

# FINANCE COMMITTEE

9/14/2011

304 E. Grand River Avenue, Suite 201, Howell, Michigan 48843

7:30 AM

## AGENDA

1. **CALL MEETING TO ORDER**
  2. **ROLL CALL**
  3. **APPROVAL OF MINUTES**
    - Minutes Dated: August 24, 2011
    - Closed Session Minutes Dated: August 24, 2011
  4. **TABLED ITEMS FROM PREVIOUS MEETINGS**
  5. **APPROVAL OF AGENDA**
    - A. Consent Agenda - Res. 11 thru 21
    - B. Regular Agenda - Res. 22 thru 26
  6. **REPORTS**
    - Transfer Tax
  7. **CALL TO THE PUBLIC**
  8. **CLOSED SESSION**
    - A: Pending Litigation-Hoxie and HPL
    - B: Purchase of Real Property
  9. **APPROVAL OF CONSENT AGENDA ITEMS (Roll Call)**
    - A. Consent Agenda - Res. 11 thru 21
  10. **RESOLUTIONS FOR CONSIDERATION:**
    - A. Regular Agenda - Res. 22 thru 26
- 
11. **Airport**  
RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND AUTHORIZE COMMONWEALTH ASSOCIATES TO PRESENT AN OFFER TO PURCHASE PROPERTY (PARCEL E36) - AIRPORT
- 
12. **Airport**  
RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND AUTHORIZE COMMONWEALTH ASSOCIATES TO PRESENT AN OFFER TO PURCHASE PROPERTY (PARCEL E48) - AIRPORT
- 
13. **Airport**  
RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND AUTHORIZE COMMONWEALTH ASSOCIATES TO PRESENT AN OFFER TO PURCHASE PROPERTY (PARCEL E49) - AIRPORT

- 
- 14 Airport**  
RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND AUTHORIZE COMMONWEALTH ASSOCIATES TO PRESENT AN OFFER TO PURCHASE PROPERTY (PARCEL E50) - AIRPORT
- 
- 15 Airport**  
RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND AUTHORIZE COMMONWEALTH ASSOCIATES TO PRESENT AN OFFER TO PURCHASE PROPERTY (PARCEL E51) - AIRPORT
- 
- 16 Airport**  
RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND AUTHORIZE COMMONWEALTH ASSOCIATES TO PRESENT AN OFFER TO PURCHASE PROPERTY (PARCEL E60) - AIRPORT
- 
- 17 Airport**  
RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND AUTHORIZE COMMONWEALTH ASSOCIATES TO PRESENT AN OFFER TO PURCHASE PROPERTY (PARCEL E61) - AIRPORT
- 
- 18 Airport**  
RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND AUTHORIZE COMMONWEALTH ASSOCIATES TO PRESENT AN OFFER TO PURCHASE PROPERTY (PARCEL E62) - AIRPORT
- 
- 19 Public Health**  
RESOLUTION TO AUTHORIZE INTERGOVERNMENTAL TRANSFER TO THE STATE OF MICHIGAN - Department of Public Health / Health & Human Services Committee
- 
- 20 Public Health**  
RESOLUTION TO AUTHORIZE AGREEMENTS WITH THE INGHAM HEALTH PLAN CORPORATION D/B/A LIVINGSTON HEALTH PLAN - DEPARTMENT OF PUBLIC HEALTH / HEALTH & HUMAN SERVICES COMMITTEE
- 
- 21 Public Health**  
RESOLUTION TO AUTHORIZE AGREEMENT FOR THE DELIVERY OF COMPREHENSIVE HEALTH SERVICES FOR THE PERIOD OF OCTOBER 1, 2011 THROUGH SEPTEMBER 30, 2012 - Department of Public Health
- 
- 22 Information Technology**

RESOLUTION TO ENTER INTO AN AGREEMENT FOR CONTRACT PERSONNEL TO HIRE WITH BEACON HILL STAFFING GROUP, LLC - INFORMATION TECHNOLOGY, GENERAL GOVERNMENT

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**23 Veterans**

RESOLUTION TO APPROVE THE TRANSFER OF FUNDS FROM THE VETERANS RELIEF FUND TO THE GENERAL FUND FOR SERVICES PROVIDED BY EXISTING STAFF AND FOR THE HIRING OF AN INDIGENT VETERANS COUNSELOR - Veterans

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**24 MSU Extension**

RESOLUTION TO APPROVE THE MEMORANDUM OF AGREEMENT (MOA) WITH MSU EXTENSION AND THE PROPOSED 2012 MSUE BUDGET – MSU Extension/General Government/Finance/Board

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**25 Circuit Court**

RESOLUTION APPROVING THE FILLING OF A FULL TIME COURT CLERK POSITION IN THE CIRCUIT COURT(JUVENILE DIVISION)

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**26 Treasurer**

RESOLUTION AUTHORIZING THE LIVINGSTON COUNTY TREASURER'S OFFICE TO ESTABLISH AN INTEREST CASH ACCOUNT - ANIMAL CONTROL

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**27. MISCELLANEOUS CLAIMS**

**28. COMPUTER PRINTOUT (attached)**

**29. ADJOURNMENT**

# MEETING MINUTES

LIVINGSTON COUNTY

AUGUST 24, 2011 - 7:30 A.M.

ADMINISTRATION BUILDING - CONFERENCE ROOM 1  
304 E. Grand River Avenue, Howell, MI 48843

## FINANCE COMMITTEE

COMM. DENNIS DOLAN

COMM. DAVID DOMAS

COMM. JAY DRICK

COMM. CAROL GRIFFITH

COMM. MAGGIE JONES

COMM. JACK LA BELLE - FINANCE CHAIR

COMM. JIM MANTEY

COMM. RON VAN HOUTEN

COMM. STEVE WILLIAMS

CANDY ATKINS

DON ARBIC

JAMIE PALMER

DIANNE HARDY

OTHERS:

MARGARET DUNLEAVY

ROBERT SPAULDING (ARRIVED

AT 8:12)

CINDY MENDOZA

WM. NEWHOUSE

ANN WHITE

BRIAN JONCKHEERE

JORDAN GENSO

JENNIFER PALMBOS

BELINDA PETERS

DEBBIE WARDEN

1. **CALL TO ORDER:** Meeting called to order by **COMM. JACK LA BELLE** at **7:38 AM**.
2. **ROLL CALL.**
3. **APPROVAL OF MINUTES: MINUTES OF MEETING DATED AUGUST 10, 2011:**

**MOTION TO APPROVE THE MINUTES, AS PRESENTED.**

**MOVED BY: GRIFFITH / SECONDED BY: WILLIAMS**

**ALL IN FAVOR – MOTION PASSED**

4. **TABLED ITEMS FROM PREVIOUS MEETINGS. None.**
5. **APPROVAL OF AGENDA:**

**MOTION TO APPROVE THE AGENDA, AS PRESENTED.**

**MOVED BY: JONES / SECONDED BY: VANHOUTEN**

**ALL IN FAVOR – MOTION PASSED**

**6. REPORTS:**

- Commissioner Domas reported that the job fair has been scheduled for October 4, 2011 at Cleary University. The first two hours will be dedicated to the Veterans and surrounding communities.

**7. CALL TO THE PUBLIC:**

- Jordan Genso, Democratic Chair, stated that if the County decides not to pursue the Freddie Mac and Fannie Mae transfer tax there maybe issues with some of the democratic party.

**8. RESOLUTIONS FOR CONSIDERATION:**

**9. INFORMATION TECHNOLOGY: RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO BS&A SOFTWARE FOR SOFTWARE SUPPORT FOR THE EQUALIZATION, TREASURERS, ANIMAL CONTROL, AND DRAIN DEPARTMENTS**

**RECOMMEND MOTION TO THE BOARD  
MOVED BY: DOMAS / SECONDED BY: WILLIAMS  
ALL IN FAVOR - MOTION PASSED**

**10. CIRCUIT COURT: RESOLUTION AUTHORIZING SUBMISSION OF THE 2011-12 CHILD CARE FUND BUDGET TO THE STATE OF MICHIGAN**

**RECOMMEND MOTION TO THE BOARD  
MOVED BY: DOMAS / SECONDED BY: JONES  
ALL IN FAVOR - MOTION PASSED**

**11. CIRCUIT COURT: RESOLUTION AUTHORIZING SUBMISSION OF AN AMENDED 2010/2011 COMMUNITY CORRECTIONS BUDGET**

**RECOMMEND MOTION TO THE BOARD  
MOVED BY: JONES / SECONDED BY: VANHOUTEN  
ALL IN FAVOR - MOTION PASSED**

**12. ADMINISTRATION: RESOLUTION TO AMEND FISCAL-YEAR 2011 BUDGET**

**RECOMMEND MOTION TO THE BOARD  
MOVED BY: MANTEY / SECONDED BY: GRIFFITH  
ALL IN FAVOR - MOTION PASSED**

Combined Animal Shelter with Animal Control. Removal of \$1 million for jail expansion as undesignated fund balance. Adjustments were made to Workers Comp and general fund for non-

union departments.

**13. CENTRAL DISPATCH: RESOLUTION AUTHORIZING COVERAGE TESTING OF THE COUNTY VHF SIMULCAST RADIO SYSTEM**

**RECOMMEND MOTION TO THE BOARD**  
**MOVED BY: VANHOUTEN / SECONDED BY: MANTEY**  
**YEAS:  DOLAN  DOMAS  DRICK  GRIFFITH  JONES  LABELLE  MANTEY  VANHOUTEN**  
**NAYS:  WILLIAMS**  
**MOTION: PASSED**

Discussion took place between the Commissioners and Don Arbic. Additional testing only test signal strength. Don Arbic stated that if we don't do this testing we are open to criticism and it limits liability to County.

**14. CENTRAL DISPATCH: RESOLUTION AUTHORIZING SERVICE AGREEMENT WITH MOTOROLA SOLUTIONS, INC., FOR VHF SIMULCAST SYSTEM MAINTENANCE**

**RECOMMEND MOTION TO THE BOARD**  
**MOVED BY: DOMAS / SECONDED BY: WILLIAMS**  
**ALL IN FAVOR - MOTION PASSED**

**15. MISCELLANEOUS CLAIMS**

**MOTION TO APPROVE THE MISCELLANEOUS CLAIMS DATED August 19, 2011**  
**MOVED BY: WILLIAMS / SECONDED BY: MANTEY**  
**ALL IN FAVOR - MOTION PASSED**

**16. COMPUTER PRINTOUT**

**MOTION TO APPROVE THE 28-PAGE COMPUTER PRINTOUT DATED AUGUST 19, 2011,  
IN THE AMOUNT OF \$746,577.25.**  
**MOVED BY: VANHOUTEN / SECONDED BY: MANTEY**  
**ALL IN FAVOR - MOTION PASSED**

**17. CLOSED SESSION: PURCHASE OF REAL PROPERTY**

**MOTION TO RECESS TO CLOSED SESSION AT 8:28 A.M.**  
**MOVED BY: WILLIAMS / SECONDED BY: GRIFFITH**  
**ALL IN FAVOR - MOTION PASSED**

**RETURN TO OPEN SESSION AT 9:10 A.M.**

**18. ADJOURNMENT:**

**MOTION TO ADJOURN AT 9:11 AM  
MOVED BY: JONES / SECONDED BY: WILLIAMS  
ALL IN FAVOR - MOTION PASSED**

**DEBBIE WARDEN**  
RECORDING SECRETARY

# Projected Lost Transfer Tax from Fannie Mae and Freddie Mac

9/13/2011

Lost Transfer Tax from Fannie Mae			Lost Transfer Tax from Freddie Mac			Grand Total		
	*County Total	**State Total		*County Total	**State Total		*County Total	**State Total
2000	\$ -	\$ -	2000	\$ -	\$ -	2000	\$ -	\$ -
2001	\$ -	\$ -	2001	\$ 206	\$ 1,403	2001	\$ 206	\$ 1,403
2002	\$ 1,211	\$ 8,254	2002	\$ 772	\$ 5,261	2002	\$ 1,982	\$ 13,514
2003	\$ 2,859	\$ 19,492	2003	\$ 430	\$ 2,929	2003	\$ 3,288	\$ 22,421
2004	\$ 4,235	\$ 28,877	2004	\$ 774	\$ 5,276	2004	\$ 5,009	\$ 34,153
2005	\$ 2,706	\$ 18,449	2005	\$ 663	\$ 4,524	2005	\$ 3,369	\$ 22,973
2006	\$ 6,061	\$ 41,326	2006	\$ 2,925	\$ 19,942	2006	\$ 8,986	\$ 61,268
2007	\$ 14,064	\$ 95,890	2007	\$ 7,279	\$ 49,632	2007	\$ 21,343	\$ 145,522
2008	\$ 21,646	\$ 147,589	2008	\$ 11,289	\$ 76,973	2008	\$ 32,936	\$ 224,562
2009	\$ 32,356	\$ 220,610	2009	\$ 15,324	\$ 104,484	2009	\$ 47,680	\$ 325,094
2010	\$ 34,592	\$ 235,857	2010	\$ 21,353	\$ 145,592	2010	\$ 55,946	\$ 381,448
2011	\$ 25,524	\$ 174,025	2011	\$ 11,159	\$ 76,081	2011	\$ 36,682	\$ 250,105
<b>Total</b>	<b>\$ 145,254</b>	<b>\$ 990,370</b>	<b>Total</b>	<b>\$ 72,174</b>	<b>\$ 492,094</b>	<b>Total</b>	<b>\$ 217,428</b>	<b>\$ 1,482,464</b>
						Total Transfer Tax	\$	1,699,892
						Percent of Total	12.79%	87.21%

\* The County portion of transfer tax is \$1.10 per each \$1,000 of purchase price

\*\* The State portion of transfer tax is \$7.50 per each \$1,000 of purchase price

The 2011 figures are for all transfers through the end of July.



RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

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**RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND AUTHORIZE COMMONWEALTH ASSOCIATES TO PRESENT AN OFFER TO PURCHASE PROPERTY (PARCEL E36) - AIRPORT**

**WHEREAS,** Commonwealth Associates, Incorporated, of Jackson, Michigan has been selected to perform land acquisition services for the Livingston County Airport in accordance with Federal Aviation Administration (FAA) and Michigan Department of Transportation (MDOT) procedures; and

**WHEREAS,** the purchase of Parcel E36, an avigation easement north of Bowen Road and east of Burkhart Road, has been determined to be necessary for runway approach protection; and

**WHEREAS,** an appraisal has been prepared and a review appraisal has been completed in preparation of presenting an offer to the property owner(s) and the bank's legal representative as the property is in foreclosure; and

**WHEREAS,** a grant agreement to fund the purchase of this avigation easement has been approved by the Livingston County Board of Commissioners with the local share of 2.5% of acquisition costs.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners concurs with the Livingston County Aeronautical Facilities Board to authorize Commonwealth Associates, Incorporated of Jackson, Michigan, to present an offer to the property owner(s) and bank representatives of Parcel E36 based upon the competed appraisal.

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

# Memorandum

**To: Livingston County Board of Commissioners**  
**From: Mark D. Johnson**  
**Airport Manager**  
**Date: 9/6/2011**  
**Re: Avigation Easements Parcel E36, 48, 49,50, 51, 60, 61, 62**

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The appraiser and review appraiser have completed their work for the above parcels. I have the completed appraisals available in the office if you would like to review any or all of them. The total cost of the above easements is \$329,150 for which a grant has already been issued. There is approximately \$400,000 in grant funds available for these purchases.

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

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND AUTHORIZE COMMONWEALTH ASSOCIATES TO PRESENT AN OFFER TO PURCHASE PROPERTY (PARCEL E48) - AIRPORT**

**WHEREAS,** Commonwealth Associates, Incorporated, of Jackson, Michigan has been selected to perform land acquisition services for the Livingston County Airport in accordance with Federal Aviation Administration (FAA) and Michigan Department of Transportation (MDOT) procedures; and

**WHEREAS,** the purchase of Parcel E48, an avigation easement north of Grand River Avenue and west of Burkhart Road, has been determined to be necessary for runway approach protection; and

**WHEREAS,** an appraisal has been prepared and a review appraisal has been completed in preparation of presenting an offer to the property owner(s); and

**WHEREAS,** a grant agreement to fund the purchase of this avigation easement has been approved by the Livingston County Board of Commissioners with the local share of 2.5% of acquisition costs.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners concurs

with the Livingston County Aeronautical Facilities Board to authorize Commonwealth

Associates, Incorporated of Jackson, Michigan, to present an offer to the property

owner(s) of Parcel E48 based upon the competed appraisal.

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MOVED:  
SECONDED:  
CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND AUTHORIZE COMMONWEALTH ASSOCIATES TO PRESENT AN OFFER TO PURCHASE PROPERTY (PARCEL E49) - AIRPORT**

**WHEREAS,** Commonwealth Associates, Incorporated, of Jackson, Michigan has been selected to perform land acquisition services for the Livingston County Airport in accordance with Federal Aviation Administration (FAA) and Michigan Department of Transportation (MDOT) procedures; and

**WHEREAS,** the purchase of Parcel E49, an avigation easement north of Grand River Avenue and west of Burkhart Road, has been determined to be necessary for runway approach protection; and

**WHEREAS,** an appraisal has been prepared and a review appraisal has been completed in preparation of presenting an offer to the property owner(s); and

**WHEREAS,** a grant agreement to fund the purchase of this avigation easement has been approved by the Livingston County Board of Commissioners with the local share of 2.5% of acquisition costs.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners concurs with the Livingston County Aeronautical Facilities Board to authorize Commonwealth Associates, Incorporated of Jackson, Michigan, to present an offer to the property owner(s) of Parcel E49 based upon the completed appraisal.

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Moved:

Supported:

Carried:

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND AUTHORIZE COMMONWEALTH ASSOCIATES TO PRESENT AN OFFER TO PURCHASE PROPERTY (PARCEL E50) - AIRPORT**

**WHEREAS,** Commonwealth Associates, Incorporated, of Jackson, Michigan has been selected to perform land acquisition services for the Livingston County Airport in accordance with Federal Aviation Administration (FAA) and Michigan Department of Transportation (MDOT) procedures; and

**WHEREAS,** the purchase of Parcel E50, an avigation easement north of Grand River Avenue and west of Burkhart Road, has been determined to be necessary for runway approach protection; and

**WHEREAS,** an appraisal has been prepared and a review appraisal has been completed in preparation of presenting an offer to the property owner(s); and

**WHEREAS,** a grant agreement to fund the purchase of this avigation easement has been approved by the Livingston County Board of Commissioners with the local share of 2.5% of acquisition costs.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners concurs with the Livingston County Aeronautical Facilities Board to authorize Commonwealth Associates, Incorporated of Jackson, Michigan, to present an offer to the property owner(s) of Parcel E50 based upon the competed appraisal.

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MOVED:  
SECONDED:  
CARRIED:

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND AUTHORIZE COMMONWEALTH ASSOCIATES TO PRESENT AN OFFER TO PURCHASE PROPERTY (PARCEL E51) - AIRPORT**

**WHEREAS,** Commonwealth Associates, Incorporated, of Jackson, Michigan has been selected to perform land acquisition services for the Livingston County Airport in accordance with Federal Aviation Administration (FAA) and Michigan Department of Transportation (MDOT) procedures; and

**WHEREAS,** the purchase of Parcel E51, an avigation easement north of Grand River Avenue and west of Burkhart Road, has been determined to be necessary for runway approach protection; and

**WHEREAS,** an appraisal has been prepared and a review appraisal has been completed in preparation of presenting an offer to the property owner(s); and

**WHEREAS,** a grant agreement to fund the purchase of this avigation easement has been approved by the Livingston County Board of Commissioners with the local share of 2.5% of acquisition costs.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners concurs with the Livingston County Aeronautical Facilities Board to authorize Commonwealth Associates, Incorporated of Jackson, Michigan, to present an offer to the property owner(s) of Parcel E51 based upon the competed appraisal.

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MOVED:  
SECONDED:  
CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

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**RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND AUTHORIZE COMMONWEALTH ASSOCIATES TO PRESENT AN OFFER TO PURCHASE PROPERTY (PARCEL E60) - AIRPORT**

**WHEREAS,** Commonwealth Associates, Incorporated, of Jackson, Michigan has been selected to perform land acquisition services for the Livingston County Airport in accordance with Federal Aviation Administration (FAA) and Michigan Department of Transportation (MDOT) procedures; and

**WHEREAS,** the purchase of Parcel E60, an avigation easement north of Grand River Avenue and west of Burkhart Road, has been determined to be necessary for runway approach protection; and

**WHEREAS,** an appraisal has been prepared and a review appraisal has been completed in preparation of presenting an offer to the property owner(s); and

**WHEREAS,** a grant agreement to fund the purchase of this avigation easement has been approved by the Livingston County Board of Commissioners with the local share of 2.5% of acquisition costs.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners concurs with the Livingston County Aeronautical Facilities Board authorize Commonwealth Associates, Incorporated of Jackson, Michigan, to present an offer to the property owner(s) of Parcel E60 based upon the competed appraisal.

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MOVED:  
SECONDED:  
CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

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**RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND AUTHORIZE COMMONWEALTH ASSOCIATES TO PRESENT AN OFFER TO PURCHASE PROPERTY (PARCEL E61) - AIRPORT**

**WHEREAS,** Commonwealth Associates, Incorporated, of Jackson, Michigan has been selected to perform land acquisition services for the Livingston County Airport in accordance with Federal Aviation Administration (FAA) and Michigan Department of Transportation (MDOT) procedures; and

**WHEREAS,** the purchase of Parcel E61, an avigation easement east of Tooley Road and north of M-59, has been determined to be necessary for runway approach protection; and

**WHEREAS,** an appraisal has been prepared and a review appraisal has been completed in preparation of presenting an offer to the property owner(s); and

**WHEREAS,** a grant agreement to fund the purchase of this avigation easement has been approved by the Livingston County Board of Commissioners with the local share of 2.5% of acquisition costs.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners concurs with the Livingston County Aeronautical Facilities Board authorize Commonwealth Associates, Incorporated of Jackson, Michigan, to present an offer to the property owner(s) of Parcel E61 based upon the competed appraisal.

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MOVED:  
SECONDED:  
CARRIED:



RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND AUTHORIZE COMMONWEALTH ASSOCIATES TO PRESENT AN OFFER TO PURCHASE PROPERTY (PARCEL E62) - AIRPORT**

**WHEREAS,** Commonwealth Associates, Incorporated, of Jackson, Michigan has been selected to perform land acquisition services for the Livingston County Airport in accordance with Federal Aviation Administration (FAA) and Michigan Department of Transportation (MDOT) procedures; and

**WHEREAS,** the purchase of Parcel E62, an avigation easement east of Tooley Road and north of M-59, has been determined to be necessary for runway approach protection; and

**WHEREAS,** an appraisal has been prepared and a review appraisal has been completed in preparation of presenting an offer to the property owner(s); and

**WHEREAS,** a grant agreement to fund the purchase of this avigation easement has been approved by the Livingston County Board of Commissioners with the local share of 2.5% of acquisition costs.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners concurs with the Livingston County Aeronautical Facilities Board to authorize Commonwealth Associates, Incorporated of Jackson, Michigan, to present an offer to the property owner(s) of Parcel E62 based upon the competed appraisal.

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Moved:  
Supported:  
Carried:

RESOLUTION

NO: 2011-

LIVINGSTON COUNTY

DATE:

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**RESOLUTION TO AUTHORIZE INTERGOVERNMENTAL TRANSFER TO THE STATE OF MICHIGAN - Department of Public Health / Health & Human Services Committee**

**WHEREAS,** the County of Livingston is committed to supporting programs that provide access to appropriate health care services for low-income residents of Livingston County; and

**WHEREAS,** the Federal government has approved Michigan's Medicaid State Plan Amendment TN No. 05-13, effective June 1, 2006, which creates an "Indigent Care Agreements Pool" for hospitals qualifying for Medicaid Disproportionate share ("DSH") payments to receive DSH payments under the Indigent Care Agreements Pool so long as: (a) the hospital has an Indigent Care Agreement with a local health care entity, such as Ingham Health Plan Corporation d/b/a Livingston Health Plan; and (b) the Indigent Care Agreement stipulates that direct or indirect health care services be provided to low-income patients with special needs who are not covered under other public or private health care programs; and

**WHEREAS,** Ingham Health Plan Corporation d/b/a Livingston Health Plan's purposes include promoting, organizing, managing and administering programs to create a system for providing or arranging and paying for health care services in a cost effective manner for persons unable to pay for such health care services; and

**WHEREAS,** Ingham Health Plan Corporation d/b/a/ Livingston Health Plan has entered into an Indigent Care Agreement with one or more qualifying hospital(s), requiring Ingham Health Plan Corporation d/b/a/ Livingston Health Plan to directly or indirectly operate a program of arranging and paying for health care to low-income individuals with special needs who are not covered under other public or private health care programs and who are unable to pay for such services; and

**WHEREAS,** both the Federal government and the State of Michigan participate in the financing of the Indigent Care Agreements Pool, with the Federal government matching the State's portion pursuant to the Federal medical assistance percentage formula; and

**WHEREAS,** certain intergovernmental transfers of public funds from Livingston County may be made to the State of Michigan to be used as the State's share in claiming the Federal match.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the County Treasurer and the Financial Officer to implement intergovernmental transfers in an annualized amount of \$500,000, to the State of Michigan for the purpose of participating in the financing of the non-federal share of

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DSH payments made under the Indigent Care Agreements Pool to be paid to qualifying hospitals who have signed Indigent Care Agreements with Ingham Health Plan Corporation d/b/a Livingston Health Plan, so long as Ingham Health Plan Corporation d/b/a Livingston Health Plan maintains a current Indigent Care Agreements with those hospital(s).

**BE IT FURTHER RESOLVED** that the intergovernmental transfer is authorized once the following condition is in place:

The Ingham Health Plan Corporation d/b/a Livingston Health Plan has an Indigent Care Agreement currently in effect with one or more qualifying hospital(s).

**BE IT FURTHER RESOLVED** that this Resolution shall be effective as of October 1, 2011 through September 30, 2012.

# # #

MOVED:

SECONDED:

CARRIED:



**LIVINGSTON COUNTY, MICHIGAN**  
**DEPARTMENT OF PUBLIC HEALTH**

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**2300 E. Grand River, Howell, MI 48843**  
**Phone (517) 546-9850 Fax (517) 546-6995**  
**Web Site: [co.livingston.mi.us](http://co.livingston.mi.us)**

# Memorandum

**To: Livingston County Board of Commissioners**  
**From: Ted Westmeier**  
**Date: September 2, 2011**  
**Re: RESOLUTION TO AUTHORIZE INTERGOVERNMENTAL  
TRANSFER TO THE STATE OF MICHIGAN**

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For the past seven years the Livingston County Board of Commissioners approved sending an intergovernmental transfer of up to \$500,000 annually to the State of Michigan to support the Michigan Medicaid Disproportionate Share Hospital (DSH) payments supported by Indigent Care Agreements between hospitals and the Livingston Health Plan. This year the request is \$386,647.

There are currently 1,100 individuals enrolled in the Livingston Health Plan. The Plan B coverage provides basic care, specialty care, generic pharmacy and laboratory testing services for individuals at or below 150% poverty that are not covered by any other governmental or private plan.

The Livingston Health Plan is a d/b/a under the Ingham Health Plan. There is an advisory committee that provides direction and recommendations as to coverage limitations, enrollment, etc. Belinda Peters and I are both members of the advisory committee.

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

**RESOLUTION**

**NO: 2011**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION TO AUTHORIZE AGREEMENTS WITH THE INGHAM HEALTH PLAN CORPORATION D/B/A LIVINGSTON HEALTH PLAN - DEPARTMENT OF PUBLIC HEALTH / HEALTH & HUMAN SERVICES COMMITTEE**

**WHEREAS,** the Ingham Health Plan Corporation d/b/a Livingston Health Plan has contracted with Livingston County Department of Public Health to purchase health care services to serve low income Livingston County residents, including hearing and vision screening, outreach services, communicable disease services and public health community nursing services; and

**WHEREAS,** the Ingham Health Plan Corporation d/b/a Livingston Health Plan has contracted with Livingston County to assure mechanisms exist to determine eligibility and to enroll persons into the Livingston Health Plan.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners authorizes a renewal of the contract with the Ingham Health Plan Corporation d/b/a Livingston Health Plan whereby the Public Health Department will provide hearing and vision screening, outreach services, communicable disease services, public health community nursing services for \$386,647 enrollment services to the targeted population for \$35,000, dental services through VINA dental program for \$29,231, mental health services through Community Mental Health for \$50,000 and Faith Medical Clinic in Pinckney for \$25,000.

**BE IT FURTHER RESOLVED** that the Financial Officer is authorized to adjust the 2010/2011 budgets of the Livingston County Department of Public Health to implement this resolution.

**BE IT FURTHER RESOLVED** that the Board Chairperson is authorized to sign the contracts authorized in this resolution including Ingham Health Plan Corporation, VINA Dental Clinic, Livingston County Community Mental Health & Faith Medical Clinic after review by the County legal counsel.

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**MOVED:**

**SECONDED:**

**CARRIED:**



**LIVINGSTON COUNTY, MICHIGAN**  
**DEPARTMENT OF PUBLIC HEALTH**

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2300 E. Grand River, Howell, MI 48843  
Phone (517) 546-9850 Fax (517) 546-6995  
Web Site: [co.livingston.mi.us](http://co.livingston.mi.us)

## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Ted Westmeier**  
**Date: September 2, 2011**  
**Re: RESOLUTION TO AUTHORIZE AGREEMENTS WITH THE  
INGHAM HEALTH PLAN CORPORATION D/B/A LIVINGSTON  
HEALTH PLAN**

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For the past seven years the Livingston County Board of Commissioners approved entering into a contract with Ingham Health Plan d/b/a Livingston Health Plan to provide public health services for area residents and enrollment and outreach services for the Livingston Health Plan. The contract for fiscal year 2010/11 is for \$386,647 for public health services, \$35,000 for enrollment services, dental services through VINA dental program for \$29,231, mental health services through Community Mental Health for \$50,000 and medical care for the uninsured through Faith Medical Clinic in Pinckney for \$25,000.

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

RESOLUTION

NO: 2011

LIVINGSTON COUNTY

DATE:

**RESOLUTION TO AUTHORIZE AGREEMENT FOR THE DELIVERY OF COMPREHENSIVE HEALTH SERVICES FOR THE PERIOD OF OCTOBER 1, 2011 THROUGH SEPTEMBER 30, 2012 - Department of Public Health**

**WHEREAS,** the Livingston County Department of Public Health has determined a need for provision of the delivery of comprehensive health services; and

**WHEREAS,** these services are basic, required and allowable health services under Act 368 Public Acts of 1978, and individual categorical contractual services; and

**WHEREAS,** the Michigan Department of Community Health provides a contractual relationship to partially reimburse Livingston County for the following health services which represent an initial appropriation that may be revised by future amendment:

Local Public Health Operating - MDCH .....	\$281,329
Local Public Health Operating - MDA .....	113,386
Local Public Health Operating - MDEQ - Drinking Water .....	104,277
Local Public Health Operating - MDEQ - On-Site Sewage.....	142,327
Women, Infants & Children .....	317,730
Maternal & Child Health .....	39,490
Vaccine Quality Assurance .....	10,257
Immunization IAP.....	78,159
Immunization Field Rep.....	5,000
Children's Special Health Care Services (CSHCS) .....	80,000
Bioterrorism Emergency Preparedness .....	128,927
Bioterrorism Cities Readiness Initiatives .....	51,978
Tobacco - ARRA .....	6,997
TOTAL .....	<u>\$1,359,857</u>

**WHEREAS,** the Michigan Department of Community Health may propose future amendments for the purpose of revising the funding or terms of the Agreement.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes an Agreement with the Michigan Department of Community Health for the delivery of comprehensive health services in Livingston County during the period of October 1, 2011 through September 30, 2012, upon review by civil counsel.

**BE IT FURTHER RESOLVED** that \$1,359,837 shall be allocated to the Health Fund Account 221 to support the provisions of the Comprehensive Health Services Agreement authorized herein.

**BE IT FURTHER RESOLVED** that future amendments for monetary and contract language adjustments of the above-referenced Agreement be authorized upon review by Civil Counsel.

**BE IT FURTHER RESOLVED** that any deletions or additions of programs shall require Board approval.

# # #

MOVED:  
SECONDED:  
CARRIED:



**LIVINGSTON COUNTY, MICHIGAN**  
**DEPARTMENT OF PUBLIC HEALTH**

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2300 E. Grand River, Howell, MI 48843  
Phone (517) 546-9850 Fax (517) 546-9665  
Web Site: [co.livingston.mi.us](http://co.livingston.mi.us)

# Memorandum

**To: Livingston County Board of Commissioners**  
**From: Ted Westmeier**  
**Date: September 2, 2011**  
**Re: RESOLUTION TO AUTHORIZE AGREEMENT FOR THE  
DELIVERY OF COMPREHENSIVE HEALTH SERVICES  
FOR THE PERIOD OF OCTOBER 1, 2011 THROUGH  
SEPTEMBER 30, 2012**

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The attached resolution establishes continuation of the agreement with the Michigan Department of Community health for the delivery of comprehensive health services. The MDCH provides funding to partially reimburse the county for services covered in the agreement. This resolution establishes the agreement for the period October 1, 2011 through September 30, 2012.

If you have any questions regarding this matter please contact me at (517) 552-6801.



**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION TO ENTER INTO AN AGREEMENT FOR A CONTRACT PERSONNEL TO HIRE WITH BEACON HILL STAFFING GROUP, LLC - INFORMATION TECHNOLOGY**

**WHEREAS,** Information Technology is short staffed; and

**WHEREAS,** a Hardware Technician position with Board approval is open under resolution 2011-08-228; and

**WHEREAS,** having the option of hiring a Hardware Technician or any other open position through Beacon Hill Staffing Group would allow us to work with an individual for three (3) months before we hire them to validate they are a good fit for our department; and

**WHEREAS,** the fees for this contracting service the first three (3) months would be comparable to hiring an individual directly; and

**WHEREAS,** Information Technology would need Board approval to fill any other new or vacant positions; and

**WHEREAS,** Information Technology would still have the option of hiring personnel directly to fulfill any open needs with the best possible candidate; and

**WHEREAS,** the agreement would go through our legal review for finalization with Beacon Hill Staffing Group, LLC; and

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners enters into an agreement for services with Beacon Hill Staffing Group, LLC, 152 Bowdoin Street, Boston, MA 02108, to utilize their staffing services if/as needed.

**BE IT FURTHER RESOLVED** that the Board Chairman is authorized to sign said agreement work after review and approval of civil counsel.

# # #

**MOVED:**

**SECONDED:**

**CARRIED:**

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**BEACON HILL STAFFING GROUP  
AGREEMENT FOR SUPPLYING TEMPORARY TECHNICAL PERSONNEL**

This is an Agreement (“Agreement”) made as of August, 26, 2011, by and between Beacon Hill Staffing Group, LLC, a Massachusetts limited liability company, which has its corporate offices at 152 Bowdoin Street, Boston, Massachusetts 02108, (called “we,” “us,” “our” and “Beacon Hill” in this Agreement) and , Livingston County which has offices at 304 E. Grand River, Suite 101, Howell, MI 48843 (called “you,” “your” and “Client” in this Agreement).

**1. Statement of Work.** You have requested that we supply certain of our employees to you on a temporary basis to supplement your own work force. We will supply such workers to you (“Assigned Workers”) as you may from time to time request, to work under your direction, control, and supervision.

**2. Persons to Be Sent to You.** Once this Agreement is signed, we will, at your request, send Assigned Workers to work at your premises. We will send only persons who have been approved by you for the assignment (as a result of interviews, reviewing resumes or any other mutually agreed upon basis). For each such Assigned Worker, we may send you a confirming letter or attach an addendum to this contract, that will contain the hourly billing rates that we have agreed to accept and that you have agreed to pay for each Assigned Worker. **Exhibit A** is a sample of such a confirming letter. In the absence of such a letter, you nonetheless agree to pay us for the value of the services provided.

We are responsible for assigning to you workers with the skills and abilities you specify. We are not your employee, legal partner, co-venturer, principal, agent, insurer, or representative. Neither we nor any Assigned Workers have any claim to your revenues related to their work. You are solely responsible for meeting your goals for profits, costs, production, and scheduling. Assigned Workers have no authority to bind us legally.

**3. Assigned Workers.** We will pay the wages of the Assigned Workers, and we will be responsible for withholding income and Social Security taxes from their wages and for paying workers’ compensation insurance premiums, state and federal unemployment insurance taxes, and the employer’s share of Social Security taxes on their behalf.

**4. Direction and Supervision.** We are supplying the Assigned Workers to you to supplement your own work force. You will direct and supervise the Assigned Workers on the job.

**5. Guarantee.** Even though you have selected or approved the Assigned Workers who will be assigned to you, it is possible that their abilities will not be up to your expectations. You have the right at all times to end the assignment of any Assigned Worker we send to you. Furthermore, if you become dissatisfied with the performance of any of the Assigned Workers during the first four (40) hours of their assignment, you may cancel their assignment by calling us within the time frame and telling us that you are dissatisfied. We will not bill you for the time spent by an Assigned Worker whose assignment has been ended in this way. However, if you keep an Assigned Worker on assignment for more than four (40) hours, it is agreed that the Assigned Worker’s performance is deemed to be satisfactory and you will pay the entire bill for such Assigned Worker when it is rendered. However, if we remove any Assigned Worker from an assignment at your direction, we may, nonetheless, refuse to assign replacement workers or assign other workers if, in our judgment, such action is legally required or advisable.

6. **Our Responsibilities.** In general, in regard to the Assigned Workers assigned to you by us under this Agreement, our responsibilities include the following:

- Maintaining personnel and payroll records
- Calculating and paying wages
- Withholding and remitting payroll taxes and other government-mandated payroll charges
- Hiring, assigning, reassigning, counseling, disciplining, and discharging
- Handling employee work-related claims and complaints

Prior to beginning their assignments, Assigned Workers will be asked to acknowledge that they have no right to participate in your employee benefit plans, fringe benefit plans, or your personnel policy.

We are not undertaking to provide you with a specific design, engineering or system concept or solution to a particular problem. Accordingly, we do not warrant or guarantee that the Assigned Workers will produce a technical solution to your particular problem or need. Rather, the Assigned Workers are provided to augment your existing technical capabilities to perform such technical services as you may direct.

7. **Disclaimer of Liability.** We expressly disclaim liability for any claim, loss, or liability of any kind resulting from:

- a. Your failure to adequately supervise or control Assigned Workers or safeguard your premises, processes, or systems; or without our express prior written approval, entrusting Assigned Workers with unattended premises, cash, checks, keys, credit cards, merchandise, confidential or trade secret information, negotiable instruments, or other valuables.
- b. Your requesting or permitting Assigned Workers to use any vehicle, regardless of ownership, in connection with the performance of services for you unless we have given our prior approval in writing.
- c. Claims by Assigned Workers for benefits, compensation, damages, contributions or penalties under any employee benefit plans sponsored and maintained by you, whether or not your plans exclude Assigned Workers from coverage.
- d. Promises of increased compensation or benefits made by you to Assigned Workers.
- e. Claims by any person relating to your product or service.
- f. Your assigning Assigned Workers to duties different from their original duties or your making substantial changes to Assigned Worker's job duties or risks without our prior written approval.
- g. Claims by any person based on allegations that your business activities damaged the environment.
- h. The conduct of your officers, employees and agents.
- i. Failure by you to provide Assigned Workers with a safe work site or to provide information, training, and safety equipment with respect to any hazardous substances or conditions to which they may be exposed at the work site, whether or not required by law.

- j. Claims for special, indirect, consequential, punitive or lost profit damages.
- k. A violation or breach by you of any law, statute or regulation.
- l. Property damage or personal injury, including death, arising out of or resulting from acts or omissions of the Assigned Workers.

**8. Billing, Payment, and Time Cards.** We will send you a bill, generally each week, for all hours worked by the Assigned Workers since our previous billing, plus charges for any other properly billable items. These invoices are payable upon receipt. The balance of any invoice unpaid after thirty (30) days shall bear interest at the rate of one and one half percent (1 1/2 %) per month. In the event you fail to pay any such invoice so that legal action is required you shall be liable for all costs of collection, including reasonable attorney fees.

Because invoices are principally based upon the number of hours worked by the Assigned Workers, we require each Assigned Worker to submit a weekly record of hours worked during that week. This record is maintained on a time card that is certified by the Assigned Worker as being accurate. Your representative will also have the opportunity to sign the Assigned Worker’s time card to verify that the Assigned Worker has worked, for you, the hours listed on the time card. However, if your representative does not sign the timecard within three (3) business days, it will be presumed to be accurate and you agree to pay for the time indicated and to abide by the other terms contained on the time card.

**9. Termination of this Agreement.** Once this Agreement has been executed, you and we have agreed that either you or we can terminate it by giving fifteen (15) days written notice of such termination to the other. Also, you and we have agreed that either you or we will have the option to terminate this Agreement immediately if the other materially breaches any of its provisions. You will remain liable to pay any unpaid charges, and the provisions of Paragraphs 6, 7, 9, 10, 11, 17, and 18 of this agreement will remain in effect notwithstanding termination.

**10. Insurance and Liability.** During the term of this Agreement, we will maintain the following insurance coverages:

<u>Type</u>	<u>Coverage Limits</u>
a. Standard workers’ compensation	Statutory
b. Employer’s liability	\$ _____
c. Comprehensive general liability	\$ _____
i. Bodily injury	\$ _____
ii. Property damage	\$ _____
d. Comprehensive automobile liability	\$ _____
e. Excess umbrella liability	\$ _____

You and we agree that our total liability to you for any claims, losses, expenses or damages whatsoever arising out of or in any way related to this Agreement from any cause or causes, including our negligence, shall not exceed the total amount paid to us or paid on our behalf by our insurers under these coverage’s in settlement or satisfaction of your claim. If no such insurance coverage is provided with

respect to your claim, then our total liability for such uninsured claim shall not exceed twenty-five percent (25%) of the total of the payments made by you to us under this Agreement.

**11. Solicitation of Assigned Workers.** As a result of our substantial investment in maintaining our staff of contractors/consultants and in consideration of the services rendered by us, it is agreed that for a period of one hundred and eighty (180) days after the last day for which hours are reported for each Assigned Worker, that you will not utilize directly or indirectly, hire directly or indirectly or utilize or hire directly or indirectly through another staffing firm the Assigned Workers, unless otherwise agreed to by us in writing. Should you hire any of the Assigned Workers directly as an employee or independent contractor prior to completing the 90 day assignment, you shall pay to us an amount equal to thirty percent (30%) of the annualized pay of such Assigned Worker. Should you hire or utilize an Assigned Worker through another staffing firm or consulting firm within the one hundred and eighty (180) days, it is agreed that you will pay us an amount equal to thirty percent (30%) of the hourly rate charged to you for such Assigned Worker, unless otherwise agreed to by us in writing.

**12. Equal Employment Opportunity.**

a. It is our policy to provide employment, training, compensation, promotion and other conditions of employment without regard to race, color, religion, national origin, sex, marital or veteran status, age, or the presence of a nonjob-related handicap. We will follow this policy in providing persons to you under this Agreement. You agree to comply with your legal obligations in this regard.

b. Client and Beacon Hill affirm and agree that they are equal employment opportunity employers and are in full compliance with any and all applicable anti-discrimination laws, rules, and regulations. Client and Beacon Hill agree not to harass, discriminate against, or retaliate against any employee of the other because of his or her race, national origin, age, sex, religion, disability, marital status, or other category protected by law; nor shall either party cause or request the other party to engage in such discrimination, harassment, or retaliation. In the event of any complaint of unlawful discrimination, harassment, or retaliation by any Assigned Worker, Client and Beacon Hill agree to cooperate in the prompt investigation and resolution of such complaint.

**13. Right-to-Know Laws.** Because Client controls the facilities in which Assigned Workers work, it is agreed that Client is primarily responsible for compliance with the Occupational Safety and Health Act and comparable state laws and regulations thereunder, to the extent those laws apply to Assigned Workers assigned to Client's facility, except as may be otherwise agreed in writing signed by the parties hereto. Any such agreement shall be included as an addendum to this Agreement. In addition, except as provided in Section 17 below, you represent that those persons who we will send to work at your premises will not be exposed to any hazardous chemicals (as defined by the Occupational Safety and Health Administration Hazard Communication Standards or any applicable state or local right-to-know law) under normal operating conditions or any foreseeable emergencies.

If this is not presently the case, or if this changes in the future, you agree to give us immediate written notification so that you and we may take any appropriate precautions required by the OSHA Hazard Communication Standards or any applicable state or local right-to-know law.

**14. FMLA Compliance.** Client and Beacon Hill agree that for purposes of all statutory and regulatory requirements for employee leaves of absence, including the Family and Medical Leave Act and

any similar state or local law, Client and Beacon Hill shall cooperate in compliance with any such requirements.

**15. Waiver.** The failure of either you or us to enforce at any time, or from time to time, any provision of this Agreement shall not be construed as a waiver thereof.

**16. Amendment.** This Agreement may be amended only by a written agreement between you and us that expressly amends, terminates, or supersedes this Agreement.

**17. Validity of Terms.** If any term or provision of this Agreement shall be held void, illegal, unenforceable, or in conflict with any law of a federal, state, or local government having jurisdiction over this Agreement, the validity of the remaining portions or provisions of this Agreement shall not be affected thereby.

**18. Entire Agreement.** This Agreement constitutes the entire agreement between you and us, and no other understanding that modifies the terms hereof shall be binding unless made in writing and signed by authorized representatives of both you and us.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first above written.

BEACON HILL STAFFING GROUP, LLC

By: \_\_\_\_\_  
Name:  
Title:

**CLIENT:**

By: \_\_\_\_\_  
Name:  
Title:

**EXHIBIT A**

CONFIRMING LETTER SAMPLE

Pursuant to the Agreement between Beacon Hill Staffing Group, LLC and dated as of June 29, 2010 this letter confirms your order for the assignment of the following persons to work at your premises located at on the following dates and at these rates:

This is a 3 month contract to hire role with Livingston County; if the consultant is offered a full time role with Livingston County prior to completing the 3 month contact term the termination fees are as follows:

**Conversion Fees**

**1 month – 20% of offered salary**

**2 months – 10% of offered salary**

**3 months + - 0% of offered salary**

<u>Name</u>	<u>Position</u>	<u>Start Date</u>	<u>Straight Time Hourly Billing Rate</u>	<u>Overtime Hourly Billing Rate</u>
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*Note: Overtime is defined as all hours worked in excess of 40 in any one week by an individual.  
Overtime may be defined differently under contractual provisions or applicable state law.*



**LIVINGSTON COUNTY, MICHIGAN**  
**DEPARTMENT OF INFORMATION TECHNOLOGY**

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**304 E. Grand River Ave, Suite 101 – Howell, MI 48843**  
**Phone 517-548-3230 Fax 517-545-9608**  
**Web Site: [co.livingston.mi.us](http://co.livingston.mi.us)**

## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Paul McNamara**  
**Date: 8/29/2011**  
**Re: Information Technology Contracted Personnel**

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There are times when we are in need of either a hardware technician or a developer as soon as possible to help fulfill our needs to support all of our Livingston County departments. We have also been taking on more outside entities in our support, including but not limited to: all Livingston county fire and police departments, Handy Township, LESA, etc.

We would like to have the option of using Beacon Hill Staffing Group, LLC to assist us in hiring any replacement personnel, when it is for a budgeted and Board approved position. We have negotiated the terms that if after three (3) months time of contracting any consultants through them, there will be no charge to hire any of those individuals directly. This allows us to make sure any individual(s) we contract with and then hire through this option is a good fit for Information Technology (IT) and all of our Livingston County departments.

We would also like to retain the option of hiring directly, as this will help us fulfill our needs with the best possible candidate(s).

Attached for your approval, is the sample Agreement. Once the board has approved, this agreement will be submitted for legal approval and finalized with Beacon Hill Staffing Group, LLC.

If you have any questions regarding this matter please contact either Candy Atkins or myself.



RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

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**RESOLUTION TO APPROVE THE TRANSFER OF FUNDS FROM THE VETERANS RELIEF FUND TO THE GENERAL FUND FOR SERVICES PROVIDED BY EXISTING STAFF AND FOR THE HIRING OF AN INDIGENT VETERANS COUNSELOR - Veterans**

**WHEREAS,** the Board of Commissioners approved the levy of the Veterans Relief millage at 1/20 of mill in Resolution # 2009-06-193; and

**WHEREAS,** the Veterans Relief Millage is used to assist indigent veterans within Livingston County; and

**WHEREAS,** the funds generated from the millage can be used to fund the time and materials utilized by the Veterans Affairs staff with the aid of indigent veterans; and

**WHEREAS,** the Veterans Affairs Committee has approved the amount for the first and second quarter of 2011 that will be transferred from the Veterans Relief Fund to the General Fund; and

**WHEREAS,** the amount to be transferred is \$24,599.88 for the first quarter and \$14,431.88 for the second quarter of 2011; and

**WHEREAS,** the Veterans committee approved the hiring of a new benefits counselor for the primary purpose of assisting indigent veterans; and

**WHEREAS,** the Veterans committee also approved the funding of said position to be provided by the Veterans Relief Fund; and

**WHEREAS,** the proposed amendment assures compliance with the Uniform Budgeting and Accounting Act, as amended; and

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners authorize the transfer of funds from the Veterans Relief Fund to the General fund in the amount of \$24,599.88 for the first quarter and \$14,461.88 for the second quarter of 2011 for work related specifically to the indigent veterans of Livingston County.

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners authorize the transfer of funds from the Veterans Relief Fund to the General fund in the amount of \$26,272 for the cost of the new Veterans Benefits Counselor for the balance of the 2011.

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**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners authorize the following budget amendment to Veterans department.

<u>Fund</u>	<u>Amended 2011 Budget</u>	<u>Proposed Budget Amendment</u>	<u>Proposed 2011 Amended Budget</u>
Veterans	\$220,276	\$26,272	\$246,548

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MOVED:  
SECONDED:  
CARRIED:

Resolution Number : 2011-02

Moved by Wallace    Seconded by Pratt

Authorizing transfer of funds from County Indigent Veterans Fund, back to the County in payment of direct services for indigent veterans.

Whereas, the Livingston County Veterans Committee Indigent Fund is administered to help indigent veterans of the county, under authority of the State of Michigan and the County of Michigan, and:

Whereas, in the FIRST quarter of 2011, the Veterans Affairs office reported expenses to assist Indigent veterans as follows:

A total of 719.25 hours, or 48% of office time, representing \$ 24,431.88 was expended for direct services personnel, compensation and benefits to assist indigent veteran services, and 48% of expenses for office expense, or \$ 168, is attributable to direct services indigent veteran services, for a total of \$ 24,599.88

Therefore, be it resolved, that the Veterans Affairs Committee authorize the transfer of the sum of \$24,599.88 to the County of Livingston for services and support provided on behalf of indigent veterans for the 1<sup>st</sup> Quarter of 2011, and hereby authorize the County Treasurer to dispense the county to the account they see fit.

Approved

Date: 06-08-2011

Voting For: Wallace, Pratt, Colone

Voting Against:

(Works out to \$34.20 per hour for the 719.25 chargeback hours.).

Resolution Number : 2011-05

Moved by Wallace                      Seconded by Pratt

Authorizing transfer of funds from County Indigent Veterans Fund, back to the County in payment of direct services for indigent veterans.

Whereas, the Livingston County Veterans Committee Indigent Fund is administered to help indigent veterans of the county, under authority of the State of Michigan and the County of Michigan, and:

Whereas, in the SECOND quarter of 2011, the Veterans Affairs office reported expenses to assist Indigent veterans as follows:

A total of 416 hours, or 28% of office time, representing \$ 14,431.88 was expended for direct services personnel, compensation and benefits to assist indigent veteran services, and 28% of expenses for office expense, or \$ 98, is attributable to direct services indigent veteran services, for a total of \$ 14,529.88

Therefore, be it resolved, that the Veterans Affairs Committee authorize the transfer of the sum of \$ 14,529.88 to the County of Livingston for services and support provided on behalf of indigent veterans for the 2<sup>nd</sup> Quarter of 2011, and hereby authorize the County Treasurer to dispense the money to the account they see fit.

Approved

Date: 08-10-2011

Voting For: Colone, Wallace, Pratt

Voting Against: None

Livingston County  
Department of Veterans Affairs Committee

Minutes of June 8, 2011

Meeting called to order at 7:30 PM

Roll call of members: John Colone, Jim Wallace, and Jim Pratt, all present

Housekeeping: Mileage and Meeting forms signed

Call to the public: No response

New Relief Applications:

John F. requesting propane and a car if he finds employment. M/Pratt, S/Wallace to pay \$1458.02 for propane but defer the car pending a job.

Clement K. requesting rent/security deposit to get into an apt. that is wheelchair Accessible. Also requesting health insurance payment. Vet has not found a place to reside and the health insurance is a direct pay from a pension. M/Pratt, S/Wallace to accept him as an eligible Relief applicant and delay a Decision on rent until he finds a place and can furnish the office with a dollar figure. Carl will call committee members when that happens.

Glen C. requesting \$4200 (3 land-contract payments). Vet vacating the area and moving to Cheboygan but wants to settle back debt with contract holder. Statement furnished by vet to establish debt does not have a dollar amount and the signature of contract holder does not match the previous statements in the file. Vet told Susan that Mrs. B signed but forgot to insert the dollar amount or the Months of delinquency. M/Colone, S/Wallace to deny the request. (After Carl talked to Mrs. B she asked for the statement to be faxed to her for Signature verification. She faxed a statement back stating that her husband signed it and they are joint owners. We also have Mr. B's signature on file and there is no match, Mrs. B also admitted she knew vet is vacating the property. Vet has called the office several times and tried to get Carl to pay \$1000 but was told that would be overriding the committee's decision.)

Steven G. requesting \$5964.08 for several bills. Committee compared this Request with the last application and decided on the following: May mortgage with late fee, \$1121.66; June mortgage, \$1078.52; Howell Twp utilities, \$121.33; DTE, \$232.47; Consumers gas, \$85.89; State Farm, \$235.98; IRS, \$265.71; IHA, \$114.68; Taurus repair, \$573.97; Escort repair, \$466.27; Escort tags, \$60; Food, \$200; Gas card, \$100; Total: \$4656.48 (FYI: Steven's wife got the job at Hartland Meijer) M/Wallace, S/Pratt to pay the above requested bills.

James R. requesting assistance to buy manufactured home and repair it to make it habitable. Estimate of repair and purchase is \$2000. M/Wallace, S/Pratt to authorize Carl to pay up to \$2000 for this request.

Frank K. requesting Air Conditioner replacement, homeowners insurance, food and gas card. One bid furnished for AC with two sizes of units (3 ton and 2.5ton) Carl will have vet get another bid. M/Pratt, S/Wallace to have James R. (above) bid on AC and get back with committee on cost. OK to pay Insurance, food and gas card.

**New Business:**

M/Wallace, S/Pratt to approve Resolution 2011-02; Authorizing transfer of funds for 1st Quarter 2011 Reimbursement to General Fund.

M/Pratt, S/Wallace to approve Resolution 2011-03; To ratify and confirm all actions of the June 6, 2011 interviews meeting, including the recommendation to hire Jennifer Atkins.

M/Wallace, S/Pratt to approve Resolution 2011-04; To authorize the County Finance Department to establish a systematic monthly withdrawal from the Veterans Relief Fund to reimburse the General Fund for the new Veterans Counselor position being filled by Jennifer Atkins.

The office staff has made suggestions for improvement of the Relief application form. This will be worked on when Jennifer starts her employment in the office.

**Old Business:**

Billboard on I-96 was discussed. The Committee felt the suggestions from the staff made the ad too busy but it was agreed to drop the e-mail address and add the phone number in its place. The request of the VAMC to include their transportation program was discussed and it was felt that it also made the ad too busy.

Two old applications were discussed: Teri J. and Jack S. widow; John is having Joe Marhofer submit written bids for the repair work because his verbal quotes are the lowest to perform the repair work as previously approved by the Committee.

**Good of the Order:**

M/Wallace, S/Pratt to change the July meeting date to the 6th and properly post the change with the County Clerk and the bulletin boards in the East Complex.

Meeting adjourned at 9:45 PM

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION TO APPROVE THE ~~MEMORANDUM OF~~ AGREEMENT FOR EXTENSION SERVICES (MOA) WITH MSU EXTENSION AND THE PROPOSED 2012 MSUE BUDGET – MSU Extension/General Government/Finance/Board**

**WHEREAS,** MSU Extension and Livingston County have a long history of working cooperatively to deliver Extension services and MSU Extension is committed to helping people improve their lives through initiatives in four Extension Educational Program Institutes; and

**WHEREAS,** The proposed base MOA Agreement with MSU Extension will allow for the continued presence of MSU Extension in Livingston County and for expansion of the 4-H program; and

**WHEREAS,** the County portion of the MOA Agreement included three primary components. First, the county agrees to provide MSUE an annual assessment of \$31,000 plus \$0.30 per capita based on the 2010 Census or \$85,290. Second, the county agrees to continue providing office space and support. Finally, the continuation of the Consumer Horticulture program at 0.8 FTE requires an additional investment of \$71,200 above the base assessment; and

**WHEREAS,** to fully fund the MOA Agreement and additional educator position, the proposed 2012 general fund budget for MSUE is \$216,930; and

**WHEREAS,** these funds will allow for the continuation of current programming as well as support an additional 1 FTE of 4-H program coordination.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners approve the MOA Agreement for Extension Services with MSU Extension and the corresponding 2012 general fund budget in the amount of \$216,930.

# # #

MOVED:  
 SECONDED:  
 CARRIED:

Agreement for Extension Services provided by  
Michigan State University

Michigan State University Extension ("MSUE"), in collaboration with Livingston County ("County") are committed to helping people improve their lives through initiatives in four Extension Educational Program Institutes:

- Enhancing Michigan's First Green Industry: Agriculture & Agribusiness
- Preparing Michigan's Children & Youth for the Future
- Greening Michigan: Leveraging Natural and Human Assets for Prosperity
- Improving the Health & Nutrition of Michigan's residents

MSUE and the County have a long history of working cooperatively to deliver Extension services. We agree to each contribute resources to continue the delivery of Extension services in the County.

I. Basic Contributions. Generally, each of us agrees to contribute the following:

A. MSUE will provide:

1. Access to programs in all four MSUE Institutes by residents in your County. This includes access to educators appointed to the Institutes and MSU faculty affiliated with each Institute to deliver core programs.
2. Extension educators' salaries and benefits. At least one extension educator will be assigned to your County. The County may contract for additional extension educators at additional cost.
3. A 4-H program coordinator will be assigned for at least .5 FTE to the County, with up to 3.0 FTE assigned based on the youth population of the County. The County may contract for additional FTE employees at additional cost.
4. Administrative oversight of operating expenses for educators, 4-H coordinators, and other MSUE program staff and faculty ("Personnel") who provide programming to counties. Operating expenses include, for example, travel reimbursement, professional development and communications costs.
5. Supervision of the Personnel providing services to the residents of the county.
6. Supervision of County clerical staff assigned to the County Extension office, if desired.
7. Reporting at least once per year on the scope of services provided, the audiences served, and the impacts of programs delivered by MSUE in the County.

B. The County will provide:

1. Office space for a County Extension office. The office will include space for at least one extension educator, one 4-H program coordinator and one clerical staff person, access to space for delivering Extension programs, and utilities, including telephone. The office must have access to high-speed internet sufficient to meet the needs of MSUE Personnel. Minimum standards for internet access can be found in Appendix A. The office and meeting space must be at least comparable to the average office space used by County employees. Access to the office building and relevant meeting spaces must be ADA compliant/accessible.
2. Clerical staff for the Extension office that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media.
3. Operating expenses for the office and Personnel.



## II. Funding

- A. MSU will pay the salary and benefits of the Personnel and the cost of the administrative oversight. These funds will be provided and disbursed within the University.
- B. The County will directly pay for the cost of the clerical staff (salary and benefits) and the general operating costs of the Extension office (see Appendix B).
- C. The County will provide funds to an annual assessment (see Annual Work Plan) that will be charged to the county and administered by MSU. The assessment will fund the operating expenses of the Personnel including the 4-H coordinator and the salary and fringe benefits of the 4-H coordinator position. The operating costs to be funded from the annual assessment are included in Appendix B. The assessment will be reviewed annually by MSU in consultation with the county.

## III. Specific Contributions

Specific contributions and terms specific to the County are listed on Exhibit A, which is attached. Exhibit A will be updated annually to reflect the commitments for the upcoming year.

## IV. Term and Termination

This agreement is effective on January 1, 2012 and terminates on December 31, 2016(5 yrs later). Either MSUE or the County may terminate this agreement, with or without cause, with 120 days written notice.

## V. General Terms

- 1. Independent Contractor. The University is an independent contractor providing services to the County. The County and the University do not have the relationship of legal partners, joint ventures, principals or agents. MSUE Personnel have no right to any of County's employee benefits.
- 2. Force Majeure. Each party will be excused from the obligations of this agreement to the extent that its performance is delayed or prevented by circumstances (except financial) reasonably beyond its control, including, but not limited to, acts of government, embargoes, fire, flood, explosions, acts of God, or a public enemy, strikes, labor disputes, vandalism, or civil riots.
- 3. Assignment. This agreement is non-assignable and non-transferable.
- 4. Entire Agreement. The agreement, with its Exhibit A, is the entire agreement between MSUE and the County, superseding all previous agreements, for the subject matter of this Agreement. The agreement can only be modified in writing signed by both MSUE and the County.
- 5. No Third Party Beneficiaries. The agreement is solely for the benefit of MSUE and the County. It does not create any benefit or right for any other person, including residents of the County.
- 6. Indemnification: Without waiving any claim of governmental immunity, each party will protect, defend and indemnify the other and its elected officials, agents, representatives, volunteers and employees from any and all liabilities, claims, liens, fines, demands and costs, including attorney fees, of whatsoever kind and nature, such as, but not limited to, those resulting from injury or death to any persons, including the other party's own employees, or from loss or damage to any property, including property owned or in the care, custody or control of the other party, in any way incident to or arising out of the performance or non-performance of services by the other party or its agents, representatives and employees, or any subcontractor or its agents, representatives and employees, in connection with this Agreement. The obligations of the parties will survive any termination of this Agreement or completion of parties' performance under this Agreement.

7. Nondiscrimination: The parties will adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination. The University, as required by law, will not discriminate against a person to be served or any employee or applicant for employment because of race, color, religion, national origin, age, sex, disability, height, weight, marital status, or any other factor prohibited by applicable law.

The individuals signing below each have authority to bind MSU and the County, respectively.

MICHIGAN STATE UNIVERSITY

LIVINGSTON COUNTY

By: \_\_\_\_\_

By: \_\_\_\_\_

Daniel T. Evon, Director,  
Contract & Grant Administration

Its: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

EXHIBIT A: Annual Work Plan

A. Specific Contributions by MSUE:

1. At least 1.0 FTE extension educator whose primary office of operation will be the county Extension office included in assessment.
2. 0.8 additional extension educators at \$71,200 (FTE \* rate).
3. 1.5 4-H program coordinator(s) included in assessment whose primary office of operation will be the county Extension office.
4. \_\_\_additional 4-H program coordinators/other paraprofessional at \_\_\_\_\_ (FTE \* rate).
5. Administrative oversight included in annual assessment.
6. Access to extension educators with expertise in each of the MSUE Institutes included in annual assessment.
7. Supervision of University provided academic and paraprofessional staff. Supervision of county clerical staff and/or county staff upon request. Supervision is included in the annual assessment.
8. Annual reporting of services provided, audiences served, and impact of programs in the county.

B. Specific Contributions by the County:

1. Office space for a County Extension office. The office will include space for at least one Extension educator, one 4-H program coordinator and one clerical staff person, access to space for delivering Extension programs, and utilities, including telephone. Office space will be available for additional MSUE and/or county staff as mutually agreed. The office must have access to high-speed internet sufficient to meet the needs of MSUE Personnel. Minimum standards for internet access can be found in appendix A. The office space must be at least comparable to the average office space used by County employees.
2. Clerical staff for the Extension office that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media.
3. Operating expenses for the office and Personnel.
4. The Assessment Fee of \$85,290 and \$71,200 for additional personnel, as described above in Section A.

C. Assessment to County:

For the period January 1, 2012 to December 31, 2012, the County shall pay to MSUE \$156,490, which is the cost of the assessment plus any additional personnel costs. Payment will be made the first month of each quarter of the county fiscal year. Payments should be sent to CANR Budget and Finance, 210 Ag Hall, Michigan State University, East Lansing, MI 48824.

MICHIGAN STATE UNIVERSITY

LIVINGSTON COUNTY

By: \_\_\_\_\_

By: \_\_\_\_\_

Daniel T. Evon, Director,  
Contract & Grant Administration

Its: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Appendix A  
Technical Standards for County Internet Connections

Michigan State University Extension employs the use of technology to meet the ever changing needs of our constituents. We strive to utilize standard, enterprise tools when appropriate, but also recognize the need to evolve with the times and utilize innovative tools to reach a broad array of people.

It is our goal to provide the safest computing environment we can. Besides employing CISSP and Microsoft certified technicians to manage our systems, IT providers who work with us can be assured that best practices are followed in data security at each step.

MSUE does support and encourage the use of technologies that others may not, including social media applications. We view communication with our constituents through channels such as Facebook, Twitter, and Second Life to be critical to our work. However, networks that support our employees are not expected to see traffic from gaming within some of these applications – most notably, services such as “Mafia Wars” or “Farmville”, which can be resource intensive. MSUE staff and others can refer to the standing Social Media Policy for more details.

The easiest way to allow access to necessary applications needed by Extension personnel is to allow the full MSU Internet Protocol Range access to and from your network, as well as opening social media sites to the addresses used by MSUE staff at your location. The MSU-owned ranges are:

NetRange	35.8.0.0 - 35.10.255.255
CIDR	35.10.0.0/16 35.8.0.0/15

If you would like to narrow the scope further for additional protection, the addresses that will need to be allowable include:

- 35.9.160.36 (1935,443) (authentication)
- 35.8.201.221 (10020) (ProofPoint)
- 35.9.83.132 (all) (vpn.msu.edu)
- 35.9.121.194 (443) (SharePoint)
- 35.9.121.211 & 212 (443) (Exchange)
- 35.8.10.135 (adobe connect)

The following clients are necessary on all computers – Outlook (preferably 2010, MSUE provides Office 2010 licensing), Lync 2010 Client, SAP client, VPN client. (IE 7.0 or higher)

Some configuration changes are necessary to support services such as SharePoint, including modifications to Internet Explorer. These can always be found on the ANR Technology web site.

Questions may be directed to [support@anr.msu.edu](mailto:support@anr.msu.edu), where they will be routed to the best person to assist you.

Appendix B  
Specification of the Allocation of Costs

Annual assessment funds will cover

- salary and fringe for 4-H Coordinator
- travel required by academic educator and/or paraprofessional staff, including the 4-H Coordinators
- computer
- cell phone costs
- expenses associated with programmatic work

County will be expected to provide

- office space
- utilities for office space
- at least one landline for phone service
- high speed internet access
- any computer needs of the clerical staff
- any travel the clerical staff may need to carry out as part of their work assignment
- other expenses associated with direct constituent service requests

Date: September 7<sup>th</sup>, 2011  
To: General Government and Health & Human Services Committee  
From: Matt Shane, District Coordinator, MSUE *Matt Shane*  
RE: MSUE 2012 budget and Memorandum of Agreement

In previous meetings we have discussed the proposed Memorandum of Agreement (MOA) between MSU Extension (MSUE) and Livingston County. It was the expressed desire of several commissioners to maintain at least the current staffing levels and program areas. Of particular interest were the 4-H and Consumer Horticulture programs. The proposed resolution and budget submission will allow for the base agreement with MSU Extension and the maintenance of current programming levels to be fully executed.

The county portion of the MOA included three primary components. Specific details are included below. First, the county agrees to provide MSUE an annual assessment of \$31,000 plus \$0.30 per capita based on the 2010 Census or \$85,290. Second, the county agrees to continue providing office space and support. Finally, the county may desire to provide funding for additional educators to provide specific educational programming, in this case Consumer Horticulture. The maximum a county can contribute to an educator position is 80% or \$71,200.

Annual assessment funds will cover

- salary and fringe for 4-H Coordinators (1.5 FTEs = \$82,500)
- travel required by academic educator and/or paraprofessional staff, including the 4-H Coordinators
- computer
- cell phone costs
- expenses associated with programmatic work

County will be expected to provide

- office space
- utilities for office space
- at least one landline for phone service
- high speed internet access
- any computer needs of the clerical staff
- any travel the clerical staff may need to carry out as part of their work assignment
- other expenses associated with direct constituent service requests

With the assistance of county administration a budget was drafted to accomplish these three provisions of the attached MOA contract. The proposed 2012 general fund budget for MSUE is \$216,930 which is a \$12,436 increase from the 2011 amended budget. These funds will allow for the continuation of current programming as well as support an additional 1 FTE of 4-H program coordination. The need for this additional coordinator was determined based on the current youth population in the county. This position will allow for the program to reach a higher percentage of the county's youth population.

Thank you for your consideration of this request.

Attachments: resolution, proposed MOA, and proposed budget



**District Office**

3700 E. Gull Lake Drive  
Hickory Corners, MI 49060

877-643-9887

Fax: 269-671-2409

[www.msue.msu.edu](http://www.msue.msu.edu)

**MSU-E Amanded Budget Vs. Worksheet prepared by MSU**

	2011 Amended MSU-E Budget	On MSU Worksheet		Difference
Salaries	\$ 42,864	\$ 42,864		\$ -
Fringes	\$ 19,722	\$ 21,708		\$ (1,986)
Oper \$\$ Educat	\$ 16,750	\$ 16,750	Amounts in these are from multiple line items	\$ -
Oper \$\$ Support	\$ 1,000	\$ 1,000		\$ -
Addtl Educators	\$ 85,380	\$ 85,380		\$ -
Additional Exp:				
Rent	\$ 23,364			
Computers	\$ 8,334			
telephones	\$ 3,158			
Office Equip Main	\$ 2,000			
Emp Training	\$ 1,500			
Software	\$ 422			
	\$ 38,778	\$ 37,700		
 Total	 \$ 204,494	 \$ 205,402		 \$ (908)

	line item
\$ 6,750	726.000
\$ 300	729.000
\$ 3,500	730.000
\$ 2,000	860.000 less \$500
\$ 1,300	860.010 less \$500
\$ 500	956.000
\$ 1,500	957.000

\$ 15,850
\$ 16,750
\$ 900



**MSU-E Amended Budget Vs. Worksheet prepared by MSU**

	2011 Amended MSU-E Budget	2012 Preliminary MSU-E Budget	On MSU Worksheet (Base)	On MSU Worksheet (Additional)
Salaries	\$ 42,864	\$ 29,990	\$ 28,600	\$ 29,990
Fringes	\$ 19,722	\$ 2,381	\$ 2,297	\$ 2,381
Oper \$\$ Educat	\$ 16,750	\$ 17,725		
Oper \$\$ Support	\$ 1,000	\$ 2,000	\$ 1,000	\$ 1,000
Base MOA	\$ 85,380	\$ 85,380	\$ 85,290	\$ 85,290
Additional MOA				\$ 71,200
Subtotal		\$ 137,476	\$ 117,187	\$ 189,861
Additional Exp:				
Rent	\$ 23,364	\$ 22,196	\$ 22,196	\$ 22,196
Computers	\$ 8,334	\$ 7,358	\$ 450	\$ 1,892
telephones	\$ 3,158	\$ 3,010	\$ 221	\$ 2,129
Office Equip Main	\$ 2,000	\$ 2,000	\$ 1,000	\$ -
Emp Training	\$ 1,500	\$ 1,500		
Software	\$ 422	\$ 852	\$ 150	\$ 852
	\$ 38,778	\$ 36,916	\$ 24,017	\$ 27,069
<b>Total</b>	<b>\$ 204,494</b>	<b>\$ 174,392</b>	<b>\$ 141,204</b>	<b>\$ 216,930</b>

	line item
\$ 6,750	726.000
\$ 300	729.000
\$ 3,500	730.000
\$ 2,000	860.000 less \$500
\$ 1,300	860.010 less \$500
\$ 500	956.000
\$ 1,500	957.000

\$ 15,850
\$ 16,750
\$ 900

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

---

**RESOLUTION APPROVING THE FILLING OF A FULL TIME COURT CLERK POSITION IN THE CIRCUIT COURT (JUVENILE DIVISION) - Circuit Court / Finance Committee**

**WHEREAS,** the Circuit Court (Juvenile Division) has a need to fill a full time Court Clerk position; and

**WHEREAS,** for purposes of continuity, the Circuit Court would function more efficiently if the Court Clerk position was granted; and

**WHEREAS,** the position is vital to the continuation of provision of legal, financial, and program services available to the Court and the public who use the Court; and

**WHEREAS,** funding for same is available in the Circuit 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 filling the vacant Court Clerk position in the Circuit Court.

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#

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MOVED:

SECONDED:

CARRIED:



**LIVINGSTON COUNTY, MICHIGAN**  
**CIRCUIT COURT – JUVENILE DIVISION**

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

## Memorandum

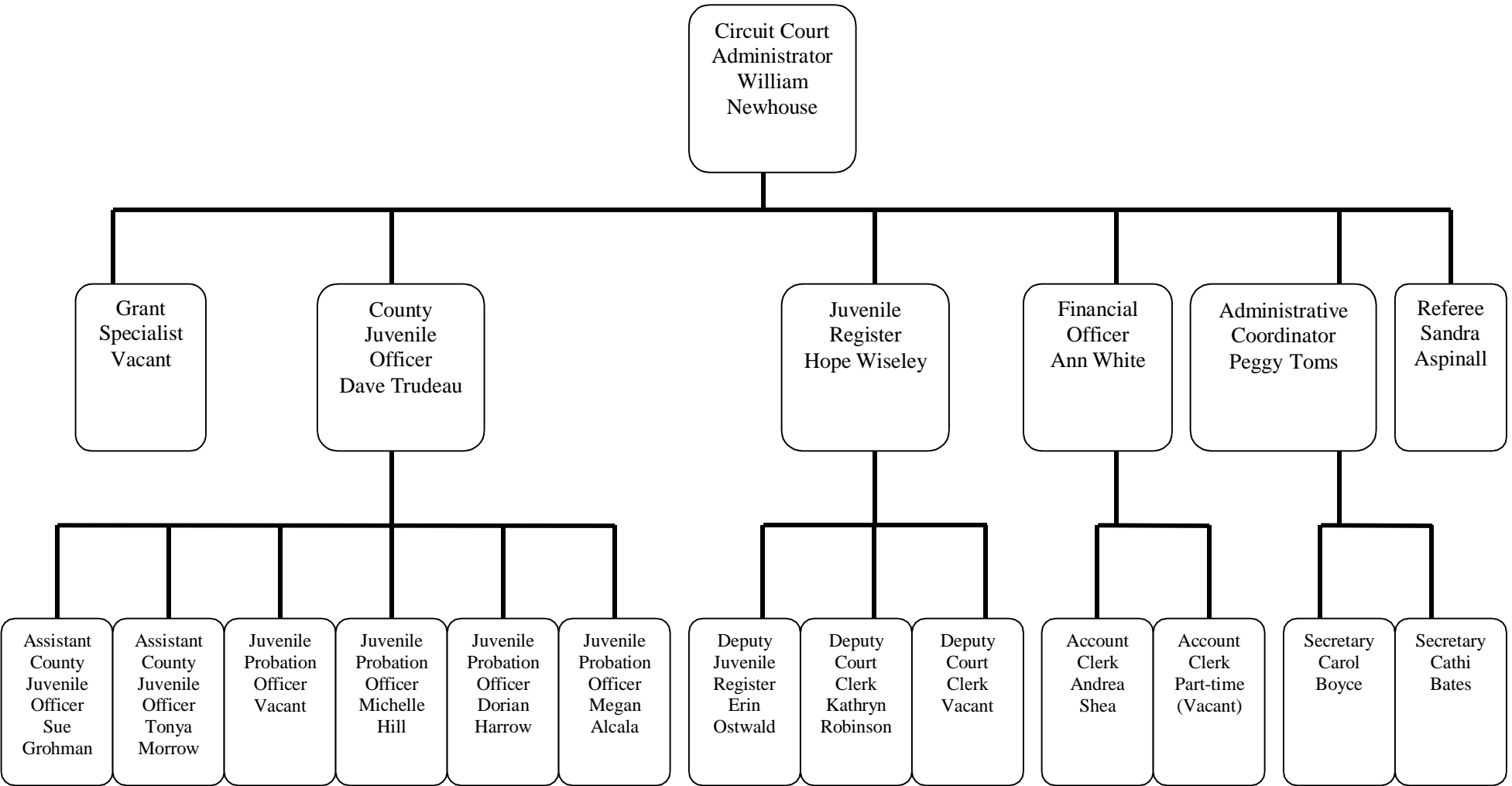
**To: Livingston County Board of Commissioners**  
**From: William H. Newhouse**  
**Date: 8/19/2011**  
**Re: RESOLUTION APPROVING THE FILLING OF A VACANT  
COURT CLERK POSITION IN THE CIRCUIT COURT –  
JUVENILE DIVISION**

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Court Clerk Erin Ostwald was promoted to the Deputy Juvenile Register position on August 10, 2011. Her promotion creates a vacant Court Clerk position in the Circuit Court – Juvenile Division.

The Court Clerk position is responsible for support of the Court's required responsibilities for processing juvenile delinquency and neglect abuse cases, supporting the judges, attorney-referee, and juvenile probation officers, as well as providing direct services and assistance to the public served by the Circuit Court. This position is responsible for numerous duties that enable the Court to meet its statutory and court rule time requirements related to juvenile cases. It is essential that this position be filled so that there is no disruption in delivery of services and the Court can continue to meet its legal obligations for processing cases.

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



## REQUEST FOR EXCEPTION TO THE HIRING FREEZE

Request Submitted by: **William H. Newhouse**

Title of Position to be Filled: **Clerk – Juvenile Division**

Salary: **\$13.69 p/h**

Annual Cost of Budgeted Position: **\$42,000**  
years: **\$210,000**

Projected Cost for the next five

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

If No: Name of Employee Last Occupying this Position **Erin Ostwald**

To Temporarily Replace an Employee who is on approved leave of absence: **N/A**

Name of Employee on Leave:

Date of Expected Return:

When did the position become vacant?

**August 10, 2011**

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.

**This position provides primary support for the legal and program services of the Court, specifically supporting the activities of the judges, the attorney-referee, and the Court's probation staff. Duties include recording hearings, processing court filings, handling phone and in-person inquiries, processing payments, scheduling hearings, preparing dockets, data entry of information mandated by statute and court rule, and performing other court related duties. The position performs the same functions as other court support staff, with different emphasis at times.**

**It is essential that this position be filled for a number of reasons. First, delays in processing filings and scheduling hearings will likely occur if workloads must be shifted to the remaining support staff, due to the increasing caseload of the Court. If this occurs, the Court assumes substantial risk of being in violation of statute and court rule requirements for scheduling and processing delinquency and child neglect/abuse cases within defined time frames. Second, the administrative support the position provides is critical to probation and financial services. The screening of juveniles who are reporting in and processing of payments in a timely manner create a level of efficiency that is essential to the Court's services. Third, it is impossible to shift the position's workload to other support staff. It is inevitable that the Court will incur substantial costs for payment of overtime. There are not sufficient staff to adequately cover all of the responsibilities of the vacant position.**

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.

**This position is not mandated. However, it supports the statutory and court rule mandated functions of the Court, primarily the required duties of the judges and attorney-referee. Without the support of this position, substantial additional burden would be placed on other staff to continue meeting statutory and court rule mandates.**

3. Budgeted department head count for the past five years:  
Jan., 2006: 15.5      Jan., 2007: 15      Jan., 2008: 15      Jan., 2009: 14  
Jan. 2010: 14      Jan. 2011: 14.5

Please explain changes:

**The Adoption Supervisor position was not filled effective 1/1/09. A part time Account Clerk position was filled in 2010. A second part time Account Clerk position was approved at that time, but has remained vacant.**

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.

**This position requires specialized skills, in addition to general clerical and office support skills, which are not available through staff in other County positions. A knowledge of court processes, including an understanding of statutes and court rules that govern Court operations is necessary to be able to perform daily functions. The ability to assist customers with complex questions or who are upset about their situation is essential to the effectiveness of the person in this position.**

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?

**Staff have taken on additional duties to those defined in their job descriptions on request. These changes have occurred without seeking to amend job descriptions or seeking increases in staff pay. One example of this approach is the staff assumption of duties related to processing Adoptions. Staff assumed those responsibilities without question, despite the fact that it added significant burden to daily duties already in place.**

**Additionally, workload analysis is conducted to ensure that there is an even distribution of work. Staff capacity, based on factors such as demonstrated ability to manage complex tasks, change in educational background, and other individualized factors, is evaluated to determine the most efficient ways of assigning work short of requesting hiring for new positions.**

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

1. **Distribute the work of the position among remaining staff and obtain a budget amendment to cover anticipated overtime and other costs.** This option is unlikely to have a positive impact on court services and county fiscal issues. Service to court customers will be negatively impacted as staff will not be able to cover public inquiries and processing of court files and proceedings. Costs will increase for overtime. In addition, positions will have to be re-evaluated for change in classification and/or pay to compensate for assumption of additional/new duties.
7. What are the consequences of deferring the vacant position over the next several months and beyond?

**Cases will not be processed in a timely manner, resulting in violations of statute and court rule requirements. Direct services to the public – efficient responses to questions; assistance with problems; handling of crises – will immediately suffer, potentially resulting in complaints by the public. Staff morale will be a significant concern as workloads increase. Expecting three staff to do the work of four is impossible.**

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

**The Circuit Court/Probate Court Administrator position was reclassified from Grade Level Q, to a new position of Circuit Court Administrator which is a Grade Level O, thus resulting in personnel cost savings. That position was not filled until 10/30/09. In addition, the Adoption Supervisor position was not filled effective 1/01/2009. An Account Clerk position authorized in 2010 has not been filled.**

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

**The Circuit Court has already taken, and adjusted to, significant budget cuts, which have hindered its ability to effectively deliver services. The Court by nature is a reactive entity. It must use resources to meet demands of its caseload, which has increased 15% in the last two years. The Court is conservative in managing its budget in all areas, but must accommodate the increased demand. Given the cuts already made and the Court's current staffing level, it is impossible to identify any additional areas where cuts can be made.**

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 organizational chart.**

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?

**The work performed by this position is assigned under the general supervision of the Chief Judge of the 44<sup>th</sup> Circuit Court. The work supports the statutory and court rule required duties of the Court, which are required of all circuit courts throughout Michigan. The specialized nature of the work to the Court makes it impossible to share with other Counties or local governmental units.**

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



**Not applicable for this position.**

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).

**It is not possible to use temporary employees to complete the work.**

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).

**The use of part-time employees is not possible for this position. The work requires continuity of workflow, and the ability to provide back-up to other support staff in a quick, seamless way. Setting primary duties aside or shifting between multiple part-time staff increases the risk of error and loss of continuity in dealing with attorneys, agencies and the public served by the Court.**

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)?

**Overtime is not currently a necessity. If the position is not re-filled, there will be extensive overtime required on the part of other support staff to keep up with the demands of the court's workload.**

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

**Yes. Support staff have a number of duties that require them to cover for each other on a daily basis. For example, all support staff record hearings for the judges and attorney referee. When one or more are recording court hearings, other support staff must handle filings, phone calls, public inquiries, process payments, provide forms, schedule hearings, and perform other court related duties.**

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION AUTHORIZING LIVINGSTON COUNTY TREASURER'S OFFICE TO ESTABLISH AN IMPREST CASH ACCOUNT – ANIMAL CONTROL**

**WHEREAS,** the Livingston County Animal Control office takes in payments for dog licenses, sale of dogs and cats, and other services; and

**WHEREAS,** there is a need for start up cash to make change for customers; and

**WHEREAS,** there is a need for petty cash for small purchases that need to be made where a check would not be timely; and

**WHEREAS,** better accounting controls will be facilitated by having imprest cash for such purposes;

**THEREFORE BE IT RESOLVED** that the Livingston County Treasurers office shall be authorized to establish a \$90 imprest cash account for the Livingston County Animal Control Department as follows: \$50 for start up cash and \$40 for petty cash.

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MOVED:

SECONDED:

CARRIED:

Claim#	Claimant	Description	Amount
101	BOARD OF COMMISSIONERS 101 101-726.000		
240	OFFICE DEPOT	HOT CUPS	36.72
194	OFFICE DEPOT	ACCOUNT #49970374	40.35
543	OFFICE DEPOT	ACCOUNT #49970374	9.56
		OFFICE SUPPLIES Total	86.63
101	101-933.000		
513	PITNEY BOWES	OFFICE EQUIP. MAINT.	19.11
		ACCOUNT #1843608	
		OFFICE EQUIP. MAINT. Total	19.11
131	CIRCUIT COURT 101 131-726.000		
48	OFFICE DEPOT	OFFICE SUPPLIES	150.20
554	ALLEGRA PRINT & IMAGING OF	C.C. ADMIN	375.00
		PETITION/ORDER COURT APPT ATTY	
		OFFICE SUPPLIES Total	525.20
101	131-801.010		
778	LATREILLE, STANLEY	VISITING JUDGE	559.68
779	LATREILLE, STANLEY	8/11/11	839.52
777	PIKKARAINEN, HON. A. JOHN	9/8 & 9/9 1/2 days	755.48
776	PIKKARAINEN, HON. A. JOHN	8/4 & 8/11	394.74
		9/8 & 9/9 1/2 days	
		VISITING JUDGE Total	2,549.42
101	131-802.000		
25	BANFIELD, ANDREA	ATTORNEY FEES-INDIGENT	250.00
33	COMBS, STACY	FOC SHOW CAUSE	250.00
35	PERRAULT, MITCHELL	FOC SHOW CAUSE HEARINGS	150.00
34	PERRAULT, MITCHELL	WOODLAND INMATE	100.00
36	PERRAULT, MITCHELL	SUBST OF ATTY	250.00
38	MORRISON, WILLIAM M	FOC SHOW CAUSE	67.50
58	BALMFORTH, JAMES	GREGORY C SMITH	250.00
		FOC SHOW CAUSE	
		ATTORNEY FEES-INDIGENT Total	1,317.50
101	131-804.000		
549	METRO COURT REPORTERS	TRANSCRIPTS/STENOS	445.10
		TRANSCRIPTS/STENOS Total	445.10
101	131-817.000		
414	MAFCA	MEMB. DUES & REGISTRATION	50.00
		WILLIAM NEWHOUSE, 2011 FALL MT	
		MEMB. DUES & REGISTRATION Total	50.00
101	131-819.010		
19	TOMS, MARGARET	CONTRACT- PUBLIC DEFENDER	15.55
27	SCHARRER, MARK L	MICHAEL RUSSELL	150.00
		CONTRACT- PUBLIC DEFENDER Total	165.55
101	131-860.000		
19	TOMS, MARGARET	TRAVEL-GAS, MI., FOOD, LDG	18.75
526	HATTY, MICHAEL P.	FERRY BOAT, HOTEL STAY, MILEAG	19.00
526	HATTY, MICHAEL P.	FERRY BOAT, HOTEL STAY, MILEAG	996.10
535	READER, DAVID J.	FERRY BOAT, HOTEL STAY, MILEAG	8.00
535	READER, DAVID J.	TRAVEL-GAS, MI., FOOD, LDG Total	890.38
		1,932.23	

Claim#	Claimant	Description	Amount
101	131-860.010	TRAVEL-PERS REIM	
526	HATTY, MICHAEL P.	FERRY BOAT, HOTEL STAY, MILEAG	133.00
535	READER, DAVID J.		27.00
535	READER, DAVID J.	TRAVEL-PERS REIM Total	129.50
101	131-957.000	EMPLOYEE TRAINING/SEMINARS	
524	HATTY, MICHAEL P.	MJA CONFERENCE FEE	115.00
535	READER, DAVID J.	EMPLOYEE TRAINING/SEMINARS Total	115.00
136	DISTRICT COURT	CIRCUIT COURT Total	7,504.50
101	136-726.000	OFFICE SUPPLIES	
767	FORMS TRAC ENTERPRISES		372.07
745	HAVILAND PRINTING	3000 PRETRIAL CONFERENCE	715.46
167	PENGAD INC	ACCOUNT #90571	152.00
187	OFFICE DEPOT	#49970374	207.10
185	OFFICE DEPOT	#49970374	247.49
186	OFFICE DEPOT	#49970374	16.16
188	OFFICE DEPOT	#49970374	298.86
189	OFFICE DEPOT	#49970374	31.91
190	OFFICE DEPOT	#49970374	41.30
763	OFFICE DEPOT		207.10
764	OFFICE DEPOT		308.64
765	OFFICE DEPOT	OFFICE SUPPLIES Total	2.26
101	136-801.010	VISITING JUDGE	
744	PIKKARAINEN, HON. A. JOHN	VISITING JUDGE Total	368.77
101	136-802.000	ATTORNEY FEES-INDIGENT	
159	SCHARRER, MARK L	SCOTT FOSTER	1,105.00
		ATTORNEY FEES-INDIGENT Total	1,105.00
101	136-804.000	TRANSCRIPTS/STENOS	
6	COX, KRISTI		653.95
769	COX, KRISTI		136.10
743	MCINNES, BARBARA		91.00
42	WILLARD, SHEILA		274.15
		TRANSCRIPTS/STENOS Total	1,155.20
101	136-819.000	OTHER CONTRACT SERVICES	
766	LEXISNEXIS RISK DATA		50.00
		OTHER CONTRACT SERVICES Total	50.00
101	136-819.010	CONTRACT SERV-COMMUNITY	
746	ARM PROGRAM LLC	HAGAN 11-0906 CSR	80.00
747	ARM PROGRAM LLC	HILL 11-1028 LSG	80.00
775	BRIGHTON HOSPITAL	22091I, SLACKTA 11-1137 TMB	212.59
761	GARRY FLANARY & ASSOCIATES		553.00
758	Kith and Kin Education Services, Inc	HEIN 10-3412 TMB	225.00
757	ATKINS, JUDY LEIGH	KLEIN 10-2049 LSG	300.00
754	ATKINS, JUDY LEIGH	MAAS 10-0837 CSR	225.00
753	ATKINS, JUDY LEIGH	WHITCOMB 10-1779TMB	255.00
755	ATKINS, JUDY LEIGH	LUCK 11-0631 LSG	225.00

Claim#	Claimant	Description	Amount
756	ATKINS, JUDY LEIGH	HUDACK 10-2197 TMB	225.00
760	LGS OPTIONS	PULICE 10-2170 TMB	100.00
759	LGS OPTIONS	TURNER 11-1455TMB	200.00
749	JAMS FARMINGTON	FEAZEL 10-1262 TMB	20.00
749	JAMS FARMINGTON	FEAZEL 10-1262 TMB	.00
750	JAMS FARMINGTON	FEAZEL 10-1262 TMB	20.00
751	JAMS FARMINGTON	FEAZEL 10-1262 TMB	20.00
229	A 2ND CHANCE DRUG	HUGGARD 09-3827 CSR	26.00
235	A 2ND CHANCE DRUG	MARSDEN 11-1726 CSR	137.00
234	A 2ND CHANCE DRUG	KVASNAK 11-0645 LSG	12.00
233	A 2ND CHANCE DRUG	MILLS 09-2153 CSR	210.00
232	A 2ND CHANCE DRUG	WHITCHER 11-1550 TMB	82.00
231	A 2ND CHANCE DRUG	FISKE 11-1002 TMB	28.00
230	A 2ND CHANCE DRUG	HEIN 10-3412 TMB	150.00
		CONTRACT SVS-COMMUNITY CORRECTIONS Total	3,385.59
101	136-819.030	CONTRACT SVS-PROJECT OPIATE	
748	MCHALE, DENNIS		1,950.00
752	ATKINS, JUDY LEIGH		1,950.00
		CONTRACT SVS-PROJECT OPIATE Total	3,900.00
101	136-860.000	TRAVEL-GAS, MI., FOOD, LDG	
493	READER, CAROL SUE		404.46
768	GEDDIS, L. SUZANNE		404.46
552	BRENNAN, THERESA		404.46
		TRAVEL-GAS, MI., FOOD, LDG Total	1,213.38
101	136-860.010	TRAVEL-PERS REIMB	
3	RAMON, JULIE		30.50
493	READER, CAROL SUE		104.50
768	GEDDIS, L. SUZANNE		104.50
552	BRENNAN, THERESA		104.50
		TRAVEL-PERS REIMB Total	344.00
101	136-957.000	EMPLOYEE TRAINING/SEMINARS	
762	LEADERSHIP LIVINGSTON	FRANCINE SUMNER	800.00
		EMPLOYEE TRAINING/SEMINARS Total	800.00
148	PROBATE COURT	DISTRICT COURT Total	14,922.29
101	148-726.000	OFFICE SUPPLIES	
419	OFFICE DEPOT		108.04
		OFFICE SUPPLIES Total	108.04
149	JUVENILE COURT	PROBATE COURT Total	108.04
101	149-726.000	OFFICE SUPPLIES	
421	OFFICE DEPOT		113.68
		OFFICE SUPPLIES Total	113.68
101	149-802.000	ATTORNEY FEES-INDIGENT	
305	SUE A. HAMILTON, P.C.		60.00
359	KRINOCK, R REID		120.00
361	KRINOCK, R REID		60.00
360	KRINOCK, R REID		60.00
362	MCKENZIE, ROBERT		60.00
363	MCKENZIE, ROBERT		660.00
364	MCKENZIE, ROBERT		60.00
365	MOLLISON, WILLIAM R.		120.00

Claim#	Claimant	Description	Amount
387	HALM, CHRISTIAN & PRINE, P.C.		60.00
390	SCHARRER, MARK L		60.00
389	SCHARRER, MARK L		60.00
391	SCHARRER, MARK L		60.00
388	SCHARRER, MARK L		540.00
281	COMBS, STACY		120.00
284	COMBS, STACY		120.00
287	COMBS, STACY		120.00
278	COMBS, STACY		120.00
279	COMBS, STACY		60.00
282	COMBS, STACY		120.00
283	COMBS, STACY		60.00
276	COMBS, STACY		60.00
280	COMBS, STACY		120.00
286	COMBS, STACY		420.00
285	COMBS, STACY		60.00
277	COMBS, STACY		60.00
368	MORRISON, WILLIAM M		120.00
369	MORRISON, WILLIAM M		120.00
367	MORRISON, WILLIAM M		60.00
366	MORRISON, WILLIAM M		60.00
397	SPAGNUOLO-DAL, SUSAN B		60.00
395	SPAGNUOLO-DAL, SUSAN B		60.00
396	SPAGNUOLO-DAL, SUSAN B		120.00
398	SPAGNUOLO-DAL, SUSAN B		120.00
394	SPAGNUOLO-DAL, SUSAN B		60.00
313	HOUGABOOM, WILLIAM H		60.00
323	HOUGABOOM, WILLIAM H		60.00
327	HOUGABOOM, WILLIAM H		240.00
328	HOUGABOOM, WILLIAM H		120.00
329	HOUGABOOM, WILLIAM H		120.00
330	HOUGABOOM, WILLIAM H		120.00
335	HOUGABOOM, WILLIAM H		60.00
312	HOUGABOOM, WILLIAM H		60.00
310	HOUGABOOM, WILLIAM H		240.00
311	HOUGABOOM, WILLIAM H		60.00
337	HOUGABOOM, WILLIAM H		60.00
338	HOUGABOOM, WILLIAM H		60.00
321	HOUGABOOM, WILLIAM H		60.00
322	HOUGABOOM, WILLIAM H		60.00
315	HOUGABOOM, WILLIAM H		60.00
331	HOUGABOOM, WILLIAM H		60.00
332	HOUGABOOM, WILLIAM H		120.00
333	HOUGABOOM, WILLIAM H		240.00
334	HOUGABOOM, WILLIAM H		120.00
324	HOUGABOOM, WILLIAM H		60.00
325	HOUGABOOM, WILLIAM H		60.00
326	HOUGABOOM, WILLIAM H		60.00
336	HOUGABOOM, WILLIAM H		60.00
316	HOUGABOOM, WILLIAM H		60.00
317	HOUGABOOM, WILLIAM H		240.00
318	HOUGABOOM, WILLIAM H		120.00
319	HOUGABOOM, WILLIAM H		120.00
320	HOUGABOOM, WILLIAM H		120.00
314	HOUGABOOM, WILLIAM H		60.00
385	Law Office of Brian J Prain, PLLC		60.00
386	Law Office of Brian J Prain, PLLC		60.00

Claim#	Claimant	Description	Amount
356	KIJEWSKI, KEVIN		120.00
355	KIJEWSKI, KEVIN		180.00
357	KIJEWSKI, KEVIN		300.00
354	KIJEWSKI, KEVIN		60.00
384	OLSON, TERRY		60.00
420	OFFICE DEPOT		130.12
264	BALMFORTH, JAMES		60.00
266	BALMFORTH, JAMES		60.00
258	BALMFORTH, JAMES		120.00
253	BALMFORTH, JAMES		120.00
261	BALMFORTH, JAMES		60.00
259	BALMFORTH, JAMES		120.00
255	BALMFORTH, JAMES		60.00
260	BALMFORTH, JAMES		120.00
262	BALMFORTH, JAMES		180.00
267	BALMFORTH, JAMES		60.00
263	BALMFORTH, JAMES		60.00
265	BALMFORTH, JAMES		360.00
256	BALMFORTH, JAMES		60.00
257	BALMFORTH, JAMES		60.00
254	BALMFORTH, JAMES		60.00
289	DICKSON, LYLE		60.00
288	DICKSON, LYLE		60.00
290	DICKSON, LYLE		60.00
399	WARD, JENNIFER LYNN		120.00
308	CAROLYN J. HENRY ATTORNEY AT LAW		120.00
309	CAROLYN J. HENRY ATTORNEY AT LAW		60.00
307	CAROLYN J. HENRY ATTORNEY AT LAW		60.00
408	WILCOX, MARCUS D.		60.00
406	WILCOX, MARCUS D.		60.00
405	WILCOX, MARCUS D.		120.00
403	WILCOX, MARCUS D.		60.00
413	WILCOX, MARCUS D.		60.00
412	WILCOX, MARCUS D.		420.00
410	WILCOX, MARCUS D.		60.00
402	WILCOX, MARCUS D.		60.00
407	WILCOX, MARCUS D.		60.00
404	WILCOX, MARCUS D.		300.00
400	WILCOX, MARCUS D.		120.00
409	WILCOX, MARCUS D.		180.00
411	WILCOX, MARCUS D.		60.00
401	WILCOX, MARCUS D.		180.00
393	SCHOOLCRAFT LEGAL, PLC		60.00
392	SCHOOLCRAFT LEGAL, PLC		60.00
270	CECI, JOHN R.		60.00
273	CECI, JOHN R.		60.00
271	CECI, JOHN R.		60.00
274	CECI, JOHN R.		120.00
269	CECI, JOHN R.		60.00
268	CECI, JOHN R.		60.00
275	CECI, JOHN R.		180.00
272	CECI, JOHN R.		60.00
372	NALLEY, CHRISTOPHER M.		60.00
382	NALLEY, CHRISTOPHER M.		60.00
383	NALLEY, CHRISTOPHER M.		60.00
378	NALLEY, CHRISTOPHER M.		60.00

Claim#	Claimant	Description	Amount
370	NALLEY, CHRISTOPHER M.		60.00
379	NALLEY, CHRISTOPHER M.		60.00
380	NALLEY, CHRISTOPHER M.		60.00
381	NALLEY, CHRISTOPHER M.		60.00
373	NALLEY, CHRISTOPHER M.		60.00
371	NALLEY, CHRISTOPHER M.		120.00
374	NALLEY, CHRISTOPHER M.		120.00
375	NALLEY, CHRISTOPHER M.		120.00
376	NALLEY, CHRISTOPHER M.		120.00
377	NALLEY, CHRISTOPHER M.		60.00
353	KAY, DIANE MARIE		60.00
351	KAY, DIANE MARIE		60.00
347	KAY, DIANE MARIE		60.00
340	KAY, DIANE MARIE		60.00
345	KAY, DIANE MARIE		60.00
346	KAY, DIANE MARIE		60.00
342	KAY, DIANE MARIE		180.00
344	KAY, DIANE MARIE		60.00
350	KAY, DIANE MARIE		60.00
348	KAY, DIANE MARIE		240.00
349	KAY, DIANE MARIE		240.00
341	KAY, DIANE MARIE		60.00
352	KAY, DIANE MARIE		120.00
343	KAY, DIANE MARIE		60.00
339	KAY, DIANE MARIE		60.00
358	LAW OFFICES OF		60.00
300	Law Office of Alexander K.		60.00
	Garthoff PLLC		
294	Law Office of Alexander K.		60.00
	Garthoff PLLC		
295	Law Office of Alexander K.		60.00
	Garthoff PLLC		
303	Law Office of Alexander K.		60.00
	Garthoff PLLC		
297	Law Office of Alexander K.		60.00
	Garthoff PLLC		
298	Law Office of Alexander K.		60.00
	Garthoff PLLC		
301	Law Office of Alexander K.		60.00
	Garthoff PLLC		
302	Law Office of Alexander K.		60.00
	Garthoff PLLC		
293	Law Office of Alexander K.		60.00
	Garthoff PLLC		
304	Law Office of Alexander K.		60.00
	Garthoff PLLC		
299	Law Office of Alexander K.		120.00
	Garthoff PLLC		
291	Law Office of Alexander K.		60.00
	Garthoff PLLC		
292	Law Office of Alexander K.		60.00
	Garthoff PLLC		
296	Law Office of Alexander K.		60.00
	Garthoff PLLC		
306	HECKLER, CHRISTINE		60.00

ATTORNEY FEES-INDIGENT Total 16,270.12

MEMB. DUES & REGISTRATION CUSTOMER 1109885 ANN WHITE 210.00

INSTITUTE OF MANAGEMENT 418

101 149-817.000



Claim#	Claimant	Description	Amount
101	149-851.000	MEMB. DUES & REGISTRATION Total	210.00
151	PROBATION-CIRCUIT		
101	151-726.000	ACCOUNTANTS	
491	AT & T	TELEPHONE	
		ACCT #0532951603001	65.44
		TELEPHONE Total	65.44
		JUVENILE COURT Total	16,659.24
22	WEST PAYMENT CENTER	OFFICE SUPPLIES	
49	OFFICE DEPOT	SENTENCING GUIDELINE BOOKS (7)	378.00
50	OFFICE DEPOT	#49970374	75.88
51	OFFICE DEPOT	#49970374	13.21
		OFFICE SUPPLIES Total	6.19
		PROBATION-CIRCUIT Total	473.28
168	CENTRAL SVS-JUDICIAL CENTER		
101	168-729.000	PUBLICATIONS/SUBSCRIPT.	
135	ICLE	DIVORCE CASES	82.50
136	ICLE	DRUNK DRIVING	82.50
24	WEST PAYMENT CENTER	WEST INFO. CHARGES JULY 1, 201	1,462.86
		PUBLICATIONS/SUBSCRIPT. Total	1,627.86
101	168-806.000	JURY FEES	
18	SHAW SERVICES	CIR001	85.50
416	JP MORGAN ELECTRONIC	132 JUROR PAYCARDS	396.00
		JURY FEES Total	481.50
101	168-807.000	WITNESS FEES	
417	HOLDEN, CAROL E.	3 COMPETENCY EVALUATIONS	1,500.00
772	SPEAK EASY LANGUAGES	CALVILLO-PEREZ 11-1737	225.00
773	SPEAK EASY LANGUAGES	FLORES-PINEDA 11-2372	300.00
771	LANGUAGE LINE SERVICES	902-0508001	100.00
		WITNESS FEES Total	2,125.00
101	168-819.000	OTHER CONTRACTUAL SERVICES	
57	ELECTRONIC SECURITY SYSTEMS, INC.	53RD	586.60
		OTHER CONTRACTUAL SERVICES Total	586.60
101	168-933.000	OFFICE EQUIPMENT MAINTENANCE	
774	HASSELBRING CLARK CO	LA5408	148.05
770	PIKK SERVICES, LLC	OFFICE EQUIPMENT MAINTENANCE Total	205.00
		CENTRAL SVS-JUDICIAL CENTER Total	353.05
172	COUNTY ADMINISTRATION		
101	172-726.000	OFFICE SUPPLIES	
194	OFFICE DEPOT	ACCOUNT #49970374	61.13
		OFFICE SUPPLIES Total	61.13
101	172-933.000	OFFICE EQUIP-MAINT.	
513	PITNEY BOWES	ACCOUNT #1843608	19.11
		OFFICE EQUIP-MAINT. Total	19.11
		COUNTY ADMINISTRATION Total	80.24

Claim#	Amount	Description	500 BUSINESS CARDS
587	57.70	HAVILAND PRINTING	
247	131.70	Claimant	
249	44.50	OFFICE DEPOT	
666	143.10	OFFICE DEPOT	
	377.00	ACCOUNT #49970374	
		OFFICE SUPPLIES Total	
250	2,472.08	OTHER CONTRACT SERVICES	
580	1,325.40	ADP	
	3,797.48	00056420002	
		OTHER CONTRACT SERVICES Total	
216	4,174.48	COUNTY CLERK Total	
251	60.61	OFFICE SUPPLY-COURT	
252	24.05	OFFICE DEPOT	
665	129.13	OFFICE DEPOT	
	213.79	ACCOUNT #49970374	
		OFFICE SUPPLY-COURT Total	
586	4,399.20	OTHER CONTRACT SERVICES-COURT	
		#266315	
	4,399.20	OTHER CONTRACT SERVICES-COURT Total	
225	4,612.99	COUNTY CLERK-CIRCUIT COURT DIV Total	
193	79.64	OFFICE SUPPLIES	
		OFFICE DEPOT	
	79.64	ACCOUNT #49970374	
		OFFICE SUPPLIES Total	
172	34.01	PUBLICATIONS/SUBSCRIPT.	
		LIVINGSTON COUNTY DAILY PRESS	
		& ARGUS	
	34.01	PUBLICATIONS/SUBSCRIPT. Total	
513	19.12	OFFICE EQUIPMENT MAINTENANCE	
		PITNEY BOWES	
		ACCOUNT #1843608	
	19.12	OFFICE EQUIPMENT MAINTENANCE Total	
96	20.00	EMPLOYEE TRAINING/SEMINARS	
141	20.00	HASTINGS, MARY	
170	20.00	MURRISH, TERESA M	
171	20.00	LYMAN, DELORES M	
	80.00	SPEER, DARREN	
		BS&A CLASS FOR 6 HR RENEWAL	
		BS&A CLASS FOR 6 HR RENEWAL	
		BS&A CLASS FOR 6 HR RENEWAL	
		EMPLOYEE TRAINING/SEMINARS Total	
233	212.77	EQUALIZATION Total	
194	15.72	OFFICE SUPPLIES	
541	12.47	OFFICE DEPOT	
		ACCOUNT #49970374	
	28.19	OFFICE DEPOT	
		ACCOUNT #49970374	
		OFFICE SUPPLIES Total	
687	14.25	TRAVEL-GAS, MI., FOOD, LDG	
		BENNETT, ROBERTA	
	14.25	TRAVEL-GAS, MI., FOOD, LDG Total	
687	54.25	TRAVEL - PERS REIM	
		BENNETT, ROBERTA	
	54.25	TRAVEL - PERS REIM Total	

Claim#	Claimant	Description	Amount
101	233-933.000	OFFICE EQUIP. MAINT. ACCOUNT #1843608	19.11
513	PITNEY BOWES	OFFICE EQUIP. MAINT. Total	19.11
253	TREASURER	PURCH. - INT. Total	115.80
101	253-726.000	OFFICE SUPPLIES	221.06
246	OFFICE DEPOT		67.66
245	OFFICE DEPOT		180.00
244	HARRIS	DATA DUMP, 2010 TRANSACTION HI OFFICE SUPPLIES Total	468.72
101	253-817.000	MEMB. DUES & REGISTRATION	100.00
243	HARDY DIANNE	MEMB. DUES & REGISTRATION Total	100.00
101	253-860.000	TRAVEL-GAS, MI., FOOD, LDG	303.02
243	HARDY DIANNE	TRAVEL-GAS, MI., FOOD, LDG Total	303.02
101	253-860.010	TRAVEL - PERS REIM	112.50
243	HARDY DIANNE	TRAVEL - PERS REIM Total	112.50
261	CO-OP EXTENSION	TREASURER Total	984.24
101	261-704.000	SALARIES- REGULAR EMPLOYEES MICHIGAN STATE UNIVERSITY R. TURNER	2,479.21
12	EXTENSION		
13	MICHIGAN STATE UNIVERSITY EXTENSION	G. VOYLE	4,250.08
101	261-726.000	SALARIES- REGULAR EMPLOYEES Total	6,729.29
181	OFFICE DEPOT	OFFICE SUPPLIES #49970374	5.50
545	HASLER, INC	OFFICE SUPPLIES Total	5.50
101	261-730.000	POSTAGE/METER FEES MAILER ACCOUNT #400073-841	180.00
20	VOYLE, GRETCHEN	POSTAGE/METER FEES Total	180.00
101	261-860.000	TRAVEL-GAS, MI., FOOD, LDG	76.00
20	VOYLE, GRETCHEN	TRAVEL-GAS, MI., FOOD, LDG Total	76.00
101	261-860.010	TRAVEL - PERS REIM MILES TRAVELED 30+DAYS	18.50
2	WILKINSON, THEO		6.00
4	MCEVOY, JANINE		73.00
20	VOYLE, GRETCHEN	TRAVEL - PERS REIM Total	97.50
101	262-726.000	CO-OP EXTENSION Total	7,088.29
248	OFFICE SUPPLIES		1,350.10
652	PSI PRINTING SYSTEMS, INC	1LIVINGSCMI	3.00
247	RUNYAN, KATHYRN J. OFFICE DEPOT	OFFICE SUPPLIES Total	70.81
262	ELECTIONS		1,423.91

Claim#	Claimant	Description	Amount
101	262-860.010	TRAVEL - PERS REIM RUNYAN, KATHYRN J.	21.00
270	PERSONNEL	TRAVEL - PERS REIM Total	21.00
101	270-726.000	ELECTIONS Total	1,444.91
194	OFFICE SUPPLIES	ACCOUNT #49970374	126.80
664	OFFICE DEPOT	ACCOUNT #49970374 WC FOLDERS, OFFICE SUPPLIES Total	48.30
275	PERSONNEL	OFFICE SUPPLIES Total	175.10
101	270-729.000	PUBLICATIONS/SUBSCRIPTIONS	
621	THOMPSON PUBLISHING GROUP INC	FAIR LABOR STANDARDS HANDBOOK PUBLICATIONS/SUBSCRIPTIONS Total	299.00
101	270-933.000	OFFICE EQUIP. MAINT.	
513	PITNEY BOWES	ACCOUNT #1843608 OFFICE EQUIP. MAINT. Total	19.12
275	DRAIN COMMISSIONER	PERSONNEL Total	493.22
101	275-726.000	OFFICE SUPPLIES	
47	OFFICE DEPOT	#49970374 OFFICE SUPPLIES Total	60.52
282	PROSECUTING ATTORNEY	DRAIN COMMISSIONER Total	60.52
101	282-726.000	OFFICE SUPPLIES	
228	HAVILAND PRINTING	5000 LETTERHEAD	603.59
735	BEACON FORMS & LABELS, INC	2528, blank mailers	524.96
230	OFFICE DEPOT	499700374	37.24
734	OFFICE DEPOT	OFFICE SUPPLIES Total	223.17
282	PROSECUTING ATTORNEY	OFFICE SUPPLIES Total	1,388.96
101	282-729.000	PUBLICATIONS/SUBSCRIPT.	
226	WEST PAYMENT CENTER	1000351700, 12 SENTENCING GUID	444.00
227	WEST PAYMENT CENTER	1003047379, 11 CRIMINAL LAW PUBLICATIONS/SUBSCRIPT. Total	1,309.00
282	PROSECUTING ATTORNEY	PUBLICATIONS/SUBSCRIPT. Total	1,753.00
101	282-804.000	TRANSCRIPTS/STENOS	
224	COX, KRISTI	HOLLEY, HALL & HIX	95.70
225	WILLARD, SHEILA	MATTESON, HIX, HOOVEN, MAY TRANSCRIPTS/STENOS Total	26.40
282	PROSECUTING ATTORNEY	TRANSCRIPTS/STENOS Total	122.10
101	282-860.010	TRAVEL - PERS REIM	
733	CAVANAUGH, MIRIAM A.	SUPREME COURT BRIEF DROP OFF	45.50
223	FLEISCHMANN, JONATHAN	TRAVEL - PERS REIM Total	19.00
282	PROSECUTING ATTORNEY	TRAVEL - PERS REIM Total	64.50
101	282-957.000	EMPLOYEE TRAINING/SEMINARS	
222	KEY DEVELOPMENT CENTER, INC.	MARILYN BRADFORD 9/16/11 EMPLOYEE TRAINING/SEMINARS Total	20.00
282	PROSECUTING ATTORNEY	EMPLOYEE TRAINING/SEMINARS Total	20.00
101	283-726.000	PROSECUTING ATTORNEY Total	3,348.56
283	REGISTER OF DEEDS	PROSECUTING ATTORNEY Total	3,348.56
101	283-726.000	OFFICE SUPPLIES	
173	LIVINGSTON COUNTY DAILY PRESS & ARGUS	P&A SUBSCRIPTION 10/1/11 THRU	132.00
195	OFFICE DEPOT	ACCOUNT #49970374	51.92

Claim#	Claimant	Description	Amount
196	OFFICE DEPOT	ACCOUNT #49970374 OFFICE SUPPLIES Total	298.96
101	283-752.000	FILMS-PRINTS GRAPHIC SCIENCES, INC ACC #0042161 GRAPHIC SCIENCES, INC ACCOUNT #0042161 FILM 2011R-02 FILMS-PRINTS Total	482.88
94		REGISTER OF DEEDS Total	81.48
505		OTHER LEGAL SERVICES CUMMINGS, MCCLOREY, DAVIS FILE #39617 OTHER LEGAL SERVICES Total	70.77
299	CIVIL COUNSEL	CIVIL COUNSEL Total	635.13
101	299-803.000		526.50
225			526.50
301	SHERIFF		526.50
101	301-726.052	OFFICE SUPPLIES-ADM OFFICE DEPOT ACCOUNT #49970374 OFFICE SUPPLIES-ADM Total	123.94
101	301-729.052	PUB/SUBSCRIPTION-ADM KENDALL HUNT PUBLISHING #502902 BOOK STATE POLICE CRIM COMPANY	35.69
474		LOCKUPS & HOLDING FACILITIES KINASCHUK, MICHAEL PUB/SUBSCRIPTION-ADM Total	9.25
101	301-747.052	OPERATING SUPPLIES-ADM HOME DEPOT CREDIT SERVICES 6035322502930732 HOME DEPOT CREDIT SERVICES 6035322502930732 HOME DEPOT CREDIT SERVICES 6035322502930732 DRUM FOR DRUG INCINERATOR DOMINE, SCOTT 35.00 AQUATIC ADVENTURES OF MICHIGAN DRYSUIT REPAIR 239.60 OPERATING SUPPLIES-ADM Total	44.94
101	301-755.052	DEPUTY PHYSICALS STEHOUSER, R. SCOTT, PHD 171810, CLINICAL EVALUATION, J DEPUTY PHYSICALS Total	1,000.00
101	301-817.052	DUES & REGISTRATION-ADM IADRS DUES & REGISTRATION-ADM Total	120.00
101	301-860.052	TRAVEL/ADM MURPHY, MICHAEL J. SURVEILLANCE MEAL ON SUSPECT P TRAVEL/ADM Total	27.18
101	301-943.052	OFFICE MACHINE RENTAL/ADM PITNEY BOWES 101 OFFICE MACHINE RENTAL/ADM Total	90.00
101	301-957.052	EMPLOYEE TRAINING/SEMINARS/ADMIN HUDECEK, ROBERT TUITION REIMBURSEMENT SGT CONT AQUATIC ADVENTURES OF MICHIGAN WEIGHT 52.23 AQUATIC ADVENTURES OF MICHIGAN DRYSUIT CERTIFICATE 100.00 AQUATIC ADVENTURES OF MICHIGAN DRYSUIT SERVICE 56.00 AQUATIC ADVENTURES OF MICHIGAN MANUAL 107.60 EMPLOYEE TRAINING/SEMINARS/ADMIN Total	2,120.83

Claim#	Claimant	Description	SHERIFF Total	Amount
320	SHERIFF TRAINING PA 101 320-957.000		3,833.43	
65	EMPLOYEE TRAINING/SEMINARS			
66	REMINGTON ARMS CO, INC REMINGTON ARMS CO, INC	SCHOOL FOR MELTON SCHOOL FOR KRETZSCHMER		225.00 225.00
		EMPLOYEE TRAINING/SEMINARS Total		450.00
351	JAIL 101 351-725.000	SHERIFF TRAINING PA Total		450.00
		EMPLOYER CONTRIBUTIONS		
482	OFFICE DEPOT	ACCOUNT #49970374		124.64
		EMPLOYER CONTRIBUTIONS Total		124.64
101	351-726.050	OFFICE SUPPLIES		
44	OFFICE DEPOT	#49970374		112.80
45	OFFICE DEPOT	#49970374		58.38
46	OFFICE DEPOT	#49970374		55.92
176	OFFICE DEPOT	#49970374		54.61
177	OFFICE DEPOT	#49970374		117.22
178	OFFICE DEPOT	#49970374		81.60
179	OFFICE DEPOT	#49970374		115.76
		OFFICE SUPPLIES Total		596.29
101	351-741.050	FOOD SUPPLIES		
21	ARAMARK SERVICES, INC.	INMATE MEALS 8/4-8/10		5,607.68
442	ARAMARK SERVICES, INC.	INMATE MEALS 8/11-8/17		5,711.68
		FOOD SUPPLIES Total		11,319.36
101	351-745.050	CLOTHING & BEDDING		
5	BOB BARKER CO INC	LIVMI1		438.18
29	ROBINSON TEXTILES	406A		774.00
447	ROBINSON TEXTILES	SHEETS AND TOWELS		798.37
		CLOTHING & BEDDING Total		2,010.55
101	351-747.050	OPERATING EQUIPMENT & SUPPLIES		
443	CONSOLIDATED PLASTICS	ZIPPY BAGS		776.40
64	PINNACLE TECHNOLOGIES INC	ARMBANDS W/HARDWARE		867.51
		OPERATING EQUIPMENT & SUPPLIES Total		1,643.91
101	351-836.050	INMATE MEDICAL SERVICES		
138	SECURECARE INC / CHC	OFF SITE MEDICAL OVER CAP		9,521.21
		INMATE MEDICAL SERVICES Total		9,521.21
101	351-931.050	EQUIP REPAIR & MAINT		
16	AMERICAN VIDEO TRANSFER INC			412.50
17	AMERICAN VIDEO TRANSFER INC			198.75
517	DOVER GREASE TRAPS, INC.	INTERCEPTOR SERVICE		584.00
		EQUIP REPAIR & MAINT Total		1,195.25
101	351-943.050	OFFICE MACHINE RENTAL		
15	PITNEY BOWES	101		90.00
		OFFICE MACHINE RENTAL Total		90.00
430	ANIMAL SHELTER 101 430-761.000	JAIL Total		26,501.21
206	GRUNDY'S HARDWARE	MEDICAL SUPPLIES		9.99
215	BUTLER SCHEIN ANIMAL HEALTH SUPPLY	494720		98.84

Claim#	Claimant	Description	Amount
216	BUTLER SCHEIN SUPPLY	ANIMAL HEALTH 494720	286.35
214	BUTLER SCHEIN SUPPLY	ANIMAL HEALTH 494720	31.20
211	BUTLER SCHEIN SUPPLY	ANIMAL HEALTH 494720	802.75
221	BUTLER SCHEIN SUPPLY	ANIMAL HEALTH 494720	391.50
220	BUTLER SCHEIN SUPPLY	ANIMAL HEALTH 494720	118.29
217	BUTLER SCHEIN SUPPLY	ANIMAL HEALTH 494720	163.12
218	BUTLER SCHEIN SUPPLY	ANIMAL HEALTH 494720	36.00
212	BUTLER SCHEIN SUPPLY	ANIMAL HEALTH 494720	246.57
213	BUTLER SCHEIN SUPPLY	ANIMAL HEALTH 494720	467.62
207	JOSHEN PAPER OF MICHIGAN	083022	346.96
208	BAYER HEALTHCARE LLC	7427793	429.75
209	MED-VET INTERNATIONAL	24513	904.85
210	MERIAL LIMITED	143736	367.10
		MEDICAL SUPPLIES Total	4,700.89
605	CONTAGIOUS	ANIMAL SHELTER Total	4,700.89
504	SANOFI PASTEUR, INC.	HEALTH SERVICES ACCOUNT #70074744	990.33
503	SANOFI PASTEUR, INC.	HEALTH SERVICES ACCOUNT #70074744	990.33
		HEALTH SERVICES Total	1,980.66
648	MEDICAL EXAMINER	CONTAGIOUS Total	1,980.66
153	BOUND TREE MEDICAL, LLC.	MEDICAL SUPPLIES ACCOUNT #107294	108.40
		MEDICAL SUPPLIES Total	108.40
91	SPARROW HEALTH SYSTEM	OTHER CONTRACT SERVICES CUSTOMER #94403	1,750.00
		OTHER CONTRACT SERVICES Total	1,750.00
91	SPARROW HEALTH SYSTEM	AUTOPSIES CUSTOMER #94403	10,833.04
		AUTOPSIES Total	10,833.04
39	ANTRIM CO VETERANS AFFAIRS	MEDICAL EXAMINER Total MEMB. DUES & REGISTRATION CARL PARDON, JENNIFER ATKINS & MEMB. DUES & REGISTRATION Total	150.00
		VETERANS AFFAIRS Total	150.00
137	KRINOCK, R REID	PER DIEM/BOARDS-COMMRS.	35.00
155	KENNEDY-CARRASCO, SYLVIA	PER DIEM/BOARDS-COMMRS.	35.00
216	CLUM, JEANNE L.	PER DIEM/BOARDS-COMMRS.	35.00
221	PROKUDA, BRIAN	PER DIEM/BOARDS-COMMRS.	35.00
		PER DIEM/BOARDS-COMMRS. Total	140.00

Claim#	Claimant	Description	Amount
101	721-726.000	OFFICE SUPPLIES	
194	OFFICE DEPOT	ACCOUNT #49970374	34.56
231	OFFICE DEPOT	OFFICE SUPPLIES Total	23.41
			57.97
101	721-860.010	TRAVEL-PERS REIM	
137	KRINOCK, R REID		7.00
155	KENNEDY-CARRASCO, SYLVIA		2.85
216	CLUM, JEANNE L.		2.00
221	PROKUDA, BRIAN	TRAVEL-PERS REIM Total	6.63
			18.48
101	721-933.000	OFFICE EQUIP. MAINT.	
513	PITNEY BOWES	ACCOUNT #1843608	19.12
		OFFICE EQUIP. MAINT. Total	19.12
		PLANNING Total	235.57
851	INSURANCE--OTHER		
101	851-911.000	INSURANCE	
615	MI MUNICIPAL RISK MGMT	MEMBER #00003; 2011/2012 CONTR	502,528.00
		AUTHORITY	
		INSURANCE Total	502,528.00
		INSURANCE--OTHER Total	502,528.00
		GENERAL FUND Total	621,795.95
651	AMBULANCE		
210	651-726.000	OFFICE SUPPLIES	
585	First Impression Print & Marketing	BRIGHTON FIRE ENVELOPES (1,000	181.27
180	OFFICE DEPOT	349970374	207.44
		OFFICE SUPPLIES Total	388.71
210	651-729.000	PUBLICATIONS/SUBSCRIPTIONS	
95	JEMS	ACCOUNT #JE186250	308.00
		PUBLICATIONS/SUBSCRIPTIONS Total	308.00
210	651-743.000	UNIFORMS	
90	MATHIES, BRIAN	BOOTS	138.32
143	NYE UNIFORM COMPANY		93.00
617	NYE UNIFORM COMPANY		176.97
144	NYE UNIFORM COMPANY		16.50
618	NYE UNIFORM COMPANY		69.98
653	HODARI, TOUSSAINT	BALANCE IN REIMBURSEMENT ACCOU	130.00
		UNIFORMS Total	624.77
210	651-761.000	MEDICAL SUPPLIES	
145	BOUND TREE MEDICAL, LLC.	ACCOUNT #107294	541.42
146	BOUND TREE MEDICAL, LLC.	ACCOUNT #107294	544.00
147	BOUND TREE MEDICAL, LLC.	ACCOUNT #107294	844.05
148	BOUND TREE MEDICAL, LLC.	ACCOUNT #107294	705.50
154	BOUND TREE MEDICAL, LLC.	ACCOUNT #107294	1,002.96
625	BOUND TREE MEDICAL, LLC.	ACCOUNT #107294	78.71
622	BOUND TREE MEDICAL, LLC.	ACCOUNT #107294	52.80
151	BOUND TREE MEDICAL, LLC.	ACCOUNT #107294	103.92
623	BOUND TREE MEDICAL, LLC.	ACCOUNT #107294	12.66
624	BOUND TREE MEDICAL, LLC.	ACCOUNT #107294	26.35



3,912.37

MEDICAL SUPPLIES Total

Claim#	Claimant	Description	Amount
210	651-761.001	OPERATING SUPPLIES	
149	BOUND TREE MEDICAL, LLC.	ACCOUNT #107294	734.70
150	BOUND TREE MEDICAL, LLC.	ACCOUNT #107294	372.60
152	BOUND TREE MEDICAL, LLC.	ACCOUNT #107294	358.62
175	ARROW UNIFORM	CUSTOMER #019947	26.50
658	ARROW UNIFORM	CUSTOMER #019947	19.70
659	ARROW UNIFORM	CUSTOMER #019947	23.70
660	ARROW UNIFORM	CUSTOMER #019947	19.70
218	COMSOURCE	CUSTOMER I.D. LIV306	750.00
226	PHILIPS HEALTHCARE	CUSTOMER #94202629	1,974.00
730	IN MOTION TECHNOLOGY INC	CUSTOMER #94202629	4,169.00
		OPERATING SUPPLIES Total	8,448.52
210	651-761.002	OXYGEN	
704	DIVERSIFIED MEDICAL SUPPLY CORP.	BURKHART	52.80
705	DIVERSIFIED MEDICAL SUPPLY CORP.	BURKHART	88.00
706	DIVERSIFIED MEDICAL SUPPLY CORP.	BURKHART	22.00
707	DIVERSIFIED MEDICAL SUPPLY CORP.	GENOA	50.20
708	DIVERSIFIED MEDICAL SUPPLY CORP.	HARTLAND	58.60
709	DIVERSIFIED MEDICAL SUPPLY CORP.	BRIGHTON	46.00
710	DIVERSIFIED MEDICAL SUPPLY CORP.	BURKHART	75.40
711	DIVERSIFIED MEDICAL SUPPLY CORP.	BURKHART	22.00
		OXYGEN Total	415.00
210	651-816.000	LAUNDRY/DRY CLEANING	
614	MARCY'S DRY CLEANING		975.00
222	St Joseph Mercy Livingston Hospital	CUSTOMER ID: COUNTY OF LIVINGSTON	350.00
		LAUNDRY/DRY CLEANING Total	1,325.00
210	651-817.000	MEMB. DUES & REGISTRATION	
680	CINDRIC, ROBERT	PARAMEDIC LICENSE FEE	25.00
		MEMB. DUES & REGISTRATION Total	25.00
210	651-819.000	OTHER CONTRACT SERVICES	
168	TriTech emergency Medical Systems Inc	MI006	157.00
118	SANSIO	CUSTOMER ID #C-0458	875.25
228	STERICYCLE, INC	CUSTOMER #2052608	121.37
		OTHER CONTRACT SERVICES Total	1,153.62
210	651-931.000	EQUIP. REPAIR & MAINT.	
702	ALBRIGHT PRECISION	EQUIP. REPAIR & MAINT. Total	65.00
210	651-932.000	VEHICLE REPAIR & MAINT.	
119	KRUG- FORD-LINCOLN-MERCURY		910.36
120	KRUG- FORD-LINCOLN-MERCURY		1,650.16
594	KRUG- FORD-LINCOLN-MERCURY	#219894	105.00

Claim#	Claimant	Description	Amount
121	KRUG- FORD-LINCOLN-MERCURY		73.09
122	KRUG- FORD-LINCOLN-MERCURY		73.09
123	KRUG- FORD-LINCOLN-MERCURY		645.80
124	KRUG- FORD-LINCOLN-MERCURY		31.25
125	KRUG- FORD-LINCOLN-MERCURY		1,590.27
127	KRUG- FORD-LINCOLN-MERCURY		31.25
128	KRUG- FORD-LINCOLN-MERCURY		213.90
117	KRUG- FORD-LINCOLN-MERCURY		335.00
129	KRUG- FORD-LINCOLN-MERCURY		31.25
101	KRUG- FORD-LINCOLN-MERCURY		217.08
130	KRUG- FORD-LINCOLN-MERCURY		194.33
102	KRUG- FORD-LINCOLN-MERCURY		251.39
591	KRUG- FORD-LINCOLN-MERCURY	#219894	320.66
593	KRUG- FORD-LINCOLN-MERCURY	#219894	830.13
595	KRUG- FORD-LINCOLN-MERCURY	#219894	185.81
596	KRUG- FORD-LINCOLN-MERCURY	#219894	68.94
597	KRUG- FORD-LINCOLN-MERCURY	#219894	14.50
598	KRUG- FORD-LINCOLN-MERCURY	#219894	110.94
599	KRUG- FORD-LINCOLN-MERCURY	#219894	956.23
223	K & M TIRE	CUSTOMER #400393	1,656.00
		VEHICLE REPAIR & MAINT. Total	10,496.43
210	651-943.020	SOFTWARE/RENTAL PURCHASE	
697	ECORE SOFTWARE INC.	117301	691.00
698	ECORE SOFTWARE INC.	117301	698.00
		SOFTWARE/RENTAL PURCHASE Total	1,389.00
210	651-957.000	EMPLOYEE - TRAINING/SEMINARS	
654	JONES & BARLETT LEARNING	#490538	301.75
174	JONES & BARLETT LEARNING	#490538	301.75
655	Washtenaw / Livingston Medical		85.00
		EMPLOYEE - TRAINING/SEMINARS Total	688.50
652	TRAINING	AMBULANCE Total	29,239.92
210	652-761.000	EDUCATION SUPPLIES	
635	WORLDPOINT ECC, INC	CUSTOMER ID: 201993	452.70
		EDUCATION SUPPLIES Total	452.70
		TRAINING Total	452.70
		EMS FUND Total	29,692.62
141	FRIEND OF THE COURT		
214	141-819.000	MISC. EXPENSE-FOC	
651	NALLEY, HEATHER KS	GAL RE: Aben 7/2011	120.00
		MISC. EXPENSE-FOC Total	120.00
		FRIEND OF THE COURT Total	120.00
		FAMILY COUNSELING SVS. FUND Total	120.00
141	FRIEND OF THE COURT		
215	141-726.000	OFFICE SUPPLIES	
242	OFFICE DEPOT	KLEENEX \$17.70	260.06
716	RUBBER STAMPS UNLIMITED, INC	5175407716 SHORTPAID, DIDN'T R	32.95
		OFFICE SUPPLIES Total	293.01

Claim#	Claimant	Description	Amount
215	141-729.000	PUBLICATIONS/SUBSCRIPTIONS DELDRIDGE CORPORATION	5.00
		PUBLICATIONS/SUBSCRIPTIONS Total	5.00
215	141-730.000	POSTAGE/METER FEES MAILFINANCE	135.52
		CUSTOMER #394879 POSTAGE/METER FEES Total	135.52
215	141-818.010	BANK CHARGES/CORRECTIONS PNC BANK, N.A.	272.51
		1000016992 BANK CHARGES/CORRECTIONS Total	272.51
215	141-819.000	OTHER CONTRACT SERVICES LEXISNEXIS RISK DATA	110.30
		ACCOUNT #1227514 OTHER CONTRACT SERVICES Total	110.30
215	141-860.010	TRAVEL-PERS-REIMB ENGEL, SANDRA M.	18.00
		TRAVEL-PERS-REIMB Total	18.00
		FRIEND OF THE COURT Total	834.34
		FRIEND OF THE COURT Total	834.34
601	HEALTH DEPARTMENT 221 601-726.000	OFFICE SUPPLIES LIVINGSTON BUSINESS FORMS	273.00
		PO#11-25 ACCOUNT #49970374	161.57
		ACCOUNT #49970374	22.40
		ACCOUNT #49970374	414.10
		ACCOUNT #49970374	28.42
		OFFICE SUPPLIES Total	899.49
221	601-729.000	PUBLICATIONS/SUBSCRIPTIONS PHYSICIANS DESK REFERENCE	64.95
		ACCOUNT #3153595 CUSTOMER #ID 2689	65.00
		PUBLICATIONS/SUBSCRIPTIONS Total	129.95
221	601-760.000	DRUG PRESCRIPTIONS GLAXOSMITHKLINE PHARM.	348.00
		#029957 ACCOUNT #48843LCP	465.20
		DRUG PRESCRIPTIONS Total	813.20
221	601-761.000	MEDICAL SUPPLIES CENTER MEDICAL SUPPLY CO	189.00
		#101378 MEDICAL SUPPLIES Total	189.00
221	601-816.010	FOOD LICENSE FEE STATE OF MICHIGAN	6,942.00
		INVOICE #3147081511 FOOD LICENSE FEE Total	6,942.00
221	601-835.000	HEALTH SERVICES BRIGHTON ANALYTICAL, LLC	50.00
		BA PROJ# 15503	50.00
		BRIGHTON ANALYTICAL, LLC	25.00
		BA PROJ# 15840	50.00
		BRIGHTON ANALYTICAL, LLC	50.00
		BA PROJ# 15839	50.00
		BRIGHTON ANALYTICAL, LLC	50.00
		BA PROJ# 15844	50.00
		BRIGHTON ANALYTICAL, LLC	50.00
		BA PROJ#15871	50.00
		BRIGHTON ANALYTICAL, LLC	50.00

Claim#	Claimant	Description	Amount
221	601-860.000	HEALTH SERVICES Total	275.00
528	AUMOCK, AARON	TRAVEL-GAS, MI., FOOD, LDG.	37.52
529	BUNYAK, MICHELE	TRAVEL-GAS, MI., FOOD, LDG. Total	34.00
221	601-860.010	TRAVEL-PERS REIM	71.52
529	BUNYAK, MICHELE	TRAVEL-PERS REIM	20.25
551	WEIMAN, LINDA	TRAVEL-PERS REIM Total	178.25
221	601-933.000	OFFICE EQUIPMENT	220.00
527	GORDON STOWE & ASSOC., INC	CUSTOMER #LIV488	220.00
527	MARCY'S DRY CLEANING	OFFICE EQUIPMENT Total	220.00
221	601-956.000	MISC. EXPENSE	26.00
507	MARCY'S DRY CLEANING	MISC. EXPENSE Total	26.00
221	601-957.000	EMPLOYEE - TRAINING/SEMINARS	25.00
550	PENDELL, AMY	EMPLOYEE - TRAINING/SEMINARS	25.00
553	CONSIDINE, SHARON	MCCORMICK, HENRY 9/28-30 CONFE	365.00
555	MALEHA	MCCORMICK, HENRY 9/28-30 CONFE	275.00
555	MALEHA	EMPLOYEE - TRAINING/SEMINARS Total	690.00
221	601-957.000	HEALTH DEPARTMENT Total	10,454.66
221	601-957.000	HEALTH FUND Total	10,454.66
166	SAFE HAVENS GRANT	OTHER CONTRACT SERVICES	5,422.67
238	166-819.000	LIVINGSTON FAMILY CENTER	5,422.67
509	LIVINGSTON FAMILY CENTER	SAFE HAVENS GRANT	5,422.67
509	LIVINGSTON FAMILY CENTER	OTHER CONTRACT SERVICES Total	5,422.67
169	BYRNE GRANT	SAFE HAVENS GRANT Total	5,422.67
238	169-819.000	OTHER CONTRACT SERVICES	2,425.00
237	Washtenaw Community Health Organization	OTHER CONTRACT SERVICES	2,425.00
239	GARRY FLANARY & ASSOCIATES	OTHER CONTRACT SERVICES	110.00
240	GARRY FLANARY & ASSOCIATES	OTHER CONTRACT SERVICES	130.00
238	GARRY FLANARY & ASSOCIATES	OTHER CONTRACT SERVICES	200.00
475	GARRY FLANARY & ASSOCIATES	OTHER CONTRACT SERVICES	70.00
476	GARRY FLANARY & ASSOCIATES	OTHER CONTRACT SERVICES	100.00
236	MILLER, CONNIE	OTHER CONTRACT SERVICES	270.00
237	Washtenaw Community Health Organization	OTHER CONTRACT SERVICES Total	3,305.00
239	GARRY FLANARY & ASSOCIATES	OTHER CONTRACT SERVICES	110.00
240	GARRY FLANARY & ASSOCIATES	OTHER CONTRACT SERVICES	130.00
238	GARRY FLANARY & ASSOCIATES	OTHER CONTRACT SERVICES	200.00
475	GARRY FLANARY & ASSOCIATES	OTHER CONTRACT SERVICES	70.00
476	GARRY FLANARY & ASSOCIATES	OTHER CONTRACT SERVICES	100.00
236	MILLER, CONNIE	OTHER CONTRACT SERVICES	270.00
237	Washtenaw Community Health Organization	OTHER CONTRACT SERVICES Total	3,305.00
722	PLANNING EECBG	BYRNE GRANT Total	3,305.00
238	722-819.000	OTHER CONTRACT SERVICES	31,473.90
657	PLEUNE SERVICES	ENERGY EFFICIENCY & CONSERVATI	31,473.90
657	PLEUNE SERVICES	OTHER CONTRACT SERVICES Total	31,473.90
722	PLANNING EECBG	PLANNING EECBG Total	31,473.90
722	PLANNING EECBG	FEDERAL GRANTS Total	40,201.57

Claim#	Claimant	Description	Amount
170	MENTAL HEALTH COURT GRANT 239 170-819.000		
	OTHER CONTRACT SERVICES		
43	GARRY FLANARY & ASSOCIATES		90.00
477	GARRY FLANARY & ASSOCIATES		115.00
	OTHER CONTRACT SERVICES Total		205.00
282	MENTAL HEALTH COURT GRANT Total		205.00
239	CRIME VICTIMS RIGHTS GRANT 282-726.000		
	OFFICE SUPPLIES		
229	HAVILAND PRINTING	500 SURVEY CARDS	96.60
	OFFICE SUPPLIES Total		96.60
320	CRIME VICTIMS RIGHTS GRANT Total		96.60
239	302 STATE TRAINING GRANT 320-747.000		
	OPERATING SUPPLIES-DEPUTY		
440	MICHIGAN POLICE EQUIPMENT	TARGETS	230.00
	OPERATING SUPPLIES-DEPUTY Total		230.00
239	320-957.000		
	EMPLOYEE TRAINING/SEMINARS		
473	MATAI	SELL & NEFF	210.00
224	MICHIGAN STATE UNIVERSITY	CHILDERS WELCH SHOOTING SCENE	370.00
	EMPLOYEE TRAINING/SEMINARS Total		580.00
	302 STATE TRAINING GRANT Total		810.00
	STATE & OTHER GRANTS Total		1,111.60
000	261 000-123.001		
	PREPAID EXPENSES		
736	PRIORITY DISPATCH	2269	2,910.00
	PREPAID EXPENSES Total		2,910.00
	Total		2,910.00
346	REGULAR 911 261 346-726.000		
	OFFICE SUPPLIES		
54	OFFICE DEPOT	#49970374	276.36
53	OFFICE DEPOT	#49970374	276.36
55	OFFICE DEPOT	#49970374	276.36
52	OFFICE DEPOT	#49970374 IBUPROFEN	16.78
479	OFFICE DEPOT	ACCOUNT #49970374	149.25
480	OFFICE DEPOT	ACCOUNT #49970374	75.29
478	OFFICE DEPOT	ACCOUNT #49970374	47.24
481	OFFICE DEPOT	ACCOUNT #49970374	104.46
233	MORGA, MARISSA L		5.00
	OFFICE SUPPLIES Total		1,227.10
261	346-730.000		
	POSTAGE/ METER FEES		
1	FEDERAL EXPRESS	Account #2489-5483-3	27.13
448	BENNETT, SUSAN	CERT/AWARD MAILING	5.20
	POSTAGE/ METER FEES Total		32.33
261	346-743.000		
	UNIFORMS		
70	EVENS EMBROIDERY	EMBROIDERY FEES - STEPP	14.00
	UNIFORMS Total		14.00
261	346-860.000		
	TRAVEL, MILEAGE, MEALS		
424	KRYSIAK, EILEEN	E. KRYSIAK	8.43
67	HOLIDAY INN GRAND RAPIDS	2011 GREAT LAKES HOMELAND SECU	174.96

Claim#	Claimant	Description	Amount
261	346-860.010	TRAVEL-PERS REIM	21.50
	KRYSIK, EILEEN	E. KRYSIK	
		TRAVEL-PERS REIM Total	21.50
261	346-920.000	UTILITIES	157.62
	DTE ENERGY	ACCOUNT NUMBER 2537 669 0001 8	
		UTILITIES Total	157.62
261	346-931.000	EQUIP REPAIR & MAINT	1,455.00
	PRIORITY DISPATCH	2269	
	TODD'S ANTENNA SERVICE		255.98
	EATON CORPORATION	273816	
		EQUIP REPAIR & MAINT Total	2,597.83
261	346-956.000	MISC. EXPENSE	105.00
	IPMA-HR	ID#00056490	
	PICS SMARTCARD INC	CUSTOMER #22509	
		MISC. EXPENSE Total	269.90
347	ENHANCED 911	REGULAR 911 Total	6,319.65
261	347-819.000	OTHER CONTRACT SERVICES	286.35
	AMERICAN MESSAGING	ACCOUNT #Z1-162223	
	AMERICAN MESSAGING	ACCOUNT #Z1-163565	17.77
	AMERICAN MESSAGING	ACCOUNT #Z1-205531	246.02
	AMERICAN MESSAGING	ACCOUNT #Z1-259836	313.66
	AMERICAN MESSAGING	ACCOUNT #Z1-266504	124.39
	AMERICAN MESSAGING	ACCOUNT #Z1-289216	102.17
	AMERICAN MESSAGING	ACCOUNT #Z1-289217	186.58
	AMERICAN MESSAGING	ACCOUNT #Z1-389218	435.54
	AMERICAN MESSAGING	ACCOUNT #Z1-389219	8.88
	AMERICAN MESSAGING	ACCOUNT #Z1-289220	279.87
	AMERICAN MESSAGING	ACCOUNT #Z1-289221	228.53
	AMERICAN MESSAGING	ACCOUNT #Z1289223LI	311.91
	AMERICAN MESSAGING	ACCOUNT #Z1289224LI	22.17
	AMERICAN MESSAGING	ACCOUNT #Z1-289227	316.80
	STATE OF MICHIGAN	SERVICE CODE 47-002	50.00
	COMSOURCE	CUSTOMER ID: LIV305	ACCOUNT I
	COMSOURCE	CUSTOMER ID: LIV305	ACCOUNT I
	COMSOURCE	CUSTOMER ID: LIV305	ACCOUNT I
	COMSOURCE	CUSTOMER ID: LIV305	ACCOUNT I
	COMSOURCE	CUSTOMER ID: LIV305	ACCOUNT
	COMSOURCE	CUSTOMER ID: MI-5027-00535	38.10
	GLOBAL TOWER, LLC	CUSTOMER ID: MI-5027-00535	3,771.66
		OTHER CONTRACT SERVICES Total	7,572.40
		ENHANCED 911 Total	7,572.40
		261 911 SERVICE FUND Total	16,802.05
301	SHERIFF	OPERATING EQUIPMENT/SUPPLIES	3,450.00
265	301-747.000	OPERATING EQUIPMENT/SUPPLIES Total	3,450.00
		SHERIFF Total	3,450.00

DRUG LAW ENFORCEMENT FUND Total 3,450.00

Claim#	Claimant	Description	Amount
145	LAW LIBRARY		
269	145-956.000		
506	ICLE	ID 37782	72.30
516	WEST PAYMENT CENTER	#1000823002	531.50
23	WEST PAYMENT CENTER	MI OFFICIAL APPEALS REPORT 100	34.92
		MISC. EXPENSE Total	638.72
		LAW LIBRARY Total	638.72
		LAW LIBRARY FUND Total	638.72

362	COMPREHENSIVE COMMUNITY CORREC		
275	362-819.000		
415	OTHER CONTRACTS FOR SERVICE	MRT 7/11	250.00
423	HITTLE, KATHY	OVERPAID ON 6/11 INVOICE	-165.00
422	HOUSE ARREST SERVICES, INC	7/11	1,171.00
		OTHER CONTRACTS FOR SERVICE Total	1,256.00
275	362-860.000		
235	JONNA'S COUNTRY MARKET	TRAVEL(GAS, FOOD, LODGING)	74.87
234	BOCKHAUSEN, DIANE DEWITT	PRETRAIL ASSESSMENTS TRAINING	34.15
		PRETRIAL ASSESSMENTS TRAINING	
		TRAVEL(GAS, FOOD, LODGING) Total	109.02
		COMPREHENSIVE COMMUNITY CORREC Total	1,365.02
		COMPREHENSIVE COMMUNITY CORREC Total	1,365.02

743	PRIV. INDUSTRY - 1991		
277	743-726.000		
11	OFFICE SUPPLIES	250 INVITATIONS	308.73
56	HAVILAND PRINTING	#49970374 KLEENEX, BAND AIDS	286.74
542	OFFICE DEPOT	ACCOUNT #49970374	410.92
		OFFICE SUPPLIES Total	1,006.39

277	743-819.000		
		OTHER CONTRACTS FOR SERVICE	
498	CLEARY UNIVERSITY	S. KABA, 8900	6,580.00
497	CLEARY UNIVERSITY	S. MURCH, 8374	4,440.00
501	CLEARY UNIVERSITY	E. YOUNG, 8710	3,836.25
499	CLEARY UNIVERSITY	D. RAIS, 9498	5,920.00
500	CLEARY UNIVERSITY	S. SAYLOR, 1597	5,200.00
496	CLEARY UNIVERSITY	S. COROCRAN, 9687	2,500.00
584	CLEARY UNIVERSITY	T. BELLENIR, 8579	1,820.00
502	ECONOMIC DEVELOPMENT COUNCIL	MOA JULY THRU SEPTEMBER	1,800.00
508	Community Mental Health Services	SC-11-02ES	27,522.88
511	MOTT COMMUNITY COLLEGE	#0343076	2,001.19
512	MOTT COMMUNITY COLLEGE	B. SCOTT #343076	2,850.00
28	IRENE'S MYOMASSOLOGY INSTITUTE	J. KLINE	12,890.00
525	BAKER COLLEGE OF FLINT	S. CONRAD	283.00
533	BUILDERS LICENSE TRAINING INSTITUTE	J. PENLEY	719.00
682	TRAINCO, INC.	J. KRONK	4,390.00
715	CAREER QUEST LEARNING CENTERS	D COMBS 20102210	5,000.00
68	SPRING ARBOR UNIVERSITY	RE: L. AARON 267342	2,150.00

Claim#	Claimant	Description	Amount
556	OAKLAND UNIVERSITY	KATZ-SUMMER	1,500.00
557	OAKLAND UNIVERSITY	KATZ-WINTER	1,500.00
558	OAKLAND UNIVERSITY-SCHOOL OF NURSING	S. JOHNSON	3,000.00
559	OAKLAND UNIVERSITY-SCHOOL OF NURSING	E. ROBY	3,000.00
OTHER CONTRACTS FOR SERVICE Total			
277	743-901.000	ADVERTISING	98,902.32
582	GOT WEB INC	LCMW 0511-01	940.00
ADVERTISING Total			
142	MICHIGAN WORKS	EMPLOYEE TRAINING/SEMINARS	40.00
D. STOREY TRAINING			
EMPLOYEE TRAINING/SEMINARS Total			
277	743-957.000	PRIV. INDUSTRY - 1991 Total	100,888.71
LIVINGSTON CO-MICHIGAN WORKS! Total			
689	SOLDIER/SAIOR REL.		
293	689-847.000	VETS-EMERGENCY ASSISTANCE	1,200.00
514	STAFFAN-MITCHELL FUNERAL HOME	BURIAL EXPENSES FOR BERNICE BA	300.00
237	PARKER, AMY J	BURIAL EXPENSES FOR RICHARD N.	300.00
731	PACKARD, JANET	BURIAL EXPENSES FOR JAMES ELDR	300.00
732	SEIGLE, CLARENCE JR	BURIAL EXPENSES FOR CLARENCE D	300.00
VETS-EMERGENCY ASSISTANCE Total			
SOLDIER/SAIOR REL. Total			
651	AMBULANCE		
493	651-801.000	VETERANS RELIEF FUND Total	1,200.00
89	Viviano, Pagano & Howlett PLLC	PROFESSIONAL CONSULTANTS	1,012.50
619	LINDHOUT ASSOCIATES ARCHITECTS	COM 0911	3,895.60
620	LINDHOUT ASSOCIATES ARCHITECTS	COM 0911A	2,000.00
PROFESSIONAL CONSULTANTS Total			
493	651-819.000	OTHER CONTRACT SERVICES	6,908.10
133	HOWELL TOWNSHIP	4706-28-200-041	137.87
OTHER CONTRACT SERVICES Total			
AMBULANCE Total			
EMS-CONSTRUCTION Total			
000			
542	000-478.002	ELECTRICAL PERMITS	97.00
729		PLUGS TO PANELS ELECTRICAL LLC REFUND PERMIT ELE2011-10757	97.00
ELECTRICAL PERMITS Total			
542	000-478.004	HEATING PERMITS	92.00
724		LAKESIDE SERVICE COMPANY, INC REFUND PERMIT MEC2011-10613	92.00
HEATING PERMITS Total			



Claim#	Claimant	Description	Amount
542	000-611.000	PLAN REVIEW	25.00
	MAJIC WINDOW	REFUND PLAN REVIEW FEES BLD201	25.00
		PLAN REVIEW Total	25.00
371		Total	214.00
542	371-726.000	OFFICE SUPPLIES	180.72
	OFFICE DEPOT	ACCOUNT #49970374	180.72
		OFFICE SUPPLIES Total	180.72
542	371-817.000	MEMB. DUES & REGISTRATION	85.00
	WASHTENAW COMMUNITY COLLEGE	HuVACO dues - J Rowell	85.00
	WASHTENAW COMMUNITY COLLEGE	HuVACO dues - J Pihalja	85.00
	WASHTENAW COMMUNITY COLLEGE	HuVACO dues - J Berry	85.00
	HEXIMER, LANCE	REGISTRATION REIMBURSEMENT	100.00
		MEMB. DUES & REGISTRATION Total	355.00
542	371-819.000	OTHER CONTRACT SERVICES	920.00
	GREG CALME ELECTRICAL INC.	7/20-8/8/11	920.00
	GREG CALME ELECTRICAL INC.	8/10-8/31/11	2,880.00
		OTHER CONTRACT SERVICES Total	3,800.00
		Total	4,335.72
054		BUILDING & SAFETY Total	4,549.72
581	054-726.000	OFFICE SUPPLIES	46.42
	OFFICE DEPOT	#49970374	7.33
	OFFICE DEPOT	#49970374	-7.77
		OFFICE SUPPLIES Total	45.98
581	054-749.000	GASOLINE & OIL	18,491.58
	AIRBP	LIV0001	18,491.58
		GASOLINE & OIL Total	18,491.58
581	054-776.000	EQUIPMENT MAINT. SUPPLY	13.36
	LIVINGSTON CO AIRPORT		383.25
	FULFAB, INC	LIV CO	3.99
	CARQUEST AUTO PARTS	715395	18.68
	CARQUEST AUTO PARTS	715395	50.94
	HOWELL HARDWARE	#466675	12.03
	STANDARD ELECTRIC CO.	265882	482.25
		EQUIPMENT MAINT. SUPPLY Total	482.25
581	054-777.000	HOWELL HARDWARE	24.99
		ACCOUNT #466675	24.99
		HOWELL HARDWARE	24.99
		ACCOUNTS MAINT. SUPPLIES Total	24.99
581	054-819.000	OTHER CONTRACT SERVICES	75.04
	COMCAST	#09958 482765-01-6	75.04
	STATE OF MICHIGAN, M DOT	CODE 3994	681.00
		OTHER CONTRACT SERVICES Total	756.04
581	054-901.000	ADVERTISING	4.00
	LIVINGSTON CO AIRPORT		4.00
	LIVINGSTON CO AIRPORT		2.00

Claim#	Claimant	Description	Amount
220	AIRBP	LLIV0001BR	18.00
71	LAUREX LLC	2012 GREAT LAKES CONFERENCE BO ADVERTISING Total	190.00 214.00
581	054-931.000	EQUIP. REPAIR & MAINT. SPARLING CORPORATION LIVINGSTON EQUIP. REPAIR & MAINT. Total	373.00 373.00
581	054-956.001	EXPENSE OF LOAN STATE OF MICHIGAN REF #9108465-52601 EXPENSE OF LOAN Total	123.00 123.00
		Total	20,510.84
		AIRPORT FUND Total	20,510.84
054	AIRPORT CAPITAL IMPROVE. FUND		
583	054-956.000	MISC. EXPENSE	
239	HOWELL TOWNSHIP	MISC. EXPENSE Total	91.12
		AIRPORT CAPITAL IMPROVE. FUND Total	91.12
		AIRPORT CAPITAL IMPROVEMENT Total	91.12
000			
588	000-231.000	SPECIALIZED SERVICES GRANT	
739	LIV CO CATHOLIC CHARITIES	3RD QTR 2011 SPECIALIZED SERVI	1,656.00
742	BRIGHTON SENIOR CENTER	3RD QTR 2011SPECIALIZED SERVIC	3,670.00
740	Community Mental Health Services	3RD STQ SPECIALIZED SERVICES R	3,472.00
741	HARTLAND SENIOR CENTER	3RD QTR 2011 SPECIALIZED SERVI	3,754.00
738	SPECIAL MINISTRIES OF LIVINGSTON COUNTY	3RD QTR 2011 SPECIALIZED SERVI	2,413.00
		SPECIALIZED SERVICES GRANT Total	14,965.00
		Total	14,965.00
588	538-726.000	OFFICE SUPPLIES	
191	OFFICE DEPOT	#49970374	136.31
192	OFFICE DEPOT	#49970374	28.61
662	OFFICE DEPOT	ACCOUNT #49970374	348.20
663	OFFICE DEPOT	ACCOUNT #49970374	133.18
661	OFFICE DEPOT	ACCOUNT #49970374	132.18
		OFFICE SUPPLIES Total	778.48
588	538-747.000	OPERATING SUPPLIES/EQUIPMENT	
74	A & L PARTS PLUS	161211	45.04
75	A & L PARTS PLUS	161211	22.78
76	A & L PARTS PLUS	161211	62.82
578	A & L PARTS PLUS		272.74
560	A & L PARTS PLUS	#161211	26.08
116	KRUG- FORD-LINCOLN-MERCURY	402629	12.76
611	CRUISERS	LIV101	45.50
672	AUTOZONE		-95.99
197	AUTOZONE		23.97
198	AUTOZONE		35.40



Claim#	Claimant	Description	Amount
140	LESA		788.63
158	RELIABLE FLEET SERVICE, INC		2,804.70
156	RELIABLE FLEET SERVICE, INC		1,163.01
157	RELIABLE FLEET SERVICE, INC		128.97
631	RELIABLE FLEET SERVICE, INC		853.77
632	RELIABLE FLEET SERVICE, INC		352.91
633	RELIABLE FLEET SERVICE, INC		256.15
634	RELIABLE FLEET SERVICE, INC		273.88
630	RELIABLE FLEET SERVICE, INC		937.47
160	RANDY'S SERVICE STATION	CUSTOMER ID: L	12.00
		VEHICLE REPAIR & MAINTENANCE Total	15,405.41
588	538-957.000		
	PCTRANS	EMPLOYEE TRAINING/SEMINARS	750.00
		5 ATTENDEES FOR CONFERENCE	
		EMPLOYEE TRAINING/SEMINARS Total	750.00
		Total	52,749.88
		TRANSPORTATION SYSTEM FUND Total	67,714.88
269	MAINTENANCE		
631	269-747.000		
	LINDHOUT ASSOCIATES ARCHITECTS	OPERATING SUPPLIES & EQUIPMENT	812.25
		BRIGHTON DISTRICT COURT INTERI	
		OPERATING SUPPLIES & EQUIPMENT Total	812.25
631	269-775.000		
	GRAINGER INC	BUILDING MAINT SUPPLY	27.40
472	JOSHEN PAPER OF MICHIGAN	#083020 SAFETY GLASSES	114.30
467	JOSHEN PAPER OF MICHIGAN	#083020	119.04
468	JOSHEN PAPER OF MICHIGAN	#083020	10.20
469	JOSHEN PAPER OF MICHIGAN	#083020	167.76
471	JOSHEN PAPER OF MICHIGAN	#083020	70.00
		BUILDING MAINT SUPPLY Total	508.70
631	269-776.000		
	D & G EQUIPMENT INC	EQUIP MAINT SUPPLY	14.83
428		#50117	
426	D & G EQUIPMENT INC	#50117	52.95
		EQUIP MAINT SUPPLY Total	67.78
631	269-819.000		
	SECURITY ACCESS CONTROLS	OTHER CONTRACT SERVICES	2,438.40
429	L.L.C.		
430	GBA ENTERPRISES LLC	RECYCLE PAPER PICK UP	425.00
444	TRUGREEN	#2786116331	51.60
		OTHER CONTRACT SERVICES Total	2,915.00
631	269-860.010		
	ECHLIN, TERRY	TRAVEL-PERS REIM	21.00
		TRAVEL-PERS REIM Total	21.00
631	269-930.000		
	GRUNDY'S HARDWARE	BUILDING REPAIR MAINT	5.78
436			
437	GRUNDY'S HARDWARE		22.95
435	GRUNDY'S HARDWARE		12.58
431	GRUNDY'S HARDWARE		20.96
432	GRUNDY'S HARDWARE		9.71
434	GRUNDY'S HARDWARE		1.54
433	GRUNDY'S HARDWARE		3.90

Claim#	Claimant	Description	Amount
438	HOWELL HARDWARE		3.99
446	GRAINGER INC	OXYGEN SIGN	27.14
464	STANDARD ELECTRIC CO.	#265899	121.65
463	STANDARD ELECTRIC CO.	#265899	15.09
466	STANDARD ELECTRIC CO.	#265899	736.12
465	STANDARD ELECTRIC CO.	#265899	-34.83
483	YOUNG SUPPLY CO.	ACCOUNT #381426	33.20
490	WILLIAMS DISTRIBUTING CO		-34.61
487	WILLIAMS DISTRIBUTING CO		7.37
489	WILLIAMS DISTRIBUTING CO	BUILDING REPAIR MAINT Total	28.68
		MAINTENANCE Total	981.22
		BUILDING SERVICES Total	5,305.95
		BUILDING SERVICES Total	5,305.95
000	636	000-123.020	
		PRE-PAID EXPENSE-SOFTWARE	2,256.25
		SELECTRON TECHNOLOGIES, INC.	
		PRE-PAID EXPENSE-SOFTWARE Total	2,256.25
258	DATA PROCESSING	Total	2,256.25
636	258-726.000	OFFICE SUPPLIES	14.00
		LIV CO REGISTER OF DEEDS	
		FEDEX	59.46
		OFFICE SUPPLIES Total	73.46
636	258-747.000	OPERATING EQUIPMENT & SUPPLIES	899.00
		CDW-GOVERNMENT, INC.	
		7352219	
		OPERATING EQUIPMENT & SUPPLIES Total	899.00
636	258-747.010	NON-BUDGETED EQUIPMENT & SUPPLIES	
		INACOMP	6,850.00
		INACOMP	3,512.00
		HIPERLOGIC LLC	5,775.00
		CDW-GOVERNMENT, INC.	215.00
		CDW-GOVERNMENT, INC.	390.00
		IMAGE ONE	339.00
		IMAGE ONE	184.78
		APPLIED IMAGING	295.00
		AMI-LIV IT	
		NON-BUDGETED EQUIPMENT & SUPPLIES Total	17,560.78
636	258-814.000	FREIGHT CHARGES	
		FEDEX	91.04
		1161-4615-0	
		FREIGHT CHARGES Total	91.04
636	258-819.000	OTHER CONTRACT SERVICES	
		ONE SOURCE TELECOM	75.00
		CDW - BERBEE	800.00
		CDW - BERBEE	180.00
		CDW - BERBEE	875.00
		OTHER CONTRACT SERVICES Total	1,930.00
636	258-851.000	TELEPHONE	
		SPRINT	4,030.49
		VERIZON WIRELESS	107.84
		#221736518	
		286317323-00001	

Claim#	Claimant	Description	Amount
694	VERIZON WIRELESS	385683535-00001	741.87
693	VERIZON WIRELESS	385683535-00002	222.97
692	VERIZON WIRELESS	385683535-00003	86.02
723	AT&T TELECONFERENCE SERVICE	62870086-00699	2.43
	TELEPHONE Total		5,191.62
636	258-860.010	TRAVEL-PERS REIM	
689	TAYLOR, ALFRED		52.00
696	ATKINS, CANDY		159.75
	TRAVEL-PERS REIM Total		211.75
636	258-933.000	OFFICE EQUIP. MAINT.	
513	PITNEY BOWES	ACCOUNT #1843608	19.11
	OFFICE EQUIP. MAINT. Total		19.11
636	258-933.020	SOFTWARE MAINTENANCE-COUNTY	
579	ADP	HR PERSPECTIVE 00056-424574	816.90
686	SELECTION TECHNOLOGIES, INC.		2,256.25
722	STATE OF MICHIGAN	MI4714700	1,050.00
721	STATE OF MICHIGAN	MI4714700	1,050.00
	SOFTWARE MAINTENANCE-COUNTY Total		5,173.15
636	258-957.000	EMPLOYEE TRAINING/SEMINARS	
684	HUARD, MIKE		375.00
	EMPLOYEE TRAINING/SEMINARS Total		375.00
636	258-977.000	EQUIPMENT PURCHASE	
612	CRUISERS	LIVI06	2,175.00
	EQUIPMENT PURCHASE Total		2,175.00
	DATA PROCESSING Total		33,699.91
	INFORMATION TECHNOLOGY FUND Total		35,956.16
235	CAR POOL		
661	235-747.000	OPERATING EQUIPMENT & SUPPLIES	
78	A & L PARTS PLUS	161245	40.22
79	A & L PARTS PLUS	161245	62.95
80	A & L PARTS PLUS	161245	25.86
83	A & L PARTS PLUS	161245	150.28
82	A & L PARTS PLUS	161245	84.22
81	A & L PARTS PLUS	161245	14.99
77	A & L PARTS PLUS	161245	90.57
84	A & L PARTS PLUS	161245	-90.57
86	A & L PARTS PLUS	161245	131.66
576	A & L PARTS PLUS	161245	11.59
85	A & L PARTS PLUS	161245	11.59
575	A & L PARTS PLUS	161245	3.51
574	A & L PARTS PLUS	161245	13.64
577	A & L PARTS PLUS	161245	3.51
573	A & L PARTS PLUS	161245	178.39
572	A & L PARTS PLUS	161245	7.02
570	A & L PARTS PLUS	161245	241.29
571	A & L PARTS PLUS	161245	43.41
568	A & L PARTS PLUS	161245	178.80
567	A & L PARTS PLUS	161245	69.63
566	A & L PARTS PLUS	161245	292.56
569	A & L PARTS PLUS	161245	292.56

Claim#	Claimant	Description	Amount
565	A & L PARTS PLUS	#161245	75.54
561	A & L PARTS PLUS	#161245	113.07
563	A & L PARTS PLUS	#161245	11.55
562	A & L PARTS PLUS	#161245	25.86
564	A & L PARTS PLUS	#161245	-11.22
97	KRUG- FORD-LINCOLN-MERCURY	402629	25.91
668	AUTOZONE		75.95
227	LYDEN OIL COMPANY	620781	1,768.77
		OPERATING EQUIPMENT & SUPPLIES Total	3,943.11
661	235-749.000	GASOLINE & OIL	
	WRIGHT EXPRESS	0423-00-783601-8	58,709.68
		GASOLINE & OIL Total	58,709.68
661	235-932.000	VEHICLE REPAIR & MAINTENANCE	
100	KRUG- FORD-LINCOLN-MERCURY	402629	1,122.63
588	KRUG- FORD-LINCOLN-MERCURY	#402629	35.00
99	KRUG- FORD-LINCOLN-MERCURY	402629	515.11
98	KRUG- FORD-LINCOLN-MERCURY	402629	94.92
589	KRUG- FORD-LINCOLN-MERCURY	#402629	142.64
590	KRUG- FORD-LINCOLN-MERCURY	#402629	126.08
134	CRUISERS		155.00
608	CRUISERS	LIV101	249.50
609	CRUISERS	LIV101	160.00
610	CRUISERS	LIV101	236.50
607	CRUISERS	LIV101	129.95
603	CRUISERS	LIV101	376.00
604	CRUISERS	LIV101	50.00
605	CRUISERS	LIV101	20.00
606	CRUISERS	LIV101	149.95
613	MICHIGAN TOWING SERVICE, INC.		148.25
639	RANDY'S SERVICE STATION	LIVCO3	28.00
678	CYNERGY PRODUCTS	LIVINGSTON COUNTY SHERIFF	3,630.60
677	CYNERGY PRODUCTS	LIVINGSTON COUNTY SHERIFF	199.85
		VEHICLE REPAIR & MAINTENANCE Total	7,569.98
661	235-932.010	VEHICLE MAINTENANCE-TIRES	
161	RANDY'S SERVICE STATION	LIVCO3	277.22
162	RANDY'S SERVICE STATION	LIVCO3	474.96
163	RANDY'S SERVICE STATION	LIVCO3	118.74
164	RANDY'S SERVICE STATION	LIVCO3	159.98
165	RANDY'S SERVICE STATION	LIVCO3	118.74
166	RANDY'S SERVICE STATION	LIVCO3	104.74
643	RANDY'S SERVICE STATION	LIVCO3	118.74
642	RANDY'S SERVICE STATION	LIVCO3	675.70
640	RANDY'S SERVICE STATION	LIVCO3	237.48
641	RANDY'S SERVICE STATION	LIVCO3	118.74
638	RANDY'S SERVICE STATION	LIVCO3	209.48
636	RANDY'S SERVICE STATION	LIVCO3	237.48
637	RANDY'S SERVICE STATION	LIVCO3	474.96
		VEHICLE MAINTENANCE-TIRES Total	3,326.96
		CAR POOL Total	73,549.73
		CAR POOL FUND Total	73,549.73

703	ARCADIA BENEFITS GROUP, INC	SEPTEMBER 2011	657.00
	FLEX EXPENSE Total		657.00
	BENEFIT FUND-2003 Total		657.00
	BENEFIT FUND Total		657.00
	GRAND TOTAL		1,043,936.61

Authorized Signatures

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