

Infrastructure and Development Committee

8/30/2010

304 E. Grand River Ave., Howell, MI

7:30 PM

AGENDA

1. **CALL MEETING TO ORDER**
2. **APPROVAL OF MINUTES**
Minutes dated: July 26, 2010
3. **APPROVAL OF AGENDA**
4. **REPORTS**
5. **CALL TO THE PUBLIC**
6. **DISCUSSION**
7. **RESOLUTIONS FOR CONSIDERATION**

08 Administration
RESOLUTION APPOINTING THE LIVINGSTON COUNTY BUILDING OFFICIAL - County Administration

09 Administration
RESOLUTION AUTHORIZING THE 30-DAY NOTICE OF TERMINATION OF THE INTERGOVERNMENTAL AGREEMENT FOR BUILDING OFFICIAL SERVICES - County Administration

10 Drain Commissioner
RESOLUTION APPROVING A CONTRACT BETWEEN LIVINGSTON COUNTY AND THE HURON RIVER WATERSHED COUNCIL PURSUANT TO THEIR PROPOSAL FOR THE PERFORMANCE OF WATERSHED PLANNING SERVICES ASSOCIATED WITH PHASE II STORM WATER PERMIT REGULATIONS - Drain Commissioner

11 Drain Commissioner
RESOLUTION AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT ALLOWING LIVINGSTON COUNTY TO BILL PARTNERING COMMUNITIES FOR PHASE II STORM WATER PERMIT IMPLEMENTATION COSTS - Drain Commissioner

12 Planning
RESOLUTION TO EXPEND A PORTION OF THE LIVINGSTON COUNTY ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT (EECBG) AWARD - Planning

13. ADJOURNMENT

MEETING MINUTES

LIVINGSTON COUNTY

JULY 26, 2010

ADMINISTRATION BUILDING – CONFERENCE ROOM 4
304 E. Grand River Avenue, Howell, MI 48843

INFRASTRUCTURE & DEVELOPMENT COMMITTEE

COMM. DOLAN **COMM. LA BELLE** **COMM. PARKER** **COMM. VAN HOUTEN**

OTHERS: KATHLEEN KLINE-HUDSON

1. **CALL TO ORDER:** Meeting called to order by: **COMM. DENNIS DOLAN** at **8:24 PM**

2. **APPROVAL OF MINUTES: MINUTES OF MEETING DATED JUNE 28, 2010:**

MOTION TO APPROVE THE MINUTES, AS PRESENTED.
MOVED BY: **PARKER** / SECONDED BY: **VAN HOUTEN**
ALL IN FAVOR - MOTION PASSED

3. **APPROVAL OF AGENDA:**

MOTION TO APPROVE THE AGENDA, AS PRESENTED.
MOVED BY: **PARKER** / SECONDED BY: **VAN HOUTEN**
ALL IN FAVOR - MOTION PASSED

4. **REPORTS:** None.

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

6. **DISCUSSION:** Commissioners discussed the importance of the I&D Committee meeting even if there are not any items on the Agenda, because members of the public may attend and wish to bring forth an issue.

7. **RESOLUTIONS FOR CONSIDERATION – None.**

8. **ADJOURNMENT**

MOTION TO ADJOURN AT 8:29 PM
MOVED BY: **PARKER** / SECONDED BY: **LA BELLE**
ALL IN FAVOR - MOTION PASSED

Respectfully Submitted,

KATHLEEN KLINE-HUDSON
RECORDING SECRETARY

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION APPOINTING THE LIVINGSTON COUNTY BUILDING OFFICIAL -
COUNTY ADMINISTRATION / I&D-8.30.10 / FINANCE-9.8.10 / FULL BOARD-9.20.10**

WHEREAS, the Livingston County Building Department has a need to fill the vacant Building Official position as same was vacated by a retirement; and

WHEREAS, this position is vital to the continuation of State-mandated building inspection and plan review functions and is responsible for the administration and enforcement of the Michigan Building Code and Michigan Residential Codes, as amended (collectively the Codes); and

WHEREAS, code enforcement services have been provided by Mr. James Rowell, for the past Six (6) months; via an Intergovernmental Agreement with the City of Brighton; and

WHEREAS, Jim Rowell has proven expertise and skills and has performed those duties and responsibilities in an exemplary and professional manner; and

WHEREAS, Jim Rowell has Twenty (20) plus years of experience in the building trade and meets the criteria to fulfill the duties and responsibilities of the Livingston County Building Official; and

WHEREAS, the Livingston County Board of Commissioners is dedicated to a properly functioning Building Inspection Department, administered by a full-time employee, that will serve the current and future needs of Livingston County; and

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

THEREFORE BE IT RESOLVED that Livingston County Board of Commissioners hereby appoints **JAMES ROWELL** as the Livingston County **BUILDING OFFICIAL** at Grade P, Step 2: \$69,728.63 and authorizes four (4) weeks of vacation, effective upon approval of this resolution.

#

#

#

MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING THE 30-DAY NOTICE OF TERMINATION OF THE INTERGOVERNMENTAL AGREEMENT FOR BUILDING OFFICIAL SERVICES - COUNTY ADMINISTRATION / I&D-8.30.10 / FINANCE-9.8.10 / FULL BOARD-9.20.10

WHEREAS, the Livingston County Building Department had a need to fill the vacant Building Official position as same was vacated by a retirement; and

WHEREAS, this position is vital to the continuation of State-mandated building inspection and plan review functions and responsible for the administration and enforcement of the Michigan Building and Michigan Residential Codes, as amended; and

WHEREAS, in March 2010 Livingston County entered into an intergovernmental agreement with the City of Brighton for Building Officials Services, to provide a short-term solution for the administration of the Livingston County Building Department; and

WHEREAS, the Six (6) month term expires the beginning of September and a Thirty (30) day written notice to discontinue the Agreement is required; and

WHEREAS, the Livingston County Board of Commissioners greatly appreciates the cooperation provided by the City of Brighton and hopes to continue this collaborative relationship in the future. During these challenging economic times it is imperative for local units of government to collaborate for service delivery; and

WHEREAS, the Livingston County Board of Commissioners is dedicated to a properly functioning Building Inspection Department, administered by a full-time employee, that will serve the current and future needs of Livingston County; and

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

THEREFORE BE IT RESOLVED that Livingston County Board of Commissioners authorizes the Thirty (30) day written notice to discontinue the Intergovernmental Agreement with the City of Brighton and sends sincere gratitude for their quick response and collaborative efforts during our time of need.

#

MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION APPROVING A CONTRACT BETWEEN LIVINGSTON COUNTY AND THE HURON RIVER WATERSHED COUNCIL PURSUANT TO THEIR PROPOSAL FOR THE PERFORMANCE OF WATERSHED PLANNING SERVICES ASSOCIATED WITH PHASE II STORM WATER PERMIT REGULATIONS - DRAIN COMMISSIONER

WHEREAS, the Clean Water Act of 1972 established the National Pollution Discharge Elimination System (NPDES); and

WHEREAS, 1987 amendments to the Clean Water Act require the US Environmental Protection Agency to develop a phased approach to regulating storm water under NPDES; and

WHEREAS, Phase II Rules were signed in 1997 to address storm water discharges from construction activities, light industrial activities, and small municipal separate storm sewer systems (MS4s) in urbanized areas; and

WHEREAS, 2000 Census has determined that significant areas of Livingston County meet the definition of an Urbanized Area; and

WHEREAS, the designated communities have completed the permit application stage in compliance with the August 1, 2008 deadline for all collaborating Livingston County Phase II watershed participants; and

WHEREAS, affected communities have expressed the continued desire to work collaboratively with the County to reduce implementation costs; and

WHEREAS, the Livingston County Drain Commissioner has obtained a proposal from the Huron River Watershed Council to assist in watershed planning services associated with Phase II Storm Water Regulations for the years 2010-2013; and

WHEREAS, the initial contract expired May 2010, and the new contract will cover the remainder of the permit term to April 1, 2013; and

WHEREAS, participating communities will pay a pro-rata share of the proposed contract.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby agrees to enter into an agreement with the Huron River Watershed Council, pursuant to their proposal dated June 28, 2010, in the amount estimated at \$125,282, for Phase II Storm Water Permit Assistance.

BE IT FURTHER RESOLVED that work associated with the individual communities will commence only after an agreement is executed between the County and local units, designating the apportionment of costs among communities.

BE IT FURTHER RESOLVED that the Livingston County Drain Commissioner shall initiate the steps necessary to meet the Phase II Permit Regulations for communities participating in the joint Phase II Initiative.

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

#

MOVED:
SECONDED:
CARRIED:



Memorandum

To: Livingston County Board of Commissioners
From: Brian Jonckheere, Drain Commissioner
Date: 7/20/2010
Re: Renewal of Huron River Watershed Council contract for Phas
Stormwater Permit Services

The following resolution is offered to allow for the continued work and collaboration by communities affected by the Federal Phase II storm water regulations in Livingston County. Per the provisions under the Clean Water Act, all affected communities must implement the actions defined in the watershed plan developed by Livingston County communities.

Execution of the following resolution will allow Livingston County to continue to act as a clearinghouse for implementation expenses and facilitator contracts. The result is a collaborative unit that can purchase necessary items and services in bulk, thus reducing the overall expense to the various communities. This collaborative approach will ultimately prevent duplication of effort among communities and save money in the process. Furthermore, this unprecedented extent of intergovernmental cooperation in Livingston County represents a unique opportunity to demonstrate the effectiveness of collaborative partnerships among governments.

This resolution authorizes a contract with the Huron River Watershed Council (HRWC), pursuant to their proposal (attached), to facilitate the implementation phase of the Phase II requirements. This would include meeting facilitation, aiding with the DEQ permitting process and support of grant writing initiatives. This contract also allows Livingston County to act as a pass through for costs associated with the consultant (HRWC) working on the project. Livingston County will contract with the Huron River Watershed Council for services in support of the compliance phase. These costs will be billed to each of the communities, and Road Commission, based on the allocation terms in the contract.

Note: A standard form short-form agreement (approved by legal counsel) will be used with each proposal.

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

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT ALLOWING LIVINGSTON COUNTY TO BILL PARTNERING COMMUNITIES FOR PHASE II STORM WATER PERMIT IMPLEMENTATION COSTS - Drain Commissioner / Infrastructure & Development Committee / Finance Committee

- WHEREAS,** the units of government partnering to comply with NPDES Phase II Regulations have become known as The Livingston County Watershed Advisory Group; and
- WHEREAS,** it is the intent of the partnering communities to take a collaborative approach to Phase II compliance in order to reduce cost and duplication of effort; and
- WHEREAS,** the Livingston County Drain Commissioner was authorized by the Livingston County Board of Commissioners to assist the Phase II partnering communities to comply with the Phase II permit application process; and
- WHEREAS,** all Livingston County Phase II partners must implement certain activities to comply with NPDES Phase II regulations; and
- WHEREAS,** the Livingston County Drain Commissioner has proposed an intergovernmental agreement with the watershed group to authorize activities necessary to comply with the Phase II requirements; and
- WHEREAS,** the proposed agreements contains cost allocations for each activity that was adopted by the group to fulfill their NPDES Phase II; and
- WHEREAS,** the amount of \$18,000 to cover the County's allocation of cost for fiscal year 2011 has already been budgeted with the office of the Drain Commissioner.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby agrees to enter into an intergovernmental agreement with participating communities for the purpose of fulfilling NPDES Phase II storm water permit requirements;

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners authorizes the Livingston County Drain Commissioner to proceed to cooperate and assist affected communities.

BE IT FURTHER RESOLVED that the Chairman of the Board of Commissioners be authorized to sign the above-referenced contracts upon review of Civil Counsel.

#

MOVED:
SECONDED:
CARRIED:



LIVINGSTON COUNTY, MICHIGAN
LIVINGSTON COUNTY DRAIN COMMISSIONER

2300 E. Grand River Ave
Phone 517.546.0040 Fax 517.545.9658
Web Site: co.livingston.mi.us

Memorandum

To: Livingston County Board of Commissioners
From: Brian Jonckheere, Drain Commissioner
Date: 8/11/2010
Re: Intergovernmental Contract for Phase II Watershed Activities

The following resolution is offered to allow for the continued work and collaboration by communities affected by the Federal Phase II storm water regulations in both the Shiawassee and Huron River watersheds. Per the provisions under the Clean Water Act, all affected communities must implement the actions defined in the watershed plan developed by Livingston County communities.

Execution of the attached resolution will allow Livingston County to continue to act as a clearinghouse for implementation expenses and facilitator contracts. The result is a collaborative unit that can purchase necessary items and services in bulk, thus reducing the overall expense to the various communities. This collaborative approach will ultimately prevent duplication of effort among communities and save money in the process. Furthermore, this unprecedented extent of intergovernmental cooperation in Livingston County represents a unique opportunity to demonstrate the effectiveness of collaborative partnerships among governments.

This resolution authorizes a collaborative agreement between Livingston County and the other participating communities (Brighton Twp., City of Brighton, Village of Pinckney, Livingston County Road Commission) for the passing through of implementation costs under the watershed plan. Effectively, this agreement would allow Livingston County to purchase items and services related to implementation (such as educational materials, consultants etc.) and to bill the other units of government for their portion of the costs. Purchasing these items in bulk will allow us to save a great deal of money, as opposed to a piecemeal approach.

Note: A standard form short-form agreement (approved by legal counsel) will be used with each proposal.

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

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO EXPEND A PORTION OF THE LIVINGSTON COUNTY ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT AWARD – PLANNING / INFRASTRUCTURE & DEVELOPMENT

WHEREAS, the Livingston County Board of Commissioners at their May 17, 2010 meeting, accepted a grant award by the U.S. Department of Energy for an Energy Efficiency and Conservation Block Grant (EECBG) in the amount of \$740,400; and

WHEREAS, at this meeting Commissioners also accepted the U.S. Department of Energy (DOE) approved EECBG energy efficiency and conservation strategy for Livingston County, Michigan; and

WHEREAS, pending approval by DOE, architectural and mechanical engineering consulting services is an approved activity of this strategy; and

WHEREAS, the consulting services provided by Lindhout Associates architects will assist Livingston County Planning & Building Services departments with the replacement of boilers and HVAC equipment in various county facilities. Lindhout Associates architects will complete and coordinate cad engineering documents, bid documents, the advertisement/qualifications process, bidding, bid tabulation and review, as well as identify specific equipment for installation.

THEREFORE BE IT RESOLVED THAT: Livingston County Planning Department is authorized to expend \$26,300 in EECBG funds for architectural and mechanical engineering consulting services that will facilitate future activities of the Livingston County Energy Efficiency and Conservation Block Grant.

#

#

#



Livingston County Department of Planning

Division of

HAZARD MITIGATION • PLANNING & MANAGEMENT RESEARCH • MAPPING SERVICES

MEMORANDUM

Kathleen J. Kline-Hudson
AICP, PEM
Assistant Director

TO: Livingston County Board of Commissioners

FROM: Kathleen Kline-Hudson, Director

DATE: August 30, 2010

SUBJECT: EECBG Expenditure

Nancy Vorhoff
Administrative Specialist

Robert A. Stanford
AICP, PEM
Principal Planner

The following resolution is to allow an expenditure of \$26,300 in Livingston County EECBG grant funds (total grant amount is \$740,400) for architectural and mechanical engineering consulting services that will assist Livingston County Planning & Building Services departments with the replacement of boilers and HVAC equipment in various county facilities. The quote for services from Lindhout Associates architects is attached for your reference.

Scott Barb
Principal Planner

If you have any questions regarding this matter, please feel free to contact me.

Department Information

Administration Building
304 E. Grand River Avenue
Suite 206
Howell, MI 48843-2323

•
(517) 546-7555
Fax (517) 552-2347

•
Web Site
co.livingston.mi.us



August 3, 2010

Livingston County Board of Commissioners
East Grand River
Howell, MI 48843

Attn: Mr. Chris Folts, Building Service Director

Re: Architecture / Engineering Services Proposal

Dear Mr. Folts,

Thank you for requesting this proposal for architecture and mechanical engineering services for multiple facilities. We are have a good deal of experience with the buildings you are proposing upgrades to and can offer you quality professional services within reasonable budgetary considerations.

Project Descriptions

- Animal Shelter - prepare design documents for energy recovery unit.
Administration Building & Historical Courthouse - prepare design documents for replacement of boilers.
Jail - Prepare design documents for replacement of boiler (oldest section of building) & roof-top duct insulation.
All County facilities - prepare design documents for temperature control upgrades.

All design documents will be prepared for public bidding. We will assist the County in the review process of the bidder's proposals. Please note that our practice of architecture does not include any expertise or control over environmentally hazardous materials in your existing building or on your site. Our service proposal does not include any analysis or abatement work of any kind. If we are made aware of any such situation, we will notify you and assist you in seeking professional advice for the given situation.

Estimated Fee for this work

Table with 2 columns: Item and Amount. Items include Animal Shelter, Administration Building & Historical Courthouse, Jail, and Temp Controls - all County facilities. Total Fee is \$26,300.00.

TERMS AND CONDITIONS

This proposal is subject to the general terms and conditions of our multi-year contract with the County.

We hope that this is an acceptable proposal for our continued service to Livingston County. We look forward to this opportunity to help with your proposed mechanical upgrades.

Please let us know if there is any clarification we can make to this proposal. If it is acceptable, please sign below, and return it to our office.

Respectfully Submitted,

Approval to Proceed:

Handwritten signature of Michael J. Kennedy

Michael J. Kennedy, Architect, President
Lindhout Associates architects aia pc

Chris Folts, Director of Building Services
Livingston County
Date

william p. lindhout frank l. pierron piet w. lindhout robert j. king michael j. kennedy
david a. richardson michael j. o'leary bradley m. alvord john w. eckstein d. jason mcintyre