTY COUNTY ADMINISTRATOR/FINANCE DIRECTOR AND CONFIRMING THE APPOINTMENT OF BELINDA PETERS - Administration / Personnel Committee / Finance Committee

WHEREAS, in 1998 the Board of Commissioners adopted a management plan which recognized the need for professional management which led to the creation of the position of County Administrator; and

WHEREAS, since the appointment of the current County Administrator in 1999, the innovations, policies and practices have proven the worth of the decision to create the position; and

WHEREAS, equally important to recognizing the value of the County Administrator is approving provisions for succession planning; and

WHEREAS, succession planning, in advance of a vacancy is necessary in order to insure:

- The smooth transition of the responsibilities of the County Administrator;
- Avoids organizational conflict and stress during the vacancy;
- Avoids the need for a crisis response
- Is key to organizational excellence; and

WHEREAS, expanding the role of an existing employee and providing an appropriate adjustment avoids the larger expense of an additional position while at the same time securing the commitment to Livingston County; and

WHEREAS, Ms. Belinda Peters, Finance Officer, has demonstrated the expertise, skills, ability, high level of organizational familiarity and most importantly, the commitment to Livingston County necessary to have earned the opportunity to be appointed to the position of Deputy County Administrator/Finance Director; and

WHEREAS, the Personnel Committee of the Board of Commissioners, has thoroughly reviewed this matter and strongly concurs with the findings and recommendation the creation, compensation and the confirmation of the appointment of Ms. Peters.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioner hereby authorizes the expansion of the duties and responsibilities of the Finance Officer into the position of Deputy County Administrator/Finance Director.

BE IT FURTHER RESOLVED that the Board of Commissioners confirms the appointment of Ms. Belinda Peters as the Deputy County Administrator/Finance Director at a pay range S, Step 7, understanding the deviation of Board policy on promotional adjustments which normally grants the closest step that would result in at least a five percent (5%) increase. This promotional adjustment provides a 4.8% increase. Ms. Peter's performance is to be evaluated in six (6) months where she could then be eligible for Step 8 upon a successful review. Otherwise, her eligibility for the 2nd merit step would occur on her initial hire date with the County.

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RESOLUTION NO:

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