

# BOARD OF COMMISSIONERS

7/21/2008

304 E. Grand River Avenue

7:30 PM

## AGENDA

1. **CALL MEETING TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **CORRESPONDENCE**
  - A. Lake County - Corrections Officers Compulsory Arbitration Act  
(See attachment)
5. **CALL TO THE PUBLIC**
6. **APPROVAL OF MINUTES**

Minutes of meeting dated July 7, 2008
7. **TABLED ITEMS FROM PREVIOUS MEETINGS**

None
8. **APPROVAL OF AGENDA**
  - A. Consent Agenda Items (Res. 2008-07-203 thru 205)
  - B. Regular Agenda Items (Res. 2008-07-206 thru 212)
9. **REPORTS**

Request to use Historical Courtroom by County Staff  
(See attachment)
10. **RECOGNITION**

Acknowledgement to Sheriff from Unadilla Township  
(No attachment)
11. **APPROVAL OF CONSENT AGENDA ITEMS**

\*\*\* Roll Call \*\*\*  
(Resolutions 2008-07-203 thru 205)
12. **RESOLUTIONS FOR CONSIDERATION**

(Resolutions 2008-07-206 thru 212)

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**2008-07-203** RESOLUTION TO AUTHORIZE REQUEST TO USE COURTROOM IN THE HISTORICAL COUNTY COURTHOUSE BY LIVINGSTON COUNTY REPUBLICAN PARTY FOR THE PURPOSE OF HOLDING A COUNTY CONVENTION - Board of Commissioners

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**2008-07-204** RESOLUTION TO AUTHORIZE USE OF COUNTY GROUNDS REQUESTED BY RICHELLE ROBERTSON FOR A PEACE FEST ON AUGUST 9, 2008 - Board of Commissioners

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- 2008-07-205** RESOLUTION TO AUTHORIZE USE OF COUNTY GROUNDS REQUESTED BY HOWELL JAYCEES FOR THE HOWELL MELON FESTIVAL 2008 - Board of Commissioners
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- 2008-07-206** RESOLUTION AUTHORIZING HIRING A PUBLIC HEALTH NURSE AT GRADE L STEP 3 - Health Department / Personnel Committee / Finance Committee
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- 2008-07-207** RESOLUTION AUTHORIZING THE REACTIVATING OF THE POSITION OF DEPUTY BUILDING OFFICIAL AND ELIMINATION OF ONE BUILDING INSPECTOR – Building Inspection / Personnel Committee / Finance Committee
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- 2008-07-208** RESOLUTION TO ESTABLISH A POLICY AND IDENTIFY SITUATIONS WHERE SPECIAL PAY IS PROVIDED TO LIVINGSTON COUNTY’S NON-UNION EMPLOYEES - Human Resources / Personnel Committee / Finance Committee
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- 2008-07-209** RESOLUTION AUTHORIZING THE DISPOSAL OF EXCESS COUNTY PROPERTY AT THE EAST COMPLEX - County Administration / Finance Committee
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- 2008-07-210** RESOLUTION AUTHORIZING THE PURCHASE OF METASYS EXTENDED ARCHITECTURE NAE TO REPLACE FAILED NCM IN THE JUDICIAL CENTER - Building Services / General Government Committee
- 
- 2008-07-211** RESOLUTION AUTHORIZING LUTZ COUNTY PARK RULES - Parks and Open Space Subcommittee
- 
- 2008-07-212** RESOLUTION TO APPROVE THE CONTRACTS WITH THE TOWNSHIPS OF HARTLAND AND TYRONE FOR LAW ENFORCEMENT SERVICES - Sheriff Department
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- 13. MOTION TO ACCEPT FINANCE COMMITTEE RECOMMENDATION FOR APPROVAL OF CLAIMS DATED JULY 10, 2008**
- 14. CALL TO THE PUBLIC**
- 15. ADJOURNMENT**

**NOTE:** The Call to the Public appears twice on the Agenda: once at the beginning and once at the end. Anyone wishing to address the Board may do so at these times.

**RESOLUTION**

**NO:**

**2008-07-203**

**LIVINGSTON COUNTY**

**DATE:**

**July 21, 2008**

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**RESOLUTION TO AUTHORIZE REQUEST TO USE COURTROOM IN THE HISTORICAL COUNTY COURTHOUSE BY LIVINGSTON COUNTY REPUBLICAN PARTY FOR THE PURPOSE OF HOLDING A COUNTY CONVENTION - Board of Commissioners**

**WHEREAS,** the Livingston County Republican Committee has requested the use of the courtroom in the Historical Livingston County Courthouse for the purpose of holding a County Convention on August 14, 2008, from 7:00 p.m. to 9:30 p.m. with set-up time at 6:00 p.m.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves the request for use of the courtroom in the Historical Livingston County Courthouse by the Livingston County Republican Committee, on August 14, 2008, from 6:00 p.m. - 9:30 p.m. for the purpose of holding a County Convention.

**BE IT FURTHER RESOLVED** that requested use of county grounds will be in accordance with current county policy.

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**MOVED:  
SECONDED:  
CARRIED:**

**RESOLUTION**

**NO: 2008-07-204**

**LIVINGSTON COUNTY**

**DATE: July 21, 2008**

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**RESOLUTION TO AUTHORIZE USE OF COUNTY GROUNDS REQUESTED BY  
RICHELLE ROBERTSON FOR A PEACE FEST ON AUGUST 9, 2008 - Board of Commissioners**

**WHEREAS,** Richelle Robertson has requested use of county grounds for a PeaceFest on Saturday, August 9, 2008, from 11:00 a.m. - 11:00 p.m., specifically the amphitheater and courthouse lawn; and

**WHEREAS,** the PeaceFest will involve music, writers, artists and actors who will share their talents; and

**WHEREAS,** music will stop at 9:00 p.m.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves the request for use of County grounds, specifically the amphitheater and courthouse lawn, for a PeaceFest as requested by Richelle Robertson, on Saturday, August 9, 2008, from 11:00 a.m. - 11:00 p.m., with music stopping at 9:00 p.m.

**BE IT FURTHER RESOLVED** that requested use of county grounds will be in accordance with current county policy.

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**MOVED:**

**SECONDED:**

**CARRIED:**

**RESOLUTION**

**NO: 2008- 07-205**

**LIVINGSTON COUNTY**

**DATE: July 21, 2008**

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**RESOLUTION TO AUTHORIZE USE OF COUNTY GROUNDS REQUESTED BY  
HOWELL JAYCEES FOR THE HOWELL MELON FESTIVAL 2008 - Board of Commissioners**

**WHEREAS,** the Howell Jaycees have requested use of Livingston County grounds for the 2008 Howell Melon Festival on August 15, 16, 17, 2008; and

**WHEREAS,** County areas specified for use are as follows:

*Amphitheater - Entertainment*

*Courthouse lawn - Vendor booths and profit & non-profit area*

*Large North Parking Lot - Arts and crafts*

*Annex parking lot - Kids Zone*

*Small parking lots behind courthouse - loading and unloading*

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

approves the request for use of County grounds as referenced above by the Howell

Jaycees for the 2008 Howell Melon Festival beginning on Friday, August 15, 2008, at

5:00 p.m. through Sunday, August 17, 2008, at 7:00 p.m.

**BE IT FURTHER RESOLVED** that requested use of county grounds will be in accordance with current county policy.

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MOVED:

SECONDED:

CARRIED:

**RESOLUTION**

**NO: 2008-07-206**

**LIVINGSTON COUNTY**

**DATE: July 21, 2008**

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**RESOLUTION AUTHORIZING HIRING A PUBLIC HEALTH NURSE AT GRADE L STEP 3 -  
Department of Public Health / Personnel Committee / Finance Committee**

**WHEREAS,** Livingston County Department of Public Health (LCDPH) is in the process of filling a Public Health Nurse (PHN) position to provide nursing services in multiple Personal/Preventive Health Services programs; and

**WHEREAS,** LCDPH had difficulty finding a qualified nurse to hire for the last PHN position; and

**WHEREAS,** the candidate selected exceeds requirements for the position, she has twenty years of experience as a PHN, a PHN Supervisor and a PHN Manager; and

**WHEREAS,** this candidate has recently worked as a Family & Community Health Supervisor at Northwest Michigan Community Health Agency supervising nurses and working in multiple programs; and

**WHEREAS,** this candidate would be going from Grade L step one (\$48,224) to Grade L, Step 3 (\$51,161), a \$2,937 difference.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners approves the request to hire the candidate, Linda Weiman at a pay Grade L, Step 3.

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MOVED:

SECONDED:

CARRIED:

**RESOLUTION**

**NO: 2008-07-207**

**LIVINGSTON COUNTY**

**DATE: July 21, 2008**

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**RESOLUTION AUTHORIZING THE REACTIVATING OF THE POSITION OF DEPUTY BUILDING OFFICIAL AND ELIMINATION OF ONE BUILDING INSPECTOR – Administration / Personnel Committee / Finance Committee**

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

- The smooth transition of the responsibilities of the Building Official;
- 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,** Mr. Donald Wilkinson, Building Inspector, has demonstrated dedication to his position along with the ability to effectively assume the responsibilities of the Building Official and conduct the process of plan review; and

**WHEREAS,** the Personnel Committee and the Finance Committee of the Board of Commissioners, has thoroughly reviewed this matter and concurs with the findings and recommendation to fund this 40 hour a week exempt position of Deputy Building Official at Pay Grade N.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the reactivation of the position of Deputy Building Official, at a Pay Grade N, which would include an expansion of duties as Plan Reviewer and eliminate one Building Inspector.

**CURRENT**

Building Official (Pay Grade P)	1
Deputy Building Official (Pay Grade N)	0
Accounting Bookkeeper II (Pay Grade J)	1
Systems Assistant (Pay Grade H)	1
Administrative Specialist (Pay Grade H)	2
Administrative Aide (Pay Grade F)	2
Inspectors (Level K)	9
<b>Total</b>	<b>16</b>

**PROPOSED**

Building Official (Pay Grade P)	1
Deputy Building Official (Pay Grade N)	1
Accounting Booker II (Pay Grade J)	1
System Assistant (Pay Grade H)	1
Administrative Specialist (Pay Grade H)	2
Administrative Aide (Pay Grade F)	2
Inspectors (Level K)	8
<b>Total</b>	<b>16</b>

MOVED: # # #

SECONDED:

CARRIED:

**RESOLUTION**

**NO.**

**2008-07-208**

**LIVINGSTON COUNTY**

**DATE:**

**July 21, 2008**

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**RESOLUTION TO ESTABLISH A POLICY AND IDENTIFY SITUATIONS WHERE  
SPECIAL PAY IS PROVIDED TO LIVINGSTON COUNTY'S NON-UNION EMPLOYEES  
- Human Resources / Personnel Committee / Finance Committee**

**WHEREAS,** Livingston County has previously approved a policy regarding Acting Pay and Out-of-Class Compensation; and

**WHEREAS,** the attached Special Pay policy incorporates the Acting Pay and Out-of-Class Compensation, as originally approved by the Board, and identifies a third option for employees to receive special pay, Job Splitting; and

**WHEREAS,** creating this policy will incorporate all Special Pay situations (Acting Pay, Out-of-Class Compensation and Job Splitting) into one document; and outlines understandable guidelines for employees and supervisors; and

**WHEREAS,** the attached Special Pay policy identifies and encourages Job Sharing as a option for reducing overall County costs; and

**WHEREAS,** with the current and projected economic situation facing Livingston County and the hiring freeze imposed for general fund employees, creative measures need to be identified to "get the job done;" and

**WHEREAS,** the Personnel Sub-Committee and Finance Committee has reviewed this matter and have recommended the creation of this Special Pay policy.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves the policy regarding Special Pay for non-union employees.

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**MOVED:**

**SECONDED:**

**CARRIED:**



**RESOLUTION**

**NO: 2008-07-209**

**LIVINGSTON COUNTY**

**DATE: July 21, 2008**

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**RESOLUTION AUTHORIZING THE DISPOSAL OF EXCESS COUNTY PROPERTY AT THE EAST COMPLEX - COUNTY ADMINISTRATION / FINANCE COMMITTEE**

**WHEREAS,** as a result of the relocation of the Grand River Driveway to align with Golf Club Road, a developable parcel occurs; and

**WHEREAS,** this parcel is approximately 1.3 acres in area; has a Grand River frontage of 310 feet, with a variable depth; and, is zoned for commercial use; and

**WHEREAS,** the parcel is a substantial distance north of the East Complex not practical for use as parking; and

**WHEREAS,** the East Complex site, as currently developed with its parking lot, substantially exceeds the needs of the facility when at full operation; and

**WHEREAS,** the condition of the Michigan economy, the loss of employment, and the resultant loss of taxable values in Livingston County have caused the need to maximize financial resources; and

**WHEREAS,** the Finance Committee, at their June 12<sup>th</sup> meeting authorized County Administration to seek an evaluation of the value of the parcel; and

**WHEREAS,** the evaluation suggest a price of \$683,200 compared to recent sales of similar properties within the area.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby declares parcels 11-06-100-040 and 11-06-100-032 along with that portion of 11-06-100-039 containing the current entrance driveway to be excess to the County's needs.

**BE IT FURTHER RESOLVED** that the County Administrator is hereby authorized to secure a survey of the site and place the property on the market and secure the highest purchase price possible, but not less than \$700,000. The final approval of the sale shall be subject to approval by the Board of Commissioners.

**BE IT FURTHER RESOLVED** that any sale be contingent upon the successful and complete relocation of the East Complex's Grand River Avenue entrance.

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MOVED:

SECONDED:

CARRIED:

**RESOLUTION**

**NO: 2008-07-210**

**LIVINGSTON COUNTY**

**DATE: July 21, 2008**

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**RESOLUTION AUTHORIZING THE PURCHASE OF METASYS EXTENDED ARCHITECTURE NAE TO REPLACE FAILED NCM IN THE JUDICIAL CENTER - Building Services / General Government Committee**

**WHEREAS,** the Building Services Department has recognized a need to replace the failed NCM controller for the Judicial Center; and

**WHEREAS,** the NCM controller is the front end computer that controls all of the HVAC functions at the Judicial Center; and

**WHEREAS,** Building Services has contacted Johnson Controls, Inc. who is the manufacturer and sole source provider of the equipment used in the Judicial Center; and

**WHEREAS,** Johnson Controls can provide all necessary programming and labor to install the new equipment as well as provide the County with backup data; and

**WHEREAS,** Building Services will be paying for this project using line 631-269-977.000 capital equipment purchase.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes a purchase order for the replacement of the failed NCM at the Judicial Center with Metasys Extended Architecture NAE at a cost not to exceed \$15,250.

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**MOVED:  
SECONDED:  
CARRIED:**

**RESOLUTION**

**NO: 2008-07-211**

**LIVINGSTON COUNTY**

**DATE: July 21, 2008**

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**RESOLUTION AUTHORIZING LUTZ COUNTY PARK RULES - Parks and Open Space Subcommittee /**

**WHEREAS,** the Parks and Open Space Subcommittee unanimously recommends the adoption of the attached **Livingston County - Lutz County Park Rules**; and

**WHEREAS,** park rules are a common and invaluable management tool which will provide:

- 1) park users with information regarding permitted and prohibited activities within park boundaries, and
- 2) an assumption of risk statement to reduce Livingston County liability for park use; and

**WHEREAS,** such rules will be prominently posted in an all-weather display case at the trailhead/parking lot location of Lutz County Park, and

**WHEREAS,** park rules will be enforced in compliance with State of Michigan Public Act 156 of 1917

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby adopts the **Livingston County - Lutz County Park Rules.**

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**MOVED:  
SECONDED:  
CARRIED:**

RESOLUTION

NO: 2008-07-212

LIVINGSTON COUNTY

DATE: July 21, 2008

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**RESOLUTION TO APPROVE THE CONTRACTS WITH THE TOWNSHIPS OF HARTLAND AND TYRONE FOR LAW ENFORCEMENT SERVICES - Sheriff Department**

**WHEREAS,** the Hartland and Tyrone Township contracts for law enforcement services expired on March 31, 2008; and

**WHEREAS,** the Townships of Hartland and Tyrone have each agreed to enter into a five year agreement with the Livingston County Sheriff Department to provide law enforcement services to the Townships; and

**WHEREAS,** the proposed agreements covers services and sets an annual fee from April 1, 2008 through March 31, 2013; and

**WHEREAS,** the Townships of Hartland and Tyrone shall each pay 50% of the total cost to perform these services; and

**WHEREAS,** the Townships of Hartland and Tyrone shall make payments quarterly to Livingston County during said period.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the contract as referenced above for law enforcement services with the Township of Hartland to be effective April 1, 2008 through March 31, 2013 with the township to pay said amount in accordance with the following payment schedule:

- April 1, 2008 – March 31, 2009 \$130,073.00
- April 1, 2009 – March 31, 2010 \$135,764.00
- April 1, 2010 – March 31, 2011 \$141,548.00
- April 1, 2011 – March 31, 2012 \$148,025.50
- April 1, 2012 – March 31, 2013 \$154,647.50

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the contract as referenced above for law enforcement services with the Township of Tyrone to be effective April 1, 2008 through March 31, 2013 with the township to pay said amount in accordance with the following payment schedule:

- April 1, 2008 – March 31, 2009 \$130,073.00
- April 1, 2009 – March 31, 2010 \$135,764.00
- April 1, 2010 – March 31, 2011 \$141,548.00
- April 1, 2011 – March 31, 2012 \$148,025.50
- April 1, 2012 – March 31, 2013 \$154,647.50

**BE IT FURTHER RESOLVED** that Civil Counsel prepare said contracts and the Chair of the Board and the Sheriff be authorized to sign said contract agreements.

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RESOLUTION NO:

PAGE: 2

MOVED:  
SECONDED:  
CARRIED: