

Finance Committee

7/14/2010

304 E. Grand River Ave., Howell, MI

7:30 AM

AGENDA

1. **CALL MEETING TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES**
 - A. Minutes dated June 23, 2010
 - B. Closed Minutes dated June 23, 2010
4. **TABLED ITEMS FROM PREVIOUS MEETINGS**
5. **APPROVAL OF AGENDA**
6. **REPORTS**
 - A. Update: Actuarial Valuation of Non-Union Retiree Health Care Plan (attachments)
 - B. Update: Livingston County Public Safety System (no attachments)
7. **CALL TO THE PUBLIC**
8. **RESOLUTIONS FOR CONSIDERATION:**

09 Board of Commissioners
RESOLUTION TO APPROVE THE FY 2011 ANNUAL IMPLEMENTATION PLAN OF THE AREA AGENCY ON AGING 1-B - (AAA 1-B) - Finance Committee

10 Michigan Works
RESOLUTION APPROVING THE PROGRAM YEAR 2010 CAPACITY BUILDING AND PROFESSIONAL DEVELOPMENT FUNDING FOR LIVINGSTON COUNTY - Michigan Works! / Health & Human Services Committee / Finance Committee

11 Michigan Works
RESOLUTION APPROVING THE SUBMISSION OF THE STATEWIDE ACTIVITIES FUNDING FOR PROGRAM YEAR (PY) 2010 (JULY 1, 2010 THROUGH JUNE 30, 2011) SERVICE CENTER OPERATIONS PLAN - Michigan Works! / Health & Human Services Committee / Finance Committee

12 Michigan Works
RESOLUTION APPROVING THE SUBMISSION OF THE AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) STATEWIDE WORKFORCE INVESTMENT ACTIVITIES FUNDING TO SUPPORT SERVICE CENTER EFFICIENCY GRANT - Michigan Works! / Health & Human Services Committee / Finance Committee

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- 13 Treasurer**
RESOLUTION TO ADOPT A THREE YEAR DOG LICENSE PROGRAM -
Treasurer's Office / General Government Committee / Finance Committee
-
- 14 Purchasing**
RESOLUTION AUTHORIZING CONTRACTS FOR TOWING SERVICES
FOR COMPANY OWNED VEHICLES – Motor Pool/Purchasing /General
Government Committee / Finance Committee
-
- 15 Emergency Medical Services**
RESOLUTION AUTHORIZING CABLE SERVICES PAYMENTS BE MOVED
FROM CLAIMS TO PAYABLES - EMS / Finance Committee
-
- 16 Public Health**
RESOLUTION APPROVING THE FILLING OF TWO (2) PART TIME
VISION & HEARING TECHNICIAN POSITIONS WITHIN THE
DEPARTMENT OF PUBLIC HEALTH DUE TO VACANCIES CREATED BY
THE RESIGNATION OF ONE (1) PART-TIME TECHNICIAN AND THE
INTERNAL MOVE OF ONE (1) PART-TIME TECHNICIAN TO A FULL
TIME VACANT POSITION - Health Department / Health & Human Services
Committee / Finance Committee
-
- 17 LETS**
RESOLUTION AUTHORIZING A CONTRACT BETWEEN THE
LIVINGSTON COUNTY BOARD OF COMMISSIONERS AND MDOT FOR
THE EXPENDITURE OF FUNDS FOR PREVENTATIVE MAINTENANCE
OF L.E.T.S. FACILITY, BUSES, AND EQUIPMENT - L.E.T.S. / General
Government / Finance Committee
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- 18 LETS**
RESOLUTION AUTHORIZING LETTER OF AGREEMENT FOR
TRANSPORTATION SERVICES BETWEEN THE LIVINGSTON
COMMUNITY MENTAL HEALTH AUTHORITY AND L.E.T.S. - L.E.T.S. /
General Government / Finance Committee
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- 19 Information Technology**
RESOLUTION TO APPROVE THE HIRING OF A FULL TIME HARDWARE
TECHNICIAN IN THE LIVINGSTON COUNTY INFORMATION
TECHNOLOGY DEPARTMENT TO FILL A VACANT POSITION AT THE
HIRE RATE OF GRADE J - Informatin Technology / General Government
Committee / Finance Committee
-
- 20 Information Technology**
RESOLUTION AUTHORIZING OUT-OF-STATE TRAVEL TO ATTEND THE
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Government / Finance Committee

-
- 21 Information Technology**
RESOLUTION TO AMEND RESOLUTION # 2010-01-038 WHICH AUTHORIZED THE ISSUANCE OF BLANKET PURCHASE ORDERS FOR THE PURCHASE OF COMPUTER EQUIPMENT - Information Technology / General Government Committee / Finance Committee
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- 22 Geographic Information Systems**
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- 26 Sheriff**
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-
- 27 Administration**
RESOLUTION APPROVING THE FILLING OF A VACANT ADMINISTRATION SPECIALIST POSITION TO BE ASSIGNED TO THE BOARD OF COMMISSIONERS' OFFICE AND THE HUMAN RESOURCES DEPARTMENT – County Administration - Human Resources / General Government Committee / Finance Committee
-
- 28 Administration**
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29 Administration
RESOLUTION AMENDING RESOLUTION #2008-03-079 AUTHORIZING
THE AGREEMENT WITH MCGRAW WENTWORTH FOR EMPLOYEE
BENEFIT PLAN CONSULTING SERVICES - Human Resources / Benifits /
Personnel Committee / Finance Committee

- 30. MISCELLANEOUS CLAIMS**
- 31. COMPUTER PRINTOUT (attached)**
- 32. ADJOURNMENT**

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO APPROVE THE FY 2011 ANNUAL IMPLEMENTATION PLAN OF THE AREA AGENCY ON AGING 1-B - (AAA 1-B) - Finance Committee

WHEREAS, the Area Agency on Aging 1-B has been supporting services to Livingston County residents since 1974; and

WHEREAS, the Area Agency on Aging 1-B has assessed the needs of older County residents and developed a plan to provide assistance that addresses identified needs; and

WHEREAS, the proposed plan has been submitted for review by the public and has been subjected to a public hearing; and

WHEREAS, the comments at the public hearings on the proposed plan were mostly favorable, and constructive changes in the plan were made as a result of some comments; and

WHEREAS, the Livingston County Board of Commissioners appoints two representatives to the AAA1-B Board of Directors, a County Commissioner and a County resident who is at least 60 years of age; and

WHEREAS, the Michigan Office of Services requires that County Boards of Commissioners be given the opportunity to review and approve area agency on aging multi-year plans and annual implementation plans.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the FY 2011 Annual Implementation Plan of the Area Agency on Aging 1-B, for the purpose of conveying such support to the Area Agency on Aging 1-B and the Michigan Office of Services to the Aging.

BE IT FURTHER RESOLVED that authorization of the FY 2011 Annual Implementation Plan of the Area Agency on Aging 1-B shall not obligate Livingston County government to annual fees or costs. Funding will be limited to those amounts authorized by the Livingston County Board through the budgeting process for each respective fiscal year.

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MOVED:
SECONDED:
CARRIED:

RESOLUTION

NO.:

LIVINGSTON COUNTY

DATE:

RESOLUTION APPROVING THE PROGRAM YEAR 2010 CAPACITY BUILDING AND PROFESSIONAL DEVELOPMENT FUNDING FOR LIVINGSTON COUNTY

WHEREAS, The Workforce Investment Act authorizes the expenditure of federal funds of job training programs in locally determined Michigan Works! Agency's/Workforce Investment Areas; and

WHEREAS, The County of Livingston constitutes a jurisdiction designated as a Michigan Works! Agency (MWA) by the Governor of the State of Michigan; and

WHEREAS, The Michigan Department of Energy Labor and Economic Growth (MDELEG) has identified \$600,000 in Program Year 2010 WIA Statewide Activities funding to be used in support of local Capacity Building and Professional Development; and

WHEREAS, The Livingston County WIA Capacity Building and Professional Development allocation is \$24,000; and

WHEREAS, The Livingston County is required to prepare and submit Budget Information Summary (BIS) to receive said funds; and

WHEREAS, The Act requires that the Workforce Development Council and the local elected officials jointly approve and submit all job training plans and BIS; and

WHEREAS, The Livingston County Workforce Development Council Executive Committee approved this action at their June 10, 2010 meeting.

IT IS THEREFORE RESOLVED that the Livingston County Board of Commissioners hereby approves the submission of the PY 2010 WIA Capacity Building and Professional Development Budget information Summary in the amount of \$24,000 for the period of July 1, 2010 to June 30, 2011.

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

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MOVED:
SUPPORTED:
CARRIED:

RESOLUTION

NO.:

LIVINGSTON COUNTY

DATE:

RESOLUTION APPROVING THE SUBMISSION OF THE STATEWIDE ACTIVITIES FUNDING FOR PROGRAM YEAR (PY) 2010 (JULY 1, 2010 THROUGH JUNE 30, 2011) SERVICE CENTER OPERATIONS PLAN

WHEREAS, The Michigan Department of Energy, Labor and Economic Growth (MDELEG) has transmitted allocations for the preparation and submission of a local plan for the utilization of Statewide Activities Funding for Program Year (PY) 2010 (July 1, 2010 through June 30, 2011) Service Center Operations; and

WHEREAS, The MDELEG requires a Statewide Activities Funding Michigan Works! Service Center Operation Plan for the period July 1, 2010, through June 30, 2011 be prepared in the amount of \$18,709; and

WHEREAS, The Statewide Activities Funding Michigan Works! Service Center Operation Plan must be approved by the Livingston County Workforce Development Council and the Livingston County Board of Commissioners.

WHEREAS, The Livingston County Workforce Development Council Executive Committee approved of this plan at their June 10, 2010 meeting.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners

hereby approves the Statewide Activities Funding Michigan Works! Service

Center Operation Plan in the amount of \$18,709 for the period July 1, 2010 to

June 30, 2011.

BE IT FURTHER RESOLVED That the Chairperson is authorized to sign said plan for

submission to the Michigan Department of Energy, Labor and Economic Growth.

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MOVED:

SUPPORTED:

CARRIED:

RESOLUTION

NO.:

LIVINGSTON COUNTY

DATE:

RESOLUTION APPROVING THE SUBMISSION OF THE AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) STATEWIDE WORKFORCE INVESTMENT ACTIVITIES FUNDING TO SUPPORT SERVICE CENTER EFFICIENCY GRANT

WHEREAS, The Michigan Department of Energy, Labor and Economic Growth (MDELEG) has transmitted allocations for the preparation and submission a American Recovery and Reinvestment Act (ARRA) Statewide Workforce Investment Activities Funding to Support Service Center Efficiency Grant for Program Year (PY) 2010 (July 1, 2010 through June 30, 2011) Service Center Operations; and

WHEREAS, The MDELEG requires the submission of a ARRA Statewide Workforce Investment Activities Funding to Support Service Center Efficiency Grant Operation Plan for the period July 1, 2010, through June 30, 2011 be prepared in the amount of \$41,931; and

WHEREAS, The ARRA Statewide Workforce Investment Activities Funding to Support Service Center Efficiency Grant Operation Plan must be approved by the Livingston County Workforce Development Council and the Livingston County Board of Commissioners.

WHEREAS, The Livingston County Workforce Development Council Executive Committee approved of this grant at their June 10, 2010 meeting.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the ARRA Statewide Workforce Investment Activities Funding to Support Service Center Efficiency Operation Grant in the amount of \$41,931 for the period July 1, 2010 to June 30, 2011.

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:
SUPPORTED:
CARRIED:**

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION TO ADOPT A THREE YEAR DOG LICENSE PROGRAM - Treasurer's Office /
General Government Committee**

WHEREAS, the State of Michigan passed an amendment to Public Act 339 the Dog Law of 1919 Section 287.266 which allows for a three year dog license with an option of a one year license; and

WHEREAS, the three year dog license program will be more efficient and convenient for Treasurers and their constituents who are dog owners; and

WHEREAS, the three year dog license program will save us all time which is so crucial in these stressful economic times when we are all being asked to do more with less; and

WHEREAS, we have surveyed our constituents and find that the majority of them support the new program; and

WHEREAS, the proposed dog license fees are:

3 year spayed/neutered \$21.00
3 year male/female \$60.00

1 year spayed/neutered \$ 7.00
1 year male/female \$25.00

Late Fee is an additional \$15.00

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves implementation of the three year dog license program, beginning with the 2010 licensing period.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING CONTRACTS FOR TOWING SERVICES FOR COMPANY OWNED VEHICLES – Motor Pool / General Government Committee

WHEREAS, the Motor Pool Director, in conjunction with County Purchasing , has deemed it cost effective to have contract(s) in place for towing services for Livingston County-owned vehicles being utilized in the performance of County Business including patrol vehicles, pick up trucks, buses, ambulances and passenger vehicles; and

WHEREAS, the Livingston County Board of Commissioners has asked that contracts be in place to insure best practices are followed and pricing structures be in place; and

WHEREAS, an Invitation to Bid was released on the MITN System, advertized in the local paper and letters sent to local companies in Livingston County; and

WHEREAS, bids were received from 4 vendors covering items in the Invitation to Bid and a committee consisting of departmental personnel responsible for using county vehicles, Purchasing and Motor Pool reviewed the bids for towing services; and

WHEREAS, it was determined by the review committee that due to the large area covered by county vehicles and the potential for the need for towing services of various sizes throughout the county, that more than one contract be awarded, and

WHEREAS, based on the size of the towing fleet and size of equipment from the bids submitted, and in accordance with the tabulation attached, two of the four companies could support Livingston County Motor Pool, LETS, and emergency vehicles.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves entering into contracts with Corrigan Towing of Brighton, and Woody’s Towing of Hartland.

BE IT FURTHER RESOLVED Livingston County Board of Commissioners authorizes the contract period with each of the above referenced vendors for an initial 1-year period with the potential for four 1-year extensions upon written notice not to exceed a five, noting that a cancellation clause of 30 days notice to any or all vendors be in place should the vendor fail to perform as bid.

BE IT FURTHER RESOLVED that the Board Chairman be authorized to sign said contracts upon preparation of Civil Counsel.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION NO: #

PAGE: 2

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING CABLE SERVICES PAYMENTS BE MOVED FROM CLAIMS TO PAYABLES/ EMS/ FINANCE

WHEREAS, EMS has determined the need for high speed internet services only available through Comcast and Charter Cable Services; and

WHEREAS, EMS has determined the need to be timely in it's payments to avoid late charges and interruption in services; and

WHEREAS, The monthly amount owed to the Cable companies varies little if at all; and

WHEREAS, EMS is requesting the bill for services by Charter and Comcast Cable companies be moved to payables from claims for consistent timely payment; and

WHEREAS, the funds are budgeted annually; and

WHEREAS, this Resolution has been recommended for approval by Finance Committee.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves moving the payment of cable services to the payables from claims.

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MOVED:
SECONDED:
CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION APPROVING THE FILLING OF TWO (2) PART TIME VISION & HEARING
 TECHNICIAN POSITIONS WITHIN THE DEPARTMENT OF PUBLIC HEALTH DUE TO
 VACANCIES CREATED BY THE RESIGNATION OF ONE (1) PART-TIME TECHNICIAN
 AND THE INTERNAL MOVE OF ONE (1) PART-TIME TECHNICIAN TO A FULL TIME
 VACANT POSITION – Department of Public Health**

WHEREAS, the Department of Public Health currently has two vacant part-time Vision & Hearing positions; and

WHEREAS, the Department has determined the need to replace these positions in order to maintain an acceptable level of service to the citizens we serve; and

WHEREAS, funding for these positions is approved and included in the 2010 operating budget and there is no change in the total number of approved positions.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes and approves the hiring of two (2) part-time 20 hour per week Vision & Hearing Technicians in the Livingston County Department of Public Health.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING A CONTRACT BETWEEN THE LIVINGSTON COUNTY BOARD OF COMMISSIONERS AND MDOT FOR THE EXPENDITURE OF FUNDS FOR PREVENTIVE MAINTENANCE OF L.E.T.S. FACILITY, BUSES, AND EQUIPMENT – L.E.T.S. / General Government Committee

WHEREAS, the Michigan Department of Transportation has issued a project authorization for the use of Federal Transit Administration funds for the purpose of preventive maintenance of L.E.T.S. facility, buses, and equipment; and

WHEREAS, the Chair of the Livingston County Board of Commissioners must sign the contract to use available Section 5307 funds for the purpose stated; and

WHEREAS, funds in the amount of \$228,464 for preventative maintenance has been awarded to L.E.T.S. from FY 2010 Federal Transit Grant # MI-90-X622 and MDOT project authorization 2007-0245/Z10 (project #108998).

THEREFORE BE IT RESOLVED that the Livingston county Board of Commissioners hereby approves the contract with MDOT, project authorization # 2007-0245-Z10 (project #108998) in an amount not to exceed \$228,464 awarded by Federal Transit Administration grant # MI-90-X622 for FY 2010 for preventative maintenance.

BE IT FURTHER RESOLVED THAT Livingston County board of commissioners hereby authorizes the Board Chair to sign the said contract upon approval of Mr. James Dunn Jr., transit attorney for LE.T.S.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING LETTER OF AGREEMENT FOR TRANSPORTATION SERVICES BETWEEN THE LIVINGSTON COMMUNITY MENTAL HEALTH AUTHORITY AND L.E.T.S. – L.E.T.S. / General Government Committee

WHEREAS, the Livingston Community Mental Health Authority desires to enter into an agreement with L.E.T.S. to provide Transportation Services for their consumers; and

WHEREAS, L.E.T.S. is willing to provide Transportation Services and the Livingston Community Mental Health Authority is willing to reimburse L.E.T.S. for this service under the terms and conditions set forth herein; and

WHEREAS, the agreement term will be January 1, 2010, through September 30, 2010.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the letter of agreement for Transportation Services between Livingston Community Mental Health Authority and L.E.T.S. under the terms and conditions set forth herein.

BE IT FURTHER RESOLVED that the Board Chair be authorized to sign said letter of agreement as reviewed and approved as to form by James F. Dunn, Attorney for L.E.T.S.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO APPROVE THE HIRING OF A FULL TIME HARDWARE TECHNICIAN IN THE LIVINGSTON COUNTY INFORMATION TECHNOLOGY DEPARTMENT TO FILL A VACANT POSITION AT THE HIRE RATE OF GRADE J - Information Technology / General Government / Finance Committee

WHEREAS, It is essential that the vacant position of Hardware Technician be filled to enable Livingston County to fully support, maintain, and update the current and future Network Equipment used in Livingston County; and

WHEREAS, after several weeks of advertising for the vacancy as a part time position, there were few candidates that met all the minimum qualifications for the Hardware Technicians classification; and

WHEREAS, two technicians were hired and one quit two days after starting; and

WHEREAS, the remaining part time technician has proved to be well qualified for the position and has been performing his work in a satisfactory manner; and

WHEREAS, an exception to the hiring freeze has been approved by the General Government Committee; and

WHEREAS, funding for same is available in the Information Technology Budget.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the Livingston County Information Technology department to hire a full time Hardware Technician to fill the position that is now vacant at the rate of Grade J.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING OUT-OF-STATE TRAVEL TO ATTEND THE GOVERNMENT FINANCE OFFICERS ASSOCIATION BUDGET ANALYST TRAINING ACADEMY IN CHICAGO, IL - Information Technology / General Government / Finance

WHEREAS, it is the policy of Livingston County that out-of-state travel be held to a minimum and usually only Department Heads are authorized for travel outside Michigan; and

WHEREAS, Paul McNamara according to County policy has extended the privilege of attending one (1) out-of-state conference to Darren Speer from the Information Technology Department to attend Government Finance Officers Association Budget Training Academy in Chicago, IL from August 10th – 13th, 2010; and

WHEREAS, in accordance with the County’s Travel policy, Paul McNamara is requesting approval from the Board of Commissioners to send Darren Speer, Information Technology Financial Analyst to the Government Finance Officers Association Budget Training Academy; and

WHEREAS, Darren Speer will be attending all sessions including Long-Term Financial Planning, Capital Planning & Budgeting, Performance Management and Personnel Budgeting; and

WHEREAS, the Government Finance Officers Association Budget Training Academy is being held in Chicago, Illinois from August 10 through August 13, 2010 at the cost not to exceed \$735.00 for all four days plus the cost of books, travel and accommodations not to exceed \$800 for a total of \$1535.00; and

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

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves and authorizes Darren Speer to attend the Government Finance Officers Association Budget Training Academy being held in Chicago, Illinois from August 10 through August 13, 2010 at the cost not to exceed \$735.00 for all four days, plus the cost of books, travel and accommodations not to exceed \$800 for a total of \$1535.00.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION TO AMEND RESOLUTION # 2010-01-038 WHICH AUTHORIZED THE
ISSUANCE OF BLANKET PURCHASE ORDERS FOR THE PURCHASE OF COMPUTER
EQUIPMENT - Information Technology / General Government Committee**

WHEREAS, on January 19, 2010, the Board of Commissioner's approved Resolution # 2010-01-038 which authorized the issuance of several blanket purchase orders for purchase of computer equipment county-wide for fiscal year 2010; and

WHEREAS, the Purchase Orders for EDS and InaComp need to be amended to increase the amount of each purchase order by \$20,000 to cover expenditures for the rest of the year due; and

WHEREAS, there are sufficient funds in the Information Technology budget to cover these expenditures.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves amending the Blanket Purchase Orders authorized on Resolution #2010-01-038 for EDS of Lansing, MI., from \$ 30,000 to \$50,000.00 and to InaComp of Southfield, MI., from \$43,000 to \$ 63,000 for the purchase of computer equipment county-wide for fiscal year 2010.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO ESRI, INC FOR GIS SOFTWARE MAINTENANCE – Information Technology / General Government Committee

WHEREAS, due to the need to ensure technical support services and software upgrades are received for the GIS software used by all County Departments to access mapping data maintained by the GIS Division, it has been determined that there is a need for annual software maintenance in the IT Department/GIS Division; and

WHEREAS, in compliance with the Livingston County Purchasing Policy, ERSI, Inc. of Redlands, CA., has been selected for the purchase of annual software maintenance under the State of Michigan Master Purchasing Agreement (MPA20023133); and

WHEREAS, after the review of the vendor and products, Purchasing recommends that a Purchase Order with ESRI, Inc. of Redlands, CA., be awarded for a (1) year period from August 15, 2010, through August 14, 2011 for an amount not to exceed \$28,993.97; and

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

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves a Purchase Order be issued to ESRI, Inc. of Redlands, CA., for annual software maintenance from August 15, 2010 through August 14, 2011 for an amount not to exceed \$28,993.97 per year, with a total contract amount not to exceed \$28,993.97.

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MOVED:
SECONDED:
CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING EXPENDITURE IN EXCESS OF \$10,000 FOR MAINTENANCE AND REPAIR OF THE PORTAGE BASELINE LAKE DAM - Drain Commissioner / Infrastructure & Development Committee

WHEREAS, the Washtenaw County Water Resources Commissioner (hereinafter the “Delegated Authority”) has been charged with responsibility for operation and maintenance of the Portage Baseline Lake Dam on behalf of Washtenaw and Livingston Counties; and

WHEREAS, the Inland Lakes and Dam Safety provisions (Parts 307 and 315) of the Michigan Environmental Code, P.A.451 of 1994, as amended, require triennial inspection of the Portage Baseline Lake Dam and the implementation of any repairs identified as necessary; and

WHEREAS, with the concurrence of the Livingston County Drain Commissioner, the Delegated Authority secured the services of a registered professional engineer to prepare the required inspection report, and has submitted it to the Michigan Department of Natural Resources and Environment as required by statute; and

WHEREAS, the inspection report determined that, while the overall condition of the facility is good, various deficiencies exist and maintenance and repair measures are required at this time; and

WHEREAS, the inspection report for Portage Baseline Lake Dam has been accepted by the Michigan Department of Natural Resources & Environment; and

WHEREAS, with the concurrence of the Livingston County Drain Commissioner, the Delegated Authority has caused plans and specifications to be prepared for the necessary repairs, and the engineer’s estimate of cost of engineering and construction is \$184,690; and

WHEREAS, Part 307 of the Michigan Environmental Code, Section 30722(4) requires that an expenditure of over \$10,000 annually shall be approved by the County Board of Commissioners; and

WHEREAS, the cost of this project will be assessed over a period of three (3) years; and

WHEREAS, a resolution to approve expenditures in excess of \$10,000 is also being brought before the Washtenaw County Board of Commissioners; and

WHEREAS, this Resolution has been recommended for approval by the Infrastructure & Development Committee.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the Delegated Authority to exceed the annual maintenance limit of \$10,000, to construct maintenance and repair work identified and necessary in the dam inspection report prepared by Stantec, Inc. and dated December, 2008.

BE IT FURTHER RESOLVED BE IT FURTHER RESOLVED that this authorization extends for a period of three years, 2010, 2011, and 2012, to encompass that period of time over which the project will be financed.

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**MOVED:
SECONDED:
CARRIED:**

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING EXPENDITURE IN EXCESS OF \$10,000 FOR MAINTENANCE AND REPAIR OF THE HILAND LAKE DAM - Drain Commissioner / Infrastructure & Development Committee

WHEREAS, the Livingston County Drain Commissioner has been delegated the responsibility for operation and maintenance of the Hiland Lake Dam on behalf of Washtenaw and Livingston Counties; and

WHEREAS, the Inland Lakes and Dam Safety provisions (Parts 307 and 315) of the Michigan Environmental Code, P.A. 451 of 1994, as amended, require triennial inspection of the Hiland Lake Dam and the implementation of any repairs identified as necessary; and

WHEREAS, the Livingston County Drain Commissioner secured the services of a registered professional engineer to prepare the required inspection report, and has submitted to the Michigan Department of Natural Resources and Environment as required by statute; and

WHEREAS, the inspection report has recommended various repairs including the grouting of various portions of the dam to extend the life of the concrete structure; and

WHEREAS, the inspection report for Hiland Lake Dam has been accepted by the Michigan Department of Natural Resources and Environment; and

WHEREAS, the Drain Commissioner has solicited quotes for the necessary repairs and the installation of remote monitoring devices, and said cost is estimated at approximately \$35,000; and

WHEREAS, Part 307 of the Michigan Environmental Code, Section 30722(4) requires that an expenditure of over \$10,000 annually shall be approved by the County Board of Commissioners; and

WHEREAS, the cost of this project will be assessed over a period of two (2) years; and

WHEREAS, a resolution to approve expenditures in excess of \$10,000 is also being brought before the Washtenaw County Board of Commissioners; and

WHEREAS, this matter has been reviewed by the Infrastructure and Development Committee.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the Livingston County Drain Commissioner to exceed the annual maintenance limit of \$10,000, to perform maintenance and repair work identified by the Drain Commissioner and in the report prepared by Hubbell, Roth, and Clark Inc., dated November 3rd, 2009.

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**MOVED:
SECONDED:
CARRIED:**

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING A BLANKET PURCHASE ORDER WITH NORTH EASTERN UNIFORM & EQUIPMENT, INC. FOR UNIFORMS AND EQUIPMENT – Sheriff’s Department / Purchasing / Public Safety Committee

WHEREAS, Livingston County Sheriff’s Department has a need to provide uniforms and necessary equipment for the Sheriff’s personnel; and

WHEREAS, the Livingston County Board of Commissioners has asked that contracts be in place to insure best practices are followed and pricing structures are in place; and

WHEREAS, bids were received from 7 vendors covering items in the Invitation to Bid and a tabulation was created and reviewed; and

WHEREAS, contract pricing will be firm for 2 years with an option to renew for an additional 2 years not to exceed 4 years; and

WHEREAS, funds are available in the Sheriff’s 2010 budget for uniforms and equipment and, the annual expenditures can not exceed the availability of appropriated funds.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves a Blanket Purchase Order issued to North Eastern Uniform & Equipment, Inc, 1400 E. Michigan Ave. Suite F, Saline, MI 48176 for uniforms and equipment for the Sheriff’s Department.

BE IT FURTHER RESOLVED Livingston County Board of Commissioners authorizes the Blanket Purchase Order for a two (2) year period for an amount not to exceed \$40,000 annually, with 2010 being prorated for \$25,000, with an option for a two (2) year renewal, upon written notice, at the County discretion, for a total contract period not to exceed four (4) years, noting that a cancellation clause of 30 days notice be in place should the vendor fail to perform as bid.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING THE HIRING OF THREE (3) CORRECTIONS OFFICER POSITIONS - Sheriff Department / Public Safety Committee / Finance Committee

WHEREAS, the Livingston County Sheriff’s Department has experienced several changes within their organization and determine an immediate need to fill positions that have become vacant due to retirements and promotions: and

WHEREAS, there are currently three (3) vacant budgeted Corrections Officer positions in our Jail Division.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes and approves the filling of three (3) vacant budgeted Corrections Officer positions in the Jail Division.

CURRENT POSITIONS		
POSITION TITLE	FULL -TIME #	PART -TIME #
Sheriff / Road Patrol		
Deputies	40	
Jail		
Correction Officers	37	
TOTALS:	77	

REQUESTED POSITIONS		
POSITION TITLE	FULL -TIME #	PART -TIME #
Sheriff / Road Patrol		
Deputies	40	
Jail		
Correction Officer	40	
TOTALS:	80	

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO: 2010-

LIVINGSTON COUNTY

DATE:

RESOLUTION APPROVING THE FILLING OF A VACANT ADMINISTRATION SPECIALIST POSITION TO BE ASSIGNED TO THE BOARD OF COMMISSIONERS' OFFICE AND THE HUMAN RESOURCES DEPARTMENT – Co. ADMINISTRATION - HUMAN RESOURCES / GENERAL GOVERNMENT / FULL BOARD

- WHEREAS,** the Board of Commissioners has a need to fill a vacant Administrative Specialist position; and
- WHEREAS,** the Human Resources Department has been without administrative support since said position was eliminated in 2008 and, due to need for same, is requesting to share the Board's Administrative Specialist; and
- WHEREAS,** this position is responsible for all administrative support functions of the Board of Commissioners' Office and, if recommended, would also be responsible for same in the Human Resources Department; and
- WHEREAS,** this position is currently approved for twenty (20) hours per week from August 1st through December 31st, 2010; and
- WHEREAS,** County Administration is recommending securing permanent help at thirty (30) hours per week, with the duties and responsibilities to be split between the Board Office and the Human Resources Department on an as-needed basis; and,
- WHEREAS,** funding for same is available in the 2010 County Administration budget, a budget amendment is necessary to transfer monies from the County Administration budget to the 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 Administrative Specialist position in the Board of Commissioners' Office at thirty (30) hours per week, with the duties and responsibilities to be split between the Board Office and the Human Resources Department on an as-needed basis.

BE IT FURTHER RESOLVED that the Board of Commissioners hereby authorizes a budget amendment of \$20,320 from the County Administration budget to the Board of Commissioners budget.

CURRENT POSITIONS		
POSITION TITLE	FULL -TIME #	PART -TIME #
Commissioner		9
Admin. Specialist - 30 Hours		1
TOTALS:	0	10

REQUESTED POSITIONS		
POSITION TITLE	FULL -TIME #	PART -TIME #
Commissioner		9
Admin. Specialist - 30 Hours		1
TOTALS:	0	10

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MOVED:
SECONDED:
CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO AUTHORIZE PARTICIPATION IN THE EARLY RETIREE REINSURANCE PROGRAM AND ENTERING INTO AN AGREEMENT BETWEEN THE LIVINGSTON COUNTY AND BLUE CROSS BLUE SHIELD OF MICHIGAN FOR DATA FEED SERVICES NECESSARY TO PARTICIPATE IN THE PROGRAM - HUMAN RESOURCES - PERSONNEL COMMITTEE / FINANCE COMMITTEE / BOARD

WHEREAS, as part of National Health Reform, the Affordable Care Act provides \$5 billion in financial assistance to employers to help them continue to offer health insurance benefits for early retirees and their spouses, age 55 to 64, who are not yet eligible for Medicare; and

WHEREAS, this program is expected to continue through 2013, if funds are available; and

WHEREAS, Livingston County currently offers retiree health insurance to sixty (60) retired employees and spouses who are in this age group and not yet eligible for Medicare and estimated reimbursement under this program is approximately \$40,000; and

WHEREAS, participation in this program requires the completion of an application and submission of health insurance claims for eligible retirees to the federal Department of Health and Human Services; and

WHEREAS, Blue Cross Blue Shield of Michigan as the claims administrator for retired employees of Livingston County requires that we enter into a contract for the release of the data necessary to participate in the Early Retiree Reinsurance Program; and

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

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves Livingston County's submission of an application to the Early Retiree Reinsurance Program.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners hereby approves entering into a contract for data feed services with Blue Cross Blue Shield of Michigan at a cost of \$3,000 per year to take effect immediately, so that Livingston County can apply to participate in the Early Retiree Reinsurance Program.

BE IT FURTHER RESOLVED that the Chair of the Livingston County Board of Commissioners is hereby authorized to sign any agreement necessary to effectuate this resolution.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AMENDING RESOLUTION #2008-03-079 AUTHORIZING THE AGREEMENT WITH MCGRAW WENTWORTH FOR EMPLOYEE BENEFIT PLAN CONSULTING SERVICES – HUMAN RESOURCES - PERSONNEL COMMITTEE / FINANCE COMMITTEE / BOARD

WHEREAS, Resolution #2008-03-079 was adopted on March 3, 2008 to provide for employee benefit plan consulting services from McGraw Wentworth from February 1, 2008 through January 31, 2011; and

WHEREAS, this resolution authorizes the agreement with McGraw Wentworth to provide these services for the cost not to exceed \$46,000 a year with an additional amount of \$20,000 taken from commissions paid on life and long-term disability benefits; and

WHEREAS, the parties to the agreement now wish to amend the fee structure to allow for the additional collection of commissions by McGraw Wentworth from Blue Cross Blue Shield of Michigan, up to the full cost of the agreement; and

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

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves this Resolution to amend Resolution #2008-03-079 to allow for the collection of commissions by McGraw Wentworth from Blue Cross Blue Shield of Michigan and from the provider of life and disability benefits, up to the annual contract amount of \$66,000.

BE IT FURTHER RESOLVED that the Chair of the Livingston County Board of Commissioners is authorized to sign any agreement needed to effectuate this Resolution upon review of Civil Counsel.

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MOVED:

SECONDED:

CARRIED: