

BOARD OF COMMISSIONERS

12/7/2009

304 E. Grand River Ave., Howell, MI

7:30 PM

AGENDA

1. **RECONVENE ANNUAL MEETING**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **CORRESPONDENCE**
 - A. County of Alger - Dept.of Agriculture remain a stand-alone dept
 - B. County of Barry - Funding for MSU Ext. and Mich. Ag. Station
 - C. County of Allegan - Funding for MSU Ext. and Mich. Ag. Station
 - D. County of Oakland - Participation in Federal E-Verify Program
 - E. County of Lake - Economic Development Projects
 - F. County of Allegan - Oppose reduction of Circuit Judgeships
 - G. County of Allegan - Blue Star Highway Heritage Nomination
 - H. County of Allegan - Funding Obligations - State Mandated Services
5. **CALL TO THE PUBLIC**
6. **APPROVAL OF MINUTES**
 - A. Minutes of meeting dated November 16, 2009
 - B. Minutes of meeting dated November 25, 2009
7. **TABLED ITEMS FROM PREVIOUS MEETINGS**
8. **APPROVAL OF AGENDA**
9. **REPORTS**
10. **PUBLIC HEARING - Adoption of 2010 Livingston County Budget**
 - CALL PUBLIC HEARING TO ORDER (Motion required)
 - A. Comments
 - B. Adjourn Public Hearing (Motion required)
11. **RESOLUTIONS FOR CONSIDERATION:**

2009-12-367 RESOLUTION ADOPTING THE 2010 LIVINGSTON COUNTY BUDGET -
Board of Commissioners / Finance Committee

2009-12-368 RESOLUTION TO APPROVE APPOINTMENTS TO LIVINGSTON COUNTY
BOARDS AND COMMISSIONS - Board of Commissioners

2009-12-369 RESOLUTION AUTHORIZING THE HIRING OF ONE (1) FULL TIME
CORRECTIONS OFFICER – Sheriff Jail

2009-12-370 RESOLUTION AUTHORIZING THE FUNDS TO UPGRADE THE COURTS
TO DIGITAL AUDIO-VIDEO RECORDING AND AUTHORIZATION FOR A

TRANSFER FROM CAPITAL IMPROVEMENT FUNDS FOR THIS
PURCHASE - All Courts / Finance Committee

- 2009-12-371** RESOLUTION APPROVING THE FISCAL YEAR 2010 JOBS, EDUCATION AND TRAINING (JET) PLAN FOR THE DELIVERY OF JOB TRAINING SERVICES TO PUBLIC ASSISTANCE PARTICIPANTS IN LIVINGSTON COUNTY - Michigan Works! / Finance Committee
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- 2009-12-372** RESOLUTION APPROVING THE PROGRAM YEAR 2009 AND 2010 RECOVERY ACT NATIONAL EMERGENCY GRANT PLAN FOR LIVINGSTON COUNTY - Michigan Works! / Finance Committee
-
- 2009-12-373** RESOLUTION APPROVING THE FISCAL YEAR 2010 FOOD ASSISTANCE EMPLOYMENT AND TRAINING (FAE&T) PLANS FOR SERVICES TO ELIGIBLE PARTICIPANTS FROM LIVINGSTON COUNTY - Michigan Works! / Finance Committee
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- 2009-12-374** RESOLUTION AUTHORIZING A BLANKET PURCHASE ORDER FOR UNIFORMS FOR 2010 - EMS / Health & Human Services Committee / Finance Committee
-
- 2009-12-375** RESOLUTION AUTHORIZING THE PURCHASE OF A TRAINING MANNEQUIN - EMS / Health & Human Services Committee / Finance Committee
-
- 2009-12-376** RESOLUTION AUTHORIZING CAPITAL EXPENDITURE FOR THREE AMBULANCE RECHASIS FOR 2010 - EMS / Health & Human Services Committee / Finance Committee
-
- 2009-12-377** RESOLUTION TO AMEND RESOLUTION #2009-11-336 TO CEASE ALLOWING NEW NON-UNION PARTICIPANT ELIGIBILITY IN THE RETIREE HEALTH CARE PLAN AND TO OFFER THOSE ACTIVE EMPLOYEES CURRENTLY ELIGIBLE FOR THE RETIREE HEALTH CARE PLAN THE OPPORTUNITY TO ENROLL IN THE RETIREE HEALTH SAVINGS PROGRAM - Personnel 10/14/09 and 10/19/09 / Finance 10/21/09 / Full Board 11/2/09 / Amended by Full Board 12/7/09
-
- 2009-12-378** RESOLUTION AUTHORIZING THE REORGANIZATION OF THE COUNTY TREASURER'S OFFICE – Office of the Treasurer / General Government Committee / Finance Committee
-
- 2009-12-379** RESOLUTION TO APPROVE THE JOB RECLASSIFICATION OF THE RECONCILIATION ACCOUNTS CLERK, GRADE LEVEL I TO THE CENTRALIZED ACCOUNTING AND RECORDS COORDINATOR, GRADE LEVEL L - Human Resources / Office of the Treasurer / Personnel Committee / Finance Committee
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- 13. CLOSED SESSION**
Review of Written Legal Opinion
- 14. 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. 2009-12-367

LIVINGSTON COUNTY

DATE: December 7, 2009

RESOLUTION ADOPTING THE 2010 LIVINGSTON COUNTY BUDGET - BOARD OF COMMISSIONERS / FINANCE COMMITTEE

WHEREAS, in accordance with the provisions of Public Act 2 of 1968, Public Act 621 of 1978, the Uniform Budgeting and Accounting Act for Local Government, requires that each local unit of government adopt a balanced budget for all required funds; and

WHEREAS, the County Administrator submitted a proposed budget as required by statute which implements board policies; and

WHEREAS, the Board sub-committees and Finance Committee has requested and reviewed the proposed line-item budget for each County department, including the courts, under the scope of its policy, and recommends adoption of the Proposed 2010 Budget to the Board of Commissioners; and

WHEREAS, on the 28th day of May, 2009, the County of Livingston was allocated 5.0 mills by the County Tax Allocation Board and the Livingston County Board of Commissioners approved the Headlee rolled back millage rate of 3.3897 on June 15, 2009, to support the 2010 General Fund Budget; and

WHEREAS, it is recommended that the 2010 General Fund Budget be approved for the total of \$42,315,932 and Special Revenue and Enterprise Funds approved as shown in the Proposed 2010 Budget Plan, as well as the informational summary of projected revenues and expenditures for Internal Service Funds; and

WHEREAS, the recommended 2010 Budget was filed with the Livingston County Clerk on the 20th day of November, 2009; pursuant to state statute; and

THEREFORE BE IT RESOLVED that the 2010 General Fund Budget is approved in the amount of \$42,315,932 and revenues shall be appropriated and expenditures budgeted for the 2010 General Fund Budget, Special Revenue Funds, and Enterprise Funds on a fund and cost center basis in the amounts set forth below.

BE IT FURTHER RESOLVED, that the recommendations of the Sub-Committees for:

- Circuit Court: Designate \$15,000 in General Fund contingency for Circuit Court Visiting Judge; and, Reinstate Employee Training / Seminars to \$4,500.00.
- MSU Extension: Reinstate \$6,000 - Revenues - Charges for Services; and, Reinstate \$7,023 in Expenditures.
- Board of Commissioners: Reinstate \$1,500 for Chamber of Commerce Dues;

are incorporated into the Departments' budgets.

| PROSECUTING ATTORNEY | | |
|-----------------------------|------------------------------|-------------|
| Family Support | General Fund – Division #230 | \$233,229 |
| Prosecuting Attorney | General Fund - Division #282 | \$2,007,981 |

| PROBATION - CIRCUIT | | |
|----------------------------|-----------------------------|----------|
| Circuit Court Probation | General Fund - Division#151 | \$62,583 |

| EQUALIZATION | | |
|---------------------|------------------------------|-----------|
| Equalization | General Fund - Division #225 | \$622,134 |

| VETERANS AFFAIRS | | |
|-------------------------|------------------------------|-----------|
| Veterans Affairs | General Fund - Division #682 | \$216,573 |
| Veteran's Relief Fund | Fund #293 | \$370,000 |
| Veteran's Trust Fund | Fund #294 | \$40,000 |

| MSU EXTENSION | | |
|----------------------|------------------------------|-----------|
| MSU Cooperative Ext | General Fund - Division #261 | \$205,402 |

| PERSONNEL | | |
|------------------|------------------------------|-----------|
| Personnel | General Fund - Division #270 | \$224,326 |

| COUNTY CLERK | | |
|---------------------------------|------------------------------|-----------|
| County Clerk | General Fund - Division #215 | \$894,469 |
| County Clerk Circuit Court Div. | General Fund -Division #216 | \$679,493 |
| Tax Allocation | General Fund - Division #248 | \$1,250 |
| Elections | General Fund - Division #262 | \$154,625 |

| DRAIN COMMISSIONER | | |
|---------------------------|--|------------------------|
| Drain Commission | General Fund - Division #275 | \$1,787,580 |
| DPW | General Fund - Division #441 | \$116,695 |
| Drains Public Benefit | General Fund - Division #445 | \$255,147 |
| Landfill Fund | Fund #517 <i>General Fund Appropriation</i> | \$105,615 \$100,000 |
| Septage Receiving Station | Fund #577 | \$591,059 |

| REGISTER OF DEEDS | | |
|------------------------------|--------------------------|-----------|
| Register of Deeds | General Fund - Div. #283 | \$646,540 |
| Co. Survey Remonumentation | Fund #245 | \$209,350 |
| Register of Deeds Automation | Fund #256 | \$208,347 |
| Plat Board | General Fund - Div. #249 | \$500 |

| TREASURER | | |
|------------------------------|--------------------------|-----------|
| Treasurer | General Fund - Div. #253 | \$931,084 |
| Homestead Property Exemption | Fund #255 | \$865 |

| ANIMAL CONTROL | | |
|-----------------------|------------------------------|-----------|
| Animal Shelter | General Fund - Division #430 | \$234,978 |
| Animal Control | General Fund - Division #431 | \$319,503 |

| COUNTY ADMINISTRATION | | |
|------------------------------|------------------------------|-------------|
| Board of Commissioners | General Fund - Division #101 | \$500,510 |
| Administration | General Fund - Division #172 | \$616,066 |
| Auditing Services | General Fund - Division #224 | \$108,878 |
| Data Processing – IT | General Fund - Division #228 | \$792,966 |
| Purchasing | General Fund - Division #233 | \$224,757 |
| Bldg & Grounds | General Fund - Division #265 | \$26,414 |
| Civil Counsel | General Fund - Division #299 | \$129,500 |
| Mental Health | General Fund - Division #649 | \$600,470 |
| Agency on Aging | General Fund – Division #672 | \$134,088 |
| Economic Development | General Fund – Division #728 | \$88,722 |
| Community Action Programs | General Fund - Division #747 | \$714,995 |
| Insurance – MMRMA | General Fund - Division #851 | \$1,000,000 |
| Ins – Unemployment | General Fund - Division #870 | \$150,000 |
| Contingencies | General Fund - Division #968 | \$677,855 |
| Appropriations | General Fund - Division #966 | \$3,317,727 |
| CDBG – OLHSA | Fund #244 | \$9,500 |
| Rev Sharing Reserve Fund | Fund #285 | \$2,963,681 |
| Benefit Fund | Fund #677 | \$7,524,496 |

| AIRPORT | | |
|----------------|-----------|-----------|
| Airport Fund | Fund #581 | \$729,184 |

| AMBULANCE | | |
|------------------|------------------------------|-------------|
| Ambulance Fund | Fund #210 | \$7,206,700 |
| Medical Examiner | General Fund - Division #648 | \$254,201 |

| BUILDING & SAFETY ENGINEERING | | |
|--|-----------|-----------|
| Building Safety | Fund #542 | \$852,544 |

| CENTRAL DISPATCH / 911 | | |
|-------------------------------|-----------------------------|-------------|
| Emergency Services | General Fund -Division #426 | \$295,300 |
| 911 Services | Fund #261 | \$4,295,000 |

| SHERIFF | | |
|-------------------------------|------------------------------|-------------|
| Sheriff | General Fund - Division #301 | \$7,527,697 |
| Court Security Officers | General Fund - Division #305 | \$202,799 |
| Secondary Road Patrol | General Fund - Division #315 | \$240,021 |
| Sheriff Training | General Fund - Division #320 | \$9,000 |
| Jail | General Fund - Division #351 | \$6,755,685 |
| Corrections Officers Training | Fund #263 | \$49,202 |
| Drug Law Enforcement Fund | Fund #265 | \$30,000 |
| Federal Equitable Sharing | Fund #266 | \$277,956 |
| OUIL Forfeiture Fund | Fund #267 | \$3,000 |
| Criminal Forfeiture Fund | Fund #296 | \$5,000 |

| HEALTH DEPARTMENT | | |
|--------------------------|--|--------------------------|
| Contagious | General Fund -Division #605 | \$4,730 |
| Health Department | General Fund - Division#601 | \$421,206 |
| Health Fund | Fund #221 <i>General Fund Appropriation</i> | \$3,988,364 \$316,315 |

| JOB TRAINING SERVICE / MICHIGAN WORKS! | | |
|---|-----------|-------------|
| Administrative Cost Pool | Fund #277 | \$4,263,309 |

| PLANNING | | |
|-----------------|------------------------------|-----------|
| Planning | General Fund - Division #721 | \$354,901 |

| COMPREHENSIVE COMMUNITY CORRECTIONS | | |
|--|-----------------------------------|-----------|
| Comprehensive | Fund #275 | \$320,054 |
| Community Correction | <i>General Fund Appropriation</i> | \$105,313 |

| L.E.T.S | | |
|----------------|-----------|-------------|
| L.E.T.S. | Fund #588 | \$2,965,016 |

BE IT FURTHER RESOLVED, that the Board of Commissioners requested and the Courts presented line-item budget requests and those are authorized in the amounts set forth below:

| CIRCUIT COURT | | |
|----------------------|------------------------------|-------------|
| Circuit Court | General Fund - Division #131 | \$1,622,654 |
| Juvenile Court | General Fund - Division #149 | \$1,263,719 |

| | | |
|------------------|--|----------------------------|
| Appellate Court | General Fund - Division #167 | \$52,000 |
| Central Services | General Fund - Division #168 | \$1,375,623 |
| Law Library Fund | Fund #269 | \$7,000 |
| Child Care Fund | Fund #292 <i>General Fund Appropriation</i> | \$2,261,702 \$1,319,851 |

| | | |
|----------------------------|--|--------------------------|
| FRIEND OF THE COURT | | |
| Family Counseling Services | Fund #214 | \$16,198 |
| Friend of Court | Fund #215 <i>General Fund Appropriation</i> | \$2,342,423 \$808,748 |

| | | |
|---|------------------------------|-------------|
| DISTRICT JUDGE, 53RD DISTRICT | | |
| District Court | General Fund - Division #136 | \$2,554,856 |

| | | |
|-----------------------|------------------------------|-----------|
| PROBATE JUDGE | | |
| Probate Court | General Fund - Division #148 | \$661,300 |
| Guardianship Services | General Fund - Division #150 | \$49,200 |

BE IT FURTHER RESOLVED that the projected revenues and expenditures for Internal Service Funds is also approved; but not as part of the Livingston County Budget for 2010, pursuant to Public Act 2 of 1968, as amended, in the amounts set forth below:

| | | |
|--------------------------|-----------|-------------|
| BUILDING SERVICES | | |
| Building Services | Fund #631 | \$2,647,690 |
| Lutz County Park | Fund #156 | \$23,200 |
| Fillmore Estate Co Park | Fund #157 | \$6,651 |

| | | |
|-----------------|-----------|-------------|
| CAR POOL | | |
| Car Pool Fund | Fund #661 | \$1,052,794 |

| | | |
|-------------------------------|-----------|-------------|
| INFORMATION TECHNOLOGY | | |
| Information Technology | Fund #636 | \$2,961,321 |

BE IT FURTHER RESOLVED, that during these challenging economic times County revenues and expenditures may vary from those which are currently projected and accordingly may be amended from time to time by the Board of Commissioners during the 2010 fiscal year as deemed necessary. It is the responsibility of the Chief Judges, County Elected Officials and County Department Heads to monitor their respective budget quarterly, if projected expenditures exceed the authorized

budget by 3% or projected revenues are less than budget by 3%; then, they shall present a corrective plan of action to the Finance Committee.

BE IT FURTHER RESOLVED, that the Chief Administrative Officer is authorized to execute transfers among line items and cost centers within limits of \$10,000 per transfer without the prior approval of the Board of Commissioners. The Chief Administrative Officer will notify the Finance Committee of any such transfers.

BE IT FURTHER RESOLVED, that any services funded by State/Federal grants which costs exceed grant funding and which services are not basic to the health and safety, of the residents of Livingston County and/or which are provided by others; shall be discontinued and the grant funding declined.

BE IT FURTHER RESOLVED, that any services that lose funding (either charges-for-services, fees, or contractual, etcetera) or which costs exceed the revenue generated and which services are not basic to the health and safety of the residents of Livingston County and/or the services are provided by others; shall be reduced commensurate with funding levels.

BE IT FURTHER RESOLVED that all Judges, County Elected Officials and County Department Heads shall abide by the Purchasing Policy, as adopted and amended from time to time by this Board, for all purchases made with funds appropriated by the Board of Commissioners and these budgeted funds shall be appropriated contingent upon compliance with the Purchasing Policy. The County Clerk shall not be authorized to make payment of any claims not in compliance with such Purchasing Policy and monies so budgeted.

BE IT FURTHER RESOLVED that all Judges, County Elected Officials and County Department Heads shall abide by the County Cash Policy, as adopted and amended by this Board from time to time.

BE IT FURTHER RESOLVED that the mileage reimbursement rate for non-union and elected officials for use of their personal vehicles to travel/perform county business be established at \$.28 per mile.

BE IT FURTHER RESOLVED that all County Elected Officials and County Department Heads shall review departmental fees and make a recommendation, with justification, for fee increases to the Board of Commissioners to cover the costs of providing services.

BE IT FURTHER RESOLVED that the approved Authorized & Funded Employee List contained in the attached budget shall limit the number of employees who are

authorized to be employed and no funds are appropriated for any position or employees not on the approved Authorized & Funded Employee List.

BE IT FURTHER RESOLVED that the hiring freeze enacted by the Board of Commissioners on July 7, 2008 remains in effect. All vacancies that occur during this hiring freeze are hereby declared to be a position reduction on the Authorized & Funded Employee List for each such vacated position and funding shall be removed from the Courts, Elected Officials and Department Heads budget. Said vacated position shall not be filled, except by specific Board authorization, which will consider positions required to maintain mandated functions at serviceable levels.

BE IT FURTHER RESOLVED that if the Board of Commissioners authorizes a vacant position shall be filled; then all Judges, County Elected Officials and County Department Heads will hold that position vacancy that occurs during the 2010 fiscal year open for the appropriate duration of time to properly compensate for vacation and/or sick pay-offs and/or any separation payments to insure personnel expenditures don't exceed the 2010 authorized budget provided that mandated functions can be performed at a serviceable levels.

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MOVED:
SECONDED:
CARRIED:

RESOLUTION

NO: 2009-12-368

LIVINGSTON COUNTY

DATE: December 7, 2009

RESOLUTION TO APPROVE APPOINTMENTS TO LIVINGSTON COUNTY BOARDS AND COMMISSIONS - Board of Commissioners

WHEREAS, the terms of representatives' seats on various Livingston County Boards and Commissions have expired and/or been vacated; and

WHEREAS, the following re-appointments have been recommended:

COMMUNITY MENTAL HEALTH

Roxanne Garber term expires 12/31/12
Barbara Spaulding term expires 12/31/12
Sharon Slaton term expires 12/31/12

DEPARTMENT OF PUBLIC WORKS

Greg Tatara..... term expires 12/31/12

FOWLerville LOCAL DISTRICT FINANCE AUTHORITY

Ron VanHouten..... term expires 12/31/10

OAKLAND LIVINGSTON HUMAN SERVICE AGENCY

Dennis Dolan..... term expires 12/31/10

PARKS & OPEN SPACE ADVISORY COMMITTEE

Carol Griffith term expires 12/31/10
Historical Advisory Committee Rep.....term expires 12/31/10
Brian Jonckheere.....term expires 12/31/10
Mike Kelley..... term expires 12/31/10

LAKE TYRONE IMPROVEMENT BOARD

David Domas..... term expires 12/31/10

SANITARY CODE BOARD OF APPEALS

Marshall Bowan term expires 12/31/13

EAST-WEST COMPLEX MASTER PLAN ADVISORY COMMITTEE

Ron VanHouten term expires 12/31/10
Dennis Dolan term expires 12/31/10
David Domas term expires 12/31/10
Maggie Jones or John Labelle..... term expires 12/31/10

BUILDING AUTHORITY

Roger Smith term expires 12/31/12

TECHNOLOGY COMMITTEE

Robert Bezotte term expires 12/31/10
Court Representative..... term expires 12/31/10
Margaret Dunleavy term expires 12/31/10
David Morse term expires 12/31/10
Belinda Peters term expires 12/31/10
Ted Westmeier term expires 12/31/10

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the reappointments and expiration dates referenced above.

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**MOVED:
SECONDED:
CARRIED:**

RESOLUTION

NO: 2009-12-369

LIVINGSTON COUNTY

DATE: December 7, 2009

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

WHEREAS, the Sheriff’s Department recently terminated one (1) full time Corrections Officer: 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 2010 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 contingent upon final determination on the employment status of the former employee.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO: 2009-12-370

LIVINGSTON COUNTY

DATE: December 7, 2009

RESOLUTION AUTHORIZING THE FUNDS TO UPGRADE THE COURTS TO DIGITAL AUDIO-VIDEO RECORDING AND AUTHORIZATION TO AMEND THE 2010 BUDGET - Courts / Finance Committee / Full Board

WHEREAS, the recording equipment in the courts has reached its useful life and is experiencing equipment failures, outdated hardware and software, and some equipment is non-repairable and requires replacement; and

WHEREAS, it was determined an upgrade to the current system is a sole source requirement, to have multiple vendors and various equipment to the courts recording system would debase and adulterate the current system since many parts can still be used in conjunction with the new technology; and

WHEREAS, during our need analysis it identified areas where technology could enhance the courts capabilities with video conferencing to assist with inmate video arrangements which would reduce the transport of inmates to and from the courts, and a portable presentation cart to assist the courts with various technology media which would become part of the court records; and

WHEREAS, Jefferson Audio Video Systems (JAVS), the current vendor, prepared quotes to upgrade the courts recording systems; and

WHEREAS, JAVS quotes were reviewed by the Information Technology and Purchasing Departments; and

WHEREAS, the cost for the courts recording system upgrade, video conferencing, portable presentation cart, and for the video arrangement equipment at the Jail is \$321,799.03 with a 2%/30 Day payment term for the amount payable of \$315,363.05, and additional cost of \$9,323.80 for Cisco equipment and additional network storage for a total project cost of \$331,122.83 less JAVS 2% of (\$6435.98) for a total amount payable of \$324,686.85; and

WHEREAS, a request to amend the 2010 budget from the General Fund Appropriations for the cost of this project.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves a Purchase Order for \$321,799.03 with a 2%/30 Day payment term for the

amount payable of \$315,363.05 to Jefferson Audio Video Systems, of Louisville, Kentucky.

BE IT FURTHER RESOLVED to approve an additional \$9323.80 for Cisco equipment and data network storage equipment to CDW per quote dated 11/11/09, CDWG per quote dated 10/26/09 and Information Technology dated 11/13/09.

BE IT FURTHER RESOLVED to amend the 2010 budget for this expenditure for the amount of \$324,686.85 from the General Fund Appropriations.

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MOVED:
SECONDED:
CARRIED:

RESOLUTION

NO: 2009-12-371

LIVINGSTON COUNTY

DATE: December 7, 2009

RESOLUTION APPROVING THE FISCAL YEAR 2010 JOBS, EDUCATION AND TRAINING (JET) PLAN FOR THE DELIVERY OF JOB TRAINING SERVICES TO PUBLIC ASSISTANCE PARTICIPANTS IN LIVINGSTON COUNTY - Michigan Works! / Finance Committee

- WHEREAS,** The JET Program was established as a new way for assisting welfare applicants/recipients and low-wage workers in succeeding in the labor market, and;
- WHEREAS,** The shift to a new approach from Work First moves to a strong emphasis on helping welfare applicants/recipients and other at-risk workers stay employed, gain skills, and advance rather than only emphasizing initial placement; and
- WHEREAS,** The JET Program is a partnership between the MWAs, Michigan Department of Human Services (DHS), and Michigan Department of Energy, Labor & Economic Growth's (MDELEG) BWP, and Michigan Rehabilitation Services (MRS) to connect Michigan's families with the kind of jobs, education, and training opportunities that will help them achieve self-sufficiency and meet the workforce and skill needs of Michigan's businesses; and
- WHEREAS,** The MDELEG requires that MWAs and local MRS and DHS offices jointly develop plans for submission to MDELEG to address JET activities for the period October 1, 2009, through September 30, 2010; and
- WHEREAS,** The estimated plan budget amount for Livingston County is \$187,168; and
- WHEREAS,** The MDELEG 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 approved this plan at their November 19, 2009 meeting.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the FY 2010 JET Plan in the amount of \$187,168 for the period of October 1, 2009 to September 30, 2010.

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

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**MOVED:
SECONDED::
CARRIED:**

RESOLUTION

NO: 2009-12-372

LIVINGSTON COUNTY

DATE: December 7, 2009

RESOLUTION APPROVING THE PROGRAM YEAR 2009 AND 2010 RECOVERY ACT NATIONAL EMERGENCY GRANT PLAN FOR LIVINGSTON COUNTY - Michigan Works! / Finance Committee

WHEREAS, Michigan requested of the USDOL, and received, three Recovery Act NEG's for a total of up to \$38 million, which includes an initial release of an increment of funding in the amount of \$19,016,800; and

WHEREAS, The Recovery Act NEG projects will provide all allowable services to workers who have been dislocated from companies listed on Eligible Dislocation Lists and eligible Workforce Investment Act (WIA) Dislocated Worker program participants from additional companies that are added to the project scope; and

WHEREAS, Participating Michigan Works! Agencies is required to submit a Budget Information Summary (BIS) and approval request; and

WHEREAS, The Livingston County will provide eligible dislocated worker participants employment and training services with an allocation of \$127,707; 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 grant at their November 12, 2009 meeting.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the PY 2009 and 2010 Recovery Act National Emergency Grant in the amount of \$127,707 for the period of October 1, 2009 to September 30, 2010.

BE IT FURTHER RESOLVED that the Chairperson is authorized to sign said grant for submission to the Michigan Department of Energy, Labor and Economic Growth.

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**MOVED:
SECONDED:
CARRIED:**

RESOLUTION

NO: 2009-12-373

LIVINGSTON COUNTY

DATE: December 7, 2009

RESOLUTION APPROVING THE FISCAL YEAR 2010 FOOD ASSISTANCE EMPLOYMENT AND TRAINING (FAE&T) PLANS FOR SERVICES TO ELIGIBLE PARTICIPANTS FROM LIVINGSTON COUNTY - Michigan Works! / Finance Committee

WHEREAS, The Jobs, Education and Training (JET) program serves employable public assistance recipients through the federally funded Job Opportunities and Basic Skills program; and

WHEREAS, The Michigan Department of Energy, Labor and Economic Growth announced that funds for the Food Assistance Employment and Training (FAE&T) will be allocated to Michigan Works! Agencies by formula; and

WHEREAS, Livingston County's allocation for this program is \$27,760 for the period of October 1, 2009 to September 30, 2010; and

WHEREAS, The Michigan Department of Energy, Labor and Economic Growth require that we prepare 2 plans for FY 2010 as follows:

- FAE&T Plan for FY 2010 in the amount of \$27,075 which will provide Job Search/Job Search Training, Workfare, Unsubsidized Employment, Work Experience, Educational/Training Programs, and Vocational Training to eligible participants referred by DHS.
- FAE&T Supportive Services for FY 2010 in the amount of \$685, which will provide supportive service funds for individuals participating in the program.

WHEREAS, The Livingston County Food Assistance Employment and Training proposes to serve approximately 8, 18 through 49 year old able-bodied adults without dependents who are in jeopardy of losing their food stamp eligibility due to time limits with services through the JET program; and

WHEREAS, The Michigan Department of Energy, Labor and Economic Growth 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 approved these plans at their November 19, 2009 meeting.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the Food Assistance Employment & Training Plan for in the amount of \$27,075 and the Food Assistance Employment & Training Supportive Services Plan in the amount of \$685 for the period of October 1, 2009 to September 30, 2010.

BE IT FURTHER RESOLVED, that the Chairperson is authorized to sign said plans for submission to the Michigan Department of Energy, Labor and Economic Growth.

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**MOVED:
SECONDED:
CARRIED:**

RESOLUTION

NO: 2009-12-374

LIVINGSTON COUNTY

DATE: December 7, 2009

RESOLUTION AUTHORIZING A BLANKET PURCHASE ORDER WITH METROPOLITAN UNIFORM & EQUIPMENT FOR UNIFORMS – EMS / Health and Human Services / Finance Committee

WHEREAS, Livingston County EMS has a need to provide uniforms for EMS personnel; and

WHEREAS, per the Purchasing Policy, a competitive bid process was performed and there is an extendable contract to other County Departments from Metropolitan Uniform; and

WHEREAS, the funds exist in the EMS 2010 budget for uniform replacement.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves a Blanket Purchase Order be issued to Metropolitan Uniform & Equipment of Detroit, Michigan for uniforms from January 01, 2010 through August 9, 2010 for an amount not to exceed \$30,000.00 .

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO: 2009-12-375

LIVINGSTON COUNTY

DATE: December 7, 2009

RESOLUTION AUTHORIZING THE PURCHASE OF ALS SIM MAN 3G (training mannequin) - EMS / Health & Human Services Committee / Finance Committee

WHEREAS, the EMS Department is hereby requesting authorization to purchase 1 ALS SIM Man 3G for paramedic training; and

WHEREAS, the mannequin will be capable of the full spectrum of patient simulation; and

WHEREAS, the mannequin will meet the mandatory training needs within LCEMS and as set forth by the Washtenaw/Livingston Medical Control Authority and will provide the foundation for training center needs in the future; and

WHEREAS, the mannequin will be capable of wireless Bluetooth control; and

WHEREAS, the equipment will be purchased through Laerdal Medical Corporation the per their quote for \$97,641.53 as the only provider of the equipment; and

WHEREAS, funding for same is available in the EMS Budget; and

WHEREAS, this Resolution has been recommended for approval by the Purchasing Department .

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the purchase of 1 ALS SIM Man 3G from Laerdal Medical Corporation, 167 Meyers Road, Wappingers Falls, NY 12590 at a total cost of \$97,641.53.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO: 2009-12-376

LIVINGSTON COUNTY

DATE: December 7, 2009

**RESOLUTION TO APPROVE THE RE-CHASIS OF THREE TYPE III MARQUE AMBULANCES-
EMS / Health & Human Services Committee / Finance Committee**

WHEREAS, the EMS Department has determined a need to re-chassis 3 Type III Marque ambulances in 2010; and

WHEREAS, the ambulances will be re-chassis'd through Mercy Sales and Service of Saginaw, Michigan, ~~utilizing contract pricing from the Mobile Health Resources Contract,~~ for a purchase price not to exceed \$300,000.00; and

WHEREAS, Mercy Sales and Services agrees to re-chassis the ambulances under MHR Contract pricing or will hold to contract pricing in the event the MHR contract process is not completed; and

WHEREAS, Mercy Sales and Service is the sole authorized Marque re-chassis facility in the State of Michigan; and

WHEREAS, the EMS Department estimates approximately a \$90,000 savings over the purchase of new ambulances; and

WHEREAS, all MHR contracts have been awarded by a public competitive process therefore this purchase is in compliance with the County of Livingston purchasing Policy; and

WHEREAS, this purchase has been budgeted and approved in the Livingston County EMS 2010 budget; and

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

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the re-chassis of 3 Type III Marque ambulances in accordance with Livingston County EMS specifications, through the MHR Contract, from Mercy Sales and Service, 515 N. Michigan, Saginaw, Michigan 48605, for a total cost not to exceed \$300,000.00.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO: 2009-12-377

LIVINGSTON COUNTY

DATE: December 7, 2009

RESOLUTION TO AMEND RESOLUTION #2009-11-336 TO CEASE ALLOWING NEW NON-UNION PARTICIPANT ELIGIBILITY IN THE RETIREE HEALTH CARE PLAN AND TO OFFER THOSE ACTIVE EMPLOYEES CURRENTLY ELIGIBLE FOR THE RETIREE HEALTH CARE PLAN THE OPPORTUNITY TO ENROLL IN THE RETIREE HEALTH SAVINGS PROGRAM - Personnel 10/14/09 and 10/19/09 / Finance 10/21/09 / Full Board 11/2/09 / Amended by Full Board 12/7/09

WHEREAS, Livingston County Board of Commissioners adopted Resolution #2009-11-336 on November 2, 2009, however, the resolution must be amended in order to reference the recently adopted Hybrid retirement plan which was inadvertently omitted from the original resolution; and

WHEREAS, Livingston County Board of Commissioners will cease allowing new non-union participants eligibility in the Retiree Health Care Plan (“Plan”) effective February 28, 2010, except those who meet age and service requirements for a normal or reduced pension under the Municipal Employees’ Retirement System of Michigan (“MERS”) on or before that date; and

WHEREAS, non-union employees employed by the County on or before March 17, 2003, who are otherwise eligible to participate in the Plan must satisfy the eligibility requirements of the Plan by February 28, 2010, except that the employee must meet the age and service requirements for a normal or reduced retirement benefit under MERS but does not need to actually retire by February 28, 2010 in order to retain eligibility for participation in the Plan; and

WHEREAS, non-union employees who do not satisfy eligibility requirements as described above by February 28, 2010 will be enrolled in the Livingston County Retiree Health Savings Program to assist employees with saving for their future health care costs in retirement.

THEREFORE BE IT RESOLVED that effective February 28, 2010 the Livingston County

Board of Commissioners shall cease allowing new non-union participants eligibility in the Livingston County Retiree Health Care Plan, with the following exception only: Non-union employees employed by the County on or before March 17, 2003, who are otherwise eligible to participate in the Plan must satisfy the eligibility requirements of the Plan by February 28, 2010, except that the employee must meet the age and service requirements for a normal or reduced retirement benefit under MERS but does not need to actually retire by

February 28, 2010 in order to retain eligibility for participation in the Plan. Age and service requirements are as follows:

1. Age 60 with a minimum of 10 years of MERS credited service, for a normal retirement benefit
2. Age 55 with a minimum of 15 years of MERS credited service, for a reduced retirement benefit
3. Age 50 with a minimum of 25 years of MERS credited service, for a reduced retirement benefit
4. Age 60 with a minimum of 6 years of MERS credited service, and enrolled in the Hybrid retirement program

BE IT FURTHER RESOLVED that non-union employees who remain in the Livingston County Retiree Health Care Plan shall no longer accrue service or seniority toward their share of the cost of health care benefit under the Retiree Health Care Plan by February 28, 2010.

BE IT FURTHER RESOLVED that non-union employees who do satisfy eligibility requirements as described above by February 28, 2010 will be allowed an opportunity to remain in the Livingston County Retiree Health Plan or to make a one-time irrevocable decision to participate in the Livingston County Retiree Health Savings Program (“Program”) to assist employees with saving for their future health care costs in retirement. Non-union employees who do not meet eligibility requirements as described above by February 28, 2010 shall be converted to the Livingston County Retiree Health Savings Program.

BE IT FURTHER RESOLVED that both the opportunity to participate in the Program and the required conversion to the Program shall be treated as a special window “opt out” under the Program and employees shall receive an Employer Contribution in an amount equal to the maximum amounts provided under the Program for each of the eligible years of County service the employee has served. Said Employer Contribution will be payable to the Participant’s Retiree Health Savings Account as provided under the Program.

BE IT FURTHER RESOLVED that retirees and spouses are required to enroll in Medicare or other applicable government health program as soon as they become eligible. Health insurance benefits shall be coordinated with any state or federal program.

BE IT FURTHER RESOLVED that this resolution is subject to the review of pension and benefits counsel who shall make the appropriate amendments to the Livingston County Retiree Health Care Plan and the Livingston County Retiree Health Savings Program consistent with this resolution, which shall be presented under separate resolutions.

BE IT FURTHER RESOLVED that funding for the special window opt out is available through the Retiree Health Care Trust Fund and/or through budgeted annual required contributions.

BE IT FURTHER RESOLVED that the Board Chair is hereby authorized to sign all necessary agreements to effectuate this resolution.

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MOVED:
SECONDED:
CARRIED:

RESOLUTION

NO: 2009-12-378

LIVINGSTON COUNTY

DATE: December 7, 2009

RESOLUTION AUTHORIZING THE REORGANIZATION OF THE COUNTY TREASURER'S OFFICE – Office of the Treasurer / General Government Committee / Finance Committee

WHEREAS, the County auditors have recommended per the Management Letter that the County needs additional oversight for the financial reporting of the County; and

WHEREAS, the County Treasurer has a qualified individual that could be promoted from within; and

WHEREAS, the County Treasurer lost a 40 hour position to retirement and needs to replace with a 20 hour (no benefit person); and

WHEREAS, the County Treasurer needs to increase one 30 hour position to a 35 hour position; and

WHEREAS, the consulting fees to an outside accounting firm could be lowered enough to cover the additional cost for the internal promotion; and

WHEREAS, the cost of the 20 hour (no benefit) position and the additional 5 hours for the 30 hour position would be well under the currently vacant 40 hour with benefit position.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the Livingston County Treasurer to:

- 1) Promote an employee from within to give additional financial oversight and year-end close assistance.
- 2) Replace a 40-hour position vacated through retirement with a 20-hour position with no benefits.
- 3) Increase the hours of a 30-hour clerk to 35 hours.
- 4) Decrease the hours required for year-end close assistance from the outside consulting firm.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO: 2009-12-379

LIVINGSTON COUNTY

DATE: December 7, 2009

RESOLUTION TO APPROVE THE JOB RECLASSIFICATION OF THE RECONCILIATION ACCOUNTS CLERK, GRADE LEVEL I TO THE CENTRALIZED ACCOUNTING AND RECORDS COORDINATOR, GRADE LEVEL L - Office of the Treasurer / Personnel

Subcommittee 11/04/09 / Finance Committee 11/25/09

WHEREAS, Plante Moran has recommended that the Treasurer's Office establish a department position whose primary responsibility would be the oversight of the financial reporting of the County; and

WHEREAS, rather than create a new position and hire this full-time position from the outside, the Treasurer's Office intends to promote Jennifer Nash, the current Reconciliation Accounts Clerk; and

WHEREAS, the Treasurer's Office estimates that the County will save approximately \$4,500 during 2010 in consulting fees by transferring those duties to the newly created position; and

WHEREAS, the Job Reclassification Team has evaluated this position and recommends that this Coordinator position be placed at a Grade L; and

WHEREAS, the Personnel sub-committee has reviewed and supports the recommendation.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby establishes the Centralized Accounting and Records Coordinator position at the Grade Level L and that Jennifer Nash be promoted into this newly classified position effective January 1, 2010.

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MOVED:

SECONDED:

CARRIED: