

BOARD OF COMMISSIONERS

6/20/2011

304 E. Grand River Avenue, Howell, MI

7:30 PM

AGENDA

REVISED

12:48 pm, Jun 20, 2011

1. **CALL MEETING TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **CORRESPONDENCE**
5. **CALL TO THE PUBLIC**
6. **APPROVAL OF MINUTES**
 - Meeting Minutes of: June 6, 2011
 - Meeting Minutes of: June 8, 2011
7. **TABLED ITEMS FROM PREVIOUS MEETINGS**
8. **APPROVAL OF AGENDA**
 - A. Consent Agenda - Res. 2011-06-159 thru 2011-06-167
 - B. Regular Agenda - Res. 2011-06-168 thru 2011-06-178
9. **PRESENTATION**
 - The MORE Program
10. **REPORTS**
 - FILLMORE COUNTY PARK - Soccer Usage
11. **APPROVAL OF CONSENT AGENDA ITEMS (Roll Call)**
 - A. Consent Agenda - Res. 2011-06-159 thru 2011-06-167
12. **RESOLUTIONS FOR CONSIDERATION:**
 - A. Regular Agenda - Res. 2011-06-168 thru 2011-06-178

2011-06-159 **Michigan Works**
RESOLUTION APPROVING THE PROGRAM YEAR 2011 WORKFORCE INVESTMENT ACT DISLOCATED WORKERS PLAN FOR LIVINGSTON COUNTY

2011-06-160 **Michigan Works**
RESOLUTION APPROVING THE PROGRAM YEAR 2011 WORKFORCE INVESTMENT ACT (WIA) YOUTH PLAN FOR LIVINGSTON COUNTY

2011-06-161 **Michigan Works**
RESOLUTION APPROVING THE SUBMISSION OF THE 2011 WAGNER-PEYSER ACT FIDELITY BONDING PROGRAM PLAN

2011-06-162 **Michigan Works**
RESOLUTION APPROVING THE PROGRAM YEAR 2011 WORKFORCE

INVESTMENT ACT ADULT PLAN FOR LIVINGSTON COUNTY

- 2011-06-163** **Sheriff**
RESOLUTION AUTHORIZING THE ISSUANCE OF A BLANKET PURCHASE ORDER FOR THE PURCHASE OF AMMUNITION – Sheriff’s Department/Purchasing
-
- 2011-06-164** **Public Health**
RESOLUTION AUTHORIZING INCREASED BACKUP POWER GENERATION CAPACITY – DEPARTMENT OF PUBLIC HEALTH
-
- 2011-06-165** **Circuit Court**
RESOLUTION AUTHORIZING THE 44th CIRCUIT COURT AND THE 53RD DISTRICT COURT TO APPLY FOR FY 2012 MICHIGAN SPECIALTY COURT GRANT PROGRAM (MDCGP and MMHCGP) FUNDING FROM THE STATE COURT ADMINISTRATIVE OFFICE
-
- 2011-06-166** **Geographic Information Systems**
RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO ESRI, INC. FOR GIS SOFTWARE MAINTENANCE FROM 8/15/2011 TO 8/14/2012- INFORMATION TECHNOLOGY
-
- 2011-06-167** **Information Technology**
RESOLUTION FOR ISSUANCE OF A BLANKET PURCHASE ORDER TO DELL, INC. FOR THE PURCHASE OF DELL LATITUDE LAPTOPS AND AUTHORIZATION TO MOVE THE REMAINING AMOUNT OF FUNDS FROM THE EDS, INC. BLANKET PURCHASE ORDER TO THE NEW BLANKET PO FOR DELL, INC. - INFORMATION TECHNOLOGY
-
- 2011-06-168** **Michigan Works**
RESOLUTION AUTHORIZING A RENEWAL OF A SUBLEASE BETWEEN THE STATE OF MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET FOR THE DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS (LARA) AND THE COUNTY OF LIVINGSTON FOR SPACE AT THE MICHIGAN WORKS! – LIVINGSTON SERVICE CENTER AT THE LIVINGSTON REGIONAL M-TEC, 1240 PACKARD DR, HOWELL
-
- 2011-06-169** **Airport**
RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AEROANUTICAL FACILITIES BOARD TO ENTER INTO A GRANT AGREEMENT WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION TO FUND THE CONSTRUCTION OF APRONS, TAXIWAY AND PARKING LOT INCLUDING AIRFIELD PAINTING AND CONSTRUCTION ADMINISTRATION -- AIRPORT
-
- 2011-06-170** **Airport**
RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY

AERONAUTICAL FACILITIES BOARD TO ENTER INTO AN AGREEMENT WITH QoE CONSULTING (formerly R.W. Armstrong) OF LANSING, MICHIGAN TO PROVIDE CONSTRUCTION ADMINISTRATION AND MATERIALS TESTING FOR THE CONSTRUCTION OF APRONS, TAXIWAY AND PARKING LOT INCLUDING AIRFIELD PAINTING -- AIRPORT

2011-06-171 **Administration**
THIS NUMBER HAS BEEN VOIDED

2011-06-172 **Friend of the Court**
RESOLUTION APPROVING THE FILLING OF A VACANT FULL TIME CHIEF SUPPORT SPECIALIST POSITION IN THE FRIEND OF THE COURT OFFICE

2011-06-173 **Treasurer**
RESOLUTION TO AUTHORIZE THE COUNTY TREASURER TO 1) TRANSFER UNIDENTIFIED MONIES FROM TRUST AND AGENCY ACCOUNTS TO A GENERAL FUND REVENUE ACCOUNT; AND 2) WRITE OFF AN UNCOLLECTABLE RENT FOR THE AIRPORT FUND

2011-06-174 **Human Resources**
RESOLUTION APPROVING THE TENTATIVE AGREEMENT BETWEEN THE LIVINGSTON COUNTY BOARD OF COMMISSIONERS AND THE LIVINGSTON COUNTY SHERIFF ASSOCIATION REPRESENTING DEPUTIES, CORRECTIONS OFFICERS AND DETECTIVES

2011-06-175 **Drain Commissioner**
RESOLUTION ADOPTING A FINAL PROJECT PLAN FOR WASTEWATER SYSTEM IMPROVEMENTS TO THE LAKE TYRONE SANITARY SEWER SYSTEM AND DESIGNATING AN AUTHORIZED PROJECT REPRESENTATIVE

2011-06-176 **Circuit Court**
RESOLUTION AUTHORIZING A CONTRACT FOR TEMPORARY GRANT AND SPECIALTY COURT ADMINISTRATION WITHIN THE CIRCUIT COURT

2011-06-177 **Administration**
RESOLUTION TO AUTHORIZE THE EXPLORATION OF A COMPREHENSIVE ACCOUNTING AND FINANCIAL MANAGEMENT SYSTEM - COUNTY ADMINISTRATION

2011-06-178 **Administration**
RESOLUTION TO ACCEPT THE 2010 LIVINGSTON COUNTY AUDIT - Board of Commissioners / Finance Committee

13. CALL TO THE PUBLIC

14. 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
Regular Meeting, June 6, 2011
COMMISSIONERS CHAMBERS, 304 E. Grand River, Howell, MI

The meeting was called to order by the Chairperson, Maggie Jones, 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: Maggie Jones (1), Jim Mantey (2), David Domas (3), Ronald VanHouten (4), Jay Drick (5), Steven Williams (6), Carol Griffith (7), Dennis Dolan (8), John E. LaBelle (9)

Absent: None

Also present: Peter Cohl (Counsel), Bill Newhouse (Courts), Sue Bostwick (Equalization), Chris Folts (Building Services), Cindy Mendoza (Finance), Mark Johnson (Airport), Robert Bezotte (Sheriff), Brian Jonckheere (Drain), Jennifer Palmbos (Human Resources), Margaret M. Dunleavy, Debbie Warden

Correspondence. It was moved by Commissioner Williams to accept the correspondence from Gratiot County and place on file. Seconded by Commissioner Mantey. MOTION CARRIED, 9-0-0.

Call To The Public. No response.

Minutes. It was moved by Commissioner Dolan to approve the minutes of the regularly scheduled meetings of May 16 and May 25, as printed. Seconded by Commissioner Griffith. MOTION CARRIED, 9-0-0.

Tabled Items. None.

Agenda. It was moved by Commissioner LaBelle to accept the agenda, as printed. Seconded by Commissioner Mantey. MOTION CARRIED, 9-0-0.

Reports. Commissioner Williams reported that he had attended the SEMCOG Executive Committee meeting last week. He stated the SEMCOG is endorsing the Latson Road project and the M-59 widening project has been moved back to 2031-2035. The SEMCOG General Assembly Meeting will be held at Crystal Gardens on October 27, 2011.

Commissioner Domas thanked the Sheriff's department for their help with the Memorial Day parade in Hartland. He spoke in regards to the police cuts in Genesee County.

Commissioner Dolan thanked Brian Jonckheere for keeping him informed of the situation on the Ore Lake Huron River situation. He stated he had attended the Hamburg Trustees meeting and met the new police chief. The chief has a lot of future ideas for combating drug

problem. Commissioner Dolan attended the 4th Annual Meals On Wheels Run/Walk. Approximately 130 people were in attendance. The Airport Committee is moving along with project.

Resolutions. Commissioner LaBelle presented Resolution No. 2011-06-148, Resolution To Authorize Request To Use County Grounds For A Microchip Clinic-Building Services, and moved its adoption. Seconded by Commissioner Williams. MOTION CARRIED, 9-0-0.

Commissioner VanHouten presented Resolution No. 2011-06-149, Resolution Authorizing An Agreement Between Livingston County Building Services and The City Of Howell-Building Services, and moved its adoption. Seconded by Commissioner Dolan. Commissioner Drick stated that the contract needs to be addressed regarding last fees and inability to get attorney fees. Counsel will review the contract and make the necessary changes. MOTION CARRIED, 9-0-0.

Commissioner Dolan presented Resolution No. 2011-06-150, Resolution To Concur With The Livingston County Aeronautical Facilities Board And Enter Into An agreement With Zito Construction Of Grand Blanc, Michigan For Construction Of Aprons, Taxiway And Parking Lot Including Airfield Painting-Airport, and moved its adoption. Seconded by Commissioner Drick. MOTION CARRIED, 9-0-0.

Commissioner Domas presented Resolution No. 2011-06-151, Resolution To Levy 2011 Allocation Millage-Equalization, and moved its adoption. Seconded by Commissioner LaBelle. Roll call vote: Ayes: Domas, VanHouten, Drick, Williams, Griffith, Dolan, LaBelle, Jones, Mantey; Nays: None; Absent: None. MOTION CARRIED, 9-0-0.

Commissioner LaBelle presented Resolution No. 2011-06-152, Resolution Authorizing A Contract With RDS Services For Subsidy Recovery Services-Human Resources, and moved its adoption. Seconded by Commissioner VanHouten. MOTION CARRIED, 9-0-0.

Commissioner Williams presented Resolution No. 2011-06-153, Resolution Authorizing Easement Agreements Between The County Of Livingston And The Marion, Howell, Oceola and Genoa (MHOG) Sewer And Water Authority. Seconded by Commissioner Dolan. MOTION CARRIED, 9-0-0.

Commissioner Domas presented Resolution No. 2011-06-154, Resolution Authorizing The Filling Of A Vacant Grant And Specialty Court Administrator Position Within The Circuit Court and moved its adoption. Seconded by Commissioner LaBelle. MOTION CARRIED, 9-0-0.

Commissioner Domas presented Resolution No. 2011-06-155, Resolution To Enter Into An Agreement With Western Michigan University To Provide An Independent Evaluation Of The Adult Drug Court Program, Using Michigan Drug Court Grant Program Funds For The Cost-Circuit Court, and moved its adoption. Seconded by Commissioner Dolan. MOTION CARRIED, 9-0-0.

Commissioner Dolan presented Resolution No. 2011-06-156, Resolution Authorizing The Filling Of The Vacant Full-Time Drain Maintenance Worker Position-Drain Commissioner, and moved its adoption. Seconded by Commissioner Mantey. MOTION CARRIED, 9-0-0.

Commissioner Domas presented Resolution No. 2011-06-157, Resolution Pledging The Limited Tax Full Faith And Credit Of County Of Livingston For Payment Of Sunrise Park Drain Bonds, Series 2011-Drain, and moved its adoption. Seconded by Commissioner Williams. Roll call vote: Ayes: Domas, VanHouten, Drick, Williams, Griffith, Dolan, LaBelle, Jones, Mantey; Nays: None; Absent: None. MOTION CARRIED, 9-0-0.

Commissioner Domas presented Resolution No. 2011-06-158, Resolution Authorizing The Sheriff's Department To Fill One (1) Full Time Vacated Corrections Officer Position-Sheriff, and moved its adoption. Seconded by Commissioner VanHouten. MOTION CARRIED, 9-0-0.

Call To The Public. No response.

Adjournment. It was moved by Commissioner Mantey that the meeting be adjourned. Seconded by Commissioner Griffith. MOTION CARRIED, 9-0-0.

The meeting was adjourned at 8:06 p.m.

Margaret M. Dunleavy
Livingston County Clerk

LIVINGSTON COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING, June 8, 2011
CONFERENCE RM. 1, 304 E. Grand River, Howell, MI

The meeting was called to order by the Vice-Chairman, Jim Mantey, at 9:10 a.m.

All rose for the Pledge of Allegiance.

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

Present: Jim Mantey (2), David Domas (3), Ronald VanHouten (4), Jay Drick (5), Steven Williams (6), Carol Griffith (7), Dennis Dolan (8), John E. LaBelle (9)

Absent: Maggie Jones (1)

Also present: Jennifer Palmbo, Belinda Peters, Margaret M. Dunleavy, Debbie Warden

Call To The Public. No response.

Agenda. It was moved by Commissioner LaBelle to accept the agenda, as printed. Seconded by Commissioner Griffith. MOTION CARRIED, 8-0-1 absent.

Finance. It was moved by Commissioner LaBelle to accept the Finance Committees recommendation for payment of claims, with the removal of one claim, dated June 8, 2011. Seconded by Commissioner Griffith. MOTION CARRIED, 8-0-1 absent.

Call To The Public. No response.

Adjournment. It was moved by Commissioner Dolan that the meeting be adjourned. Seconded by Commissioner Griffith. MOTION CARRIED, 8-0-1 absent.

The meeting was adjourned at 9:12 a.m.

Margaret M. Dunleavy
Livingston County Clerk

INSYGHT

InsYght provides instant business solutions for entrepreneurs

The MORE Program

(Matching Opportunities and Resources for Entrepreneurs Program) is a U.S. Department of Labor funded 501(c)(3) nonprofit organization.

Digerati, Inc.

Is a Detroit-based information technology and business processes firm.

Brian P. Balasia

is the CEO of Digerati, Inc. See bio (below).

Ken Agacinski

is the Executive Director of the MORE Program

SUBJECT:
InsYght

Developed by The MORE Program, InsYght comprehensively aggregates, filters and disseminates entrepreneurial support mechanisms throughout Michigan in order to expand successful entrepreneurship in the state.

Based on differential diagnosis algorithms created for the medical industry, this web-based system diagnoses the challenges a business is facing and identifies the best available treatment option.

This “just-in-time” collective intelligence system delivers human, technical, multimedia,

financial and other support mechanisms to prospective, emerging and established entrepreneurs.

InsYght is not a one-stop shop in a community of one-stop shops. This philanthropically supported initiative is a centralized system consolidating the efforts and resources offered by

universities, economic development agencies, downtown development authorities, municipalities and business associations.

No matter where a business is located, it will get access to all of the resources from across the state.

WHY IS IT NEEDED?

Many of Michigan’s entrepreneurs need help bringing their ideas from concept to reality.

- Thousands of ideas and entrepreneurs are stifled from the onset because they cannot find the resources or support they need when they need it.
- At the same time, Michigan is producing and offering a vast array of resources for entrepreneurs but these resources are not being found by entrepreneurs when they need them. When you consider all of the labs, coaches, grants, pieces of equipment, spaces, educational materials, and programmatic offerings, there are tens of thousands of resources available in the community that are already funded. We don’t need to start from scratch; we need simply to realign the assets we already have.
- Our support infrastructure is overwhelmed with the work of sorting out all of the requests for help currently received. The overhead involved in identifying which requests to serve frequently exceeds the work spent giving assistance.
- The ongoing challenge is connecting Michigan’s entrepreneurs to the wide variety of available individualized resources when they need them. And, to make connecting with them logical and efficient.
- InsYght will answer an entrepreneur’s questions and point him/her in the right direction depending on what step the entrepreneur is in the journey toward making his/her business a reality.

TESTIMONIALS

[InsYght], headed up by downtown Detroit-based Digerati, will catalog and make available resources of all shapes, sizes, and sources that could help entrepreneurs.

– Metromode

“I think a system like this will really help ... triage them to get [them] to their resource faster.”

– Leslie Smith, TechTown General Manager –
Crain’s Detroit Business

“I’m really excited about what we’ve got going on here in Michigan. We’d like to make [InsYght] nationwide.”

– Gary Locke United States Commerce
Secretary – Crain’s Detroit Business

HOW INSYGHT WORKS

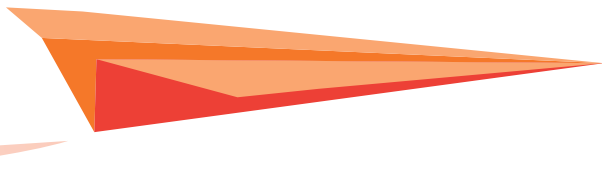
InsYght is the ultimate “matchmaker” for entrepreneurs and entrepreneurial resources.

- InsYght provides a sophisticated electronic diagnostic tool modeled after medical diagnostic tools to help entrepreneurs become matched with individual resources throughout their entrepreneurial journey.
- At the same time, entrepreneurial resource providers (e.g., academic, public, private, for-profit and nonprofit) are connected with the entrepreneurs most likely to benefit from their resource.

BENEFITS OF INSYGHT

Michigan’s entrepreneurial future will benefit from a statewide, all-inclusive network that is shared by all entrepreneurs and all entrepreneurial resources.

- INSYGHT refines the way entrepreneurs find the assistance they need.
- It streamlines the process, removes confusion, and provides clear, logical approach to seeking, finding and accessing information, support and funding.
- Each participating organization gets to maintain its own brand identity.
- Regardless of the environment in which the entrepreneur is located, urban or rural, wealthy or impoverished, they can get access to the same information and the same level of support.



TESTIMONIALS

“While there has been talk by numerous groups of creating a one-stop shop for entrepreneurs, there has not been a successful effort to inventory resources in a manner that was useful to entrepreneurs regardless of their experience or the sector they are working in,”

– David Egner, New Economy Initiative Executive Director and Hudson-Webber Foundation President – Crain’s Detroit Business

“...MORE will serve as a portal to more than 26,000 resources in Michigan for entrepreneurs. It will connect business start-ups to everything from accelerator programs like TechTown in Detroit to real estate and financing resources and educational programs.”

– Detroit Free Press

OTHER ITEMS OF NOTE

- InsYght was created by entrepreneurs (Brian Balasia and Joe Klecha) who started their company, Digerati, ten years ago while students at the University of Michigan.
- The idea for the program came from the personal frustrations they experienced starting their engineering firm
- The pilot for the project was funded in part by a U.S. Dept. of Labor WIRED grant
- It is expected that the program will exceed 500 partner organizations by spring of 2011.

KEY PARTNERS ALREADY PARTICIPATING

Andrews University	City of Otsego	Michigan Municipal League
Aquinas College	City of Portland	Michigan Small Business & Technology Development Centers
Automation Alley	City of Sterling Heights	Michigan State University
Bay College	City of Sturgis	Montcalm Community College
City of Allegan	City of Three Rivers	Mott Community College
City of Alpena	City of Traverse City	Muskegon Community College
City of Au Gres	City of Walker	North Central Michigan College
City of Belding	Commerce Connect	Northern Lakes Economic Alliance
City of Bridgman	Detroit Economic Development Corporation	Oakland County
City of Clare	Detroit Regional Chamber	St. Clair Community College
City of East Lansing	Economic Alliance of St. Clair County	Sterling Heights Chamber of Commerce and Industry
City of Farmington Hills	Glen Oaks Community College	TechTown
City of Grand Haven	Grand Rapids Community College	United States Department of Commerce
City of Grosse Pointe	Hope College	United States Small Business Administration
City of Hamtramck	Inforum	University of Michigan, Ann Arbor
City of Hazel Park	Invest Detroit	Village of Hillman
City of Houghton	Kirtland Community College	Village of Kalkaska
City of Howell	Lawrence Technological University	Village of Paw Paw
City of Iron River	Macomb County	Walsh College
City of Jonesville	Macomb County Chamber of Commerce	Washtenaw Community College
City of Lincoln Park	Macomb OU Incubator	Wayne County
City of Linden	Michigan Colleges Foundation	Wayne State University
City of Lowell	Michigan Economic Development Corporation	
City of Madison Heights	Michigan Manufacturing Technology Center	
City of Mason		
City of Norway		

RESOLUTION

NO.: 2011-06-159

LIVINGSTON COUNTY

DATE: June 20, 2011

RESOLUTION APPROVING THE PROGRAM YEAR 2011 WORKFORCE INVESTMENT ACT DISLOCATED WORKERS PLAN FOR LIVINGSTON COUNTY - MI WORKS!

WHEREAS, the Workforce Investment Act (WIA) authorizes programs and services targeted to dislocated workers, 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, Each MWA is required to submit job training plans which describe the planned services and goals for the programs; and

WHEREAS, The Livingston County WIA Dislocated plan proposes to serve dislocated workers with an allocation of \$479,142; and

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

WHEREAS, The Livingston County Workforce Development Council approved this plan at their May 19, 2011 meeting.

IT IS THEREFORE RESOLVED that the Livingston County Board of Commissioners approves the PY 2011 WIA Dislocated Worker Plan in the amount of \$479,142 for the period of July 1, 2011 to June 30, 2012.

BE IT FURTHER RESOLVED that the Chair of the Livingston County Board of Commissioners be authorized to sign said plan for submission to the Workforce Development Agency, State of Michigan.

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MOVED:

SUPPORTED:

CARRIED:

TO: Livingston County Board of Commissioners

FROM: Bill Sleight, Director Livingston County Michigan Works!

RE: PY 2011 Workforce Investment Act (WIA) Dislocated Worker Plan

DATE: May 24, 2011

The Workforce Development Agency, State of Michigan has issued planning allocations for the Workforce Investment Act (WIA) Dislocated Worker program. Federal law requires that we submit a WIA Dislocated Worker Plan for Program Year (PY) 2011 (July 1, 2011, through June 30, 2012).

WIA Dislocated Worker PY 2011 allocations are determined by formula. Our allocation for PY 2011 is \$479,142. The most significant change is the decrease in our allocation. In PY 2010 our allocation was \$583,637. This represents a decrease of \$104,495 or 18%. Two years ago, our dislocated worker allocation was just under \$1 million.

Fund transfers are permitted between the Adult and Dislocated Worker Programs. A maximum of 20% of our PY 2011 allocation for adult employment and training activities, and up to 20 percent of our PY 2011 allocation for Dislocated Worker employment and training activities may be transferred between the two programs. At this time there are no plans for transfer of funds. During the course of the program year, we will assess the needs of each program and make a determination if a transfer of funds is needed.

The plan has been approved by the Workforce Development Council and needs the approval of the Board of Commissioners. Attached is the Plan Summary for PY 2011 Dislocated Worker program.

SUMMARY
WORKFORCE INVESTMENT ACT
DISLOCATED WORKER PLAN

LIVINGSTON COUNTY

The Workforce Investment Act (WIA) Dislocated Worker Program (DWP) will provide core, intensive, and training activities at the Michigan Works! Livingston Service Center to dislocated workers in Livingston County. Planned training activities will be vocational training, on-the-job training, basic skills training and basic readjustment services. Livingston County's PY 2011 allocation is \$479,169.

The Plan Narrative contains the following major components:

NEEDS ASSESSMENT

This section assesses the current and projected needs of the dislocated worker in the county. The assessment reviews the characteristics of the local economy and describes the characteristics of the dislocated worker population. The typical dislocated worker in the county is likely to have worked in a manufacturing or construction setting. However, the economic downturn which began in 2008 also impacted workers across all industrial sectors and occupations. Both the size of the labor force and employment opportunities have declined significantly in recent years and dislocated workers must adjust to this changing economy. This results in a need for strong assessment services, a variety of retraining options, and job placement assistance.

INTEGRATION WITH OTHER SERVICES

To be effective, WIA services to dislocated workers must be integrated with other resources in the community. This section summarizes plans to coordinate services with the Employment Services Agency, local labor organizations, local economic development services and other vocational education, adult education and community service organizations.

**COORDINATION WITH UNEMPLOYMENT COMPENSATION
AND TRADE ADJUSTMENT ASSISTANCE**

The Dislocated Worker program is coordinated with Unemployment Compensation and Trade Adjustment Assistance through the Michigan Works! Service System. The Employment Services contractor provides the full range of mandated reemployment services to workers adversely affected by foreign competition in accordance with the TAA and TAA-NAFTA Implementation Act.

These services are integrated with services provided by WIA Dislocated Worker service providers through the Michigan Works! system of integrated job seeker and employer services. All job seeker customers accessing expanded services of the Michigan Works! system will complete a common intake that provides the beginning data collection for other workforce development programs such as WIA, Work First, and Michigan Rehabilitation Services.

RAPID RESPONSE ASSISTANCE

Rapid response assistance will be provided within 48 hours in the event of a plant closing or mass layoff. This section identifies the administrative entity director as the lead person to represent the program on the Rapid Response Team. The section also describes how the program will coordinate with other members of the rapid response team such as the Bureau of Workforce Transformation of the Workforce Development Agency and the Unemployment Insurance Agency.

RATIONALE FOR PROGRAM ALLOCATION

Explanation of the rationale for amounts allocated is as follows:

- Core Services - \$75,000 will be allocated to provide non-staff services for the operation of the service center that will include self-service resources and maintenance of the computers and network.
- Intensive Services - \$150,000 will be allocated to cover contractor costs in providing intensive services.
- Training Services - \$206,228 will be allocated to cover costs of participants that will receive training through Individual Training Accounts (ITA), on-the-job training or customized training.

Core and intensive services costs are determined by utilizing the MWA’s cost allocation plan.

PERFORMANCE FACTORS

PERFORMANCE INDICATORS	PLANNED PERFORMANCE LEVELS
DW Entered Employment Rate	95.0%
DW Employment Retention Rate	92.0%
DW Average Earnings	\$13,200
DW Employment and Credential Rate	84.0%

BUDGET & PARTICIPANT SUMMARY

Current Appropriation Year Allocation	\$ 479,142
1. Administration	\$ 47,914
2. Program	\$ 431,228
CUMULATIVE PARTICIPATION BY ACTIVITIES	
1. Core	550
2. Intensive	520
3. Training	500

RESOLUTION

NO.: 2011-06-160

LIVINGSTON COUNTY

DATE: June 20, 2011

RESOLUTION APPROVING THE PROGRAM YEAR 2011 WORKFORCE INVESTMENT ACT (WIA) YOUTH PLAN FOR LIVINGSTON COUNTY - MI Works!

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

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

WHEREAS, Each Michigan Works! Agency is required to submit job training plans which describe the planned services and goals for the programs; and

WHEREAS, The Livingston County WIA Youth Plan proposes to serve Youth ages 14-21 with an allocation of \$501,134, and

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

WHEREAS, The Livingston County Workforce Development Council approved this plan at their May 19, 2011 meeting.

IT IS THEREFORE RESOLVED that the Livingston County Workforce Board of Commissioners hereby approves the PY 2011 Workforce Investment Act Youth Plan in the amount of \$501,134 for the period of July 1, 2011 to June 30, 2012.

BE IT FURTHER RESOLVED that the Chair be authorized to sign said plan for submission to the Workforce Development Agency, State of Michigan

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MOVED:

SUPPORTED:

CARRIED:

TO: Livingston County Board of Commissioners

FROM: Bill Sleight, Director Livingston County Michigan Works!

RE: PY 2011 Workforce Investment Act (WIA) Youth Plan

DATE: May 24, 2011

The Workforce Development Agency, State of Michigan has issued planning allocations for the Workforce Investment Act Youth program for Program Year (PY) 2011 (July 1, 2011, through June 30, 2012). Federal law requires that we submit a WIA Youth Plan to the State signed by both the chair of the Workforce Development Council and by the Chair of the County Board of Commissioners.

The WIA law requires that eligible youth seeking academic and employment success be provided effective and comprehensive activities to improve their educational and skill competencies while providing effective connections to employers.

The vision for the youth activities is to provide all eligible area youth completing the Michigan educational system with the necessary academic, technical, and work behavior knowledge and skills for success in a career of their choice and lifelong learning. We will meet the WIA provisions regarding youth program design through existing services provided through the Michigan Works! Service Center, subcontracts, and referral for the following activities:

- preparation for postsecondary educational opportunities;
- strong linkages between academic and occupational learning;
- preparation for unsubsidized employment opportunities;
- effective linkages with intermediaries with strong employer connections;
- alternative secondary school services;
- summer employment opportunities;
- paid and unpaid work experiences;
- occupational skill training;
- leadership development opportunities;
- supportive services; and
- follow-up services.

We are required to offer summer youth employment opportunities that link academic and occupational learning as part of the required services. The WDC may determine how much of available youth funds will be used for summer and for year-round activities. The summer youth employment opportunities element is not intended to be a stand-alone program. Youths who participate in summer employment opportunities must be provided with a minimum of 12 months of follow-up services.

Our allocation for PY 2011 is \$501,134. In PY 2010 our allocation was \$496,709. This represents an increase of \$4,425 or about 1%. Statewide, youth program allocations to Michigan Works! agencies were about 10% lower than last year.

The plan has been approved by the Workforce Development Council and needs the approval of the Board of Commissioners. Attached is a copy of the plan summary.

**SUMMARY
WORKFORCE INVESTMENT ACT
YOUTH PLAN
LIVINGSTON COUNTY**

The Workforce Investment Act (WIA) will provide services to eligible Livingston County youth seeking academic and employment success with effective and comprehensive activities to improve their educational and skill competencies while providing effective connections to employers. Livingston County's PY 2011 allocation is \$501,134.

The Plan narrative will contain the following major sections: description of services provided and budget and participant plan summary. These sections are summarized below.

DESCRIPTION OF SERVICES PROVIDED

The Livingston County MWA will meet the act's provisions regarding youth program design through existing services provided through the Michigan Works! Service Center, subcontracts, and/or referral for the following activities:

- preparation for postsecondary educational opportunities;
- strong linkages between academic and occupational learning;
- preparation for unsubsidized employment opportunities;
- effective linkages with intermediaries with strong employer connections;
- alternative secondary school services;
- summer employment opportunities;
- paid and unpaid work experiences;
- occupational skill training;
- leadership development opportunities;
- supportive services; and
- follow-up services.

In accordance with the Americans with Disabilities Act (ADA) of 1990 (Public Law 101-336), the final plan summary will be available in large print or audio tape upon request.

PARTICIPANT PLAN SUMMARY	
Participant Type	Number
In-school Youth	120
Out-of-school Youth	35
Youth age 14-18	120
Youth age 18-21	35

PERFORMANCE LEVELS

PERFORMANCE INDICATORS	PLANNED PERFORMANCE LEVELS
Younger Youth Skill Attainment Rate	92.0%
Younger Youth Diploma Attainment Rate	90.0%
Younger Youth Retention Rate	80.0%
Older Youth Entered Employment Rate	84.0%
Older Youth Employment Retention Rate	86.0%
Older Youth Average Earnings Change	\$3,800
Older Youth Credential Rate	80.0%

BUDGET INFORMATION SUMMARY

Allocation	\$501,134
General Administration	\$50,113
Remaining for Program	\$451,021
PROGRAM BUDGET	
Services Center Costs	\$65,000
Contractor Costs	\$330,000
Training Costs	\$56,021
TOTAL	\$451,021

RESOLUTION

NO.: 2011-06-161

LIVINGSTON COUNTY

DATE: June 20, 2011

RESOLUTION APPROVING THE SUBMISSION OF THE 2011 WAGNER-PEYSER ACT FIDELITY BONDING PROGRAM PLAN - MI Works!

WHEREAS, The federal Wagner-Peyser Act establishes the United States Employment Service (USES) to provide a nationwide labor exchange system and establishes State Employment Security Agencies (SESA's) to administer the system in each state and;

WHEREAS Wagner-Peyser funds are also used to operate the federal Fidelity Bonding Program which is operated in partnership with the McLaughlin Company, an insurance brokerage firm, to provide free bonding for the first six months of employment for certain high-risk employees.

WHEREAS, As a condition of receiving Wagner-Peyser Act funding, each Michigan Works! Agency must agree to administer the federal bonding program locally, and must designate a staff person to serve as the fidelity bonding coordinator.

WHEREAS, The Workforce Development Agency, State of Michigan, is requiring that all Michigan Works! agencies submit a grant approval request form signed by the Chair of the Livingston County Workforce Development Council and the Livingston County Board of Commissioners acknowledging that it will meet the requirements of the fidelity bonding program as established by the United States Dept. of Labor.

WHEREAS, Livingston County receives no additional funding to provide these services.

WHEREAS, The Livingston County Workforce Development Council approved this plan at their May 19, 2011 meeting.

IT IS THEREFORE RESOLVED that the Livingston County Board of Commissioners hereby approves the submission of the PY 2011 Fidelity Bonding Program Plan for the period of July 1, 2011 to June 30, 2012

BE IT FURTHER RESOLVED that the Chair be authorized to sign said the Grant Approval Request form for said plan for submission to the Workforce Development Agency, State of Michigan.

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MOVED:

SUPPORTED:

CARRIED:

TO: Livingston County Board of Commissioners

FROM: Bill Sleight, Director Livingston County Michigan Works!

RE: Federal Fidelity Bonding Program Approval Request

DATE: May 24, 2011

The Fidelity Bonding Program is a partnership between the United States Department of Labor (USDOL) and The McLaughlin Company, an insurance brokerage firm, as agent for Travelers Casualty and Surety Company of America. Federal management and direction for the program is provided by The McLaughlin Company in Washington, D.C., under contract with the USDOL's Employment and Training Administration.

The program mitigates risk for employers when hiring and reduces barriers to employment often faced by high-risk job seekers. The program assists these job seekers in obtaining employment by providing an incentive for employers to hire job seekers who are qualified, but may be considered high-risk. A fidelity bond is a business insurance policy that insures an employer against employee dishonesty including any type of theft, embezzlement, forgery, fraud, and larceny.

The Fidelity Bonding Program funds the insurance coverage to employers through the appropriation of Wagner-Peyser Employment Service (ES) funds, enabling private and public, for-profit and non-profit employers to participate in the program

The features of the Fidelity Bonding Program include:

- Free bonding for the first six months of employment
- Bonds available in the amounts of \$5,000 - \$25,000
- No deductible
- Easy application process
- Extended coverage available directly from the Traveler Property Casualty Insurance Company

As a condition of receiving Wagner-Peyser ES funds, each Michigan Works! Agency must agree to administer the federal bonding program locally, and must designate a staff person to serve as the fidelity bonding coordinator. The State of Michigan Workforce Development Agency also requires that MWAs submit signed grant approval request to acknowledge that it agrees to meet all federal and state requirements for administration of this program. We receive no additional funds to provide these services.

The Livingston County Workforce Development Council approved this resolution at the May 19, 2011 meeting.

A resolution authorizing the Chair to sign the grant approval request form for the Fidelity Bonding Program is attached.

RESOLUTION

NO.: 2011-06-162

LIVINGSTON COUNTY

DATE: June 20, 2011

RESOLUTION APPROVING THE PROGRAM YEAR 2011 WORKFORCE INVESTMENT ACT ADULT PLAN FOR LIVINGSTON COUNTY - MI Works!

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 by the Governor of the State of Michigan; and

WHEREAS, Each Michigan Works! Agency is required to submit job training plans which describe the planned services and goals for the programs; and

WHEREAS, The Livingston County WIA Adult plan proposes to provide core, intensive, and training services to eligible adults with an allocation of \$416,447; and

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

WHEREAS, The Livingston County Workforce Development Council approved this plan at their May 19, 2011 meeting.

IT IS THEREFORE RESOLVED that the Livingston County Board of Commissioners hereby approves the PY 2011 Workforce Investment Act Adult Plan in the amount of \$416,447 for the period of July 1, 2011 to June 30, 2012.

BE IT FURTHER RESOLVED that the Chair be authorized to sign said plan for submission to the Workforce Development Agency, State of Michigan.

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MOVED:

SUPPORTED:

CARRIED:

TO: Livingston County Board of Commissioners

FROM: Bill Sleight, Director Livingston County Michigan Works

RE: PY 2011 Workforce Investment Act (WIA) Adult Plan

DATE: May 25, 2010

The Workforce Development Agency, State of Michigan has released draft allocations for the WIA Adult Program for (PY) 2011 (July 1, 2011, through June 30, 2012).

WIA adult funds are allocated to MWAs by formula, to provide assistance for adult employment and training activities. Our allocation for PY 2011 is \$416,447. In PY 2010 our allocation was \$443,268. This represents a decrease of \$36,821, or 8%. Statewide, WIA adult allocations were down 20% for PY 2011 so our decrease is significantly less than the state average. With anticipated carry-in from PY 2010, total fund availability in this grant will be about the same as last year. However, our overall funding for all programs will be about 40% less than last year since most of our Recovery Act funds have been spent. Further, it is possible that we may face rescissions in later in the year as Congress addresses the budget deficit.

Fund transfers are permitted between the Adult and Dislocated Worker Programs. A maximum of 20% of our PY 2011 allocation for adult employment and training activities, and up to 20 percent of our PY 2011 allocation for Dislocated Worker employment and training activities may be transferred between the two programs. At this time there are no plans for transfer of funds. During the course of the program year, we will assess the needs of each program and make a determination if a transfer of funds is needed.

The plan has been approved by the Workforce Development Council and needs the approval of the Board of Commissioners. Attached is a copy of the plan summary.

**SUMMARY
WORKFORCE INVESTMENT ACT
ADULT PLAN
LIVINGSTON COUNTY**

The Workforce Investment Act (WIA) will provide core, intensive, and training services to eligible adults in the Livingston County Michigan Works Agency!. Livingston County's PY 2011 allocation is \$416,447

The Plan narrative will contain the following major sections: description of services provided, supportive services and needs-related payments, and budget and participant plan summary. These sections are summarized below.

DESCRIPTION OF SERVICES PROVIDED

Job Seeker Core Services

Core services are information and resources available to everyone free of charge. They help people access resources for job-finding efforts, including the use of information and tools, whether on electronic systems, printed or audio-visual in nature, and are preparatory to job search.

Job Seeker Intensive Services

These are intensive services available to targeted populations to support workforce development efforts based on program eligibility and other criteria determined locally. Workshops, career assessment services, resume and job search assistance are examples of intensive services. Minimally, customer groups will be afforded access to intensive services available within funding constraints and based on eligibility.

Jobs Seeker Training Services

Training services are available to targeted populations to support workforce development efforts based on program eligibility and other criteria determined locally. Minimally, customer groups will be afforded access to training services available within funding constraints and based on eligibility. Basic Skills Training, Vocational Training, On- the-Job Training, and Work Experience are some examples of training services.

As funds permit, supportive services will be available to enable individuals to participate in training activities. The two major services offered are childcare and transportation assistance. Other support services, such as health and medical care, mental health counseling services and clothing assistance may also be provided upon documented need and approval by the Director. Needs based payments may also be available, consistent with a Workforce Development Council (WDC) approved policy.

A variety of other services is described in the plan and may be implemented during the current program year. They include programs for special populations. These programs may be developed at a later date.

Livingston County will target services to individuals facing multiple barriers to employment. State 5% incentive funds will also be used to support these services. Programs will be solicited

AGENDA ITEM 6.b.2

and monitored and will be operated in accordance with WIA performance standards.

PARTICIPANT PLAN SUMMARY	
ACTIVITY	# ENROLLED
Core Services	240*
Intensive Services	175
Training Services	150

*Enrolled in the WIA reporting system. All individuals accessing services at the center receive core services. It is anticipated that at least 10,000 individuals will access core services.

PERFORMANCE FACTORS

PERFORMANCE INDICATORS	PLANNED PERFORMANCE LEVELS
Entered Employment Rate	89%
Employment Retention Rate	86%
Average Earnings	\$10,200
Employment and Credential Rate	84%
Participant Customer Satisfaction Rating	91%
Employer Customer Satisfaction Rating	86%

BUDGET SUMMARY	
Allocation	\$416,447
General Administration	\$41,644
Remaining for Program	\$374,803
PROGRAM BUDGET	
Core Services	\$100,000
Intensive Services (Contractor Costs)	\$100,000
Training Services	\$174,803
TOTAL	\$374,803

In accordance with the Americans with Disabilities Act (ADA) of 1990 (Public Law 101-336), the final plan summary will be available in large print or audio tape upon request.

RESOLUTION

NO.: 2011-06-163

LIVINGSTON COUNTY

DATE: June 20, 2011

RESOLUTION AUTHORIZING THE ISSUANCE OF A BLANKET PURCHASE ORDER FOR THE PURCHASE OF AMMUNITION – SHERIFF’S DEPARTMENT / PURCHASING

WHEREAS, the Sheriff’s Department has a need for ammunition for target and service needs; and

WHEREAS, because of the long lead times for ammunition, we have researched different manufacturer’s specs and ballistics which will meet the same standards for target and services needs.

WHEREAS, per the Purchasing Policy, a competitive bid process was performed and the solicitation was posted on the MITN e-procurement site which 30 vendors were notified; and

WHEREAS, Purchasing received two bid responses, in which, Michigan Police Equipment of Charlotte was the most responsive responsible bidder; and

WHEREAS, After review of the both bids, we recommend a Blanket Purchase Order to Michigan Police Equipment of Charlotte, Michigan in an amount not exceed \$47,205.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes a Blanket Purchase Order for the amount not to exceed \$47,205.00 for ammunition purchases to Michigan Police Equipment of Charlotte, Michigan.

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MOVED

SECONDED:

CARRIED:

Vendor: Michigan Police Equipment									CMP Distributors		
QTY	U/M	DESCRIPTION	EACH PRICE	EXTENDED PRICE	Delivery Lead Time in Calendar Days	EACH PRICE	EXTENDED PRICE	Delivery Lead Time in Calendar Days			
70000	Rnds	.45 ACP Caliber Pistol, 230 grain FMJ <i>Brand Name/Part Number:</i> _____	Remington L45AP4		3-30/Days	Federal AE45A					
			\$0.254	\$ 17,780.00		\$ 0.2375	\$ 16,625.00	30-60/Days			
5000	Rnds	.45 ACP, +P 230 grain TAP CQ Pistol, Approved Brand: Hornady +P TAP CQ #90955--No Substitutions	\$0.560	\$ 2,800.00	3-30/Days	No Bid					
10000	Rnds	.40 S&W Caliber Pistol, 180 grain FMJ <i>Brand Name/Part Number:</i> _____	Remington L40SW3		3-30/Days	Federal AE40R1 Or Speer 53652					
			\$0.200	\$ 2,000.00		\$ 0.18544	\$ 1,854.40	30-60/Days			
4000	Rnds	.40 S&W Caliber Pistol, 180 grain TAP CQ, Approved Brand: Hornady 180 grain TAP CQ #91365--No Substitutions	\$0.500	\$ 2,000.00	3-30/Days	No Bid					
2000	Rnds	12 ga. 8 Pellet, 00 buckshot 2 3/4 Approved Brand: Hornady TAP Light Magnum 00 Buck Hornady #86275--No Substitutions	\$0.480	\$ 960.00	/Days	\$ 0.3740	\$ 748.00	15-30/Days			(Sub: Federal LE1330BK)
2000	Rnds	12 ga., 1 oz Rifled slug, 2 3/4 . Approved Brand: Remington Slugger Rifled Slug #S12SRS --No Substitutions	\$0.770	\$ 1,540.00	3-30/Days	\$ 0.412	\$ 824.00	15-30/Days			(Sub: Federal LEB127LRS)
15000	Rnds	(WAS) .223 Caliber Rifle, 62 grain -75 grain FMJ bullet <i>Brand Name/Part Number:</i> _____									
10000	Rnds	(NOW) .223 Caliber Rifle, 60 grain FMJ bullet <i>Brand Name/Part Number:</i> _____	Fiocchi 223C 62 Grain Full Metal Jacket Boat Tail		30/Days	Federal AE223, 55 grain					
			\$0.322	\$ 3,220.00		\$ 0.2978	\$ 2,978.00	30-60/Days			
5000	Rnds	(NEW) .223 Caliber Rifle, Hornady TAP 60 grain; Approved Brand: Hornady URBAN #83286 - No Substitutions	\$0.525	\$ 2,625.00	60/Days	Federal T223F					
						\$ 0.690	\$ 3,450.00	30-60/Days			
10000	Rnds	(NEW) .223 Caliber Rifle, 75 grain FMJ bullet <i>Brand Name/Part Number:</i> _____	Hornaday 9760EL		60/Days	No Bid					
			\$0.525	\$ 5,250.00							
7000	Rnds	5.56 NATO 75 grain BTHP Approved Brand: Hornady 5.56 NATO 75 grain BTHP T2 TAP #8126N - No Substitutions	\$0.495	\$ 3,465.00	3-30/Days	No Bid					
3000	Rnds	.308 Caliber Rifle, 165 grain - 180 grain bullet <i>Brand Name/Part Number:</i> _____	Remington L308W4		3-30/Days	Federal AE308A					
			\$0.485	\$ 1,455.00		\$ 0.4976	\$ 1,492.80	30-45/Days			
3000	Rnds	.308 165 grain - 168 grain TAP Approved Brand: Hornady TAP #80985; #80995; #80975; #80965 - No Substitutions <i>* = Reference pricing for part number 80985 on MPE Pricing Page.</i>	Part #: 80975; 80995; 80965*		3-30/Days	No Bid					
			\$0.785	\$ 2,355.00							



LIVINGSTON COUNTY PURCHASE ORDER

Central Purchasing
 304 E. Grand River, Ste.204, Howell, MI 48843
 Phone: (517) 540-8741 Fax: (517) 546-7266

Purchase Order Number

Ship Via	Delivery Date	Terms	Fund/Dept	Line Item	Date
THEIR TRUCK	20 DAYS ARO	NET 30 DAYS	101-301; 101-350; 266-301	747.052; 746.052; 744.050; 747.000	1-Jun-2011

ISSUED TO: MICHIGAN POLICE EQUIPMENT COMPANY 6521 LANSING RD. CHARLOTTE, MI 48813 ATTN: SENA LOSETH 517.322.0443 Fax 517.322.0491	SHIP TO & BILL TO: LIVINGSTON COUNTY SHERIFF DEPARTMENT 150 S. HIGHLANDER WAY HOWELL, MI. 48843 <i>For more information contact:</i> Sgt. Robert Marshall #257 517.540.7912 RMarshall@co.livingston.mi.us
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QTY	U/M	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
70000	Rnds		.45 ACP Caliber Pistol, 230 grain FMJ Remington L45AP4	\$0.254	\$17,780.00
7000	Rnds		.45 ACP, +P 230 grain TAP CQ Pistol, Approved Brand: Hornady +P TAP CQ #90955--No Substitutions	\$0.560	\$3,920.00
10000	Rnds		.40 S&W Caliber Pistol, 180 grain FMJ Remington L40SW3	\$0.200	\$2,000.00
4000	Rnds		.40 S&W Caliber Pistol, 180 grain TAP CQ, Approved Brand: Hornady 180 grain TAP CQ #91365--No Substitutions	\$0.500	\$2,000.00
2000	Rnds		12 ga. 8 Pellet, 00 buckshot 2 3/4 Approved Brand: Hornady TAP Light Magnum 00 Buck Hornady #86275--No Substitutions	\$0.480	\$960.00
2000	Rnds		12 ga., 1 oz Rifled slug, 2 3/4 . Approved Brand: Remington Slugger Rifled Slug #S12SRS --No Substitutions	\$0.770	\$1,540.00
10000	Rnds		.223 Caliber Rifle, 62 grain FMJ bullet Fiocchi 223C	\$0.322	\$3,220.00
5000	Rnds		.223 Caliber Rifle, Hornady TAP Urban 60 grain #83286	\$0.525	\$2,625.00
15000	Rnds		.223 Caliber Rifle 75 grain FMJ Hornady #9760EL	\$0.277	\$4,155.00
7000	Rnds		5.56 NATO 75 grain BTHP Approved Brand: Hornady 5.56 NATO 75 grain BTHP T2 TAP #8126N--No Substitutions	\$0.495	\$3,465.00
4000	Rnds		.308 168 grain TAP Approved Brand: Hornady TAP #80965	\$0.785	\$3,140.00
2000	Rnds		.308 165 grain TAP Approved Brand: Hornady TAP #80985	\$1.200	\$2,400.00

This order is exempt from sales & use tax Exemption No. 38-6005819	SHIPPING/FREIGHT	
	TOTAL	\$47,205.00

INSTRUCTIONS TO THE VENDOR: 1. PO# must appear on all invoices, packing slips and correspondence. 2. Send invoice to department placing order. 3. By accepting this PO, the seller agrees to the terms and conditions on the front and reverse sides hereof. 4. Seller agrees to provide applicable material safety data sheets as required by law. 5. Deliver all items to department indicated. 6. Vendor carries all risk of loss and/or damage to items ordered occurring prior to their delivery to acceptance by the department indicated.	Department Authorization	Date
	Purchasing Authorization	Date
	Must have purchasing authorization if over \$1,000.00.	



Memorandum

To: Livingston County Board of Commissioners
From: Sgt. Robert Marshall and Lt. Lynch
Date: June 2, 2011
Re: Resolution authorizing Blanket Purchase Order for Ammunition – Sheriff's Department/Purchasing

The Sheriff's Department has a need for ammunition for their target and service needs. In the past, the Sheriff has been using a combination the extendable contracts available through the State of Michigan MiDEAL Program, and quoting ammunition which was not available on the MiDEAL contracts.

The lead times for the ammunition have been extremely long and/or unavailable to obtain and substitutions have had to be made to meet the ammunition requirements. This year we have researched different manufacturer's specs and ballistics which will meet the same standards for target and services needs. The ammunition required is not available under the current contract available through the MiDEAL program.

Purchasing performed a competitive bid process and posted on the MITN e-procurement site which 30 vendors were notified and two bids were received and reviewed. The attached tabulation illustrates Michigan Police Equipment was the most responsible responsive bidder. In the past, we have used Federal manufactured ammunition and have not been able to rely that they are readily available after receipt of order. After review of the both bids, we recommend and request that the attached resolution be approved authorizing that a Blanket Purchase Order to Michigan Police Equipment of Charlotte, Michigan in an amount not exceed \$47,205 for ammunition purchases.

Back-up documentation regarding this purchase is available in the Purchasing Office for review. If you have any questions or concerns regarding this matter, please contact Jana Daroczy at 517.540.8740.

RESOLUTION

NO.: 2011-06-164

LIVINGSTON COUNTY

DATE: June 20, 2011

RESOLUTION AUTHORIZING INCREASED BACKUP POWER GENERATION CAPACITY – DEPARTMENT OF PUBLIC HEALTH

WHEREAS, the Department of Public Health has recognized a need to place additional work area electrical circuits on backup power for emergency preparedness functions; and

WHEREAS, Building Services has determined the existing 12 Kilowatt backup power generator does not provide enough capacity to add work area circuits; and

WHEREAS, Building Services has determined a 22 Kilowatt backup power generator will provide capacity to add work area circuits; and

WHEREAS, Building Services has determined a 22 Kilowatt backup power generator will electrically match the existing infrastructure; and

WHEREAS, the Department of Public Health has pre-approval from the Michigan Department of Public Health-Office of Public Health Preparedness to spend identified H1N1 Implementation Funds on said project; and

WHEREAS, the Department of Public Health, with consultation from Building Services, has chosen the lowest priced qualified contractor to perform the backup power project; and

WHEREAS, the Department of Public Health is requesting authorization to spend the current year budgeted funds from the H1N1 Implementation Fund in the amount of \$12,600.00 to Glover Electric to install the 22 Kilowatt backup power generator.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes a Purchase Order to Glover Electric for removal and replacement of the existing power generator and all necessary wiring, conduit and piping as per RFQ –LC-11-09 fro an amount not to exceed \$ 12,600.00.

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MOVED:

SECONDED:

CARRIED:



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF PUBLIC HEALTH

2300 E. Grand River Suite 102
Phone: 517-552-6801
Fax 517-546-6995
Web Site: lchd.org

Memorandum

To: Livingston County Board of Commissioners
From: Ted Westmeier
Date: 06-03-11
**Re: RESOLUTION AUTHORIZING THE ISSUANCE OF A PURCHASING
DEPARTMENT PURCHASE ORDER AUTHORIZING THE BACKUP
POWER GENERATION ENHANCEMENT PROJECT FOR THE
DEPARTMENT OF PUBLIC HEALTH**

The Department of Public Health has identified a need for a small amount of work area, Conference Room D and restrooms to be backed up in case of extended power outages during an emergency incident. The existing backup power generator supplies enough power for the department's vaccine refrigerators/freezers only.

LCDPH has received approval from the Michigan Department of Community Health – Office of Public Health Preparedness to expend leftover H1N1 implementation funds to install increased backup power generation for this purpose.

LCDPH has issued a RFQ and received three bids. LCDPH and Building Services have identified Glover Electric as the best qualified contractor based on price and experience to implement this project.

LCDPH has budgeted the funds and would like to proceed with this project by having the Board of Commissioners authorize the Purchasing Department to issue a Purchase Order to Glover Electric in the amount of \$12,600.00.

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

RFQ - 11-09
 East Complex Back-up
 Generation System

	Crampton Electric	Glover Electric	Newkirk Electric
Labor and any necessary materials for the disconnection of existing generator. Replace or enhance existing concrete pad. Install new Generac Model QT022 - 22kW 60Hz; or equivalent.	\$14,950.00	\$12,600.00	\$23,075.00
Lead time for install after receipt of order	3 days	21 days	30 days
Comments:		1. Includes factory approved startup with one hour load bank test. 2. lead time on generator is 1-2 weeks.	1. Add \$1,775.00 for sound enclosure - delivery 9-10 weeks after release of order 2. New generator must be approved for direct replacement in same location 3. Proposed 25REZG Generator with weather enclosure factory stock

RESOLUTION

NO.: 2011-06-165

LIVINGSTON COUNTY

DATE: June 20, 2011

RESOLUTION AUTHORIZING THE 44th CIRCUIT COURT AND THE 53RD DISTRICT COURT TO APPLY FOR FY 2012 MICHIGAN SPECIALTY COURT GRANT PROGRAM (MDCGP and MMHCGP) FUNDING FROM THE STATE COURT ADMINISTRATIVE OFFICE – CIRCUIT COURT

- WHEREAS,** The State Court Administrative Office (SCAO) authorizes the expenditure of federal and state funds by competitive grant awards to operate circuit and district drug/mental health court programs throughout Michigan; and
- WHEREAS,** Livingston County’s 44th Circuit and 53RD District Courts constitute a jurisdiction designated to operate Specialty Court programs; and
- WHEREAS,** The SCAO has identified funds to be used in support of drug/mental health court programs across the state during FY 2012; and
- WHEREAS,** The 44th Circuit and 53rd District Courts are seeking approval to apply for MDCGP an MMHCGP Funding for FY 2012, which requires no county match; and
- WHEREAS,** The 44th Circuit and 53rd District Courts will request these funds for staffing, treatment, testing, training and other program-related expenses necessary to operate the Livingston County Specialty Courts Program during FY 2012, as noted below:

THE COURT	SPECIALTY COURT	FUNDING REQUEST	PERIOD
44 th Circuit Court	Byrne JAG Adult Drug Court	\$130,000	10/1/2011 - 9/30/2012
44 th Circuit Court	Juvenile Drug Treatment Court	\$60,000	10/1/2011 - 9/30/2012
44 th Circuit Court	Family Dependency Drug Court	\$60,000	10/1/2011 - 9/30/2012
53 rd District Court	Intensive Treatment Mental Health Court	\$55,000	10/1/2011 - 9/30/2012

IT IS THEREFORE RESOLVED that the Livingston County Board of Commissioners approves the application by the 44th Circuit and 53rd District Courts to the SCAO for FY 2011 MDCGP Funding.

BE IT FURTHER RESOLVED that the Chair of the Livingston County Board of Commissioners is authorized to sign all forms, assurances, contracts/agreements, and support documents related to the grant application and subsequent award upon review by Civil Counsel.

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MOVED:

SECONDED:

CARRIED:



Memorandum

To: Livingston County Board of Commissioners

From: William Newhouse

Date: May 26, 2011

Re: RESOLUTION AUTHORIZING THE 44th CIRCUIT COURT AND THE 53RD DISTRICT COURT TO APPLY FOR FY 2012 MICHIGAN SPECIALTY COURT GRANT PROGRAM (MDCGP and MMHCGP) FUNDING FROM THE STATE COURT ADMINISTRATIVE OFFICE – CIRCUIT COURT/ FINANCE COMMITTEE / FULL BOARD

The 44th Circuit and 53rd District Courts are requesting Board of Commissioners approval to submit four proposals to the State Court Administrative Office (SCAO), to request funding through the Michigan Drug Court Grant Program (MDCGP) and Michigan Mental Health Court Grant Program (MMHCGP) for operation of the Livingston County Adult Drug Court, the Juvenile Drug Court, the Family Dependency Treatment Court and the Intensive Treatment Mental Health Court.

Requests totaling \$305,000 provides funding for the operational expenses of the Courts including salaries, contracts with treatment providers, drug testing, and attendance at the State conference. No County match is required. This will be the first year of operation for the “new” Juvenile Drug Court and the Family Dependency Treatment Court. Funding requested is for fiscal year 2011-12 and will be available for the period of 10/1/2011 to 9/30/2012.

Should you have any questions, please contact me.

RESOLUTION

NO.: 2011-06-166

LIVINGSTON COUNTY

DATE: June 20, 2011

RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO ESRI, INC FOR GIS SOFTWARE MAINTENANCE – INFORMATION TECHNOLOGY / GENERAL GOVERNMENT / FINANCE

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 contract number 071B1300270; 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, 2011, through August 14, 2012 for an amount not to exceed \$28,560.27; and

WHEREAS, funding for same is available through the Information Technology 2011 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, 2011 through August 14, 2012 for an amount not to exceed \$28,560.27 per year, with a total contract amount not to exceed \$28,560.27.

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MOVED:

SECONDED:

CARRIED:



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF INFORMATION TECHNOLOGY

304 E. Grand River Ave., Suite 101
Phone 517.548.3230 Fax 517.545.9608
Web Site: co.livingston.mi.us

Memorandum

To: Livingston County Board of Commissioners
From: Paul McNamara
Date: 5/27/2011
Re: ERSI Software Maintenance Renewal

Attached for your approval is a resolution authorizing the purchase of software maintenance renewals for all GIS products in the Livingston County. This includes all ArcView and ArcInfo software currently utilized in the GIS, Planning, Drain Commissioner, Equalization, Public Health, Building Services, Central Dispatch/E911, and EMS Departments. Additionally, the software used to make the GIS data available online, provide maps through LivingstonLive and maintain the County's enterprise GIS database are also covered by this maintenance agreement. These products are purchased from, and supported by, ESRI, Inc., of Redland, CA.

ERSI, Inc. has provided pricing through the State of Michigan Contract and they are the sole vendor for ArcGIS software. The cost for this year's annual maintenance is \$28,611.73.

Thank you for your consideration of this request. Please let me know if I can furnish any additional information.

RESOLUTION

NO.: 2011-06-167

LIVINGSTON COUNTY

DATE: June 20, 2011

RESOLUTION FOR ISSUANCE OF A BLANKET PURCHASE ORDER TO DELL, INC. FOR THE PURCHASE OF DELL LATITUDE LAPTOPS AND AUTHORIZATION TO MOVE THE REMAINING AMOUNT OF FUNDS FROM THE EDS, INC. BLANKET PURCHASE ORDER TO THE NEW BLANKET PO FOR DELL, INC. - INFORMATION TECHNOLOGY

WHEREAS, the Information Technology department can now purchase directly from Dell, Inc. of for the purchasing of Dell Latitude laptops, and we can eliminate the middle vendor EDS, Inc.; and

WHEREAS, the IT department is asking for approval of the issuance of a blanket Purchase Order to Dell, Inc.; and

WHEREAS, we have an blanket Purchase Order for EDS, Inc. approved on Resolution #2010-12-367 for a total amount of \$35,000.00 of which \$5,249.77 stills remains on that purchase order after several purchases of Dell laptops this year; and

WHEREAS, the Information Technology department would like to combined the remaining \$5,249.77 and add an additional \$15,000.00 for a new blanket Purchase Order to Dell, Inc. direct in the amount of \$20,249.77; and

WHEREAS, funds are available; and

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves a Blanket Purchase Order be issued to Dell, Inc. for Dell Latitude Laptops combining what is left from the EDS blanket PO, and adding an additional \$15,000.00 for a total amount not to exceed \$20,249.77.

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MOVED:

SECONDED:

CARRIED:



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF INFORMATION TECHNOLOGY

304 E. Grand River Ave., Suite 101 Howell, MI 48843
Phone 517 548-3230 Fax 517 545-9608
Web Site: co.livingston.mi.us

Memorandum

To: Livingston County Board of Commissioners
From: Paul McNamara
Date: 5/31/2011
Re: Blanket Purchase Order to Dell, Inc.

For your approval attached is a Resolution to authorize issuance of a Blanket Purchase Order to Dell, Inc. of .

Due to the constant need of replacing computer equipment, and the need to replace several depreciated laptops at this time, we have been told by Dell we can eliminate the middle vendor EDS, Inc., and purchase directly from them. This will be a signification cost savings for Livingston County.

The total cost after combining what is left from the EDS blanket PO and adding the additional \$15,000.00 will not exceed \$20, 249.77.

There is a need right now to replace the Board of Commissioners laptops. This Purchase Order will allow us to purchase the same model Laptops for each one of our Commissioners.

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

RESOLUTION

NO.: 2011-06-168

LIVINGSTON COUNTY

DATE: June 20, 2011

RESOLUTION AUTHORIZING A RENEWAL OF A SUBLEASE BETWEEN THE STATE OF MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET FOR THE DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS (LARA) AND THE COUNTY OF LIVINGSTON FOR SPACE AT THE MICHIGAN WORKS! – LIVINGSTON SERVICE CENTER AT THE LIVINGSTON REGIONAL M-TEC, 1240 PACKARD DR, HOWELL

- WHEREAS,** Livingston County Michigan Works! currently leases space at 1240 Packard Drive for use as the Michigan Works! Livingston Service Center; and
- WHEREAS,** According to the lease, the County of Livingston may sublease portions of the leased premises to the State of Michigan – Department of Technology Management and Budget for Department of Licensing and Regulatory Affairs (LARA) ; and
- WHEREAS,** Under the guidance of the Livingston County Workforce Development Council, the Director of Livingston County Michigan Works! had negotiated a sublease with the Michigan Department of Labor and Economic Growth for space at the Michigan Works! Livingston Service Center at the Livingston Regional M-TEC, 1240 Packard Drive, Howell, Michigan 48843; and
- WHEREAS,** On July 2, 2007, in Resolution 2007-07-183, the Livingston County Board of Commissioners approved a sublease with the Michigan Department of Labor and Economic Growth for space at the Michigan Works! Livingston Service Center commencing July 1, 2007 and ending June 30, 2008 at the Livingston Regional M-TEC, 1240 Packard Drive, Howell, at a rate of \$248.45 per month; and
- WHEREAS,** On June 16, 2008, in Resolution 2008-06-184, the Livingston County Board of Commissioners approved a renewal of the sublease with the Michigan Department of Labor and Economic Growth for space at the Michigan Works! Livingston Service Center commencing July 1, 2008 and ending October 31, 2010 at the Livingston Regional M-TEC, 1240 Packard Drive, Howell, at a rate of \$248.45 per month; and
- WHEREAS,** It is favorable to renew the sublease for the period of April 1, 2011 to December 31, 2013, with a rental rate of \$174.25 per month; and
- WHEREAS,** The State of Michigan prepared the sublease for the facility.

IT IS THEREFORE RESOLVED, That the Livingston County Board of Commissioners approves renewing a sublease with the State of Michigan Department of Technology, Management and Budget for the Department of Licensing and Regulatory Affairs (LARA) for space at the Michigan Works! Livingston Service Center commencing April 1, 2011 and ending December 31, 2013 at the Livingston Regional M-TEC, 1240 Packard Drive, Howell, at a rate of \$174.25 per month.

BE IT FURTHER RESOLVED, That the Chair of the Livingston County Board of Commissioners is authorized to sign said sublease with the Michigan Department of Labor and Economic Growth upon review and approval of Civil Counsel.

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MOVED:

SUPPORTED:

CARRIED:

MEMORANDUM

TO: Board of Commissioners

FROM: Bill Sleight

RE: Sublease

DATE: June 1, 2011

Currently, the State of Michigan- Department of Technology, Management and Budget for the Department of Licensing and Regulatory Affairs (LARA) provides itinerant staff at the Michigan Works! Service Center from the Michigan Rehabilitation Services (MRS). MRS provides services to individuals with disabilities and the Veterans Employment Services (VES) provides employment services to Veterans. The State of Michigan agreed to reimburse us for their share of rent.

As you are aware, Livingston County Michigan Works! has a lease with Mott Community College (Livingston Regional M-TEC) for space to house our service center operation. According to our lease, we may sublease portions of the leased premises to State of Michigan- Department of Technology, Management and Budget for the Department of Licensing and Regulatory Affairs (LARA). As a result, we are proposing to renew the sublease between the State of Michigan and the County of Livingston that would cover the cost of space which is 150 sq. ft. The monthly base rental amount would be \$174.25 including monthly operating cost. The rent includes all utilities, custodial services, maintenance, landscaping, snow removal, computers for customers and contractors, copiers, fax machines and phones. The renewed sublease would be effective starting April 1, 2011 and end on December 31, 2013.

Attached for your consideration is a copy of the sublease and a resolution approving the renewed sublease between the County of Livingston and the State of Michigan- Department of Technology, Management and Budget for the Department of Licensing and Regulatory Affairs (LARA) for space at the Michigan Works! Service Center.

RESOLUTION

NO: 2011-06-169

LIVINGSTON COUNTY

DATE: June 20, 2011

RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO ENTER INTO A GRANT AGREEMENT WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION TO FUND THE CONSTRUCTION OF APRONS, TAXIWAY AND PARKING LOT INCLUDING AIRFIELD PAINTING AND CONSTRUCTION ADMINISTRATION -- AIRPORT

WHEREAS, the Livingston County Board of Commissioners anticipates an agreement with Zito Construction of Grand Blanc, Michigan for construction of aprons, taxiway and parking lot including airfield painting; and

WHEREAS, a second contract with QoE consulting, formerly R.W. Armstrong, will provide for construction administration services for the above project; and

WHEREAS, the Michigan Aeronautics Commission has authorized a grant agreement to provide funding for these services; and

WHEREAS, The total amount of the grant agreement is \$2,000,000 and the local share (2.5%) will be \$50,000.00.

THEREFORE BE IT RESOLVED the Livingston County Board of Commissioners concurs with the Livingston County Aeronautical Facilities Board to enter into a grant agreement with the Michigan Department of Transportation to fund the construction of aprons, taxiway and parking lot including airfield painting and construction administration.

BE IT FURTHER RESOLVED the Chair be authorized to sign the Agreement upon review by Civil Counsel.

BE IT FURTHER RESOLVED the local share of \$50,000.00 shall be advanced from the Airport Loan Agreement upon receipt of an invoice from MDOT.

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MOVED:

SUPPORTED:

CARRIED:



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF AIRPORT

3480 W. Grand River
Howell, MI 48855
Phone 517.546.6675 Fax 517.546.6656
Web Site: co.livingston.mi.us

Memorandum

To: Livingston County Board of Commissioners
From: Mark D. Johnson
Airport Manager
Date: May 23, 2011
Re: Grant Agreement with MDOT

This grant agreement will fund both the contract with Zito Construction for the construction of the new terminal apron, parking lot and airfield painting as well as the agreement with QoE Consulting for construction administration services performed for the construction project.

The grant is for a total of \$2,000,000 and the local share will be 2.5% or \$50,000.

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

RESOLUTION

NO: 2011-06-170

LIVINGSTON COUNTY

DATE: June 20, 2011

RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO ENTER INTO AN AGREEMENT WITH QoE CONSULTING (FORMERLY R.W. ARMSTRONG) OF LANSING, MICHIGAN TO PROVIDE CONSTRUCTION ADMINISTRATION AND MATERIALS TESTING FOR THE CONSTRUCTION OF APRONS, TAXIWAY AND PARKING LOT INCLUDING AIRFIELD PAINTING -- AIRPORT

WHEREAS, the Livingston County Airport will construct a new ramp area and terminal building over the next two construction seasons; and

WHEREAS, QoE Consulting (formerly R.W. Armstrong) has prepared the plans for bidding and is very familiar with the project;

WHEREAS, QoE Consulting will have on site representation on a daily basis during the duration of the project; and

WHEREAS, The amount of the contract which has been approved by MDOT – Aeronautics is \$158,392 and the local share (2.5%) will be \$3,959.80.

THEREFORE BE IT RESOLVED the Livingston County Board of Commissioners concurs with the Livingston County Aeronautical Facilities Board to enter into an agreement with QoE Consulting (formerly R.W. Armstrong) of Lansing, Michigan to provide Construction Administration and materials testing for the construction of aprons, taxiway and parking lot including airfield painting.

BE IT FURTHER RESOLVED the Chair be authorized to sign the Agreement upon review by Civil Counsel.

BE IT FURTHER RESOLVED the local share of \$3,959.80 shall be advanced from the Airport Loan Agreement upon receipt of an invoice from MDOT.

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MOVED:

SUPPORTED:

CARRIED:



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF AIRPORT

3480 W. Grand River
Howell, MI 48855
Phone 517.546.6675 Fax 517.546.6656
Web Site: co.livingston.mi.us

Memorandum

To: Livingston County Board of Commissioners
From: Mark D. Johnson
Airport Manager
Date: May 23, 2011
Re: QoE Consulting Construction Administration Agreement

QoE Consulting will perform Construction Supervision and Administration services for the Zito Construction ramp project. These services will include: construction staking, materials reviews & testing, contractor pay review and approval, and final project documents.

This contract has been reviewed by MDOT – Aeronautics and has been approved.

The grant agreement for apron construction also includes monies for these services, which will be funded with a 2.5% local share.

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



4100 Capital City Blvd, 2nd Floor
 Lansing, MI 48906
 Ph. (517) 327-1980
 Fax (517) 327-1982

Airport: Livingston County Airport
 Location: Howell, MI
 Project No.: C-26-0047-5211
 Contract No.: FM47-2-C42
 QoE Job No.: 20095200-2020
 Date: April 28, 2011

CONSTRUCTION ENGINEERING - FEE DETERMINATION
 Construct bituminous apron (205' x 805'), concrete apron (205' x 190') and parking lot (140' x 160')

PERSONNEL CLASSIFICATION	HOURLY RATE	Preconstruction Meeting		Construction Staking		Construction Inspection		Project Documents		Final Inspection & Punchlist Followup		Record Drawings and Final Constr. Report	
		HRS	TOTAL	HRS	TOTAL	HRS	TOTAL	HRS	TOTAL	HRS	TOTAL	HRS	TOTAL
Sr. Project Manager	49.50	4	198.00	16	792.00	120	5,940.00	40	1,980.00	8	396.00	16	792.00
Project Manager	46.15		0.00		0.00		0.00		0.00		0.00		0.00
Civil Engineer	31.05	10	310.50	130	4,036.50	792	24,591.60	60	1,863.00	36	1,117.80	40	1,242.00
Construction Inspector	33.00		0.00		0.00		0.00		0.00		0.00		0.00
Civil Technician	23.60		0.00		0.00		0.00		0.00		0.00		0.00
Electrical Technician	23.60		0.00		0.00		0.00		0.00		0.00		0.00
CADD Technician	19.75		0.00		0.00	16	316.00	12	237.00		0.00	60	1,185.00
Civil Intern	18.00		0.00		0.00		0.00		0.00		0.00		0.00
Clerical	18.63		0.00		0.00		0.00	40	745.20		0.00	8	149.04
LABOR TOTAL:		14	508.50	146	4,828.50	928	30,847.60	152	4,825.20	44	1,513.80	124	3,368.04
DIRECT COSTS													
Mileage	0.50	80	40.00	600	300.00	6,800	3,400.00		0.00	240	120.00		0.00
Meals	9.00	2	18.00	12	108.00	90	810.00		0.00	3	27.00		0.00
Printing	0.15		0.00		0.00		0.00	100	15.00		0.00	300	45.00
Printing	3.00		0.00		0.00		0.00		0.00		0.00	120	360.00
Phone	3.00	2	6.00	2	6.00	20	60.00	12	36.00	4	12.00		0.00
Room	85.00		0.00		0.00		0.00		0.00		0.00		0.00
Field Manager	10.00		0.00		0.00		0.00	32	320.00		0.00		0.00
DIRECT COST TOTAL:			64.00		414.00		4,270.00		371.00		159.00		405.00

LABOR: 45,891.64
 OVERHEAD (1.75): 80,310.37
 DIRECT COSTS: 5,683.00
 TOTAL: 131,885.01
 FIXED FEE (0.11): 14,507.35
 TOTAL: 146,392.36
 SUBCONSULTANTS: 12,000.00 Somat - testing
 SUBCONSULTANTS:

PAYMENT SCHEDULE:
 1st Payment 40,000.00
 2nd Payment 35,000.00
 3rd Payment 30,000.00
 4th Payment 25,000.00
 5th Payment 12,500.00
 Final Payment 15,892.00
TOTAL: 158,392.00

GRAND TOTAL: #####

USE: #####

**MICHIGAN DEPARTMENT OF TRANSPORTATION
AIRPORTS DIVISION**

**PROFESSIONAL SERVICES AGREEMENT
APPROVAL**

Date: May 13, 2011	Airport: Livingston County Spencer Hardy Airport
To: Mark Johnson	Location: Howell, Michigan
From: Carol Aldrich	Project No.: C-26-0047-5211
Contract No.: FM 47-02-C42	Item No.: AK2532
Job Number: 113116A	Amendment No.:
Subject: Construction Administration Approval	
Work Description: Construction administration for aprons, parallel taxiway, parking lot and airfield paint marking	

Consultant: Qoe	
Agreement Amount: \$158,392.00	Estimated Construction Cost: \$1,829,349.00

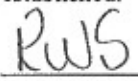
PHASE	COST	L.S.	COST	PROGRAM
Preliminary	\$	<input type="checkbox"/>	<input type="checkbox"/>	AIP <input checked="" type="checkbox"/>
Design	\$	<input type="checkbox"/>	<input type="checkbox"/>	S/L <input type="checkbox"/>
Construction	\$ 158,392.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Property Survey	\$	<input type="checkbox"/>	<input type="checkbox"/>	

The referenced agreement includes all mandatory clauses per FAA APP-510 Contract Writing Program through Version 2, dated 04/23/90. An independent cost analysis has been performed. The cost was found to be reasonable for the services to be provided.

This agreement is recommended to be approved for state and federal participation subject to the following conditions:


 Supervisor, Project Management Unit

The referenced agreement is approved for state participation when a sponsor contract has been executed by the sponsor and MDOT and the Federal grant has been executed. This agreement is recommended for federal participation at such time as appropriate grants are executed with the airport sponsor and rates of participation established.


 DBE Liaison


 Manager, Project Development Section

This Resolution Number has been voided.

RESOLUTION

NO.: 2011-06-172

LIVINGSTON COUNTY

DATE: June 20, 2011

RESOLUTION APPROVING THE FILLING OF A VACANT FULL TIME CHIEF SUPPORT SPECIALIST POSITION IN THE FRIEND OF THE COURT OFFICE - FRIEND OF THE COURT

WHEREAS, the position of Chief Support Specialist in the Friend of the Court Office will be vacant on June 20, 2011 upon the retirement of the person currently in that position; and

WHEREAS, the Chief Support Specialist position is paramount to the operation of the Friend of the Court Office; and

WHEREAS, for purposes of continuity, the Friend of the Court Office would function more efficiently if the resolution to approve the filling of the vacant full time Chief Support Specialist position; and

WHEREAS, this position is responsible for child support enforcement and 66% of the total employee cost, including benefits, is reimbursed through the Cooperative Reimbursement Program; and

WHEREAS, funding for same is available in the 2011 Friend of the Court Budget; and

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

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the filling of the vacant full time Chief Support Specialist position in the Friend of the Court Office.

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MOVED:

SECONDED:

CARRIED:

REQUEST FOR EXCEPTION TO THE HIRING FREEZE

Request Submitted by: **Melissa Scharrer**

Title of Position to be Filled: **Chief Support Specialist** Salary: **\$40,186 - \$47,995**

Annual Cost of Budgeted Position (incl. fringe benefits and 66% federal reimbursement): **\$21,325**

Projected Cost for the next five years (incl. fringe benefits and 66% federal reimbursement):

\$106,846

New Position/Classification (Yes/No): **No**

If No: Name of Employee Last Occupying this Position

Jane Alexander

When did the position become vacant? **6/20/11**

Has sufficient time been given to properly compensate for vacation and/or sick pay-offs to insure personnel expenses do not exceed the authorized budget? **Yes.**

1. Briefly describe this position and why you believe that it is essential enough to warrant an exception to the overall Livingston County hiring freeze. Provide a copy of the job description.

The Chief Support Specialist role in the Friend of the Court Office is occupied by one person. The position is responsible for the Michigan Child Support Enforcement System's (MiCSES) records for parties who are recipients of public assistance. This includes child care subsidies, Medicaid, Temporary Assistance to Needy Families (TANF), foster care, and other state assistance. The Michigan Department of Human Services, through personnel reductions in their department, continue to impose additional duties upon the Friend of the Court Office and many of these requirements involve public assistance benefits which much be handled by the Chief Support Specialist. This position is also responsible for the records management and disposition of the Federal Tax Offset Program which, due to IRS regulations, must be managed accurately to avoid potential fines and penalties. This position is responsible for coordinating with Friend of the Court Staff and Referees on matters relating to Court Order modification, public assistance cases, and the Federal Tax Offset Program. In addition, with the unique application of the MiCSES program, this position is responsible for conducting audits of accounts when necessary.

2. Indicate if this is a mandated program/service by citing the act, rule, resolution, order, etc. that has necessitated this work. Also, if mandated, explain what effect this program/service has on current operations. If not mandated, outline the reason(s) for the department providing this task/work.

Mandated pursuant to Michigan Compiled Laws (MCL): 400.236-240; The Family Support Act, MCL 552.451-459; The Friend of the Court Act, MCL 552.501-528; The

Support and Parenting Time Enforcement Act, MCL 552.601-683; The Uniform Interstate Family Support Act, MCL 552.1101-1901; Child Custody Act, MCL 772.21 et seq.; The United States Code of Federal Regulations (CFR); Title IV-D of the Social Security Act of 1976; The Michigan Court Rules (MCR) subchapter 3.200, particularly MCR 3.208-3.221; State Court Administrative Office (SCAO) Memorandum; Michigan Department of Human Services (DHS) IV-D Memorandum; and all other duties assigned or directed by the Chief Circuit Court Judge.

3. Budgeted department head count for the past five years:
Jan., 2007: **27** Jan., 2008: **25** Jan., 2009: **26** Jan., 2010: **26.5** Jan., 2011: **26.5**

Please explain changes:

On October 1, 2007, when the State of Michigan eliminated funding for a Medical Clerk, the position was eliminated. In addition, we eliminated a File Clerk part-time position to save costs and restructured the duties among the FOC Clerks. In January 2009, in coordination with the Circuit Court Juvenile Division, we were granted funding for an additional Attorney Referee position. The following year, we were granted funding for a part-time Conciliator position.

4. Does the vacant position for which an exemption is being requested perform essential function(s) that cannot be performed with the existing staff resources within Livingston County? Identify all special skills, education and/or licensing requirements for the position.

Due to the complexities of working with the MiCSES system and the required Friend of the Court statutes, rules, and mandates, it is essential that an applicant have substantial Friend of the Court experience. As this is a Grade Level VII position, it is anticipated that this position would be filled by a current Friend of the Court employee with direct knowledge of the MiCSES system and Friend of the Court procedures. The ideal applicant would have a minimum of five years experience working in a Friend of the Court Office and an education in the accounting field.

5. Recognizing that all Elected Officials/Department Heads are expected to provide quality supervision and be creative problem solvers, how could the department reassign work and/or personnel to get all essential work of the department done without additional hiring?

As stated in question #4, due to the complexities of the position and specialized knowledge required, this position is best filled with a current Friend of the Court employee. The question becomes, should authorization be granted to fill the Chief Support Specialist position, and it is filled with a current Friend of the Court employee, could the essential work of the office be done without hiring an additional person? At this time, I cannot answer that question because it is conditioned upon who might apply for the Chief Support Specialist position and what existing position might be vacated and the resulting impact on the operation of the office. While I am always re-examining ways to streamline the Friend of the Court operations, I am reminded of the limitations imposed on us by MiCSES in assigning roles and duties to particular positions for security purposes. For example, a front desk Clerk who accepts a support payment is not allowed to have the authority to change an address in MiCSES. The regulations imposed by MiCSES, while important, nevertheless restrict the scope of cross training opportunities.

6. Specifically list three reasonable options if your request to replace a position is denied.

With the limitations imposed by MiCSES and the complexities of this unique position, it would be extremely difficult to reassign the duties among remaining staff. This is a critical position within the Friend of the Court Office and I would have to look at eliminating another position, and the resulting impact upon our mandated duties, rather than have the Chief Support Specialist position vacant. Should this occur, the Friend of the Court office would need to reduce contact with the clients and become even more automated in responding to inquiries.

7. What are the consequences of deferring the vacant position over the next several months and beyond?

Reduced processing of public assistance cases and modifications of Court Orders which can result in delay of benefits and payments to children and families. The Federal Tax Offset program, with the IRS regulations, could impose penalties upon the Friend of the Court office if we are not in compliance with their regulations. Incentive revenue will likely decline as we would not be able to manage our cases as proficiently as before. Incentive revenue is based upon how well we perform our support enforcement duties. On average, we receive about \$230,000 annually in incentive monies.

8. What budget saving measures has this department implemented? Have additional measures been identified?

Since April 2007, we have operated without a part-time file clerk and re-distributed those duties. Since October 2007, we have operated without a 32 hour per week Medical Clerk and those duties, too, have been re-distributed. When the additional Attorney Referee was hired, no request was made for an additional Referee secretary due to budget realities. Currently, two secretaries serve four Attorney Referees and the Friend of the Court. These two secretaries serve are cross trained to operate the video equipment as well as scheduling and managing the FOC files for hearings. The Referees, Friend of the Court, as well as Custody Investigators all type their own work product.

In addition, the FOC is measured regarding their cost effectiveness. In other words, for every dollar spent, how much is collected in support. In Michigan, the average is for every dollar spent, \$5.98 is collected. For the Livingston County FOC, for every dollar spent, \$16.40 is collected, the highest in the State.

9. What position or other costs would you be willing to drop to enable hiring – if that becomes necessary to obtain approval for hire?

At this point, I am unable to answer this question. Please refer to comments stated in #5.

10. Please provide additional information regarding the staff of this department (i.e. organizational charts, workflow chart, staff on leaves from work/job restrictions, employee training downtime, etc.) to determine the workforce available for accomplishing the necessary tasks/services.

See attached Organization Chart. Also, as stated earlier, limitations imposed by MiCSES, due to security safeguards, restrict workforce availability for performing mandated services.

11. Is the work required by statute to be performed at the County level or can it be shared with other Counties? With local governments?

Each County enters into a contract with the Michigan Department of Human Services to perform child support enforcement in accordance with State and Federal requirements. It is from this specific contract, that the 66% reimbursement to the County is realized.

12. Explain what services can be provided by others, private sector or non-profit?

Due to the requirements of the Cooperative Reimbursement contract, the answer is none. However, we have been able to supplement services, such as supervised parenting time, through the Safe Havens Grant. In addition, we provide a divorce education program called SMILE that is done through all volunteers.

13. Are there other County employees with the skills and knowledge that can be transferred from another department thereby shifting the vacancy to another department where the position will not be filled?

No

14. Has the use of temporary employees been evaluated to handle the work? Please provide explanation(s).

Yes. The use of part-time personnel would not serve the public or our enforcement responsibilities well. In addition, as 66% of salary and benefits are reimbursed by the CRP (Cooperative Reimbursement Program) contract, the savings received by hiring someone without benefits would be relatively small compared to the loss in continuity and work productivity.

15. Has the use of part-time (less than 30 hours) employees been evaluated for feasibility and cost-effectiveness to accomplish the work? Please provide explanation(s).

Yes, as stated above in #14, I do not believe that it would be feasible due to the complexities of the position and the long term nature of the position with families, nor do I believe that it would be cost effective.

16. Has current staff been working overtime and, if so, how much is currently being worked or how much is planned to be worked per week (on the average)?

Yes, current staff works some overtime but, due to budgetary concerns, the majority of this time is in the form of compensatory time. However, the use of this process is a balancing act. As with all positions at the Friend of the Court Office, employees must learn to handle volatile emotions from clients on a regular basis, in order to remain effective.

This can be stressful and staff need to have a balance to perform their duties with empathy and understanding. To work overtime on a regular basis would not serve the staff, nor the clients, or our office well.

17 . Has cross-trained staff been fully utilized to maximize the output of existing staff? Please provide explanation(s).

Subject to the limitations imposed by MiCSES because of security safeguards, all staff are cross trained to the extent possible to promote efficiency. This allows for continuity in operations when there are sick, vacation, or training days.



LIVINGSTON COUNTY, MICHIGAN
FRIEND OF THE COURT

210 S. Highlander Way, Suite 3, Howell, MI 48843
Phone (517)546-0230 Fax (517)552-2312

Memorandum

To: Livingston County Board of Commissioners
From: Melissa A. Scharrer
Date: June 1, 2011
**Re: RESOLUTION APPROVING THE FILLING OF THE VACANT CHIEF
SUPPORT SPECIALIST POSITION IN THE FRIEND OF THE COURT
OFFICE**

Friend of the Court Chief Support Specialist, Jane Alexander, is retiring from Livingston County effective 6/20/11. This creates a vacant Chief Support Specialist position in the Friend of the Court Office.

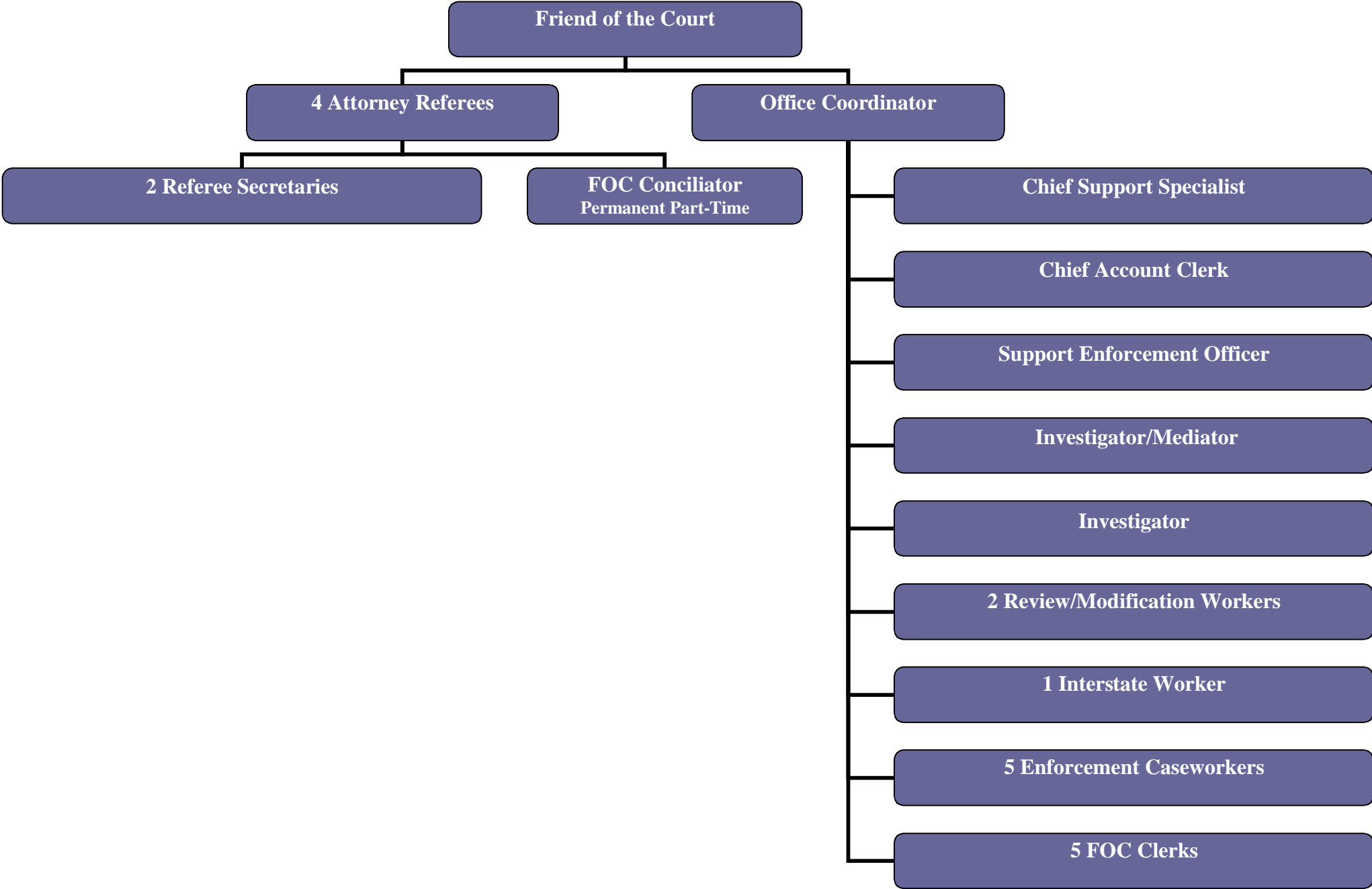
The position of Chief Support Specialist is paramount to the operation of the Friend of the Court Office. This position is the key liaison between the State of Michigan Department of Human Services and the Friend of the Court Office as it relates to cases where the parties are recipients of public assistance and how that relates to child support. The Chief Support Specialist position is 100% Title IV-D and 66% of the salary and benefits is reimbursed through the Cooperative Reimbursement Program through the Michigan Department of Human Services and the Federal Office of Child Support. The Chief Support Specialist is responsible for over 7500 active case files at the Friend of the Court and performs duties that are mandated by statute, court rules, and federal regulations. It is critical to the effective operation of the Friend of the Court and their mandated duties, in addition to the responsibilities to the children and families we serve, that this vacancy be filled.

The required Request for Exception to Hiring Freeze form has been completed for this position.

If you have any questions, please do not hesitate to contact me. Thank you.

Friend of the Court Organization Chart

1-1-2011



RESOLUTION

NO.: 2011-06-173

LIVINGSTON COUNTY

DATE: June 20, 2011

RESOLUTION TO AUTHORIZE THE COUNTY TREASURER TO 1) TRANSFER UNIDENTIFIED MONIES FROM A TRUST AND AGENCY ACCOUNT TO A GENERAL FUND REVENUE ACCOUNT; AND 2) WRITE OFF AN UNCOLLECTABLE RENT FOR THE AIRPORT FUND - TREASURER

WHEREAS, the Clerk has had \$150.00 in the Payroll Deduction Savings Bond Account since prior to 1999; and

WHEREAS, the Clerk has performed extensive research to determine ownership of the money; and

WHEREAS, the Airport has shown an allowance for an uncollectable rent since 2003 in the amount of \$790.00; and

WHEREAS, the Airport staff has exhausted its efforts to collect the rent payments.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners authorize the Livingston County Treasurer to transfer \$150.00 from Agency funds to Clerk-General Fund Revenue, and to write off an uncollectable rent form the Airport books in the amount of \$790.00.

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MOVED:

SECONDED:

CARRIED:



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF THE COUNTY TREASURER

200 E. Grand River Howell MI 48843
Phone 517-546-7010 Fax 517-545-9638
Web Site: livingstonlive.org

Memorandum

To: Livingston County Board of Commissioners
From: Dianne H. Hardy, Livingston County Treasurer
Date: June 14, 2011
Re: Resolution authorizing the County Treasurer to 1) transfer unidentified monies from a trust and agency account to a general fund revenue account; and 2) write off an uncollectable rent for the Airport fund

The Clerk has had a balance of \$150.00 in the Payroll Deduction Savings bond account for some time. They researched it back to 1999 and could not see that it was owed anyone.

They determined it was likely money from employees who left employment and had a balance in that account.

After extensive research back to 1999 – without success, they have become satisfied that they cannot identify the owner.

The Airport has had an “allowance for uncollectable” rent set up since 2003. They are clearly not going to collect the \$790.00 owed to them.

We request your authorization to move the Clerk’s \$150.00 to revenue and to write-off the \$790.00 to a bad debt expense.

If you have any questions please feel free to call me at my office or inquire via e-mail.

RESOLUTION

NO: 2011-06-174

LIVINGSTON COUNTY

DATE: June 20, 2011

RESOLUTION APPROVING THE TENTATIVE AGREEMENT BETWEEN THE LIVINGSTON COUNTY BOARD OF COMMISSIONERS, AND THE LIVINGSTON COUNTY DEPUTY SHERIFF ASSOCIATION REPRESENTING DEPUTIES, CORRECTIONS OFFICERS AND DETECTIVES – HUMAN RESOURCES

WHEREAS, Negotiations have resulted in a tentative agreement between the Livingston County Board of Commissioners and the Livingston County Deputy Sheriff Association (hereinafter referred to as “LCDSA”), for the period of 1/1/10 through 12/31/13; and

WHEREAS, the Deputies, Corrections Officers, and Detectives have ratified the tentative agreement; and

WHEREAS, the modifications to the agreement are consistent with Board policy concerning wages and benefits; and

WHEREAS, the approval of the tentative agreement by the Board of Commissioners is the final action needed to execute this agreement.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the agreement reached with the LCDSA and the Livingston County Board of Commissioners for the period of 1/1/10 through 12/31/13.

BE IT FURTHER RESOLVED that the Chair of the Board of Commissioners is authorized to sign all contracts necessary to effectuate this agreement.

BE IT FURTHER RESOLVED that the Board of Commissioners authorizes the transfer from the general fund contingency to the Sheriff budget for payment of the one-time expense.

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MOVED:

SECONDED:

CARRIED:



LIVINGSTON COUNTY, MICHIGAN
LIVINGSTON COUNTY ADMINISTRATION
304 E. Grand River Avenue - Suite 205
Howell MI 48843

TEL: (517) 546-3669
FAX: (517) 546-6657
DIRECTOR
E-MAIL: jpalmbos@co.livingston.mi.us

JENNIFER J. PALMBOS
HUMAN RESOURCES/LABOR RELATIONS

MEMORANDUM

TO: BOARD OF COMMISSIONERS

FROM: JENNIFER PALMBOS – Human Resources/Labor Relations Director

**RE: TENTATIVE AGREEMENT REACHED REGARDING SHERIFF DEPUTIES,
CORRECTIONS OFFICERS, AND DETECTIVES**

DATE: JUNE 20, 2011

I am pleased to announce that a tentative agreement has been reached between the County and the Livingston County Deputy Sheriff Association, the union representing Sheriff Deputies, Corrections Officers, and Detectives (hereinafter referred to as “Deputies”). The Deputies voted to approve this agreement. If approved by the Board of Commissioners, the agreement will be effective January 1, 2010 through December 31, 2013.

Highlights of the agreement are as follows:

1. Beginning the first pay in July, 2011, all employees contribute 5% of MERS eligible payroll on a pre-tax basis for their MERS benefit.

Employees hired after ratification or June 30, 2011 whichever is sooner contribute 5% of MERS eligible payroll on a pre-tax basis for the MERS benefit, except they receive a B-2 benefit (2.0% multiplier).

2. Beginning June 1, 2011, or as soon as is practical thereafter, all employees go to the PPO 4 benefit and Rx benefits equivalent to the nonunion employees and begin contributing 5% effective January 1, 2012 and 10% effective January 1, 2013 toward the cost of these benefits.

Employees hired after ratification or June 30, 2011 whichever is sooner contribute 20% of the cost of their selected health and dental benefit (plus buy-up costs), with the base benefit being PPO 4.

Beginning June 1, 2011 or as soon as is practical thereafter there shall be a spousal surcharge of \$10/pay. Employees with County-employed spouses receive either insurance coverage from the County or the opt-out amount, not both.

3. 0% increase to pay scales – 2010
0% increase to pay scales – 2011
Me too for any across the board increase for non-union employees or other 312 units - 2012
Me too for any across the board increase for non-union employees or other 312 units - 2013

1.5% wage reductions for employees hired after ratification or June 30, 2011 whichever is sooner.

4. Retiree Health Care – All employees hired after ratification or June 30, 2011 whichever is sooner receive the Retiree Health Savings Program. Employer pre-tax contributions are 4% of base salary in the individual's Retiree Health Savings Program account (currently \$1,381 - \$2,330 depending on base wage). Employer contribution increases/decreases with annual wage scale increases.

Employees hired on or before ratification or June 30, 2011 whichever is sooner get the choice of staying in the defined benefit retiree health care plan as described in 35.4 or may make a one-time irrevocable election to go to the Retiree Health Savings Program and receive \$20,000 as either cash or as a pre-tax contribution to a retiree health savings account in the employee's name. Future Employer pre-tax contributions are 4% of base salary (currently \$1,381 - \$2,330 depending on base wage) in the individual's Retiree Health Savings Program account. Employer contribution increases/decreases with annual wage scale increases.

Those transferred or promoted into the bargaining unit who already participate in the Retiree Health Savings Program retain that benefit.

5. Includes all prior initialed and dated TA's.
6. \$1,250 signing bonus if all bargaining unit goes to direct deposit/debit card (paperless) for payroll.
7. Contract through 12/31/2013.
8. Tuition Reimbursement consistent with Resolution 2010-03-100 which is the non-union benefit.

County Administration is pleased with this agreement as it secures necessary concessions in wages, active health care, retiree health care, and pension. Therefore, we strongly recommend Board approval of this agreement. Should you have any questions, please feel free to contact me.

RESOLUTION

NO: 2011-06-175

LIVINGSTON COUNTY

DATE: June 20, 2011

RESOLUTION ADOPTING A FINAL PROJECT PLAN FOR WASTEWATER SYSTEM IMPROVEMENTS TO THE LAKE TYRONE SANITARY SEWER SYSTEM AND DESIGNATING AN AUTHORIZED PROJECT REPRESENTATIVE- DRAIN COMMISSIONER

- WHEREAS,** Tyrone Township and Hartland Township entered into agreements with Livingston County pursuant to Act 185 to create the Livingston Regional Sewer System (“LRSS”) under the supervision of the Livingston County Board of Public Works (“BPW”); and
- WHEREAS,** the Lake Tyrone Sanitary Sewer Drain Drainage District (“Drainage District”) is the owner of the sanitary sewer collection system located around Lake Tyrone in Section 34 of Tyrone Township and Sections 2 and 3 of Hartland Township; and
- WHEREAS,** the Livingston County Board of Commissioners is the representative body for Livingston County and ultimately the authority for the authorization of debt associated with infrastructure projects through its Department of Public Works, and
- WHEREAS,** the Livingston County Board of Commissioners recognizes the need to make improvements to the Lake Tyrone Sanitary Sewer System, which includes connection to the LRSS, and
- WHEREAS,** construction of said improvements would involve the participation and financial backing of Livingston County in order to construct proposed improvements, and
- WHEREAS,** a Project Plan has been developed for the Lake Tyrone Sanitary Sewer Improvements and was presented at a Public Hearing held on May 31, 2011 and all public comments have been considered and addressed.

NOW THEREFORE BE IT RESOLVED, that the Livingston County Board of Commissioners formally adopts said Project Plan and agrees to work collaboratively toward implementation of the selected alternative which includes replacing the existing collection system, abandoning the existing treatment system, and constructing a new pump station and force main to connect to the Livingston County Regional Sewer System.

BE IT FURTHER RESOLVED, that the Director of the Department of Public Works, a position currently held by Brian Jonckheere, is designated as the authorized representative for all activities associated with the project referenced above, including the submittal of said Project Plan as the first step in applying to the State of Michigan for a revolving fund loan to assist in the implementation of the selected alternative.

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MOVED:

SECONDED:

CARRIED:



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF THE LIVINGSTON COUNTY DRAIN COMMISSIONER

2300 E. Grand River Ave. Ste 105
Phone 517.546.0040 Fax 517.545.9658
Web Site: co.livingston.mi.us

Memorandum

To: Livingston County Board of Commissioners
From: Brian Jonckheere, Livingston County Drain Commissioner
Date: 6/20/2011
Re: Lake Tyrone Sanitary Sewer System Project Plan

The Lake Tyrone Sanitary Sewer System (LTSSS) currently serves 184 residents around Lake Tyrone, a lake situated in both Tyrone and Hartland Townships. The system is regulated by the Michigan Department of Environmental Quality (MDEQ), and comes up for its discharge permit renewal in 2012. In advance of that deadline, we have consulted with MDEQ staff regarding the necessary steps for maintaining compliance with current State regulations.

The system cannot currently maintain permit limitations on sodium or chloride, and has exhibited periodic incidences with high Nitrate concentrations in the treatment systems' on-site groundwater monitoring wells. Consequently, the MDEQ has indicated that they wish to see a plan for reaching compliance by late 2011. We have evaluated numerous alternatives such as construction of lagoons, treatment plants, replacement of field disposal beds, and connection to the Livingston regional wastewater system. Based on numerical discharge limits given to us by the State, the only feasible financial alternative that we currently have is connection to the Livingston Regional Sewer System (LRSS).

We are continuing to pursue all potential avenues in order to find a solution to this issue, including the eventual funding that will be necessary to support construction of a compliant system. One funding avenue is the State Revolving Fund, which would provide an extremely low interest rate (< 3%) to the County for the purpose of constructing the replacement system. This would provide residents with significant cost savings over a traditionally issued Bond. The process requires an expression of support by all involved units of government, which are Livingston County and the Townships of Tyrone and Hartland, for the proposed project plan.

The Project Plan Support Resolution for the (LTSSS) is submitted to the Livingston County Board of Commissioners as a component of the loan application process for construction of sanitary collection and conveyance sewers. The State Revolving Fund (SRF) loan application is due by July 1, 2011, and requires local government support for the project. The loan application

addresses replacement of septic tank, step pump and lateral sewer with control panel, grinder pump, pump well and lateral sewer for each connection to the low pressure force main. The loan application includes increased diameter pipe as needed to resolve insufficient sewer capacity, a pump station and connecting sewer line to the gravity sewer along Clyde Road in Hartland Township.

We respectfully request the Livingston County Board of Commissioner's support of the proposed project plan through execution of the accompanying resolution.

The entire project plan submittal is available in the Board office for those interested in reviewing it in additional detail. If you have any questions regarding this matter please feel free to contact me.

RESOLUTION

NO: 2011-06-176

LIVINGSTON COUNTY

DATE: June 20, 2011

RESOLUTION AUTHORIZING A CONTRACT FOR TEMPORARY GRANT AND SPECIALTY COURT ADMINISTRATION WITHIN THE CIRCUIT COURT

WHEREAS, The Circuit Court has an authorized Grant and Specialty Court Administrator position, which provides services to the Circuit and District Courts; and

WHEREAS, The position became vacant on April 29, 2011 due the resignation of current Administrator, Joanne Hartmeyer; and

WHEREAS, The Circuit and District Courts have current or pending grants and/or specialty courts that rely on the services and expertise provided by this position; and,

WHEREAS, During the pendency of the recruitment and hiring process, Ms. Hartmeyer has agreed to provide temporary administrative services on a part time basis; and

WHEREAS, the Courts have the opportunity to contract for Ms. Hartmeyer's services at no cost to the County using unallocated Michigan Drug Court Program funds available from the State Court Administrative Office not to exceed \$17,282 that must be expended between May 2 and September 30, 2011; and

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves this Resolution authorizing a contract with Joanne Hartmeyer for temporary administration of grant and specialty court operations until the Administrator position has been filled, and authorizes the Chair of the Board of Commissioners to sign the contract, upon preparation and review of same by Civil Counsel.

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MOVED:

SECONDED:

CARRIED:



LIVINGSTON COUNTY, MICHIGAN
CIRCUIT COURT – JUVENILE DIVISION

204 S. Highlander Way
Phone (517)546-1500 Fax (517) 546-3731
Web Site: co.livingston.mi.us

Memorandum

To: Livingston County Board of Commissioners
From: William H. Newhouse
Date: 6/13/2011
Re: RESOLUTION AUTHORIZING A CONTRACT FOR
TEMPORARY GRANT AND SPECIALTY COURT
ADMINISTRATION WITHIN THE CIRCUIT COURT

The Grant and Specialty Court Administrator position is vacant due to the resignation of Joanne Hartmeyer.

The position is responsible for grant procurement for Circuit and District Courts and provides coordination, planning, organization, and direction for the specialty courts that are part of the Courts' operations.

The Courts are in the process of recruitment for the position, and plan to fill the position quickly. During the transition there continues to be a need for services for administrative duties related to the active and pending grants. Ms. Hartmeyer has agreed to continue providing these services until the position is filled.

The Courts have been presented with an opportunity to contract for these services at no cost to the County, using unallocated Michigan Drug Court Program funds available from the State Court Administrative Office (SCAO). SCAO's position is that these funds are available for contractual services, but are not available as a part-time personnel expenditure. The funds available for reimbursement of these services are \$17,282 and must be expended between May 2 and September 30, 2011. If the County elects not to take advantage of the SCAO funds, temporary services will be paid for out the county general fund.

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

RESOLUTION

NO: 2011-06-177

LIVINGSTON COUNTY

DATE: June 20, 2011

RESOLUTION TO AUTHORIZE THE EXPLORATION OF A COMPREHENSIVE ACCOUNTING AND FINANCIAL MANAGEMENT SYSTEM – COUNTY TREASURER/COUNTY CLERK/COUNTY ADMINISTRATION

WHEREAS, Livingston County has been using Harris Financials, formerly known as Manatron, since 1986 as its primary financial management system with modules that include general ledger, receipting, accounts payable, and purchase orders; and

WHEREAS, the diverse needs of several departments including cash receipting, invoicing, grant reporting, and payroll have required that the departments utilize a separate financial system to meet specific needs that Harris cannot provide; and

WHEREAS, the County has reduced approximately a quarter of its work force since 2005 and its Departments have had to find ways to continue to provide a comparable level of service with less staff; and

WHEREAS, in recognition of the demands placed on the remaining staff, the County entered into a contract with Plante Moran Government Accounting Services Team to review the accounting processes and make recommendations on improving efficiencies and eliminating duplication of effort; and

WHEREAS, the report concluded that numerous well-defined opportunities exist to modernize our efforts and leverage technology for an advanced, comprehensive system with an improved array of reporting capabilities and greater application compatibility; and

WHEREAS, based on the above recommendation and based on discussions with Elected Officials, several Department Directors, and a few key employees we are recommending the exploration of comprehensive accounting and financial management systems.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the County Clerk, County Treasurer, and County Administration to spearhead the exploration of a comprehensive accounting and financial management system.

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Moved:

Seconded:

Carried:



LIVINGSTON COUNTY, MICHIGAN
COUNTY ADMINISTRATION - FINANCE

304 East Grand River Ave, Ste 204
Phone 517-540-8727 Fax 517-546-7266
Web Site: www.co.livingston.mi.us

DATE: June 9, 2011

TO: Board of Commissioners

FROM: Dianne Hardy, County Treasurer
Margaret Dunleavy, County Clerk
Cindy Mendoza, Financial Officer

SUBJECT: Accounting and Financial Management System

The attached resolution is requesting Board authorization for the County Clerk, County Treasurer and County Administration to commence exploration of a comprehensive accounting and financial management system.

Livingston County has been using its current system, Harris Financials, since 1986 as the primary financial management system. The current system has various modules that include general ledger, accounts payable, receipting and purchase orders. However, the diverse needs of several departments have required that the departments utilize a separate financial application to meet the specific needs that Harris cannot provide. This includes invoicing, grant reporting, and payroll. In addition many departments do not use Harris for cash receipting and the implementation of the purchase order module has been ongoing for over a year and is yet to be operational.

The County has reduced approximately a quarter of its work force since 2005. Departments are faced with finding ways to continue to provide a comparable level of service with less staff. In acknowledgement of the demands placed on the existing staff the County entered into a contract with Plante Moran Government Accounting Services Team to review our accounting processes and make recommendations on improving efficiencies and eliminating duplication of effort. The report concluded that numerous opportunities exist to modernize our processes and increase efficiency through the use of technology. The recommendation was made to explore a new comprehensive system.

Based on the above recommendation, as well as discussions between Elected Officials, several Department Directors, and a few key employees, we are recommending the exploration of a comprehensive accounting and financial management system that would result in streamlining processes and gained efficiencies.

RESOLUTION

NO:

2011-06-178

LIVINGSTON COUNTY

DATE:

June 20, 2011

RESOLUTION TO ACCEPT THE 2010 LIVINGSTON COUNTY AUDIT - Board of Commissioners / Finance Committee

WHEREAS, in compliance with statutory requirements, the accounting firm of Plante & Moran, PLLC, has prepared and completed the audit of the financial statements of Livingston County for the year ended December 31, 2010; and

WHEREAS, said audit was presented to and accepted by the Finance Committee on June 8, 2011.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners

hereby accepts the audit of the financial statements of Livingston County for year ending December, 31, 2010, as prepared by Plante & Moran.

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**MOVED:
SECONDED:
CARRIED:**