

General Government Committee

2/8/2010

304 E. Grand River Ave., Howell, MI

7:30 PM

AGENDA

1. **CALL MEETING TO ORDER**
2. **APPROVAL OF MINUTES - Minutes dated January 11, 2010**
3. **APPROVAL OF AGENDA**
4. **REPORTS**
5. **CALL TO THE PUBLIC**
6. **COUNTY CLERK**
7. **INFORMATION TECHNOLOGY**
8. **CAR POOL**
9. **L.E.T.S.**
10. **COUNTY ADMINISTRATION**

06-A Clerk RESOLUTION APPROVING THE FILLING OF A VACANT FULL TIME COURT CLERK WITH TWO PART TIME COURT CLERK'S - County Clerk / General Government Committee

06-B Clerk RESOLUTION APPROVING THE RECLASSIFICATION OF A PART TIME DEPUTY CLERK TO A FULL TIME DEPUTY CLERK POSITION - County Clerk / General Government Committee

07-A I.T. RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO CDWG FOR THE PURCHASE OF THE CISCO-IRONPORT WEB SECURITY AND EMAIL SECURITY APPLIANCES - INFORMATION TECHNOLOGY / General Government Committee

08-A Car Pool RESOLUTION AUTHORIZING CAPITAL EXPENDITURE (Vehicles)- Car Pool / General Government Committee

09-A L.E.T.S. RESOLUTION AUTHORIZING SPECIALIZED SERVICES CONTRACT BETWEEN THE MICHIGAN DEPARTMENT OF TRANSPORTATION AND THE COUNTY OF LIVINGSTON - L.E.T.S. FOR FY 2011 - L.E.T.S. / General Government Committee

10-A Admin RESOLUTION APPROVING THE FILLING OF A VACANT FULL-TIME ADMINISTRATION SPECIALIST POSITION WITH TEMPORARY / PART-TIME HELP IN THE BOARD OF COMMISSIONERS' OFFICE – County

11. ADJOURNMENT

RESOLUTION

NO.

LIVINGSTON COUNTY

DATE:

RESOLUTION APPROVING THE FILLING OF A VACANT FULL-TIME COURT CLERK WITH TWO PART TIME COURT CLERK'S – County Clerk / General Government Committee

WHEREAS, The Livingston County Clerk's office is going to experience a retirement in the Circuit Court Division; and

WHEREAS, to maintain efficiency and perform the mandated functions of the County Clerk as Clerk to the Circuit Court; and

WHEREAS, this replacement arrangement will result in a reduction of costs; and

WHEREAS, funding is available in the County Clerk's budget.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby
approves filling the vacant court clerk position in the Circuit Court division of the County
Clerk.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO.

LIVINGSTON COUNTY

DATE:

RESOLUTION APPROVING THE RECLASSIFICATION OF A PART TIME DEPUTY CLERK TO A FULL TIME DEPUTY CLERK POSITION – County Clerk / General Government Committee

WHEREAS, the Livingston County Clerk’s office is going to experience a retirement from the Vital Records/Accounting and Election division; and

WHEREAS, it is essential to maintain the mandated duties in the Vital Records/Accounting and Election division; and

WHEREAS, this position will be assigned additional responsibilities resulting from the retirement; and

WHEREAS, this position has become the back up in many divisions, its primary responsibility is to the Elections division; and

WHEREAS, this request will result in a substantial savings and is in the County Clerk’s budget.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the upgrading of the part time Deputy Clerk to a full time position.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO CDWG FOR THE PURCHASE OF THE CISCO-IRONPORT S-SERIES WEB SECURITY AND EMAIL SECURITY APPLIANCE – Information Technology / General Government Committee

WHEREAS, due to the challenge of securing and controlling web traffic as it continues to grow and change, it has been determined that there is a need for the purchase of the Cisco-Ironport Appliances, designed for web security and email security; and

WHEREAS, traditional gateway defenses are proving to be inadequate against a variety of web-based malware, leaving Livingston County’s network exposed to the inherent danger posed by these threats Cisco Ironport email security appliance has easy to deploy solutions that will defend our email system against spam, viruses, phishing, and a wide variety of other threats; and

WHEREAS, Cisco Ironport is the only appliance that checks for spam, viruses, and malware before the mail comes into our system; and

WHEREAS, purchase of the Cisco Ironport will allow us to discontinue our annual Software Maintenance cost for Websense and Symantec email filtering for approximately \$15,000.00; and

WHEREAS, in compliance with the Livingston County Purchasing Policy, CDW-G of Vernon Hills, Illinois has been selected for the purchase of the Cisco-Ironport S-Series Web Security Appliances; and

WHEREAS, the cost for the Cisco-Ironport S-Series Web Security and Email Security Appliances, ESA Installation and configuration is not to exceed \$62,226.25; and

WHEREAS, included in the cost is a three (3) year maintenance/support agreement to keep our definitions up to date; and

WHEREAS, funding for same is available through the Information Technology 2010 Budget; and

WHEREAS, this Resolution has been recommended for approval by the General Government Committee.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves
a Purchase Order be issued to CDW-G for the Cisco-Ironport Web and email security
Appliance an amount not to exceed \$62,226.25.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING CAPITAL EXPENDITURE (vehicles) - Motor Pool / General Government

WHEREAS, the Livingston County Motor Pool Department is requesting replacement of Seven (7) Motor Pool vehicles that have served their useful life based on age, mileage, and condition; and

WHEREAS, the recommended replacement vehicles are all model year 2010's as follows, two (2) Ford Fusion SE 4 door sedans for the Health Department at a cost not to exceed \$31,770; one (1) Dodge Caravan for the 911 Department at a cost not to exceed \$19,250; one (1) GMC ½ ton Yukon 4 X 4 for the EMS Departments at a cost not to exceed \$33,500; one (1) Chevrolet Tahoe for the Sheriff's Department K-9 unit at a cost not to exceed \$26,000; and two (2) Ford Crown Victoria Police Interceptors for the Sheriff's Department Road Patrol at a cost not to exceed \$42,500; and

WHEREAS, the Ford Fusion SE's will be purchased from the State of Michigan purchasing contract from Gorno Ford of Woodhaven, MI; the Dodge caravan will be purchased from the Macomb County Bid from Slingerland Chrysler Dodge of Corunna, MI; the GMC Yukon will be purchased from the Oakland County Bid from Red Holman Pontiac GMC of Westland, MI; the Chevrolet Tahoe will be purchased from Oakland County Bid from Shaheen Chevrolet of Lansing, MI; and the Ford Crown Victoria Police Interceptors will be purchased from the Macomb County Bid from Signature Ford of Owosso, MI; and

WHEREAS, monies were budgeted for CY 2010 for all Seven (7) vehicles; and

WHEREAS, the Motor Pool department will be purchasing these vehicles from Retained Earnings from the monthly lease program paid by various departments; and

WHEREAS, the new vehicles were also included in the various Departments' CY 2010 budget and will be charged back to those Departments by way of the monthly lease program.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the purchase of Seven (7) MY 2010 vehicles as follows; two (2) Ford Fusion SE's in an amount not to exceed \$31,770, one (1) Dodge Caravan at a cost not to exceed \$19,250; one (1) GMC ½ ton Yukon 4 X 4 at a cost not to exceed \$33,500; one (1) Chevrolet Tahoe at a cost not to exceed \$26,000; and two (2) Ford Crown Victoria Police Interceptors at a cost not to exceed \$42,500

BE IT FURTHER RESOLVED that the cost of all Seven (7) vehicles are not to exceed One Hundred Fifty-Three Thousand and Twenty dollars (\$153,020)

BE IT FURTHER RESOLVED that all seven (7) vehicles are to be leased back to the various Departments from the Motor Pool.

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

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**MOVED:
SECONDED:
CARRIED:**

RESOLUTION

NO: 2010-

LIVINGSTON COUNTY

DATE:

RESOLUTION APPROVING THE FILLING OF A VACANT FULL-TIME ADMINISTRATION SPECIALIST POSITION WITH TEMPORARY / PART-TIME HELP IN THE BOARD OF COMMISSIONERS' OFFICE – CO. ADMINISTRATION / GENERAL GOVERNMENT / FINANCE

WHEREAS, the Board of Commissioners has a need to fill a vacant full-time Administrative Specialist position; and

WHEREAS, this position is responsible for all administrative support functions of the Board of Commissioners' Office; and

WHEREAS, for purposes of continuity, to keep the Board Office running smoothly and within it's budget, County Administration is recommending the following:

1. Secure temporary part-time help for the month of March, 2009, at 20 hours per week;
2. Secure permanent part-time help for the period of April 1, 2009, through July 31, 2009, at 30 hours per week; and,
3. Secure permanent part-time help from August, 2009 through December 31, 2009 at 20 hours per week.

WHEREAS, the goal of this request is to job-share the above recommendation with current administrative support staff within the County, thereby realizing savings on a county-wide basis.; and

WHEREAS, funding for same is available in the 2010 Board of Commissioners' Budget; and

WHEREAS, this Resolution has been recommended for approval by the General Government Committee.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the filling of the vacant full-time Administrative Specialist position in the Board of Commissioners' Office as follows:

1. Secure Temporary Part-Time help for the month of March, 2009, at 20 hours per week;
2. Secure Permanent Part-Time help for the period of April 1, 2009, through July 31, 2009, at 30 hours per week; and,
3. Secure Permanent Part-Time help from August, 2009 through December 31, 2009 at 20 hours per week.

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MOVED:

SECONDED:

CARRIED: