

GENERAL GOVERNMENT & HEALTH AND HUMAN SERVICES

1/11/2016

304 E. Grand River Ave, Board Chambers, Howell, MI 48843

7:30 PM

AGENDA

1. **CALL TO ORDER**
 2. **APPROVAL OF MINUTES**
Minutes of Meeting Dated: December 7, 2015
 3. **APPROVAL OF AGENDA**
 4. **REPORTS**
Dental Clinic Update
 5. **CALL TO THE PUBLIC**
 6. **RESOLUTIONS FOR CONSIDERATION**
-
- 07 Airport**
RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO ENTER INTO AN OFFICE LEASE AGREEMENT WITH _____ AVIATION FOR OFFICE SPACE IN THE AIRPORT TERMINAL BUILDING -- AIRPORT
-
- 08 Car Pool**
RESOLUTION AUTHORIZING CAPITAL EXPENDITURE FOR ONE (1) VEHICLE AND BUDGET AMENDMENT – Motor Pool / General Government / Finance / Board
-
- 09 LETS**
RESOLUTION AUTHORIZING SPECIALIZED SERVICES CONTRACT BETWEEN THE MICHIGAN DEPARTMENT OF TRANSPORTATION AND THE COUNTY OF LIVINGSTON - L.E.T.S. FOR FY 2017 – L.E.T.S. / General Government
-
- 10 Public Health**
RESOLUTION AMENDING THE CONTRACT AGREEMENT WITH THE MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY TO CONDUCT ENVIRONMENTAL HEALTH SERVICES
-
- 11 Public Health**
RESOLUTION AUTHORIZING LIVINGSTON COUNTY DEPARTMENT OF PUBLIC HEALTH TO ENTER INTO AN AGREEMENT WITH WASHTENAW COUNTY PUBLIC HEALTH TO PROVIDE INTERIM MEDICAL DIRECTOR COVERAGE– DEPARTMENT OF PUBLIC

HEALTH / HEALTH & HUMAN SERVICES COMMITTEE / PERSONNEL
COMMITTEE / FINANCE COMMITTEE

- 12 Administration**
RESOLUTION SCHEDULING A SPECIAL MEETING OF THE LIVINGSTON
COUNTY BOARD OF COMMISSIONERS ON THURSDAY, FEBRUARY 4,
2016, AT 7:30 P.M., AT THE LIVINGSTON COUNTY PUBLIC SAFETY
COMPLEX, HOWELL AUDITORIUM, 1911 N. TOOLEY RD., HOWELL, MI
– General Government Committee/ Finance Committee/ Board of Commissioners
-

- 13 Administration**
RESOLUTION TO AUTHORIZE A CONTRACT WITH THE REHMANN
GROUP TO PROVIDE PROFESSIONAL AUDITING SERVICES - County
Administration / Finance / Board
-

14. CALL TO THE PUBLIC

15. ADJOURNMENT

MEETING MINUTES

LIVINGSTON COUNTY

DECEMBER 7, 2015 - 7:30 PM

ADMINISTRATION BUILDING - BOARD CHAMBERS
304 E. Grand River Avenue, Howell, MI 48843

GENERAL GOVERNMENT & HEALTH AND HUMAN SERVICES COMMITTEE

COMM. CHILDS COMM. DOLAN COMM. GREEN COMM. WILLIAMS

OTHERS:
JENNIFER NASH
SALLY REYNOLDS
MARGARET DUNLEAVY
JOAN RUNYAN
KEVIN WILKINSON
KATE LAWRENCE
JACK SMITH

KEN LANGLEY
DIANE GREGGOR
CAROL GRIFFITH
MATT BOLANG
JENNIFER PALMBOS
DIANNE MCCORMICK
MATT SHANE

NATALIE HUNT
KEN HINTON
CINDY CATANACH
MARK ROBINSON
DOUG BRITZ
DON PARKER

1. **CALL to ORDER:** Meeting called to order by: **COMM. DENNIS DOLAN AT 7:30 P.M.**
2. **APPROVAL of MINUTES:** **MINUTES OF MEETING DATED NOVEMBER 9, 2015:**

MOTION TO APPROVE THE MINUTES, AS PRESENTED.
MOVED BY: WILLIAMS / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED

3. **APPROVAL of AGENDA:**

MOTION TO APPROVE THE AGENDA AS PRESENTED:
MOVED: CHILDS / SECONDED BY: WILLIAMS
ALL IN FAVOR - MOTION PASSED

4. **REPORTS:**

➤ **LCDPH WATER SUPPLY PROGRAM EVALUATION: MATT BOLANG**

MOTION RE-OPEN AGENDA TO ADD THE REGISTER OF DEEDS RESOLUTION:
RESOLUTION AUTHORIZING A TRANSFER OF FUNDS FROM THE COUNTY SURVEY
AND REMONUMENTATION FUND TO THE GENERAL FUND
MOVED: WILLIAMS / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED

5. **CALL TO THE PUBLIC:** None.
6. **RESOLUTIONS for CONSIDERATION.**
7. **MSU EXTENSION:** **RESOLUTION TO APPROVE THE MEMORANDUM OF AGREEMENT (MOA) WITH MSU EXTENSION AND THE PROPOSED 2016 MSUE BUDGET**

RECOMMEND MOTION TO: FINANCE
MOVED BY: WILLIAMS / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED

8. **EMS:** **RESOLUTION AUTHORIZING CONTRACT WITH BOUNDTREE MEDICAL FOR MEDICAL SUPPLIES**

RECOMMEND MOTION TO: FINANCE
MOVED BY: CHILDS / SECONDED BY: WILLIAMS
ALL IN FAVOR - MOTION PASSED

9. **HUMAN RESOURCES:** **RESOLUTION AUTHORIZING REORGANIZATION OF HUMAN RESOURCES DEPARTMENT**

RECOMMEND MOTION TO: FINANCE
MOVED BY: GREEN / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED

10. **COUNTY CLERK:** **RESOLUTION AUTHORIZING ISSUANCE OF BLANKET PURCHASE ORDER FOR 2016 ELECTION SUPPLIES**

RECOMMEND MOTION TO: FINANCE
MOVED BY: WILLIAMS / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED

11. **L.E.T.S.** **RESOLUTION AUTHORIZING IMPLEMENTATION OF ADDITIONS TO THE L.E.T.S. DRUG AND ALCOHOL POLICY TO BE IN COMPLIANCE WITH MANDATES OF THE UNITED STATES DEPARTMENT OF TRANSPORTATION FEDERAL TRANSIT ADMINISTRATION**

RECOMMEND MOTION TO: FINANCE
MOVED BY: CHILDS / SECONDED BY: WILLIAMS
ALL IN FAVOR - MOTION PASSED

12. **TREASURER:** **RESOLUTION AUTHORIZING ALL OF LIVINGSTON COUNTY'S QUALIFIED ENERGY CONSERVATION BONDS ALLOCATION TO THE STATE OF MICHIGAN**

RECOMMEND MOTION TO: FINANCE
MOVED BY: CHILDS / SECONDED BY: WILLIAMS
ALL IN FAVOR - MOTION PASSED

- 13. PUBLIC HEALTH: RESOLUTION AMENDING RESOLUTION #2015-11-219 AUTHORIZING AN AGREEMENT WITH NACCHO AND THE CDC TO PROVIDE FUNDING FOR LOCAL HEALTH DEPARTMENT ACCREDITATION SUPPORT INITIATIVE**

**RECOMMEND MOTION TO: FINANCE
MOVED BY: CHILDS / SECONDED BY: WILLIAMS
ALL IN FAVOR - MOTION PASSED**

➤ Dianne is recommending approval noting concerns of Civil Counsel

- 14. AIRPORT: RESOLUTION TO CONCUR WITH THE AERONAUTICAL FACILITIES BOARD TO ENTER INTO AN AGREEMENT WITH TETRA TECH FOR DESIGN AND PERMITTING PHASE SERVICES FOR A NEW WATER MAIN**

**RECOMMEND MOTION TO: FINANCE
MOVED BY: WILLIAMS / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED**

➤ Please see with Tetra Tech if there is anything we can use the old piping for.

- 15. AIRPORT: RESOLUTION TO CONCUR WITH THE AERONAUTICAL FACILITIES BOARD TO AMEND RESOLUTION #2015-07-151 AND THE AGREEMENT WITH INTERSTATE SEALANT & CONCRETE, INC. WITH CONTRACT MODIFICATION #1 TO THE AGREEMENT**

**RECOMMEND MOTION TO: FINANCE
MOVED BY: CHILDS / SECONDED BY: WILLIAMS
ALL IN FAVOR - MOTION PASSED**

- 16. REGISTER OF DEEDS: RESOLUTION APPOINTING THE GRANT ADMINISTRATOR OF THE SURVEY REMONUMENTATION PLAN-2016**

**RECOMMEND MOTION TO: FINANCE
MOVED BY: GREEN / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED**

- 17. REGISTER OF DEEDS: RESOLUTION AUTHORIZING PER DIEM PAYMENT; APPOINTMENTS OF SURVEY & REMONUMENTATION PEER GROUP MEMBERS FOR 2016 FOR THE LIVINGSTON COUNTY SURVEY & REMONUMENTATION PROGRAM**

**RECOMMEND MOTION TO: FINANCE
MOVED BY: CHILDS / SECONDED BY: WILLIAMS
ALL IN FAVOR - MOTION PASSED**

- 18. REGISTER OF DEEDS: RESOLUTION AUTHORIZING A PURCHASE ORDER FOR ROWE ENGINEERING AS THE FACILITATOR OF THE GPS PORTION OF THE 2016 REMONUMENTATION STATE PLANE COORDINATE DETERMINATION OF THE PUBLIC LAND SURVEY CORNERS IN LIVINGSTON COUNTY**

**RECOMMEND MOTION TO: FINANCE
MOVED BY: WILLIAMS / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED**

- 19. REGISTER OF DEEDS: RESOLUTION AUTHORIZING CONTRACTS FOR 2016 FOR THE REMONUMENTATION AND STATE PLANE COORDINATE DETERMINATION OF THE PUBLIC LAND SURVEY CORNERS IN LIVINGSTON COUNTY**

**RECOMMEND MOTION TO: FINANCE
MOVED BY: CHILDS / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED**

- 20. REGISTER OF DEEDS: RESOLUTION APPOINTING COUNTY REPRESENTATIVE OF THE SURVEY REMONUMENTATION PLAN - 2016**

**RECOMMEND MOTION TO: FINANCE
MOVED BY: WILLIAMS / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED**

- 21. INFORMATION TECHNOLOGY: RESOLUTION AUTHORIZING THE PURCHASE OF SOFTWARE SUPPORT FOR DISTRICT COURT, JUVENILE/PROBATE COURTS, CIRCUIT COURT AND CIRCUIT COURT CLERK FOR 2016 WITH THE STATE OF MICHIGAN, JUDICIAL INFORMATION SYSTEMS**

**RECOMMEND MOTION TO: FINANCE
MOVED BY: WILLIAMS / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED**

- 22. INFORMATION TECHNOLOGY: RESOLUTION AUTHORIZING THE 2016 RENEWAL OF SOFTWARE MAINTENANCE WITH SUNGARD PUBLIC SECTOR, INC. FOR THE COUNTY OWNED PUBLIC SAFETY SOLUTION**

**RECOMMEND MOTION TO: FINANCE
MOVED BY: GREEN / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED**

23. INFORMATION TECHNOLOGY: RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO BS&A SOFTWARE FOR SOFTWARE SUPPORT FOR THE EQUALIZATION, TREASURER, ANIMAL CONTROL, AND DRAIN DEPARTMENTS FOR A ONE YEAR PERIOD

**RECOMMEND MOTION TO: FINANCE
MOVED BY: WILLIAMS / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED**

24. INFORMATION TECHNOLOGY: RESOLUTION TO APPROVE A PURCHASE ORDER FOR A ONE-YEAR SERVICE/MAINTENANCE AGREEMENT ON THE COURT RECORDING SYSTEMS FOR LIVINGSTON COUNTY COURTS AND FRIEND OF THE COURT

**RECOMMEND MOTION TO: FINANCE
MOVED BY: CHILDS / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED**

25. INFORMATION TECHNOLOGY: RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO GOVCONNECTION FOR THE UNITRENDS ENTERPRISE BACKUP SOFTWARE AND STORAGE SYSTEM

**RECOMMEND MOTION TO: FINANCE
MOVED BY: WILLIAMS / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED**

26. REGISTER OF DEEDS: RESOLUTION AUTHORIZING A TRANSFER OF FUNDS FROM THE COUNTY SURVEY AND REMONUMENTATION FUND TO THE GENERAL FUND

**RECOMMEND MOTION TO: FINANCE
MOVED BY: WILLIAMS / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED**

27. CALL TO THE PUBLIC: None.

28. ADJOURNMENT:

**MOTION TO ADJOURN AT 8:09 PM.
MOVED BY: WILLIAMS / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED**

**NATALIE HUNT
RECORDING SECRETARY**

RESOLUTION

NO:

LIVINGSTON COUNTY

Date:

RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO ENTER INTO AN OFFICE LEASE AGREEMENT WITH _____ AVIATION FOR OFFICE SPACE IN THE AIRPORT TERMINAL BUILDING -- AIRPORT

WHEREAS, two areas in the airport terminal building have been identified as office areas for lease to others; and

WHEREAS, _____ Aviation of Lansing, MI has agreed to lease the larger of the two offices to offer charter services and flight instruction to the public; and

WHEREAS, the lease term is for one year with an early and includes all utilities; and

WHEREAS, the monthly rent for the office space will be \$400.00; and

WHEREAS, Civil Counsel will prepare a lease agreement for this use.

THEREFORE BE IT RESOLVED the Livingston County Board of Commissioners concurs with the
Livingston County Aeronautical Facilities Board to enter into a lease agreement with
Suburban Aviation for the lease of office space in the new terminal building.

BE IT FURTHER RESOLVED the Chair is authorized to sign the agreement as drafted by Civil
Counsel and any other related documents upon review of Civil Counsel.

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Moved:

Supported:

Carried:



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF AIRPORT

3399 County Airport Drive
Howell, MI 48855
Phone 517.546.6675 Fax 517.546.6656
Web Site: co.livingston.mi.us

Memorandum

To: Livingston County Board of Commissioners
From: Mark D. Johnson
Airport Manager
Date: January 6, 2016
Re: Office Space in Terminal Building

I have been talking for the past several months with two gentlemen who will be starting an aircraft charter business. They plan to offer flight instruction as well and eventually hope to offer aircraft maintenance, once they have constructed an appropriate hangar.

Initially, they plan to lease the larger of the two offices in the terminal building for \$400 per month, including all utilities. The lease term would be for one year, with an early termination clause if other space on the airport becomes available. The lease will begin February 1, 2016.

The office area is presently vacant.

I expect to have a business name for their business early next week, they are meeting this week with both their attorney and their accountant.

If you have any questions regarding this matter please contact me.

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

WHEREAS, the Road division within the Sheriff's Department is in need of replacement vehicle that was totaled in an accident; and

WHEREAS, the vehicle being replaced was put into service May 2013, it was a Chevrolet Tahoe 4 wheel drive Police Package MY 2013 with only 19,371 miles; and

WHEREAS, the Livingston County Motor Pool will be receiving \$24,000 in insurance proceeds from MMRMA (including salvage value) and thirty (30) months of lease payments in the amount of \$18,212 for a total of \$42,212 and the cost of a new replacement MY 2016 Chevrolet Tahoe four (4) Wheel Drive Police Package is \$40,800 (including delivery and Four Thousand dollars (\$4,000) to transfer equipment); and

WHEREAS, the vehicle will be purchased from Berger Chevrolet of Grand Rapids, MI from the Oakland County Cooperative Purchasing Program (contract # 4556); and

WHEREAS, the requested replacement vehicle and the transfer of equipment was not intended to be replaced in the current year and therefore, this purchase was not budgeted within the current Fiscal Year Motor Pool Budget, however the insurance reimbursement and lease payments for the replacement vehicle are held in the Motor Pool Fund to cover the cost of the vehicle; and

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

WHEREAS, a Motor Pool Budget Amendment is necessary for the purchase of this replacement vehicle.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners

hereby approves and authorizes the Transportation Director to purchase one (1)

MY 2016 Chevrolet 4 wheel drive Tahoe for an amount not to exceed

Thirty-Six Thousand Eight Hundred dollars (\$36,800) from Berger Chevrolet

of Grand Rapids, MI, from the Oakland County Cooperative Purchasing Program

(contract # 4556) and not to exceed Four Thousand dollars (\$4,000) to transfer equipment from the old vehicle to the new vehicle for a total not to exceed Forty

Thousand Five Hundred Fifty dollars (\$40,800).

BE IT FURTHER RESOLVED that the replacement vehicle be leased back to the Sheriff's Department for the term of 60 months.

BE IT FURTHER RESOLVED that Livingston County Board of Commissioners hereby adopt the Proposed Amended 2016 Budget as follows;

<u>Fund</u>	<u>Amended Budget</u>	<u>Proposed Budget Amendment</u>	<u>Proposed Amended Budget</u>
Motor Pool	\$1,601,883	\$40,800	\$1,642,683

BE IT FINALLY RESOLVED that the Motor Pool Director is hereby authorized to dispose of the replaced vehicle per the County Purchasing/Disposal Policy.

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MOVED:

SECONDED:

CARRIED:



Memorandum

To: Livingston County Board of Commissioners
From: Doug Britz, Transportation Director
Date: 1/6/2016
Re: RESOLUTION AUTHORIZING CAPITAL EXPENDITURE
FOR ONE (1) VEHICLE AND BUDGET AMENDMENT –
Motor Pool / Sheriff Department / General Government

Attached is a resolution for your consideration and approval for the purchase of a replacement vehicle and a budget amendment to the Motor Pool Budget.

The Road division within the Sheriff's Department is in need of replacement vehicle that was totaled in an accident. The vehicle being replaced was put into service May 2013 and it was a Chevrolet Tahoe 4 wheel drive Police Package MY 2013 with only 19,371 miles.

The Livingston County Motor Pool will be receiving \$24,000 in insurance proceeds from MMRMA (including salvage value) and thirty (30) months of lease payments in the amount of \$18,212 for a total of \$42,212 and the cost of a new replacement MY 2016 Chevrolet Tahoe four (4) Wheel Drive Police Package is \$40,800 (including delivery and Four Thousand dollars (\$4,000) for transfer of equipment). The vehicle will be purchased from Berger Chevrolet of Grand Rapids, MI from the Oakland County Cooperative Purchasing Program (contract # 4556).

The requested replacement vehicle and the transfer of equipment was not intended to be replaced in the current year and therefore, the purchase of this vehicle was not budgeted within the current Fiscal Year Motor Pool Budget, however the insurance reimbursement and lease payments for the replacement vehicle are held in the Motor Pool Fund to cover the cost of the replacement vehicle.

A Motor Pool Budget Amendment is necessary for the purchase of this replacement vehicle in the amount of \$40,800. The proposed amendment ensures compliance with the Uniform Budgeting and Accounting Act, as amended.

Please contact me if you have any questions, my direct phone number is 517-540-7847.

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING SPECIALIZED SERVICES CONTRACT BETWEEN THE MICHIGAN DEPARTMENT OF TRANSPORTATION AND THE COUNTY OF LIVINGSTON - L.E.T.S. FOR FY 2017 – L.E.T.S. / General Government

WHEREAS, L.E.T.S. is the eligible governmental agency representing SPECIALIZED SERVICES interests receiving funds under this contract for Livingston County; and

WHEREAS, SPECIALIZED SERVICES are public transportation services primarily designed for persons who are disabled or who are sixty (60) years of age or older; and

WHEREAS, This contract is to provide operating assistance funds from the Michigan Department of Transportation to SPECIALIZED SERVICES providers in Livingston County, as follows:

Specialized Services Recipients	
Hartland Senior Center	\$16,000
Brighton Community Education	\$16,000
Livingston County Community Mental Health	\$16,000
Catholic Social Charities	\$ 9,362
Special Ministries of Livingston County	\$ 2,500
TOTAL:	<u>\$59,862</u>

WHEREAS, Upon execution, this Contract shall cover the period commencing October 1, 2016, and extending through September 30, 2017.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners authorize the SPECIALIZED SERVICES Contract between the Michigan Department of Transportation and the County of Livingston, together with the above-stated provider contracts, for services from October 1, 2016, through September 30, 2017 for an amount not to exceed \$59,862.

BE IT FURTHER RESOLVED that the Board Chair be authorized to sign said contracts and subsequent Project Authorization(s) upon review and recommendation of Mark T. Koerner, Legal Counsel for L.E.T.S.

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MOVED:

SECONDED:

CARRIED:



Memorandum

To: Livingston County Board of Commissioners
From: Doug Britz, Transportation Director
Date: 1/4/2016
**Re: RESOLUTION AUTHORIZING SPECIALIZED SERVICES
CONTRACT BETWEEN THE MICHIGAN DEPARTMENT OF
TRANSPORTATION AND THE COUNTY OF LIVINGSTON -
L.E.T.S. FOR FY 2017 – L.E.T.S. / General Government**

Attached for your review and consideration is a resolution authorizing a contract between MDOT and Livingston County - L.E.T.S. for Specialized Services Grant for FY 2017 including the authorization and signature of Board Chair of the 3rd party contracts to the sub-recipients. Once again, we are asking for \$59,862. which the same amount as last years' allocation. This is what MDOT anticipates will be available for Livingston County. All allocated monies come through L.E.T.S. as the "pass through" agent and are distributed to the sub-recipients named in the resolution.

L.E.T.S. has the fiduciary responsibility to apply for funding and to report on activity to MDOT including the distribution of funds to qualified Specialized Service participants. The Specialized Services recipients are the Hartland Senior Center, Brighton Community Education, Livingston County Mental Health, Catholic Social Services, and Special Ministries of Livingston County.

This is strictly a "pass through" from MDOT to the five (5) sub-recipients. We receive a quarterly check from MDOT and immediately have checks issued to the sub-recipients. There are no local dollars expended for these services as Specialized Services is only a State of Michigan program.

As always, if you have any questions, please do not hesitate to contact me at your convenience at 540-7847.

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AMENDING THE CONTRACT AGREEMENT WITH THE MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY TO CONDUCT ENVIRONMENTAL HEALTH SERVICES – PUBLIC HEALTH / GENERAL GOVERNMENT AND HEALTH & HUMAN SERVICES / FINANCE / BOARD

WHEREAS, the Michigan Department of Environmental Quality (MDEQ) and the Livingston County Department of Public Health (LCDPH) have entered into an agreement to conduct Environmental Health related services for the period of October 1, 2015 through September 30, 2016 per Resolution 2015-11-224; and

WHEREAS, MDEQ has requested an amendment to the contract that would increase the total amount from \$124,256 to \$124,956; and

WHEREAS, the increase of \$700 is included in the drinking water monitoring program and was added due to an oversight in the MDEQ budgeting process.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes signing the amended contract agreement between MDEQ and LCDPH for the period of October 1, 2015 through September 30, 2016 per Resolution 2015-11-224 for Environmental Health Services.

BE IT FURTHER RESOLVED that the Chair of the Board of Commissioners be authorized to sign the above-referenced agreement upon review by legal counsel.

BE IT FURTHER RESOLVED that the reimbursement for said agreement will be placed in Account 221.

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**AMENDMENT TO THE LOCAL HEALTH DEPARTMENT GRANT AGREEMENT
BETWEEN
MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY
AND
LIVINGSTON COUNTY DEPARTMENT OF PUBLIC HEALTH**

This Amendment modifies the Grant Agreement ("Agreement") between the Michigan Department of Environmental Quality, (MDEQ), Office of Drinking Water and Municipal Assistance, (ODWMA), (hereafter "State"), and Livingston County Department of Public Health, (hereafter "Grantee"), signed by the State on December 8, 2015, for the Local Health Department Grant Project. This Amendment does not take effect until signed by both parties.

The revisions to the grant agreement are limited to those specified below. All other provisions of the agreement remain in effect.

I. PROGRAM SPECIFIC REQUIREMENTS:

There is no Program Specific Requirement change.

II. CONTRACT PERIOD (END DATE):

There is no Contract Period change.

III. COMPENSATION (BUDGET):

The State and the Grantee agree to increase funding for Program B – Drinking Water Monitoring in the amount of \$700.00.

The amended Program Funding for Program B – Drinking Water Monitoring is \$11,000.00.

The amended Amount of Grant is \$124,956.00.

IV. AUTHORIZED SIGNATURES:

The individuals signing below certify by their signatures that they are authorized to sign this Agreement on behalf of their agencies and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

FOR THE GRANTEE:

Signature

Date

Name/Title

FOR THE STATE:

Signature

Date

Jim Sygo, Interim Chief, Office of Drinking Water and Municipal Assistance
Name/Title



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING



DAN WYANT
DIRECTOR

December 22, 2015

Dianne McCormick
Livingston County Department of Public Health
2300 E. Grand River Avenue, Ste 102
Howell, Michigan 48843-7578

Dear Ms. McCormick:

Enclosed for your review and signature is an original amendment to the Local Health Department Grant Agreement funding for Fiscal Year 2015-2016. The amendment modifies Program B Drinking Water Monitoring funding.

Please print off two copies and sign both as originals. Return the two originals to:

DEQ, ODWMA
Administration Section
P.O. Box 30241
Lansing, MI 48909-7741

When the amendment has been signed by both parties, an original will be returned to you.

If you have any questions pertaining to the program, please contact Lois Graham at (517) 284-6530. For general questions relating to overall contract administration, please contact me by phone, e-mail, or at DEQ-ODWMA, P.O. Box 30241, Lansing, Michigan 48909-7741.

Sincerely,

Christina Campbell
Administration Section
Office of Drinking Water and Municipal
Assistance
517-284-6501/campbellc@michigan.gov

Enclosure

cc: Lois Graham – DEQ/Lansing



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF PUBLIC HEALTH

2300 E. Grand River Suite 102
Phone (517) 546-9850 Fax (517) 546-6995
Web Site: co.livingston.mi.us

Memorandum

To: Livingston County Board of Commissioners
From: Matt Bolang, Director of Environmental Health
Date: 1/6/2016
Re: RESOLUTION AMENDING THE CONTRACT AGREEMENT WITH
THE MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY
TO CONDUCT ENVIRONMENTAL HEALTH SERVICES

The attached resolution is requesting that the county agree to a contract amendment pursuant to the agreement previously executed between the Michigan Department of Environmental Quality (MDEQ) and Livingston County Department of Public Health (LCDPH) to conduct environmental health services for the period of October 1, 2015 through September 30, 2016 (Resolution 2015-11-224). This amendment amounts to an increase of \$700 to the contract amount and provides additional funding to the drinking water monitoring program.

If you have any questions regarding this matter please contact me at (517) 552-6870.

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING LIVINGSTON COUNTY DEPARTMENT OF PUBLIC HEALTH TO ENTER INTO AN AGREEMENT WITH WASHTENAW COUNTY PUBLIC HEALTH TO PROVIDE INTERIM MEDICAL DIRECTOR COVERAGE– DEPARTMENT OF PUBLIC HEALTH / HEALTH & HUMAN SERVICES COMMITTEE / PERSONNEL COMMITTEE / FINANCE COMMITTEE

WHEREAS, Washtenaw County is requesting the Livingston County Department of Public Health provide temporary interim medical direction to the Washtenaw County Public Health due to the recent resignation of their current medical director effective January 29, 2016; and

WHEREAS, Washtenaw County Public Health is requesting a minimum of 16 hours of medical director coverage on an interim basis while they actively seek to fill this position on a permanent basis; and

WHEREAS, expanding the responsibilities of the current Medical Director to include both Livingston and Washtenaw Counties warrants an increase in hours and rate of compensation; and

WHEREAS, the Medical Director position in Livingston County is currently a permanent part time position at 16 hours per week and will be increased to 32 hours per week on a temporary basis; and

WHEREAS, Livingston County Medical Director, Donald Lawrenchuk, is agreeable to provide interim medical direction for Washtenaw County on a temporary basis as Washtenaw County actively seek to fill medical director position on a permanent basis; and

WHEREAS, Washtenaw County is entering into an agreement to fully reimburse Livingston County all costs including salary, fringes and is cost neutral to the budget; and

WHEREAS, this Resolution has been recommended for adoption by the Health & Human Services, and Finance Committees.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes entering in to an agreement to provide a minimum of 16 hours of interim medical direction coverage for a combined total of 32 hours of coverage between Livingston and Washtenaw Counties contingent upon an acceptable agreement which demonstrates Livingston County being fully compensated for these services effective at the close of business beginning January 29, 2016.

BE IT FURTHER RESOLVED that, at which time the contract with Washtenaw County to provide Medical Direction is terminated, the hours per week and rate of compensation for Livingston County medical direction will revert back to the minimum of 16 hours in accordance with R 325.13004a of Michigan Public Health Code.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners hereby authorizes any future budget amendments necessary to effectuate this agreement.

BE IT STILL FURTHER RESOLVED that the Chair of the Board of Commissioners be authorized to sign the above referenced contract upon review and approval by Civil Counsel.

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MOVED:

SECONDED:

CARRIED:



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF PUBLIC HEALTH

2300 E. Grand River Suite 102
Phone (517) 546-9850 Fax (517) 546-6995
Web Site: co.livingston.mi.us

Memorandum

To: Livingston County Board of Commissioners
From: Dianne McCormick
Date: 01/06/2016
Re: Interim Medical Director Coverage for Washtenaw County

Dear Commissioners,

Washtenaw County Public Health has a need for medical director coverage on an interim basis. They are in the process of advertising for the position that will be vacated by their current medical director on January 29, 2016. Their Health Officer has requested Livingston County contract out with Washtenaw County for up to 16 hours of medical direction on an interim basis while they conduct their search for their replacement. I have had an opportunity to discuss this request with our medical director Dr. Lawrenchuk and he is in agreement with providing medical direction for Washtenaw County on an interim basis.

Washtenaw County will reimburse all expenses associated with the costs to provide medical direction and the contract is in the process of being drafted very similar in language that was in our prior agreement with Jackson County. Medical direction coverage will begin on the close of business January 29, 2016. There will be no additional expenditures incurred for Livingston County under this agreement.

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION SCHEDULING A SPECIAL MEETING OF THE LIVINGSTON COUNTY BOARD OF COMMISSIONERS ON THURSDAY, FEBRUARY 4, 2016, AT 7:30 P.M., AT THE LIVINGSTON COUNTY PUBLIC SAFETY COMPLEX, HOWELL AUDITORIUM, 1911 N. TOOLEY RD., HOWELL, MI – General Government Committee/ Finance Committee/ Board of Commissioners

WHEREAS, Article 7, Section 4 of the Michigan Constitution of 1963 provides that the County Board of Commissioners may combine the offices of County Clerk and Register of Deeds into one office; and

WHEREAS, the County Board of Commissioners recognizes the high performance levels of these offices and wishes to continue to provide a high level of service at an efficient cost; and

WHEREAS, the examination of combining these offices is undertaken to provide for the effective and efficient stewardship in delivering quality services within the constraints of sound fiscal policy as articulated in the County Mission Statement ; and

WHEREAS, the County Board of Commissioners must hold at least one public hearing on the issue of combining the offices at a meeting subject to the Michigan Open Meetings Act requirements; and

WHEREAS, the County Board of Commissioners may vote on the consolidation question as a regularly scheduled agenda item not less than ten days nor more than thirty days after the public hearing; and

WHEREAS, the consolidation vote must be held not later than the sixth Tuesday before the deadline for filing the nominating petitions for the office of County Clerk, Register of Deeds, or Clerk/Register; and

WHEREAS, the combination, if so approved, would be effective upon the next term of office beginning January 1, 2017 and would remain in effect unless divided again into two separate offices using this same procedure; and

THEREFORE BE IT RESOLVED that the Board of Commissioners will hold a special meeting on Thursday, February 4, 2016, at 7:30 p.m. at the Livingston County Public Safety Complex, Howell Auditorium, 1911 N. Tooley Rd., Howell, MI for the purpose of holding a public hearing on the issue of combining the County offices of Clerk and Register of Deeds.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO AUTHORIZE A CONTRACT WITH THE REHMANN GROUP TO PROVIDE PROFESSIONAL AUDITING SERVICES - County Administration / Finance / Board

WHEREAS, per PA 2 of 1968 (MCL 141.427), a local unit with a population of 4,000 or more are required to have an audit of their records performed and file a copy of the report with the state treasurer every year; and

WHEREAS, proposals were solicited from qualified certified public accountant firms to provide professional auditing services to audit Livingston County financial statements beginning with the fiscal year ending 2015 for a three year term with an option of two (2) one-year renewal periods; and

WHEREAS, seven proposals were received and evaluated by staff from Administration, Finance, Public Health, and Purchasing in which it was determined that the Rehmann Group would best meet the auditing services' needs of Livingston County; and

WHEREAS, references were checked and included the City of Howell and the Counties of Jackson, Monroe, Washtenaw and Wayne, who stated they are very satisfied with the knowledge, expertise and responsiveness of the Rehmann staff; and

WHEREAS, the annual rate of \$ 85,600 proposed by the Rehmann Group includes the County Audit, Single Audit, F65 Report and the Comprehensive Annual Financial Report (CAFR). These services have been budgeted for and approved within the Auditing Services fund for the 2016 fiscal year.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes entering into a contract with the Rehmann Group to provide professional auditing services which includes the County Audit, Single Audit, F65 Report and the CAFR, at the annual rate of \$85,600, for a term of three years with an option for two (2) one-year renewal periods.

BE IT FURTHER RESOLVED that the Board Chair be authorized to sign any and all documents including renewals related to this matter after review and approval by Civil Counsel.

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**MOVED:
SECONDED:
CARRIED:**



Memorandum

DATE: January 6, 2016
TO: Board of Commissioners
FROM: Cindy Catanach, Deputy County Administrator / Financial Officer
RE: Authorization for an Auditing Services contract with the Rehmann Group

In compliance with the Purchasing Policy, a Request for Proposal (RFP) for Auditing Services was issued by County Administration, in which seven (7) responses were received. A Review Committee representing staff from Administration, Finance, Public Health and the Purchasing Departments reviewed and evaluated all proposals. Based on several factors outlined in the evaluations of the proposals the recommendation by the committee is to award the contract to the Rehmann Group.

References we talked to, include the City of Howell and the Counties of Jackson, Monroe, Washtenaw and Wayne, were all positive and expressed satisfaction with the knowledge, expertise, and responsiveness of the Rehmann staff. They have had contracts for auditing services with Rehmann ranging from 2-19 years. The annual rate proposed by the Rehmann Group is \$85,600 which includes the County Audit, Single Audit, F65 Report and the Comprehensive Annual Financial Report (CAFR). This annual rate represents a savings of 8.4% or \$7,220 from our 2014 expenditures for these services in addition to the added service of assistance with the preparation of a CAFR.

Attached for your review and approval is a resolution authorizing a contract with the Rehmann Group for Auditing Services for a three (3) year period with an option to renew for two additional one-year periods. The total contract period not to exceed five (5) years.

Proposals are available for review in the Purchasing Office. I will be available to answer any questions you may have.