

FINANCE COMMITTEE

5/27/2009

304 E. Grand River Ave., Howell, MI

7:30 AM

AGENDA

- 1. CALL MEETING TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES**
 - A. Minutes of meeting dated May 13, 2009
 - B. Minutes of Closed meeting dated May 13, 2009
(No attachment)
- 4. TABLED ITEMS FROM PREVIOUS MEETINGS**

None
- 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
- 9. DISTRICT COURT**
 - A. RESOLUTION APPROVING THE FILLING OF TWO 20 HOUR PER WEEK DEPUTY COURT CLERK POSITIONS FOR THE 53RD DISTRICT COURT - Personnel Committee / Finance Committee
- 10. CIRCUIT COURT ADMINISTRATION**
 - A. RESOLUTION APPROVING THE FILLING OF A VACANT JUVENILE OFFICER POSITION, VACANT ASSISTANT JUVENILE OFFICER POSITION AND SUBSEQUENT APPROVAL FOR THE FILLING OF A VACANT PROBATION OFFICER POSITION IN THE CIRCUIT COURT - Circuit Court / Public Safety Committee / Personnel Committee / Finance Committee
- 11. PROSECUTOR'S OFFICE**
 - A. RESOLUTION AUTHORIZING THE HIRING OF AN INTERN TO ASSUME THE DUTIES OF AN ASSISTANT PROSECUTOR WHILE ON FMLA LEAVE - Personnel Committee / Finance Committee
- 12. SHERIFF'S DEPARTMENT / JAIL**
 - A. RESOLUTION AUTHORIZING THE HIRING OF ONE (1) FULL TIME CORRECTIONS OFFICER – Sheriff Jail / Personnel Committee / Finance Committee
- 13. ADMINISTRATION**

A. RESOLUTION AUTHORIZING THE EXTENSION OF A CONTRACT FOR LEASE OF FARM LAND AT THE LUTZ PARK PROPERTY - Administration / Finance Committee

B. RESOLUTION AUTHORIZING EXPENDITURES FOR THE LIVINGSTON COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG), HOUSING PROGRAM - Administration / Finance Committee

14. FRIEND OF THE COURT

A. RESOLUTION AUTHORIZING SUBMISSION OF THE FY 2010 COOPERATIVE REIMBURSEMENT GRANT APPLICATION, AGREEMENT AND OTHER SUPPORTING DOCUMENTS TO THE MICHIGAN DEPARTMENT OF HUMAN SERVICES

15. ENVIRONMENTAL HEALTH

A. RESOLUTION TO SUBMIT EPA GRANT APPLICATION ON RELIABILITY AND LIFE EXPECTANCY OF DECENTRALIZED WASTE WATER TREATMENT SYSTEMS - Environmental Health / Infrastructure & Development Committee

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

09A RESOLUTION APPROVING THE FILLING OF TWO 20 HOUR PER WEEK DEPUTY COURT CLERK POSITIONS FOR THE 53RD DISTRICT COURT - Personnel Committee / Finance Committee

10A RESOLUTION APPROVING THE FILLING OF A VACANT JUVENILE OFFICER POSITION, VACANT ASSISTANT JUVENILE OFFICER POSITION AND SUBSEQUENT APPROVAL FOR THE FILLING OF A VACANT PROBATION OFFICER POSITION IN THE CIRCUIT COURT - Circuit Court / Public Safety Committee / Personnel Committee / Finance Committee

11A RESOLUTION AUTHORIZING THE HIRING OF AN INTERN TO ASSUME THE DUTIES OF AN ASSISTANT PROSECUTOR WHILE ON FMLA LEAVE - Personnel Committee / Finance Committee

12A RESOLUTION AUTHORIZING THE HIRING OF ONE (1) FULL TIME CORRECTIONS OFFICER – Sheriff Jail / Personnel Committee / Finance Committee

13A RESOLUTION AUTHORIZING THE EXTENSION OF A CONTRACT FOR LEASE OF FARM LAND AT THE LUTZ PARK PROPERTY - Administration / Finance Committee

13B RESOLUTION AUTHORIZING EXPENDITURES FOR THE LIVINGSTON COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG),

HOUSING PROGRAM - Administration / Finance Committee

14A RESOLUTION AUTHORIZING SUBMISSION OF THE FY 2010 COOPERATIVE REIMBURSEMENT GRANT APPLICATION, AGREEMENT AND OTHER SUPPORTING DOCUMENTS TO THE MICHIGAN DEPARTMENT OF HUMAN SERVICES

15A RESOLUTION TO SUBMIT EPA GRANT APPLICATION ON RELIABILITY AND LIFE EXPECTANCY OF DECENTRALIZED WASTE WATER TREATMENT SYSTEMS - Environmental Health / Infrastructure & Development Committee

16. MISCELLANEOUS CLAIMS

17. COMPUTER PRINTOUT (*Attached*)

18. ADJOURNMENT

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

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, 2009 through December 31, 2009; 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, 2009 through December 31, 2009 at the rate of \$44,400 per year. It shall be a condition of the contract that the contract shall remain in effect as long as Oakland Livingston Human Service Agency maintains a minimum client caseload of 18 court-appointed indigent protected individuals and a maximum of 45 court-appointed indigent protected individuals.

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:

RESOLUTION APPROVING THE FILLING OF TWO 20 HOUR PER WEEK DEPUTY COURT CLERK POSITIONS FOR THE 53RD DISTRICT COURT - District Court / Public Safety Committee

WHEREAS, the 53rd District Court has a need to fill two 20 hour per week court clerk position; and

WHEREAS, for purposes of continuity, the 53rd District Court would function more efficiently if these positions are filled; and

WHEREAS, funding for same is available in the 53rd District Court Budget; 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 the filling of the 20 hour per week vacancy at the 53rd District Court.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION APPROVING THE FILLING OF A VACANT JUVENILE OFFICER POSITION, VACANT ASSISTANT JUVENILE OFFICER AND SUBSEQUENT APPROVAL FOR THE FILLING OF A VACANT PROBATION OFFICER POSITION IN THE CIRCUIT COURT – FAMILY DIVISION

(Public Safety 5/18/09 – Personnel 5/20/09 – Finance 5/27/09 – Full Board 6/1/09)

WHEREAS, the Circuit Court – Family Division has a need to fill three (3) vacant funded positions; and

WHEREAS, for purposes of continuity, the Circuit Court – Family Division would function more efficiently if the filling of the positions of County Juvenile Officer, subsequent filling of the Assistant County Juvenile Officer, and resulting filling of a Probation Officer were granted; and

WHEREAS, sufficient monies were appropriated in the 2009 Budget; and

WHEREAS, funding for same is available in the Circuit Court – Family Division Budget; and

WHEREAS, the County Juvenile Officer will report to the Circuit Court Administrator; and.

WHEREAS, this Resolution has been recommended for approval by the Personnel Committee contingent upon the determination of whether the full-time Probation Officer position can be filled with two part-time positions and be in compliance with applicable state statutes and not jeopardize state-provided court funding.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the filling of the vacant Juvenile Officer and Assistant Juvenile Officer from within current court staff and the subsequent approval of the filling of the Probation Officer position contingent upon the determination of whether the full-time Probation Officer position can be filled with two part-time positions and be in compliance with applicable state statutes and not jeopardize state-provided court funding.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING THE HIRING OF AN INTERN TO ASSUME THE DUTIES OF AN ASSISTANT PROSECUTOR WHILE ON FMLA LEAVE - Personnel Committee / Finance Committee

WHEREAS, An Assistant Prosecutor will be on FMLA leave during the summer months of 2009; and

WHEREAS, the summer court dockets are especially heavy; and

WHEREAS, various Assistant Prosecutor's have scheduled vacations during the summer months; and

WHEREAS, the staffing of the Prosecutor's Office will be insufficient to meet its statutory obligations to appear in the Courts because of vacations and leaves of absence; and

WHEREAS, there will be salary cost savings as a result of an assistant prosecutors leave of absence; and

WHEREAS, the Prosecutor has identified an experienced legal intern who is willing to work on a temporary full-time basis for three months at a salary equal to the salary savings realized from the Assistant Prosecutor who is on leave; and

WHEREAS, the hiring of an temporary, full-time intern for three months will allow the Prosecutor to meet his statutory obligations at no additional cost.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the hiring of a temporary full-time intern for three months during the summer of 2009 at a salary not exceeding the salary savings realized from the leave of the Assistant Prosecutor.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING THE HIRING OF ONE (1) FULL TIME CORRECTIONS OFFICER – Sheriff Jail / Personnel Committee / Finance Committee

WHEREAS, the Sheriff’s Department recently terminated one (1) full time Jail Sergeant due to poor performance; and

WHEREAS, the Sheriff’s Department replaced this position in order to maintain an acceptable level of supervision necessary for the safe and secure operation of the Jail facility; and

WHEREAS, due to the promotion of a corrections officer to full time sergeant, a vacancy was created within the Jail; and

WHEREAS, the Sheriff’s Department has determined the need to replace this position in order to maintain an acceptable level of security within the Jail facility; and

WHEREAS, funding for this position is approved and included in the 2009 operating budget.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes and approves the hiring of one full time corrections officer within the Livingston County Sheriff’s Department.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING THE EXTENSION OF A CONTRACT FOR LEASE OF FARM LAND AT THE LUTZ PARK PROPERTY – Finance 5-27-09 / Board 6-1-09

WHEREAS, Mark and Helena Paulik currently lease farm land from Livingston County at the Lutz Park Property; and

WHEREAS, the current lease is in effect from May 1, 2005 through April 30, 2010; and

WHEREAS, in order to participate in certain federal agricultural programs, Mark and Helena Paulik request to enter into a lease extension for four (4) additional years, plus one month, through May 31, 2014.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the extension of a lease agreement with Mark and Helena Paulik for farm land at the Lutz Park Property through May 31, 2014. Compensation shall continue to be \$3,472 annually (half to be paid on June 1st and half on December 1st of each year) for Parcels F, G, and H as described below:

Parcel F	Pasture 18 acres
Parcel G	Pasture 26 acres
Parcel H	Pasture 18 acres

BE IT FURTHER RESOLVED that the Chair of the Livingston County Board of Commissioners be authorized to sign said extension to lease agreement.

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MOVED:
SECONDED:
CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING EXPENDITURES FOR THE LIVINGSTON COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG), HOUSING PROGRAM - Administration / Finance Committee

WHEREAS, Resolution # 2007-12-318 authorized OLHSA as the Third Party Administrator for the Livingston County Community Development Block Grant (CDBG) Housing Program which was awarded by the Michigan State Housing Development Authority specifically for refurbishing those units Great Lakes Nonprofit Housing Corporation sold to Venture Grand River Shores; and

WHEREAS, the authorization of the expenditures to Creative Homes Construction of Fowlerville, Michigan, is required in reference to said grant.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the expenditures by OLHSA/Venture River Shores to Creative Homes Construction of Fowlerville, Michigan, for an amount not to exceed \$ 110,000, for the Livingston County Community Block Grant (CDBG) Housing Program.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING SUBMISSION OF THE FY 2010 COOPERATIVE REIMBURSEMENT GRANT APPLICATION, AGREEMENT AND OTHER SUPPORTING DOCUMENTS TO THE MICHIGAN DEPARTMENT OF HUMAN SERVICES - Friend of the Court / Public Safety Committee

WHEREAS, funding is available through the Michigan Department of Human Services (DHS) for the purposes of securing reimbursement for eligible child support enforcement costs; and

WHEREAS, in fiscal year 2009, Livingston County was granted \$1,990,000 for said reimbursement of eligible child support enforcement costs; and

WHEREAS, Livingston County is now eligible to receive \$1,570,000 through the DHS for the period of October 1, 2009 through September 30, 2010 with the DHS share of 66%, or \$1,036,200 and the County of Livingston funding the balance of 34%, or \$533,800.

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

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING SUBMISSION OF THE EPA GRANT APPLICATION ON RELIABILITY AND LIFE EXPECTANCY OF DECENTRALIZED WASTEWATER TREATMENT SYSTEM, Public Health and Drain Commissioner / Infrastructure & Development Committee

WHEREAS, funding is available through the Environmental Protection Agency (EPA) for the purpose of developing reliability and life expectancy data for use by operators/managers/owners of decentralized wastewater systems; and

WHEREAS, there is several privately and publically owned decentralized wastewater treatment systems located in various areas through out Livingston County of which eight are operated and maintained by the Drain Commissioner; and

WHEREAS, there is interest by Livingston County Departments of Public Health and Drain Office and local units of government to see that these systems function as designed and are maintained appropriately to extend their life expectancy without creating an adverse impact to the environment; and

WHEREAS, cost sharing, County match or continuation of activities beyond the completion of the grant is not required; and

WHEREAS, the EPA anticipates awarding one grant; \$100K for year one activities and \$100K for year two for a total award not to exceed \$200K over the two year study beginning July 13, 2009 with the final report due July 12, 2012 ; and

WHEREAS, this Resolution has been recommended for approval by the Infrastructure and Development Committee; and

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the submission of the grant application and documents by LCDPH and LCDC to the EPA.

BE IT FURTHER RESOLVED that the Chair of the Livingston County Board of Commissioners be authorized to sign the above application, and subsequent Grant upon review by Civil Counsel.

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MOVED:
SECONDED:
CARRIED: