

# **FINANCE COMMITTEE**

3/13/2008

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 February 28, 2008
- 4. TABLED ITEMS**
- 5. APPROVAL OF AGENDA**
- 6. REPORTS**
- 7. CALL TO THE PUBLIC**
- 8. PROBATE COURT**
  - A. RESOLUTION AUTHORIZING AN AGREEMENT WITH OAKLAND LIVINGSTON HUMAN SERVICE AGENCY AND THE LIVINGSTON COUNTY PROBATE COURT TO PROVIDE COURT-APPOINTED PUBLIC GUARDIAN AND PUBLIC CONSERVATOR SERVICES - Probate Court / Finance Committee  
(SEE RES#08A)
  - B. Memorandum of Agreement for Hartland Schools Grant  
(Please note - this is a "possible" Finance Agenda item - currently there is no resolution - it is On Hold for further information)  
(SEE RES#08B)
- 9. DISTRICT COURT**
  - A. RESOLUTION TO APPROVE A NON-PRECEDENT SETTING, ONE TIME ONLY DONATION OF VACATION DAYS BY EMPLOYEES IN THE 53rd DISTRICT COURT DEPARTMENT AND OTHER COUNTY DEPARTMENTS TO AN EMPLOYEE WITHIN THE DISTRICT COURT PROBATION DEPARTMENT - District Court / Personnel Committee / Finance Committee  
(SEE RES#09A)
- 10. CIRCUIT COURT**
  - A. RESOLUTION TO AUTHORIZE THE CIRCUIT/FAMILY COURT/FRIEND OF THE COURT TO ENTER INTO A CONTRACT WITH COMPLETE DOCUMENT SERVICES, INC. FOR TRANSCRIPT PREPARATION - Circuit Court Administration / General Government Committee / Finance Committee  
(SEE RES#10A)
- 11. REGISTER OF DEEDS**
  - A. RESOLUTION AMENDING RES.#2008-02-020 AUTHORIZING CONTRACTS FOR 2008 FOR THE MONUMENTATION OR

REMONUMENTATION OF THE PUBLIC LAND SURVEY CORNERS IN LIVINGSTON COUNTY - Register of Deeds / General Government Committee / Finance Committee

(SEE RES#11A)

**12. EQUALIZATION**

A. RESOLUTION EXTENDING CONTRACT FOR COMMERCIAL APPRAISALS – Equalization / General Government Committee / Finance Committee

(SEE RES#12A)

**13. L.E.T.S. / MOTOR POOL**

A. RESOLUTION AUTHORIZING CAPITAL EXPENDITURE FOR VEHICLES FOR SHERIFF DEPARTMENT - Motor Pool / General Government Committee / Finance Committee

(SEE RES#13A)

B. RESOLUTION AUTHORIZING OUT-OF-STATE TRAVEL FOR LETS OPERATIONS MANAGER AND TRAINER TO ATTEND THE F.T.A. DRUG & ALCOHOL CERTIFICATION CLASS & CONFERENCE IN ORLANDO, FLORIDA - L.E.T.S. / General Government Committee / Finance Committee

(SEE RES#13B)

**14. DEPARTMENT OF PUBLIC HEALTH**

A. RESOLUTION AUTHORIZING THE ISSUANCE OF BLANKET PURCHASE ORDERS AUTHORIZING THE PURCHASE OF VACCINES FOR THE DEPARTMENT OF PUBLIC HEALTH - Public Health / Health & Human Services Committee / Finance Committee

(SEE RES#14A)

**15. INFORMATION TECHNOLOGY**

A. RESOLUTION TO ENTER INTO AN AGREEMENT FOR GIS APPLICATION DEVELOPMENT SERVICES WITH INFOGEOGRAPHICS, INC FOR ADDRESS DATABASE & WEBSITE - Information Technology / GIS / General Government Committee / Finance Committee

(SEE RES#15A)

B. RESOLUTION TO PURCHASE A NEW iSERIES (AS/400) COMPUTER FOR THE CIRCUIT, DISTRICT, JUVENILE AND PROBATE COURTS AND SHERIFF'S DEPARTMENT - Information Technology / General Government Committee / Finance Committee

(SEE RES#15B)

C. RESOLUTION TO INITIATE A COUNTY WIDE FREE WIRELESS ON LINE SERVICE - Information Technology / Finance Committee

(SEE RES#15C)

**16.**

**EMS**

A. RESOLUTION AUTHORIZING THE WRITE OFF OF BAD DEBT FOR THE YEAR 2004 - EMS / Health & Human Services Committee / Finance Committee  
(SEE RES#16A)

B. RESOLUTION AUTHORIZING SUBMISSION OF THE 2008 ASSISTANCE TO FIREFIGHTERS GRANT APPLICATION - EMS / Health & Human Services Committee / Finance Committee  
(SEE RES#16B)

**17. ADMINISTRATION**

A. RESOLUTION AUTHORIZING THE DESIGNATION OF GENERAL FUND - FUND BALANCE FOR CORRECTION FACILITY EXPANSION PURPOSES - Administration / Finance Committee  
(SEE RES#17A)

B. RESOLUTION TO ADOPT THE LIVINGSTON COUNTY POLICY FOR FREEDOM OF INFORMATION ACT REQUESTS - Administration / General Government Committee / Finance Committee  
(SEE RES#17B)

C. RESOLUTION AUTHORIZING THE DESIGNATION OF AIRPORT FUND – RETAINED EARNINGS – General Government / Finance Committee  
(SEE RES#17C)

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**08A** RESOLUTION AUTHORIZING AN AGREEMENT WITH OAKLAND LIVINGSTON HUMAN SERVICE AGENCY AND THE LIVINGSTON COUNTY PROBATE COURT TO PROVIDE COURT-APPOINTED PUBLIC GUARDIAN AND PUBLIC CONSERVATOR SERVICES - Probate Court / Finance Committee

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**08B** Memorandum of Agreement for Hartland Schools Grant (Please note - this is a "possible" Finance Agenda item - currently there is no resolution - it is On Hold for further information)

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**09A** RESOLUTION TO APPROVE A NON-PRECEDENT SETTING, ONE TIME ONLY DONATION OF VACATION DAYS BY EMPLOYEES IN THE 53rd DISTRICT COURT DEPARTMENT AND OTHER COUNTY DEPARTMENTS TO AN EMPLOYEE WITHIN THE DISTRICT COURT PROBATION DEPARTMENT - District Court / Personnel Committee / Finance Committee

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**10A** RESOLUTION TO AUTHORIZE THE CIRCUIT/FAMILY COURT/FRIEND OF THE COURT TO ENTER INTO A CONTRACT WITH COMPLETE DOCUMENT SERVICES, INC. FOR TRANSCRIPT PREPARATION - Circuit Court Administration / General Government Committee / Finance Committee

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**11A** RESOLUTION AMENDING RES.#2008-02-020 AUTHORIZING CONTRACTS FOR 2008 FOR THE MONUMENTATION OR

REMONUMENTATION OF THE PUBLIC LAND SURVEY CORNERS IN  
LIVINGSTON COUNTY - Register of Deeds / General Government Committee /  
Finance Committee

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- 12A** RESOLUTION EXTENDING CONTRACT FOR COMMERCIAL APPRAISALS – Equalization / General Government Committee / Finance Committee
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- 13A** RESOLUTION AUTHORIZING CAPITAL EXPENDITURE FOR VEHICLES FOR SHERIFF DEPARTMENT - Motor Pool / General Government Committee / Finance Committee
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- 13B** RESOLUTION AUTHORIZING OUT-OF-STATE TRAVEL FOR LETS OPERATIONS MANAGER AND TRAINER TO ATTEND THE F.T.A. DRUG & ALCOHOL CERTIFICATION CLASS & CONFERENCE IN ORLANDO, FLORIDA - L.E.T.S. / General Government Committee / Finance Committee
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- 14A** RESOLUTION AUTHORIZING THE ISSUANCE OF BLANKET PURCHASE ORDERS AUTHORIZING THE PURCHASE OF VACCINES FOR THE DEPARTMENT OF PUBLIC HEALTH - Public Health / Health & Human Services Committee / Finance Committee
- 
- 15A** RESOLUTION TO ENTER INTO AN AGREEMENT FOR GIS APPLICATION DEVELOPMENT SERVICES WITH INFOGEOGRAPHICS, INC FOR ADDRESS DATABASE & WEBSITE - Information Technology / GIS / General Government Committee / Finance Committee
- 
- 15B** RESOLUTION TO PURCHASE A NEW iSERIES (AS/400) COMPUTER FOR THE CIRCUIT, DISTRICT, JUVENILE AND PROBATE COURTS AND SHERIFF'S DEPARTMENT - Information Technology / General Government Committee / Finance Committee
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- 15C** RESOLUTION TO INITIATE A COUNTY WIDE FREE WIRELESS ON LINE SERVICE - Information Technology / Finance Committee
- 
- 16A** RESOLUTION AUTHORIZING THE WRITE OFF OF BAD DEBT FOR THE YEAR 2004 - EMS / Health & Human Services Committee / Finance Committee
- 
- 16B** RESOLUTION AUTHORIZING SUBMISSION OF THE 2008 ASSISTANCE TO FIREFIGHTERS GRANT APPLICATION - EMS / Health & Human Services Committee / Finance Committee
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- 17A** RESOLUTION AUTHORIZING THE DESIGNATION OF GENERAL FUND - FUND BALANCE FOR CORRECTION FACILITY EXPANSION PURPOSES - Administration / Finance Committee
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- 17B** RESOLUTION TO ADOPT THE LIVINGSTON COUNTY POLICY FOR

FREEDOM OF INFORMATION ACT REQUESTS - Administration / General  
Government Committee / Finance Committee

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**17C** RESOLUTION AUTHORIZING THE DESIGNATION OF AIRPORT FUND –  
RETAINED EARNINGS – General Government / Finance Committee

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**18. MISCELLANEOUS CLAIMS**

**19. COMPUTER PRINTOUT**

**20. ADJOURNMENT**

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

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**RESOLUTION AUTHORIZING AN AGREEMENT WITH OAKLAND LIVINGSTON HUMAN SERVICE AGENCY AND THE LIVINGSTON COUNTY PROBATE COURT TO PROVIDE COURT-APPOINTED PUBLIC GUARDIAN AND PUBLIC CONSERVATOR SERVICES - Probate Court / Finance Committee**

**WHEREAS,** Livingston County has a need for court-appointed public guardian and court-appointed public conservator services; and

**WHEREAS,** the Oakland Livingston Human Service Agency has been successful in providing public guardian and public conservator services to wards of Livingston County; and

**WHEREAS,** the Livingston County Probate Court and the Oakland Livingston Human Service Agency (OLHSA) have indicated their desire to contract for a one-year period at \$44,400 per year from January 1, 2008 through December 31, 2008; and

**WHEREAS,** funding for same is available through the Guardianship Budget, 101-150.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes entering into an agreement with Oakland Livingston Human Service Agency for public guardian and public conservator services for a one-year period from January 1, 2008 through December 31, 2008 at the rate of \$44,400 per year.

**BE IT FURTHER RESOLVED** that the Chairman of the Board of Commissioners be authorized to sign the above-referenced contract upon preparation by Civil Counsel.

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MOVED:

SECONDED:

CARRIED:

HARTLAND SCHOOLS GRANT

\*\*\*NO RESOLUTION YET\*\*\*

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION TO APPROVE A NON-PRECEDENT SETTING, ONE TIME ONLY DONATION OF VACATION DAYS BY EMPLOYEES IN THE 53<sup>RD</sup> DISTRICT COURT] DEPARTMENT AND OTHER COUNTY DEPARTMENTS TO AN EMPLOYEE WITHIN THE DISTRICT COURT PROBATION DEPARTMENT - PERSONNEL COMMITTEE / FINANCE COMMITTEE**

**WHEREAS,** the 53<sup>RD</sup> DISTRICT COURT has requested the opportunity for the employees in that department and other County departments to donate vacation days to an employee in the 53<sup>RD</sup> DISTRICT COURT PROBATION Department who has a serious, life-threatening illness; and

**WHEREAS,** said donation would be a totally voluntary action on the part of the employees wishing to contribute their vacation time and will do so by signing and returning the appropriate form provided by the Human Resource Department.

**THEREFORE BE IT RESOLVED** that contingent upon the concurrence of the certified bargaining representative, the Livingston County Board of Commissioners hereby approves the non-precedent setting, one time only donation of vacation days by County employees to an employee in the 53<sup>RD</sup> DISTRICT COURT PROBATION Department who has experienced a serious, life-threatening illness.

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MOVED:

SECONDED:

CARRIED:



**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION TO AUTHORIZE THE CIRCUIT/FAMILY COURT/FRIEND OF THE COURT TO ENTER INTO A CONTRACT WITH COMPLETE DOCUMENT SERVICES, INC. FOR TRANSCRIPT PREPARATION - Circuit Court / General Government Committee / Finance Committee**

**WHEREAS,** the Circuit/Family Court posted for bids for 2008 transcript services; and

**WHEREAS,** the court received one bid; and

**WHEREAS,** the current contract will expire on December 31, 2007; and,

**WHEREAS,** funding for same is available through the Appellate Court Budget; and

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

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves entering into a contract with Complete Document Services, Inc. for transcript preparation for a period of three years beginning January 1, 2008 through December 31, 2010, for an amount not to exceed \$50,000.00 per year.

**BE IT FURTHER RESOLVED** that the Chairman of the Board of Commissioners be authorized to sign the above-referenced contract upon review and review of Civil Counsel.

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**MOVED:**

**SECONDED:**

**CARRIED:**

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

**RESOLUTION AMENDING RESOLUTION #2008-02-020 AUTHORIZING  
 CONTRACTS FOR 2008 FOR THE MONUMENTATION OR REMONUMENTATION  
 OF THE PUBLIC LAND SURVEY CORNERS IN LIVINGSTON COUNTY-  
 Register of Deeds / 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 State Grant and consultant surveyor contracts upon review of Civil Counsel.

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MOVED:

SECONDED:

CARRIED:

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION EXTENDING CONTRACT FOR COMMERCIAL APPRAISALS –  
Equalization / General Government Committee / Finance Committee**

**WHEREAS,** the Livingston County Board of Commissioners have entered into one year contracts with Landmark Appraisal Company, G-3247 Beecher Rd., Suite 800, Flint, MI 48532 since 1996 for commercial appraisals; and

**WHEREAS,** the work performed by Landmark Appraisal Company is satisfactory to The Equalization Department; and

**WHEREAS,** Landmark Appraisal Company has built a data base of Livingston County Commercial activity including sales of improved parcels, vacant land sales, income information, and appraisals; and

**WHEREAS,** there is sufficient funding in the 2008 budget line item 819.000 Other Contracts.

**THEREFORE BE IT RESOLVED THAT THE** Livingston County Board of Commissioners hereby approves the contract for the 2008 commercial appraisals with Landmark Appraisal Company for 160 appraisals not to exceed \$37,280.00 for the total contract commencing on April 1, 2008 and completed by November 1, 2008.

**BE IT FURTHER RESOLVED** that Civil Counsel be requested to prepare said contract.

**BE IT FURTHER RESOLVED** that the Chairman of the Board of Commissioners be authorized to sign the above-referenced contract upon preparation by Civil Counsel.

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**MOVED:  
SECONDED:  
CARRIED:**

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION AUTHORIZING CAPITAL EXPENDITURE -Vehicles – Motor Pool / Sheriff Department / General Government / Finance Committee**

**WHEREAS,** The Sheriff Department has requested that the Livingston County Motor Pool Department purchase replacement vehicles for their Road Patrol and Jail Transport unit; and

**WHEREAS,** The Sheriff is recommending replacement vehicles for the Road Patrol of seven (7) MY (model year) 2008 Ford Crown Victoria Police Package Interceptors to be purchased from Signature Ford, located in Owosso, Michigan, utilizing the Macomb County competitive bid and two (2) 2008 Dodge Charger Police Package to be purchased from Golling Chrysler, utilizing the Oakland County competitive bid as the most cost effective. All patrol vehicles are replacements as the old vehicles have exceeded their mileage standard for pursuit purposes; and

**WHEREAS,** The Jail Transport Division is requesting replacement of their old transport units which have exceeded their mileage ceilings with the purchase of two (2) Dodge Caravans to be purchased from Slingerland Dodge of Owosso, MI through the Macomb County bid; and

**WHEREAS,** monies have been budgeted in both the Sheriff Department and the Motor Pool FY 2008 Budgets;

**WHEREAS,** the monies to cover the cost of these vehicles are available from the Motor Pool lease replacement program for the purchase of the following vehicles:

(7) Ford Crown Vic/Road Patrol Division	@\$20,971.00	\$146,797.00
(2) Dodge Charger/Road Patrol Division	@\$21,418.32	\$ 42,836.64
(2) Dodge Caravan /Jail Transport	@\$18,409.65	<u>\$ 36,819.30</u>
<b>GRAND TOTAL</b>		<b>\$226,452.94</b>

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

authorizes the Motor Pool Director to purchase the above vehicles as follows: Seven (7) Crown Victoria models from Signature Ford of Owosso, Mi through the Macomb County Bid for vehicles in the amount of One Hundred Forty-Six Thousand Seven Hundred Ninety-Seven (\$146,797.00); Two (2) Dodge Charger Police from Golling Chrysler from the Oakland County Bid process for Forty-Two Thousand Eight Hundred Thirty-Six and 64/100 (\$42, 836.64); and Two (2) Dodge Caravans from Slingerland Dodge of Owosso, MI from the Macomb County Bid for Thirty-Six Thousand Eight Hundred Nineteen Dollars and 30/100 (\$36,819.30) for a total of Two Hundred Twenty-Six Thousand Four Hundred Fifty-Two Dollars and 94/100 (\$226,452.94).

**BE IT FURTHER RESOLVED** that the Motor Pool Director is hereby authorized to dispose of  
or reassign an aggregate of eleven (11) vehicles being turned in by the Sheriff's  
Department per the County Purchasing/Disposal Policy.

**BE IT FURTHER RESOLVED** that the above referenced purchase is made from the extension of the  
Macomb County Purchasing Program and the Oakland County Purchasing program.

**BE IT FURTHER RESOLVED** that the purchase of these vehicles have been budgeted in both the  
Sheriff's Department and the Motor Pool budgets for FY 2008 and the monies to cover  
the cost of these vehicles is available from the Motor Pool Lease replacement program.

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MOVED:  
SECONDED:  
CARRIED:

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION AUTHORIZING OUT OF STATE TRAVEL FOR L.E.T.S. OPERATIONS  
MANAGER AND TRAINER TO ATTEND THE F.T.A. DRUG AND ALCOHOL  
CERTIFICATION CLASS AND CONFERENCE IN ORLANDO, FLORIDA -  
L.E.T.S. / General Government Committee / Finance Committee**

**WHEREAS,** it is the policy of Livingston County that out of state travel be held to a minimum and usually only Department Heads are authorized any travel outside Michigan; and

**WHEREAS,** the Federal Transit Administration has encouraged L.E.T.S. to send their Drug and Alcohol Program Administrator and Deputy Administrator to the 3rd Annual FTA Drug and Alcohol Program Conference being held in Orlando, Florida this coming April; and

**WHEREAS,** this is the only such program being offered by the Federal Transit Administration (FTA) in CY 2008; and

**WHEREAS,** Federal and State grant funds are available and are approved for this use, along with firebox revenues, to pay 100% of the costs of attending this training program with the total cost not to exceed \$1,700.00 for airfare, food, and accommodations.

**THEREFORE BE IT RESOLVED THAT** the Livingston County Board of Commissioners approves out of state travel for L.E.T.S. Operations Manager and Driver Trainer to attend the Federal Transit Administration's Drug and Alcohol Training and Certification Conference in Orlando, Florida from April 28 through May 2<sup>nd</sup>, 2008, with no funding being paid from the Livingston County General Fund or other County funds.

**BE IT FURTHER RESOLVED THAT** the cost of attending this training program is budgeted and is not to exceed \$1,700.00 for airfare, food, and accommodations.

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MOVED:

SECONDED:

CARRIED:

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

**RESOLUTION AUTHORIZING THE ISSUANCE OF BLANKET PURCHASE ORDERS AUTHORIZING THE PURCHASE OF VACCINES FOR THE DEPARTMENT OF PUBLIC HEALTH – Department of Public Health / Finance Committee**

**WHEREAS,** the Department of Public Health purchases vaccines to administer to both children and adults throughout the year, and

**WHEREAS,** our major purchases of vaccines are from three major vendors/manufacturers, and

**WHEREAS,** the major vendors/manufacturers and amounts are as follows:

Merck Human Health, West Point, PA	\$25,000
Sanofi Pasteur, Chicago, IL	\$35,000
GlaxoSmithKline, Philadelphia, PA	\$12,000

**WHEREAS,** the price of vaccines is through the Minnesota Multi-State Contract and/or the US Centers for Disease Control and Prevention Contract, and

**WHEREAS,** funds for the purchase of vaccine have been budgeted for 2008.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves the issuance of Blanket Purchase Orders for 2008 to the following vendors/manufacturers and amounts for the purchase of vaccines:

Merck Human Health, West Point, PA	\$25,000
Sanofi Pasteur, Chicago, IL	\$35,000
GlaxoSmithKline, Philadelphia, PA	\$12,000

# # #

MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION TO ENTER INTO AN AGREEMENT FOR GIS APPLICATION DEVELOPMENT SERVICES WITH INFOGEOGRAPHICS, INC. FOR ADDRESSING WEBSITE AND BUDGET AMENDMENT - Information Technology / GIS / General Government Committee / Finance Comm.**

**WHEREAS,** the GIS Division issues addresses for 14 local communities and coordinates the standardization of address issuance in the remaining 6 communities; and

**WHEREAS,** the GIS Application Developer position is vacant; and

**WHEREAS,** InfoGeographics, Inc of Traverse City, Michigan has been selected to perform all work based on qualifications, experience and work history and has agreed to adhere to the terms in their Contract dated December 6, 2007; and

**WHEREAS,** the cost of developing the custom addressing tools and websites, which will improve address issuance efficiencies, shall not exceed \$52,725; and

**WHEREAS,** funding was included in the 2007 GIS budget, however the project will not begin until Fiscal-Year 2008, and 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 at their February 13, 2008 meeting.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners approves a contract for services with InfoGeographics, Inc. of Traverse City, Michigan to create a GIS-based address database and an interactive mapping website at a cost not to exceed \$52,725.

**BE IT FURTHER RESOLVED** that development services begin in April 2008 and continue for approximately 168 days with anticipated delivery of all project products by October 31, 2008.

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

Fund	Amended Budget	Proposed Amendment	Proposed 2008 Amended Budget
IT	\$3,497,725	\$52,725	\$3,445,000

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

**BE IT FURTHER RESOLVED** that the Board Chairman is authorized to sign said contract upon review of Civil Counsel.

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MOVED:

SECONDED:

CARRIED:



**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION TO PURCHASE A NEW iSERIES (AS/400) COMPUTER FOR THE CIRCUIT, DISTRICT, JUVENILE AND PROBATE COURTS AND SHERIFF'S DEPARTMENT AND BUDGET AMENDMENT - Information Technology / General Government Committee / Finance Committee**

**WHEREAS,** the Information Technology Department is hereby requesting authorization to purchase an iSeries (AS/400) computer for Circuit Court, District Court, Juvenile and Probate Courts and the Sheriff Department; and

**WHEREAS,** the new computer will replace the current AS/400, purchased in April of 1999 and due to increased usage is very slow; and

**WHEREAS,** the equipment will be purchased by agreement through Application Specialists of Lansing, MI per their quote dated March 4, 2008, in an amount not to exceed \$30,092., which covers the cost of the computer, 2 years hardware maintenance, 2 years software maintenance and migration services; and

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

**WHEREAS,** funding for 50% of the new purchase is budgeted within the IT department's 2008 software budget, however the remaining 50% of the purchase requires a proposed budget amendment including any necessary line-item adjustments and to authorize a request by the IT Department to access retained earnings to be repaid by future cost of service charges.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves the purchase of an iSeries Power 5+ from Application Specialists of Lansing, MI at a total cost not to exceed \$30,092.

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners authorize the IT Department to use 50% of the purchase that is included in the IT Department FY 2008 software budget and to include a budget amendment including any necessary line-item adjustments for the remaining 50% of the purchase price that IT be authorized to utilize retained earnings and recoup this cost in future cost of service charges.

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

Fund	2008 Amended Budget	Proposed Budget Amendment	Proposed 2008 Amended Budget
IT	\$3,445,000	\$15,046	\$3,460,046

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

**BE IT FURTHER RESOLVED** that the Chairman of the Board of Commissioners be authorized to sign said above referenced agreement.

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MOVED:

SECONDED:

CARRIED:

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

**RESOLUTION TO INITIATE A COUNTY WIDE FREE WIRELESS ON LINE SERVICE -  
Information Technology / Finance**

**WHEREAS,** the goal of Wireless Livingston is to prepare Livingston County and its workforce for the jobs and technology of tomorrow; and

**WHEREAS,** Wireless Livingston’s goal is to blanket the County’s 585 square miles with wireless internet services and provide free high speed internet access to every resident, business, and visitor to the County; and

**WHEREAS,** another goal of Wireless Livingston is to address the County’s “digital divide” and deliver technology training to underserved population groups; and

**WHEREAS,** Wireless Livingston will also enhance the residential character of our local communities and further distinguish Livingston County as a great place to live, work, and play. It will support a growing mobile workforce and elevate the technical knowledge of its current and future workforces; and

**WHEREAS,** Wireless Livingston will not use public tax dollars and grant monies to subsidize the creation of the network and does not in any way create government control over private business; and

**WHEREAS,** Wireless Livingston’s private partner has been selected in a competitive bid process conducted by Oakland County and shall not have any permanent or exclusive rights. The wireless network will be installed, owned and operated by private partners; and

**WHEREAS,** Wireless Livingston facilitates a competitive public-private partnership that encourages the development of new business, as well as, creative new opportunities for information service delivery; and

**WHEREAS,** the Wireless Livingston initiative will be a tremendous asset for attracting and retaining businesses and for fostering job creation in Livingston County.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby supports the Wireless Livingston initiative.

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MOVED:  
SECONDED:  
CARRIED:

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION AUTHORIZING THE WRITE OFF OF BAD DEBT FOR THE YEAR 2004 -  
EMS / Health & Human Services Committee / Finance Committee**

**WHEREAS,** Livingston County EMS Department has identified accounts from the year of 2004 as uncollectible in the amount of \$227,515.16; and

**WHEREAS,** a detailed list of accounts is attached for the year of 2004; and

**WHEREAS,** extensive efforts have been made to collect said monies; and

**WHEREAS,** it is recommended practice by the County Auditor after 3 years to write-off bad debt.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners authorize the total amount of \$227,515.16 as per attached list for the year 2004, to be written off as bad debt and removed from the Accounts Receivable Control Account as outlined above.

**BE IT FURTHER RESOLVED** that the Livingston County Treasurer is authorized to reflect the attached accounts, as outlined, and the amount of \$227,515.16 for the year of 2004 be written off as bad debts.

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MOVED:

SECONDED:

CARRIED:

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION AUTHORIZING SUBMISSION OF THE 2008 ASSISTANCE TO FIREFIGHTERS GRANT APPLICATION - EMS / HEALTH & HUMAN SERVICES COMMITTEE / FINANCE COMMITTEE**

**WHEREAS,** funding may be available through the 2008 Assistance to Firefighters Grant for the purpose of equipment for the safety and welfare of both employees and the public; and

**WHEREAS,** Livingston County EMS may be eligible to receive grant monies for specific safety equipment for the period of 2008; and

**WHEREAS,** Livingston County has no match requirement and the grant monies are awarded on a competitive basis; and

**WHEREAS,** this Resolution has been recommended for approval by the Health and Human Services Committee.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves the submission of the FY 2008 Assistance to Firefighters Grant Application.

**BE IT FURTHER RESOLVED** that the Chair of the Livingston County Board of Commissioners be authorized to sign the above Application, subsequent Grant Agreement and any future amendments for monetary and contractual language adjustments upon review by Civil Counsel.

# # #

MOVED:

SECONDED:

CARRIED:

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION AUTHORIZING THE DESIGNATION OF GENERAL FUND – FUND  
BALANCE FOR CORRECTION FACILITY EXPANSION PURPOSES - Administration /  
Finance Committee**

**WHEREAS,** based on the favorable financial performance for Fiscal Year ending December 31, 2007, Livingston County continues to be fiscally prudent and economically stable; and

**WHEREAS,** the combined efforts of all Livingston County Departments being proactive and efficient is the reason for the overall reduced expenditures of the County; and

**WHEREAS,** Livingston County needs to continue to be conservative and perform its due diligence while still maintaining and providing efficient/effective services to its constituents.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby  
Authorizes a designation of \$1.0 million General Fund – fund balance to mitigate the future costs of a jail  
expansion.

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MOVED:  
SECONDED:  
CARRIED:

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION TO ADOPT THE LIVINGSTON COUNTY POLICY FOR FREEDOM OF INFORMATION ACT REQUESTS - COUNTY ADMINISTRATION / GENERAL GOVERNMENT / FINANCE COMMITTEE**

**WHEREAS,** it has been determined that the implementation of a County Policy for Freedom of Information Act (“FOIA”) requests will enhance consistency and accuracy to the information requests process by establishing guidelines and specific procedures for said requests for information made by the public; and

**WHEREAS,** this Policy has been prepared by County Administration in cooperation with the County Clerk and various other departments throughout the County; and

**WHEREAS,** this Resolution has been recommended for adoption by the General Government Committee.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby adopts the attached Policy for Freedom of Information Act (“FOIA”) Requests.

# # #

MOVED:

SECONDED:

CARRIED:

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION AUTHORIZING THE DESIGNATION OF AIRPORT FUND – RETAINED EARNINGS – General Government / Finance Committee**

**WHEREAS,** for the past several years the Livingston County Airport has purchased a pollution liability insurance policy to cover the potential risk of petroleum release from the two fuel trucks for delivery of aviation fuels to aircraft; and

**WHEREAS,** the pollution liability insurance policy is a high deductible policy; and,

**WHEREAS,** the Aeronautical Board in conjunction with the Finance Committee recommends self-insuring for this potential risk.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby Authorizes a designation of \$25,000 of the Airport Fund – retained earnings for potential pollution liability self-insurance; and,

**THEREFORE BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners hereby directs the Airport Manager to develop procedures/processes and/or structures to mitigate the potential risk and report those processes back to the Board of Commissioners.

# # #

MOVED:  
SECONDED:  
CARRIED: