

# GENERAL GOVERNMENT AND HEALTH & HUMAN SERVICES COMMITTEE

10/3/2016

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: September 6, 2016
  3. **APPROVAL OF AGENDA**
  4. **REPORTS**
  5. **CALL TO THE PUBLIC**
  6. **RESOLUTIONS FOR CONSIDERATION**
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- 07**     **Airport**  
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 / General Government / Finance / Board
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- 08**     **Airport**  
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 / General Government / Finance / Board
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- 09**     **Airport**  
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 / General Government / Finance / Board
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- 10.**     **BUDGET PRESENTATIONS**
1. Introduction from Administration
  2. Airport - Pg. 73
  3. Treasurer - Pg. 21
  4. Register of Deeds - Pg. 32
  5. Administration - Pg. 43

6. LETS - Pg. 83
7. Facility Services - Pg. 94
8. Information Technology - Pg. 108
9. Animal Services - Pg. 127
10. Veterans Services - Pg. 184
11. County Clerk - Pg. 1
12. EMS - Pg. 143
13. Public Health - Pg. 163

**11. CALL TO THE PUBLIC**

**12. ADJOURNMENT**

# MEETING MINUTES

LIVINGSTON COUNTY

SEPTEMBER 6, 2016 - 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:  
DIANNE McCORMICK  
JENNIFER NASH  
MATT BOLANG  
DOUG BRITZ  
COMM. DOMAS

MARK JOHNSON  
COMM. CAROL GRIFFITH  
JON WAGGONER  
CINDY CATANACH  
JESSICA MATTHEWS

NATALIE HUNT  
KEN HINTON  
RICH MALEWICZ  
GREG KELLOGG

1. **CALL to ORDER:** Meeting called to order by: **COMM. DENNIS DOLAN AT 7:30 PM.**
2. **APPROVAL of MINUTES: MINUTES OF MEETING DATED AUGUST 1, 2016:**

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

3. **APPROVAL of AGENDA:**

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

4. **REPORTS:**

- Commissioner Dolan reported that the Dental Clinic project started two days ago, project is up and running.

5. **CALL TO THE PUBLIC: None**

6. **RESOLUTIONS for CONSIDERATION:**

7. **AIRPORT:** RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO AMEND RESOLUTION 2012-11-314 AND THE GROUND LEASE AGREEMENT WITH 1056 HANGAR GROUP, LLC A MICHIGAN LIMITED LIABILITY CORPORATION TO ADD AN ADDITIONAL (5) FIVE YEARS TO THE TERM

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

8. **TREASURER:** RESOLUTION AUTHORIZING THE CREATION OF THE VETERANS SERVICES FUND

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

9. **FACILITY SERVICES:** RESOLUTION AUTHORIZING AN AMENDMENT TO LEASE WITH THE DEPARTMENT OF HEALTH & HUMAN RESOURCES (DHHS)

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

10. **VETERANS:** RESOLUTION IN SUPPORT OF A HOMELESS VETERANS HOUSING PROJECT WITHIN LIVINGSTON COUNTY

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

11. **CAR POOL:** RESOLUTION AUTHORIZING THE CREATION OF ONE (1) FT ADMINISTRATIVE AIDE POSITION AND FISCAL YEAR 2016 BUDGET AMENDMENT

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

12. **LETS:** RESOLUTION AUTHORIZING A NEW FIVE (5) YEAR MASTER AGREEMENT BETWEEN THE MICHIGAN DEPARTMENT OF TRANSPORTATION AND THE LIVINGSTON COUNTY BOARD OF COMMISSIONERS

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

13. PUBLIC HEALTH: RESOLUTION AUTHORIZING A CONTRACT FOR SERVICE BETWEEN HARTLAND TOWNSHIP AND LIVINGSTON COUNTY TO PROVIDE DRINKING WATER SAMPLING SERVICES

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

14. PUBLIC HEALTH: RESOLUTION TO TERMINATE THE CONTRACT WITH WASHTENAW COUNTY TO PROVIDE MEDICAL DIRECTION TO THE WASHTENAW COUNTY HEALTH DEPARTMENT

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

15. BOARD OF COMMISSIONERS: RESOLUTION SUPPORTING HOUSE BILL 5578 TO AMEND THE TAX TRIBUNAL ACT OF 1973

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

16. CALL TO THE PUBLIC: None

17. ADJOURNMENT:

MOTION TO ADJOURN AT 8:02 PM.  
MOVED BY: WILLIAMS / SECONDED BY: CHILDS  
ALL IN FAVOR - MOTION PASSED

Respectfully Submitted,

NATALIE HUNT  
RECORDING SECRETARY

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**Date:**

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**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 / GENERAL GOVERNMENT / FINANCE / BOARD**

**WHEREAS,** Little Texan LLC of Brighton, Michigan purchased a hangar building previously owned by Howell Aviation Inc. located on airport property at 3570 W Grand River at the Livingston County Airport; and

**WHEREAS,** the proposed lease will be for a twenty (20) year term at the current lease rate; and

**WHEREAS,** the lease agreement is the standard airport lease; and

**WHEREAS,** the lease rate will be adjusted on an annual basis in accordance with the Consumer Price Index.

**THEREFORE BE IT RESOLVED** the Livingston County Board of Commissioners concurs with the Livingston County Aeronautical Facilities Board to enter into a ground lease agreement with Little Texan LLC for airport property located at 3570 W. Grand River Avenue.

**BE IT FURTHER RESOLVED** that the Chair is authorized to sign the lease Agreement as drafted by Civil Counsel and any other related documents.

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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](http://co.livingston.mi.us)**

## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Mark D. Johnson**  
**Airport Manager**  
**Date: September 28, 2016**  
**Re: Ground Lease with Little Texan LLC**

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This ground lease Agreement is for the hangar located at 3570 W. Grand River. This building was purchased by Little Texan LLC two years ago and the standard lease agreement requires that the purchaser of a hangar enter into a new lease agreement within twenty-four months.

Since the hangar was purchased by Little Texan LLC, there have been many improvements made to the hangar, including the installation of a new roof.

Little Texan LLC has Ron Staley, who is a member of the Livingston County Aeronautical Facilities Board, as a member of the LLC. Mr. Staley abstained from voting on this issue at the September meeting of the Livingston County Aeronautical Facilities Board.

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

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**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 / GENERAL GOVERNMENT / FINANCE / BOARD**

**WHEREAS,** there is an existing lease agreement between Livingston County and Vista Property Services Inc. which is dated March 2, 2011 for property at the Livingston County Airport; and

**WHEREAS,** Livingston County has the right of first refusal to match any offer in the event of the sale of the building; and

**WHEREAS,** Vista Property Services Inc. has entered into an agreement with Three T’s Properties LLC for the sale of the building; and

**WHEREAS,** the sale price for the hangar is \$300,000.00.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners concurs with the Livingston County Aeronautical Facilities Board to decline to exercise its right of first refusal for the sale of the Vista Property Services Inc.’s hangar to Three T’s Properties LLC.

**BE IT FURTHER RESOLVED** that in the event the sale is not finalized, the right of first refusal is retained for any other potential sale, excepting any sale by Three T’s Properties LLC to a wholly owned subsidiary of Three T’s Properties LLC comprised of the same principal members.

**BE IT FURTHER RESOLVED** the Chair is authorized to sign any related documents upon review by 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**  
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## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Mark D. Johnson**  
**Airport Manager**  
**Date: September 28, 2016**  
**Re: Right of First Refusal for Vista Properties LLC Hangar Sale**

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Livingston County entered into a lease agreement with Vista Properties in March 2011.

The hangar has been sold to Three T's Properties LLC, subject to the County's right of first refusal that is included in the standard land lease.

Three T's Properties LLC intends to make improvements to the building after the sale, including refurbishment of the office area.

The hangar area will offer heated aircraft storage for existing and new tenants in the hangar.

The Livingston County Aeronautical Facilities Board does not believe that it is in the best interest of the airport to purchase the hangar under the right of first refusal at this time.

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

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**Date:**

**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 / GENERAL GOVERNMENT / FINANCE / BOARD**

**WHEREAS,** Three T’s Properties LLC purchased a hangar building previously owned by Vista Property Services, Inc. located on airport property at 3540 W Grand River at the Livingston County Airport; and

**WHEREAS,** the proposed lease will be for a twenty (20) year term at the current lease rate; and

**WHEREAS,** the lease agreement is the standard airport lease; and

**WHEREAS,** the lease rate will be adjusted on an annual basis in accordance with the Consumer Price Index.

**THEREFORE BE IT RESOLVED** the Livingston County Board of Commissioners concurs 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 comprised of the same principal members for airport property located at 3540 W. Grand River Avenue.

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

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**Moved:  
Supported:  
Carried:**



**LIVINGSTON COUNTY, MICHIGAN**  
**DEPARTMENT OF AIRPORT**

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**3399 County Airport Drive**  
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## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Mark D. Johnson**  
**Airport Manger**  
**Date: September 28, 2016**  
**Re: Land Lease with Three T's Properties LLC**

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Three T's Properties LLC has entered into an agreement to purchase the hangar owned by Vista Properties LLC at the Livingston County Airport.

Three T's Properties LLC desires to enter into a new lease agreement for the property at the time of closing on the hangar.

Three T's Properties intends to make improvements to the building, including a refurbishment of the office area.

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