

BOARD OF COMMISSIONERS

"The mission of Livingston County is to be an effective and efficient steward in delivering quality services within the constraints of sound fiscal policy. Our priority is to provide mandated services which may be enhanced and supplemented to improve the quality of life for all who work, reside and recreate in Livingston County."

10/24/2016

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

7:30 PM

AGENDA

1. **CALL MEETING TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **CORRESPONDENCE**
5. **CALL TO THE PUBLIC**
6. **APPROVAL OF MINUTES**
 - A. Minutes of Meeting Dated: October 11, 2016
 - B. Minutes of Meeting Dated: October 19, 2016
7. **TABLED ITEMS FROM PREVIOUS MEETINGS**
8. **APPROVAL OF AGENDA**
9. **REPORTS**

Strategic Plan Update - Kevin Wilkinson
10. **APPROVAL OF CONSENT AGENDA ITEMS (Roll Call)**

Resolutions 2016-10-172 through 2016-10-175
11. **RESOLUTIONS FOR CONSIDERATION:**

Resolution 2016-10-176

**2016-10-172
CONSENT**

Juvenile Court

RESOLUTION AUTHORIZING SUBMISSION OF THE AMENDED 2015/2016 CHILD CARE FUND BUDGET TO THE STATE OF MICHIGAN – 44th Circuit Court, Juvenile Unit / Finance / Board

**2016-10-173
CONSENT**

District Court

RESOLUTION TO AMEND FOR 2016 AND ESTABLISH FOR FUTURE YEARS THE LOCAL SUPPLEMENTAL SALARIES FOR DISTRICT COURT JUDGES - District Court / Finance / Board

**2016-10-174
CONSENT**

Administration

RESOLUTION TO AUTHORIZE A BUDGET AMENDMENT FOR FACILITY SERVICES CHARGES FOR FISCAL-YEAR 2016 BUDGET – Administration / Finance / Board

2016-10-175 **Human Resources**
CONSENT RESOLUTION AUTHORIZING REORGANIZATION OF THE HUMAN
RESOURCES DEPARTMENT – Human Resources / Finance / Board

2016-10-176 **Board of Commissioners**
RESOLUTION TO APPROVE APPOINTMENTS TO THE LIVINGSTON
COUNTY DEPARTMENT OF HUMAN SERVICES BOARD - Board of
Commissioners

12. CALL TO THE PUBLIC

13. 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.

LIVINGSTON COUNTY BOARD OF COMMISSIONERS
ANNUAL MEETING, October 11, 2016
COMMISSIONERS CHAMBERS, 304 E. Grand River, Howell MI 48843

The annual meeting was called to order by the Chairperson Kate Lawrence at 7:30 p.m.

All rose for the Pledge of Allegiance.

Roll call by the Clerk indicated the presence of a quorum as follows:

Present: Kate Lawrence (1), William Green (2), David Domas (3), Ronald VanHouten (4), Donald Parker (5), Steven Williams (6), Carol Griffith (7), Dennis Dolan (8), Gary Childs (9).

Absent: None.

Also present: Kevin Wilkinson (EMS), Sue Bostwick (Equalization), Ken Hinton (Administration), Cindy Catanach (Finance), Rich Malewicz (IT), Sally Reynolds (Register of Deeds), David Reader (Circuit Court), Melissa Scharrer (FOC), Jennifer Nash (Treasurer), Francine Zysk (District Court), Theresa Brennan (District Court), Dennis Andrzyzak (Democratic Candidate District 4 County Commissioner), Matt Nordfjord (Counsel), Elizabeth Hundley (County Clerk), Cristina Schuster (Deputy Clerk).

Correspondence. None.

Call to the Public. Dennis Andrzyzak, 6671 Sherwood Road, Fowlerville, spoke regarding the Livingston County Correction Officers' wage reopener.

The following Livingston County employees spoke in support of the Livingston County Correction Officers' request for a 2.5% increase in wages: Deputy Michael Hatfield, Deputy James Pappas, Deputy Brad Kourt, Deputy Brandon Bolling, Deputy Christine Hur, Deputy Doug Callahan, Deputy Daniel Pengelly, Deputy Kasey Howe, Deputy John Ostwald, Deputy Christopher Diehl, Detective Matt Young, Deputy Vincent John and Deputy Alexander Sin.

Officer Darren Lockhart from Howell City Police Department spoke regarding the Livingston County Correction Officers' wage reopener.

Dennis Andrzyzak, 6671 Sherwood Road, Fowlerville, spoke a second time regarding the Livingston County Correction Officers' wage reopener.

Minutes. It was moved by Commissioner Green that the minutes of the regularly scheduled meetings of September 26, 2016, and October 5, 2016, be approved as printed. Seconded by Commissioner Griffith. 9 yes; 0 no; 0 absent. MOTION CARRIED.

Tabled Items. None.

Agenda. It was moved by Commissioner Williams to approve the agenda as printed. Seconded by Commissioner Dolan. 9 yes; 0 no; 0 absent. MOTION CARRIED.

Reports. Hon. David Reader, Hon. Theresa Brennan and Jodi Latuzik from S.C.A.O. provided an update on the request to temporarily relocate Judge Brennan and the Brighton Court's operations to the historic court house in downtown Howell for the time necessary to construct a new court room at the Howell Judicial Complex. Discussion followed. Chairperson Lawrence reported an ad hoc committee has been formed consisting of Commissioners Lawrence, Parker and Childs to research the possible relocation. Ken Hinton was asked to provide the committee with the reports from SCAO and Chris Folts. Clerk Hundley requested inclusion in the committee.

In the interest of time, Kevin Wilkinson requested his Strategic Plan Update be moved to another meeting and the Board concurred.

Consent Agenda. It was moved by Commissioner Childs to approve the resolutions on the consent agenda. Seconded by Commissioner Griffith. Roll call vote: Yes: Childs, Lawrence, Green, Domas, VanHouten, Parker, Williams, Griffith, Dolan. No: None. Absent: None. 9 yes; 0 no; 0 absent. MOTION CARRIED.

Resolutions passed with the consent agenda:

Resolution No. 2016-10-166, Resolution To Concur With The Livingston County Aeronautical Facilities Board To Enter Into A Ground Lease Agreement With Little Texan LLC For Airport Property At 3570 West Grand River Avenue-Airport;

Resolution No. 2016-10-167, Resolution To Concur With The Livingston County Aeronautical Facilities Board To Decline To Exercise The Right Of First Refusal For The Hangar Owned By Vista Property Services, Inc. -Airport;

Resolution No. 2016-10-168, Resolution To Concur With The Livingston County Aeronautical Facilities Board To Enter Into A Ground Lease Agreement With Three T's Properties LLC Or A Wholly Owned Subsidiary Of Three T's Properties LLC Owned By The Same Principal Members For Airport Property At 3540 West Grand River Avenue-Airport.

Resolutions for Consideration:

Chairperson Lawrence presented Resolution No. 2016-10-169, Resolution Amending Resolution #2016-09-155 To Properly Reflect The Name Of The Vendor As A Chance To Change Drug And Alcohol Testing, LLC.-Circuit Court, and Commissioner Williams moved for its adoption. Seconded by Commissioner Domas. 9 yes; 0 no; 0 absent. MOTION CARRIED.

Chairperson Lawrence then presented Resolution No. 2016-09-170, Resolution To Approve Appointments To The Human Services Collaborative Body-Board of Commissioners, and Commissioner Griffith moved for its adoption. Seconded by Commissioner Domas. 9 yes; 0 no; 0 absent. MOTION CARRIED.

Lastly, Chairperson Lawrence presented Resolution No. 2016-09-171, Resolution For The Annual 2016 Apportionment Report-Equalization, and Commissioner VanHouten moved for its adoption. Seconded by Commissioner Williams. Discussion followed. Roll call vote: Yes: VanHouten, Parker, Williams, Griffith, Dolan, Childs, Lawrence, Green, Domas. No: None. Absent: None. 9 yes; 0 no; 0 absent. MOTION CARRIED.

Call to the Public. The following Livingston County employees spoke regarding the Livingston County Correction Officers' wage reopener: Detective Matt Young, Deputy Kasey Howe, Deputy Mark Click, Deputy Mark Allstead, Deputy Brandon Bolling and Sergeant Brad Fetner.

Dennis Andrzyzak, 6671 Sherwood Road, Fowlerville, also spoke again regarding the Livingston County Correction Officers' wage reopener.

Adjournment. It was moved by Commissioner Griffith that the meeting be adjourned. Seconded by Commissioner Williams. 9 yes; 0 no; 0 absent. MOTION CARRIED.

The annual meeting was adjourned at 9:34 p.m.

Elizabeth Hundley
Livingston County Clerk

LIVINGSTON COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING, October 19, 2016
COMMISSIONERS CHAMBERS, 304 E. Grand River, Howell MI 48843

The meeting was called to order by the Chairperson, Kate Lawrence, at 10:46 a.m.

All rose for the Pledge of Allegiance.

Roll call by the Clerk indicated the presence of a quorum as follows:

Present: Kate Lawrence (1), William Green (2), David Domas (3), Ronald VanHouten (4), Donald Parker (5), Steven Williams (6), Carol Griffith (7), Dennis Dolan (8), Gary Childs (9)
Absent: None.

Also present: Ken Hinton (Administration), Cindy Catanach (Finance), Richard Malewicz (IT), Kevin Wilkinson (EMS), Natalie Hunt (Board of Commissioners), Jennifer Palmbo (HR), Sally Reynolds (Register of Deeds), Chad Chewing (911), Doug Helzerman (Republican Candidate District 4 County Commissioner), Elizabeth Hundley (Clerk).

Call to the Public. No response

Agenda. It was moved by Commissioner Griffith to approve the agenda as printed. Seconded by Commissioner Williams. 9 yes; 0 no; 0 absent. MOTION CARRIED.

Claims. It was moved by Commissioner Green to accept the Finance Committee's recommendation for approval of claims dated October 19, 2016. Seconded by Commissioner Griffith. 9 yes; 0 no; 0 absent. MOTION CARRIED.

Payables. It was moved by Commissioner Dolan to accept the Finance Committee's recommendation for approval of payables from 10-06-16 through 10-19-16. Seconded by Commissioner VanHouten. 9 yes; 0 no; 0 absent. MOTION CARRIED.

Adjournment. It was moved by Commissioner Childs that the meeting be adjourned. Seconded by Commissioner Green. 9 yes; 0 no; 0 absent. MOTION CARRIED.

The meeting was adjourned at 10:48 a.m.

Elizabeth Hundley
Livingston County Clerk

RESOLUTION

NO: 2016-10-172

LIVINGSTON COUNTY

DATE: October 24, 2016

RESOLUTION AUTHORIZING SUBMISSION OF THE AMENDED 2015/2016 CHILD CARE FUND BUDGET TO THE STATE OF MICHIGAN – 44TH CIRCUIT COURT, JUVENILE UNIT / FINANCE / BOARD

WHEREAS, the Juvenile Court and the Department of Health & Human Services find it necessary to amend the 2015/2016 Child Care Fund Budget with the State of Michigan and request an additional \$286,810 of County funds, 50% to be cost shared with the State of Michigan; and

WHEREAS, the Finance Committee of the Livingston County Board of Commissioners has reviewed and recommended approval of the submission of the Amended 2015/2016 Child Care Fund Budget to the State of Michigan; and

WHEREAS, the proposed amended budget to the State is in the total amount of \$2,615,000 less anticipated revenue of \$141,000 for a proposed net expenditure of \$2,474,000 to be cost shared with the State of Michigan; and

WHEREAS, the State shall also provide up to \$1,000 for “Foster Care during Release Appeal Period” which will be the full obligation of the State of Michigan.

WHEREAS, the Child Care Fund 292 budget differs from the budget submitted to the state as it includes programs that are beneficial to the Child Care Program but are not reimbursable from the State. These programs include State Ward payments and the Juvenile Transporter; and

WHEREAS, the difference between the Child Care Fund Budget and the budget reported to the state is \$454,129.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approve the amended 2015/2016 Child Care Fund Budget as outlined.

THEREFORE BE IT RESOLVED that the Chair of the Livingston County Board of Commissioners is hereby authorized to sign the amended 2015/2016 Child Care Fund Budget for submission to the State of Michigan for acceptance.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners authorizes a budget amendment to the County Child Care Fund Budget in the amount of \$286,810 from the County Child Care “Fund Balance” for a new proposed County budget of \$3,069,129.

BE IT FURTHER RESOLVED that the Chair of the Livingston County Board of Commissioners is authorized to sign any future amendments for monetary adjustments within the amended 2015/2016 Child Care Fund Budget providing the budget total of \$3,069,129 remains unchanged.

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MOVED:

SECONDED:

CARRIED:



Memorandum

To: Livingston County Board of Commissioners
From: John Evans
Date: 10/11/16
Re: Submission of the Amended 2015/2016 Child Care Fund Budget

The attached resolution authorizes submission of the amended 2015/2016 Child Care Fund (CCF) Budget to the State of Michigan.

The proposed amended CCF budget requests a combined (Juvenile Ct & MDHHS) gross expenditure of \$2,615,000.00, anticipated revenue of \$141,000.00 for a combined Net Expenditure of \$2,474,000.00.

Juvenile Court reflects a \$150,810.00 increase from the approved FY15/16 budget in Institutional Care, and increased revenue of \$31,000.00 for a net Juvenile Court increase of \$119,810.00 and a new expenditure total of \$1,801,000.00.

Additionally, MDHHS reflects a \$167,000.00 increase from the approved FY15/16 budget in Institutional Care \$100,000.00 and in In-Home Care \$67,000.00 for a new expenditure total of \$814,000.00.

The overall combined increase totals \$286,810.00, of which 50% or \$143,405.00 is reimbursable from the State of Michigan.

If you have any questions regarding this matter please contact me. Thank you for your consideration and continued support of the Livingston County Courts.

RESOLUTION
LIVINGSTON COUNTY

NO: 2016-10-173
DATE: October 24, 2016

RESOLUTION TO AMEND FOR 2016 AND ESTABLISH FOR FUTURE YEARS THE LOCAL SUPPLEMENTAL SALARIES FOR DISTRICT COURT JUDGES – DISTRICT COURT / FINANCE / BOARD

WHEREAS, the Board of Commissioners is responsible for establishing County supplemental funding to judicial salaries within the parameters fixed by State law; and

WHEREAS, the Section 8202 of the Revised Judicature Act of 1961 (MCL 600.8202) as amended, provides maximum local supplement which a funding unit can pay to a district court judge which would be subject to reimbursement to the County by the State; and

WHEREAS, the maximum local supplement for district court judges established by the State is currently \$45,724.00; and

WHEREAS, Livingston County established a local supplement for its District Judges which, if continued for the remaining duration of the 2016 calendar year, would result in the local supplement paid to District Judges exceeding the statutory maximum set forth in the Revised Judicature Act; and

WHEREAS, upon becoming aware of this issue, the Chief Judge and State Court Administrative Office have recommended an adjustment to assure the County adhere to the requirements of law.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby rescinds any and all previous inconsistent resolutions and fixes the County supplement for District Court Judges at \$45,724.00 for the calendar year 2016.

BE IT FURTHER RESOLVED that, consistent with the recommendations of the Chief Judge and State Court Administrative Office, County Administration shall make such adjustments to the payroll of District Court Judges to assure that the annualized County supplement will not exceed \$45,724.00 for the calendar year 2016.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners hereby fixes the County supplement for District Court Judges at \$45,724.00 for the calendar year 2017 to be paid directly to the Judge through the County's payroll system and which will be combined with the State statutory contribution for 2017.

BE IT FINALLY RESOLVED that the \$45,724 supplement shall continue until amended by statute and/or by resolution of the Board of Commissioners.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO: 2016-10-174

LIVINGSTON COUNTY

DATE: October 24, 2016

RESOLUTION TO AUTHORIZE A BUDGET AMENDMENT FOR FACILITY SERVICES CHARGES FOR FISCAL-YEAR 2016 BUDGET – ADMINISTRATION / FINANCE / BOARD

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

WHEREAS, the proposed amendment recognizes actual expenditure activity through year-to-date for 2016 and includes increase/decreases in departmental expenditures to correspond to actual activity; and

WHEREAS, the effect to the General Fund is a net zero effect.

THEREFORE BE IT RESOLVED that the Board of Commissioners authorizes the following amendments to the Fiscal-Year 2016 Budget as illustrated below:

FUND	Approved 2016 budget	Proposed amendment	Amended 2016 budget
101 - General Fund	\$ 46,667,710	\$ (0)	\$ 46,667,710
EMS	\$ 10,258,225	\$ 75,000	\$ 10,333,225
911 Central Dispatch	\$ 4,299,147	\$ (0)	\$ 4,299,147
Airport	\$ 1,276,076	\$ (0)	\$ 1,276,076
LETS	\$ 3,384,979	\$ 8,200	\$ 3,393,179
Facility Services	\$ 3,472,054	\$ 10,700	\$ 3,482,754
Information Technology	\$ 3,905,506	\$ (0)	\$ 3,905,506

BE IT FURTHER RESOLVED that the worksheet showing details of the above is available for review in the County Administration Finance office.

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**MOVED:
SECONDED:
CARRIED:**



Livingston County
Facility Services

420 South Highlander Way
Howell, MI 48843
(517) 546-6491

MEMORANDUM

To: Livingston County Board of Commissioners

From: Chris Folts, Facility Services Director

Date: October 14, 2016

Subject: Fiscal Year 2106 Budget Amendment for Facility Services Charges

Attached for your consideration and approval is a resolution for a budget amendment for the third quarter of 2016.

Facility Services is in the second year of using Munis to chargeback work orders and expenses directly as they occur. This will show real time expenses for all Livingston County Departments and building maintenance expenses. In doing so, there are several departments that require a budget amendment to cover projected expenditures for the rest of the year.

If you have any questions or concerns regarding this matter, please do not hesitate to contact me.

RESOLUTION

NO: 2016-10-175

LIVINGSTON COUNTY

DATE: October 24, 2016

RESOLUTION AUTHORIZING REORGANIZATION OF THE HUMAN RESOURCES DEPARTMENT – HUMAN RESOURCES / FINANCE / BOARD

WHEREAS, in December 2015, Resolution #2015-12-238 authorized a temporary reorganization in Human Resources in order to accommodate an employee request to reduce the Benefits Specialist hours from forty (40) to twenty-four (24) hours per week, and to utilize the savings from the reduction in hours to purchase contracted services to fulfill the essential functions for the position; and

WHEREAS, the reorganization was recommended on a trial basis based on the unique skillset of the incumbent, approved for a period not to exceed two (2) years, and with the caveat that in the event of a vacancy in the Benefits Specialist position, staffing needs will be reevaluated; and

WHEREAS, earlier this month, the Human Resources Coordinator announced her retirement and the employee serving as Benefits Specialist applied for and was offered the Human Resources Coordinator position resulting in a vacancy in the Benefits Specialist position; and

WHEREAS, given the vacancy in the Benefits Specialist position, we have evaluated the staffing needs of Human Resources and concluded it is necessary to return to a full time, forty (40) hour per week Benefits Specialist position within Human Resources; and

WHEREAS, correspondingly, the contracted services utilized in the area of FMLA administration will be discontinued.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the reorganization of Human Resources returning the part-time, twenty-four (24) hour Benefits Specialist to full-time, forty (40) hours per week.

CURRENT:

Position #	Description	Stat	# Emps	CY FTE
27000103	BENEFITS SPECIALIST	A	1	.600

PROPOSED:

Position #	Description	Stat	# Emps	CY FTE
27000103	BENEFITS SPECIALIST	A	1	1.000

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**MOVED:
SECONDED:
CARRIED:**

RESOLUTION

NO: 2016-10-176

LIVINGSTON COUNTY

DATE: October 24, 2016

RESOLUTION TO APPROVE APPOINTMENTS TO THE LIVINGSTON COUNTY DEPARTMENT OF HUMAN SERVICES BOARD - BOARD OF COMMISSIONERS

WHEREAS, the term of representative seats on the Department of Human Services Board have expired or been vacated; and

WHEREAS, the following appointments have been recommended:

Department of Human Services Board

Marilyn Hysenterm expires 10/31/18

Joe Riker.....term expires 10/31/19

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

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**MOVED:
SECONDED:
CARRIED:**