

BOARD OF COMMISSIONERS

2/3/2014

304 E Grand River, Board Chambers, Howell, Michigan 48843

7:30 PM

AGENDA

1. **CALL MEETING TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **CORRESPONDENCE**
5. **CALL TO THE PUBLIC**
6. **APPROVAL OF MINUTES**
 - Meeting Minutes of: January 13, 2014
 - Meeting Minutes of: January 29, 2014
7. **TABLED ITEMS FROM PREVIOUS MEETINGS**
8. **APPROVAL OF AGENDA**
9. **REPORTS**
10. **APPROVAL OF CONSENT AGENDA ITEMS (Roll Call)**
 - A. Consent Agenda - Res. 2014-02-25 thru 2014-02-34
11. **RESOLUTIONS FOR CONSIDERATION:**
 - A. Regular Agenda - Res. 2014-02-35 thru 2014-02-42

**2014-02-025
CONSENT**

Building Inspections

RESOLUTION AUTHORIZING RENEWAL OF AGREEMENT WITH THE CITY OF BRIGHTON FOR BUILDING DEPARTMENT SERVICES - BUILDING INSPECTION / FINANCE / FULL BOARD

**2014-02-026
CONSENT**

Jail

RESOLUTION TO AMEND PROFESSIONAL CONTRACT FOR EDUCATIONAL SERVICES FOR JAIL

**2014-02-027
CONSENT**

Emergency Management

RESOLUTION AUTHORIZING LIVINGSTON COUNTY TO PARTICIPATE IN THE 2013 HOMELAND SECURITY GRANT PROGRAM (HSGP), AND TO SUBMIT FY-2013 HSGP APPLICATIONS PURSUANT TO DECISIONS OF THE LIVINGSTON COUNTY HOMELAND SECURITY LOCAL PLANNING TEAM- 911 CENTRAL DISPATCH / EMERGENCY MANAGEMENT - PUBLIC SAFETY / FULL BOARD

**2014-02-028
CONSENT**

Central Dispatch

RESOLUTION AUTHORIZING WAIVER OF THE PURCHASING POLICY AND THE ISSUANCE OF A BLANKET PURCHASE ORDER (BPO) IN THE AMOUNT OF \$30,000 TO FIFER INVESTIGATIONS, LLC FOR

CONDUCTING APPLICANT BACKGROUND INVESTIGATIONS – 9-1-1
CENTRAL DISPATCH / EMERGENCY MANAGEMENT,
INFRASTRUCTURE & DEVELOPMENT AND PUBLIC SAFETY
COMMITTEE, FINANCE COMMITTEE, BOARD OF COMMISSIONERS.

2014-02-029
CONSENT

Central Dispatch

RESOLUTION AUTHORIZING THE CHAIR TO SIGN AN E911
TELEPHONE SYSTEM MAINTENACE AGREEMENT – 9-1-1 CENTRAL
DISPATCH / EMERGENCY MANAGEMENT, INFRASTRUCTURE &
DEVELOPMENT AND PUBLIC SAFETY COMMITTEE. FINANCE
COMMITTEE, BOARD OF COMMISSIONERS

2014-02-030
CONSENT

Planning

RESOLUTION AUTHORIZING OUT-OF-STATE TRAVEL FOR THE
PLANNING DIRECTOR

2014-02-031
CONSENT

Circuit Court

RESOLUTION AUTHORIZING AN AGREEMENT WITH MS. PAIGE FAVIO
TO PROVIDE ATTORNEY SERVICES FOR INTENSIVE TREATMENT
MENTAL HEALTH COURT

2014-02-032
CONSENT

Circuit Court

RESOLUTION AUTHORIZING AN AGREEMENT WITH MR. ROLLAND
SIZEMORE III TO PROVIDE ATTORNEY SERVICES FOR JUVENILE
DRUG TREATMENT COURT

2014-02-033
CONSENT

Circuit Court

RESOLUTION AUTHORIZING AN AGREEMENT WITH KITH AND KIN
EDUCATIONAL SERVICES, INC. TO PROVIDE MENTAL HEALTH
SERVICES FOR INTENSIVE TREATMENT MENTAL HEALTH COURT
PARTICIPANTS

2014-02-034
CONSENT

Circuit Court

RESOLUTION TO AMEND RESOLUTION 2013-10-286 TO EXTEND THE
TIME PERIOD FOR CONTRACT WITH SECOND CHANCE DRUG AND
ALCOHOL TESTING, LLC, FOR DRUG TESTING SERVICES FOR
LIVINGSTON COUNTY SPECIALTY COURTS AND SPECIALTY
PROGRAMS FOR AN ADDITIONAL PERIOD

2014-02-035

Drain Commissioner

RESOLUTION TO ESTABLISH NEW FEES FOR THE SOIL EROSION
CONTROL PROGRAM

2014-02-036

Public Health

RESOLUTION AUTHORIZING THE CREATION / FILLING OF A HEALTH
EDUCATOR POSITION AT THE DEPARTMENT OF PUBLIC HEALTH

2014-02-037

Public Health

RESOLUTION AUTHORIZING AN AGREEMENT WITH THE
WASHTENAW COUNTY HEALTH DEPARTMENT TO PROVIDE HEALTH
INSURANCE ENROLLMENT SERVICES TO THE DEPARTMENT OF
PUBLIC HEALTH

2014-02-038 **Administration**
RESOLUTION TO SYSTEMATICALLY TRANSFER MONIES BETWEEN
FUNDS - COUNTY ADMINISTRATION / FINANCE COMMITTEE

2014-02-039 **Board of Commissioners**
RESOLUTION TO APPROVE APPOINTMENTS TO THE COMMUNITY
MENTAL HEALTH AUTHORITY BOARD - Board of Commissioners

2014-02-040 **Board of Commissioners**
RESOLUTION TO APPROVE APPOINTMENTS TO LIVINGSTON COUNTY
DEPARTMENT OF PUBLIC WORKS COMMITTEE - BOARD OF
COMMISSIONERS

2014-02-041 **Board of Commissioners**
RESOLUTION TO APPROVE APPOINTMENTS TO THE LIVINGSTON
COUNTY PARKS AND OPEN SPACE ADVISORY COMMITTEE - BOARD
OF COMMISSIONERS

2014-02-042 **Board of Commissioners**
RESOLUTION TO CREATE AND APPOINT MEMBERS TO A SPECIAL
BOARD COMMITTEE TO COORDINATE THE DEVELOPMENT OF THE
JAIL IMPROVEMENT - Board of Commissioners

12. CALL TO THE PUBLIC

13. ADJOURNMENT

NOTE: The Call to the Public appears twice on the Agenda:
once at the beginning and once at the end. Anyone wishing to address the Board may do so at these times.

LIVINGSTON COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING, January 13, 2014
COMMISSIONERS CHAMBERS, 304 E. Grand River, Howell, MI

The meeting was called to order by the Chairperson, Carol Griffith, at 7:30 p.m.

All rose for the Pledge of Allegiance.

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

Present: Kate Lawrence (1), William Green (2), David Domas (3), Ronald VanHouten (4), Donald Parker (5), Steven Williams (6), Carol Griffith (7), Dennis Dolan (8), Gary Childs (9)

Absent: None

Also present: Matt Nordjford, Peter Cohl (Counsel), Don Arbic (9-1-1), Diane McCormick (Health), Tom Cremona (Jail), Rob Stanford (Planning), Kevin Wilkinson (Ambulance), Jennifer Palmbo (Human Resources), Cindy Catanach (Finance), Belinda Peters (Administration), Richard Malewicz (IT), Margaret M. Dunleavy, Debbie Warden

Correspondence. It was moved by Commissioner Williams to accept and place on file the correspondence from Allegan and Huron Counties. Seconded by Commissioner Lawrence. MOTION CARRIED.

Call To The Public. Dale Smith, Genoa Township Resident, addressed the board regarding snowplowing in the Willow Creek Subdivision.

Minutes. It was moved by Commissioner Dolan to accept the minutes of the regularly scheduled meetings of January 2 and January 8, 2014, as printed. Seconded by Commissioner Childs. MOTION CARRIED.

Tabled Items. None.

Agenda. It was moved by Commissioner Green to accept the agenda, as printed. Seconded by Commissioner Childs. MOTION CARRIED.

Reports. Service Award Presentation.

Ted Westmeier received his award for his 20 years of service to Livingston County.

Consent Agenda. Commissioner Green presented the consent agenda and adopted each as follows:

Resolution No. 2014-01-005, Resolution Amending Resolution No. 2012-04-120 To Allow Unused Sick Time To Be Paid Into Health Care Savings Plan At Retirement Only-Human Resources

Resolution No. 2014-01-006, Resolution Authorizing A Two-Year Extension Of The Comsource Inc., 800 MHZ Radio Service And Preventive Maintenance Contract- 9-1-1

Resolution No. 2014-01-007, Resolution Retaining The Workforce Development Council (Livingston County Michigan Works!) As The Certified One-Stop Operator For Calendar Year 2014-Michigan Works!

Resolution No. 2014-01-008, Resolution Authorizing A Contract For Janitorial, Maintenance and Lawn Care With Community Mental Health Authority-Facility Services

Resolution No. 2014-01-009, Resolution Authorizing An Agreement Between Livingston County Facility Services And The Howell Carnegie District Library-Facilities Services

Resolution No. 2014-01-010, Resolution To Authorize An Agreement Between The Livingston County Department Of Public Health And The Institute For Public Policy And Social Research, Michigan State University To Conduct The 2014 Behavioral Risk Factor Survey-Public Health

Resolution No. 2014-01-011, Resolution In Support Of The Application To Designate Livingston County As A "Community For A Lifetime" And Support Of The Livingston County Leadership Council On Aging-Public Health

Resolution No. 2014-01-012, Resolution To Approve A Purchase Order For A One-Year Service/Maintenance Agreement On The Court Recording Systems For Livingston County Courts And Friend Of The Court-Information Technology

Resolution No. 2014-01-013, Resolution For Livingston County To Enter Into Interlocal Agreements With Livingston County Townships To Extend Website Hosting And Information Technology Services-Information Technology; and

Resolution No. 2014-01-014, Resolution Authorizing The Issuance Of A Purchase Order To CDWG For A Three Year Renewal Of The Cisco-Ironport S-Series Web Security And Email Security Appliance 2014-Information Technology

Seconded by Commissioner Lawrence. Roll call vote: Ayes: Green, Domas, VanHouten, Parker, Williams, Griffith, Dolan, Childs, Lawrence; Nays: None; Absent: None. MOTION CARRIED.

Commissioner Lawrence presented Resolution No. 2014-01-015, Resolution Approving The Tentative Agreement Regarding The Wage-Only Reopener Between The Livingston County Board Of Commissioners And The Michigan Association Of Fire Fighters Representing Paramedics-Human Resources, and moved its adoption. Seconded by Commissioner Dolan. MOTION CARRIED.

Commissioner Williams presented Resolution No. 2014-01-016, Resolution Of The Livingston County Board Of Commissioners Receipt, Review And Filing Of The County 2013-2018 Capital Improvement Plan/Inventory-Planning, and moved its adoption. Seconded by Commissioner VanHouten. MOTION CARRIED.

Commissioner Childs presented Resolution No. 2014-01-017, Resolution Authorizing An Additional Contribution To MERS-Administration, and moved its adoption. Seconded by Commissioner Dolan. MOTION CARRIED.

Commissioner Domas presented Resolution No. 2014-01-018, Resolution Authorizing Pre-Construction Costs Associated With The Expansion Of The Livingston County Jail Facility-Sheriff, and moved its adoption. Seconded by Commissioner Dolan. MOTION CARRIED.

Commissioner Williams presented Resolution No. 2014-01-019, Resolution Authorizing Out-Of-State Travel For The Health Educator To Attend The Society For Public Health Education Annual Training Meeting In Baltimore, Maryland-Public Health, and moved its adoption. Seconded by Commissioner Lawrence. MOTION CARRIED.

Commissioner Dolan presented Resolution No. 2014-01-020, Resolution Authorizing Out-Of-State Training For Three EMS Management Staff-EMS, and moved its adoption. Seconded by Commissioner Williams. MOTION CARRIED.

Commissioner Williams presented Resolution No. 2014-01-021, Resolution Authorizing Out-Of-State Training For An Information Technology Developer To Attend The LaserFiche Conference, January 15-18, 2014-Information Technology, and moved its adoption. Seconded by Commissioner Childs. MOTION CARRIED.

Commissioner Williams presented Resolution No. 2014-01-022, Resolution To Approve The Hiring Of A Full Time Network Assistant In The Livingston County Information Technology Department At The Hire Rate Of Grade K-Information Technology, and moved its adoption. Seconded by Commissioner Dolan. MOTION CARRIED.

Commissioner Dolan presented Resolution No. 2014-01-023, Resolution Amending Previous Resolution For Programmable Logic Controllers Project-Sheriff, and moved its adoption. Seconded by Commissioner Williams. MOTION CARRIED.

Commissioner Domas presented Resolution No. 2014-01-024, Resolution To Approve An Appointment To Livingston County Veterans Affairs Committee-Veterans, and moved its adoption. Seconded by Commissioner Dolan. MOTION CARRIED.

Call To The Public. Jacob Raymond, student at New Tech High School in Pinckney, attended the meeting for a class assignment.

Adjournment. It was moved by Commissioner Parker that the meeting be adjourned. Seconded by Commissioner Lawrence. MOTION CARRIED.

The meeting was adjourned at 7:46 p.m.

Margaret M. Dunleavy
Livingston County Clerk

LIVINGSTON COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING, January 29, 2014
COMMISSIONERS CHAMBERS, 304 E. Grand River, Howell, MI

The meeting was called to order by the chairperson, Carol Griffith, at 8:50 a.m.

All rose for the Pledge of Allegiance.

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

Present: Kate Lawrence (1), William J Green (2), David Domas (3), Ronald VanHouten (4), Donald Parker (5), Steven Williams (6), Carol Griffith (7), Dennis Dolan (8), Gary Childs (9)

Call To The Public. No response.

Agenda. It was moved by Commissioner Domas to accept the agenda, as printed. Seconded by Commissioner Green. MOTION CARRIED.

Finance. It was moved by Commissioner Lawrence to accept the finance committee's recommendation for approval of claims dated January 29, 2014. Seconded by Commissioner Childs. MOTION CARRIED.

Payables. IT was moved by Commissioner Lawrence to accept the finance committee's recommendation for approval of payables. Seconded by Commissioner Dolan. MOTION CARRIED.

Adjournment. It was moved by Commissioner Lawrence that the meeting be adjourned. Seconded by Commissioner Childs. MOTION CARRIED.

The meeting was adjourned at 8:51 a.m.

Margaret M. Dunleavy
Livingston County Clerk

RESOLUTION

NO: 2014-02-025

LIVINGSTON COUNTY

DATE: February 3, 2014

RESOLUTION AUTHORIZING RENEWAL OF AGREEMENT WITH THE CITY OF BRIGHTON FOR BUILDING DEPARTMENT SERVICES - BUILDING INSPECTION / FINANCE / FULL BOARD

- WHEREAS,** the City of Brighton continues to have a need to fill a vacant Building Official position; and
- WHEREAS,** this position is vital to the continuation of State-mandated building inspection and plan review functions for the City; and
- WHEREAS,** Livingston County has been providing Building Official services to the City of Brighton since November 1, 2010, in which the current contract expired on December 31, 2013; and
- WHEREAS,** both parties would like to renew the agreement until further notice with an increase in the annual rate from \$25,000 to \$40,000 with all other terms and conditions remaining the same; and
- WHEREAS,** this Agreement has already been approved by the City of Brighton and their council; and
- WHEREAS,** this Resolution has been recommended for approval by the Finance Committee.

THEREFORE BE IT RESOLVED that the County of Livingston will continue to perform City Building Department functions until further notice, including Chief Building Official duties per State statute, beginning January 1, 2014 at the annual rate of rate of \$40,000 with all other terms and conditions remaining the same.

BE IT FURTHER RESOLVED that the Board of Commissioners hereby authorizes the Chairman to sign the Agreement and any needed amendments upon the approval and review of civil counsel.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

2014-02-026

LIVINGSTON COUNTY

DATE:

February 3, 2014

RESOLUTION TO AMEND PROFESSIONAL CONTRACT FOR EDUCATIONAL SERVICES FOR JAIL - SHERIFF DEPARTMENT / PUBLIC SAFETY / FINANCE COMMITTEE

WHEREAS, the proposed contract will allow the Livingston County Jail to extend the term of the contract with Kathy Hittle, a teacher, to provide educational services to inmates at the County Jail; and

WHEREAS, the funds will be paid from Inmate Rec and Ed fund, which are the County's profit from Inmate Commissary; and

WHEREAS, the contract will allow the Jail to provide a variety of education services such as high school completion, GED, creative writing, life-skills and other specialized programs deemed appropriate and may vary dependent on jail population; and

WHEREAS, the terms of the contract will remain the same with an hourly rate of \$25 per hour, without benefits, for a total not exceed \$35,000 annually for the period of January 1, 2014 through December 31, 2016.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the contract, as referenced above for inmate education services with Kathy Hittle, for \$25 per hour for a total not to exceed \$35,000 annually, with the contract effective period from January 1, 2014 through December 31, 2016.

BE IT FURTHER RESOLVED that Civil Counsel prepare said contract and the Chair of the Board and the Sheriff are authorized to sign said contract.

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MOVED:

SECONDED:

CARRIED:



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF SHERIFF DEPARTMENT

150 S. Highlander Way, Howell, MI
Phone 517-546-2445 Fax 517-552-2542
Web Site: co.livingston.mi.us

Memorandum

To: Livingston County Board of Commissioners
From: Lt. Eric Sanborn
Date: December 30, 2013
Re: Inmate Educational Services

The Livingston County Jail provides educational services to inmates at the jail. This includes high school completion, GED, creative writing and other specialized coursework. For the last eleven years our teacher, Kathy Hittle, has done an outstanding job providing the teaching services. Kathy has extensive experience working in a correctional setting. She had previously worked for Florida DOC and Maxey Training School as an educator.

The cost of this service is \$25 per hour for a total not to exceed \$35,000 annually. This service is paid from inmate commissary commissions and not the county's general fund. We would like to extend the contract for another three years under the same terms as the previous contract. We would also request that legal counsel draw up an amendment to the contract to extend the period to December 31, 2016.

RESOLUTION

NO: 2014-02-027

LIVINGSTON COUNTY

DATE: February 3, 2014

RESOLUTION AUTHORIZING LIVINGSTON COUNTY TO PARTICIPATE IN THE 2013 HOMELAND SECURITY GRANT PROGRAM (HSGP), AND TO SUBMIT FY-2013 HSGP APPLICATIONS PURSUANT TO DECISIONS OF THE LIVINGSTON COUNTY HOMELAND SECURITY LOCAL PLANNING TEAM– 911 CENTRAL DISPATCH / EMERGENCY MANAGEMENT – PUBLIC SAFETY / FULL BOARD

- WHEREAS,** the FY-2013 HSGP is a primary funding mechanism operated by the United States Department of Homeland Security for building and sustaining national preparedness capabilities providing pass-through funds to states, regions and counties for preventing, deterring, responding to and recovering from incidents of national significance; and
- WHEREAS,** Livingston County’s FY-2013 HSGP allocation by the Region One Homeland Security Planning Board’s Executive Committee is \$61, 905.61; and
- WHEREAS,** the state of Michigan administers the HSGP on behalf of the United States Department of Homeland Security; and
- WHEREAS,** the city of Lansing is the Region One Homeland Security Planning Board’s fiduciary for FY-2013 HSGP funds; and
- WHEREAS,** both the state of Michigan and the city of Lansing require various officials of participating counties to sign annual grant agreements and supporting documents; and
- WHEREAS,** Livingston County maintains a Homeland Security Local Planning Team representing all public safety disciplines to determine the most worthwhile use of HSGP funding; and
- WHEREAS,** capture of FY-2013 HSGP funds necessitates submission of written applications to the Region One Homeland Security Planning Board and state of Michigan on forms prescribed by the state of Michigan.

THEREFORE, BE IT RESOLVED the Chair of the Livingston County Board of Commissioners, the County Administrator, the County Emergency Management Coordinator, the County Emergency Program Manager, and other Livingston County officials as may be necessary, are authorized to sign the State of Michigan 2013 Homeland Security Grant Program Agreement, the 2013 HSGP Region One Board Equipment/Exercising/Planning Agreement and other supporting documents necessary to participate in the FY-2013 Homeland Security Grant Program.

BE IT FURTHER RESOLVED the Livingston County Board of Commissioners hereby authorizes the submission of FY-2013 HSGP application(s) and other required documents to support the application pursuant to the determination of the Livingston County Homeland Security Local Planning Team.

BE IT FURTHER RESOLVED the Livingston County Board of Commissioners hereby designates the 9-1-1 Central Dispatch/Emergency Management Program Manager as the primary applicant agent and the County EMS Director as the secondary agent.

BE IT FURTHER RESOLVED that the Chair of the County Board of Commissioners is authorized to sign all forms, assurances, supporting documents and contracts/agreements related to the grant application and subsequent award or future amendments.

MOVED:
SECONDED:
CARRIED:



LIVINGSTON COUNTY, MICHIGAN
**911 CENTRAL DISPATCH/
EMERGENCY MANAGEMENT DEPARTMENT**

300 S. Highlander Way, Howell, Michigan
Phone 517.546.4620 Fax 5517.546.5008
Web Site: co.livingston.mi.us

Memorandum

To: Public Safety Committee
Finance Committee
Board of Commissioners

From: Michael D. Kinaschuk

Date: January 14, 2014

Re: Resolution Authorizing Livingston County's Participation in the
FY-2013 Homeland Security Grand Program (HSGP) and County
Officials to Sign and Submit Required Documents

The United States Department of Homeland Security (DHS) annually issues a non-competitive, pass-through grant to states, regions, urban areas and counties to build and sustain preparedness, as well as recover from incidents of national significance called the Homeland Security Grant Program (HSGP). The Michigan Department of State Police Emergency Management and Homeland Security Division (EMHSD) administer the HSGP on behalf of the DHS. Livingston County is in EMHSD's Region One. The Region One '13 HSGP is \$895,055.00. Based on population, the Region One Executive Committee allocated \$61,905.61 of that sum to Livingston County for local projects at the discretion of the Local Planning Team (LPT).

Annual HSGP participation requires various officials of Livingston County to sign and submit grant agreements, project justification forms, actual cost justification forms, reimbursement forms, environmental & historic preservation forms and other documents to receive HSGP funds and participate in Region One projects supported by and paid for out of Region One's allocation.

RESOLUTION

NO: 2014-02-028

LIVINGSTON COUNTY

DATE: February 3, 2014

RESOLUTION AUTHORIZING WAIVER OF THE PURCHASING POLICY AND THE ISSUANCE OF A BLANKET PURCHASE ORDER (BPO) IN THE AMOUNT OF \$30,000 TO FIFER INVESTIGATIONS, LLC FOR CONDUCTING APPLICANT BACKGROUND INVESTIGATIONS – 9-1-1 CENTRAL DISPATCH / EMERGENCY MANAGEMENT, INFRASTRUCTURE & DEVELOPMENT AND PUBLIC SAFETY COMMITTEE, FINANCE COMMITTEE, BOARD OF COMMISSIONERS.

WHEREAS, central dispatch department will fill vacant dispatcher positions and develop and employment roster during 2014; and,

WHEREAS, all applicant finalists are subjected to a thorough background investigation; and,

WHEREAS, it is commonplace to conduct multiple background investigations to identify an applicant suitable for offer of full-time employment; and,

WHEREAS, the central dispatch department has outsourced this work to Fifer Investigations, LLC for their unique expertise and experience conducting applicant background investigations for public safety agencies; and,

WHEREAS, the central dispatch department requests the competitive bid process per the Purchasing Policy be waived; and,

WHEREAS, funds sufficient for 32 complete background investigations, \$30,000, have been allocated in the central dispatch department's approved 2014 budget, see line 26132500 956000.

THEREFORE, BE IT RESOLVED the competitive bid process per the Purchasing Policy is waived and the Livingston County Board of Commissioners hereby authorizes a BPO to Fifer Investigations, LLC for the conduct of applicant background investigations during 2014 in the amount of \$30,000.

BE IF FURTHER RESOLVED that the Board of Commissioner authorizes a budget transfer of \$30,000 from object code 956000 to object code 819000 to properly budget and record this expense.

BE IT FURTHER RESOLVED, after review and approval by civil counsel as may be necessary; the
Chair of the Board of Commissioners is authorized to sign contractual or other
documents as may be required to complete the transaction.

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MOVED:
SECONDED:
CARRIED:



LIVINGSTON COUNTY, MICHIGAN
**911 CENTRAL DISPATCH/
EMERGENCY MANAGEMENT DEPARTMENT**

300 S. Highlander Way, Howell, Michigan 48843
Phone 517.546.4620 Fax 517.546.5008
Web Site: co.livingston.mi.us

Memorandum

To: Infrastructure & Development and Public Safety Committee,
Finance Committee,
Board of Commissioners

From: Donald T. Arbic, Director

Date: October 21, 2013

Re: Blanket Purchase Order (BPO), Fifer Investigations, LLC

The 9-1-1 Central Dispatch/Emergency Management Department has engaged the services of Fifer Investigations, LLC to conduct dispatcher applicant background investigations. Fifer Investigations, LLC specializes in conducting background investigations for public safety agencies and has unique qualifications and experience conducting these investigations. Moreover, Fifer Investigations, LLC has the business practice of pausing and contacting the department whenever a potentially disqualifying fact is discovered during a background investigation. This practice results in substantial savings for the department.

The central dispatch department has full-time vacancies to fill and must develop a list of employment-ready applicants so it may fill vacant positions as they present. It is commonplace to conduct multiple background investigations to identify an applicant suitable to fill a single vacant position.

The department requests Board of Commissioners authorization for waiver of the Purchasing Policy for a competitive bid and issuance of a \$30,000 BPO to Fifer Investigations, LLC. The amount is sufficient to conduct 32 full applicant evaluations, which will exceed the department's anticipated needs during 2014. The department budgeted for this expenditure on line 26132500 956000.

RESOLUTION

NO: 2014-02-029

LIVINGSTON COUNTY

DATE: February 3, 2014

RESOLUTION AUTHORIZING THE CHAIR TO SIGN AN E911 TELEPHONE SYSTEM MAINTENACE AGREEMENT – 9-1-1 Central Dispatch / Emergency Management, Infrastructure & Development and Public Safety Committee. Finance Committee, Board of Commissioners

- WHEREAS,** the Board of Commissioners approved the purchase of an E911 telephone system and service agreement in cooperation with Eaton, Clinton and Ingham Counties July 6, 2010, with the passage of resolution 2010-07-208; and,
- WHEREAS,** the E911 telephone system was installed and accepted in July, 2012; and,
- WHEREAS,** the E911 telephone system was under warranty for its first year of service and the original purchase agreement included an ongoing maintenance service and software agreement spreading costs proportionately to the four counties; and,
- WHEREAS,** the Counties of Eaton, Clinton and Ingham refused to pay their 2013 - 2014 maintenance fees, subsequently opting to abandon the shared system in favor of purchasing their own stand-alone systems; and,
- WHEREAS,** Livingston County will inherit and covert the original system to stand alone, necessitating a revised single site maintenance service agreement; and,
- WHEREAS,** the only two entities qualified to perform conversion and maintenance service submitted price quotes and Advanced Wireless Technologies submitted the most cost effective proposal.
- WHEREAS,** the 9-1-1 Central Dispatch/Emergency Management Department accounted for this expense on line 26132500 931000 of its 2014 budget.

THEREFORE, BE IT RESOLVED the Livingston County Board of Commissioners authorizes the Chair to sign a E911 telephone system maintenance service agreement with Advanced Wireless Technology covering the system for the remainder of 2014 with an option for 2015 for an amount not to exceed \$50,000 annually upon review and approval by County Civil Counsel.

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MOVED:
SECONDED:
CARRIED:



300 S. Highlander Way, Howell, Michigan 48843
Phone 517.546.4620 Fax 517.546.5008
Web Site: co.livingston.mi.us

Memorandum

To: Infrastructure & Development and Public Safety Committee
Finance Committee
Board of Commissioners

From: Donald T. Arbic, Director

Date: January 14, 2014

Re: 9-1-1 Telephone Switch Maintenance Agreement

July 6, 2010, the Board of Commissioners authorized the purchase of an E911 telephone system in conjunction with the respective 9-1-1 centers of Ingham, Eaton and Clinton Counties. The purchase included a hardware and software maintenance agreement spreading costs proportionally among the participating counties. The system was installed in 2012. Final acceptance was the third week of July, 2012. It was under warranty its first year.

As the warranty period drew to a close in 2013 the counties of Eaton, Clinton and Ingham refused to pay their 2013 - 14 maintenance fees. Each county subsequently decided to purchase its own stand-alone E911 system. Livingston County is inheriting the system purchased in 2012 and must; therefore, enter into a revised maintenance and software service agreement.

The two entities qualified to perform system changes to put the system into a single-site configuration and provide ongoing maintenance and software support, Advanced Wireless Technologies and Carousel Industries, provided quotes. Advanced Wireless Technologies, the system's original installer, provided the more cost effective proposal.

The requested resolution would provide Board of Commissioners authorization for the Chair to sign the revised maintenance service agreement after negotiations are concluded and the agreement has been approved by civil counsel.

The department budgeted for the maintenance and software support agreement on line 26132500 931000.

RESOLUTION

NO: 2014-02-030

LIVINGSTON COUNTY

DATE: February 3, 2014

RESOLUTION AUTHORIZING OUT OF STATE TRAVEL FOR PLANNING DIRECTOR TO ATTEND THE AMERICAN PLANNING ASSOCIATION (APA) 2014 NATIONAL PLANNING CONFERENCE – BOARD OF COMMISSIONERS

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

WHEREAS, in accordance with this County travel policy, Planning Director Kathleen Kline-Hudson requests approval from the Board of Commissioners to attend the American Planning Association (APA) 2014 National Planning Conference; and

WHEREAS, the 2014 National Planning Conference is being held April 26 through April 30, 2014 in Atlanta, Georgia at a total cost not to exceed \$2,000; and

WHEREAS, the cost of the conference and associated travel has been planned for and budgeted in the 2014 Planning Department budget; and

WHEREAS, the Planning Director will learn about the latest advances and trending topics in the field of Planning and will earn her 2014 annual certification maintenance credits for maintaining her American Institute of Certified Planners professional certification.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves and authorizes Kathleen Kline-Hudson to attend the American Planning Association (APA) 2014 National Planning Conference in Atlanta, Georgia on April 26 through April 30, 2014, at a total cost not to exceed \$2,000.

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MOVED:
SECONDED:
CARRIED:



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF PLANNING

304 E. Grand River Avenue, Suite 206, Howell, MI 48843
Phone (517) 546-7555 Fax (517) 552-2347
Web Site: livgov.com

Memorandum

To: Livingston County Board of Commissioners
From: Kathleen Kline-Hudson, Planning Director
Date: 1/24/14
Re: Out of State Travel for Planning Director

This resolution regards authorization of out of state travel for the County Planning Director to attend the April 26-30 American Planning Association (APA) 2014 National Planning Conference in Atlanta, Georgia.

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

RESOLUTION

NO:

2014-02-031

LIVINGSTON COUNTY

DATE:

February 3, 2014

RESOLUTION AUTHORIZING AN AGREEMENT WITH MS. PAIGE FAVIO TO PROVIDE ATTORNEY SERVICES FOR INTENSIVE TREATMENT MENTAL HEALTH COURT – DISTRICT COURT/FINANCE COMMITTEE/FULL BOARD

WHEREAS, Livingston County has a need for attorney service for the Intensive Treatment Mental Health Court program; and

WHEREAS, Livingston County currently pays a total amount of \$6,500 per year for these services; and

WHEREAS, the current contract expired on December 31, 2013 and,

WHEREAS, Ms. Paige Favio submitted a quote that will provide attorney services at the rate of \$6,500 per year, or approximately \$542 per month for the period of January 1, 2014 through December 31, 2014, with the option to renew at the Court's discretion for two one year periods; and

WHEREAS, funding for same is available through the District Court Budget; and

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes entering into an agreement with Ms. Paige Favio for attorney services at the rate of \$6,500 per year, or approximately \$542 per month, for the period of January 1, 2014 through December 31, 2014, with the option to renew at the Court's discretion, for up to two one year periods.

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

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MOVED:

SECONDED:

CARRIED



LIVINGSTON COUNTY, MICHIGAN
LIVINGSTON COUNTY TRIAL COURTS

204 S. Highlander Way Suite 3 Howell, MI 48843
Phone 517-540-7789 Fax 517-546-3731
Web Site: livgov.com

Memorandum

To: Livingston County Board of Commissioners

From: Carole Church, Court Programs Administrator

Date: January 22, 2014

Re: RESOLUTION AUTHORIZING AN AGREEMENT WITH MS. PAIGE FAVIO TO PROVIDE ATTORNEY SERVICES FOR INTENSIVE TREATMENT MENTAL HEALTH COURT – DISTRICT COURT/FINANCE COMMITTEE/FULL BOARD

Livingston County's 53RD District Court operates an Intensive Treatment Mental Health Court to support improved functioning and reduced recidivism among those with mental illness in the District and Circuit Court criminal justice systems. The Mental Health Court model requires a defense attorney to participate in team discussions and decision making on behalf of individuals involved in the program.

The Court budget has been paying for the Intensive Treatment Mental Health Court defense attorney at a rate of \$6,500 per year. When the most recent contract expired, a bidding process was conducted. The Court received a bid to provide the service, from an attorney who met the stated requirements of the position, for the same rate, of \$6,500 per year or approximately \$542 per month. The Court requests approval to contract with Ms. Paige Favio to provide this service at that rate. The term of the contract would be from January 1, 2014 through December 31, 2014 with the option to renew, at the Court's discretion, for two additional one year periods.

Thank you for your consideration in this matter.

RESOLUTION

NO:

2014-02-032

LIVINGSTON COUNTY

DATE:

February 3, 2014

RESOLUTION AUTHORIZING AN AGREEMENT WITH MR. ROLLAND SIZEMORE III TO PROVIDE ATTORNEY SERVICES FOR JUVENILE DRUG TREATMENT COURT – CIRCUIT COURT/FINANCE COMMITTEE/FULL BOARD

WHEREAS, Livingston County has a need for attorney service for the Juvenile Drug Court program ; and

WHEREAS, Livingston County currently pays a total amount of \$12,000.00 per year for these services; and

WHEREAS, the current contract expired on December 31, 2013 and,

WHEREAS, Mr. Roland Sizemore III of Howell, Michigan submitted a quote that will provide attorney services at the rate of \$750.00 flat rate per month for the period of January 1, 2014 through December 31, 2014, with the option to renew, at the Court’s discretion, for two one year periods; and

WHEREAS, funding for same is available through the Juvenile Court Budget; and

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes entering into an agreement with Mr. Rolland Sizemore III for attorney services at the rate of \$750.00 per month for the period of January 1, 2014 through December 31, 2014 with the option to renew, at the Court’s discretion, for two one year periods.

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

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MOVED:

SECONDED:

CARRIED



LIVINGSTON COUNTY, MICHIGAN
LIVINGSTON COUNTY TRIAL COURTS

204 S. Highlander Way Suite 3 Howell, MI 48843
Phone 517-540-7789 Fax 517-546-3731
Web Site: livgov.com

Memorandum

To: Livingston County Board of Commissioners

From: Carole Church, Court Programs Administrator

Date: January 22, 2014

Re: RESOLUTION AUTHORIZING AN AGREEMENT WITH MR. ROLLAND SIZEMORE III TO PROVIDE ATTORNEY SERVICES FOR JUVENILE DRUG TREATMENT COURT – CIRCUIT COURT/FINANCE COMMITTEE/FULL BOARD

Livingston County Circuit Court operates a Juvenile Drug Court to support sobriety and reduced recidivism for youth involved in Juvenile Justice cases. The Juvenile Drug Court model requires a defense attorney to participate in team discussions and decision making on behalf of youth involved in the program.

The Court budget has been paying for the Juvenile Drug Court defense attorney at a rate of \$1,000 per month, or a total of \$12,000 per year. When the most recent contract expired, a bidding process was conducted. The Court received a bid to provide the service, from an attorney who met the stated requirements of the position, for \$750.00 per month. The Court requests approval to contract with Mr. Rolland Sizemore to provide this service at that rate. The term of the contract would be from January 1, 2014 through December 31, 2014 with the option to renew, at the Court's discretion, for two additional one year periods.

Thank you for your consideration in this matter.

RESOLUTION

NO:

2014-02-033

LIVINGSTON COUNTY

DATE:

February 3, 2014

RESOLUTION AUTHORIZING AN AGREEMENT WITH KITH AND KIN EDUCATIONAL SERVICES, INC. TO PROVIDE MENTAL HEALTH SERVICES FOR INTENSIVE TREATMENT MENTAL HEALTH COURT PARTICIPANTS – DISTRICT COURT/FINANCE COMMITTEE/FULL BOARD

WHEREAS, Livingston County’s 53rd District court operates an Intensive Treatment Mental Health Court, which directs participants to mental health treatment services that are funded through a grant from the State Court Administrative Office; and

WHEREAS, the grant program requires that a contract be in place for all treatment services that are funded through the grant and,

WHEREAS, two participants have recently had need for treatment services through Kith and Kin Educational Services, for a total bill of \$1,025.00; and

WHEREAS, these services involved trauma treatment and although a bidding process for has been initiated through Livingston County Purchasing to address overall needs for trauma treatment services for Specialty Courts and Specialty Programs, these services were needed prior to that process being completed; and

WHEREAS, the contract for \$1,025 with Kith and Kin Educational Services, Inc. would be fully funded from grant funds

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes entering into a contract with Kith and Kin Educational Services, Inc. for a total amount of \$1,025, to pay for mental health treatment services for Intensive Treatment Mental Health Court participants, which are fully funded through a grant.

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

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MOVED:

SECONDED:

CARRIED



LIVINGSTON COUNTY, MICHIGAN
LIVINGSTON COUNTY TRIAL COURTS

204 S. Highlander Way Suite 3 Howell, MI 48843
Phone 517-540-7789 Fax 517-546-3731
Web Site: livgov.com

Memorandum

To: Livingston County Board of Commissioners

From: Carole Church, Court Programs Administrator

Date: January 22, 2014

Re: RESOLUTION AUTHORIZING AN AGREEMENT WITH KITH AND KIN EDUCATIONAL SERVICES, INC. TO PROVIDE MENTAL HEALTH SERVICES FOR INTENSIVE TREATMENT MENTAL HEALTH COURT PARTICIPANTS – DISTRICT COURT/FINANCE COMMITTEE/FULL BOARD

Livingston County's 53RD District Court operates an Intensive Treatment Mental Health Court to support improved functioning and reduced recidivism among those with mental illness in the District and Circuit Court criminal justice systems. Participants in mental health court are directed to mental health treatment services as needs are identified. Treatment services are funded by a grant from the Michigan Mental Health Court Grant Program, through the State Court Administrative Office, and a contract is required to receive reimbursement from the grant.

Two participants in mental health court had need for group and individual counseling services provided by Kith and Kin Educational Services, Inc., for a total amount of \$1,025. The court requests that a contract be approved for that amount, so that reimbursement can be requested from the grant. The services provided were related to trauma treatment, and a bidding process has been initiated with Livingston County Purchasing for future needs for this service, but the services provided by Kith and Kin Educational Services were required to meet immediate needs.

Thank you for your consideration in this matter.

RESOLUTION

NO:

2014-02-034

LIVINGSTON COUNTY

DATE:

February 3, 2014

RESOLUTION TO AMEND RESOLUTION 2013-10-286 TO EXTEND THE TIME PERIOD FOR CONTRACT WITH SECOND CHANCE DRUG AND ALCOHOL TESTING, LLC, FOR DRUG TESTING SERVICES FOR LIVINGSTON COUNTY SPECIALTY COURTS AND SPECIALTY PROGRAMS FOR AN ADDITIONAL PERIOD - CIRCUIT COURT /FINANCE COMMITTEE / FULL BOARD

WHEREAS, Livingston County receives grant funding from the State Court Administrative Office for the operation of Specialty Courts, which includes Adult Drug Treatment Court, Intensive Treatment Mental Health Court, Family Treatment Court and Juvenile Drug Treatment Court and Specialty Programs, including Swift and Sure Sanctions Probation Program; and

WHEREAS, the participants admitted into these courts undergo drug and alcohol testing; and

WHEREAS, the cost of these services are provided by grant funds; and

WHEREAS, Second Chance is a service provider for the Specialty Courts and Programs for drug testing services and the Board of Commissioners approved a contract with Second Chance in Resolution #2012-07-209; and

WHEREAS, the contract expired at the end of September, 2013 but an extension was authorized by the Board of Commissioners in Resolution #2013-10-286 through the end of December, 2013;

WHEREAS, Livingston County Purchasing has assisted with a bidding process and the Court is in the final stages of reviewing the bids and deciding on an award; and

WHEREAS, to allow time for the decision, the Court requests an additional extension, through February 28, 2014 with the option to extend no later than March 31, 2014; and

WHEREAS, as in the past, the extended contract will be fully funded by grant funds.

THEREFORE, BE IT RESOLVED that the Chair of the Livingston County Board of Commissioners be authorized to sign the extension to the Contract referenced above and any future amendments for monetary and contractual language adjustments upon review by Civil Counsel.

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MOVED:

SECONDED:

CARRIED:



LIVINGSTON COUNTY, MICHIGAN
LIVINGSTON COUNTY TRIAL COURTS

204 S. Highlander Way Suite 3 Howell, MI 48843
Phone 517-540-7789 Fax 517-546-3731
Web Site: livgov.com

Memorandum

To: Livingston County Board of Commissioners

From: Carole Church, Court Programs Administrator

Date: January 22, 2014

Re: RESOLUTION TO AMEND RESOLUTION 2013-10-286 TO EXTEND THE TIME PERIOD FOR CONTRACT WITH SECOND CHANCE DRUG AND ALCOHOL TESTING, LLC, FOR DRUG TESTING SERVICES FOR LIVINGSTON COUNTY SPECIALTY COURTS AND SPECIALTY PROGRAMS FOR AN ADDITIONAL PERIOD - CIRCUIT COURT /FINANCE COMMITTEE / FULL BOARD

Livingston County's Specialty Courts and Specialty Programs receive grant funding from the State Court Administrative Office and other sources. Drug testing services are an important component of all of the Specialty Courts and Specialty Programs. The Board of Commissioners has previously approved a contract with Second Chance Drug and Alcohol Testing to provide drug and alcohol testing services. The Board of commissioners approved a short-term extension to the contract, through December 31, 2013, in Resolution #2013-10-286. A bidding process has taken place, and the Court is reviewing the bids and finalizing its decision as to award of the contract.

The Court requests an additional short term extension, through February, 28, 2013, to be able to finalize the award. The Court also requests that the Board of Commissioners approve the option for an additional one month extension, through March 31, 2013, if the decision should be to change providers, so as to allow time for a transitional period.

Thank you for your consideration in this matter.

RESOLUTION

NO:

2014-02-035

LIVINGSTON COUNTY

DATE:

February 3, 2014

RESOLUTION TO ESTABLISH NEW FEES FOR THE SOIL EROSION CONTROL PROGRAM – DRAIN COMMISSIONER

WHEREAS, the office of the Livingston County Drain Commissioner is the county enforcing agency for the soil erosion and sedimentation control program; and

WHEREAS, in 2005 certain fees were established for the soil erosion and sedimentation control program; and

WHEREAS, since 2005, the cost of operating the soil erosion and sedimentation control program have increased while the fees charged have not been increased; and

WHEREAS, the fees established in 2005 are no longer sufficient to cover the costs of this program; and

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

THEREFORE BE IT RESOLVED that the following fees for soil erosion and sedimentation control permits and waivers are established effective April 1, 2014:

Single Family Permits	
Major Projects	\$ 210
Minor Projects	\$ 150
Reinspection Fee	\$ 80
Commercial Permits	\$ 410
Plus \$100 per month flat fee for each month of permit activity unless permit is closed within first 10 days of the month.	
Utility Permits	\$ 410
Residential Waiver	\$ 45
Commercial Waiver	\$ 75

BE IT FURTHER RESOLVED that the Livingston County Clerk is directed to cause the revised fee schedule to be published in a newspaper of general circulation.

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MOVED:
SECONDED:
CARRIED:



LIVINGSTON COUNTY, MICHIGAN
OFFICE OF THE LIVINGSTON COUNTY DRAIN COMMISSIONER

2300 E. Grand River Avenue, Suite 105, Howell, MI 48843
Phone 517-546-0040 Fax 517-545-9658
Web Site: www.livgov.com/drain

Memorandum

To: Livingston County Board of Commissioners
From: Brian Jonckheere
Date: 1/22/2014
Re: Fee Changes for the Soil Erosion Control Program

Honorable Commissioners:

The attached resolution sets forth fees proposed for the erosion control program, in order to better recover costs associated with its operation. The erosion control program is a mandated county function pursuant to Part 91 of the Natural Resources and Environmental Protection Act, Act 451, P.A. 1994, as amended. The County Board last addressed fees for this program in December 2004.

The fee changes are detailed in Table 1 attached to this memorandum. They are further compared with similar fees in adjoining counties on Table 2. While fee schedules are not identical across our adjoining counties, the fee increases in most instances result in costs comparable to or below adjoining communities.

The fee increases account for the costs of running the program in accordance with MDEQ requirements as outlined by Part 91. These costs are estimated at approximately \$285,000 for the 2014 fiscal year. They further take into account the costs of program management and enforcement that require the involvement of the Environmental Projects Manager to be hired later this year.

In preparation for the proposed fee increases, we met with the Home Builders Association of Livingston County to discuss the proposal in October of 2013. Given their input, we are proposing phasing the increased fees in over a two-year time period. The first increase is proposed to go into effect April 1, 2014, and the second increase would be effective April 1, 2015. This will allow those in the building community to adjust their budgeting for permitting and fees in a more gradual manner. Furthermore, since implementation of the MUNIS permitting is now delayed until winter of 2014-2015, charges associated with implementing this program are not included in the 2014 fee increase.

The revenue anticipated from these new fees should, or with anticipated activity, will enable the county to fully recover the costs of a program and eliminate subsidy of the program by the general fund for the year 2014.

We respectfully request passage of the attached resolution.

Attachments (3)

Table 1
Comparison of Current and Proposed Fees

	Current Fees as implemented 2/1/2005	Recommended Fees & Changes	
		Effective 4/1/2014	Effective 4/1/2015
Commercial Permit			
Commercial Major Permit (includes Plan Review/Initial App. fees)	\$ 325.00	\$ 410.00	\$ 480.00
Inspection Fees	\$3.25 Per day April - Dec., No weekends or holidays = avg 168 days per year = \$1092 per yr.	flat fee per month, 12 months per year, for any month with 10 days open permit. \$100.00 per month = \$1200 per year	flat fee per month maintained the same as effective 4/1/2014
Comercial Minor (Utility) Permit <i>(includes inspection fee)</i>	None	\$ 410.00	\$ 480.00
Commercial Waiver	\$ 50.00	\$ 75.00	\$ 100.00
Residential			
Major Permit Fee (includes base inspection and plan review fees)	\$ 165.00	\$ 210.00	\$ 250.00
Minor Permit Fee (includes application & base inspection fees)	\$ 120.00	\$ 150.00	\$ 180.00
Re-inspection Fee	\$ 65.00	\$ 80.00	\$ 95.00
Residential Waiver (covers cost of application review when permit not required)	\$ 35.00	\$ 45.00	\$ 55.00

TABLE 2
Comparison of Proposed Livingston County Fees with Adjoining Counties

Fee Categoryv/County --->	Livingston	Oakland	Washtenaw	Ingham
Commercial Permit	Fees Proposed 4/1/2015	2013 Fees	2013 Fees	2013 Fees
Plan Review/Initial App.	\$ 480.00	\$ 210.00	\$235.00 for 2 or less acres, \$330.00 for 2-10 acres, \$330.00 + \$10 for each acre over 10	\$570.00 1st acre & \$57.00 for each additional acre per year (renewal is 1/2 rate of current fee schedule) (fees are less for shorter durations)
Inspection Fees	\$100.00 per month for any month permit is open 10 or more days of the month = \$1200.00 per year	\$830.00, \$1,650.00, or \$2,610.00 annually (depending on site classification = to our permit)	\$95 per hour of inspection	Escrow held based on acreage - Inspections charged at hourly rate & deducted
Average 2 Year Cost = Sum of Above fees	\$ 2,880.00	\$1870.00, \$3510.00, or \$5430.00	\$2610.00 (at 1 inspection per month for a 10 acre site)	*\$2750.00 (assuming 1- 1 hour inspection per month at \$45.00 per hour) for 10 acre site
Commercial re-inspection Fee	None	\$ 115.00	\$95.00 & stop work order	\$ 280.00
Commercial Minor Permit	\$ 480.00	\$610.00 + \$210.00 = \$820.00	None	\$ 295.00
Base Avg 2 Year Cost	\$ 480.00	\$ 1,640.00	None	\$ 442.50
Commercial Waiver	\$ 100.00	\$330.00 + \$215.00 = \$540.00	\$ 35.00	No Waiver
Base Avg 2 Year Cost	\$ 100.00	\$ 1,080.00	\$ 70.00	No Waiver
Residential				
Residential Major Permit Plan Review & App. Fee	Included	\$ 70.00	\$160.00 for 2 or less acres, \$210.00 for 2-10 acres, \$260.00 over 10 acres (6 month renewal \$80.00)	\$240.00 for 12 month permit (less for 6 & 9 month)
Permit Fee (includes base inspection fees)	\$ 250.00	\$205.00, \$265.00, or \$510.00 annually (depending on site classification = to our permit)	\$95 per hour of inspection	Included
Base Avg 2 Year Cost	\$ 250.00	\$480.00, \$600.00, or \$1090.00	\$700.00 under 2 acres (total 4 inspections)	\$ 360.00
Re-inspection Fee	\$ 95.00	\$ 55.00	\$95.00 & stop work order	\$ 280.00
Residential Minor Permit App Fee	Included	\$ 70.00	None	\$ 45.00
Permit Fee (includes base inspection fees)	\$ 180.00	\$ 140.00		
Base Avg 2 Year Cost	\$ 180.00	\$ 350.00	None	\$ 67.50
Residential Waiver	\$ 55.00	\$70.00 + \$110.00 = \$180.00	\$ 35.00	No Waiver
Base Avg 2 Year Cost	\$ 55.00	\$ 290.00	\$ 70.00	No Waiver

* Note that permits are compared on a 2 year basis to compare adjoining counties with shorter or longer permit durations to the 2 year duration of our permits.
Oakland County permits are 1 year in duration with 3 month renewals available thereafter
Ingham County permits are 1 year in duration with additional years renewals available
Washtenaw County permits are 1 year in duration for residential permits with a 6 month extension available, Commercial permits do not expire.

RESOLUTION

NO: 2014-02-036

LIVINGSTON COUNTY

DATE: February 3, 2014

RESOLUTION AUTHORIZING THE CREATION / FILLING OF A HEALTH EDUCATOR POSITION AT THE DEPARTMENT OF PUBLIC HEALTH

WHEREAS, the Department of Public Health included funding for a new Health Educator position within the 2014 budget proposal submitted to the General Government Committee and subsequently approved by the Board of Commissioners, and

WHEREAS, the position was not included in the 2014 budget resolution narrative approved by the Board of Commissioners, and

WHEREAS, Human Resources, with the assistance of the compensation consultant, has recommended the Health Educator position be placed at Grade K on the Non-Union Salary scale; and

WHEREAS, the Personnel Committee has approved the placement of the Health Educator at a Grade K on the Non-Union Salary Schedule; and

WHEREAS, the new Health Educator is needed to assist with the process of applying for and obtaining national accreditation from the National Public Health Accreditation Board (PHAB).

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the creation and hiring of a new Health Educator position within the Department of Public Health.

CURRENT POSITIONS		
POSITION TITLE	FULL - TIME #	PART - TIME #
Health Officer	1	
Director, Personal/Prevent.	1	
Medical Director		1
Sr. Accountant	1	
Health Educator	1	
Public Health Supervisor	1	
Nurse Program Coordinator	5	
Nurse II (Part-time)		2
Nutritionist	1	
Program Clerk III	2	
Program Clerk II	1	
Program Clerk		1
Office Specialist	1	
Commun.Disease Clerk	1	
Administrative Aide	1	

REQUESTED POSITIONS		
POSITION TITLE	FULL - TIME #	PART - TIME #
Health Officer	1	
Director, Personal/Prevent.	1	
Medical Director		1
Sr. Accountant	1	
Health Educator	2	
Public Health Supervisor	1	
Nurse Program Coordinator	5	
Nurse II (Part-time)		2
Nutritionist	1	
Program Clerk III	2	
Program Clerk II	1	
Program Clerk		1
Office Specialist	1	
Commun.Disease Clerk	1	
Administrative Aide	1	

Hearing/Vision Coord.	1	
Hearing/Vision Tech.		4
Breastfeeding Counselor		1
TOTAL	18	9

Hearing/Vision Coord.	1	
Hearing/Vision Tech.		4
Breastfeeding Counselor		1
TOTAL	19	9

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MOVED:

SECONDED:

CARRIED:



Memorandum

To: Livingston County Board of Commissioners
From: Ted Westmeier
Date: January 22, 2014
**Re: Resolution Authorizing The Creation/Filling Of A Health
Educator Position At The Department Of Public Health**

When our budget was submitted for review to County Administration/Board of Commissioners it included funding for an additional Health Educator position. The position will be necessary to complete the prerequisites for application to the Public Health Accreditation Board (PHAB) as well as compilation and submittal of documents in order to obtain National Accreditation through the PHAB process. Without this position we do not have the personnel resources necessary to complete this project.

The 2014 budget narrative did not specifically include this position even though funding levels were authorized. Therefore we are requesting that the Board of Commissioners authorize creation/hiring of a Health Educator for the Department of Public Health.

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

RESOLUTION

NO:

2014-02-037

LIVINGSTON COUNTY

DATE:

February 3, 2014

RESOLUTION AUTHORIZING AN AGREEMENT WITH THE WASHTENAW COUNTY HEALTH DEPARTMENT TO PROVIDE HEALTH INSURANCE ENROLLMENT SERVICES TO THE DEPARTMENT OF PUBLIC HEALTH

WHEREAS, the Department of Public Health has received over \$30,000 from the Ingham Health Plan Corporation, d/b/a Livingston Health Plan to assist our current health plan clients and other Livingston County residents to enroll in health insurance plans, primarily the Healthy Michigan Plan, and

WHEREAS, the Department of Public Health is currently a partner with the Washtenaw County Health Department, Livingston Education Service Agency and the Washtenaw Intermediate School District to enroll high risk children and their parents in Medicaid via a grant received from the Centers for Medicare and Medicaid (CMS), and

WHEREAS, in this partnership staff from the Washtenaw County Health Department travel to our offices in the East Complex and assist our residents to enroll in Medicaid and other health plans, and

WHEREAS, there is a need to provide additional resources in order to meet the demands of Medicaid expansion in the Healthy Michigan Plan as well as other health insurance options, and

WHEREAS, the Department of Public Health prefers to utilize the resources of the Washtenaw County Health Department instead of hiring additional personnel, and

WHEREAS, additional county funds will not be required due to the funding provided by the Ingham Health Plan Board, d/b/a Livingston Health Plan.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes entering into an agreement with the Washtenaw County Health Department to provide enrollment services to the Department of Public Health, and

BE IT FURTHER RESOLVED, that the Washtenaw County Health Department will be reimbursed for total personnel costs, travel costs and promotional material costs associated with the enrollment services provided at a rate of \$24/hour, the IRS rate for mileage and promotional materials costs with a total agreement amount not to exceed \$20,000.

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MOVED:

SECONDED:

CARRIED:



Memorandum

To: Livingston County Board of Commissioners
From: Ted Westmeier
Date: January 22, 2014
**Re: Resolution Authorizing An Agreement With The Washtenaw
County Health Department To Provide Health Insurance
Enrollment Services To The Department Of Public Health**

The vast majority of the clients enrolled in the Livingston Health Plan will be eligible to enroll in the Healthy Michigan Plan. Livingston County has approximately 5000 residents that will qualify for the Healthy Michigan Plan, some of which will need assistance in the enrollment process. The Livingston Health Plan has awarded the Department of Public Health over \$30,000 to assist Livingston County residents with the enrollment process. The Department of Public Health is currently providing space for staff from the Washtenaw County Health Department to assist with enrollment of young adults and parents. This is being provided by a grant from the Centers for Medicare and Medicaid (CMS). We would like to expand the service through the funding provided by the Livingston Health Plan. We prefer to enter into a contract with Washtenaw County, who currently is providing limited services via the CMS funding instead of hiring, training and supervising additional staff.

Therefore we are requesting authorization to enter in to an agreement with the Washtenaw County Health Department to provide health plan enrollment services. There will no additional cost to the County since funding is being provided via an award from the Ingham Health Plan Board d/b/a Livingston Health Plan.

RESOLUTION

NO:

2014-02-038

LIVINGSTON COUNTY

DATE:

February 3, 2014

RESOLUTION TO SYSTEMATICALLY TRANSFER MONIES BETWEEN FUNDS - COUNTY ADMINISTRATION / FINANCE COMMITTEE

WHEREAS, the fiscal year 2014 Budget contains several types of transfers between funds; and

WHEREAS, the following types of transfers between funds are reflected in the budget:

GENERAL FUND	The General Fund appropriates a considerable amount of its operating funds to other County funds. The purpose of the appropriations is to subsidize operating programs or capital purchases, provide seed money for new projects, and General Funds share for internal services
DIRECT SERVICES	Direct Services provided by a department (Internal Service Funds: Building Services, Information Technology, and Car Pool) to different departments within General Fund and in other funds;
INDIRECT COSTS	Indirect Costs (Central Services Cost Allocation Plan) are billed to appropriate general fund divisions, which operate with federal and state funding, special revenue and enterprise funds to recover each funds proportionate share of the County's central administrative and support cost which are originally borne by the General Fund;
OPERATING CAPITAL	Miscellaneous Operating Capital Transfers are made from one fund to another fund to subsidize operating programs or capital purchases, or provide seed money for new projects
BENEFITS	The departments have the funds in their respective budgets to pay the benefit carriers but the payment is made from the benefit fund.

WHEREAS, requests for transfers and/or billings are received from the numerous County departments continuously throughout the course of the year to fund their operations; and

WHEREAS, it is desirable to implement a systematic process to transfer monies between funds, eliminate duplication of effort and to create an efficient/effective procedure.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the transfer of monies in accordance with the attached schedules and authorize the County Treasurer to make the appropriate adjusting journal entries to effectuate the transfers.

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MOVED:
SECONDED:
CARRIED:

COUNTY OF LIVINGSTON
2014 Budget

General Fund 101	BCBS			Retiree Health Care			Life			Workers Comp	
	Line item	Annual Amount	Monthly Amount	Line item	Annual Amount	Monthly Amount	Line item	Annual Amount	Monthly Amount	Line item	Annual Amount
Board of Commissioners	10110100 716000	\$ 96,496	\$ 8,041		\$ -	\$ -	10110100 717000	\$ 248	\$ 21	10110100 719000	\$ 552
Circuit Court	10113100 716000	\$ 123,276	\$ 10,273		\$ -	\$ -	10113100 717000	\$ 566	\$ 47	10113100 719000	\$ 2,852
District Court	10113600 716000	\$ 300,272	\$ 25,023		\$ -	\$ -	10113600 717000	\$ 1,040	\$ 87	10113600 719000	\$ 8,987
Probate Court	10114800 716000	\$ 81,866	\$ 6,822		\$ -	\$ -	10114800 717000	\$ 336	\$ 28	10114800 719000	\$ 3,172
Juvenile Court	10114900 716000	\$ 112,208	\$ 9,351		\$ -	\$ -	10114900 717000	\$ 514	\$ 43	10114900 719000	\$ 3,634
Guardianship Srvs										10115000 719000	\$ 16
Central Srv - Judicial Center	10116800 716000	\$ 2,086	\$ 174		\$ -	\$ -	10116800 717000	\$ 18	\$ 2	10116800 719000	\$ 35
Administration	10117200 716000	\$ 43,814	\$ 3,651		\$ -	\$ -	10117200 717000	\$ 543	\$ 45	10117200 719000	\$ 1,169
ERP Project	10119200 716000	\$ 10,432	\$ 869		\$ -	\$ -	10119200 717000	\$ 39	\$ 3	10119200 719000	\$ 137
County Clerk	10121500 716000	\$ 52,160	\$ 4,347		\$ -	\$ -	10121500 717000	\$ 418	\$ 35	10121500 719000	\$ 891
Circuit Court - Law	10121599 716000	\$ 93,888	\$ 7,824		\$ -	\$ -	10121599 717000	\$ 610	\$ 51	10121599 719000	\$ 1,454
Equalization	10125700 716000	\$ 41,728	\$ 3,477		\$ -	\$ -	10125700 717000	\$ 380	\$ 32	10125700 719000	\$ 3,964
Purchasing	10123300 716000	\$ 17,734	\$ 1,478		\$ -	\$ -	10123300 717000	\$ 155	\$ 13	10123300 719000	\$ 310
Treasurer	10125300 716000	\$ 93,888	\$ 7,824		\$ -	\$ -	10125300 717000	\$ 753	\$ 63	10125300 719000	\$ 1,559
MSU Cooperative Extension										10126100 719000	\$ 95
Elections										10126200 719000	\$ 22
Human Resources	10127000 716000	\$ 54,768	\$ 4,564		\$ -	\$ -	10127000 717000	\$ 521	\$ 43	10127000 719000	\$ 1,044
Drain	10127500 716000	\$ 208,639	\$ 17,387		\$ -	\$ -	10127500 717000	\$ 1,745	\$ 145	10127500 719000	\$ 14,800
Prosecuting Attorney	10126700 716000	\$ 187,775	\$ 15,648		\$ -	\$ -	10126700 717000	\$ 2,000	\$ 167	10126700 719000	\$ 3,402
Register of Deeds	10126800 716000	\$ 73,024	\$ 6,085		\$ -	\$ -	10126800 717000	\$ 521	\$ 43	10126800 719000	\$ 1,184
Sheriff- Road Patrol	10130100 716000	\$ 710,983	\$ 59,249	301-716.001	\$ 276,085	\$ 23,007	10130100 717000	\$ 4,215	\$ 351	10130100 719000	\$ 145,198
Court Security										10130500 719000	\$ 7,344
Sheriff Traffic											
Drive MI Safely Task Force											
Sheriff Jail	10135100 716000	\$ 655,022	\$ 54,585	351-716.001	\$ 122,392	\$ 10,199	10135100 717000	\$ 3,549	\$ 296	10135100 719000	\$ 116,086
Animal Shelter	10143000 716000	\$ 52,160	\$ 4,347		\$ -	\$ -	10143000 717000	\$ 313	\$ 26	10143000 719000	\$ 5,022
DPW	10144100 716000	\$ 10,432	\$ 869		\$ -	\$ -	10144100 717000	\$ 95	\$ 8	10144100 719000	\$ 904
Medical Examiner										10164800 719000	\$ 1,249
Veterans Affair	10168200 716000	\$ 41,728	\$ 3,477		\$ -	\$ -	10168200 717000	\$ 250	\$ 21	10168200 719000	\$ 589
Planning	10172100 716000	\$ 31,296	\$ 2,608		\$ -	\$ -	10172100 717000	\$ 347	\$ 29	10172100 719000	\$ 695
Expenses TOTAL -GF		\$ 3,095,675	\$ 257,973		\$ 398,477	\$ 33,206		\$ 19,176	\$ 1,598		\$ 326,366
EMS Fund	21065100 716000	\$ 811,871	\$ 67,656		\$ -	\$ -	21065100 717000	\$ 3,805	\$ 317	21065100 719000	\$ 228,803
FOC Fund - Family Counseling											
FOC Fund	21514100 716000	\$ 264,555	\$ 22,046		\$ -	\$ -	21514100 717000	\$ 1,342	\$ 112	21514100 719000	\$ 4,043
Health Fund	22160100 716000	\$ 312,959	\$ 26,080		\$ -	\$ -	22160100 717000	\$ 2,783	\$ 232	22160100 719000	\$ 38,536
Safe Havens Grant	23816800 716000	\$ 522	\$ 44		\$ -	\$ -	23816800 717000	\$ 4	\$ 0.33	23816800 719000	\$ 9
Byrne Grant		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -
Family Support Grant	23826717 71600	\$ 20,864	\$ 1,739		\$ -	\$ -	23826717 717000	\$ 218	\$ 18	23826717 719000	\$ 374
Seat Belt Enforcement										23830100 719000	\$ 996
EECBG Grant		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -
Drive MI Safely Task Force											
Mental Health Court Grant	23916800 716000	\$ 21,422	\$ 1,785		\$ -	\$ -	23916800 717000	\$ 161	\$ 13	23916800 719000	\$ 1,103
Family Depend Treatment Grant		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -
Adult Drug Court Grant - MDCGP		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -

Adult Drug Court Grant - OHSP			\$ -		\$ -	\$ -		\$ -			
Juvenile Drug Court - MDCGP			\$ -		\$ -	\$ -		\$ -			
Swift & Sure Sanctions Grant			\$ -					\$ -			
Crime Victims Rights Grant	23926718 716000	\$ 10,432	\$ 869		\$ -	\$ -	23926718 717000	\$ 77	\$ 6.42	23926718 719000	\$ 261
Secondary Road Patrol Grant	23930106 716000	\$ 24,020	\$ 2,002	239-315-716.001	\$ 14,088	\$ 1,174	23930106 717000	\$ 126	\$ 11	23930106 719000	\$ 4,907
County Curvey & Remon.											
261 911 Fund	26132500 716000	\$ 249,875	\$ 20,823	261-346-716.001	\$ 4,924	\$ 410	26132500 717000	\$ 2,878	\$ 240	26132500 719000	\$ 6,983
Comm Corr	27536200 716000	\$ 20,864	\$ 1,739		\$ -	\$ -	27536200 717000	\$ 161	\$ 13	27536200 719000	\$ 455
MI Works	27774300 716000	\$ 41,728	\$ 3,477		\$ -	\$ -	27774300 717000	\$ 403	\$ 34	27774300 719000	\$ 884
Child Care Fund	29266200 716000	\$ 30,342	\$ 2,529		\$ -	\$ -	29266200 717000	\$ 95	\$ 8	29366200 719000	\$ 2,303
Building & Safety	54237100 716000	\$ 210,726	\$ 17,561		\$ -	\$ -	54237100 717000	\$ 1,638	\$ 137	54237100 719000	\$ 13,592
Airport Fund	58105400 716000	\$ 20,864	\$ 1,739		\$ -	\$ -	58105400 717000	\$ 193	\$ 16	58105400 719000	\$ 3,857
Transportation Fund	58853800 716000	\$ 200,294	\$ 16,691		\$ -	\$ -	58853800 717000	\$ 1,231	\$ 103	58853800 719000	\$ 56,833
Transportation Fund JARC grant											
Building Srvs Fund	63126500 716000	\$ 157,523	\$ 13,127		\$ -	\$ -	63126500 717000	\$ 941	\$ 78	63126500 719000	\$ 30,922
Information Tech	63622800 716000	\$ 162,739	\$ 13,562		\$ -	\$ -	63622800 717000	\$ 1,416	\$ 118	63622800 719000	\$ 2,837
MotorPool	66126300 716000	\$ 10,432	\$ 869		\$ -	\$ -	66126300 717000	\$ 62	\$ 5	66126300 719000	\$ 1,335
			\$ -					\$ -			
		\$ 5,667,707	\$ 472,309		\$ 417,489	\$ 34,791		\$ 36,710	\$ 3,059		\$ 725,399

General Fund 101	Monthly Amount	Line item	LTD/STD		TOTAL Dept
			Annual Amount	Monthly Amount	Rev - Benefit Fund
Board of Commissioners	\$ 46	10110100 723000	\$ 1,276	\$ 106	\$ 98,572
Circuit Court	\$ 238	10113100 723000	\$ 1,942	\$ 162	\$ 128,636
District Court	\$ 749	10113600 723000	\$ 1,545	\$ 129	\$ 311,844
Probate Court	\$ 264	10114800 723000	\$ 919	\$ 77	\$ 86,293
Juvenile Court	\$ 303	10114900 723000	\$ 1,349	\$ 112	\$ 117,705
Guardianship Srvs	\$ 1				\$ 16
Central Srv - Judicial Center	\$ 3	10116800 723000	\$ 90	\$ 8	\$ 2,229
Administration	\$ 97	10117200 723000	\$ 2,801	\$ 233	\$ 48,327
ERP Project	\$ 11	10119200 723000	\$ 199	\$ 17	\$ 10,807
County Clerk	\$ 74	10121500 723000	\$ 1,379	\$ 115	\$ 54,848
Circuit Court - Law	\$ 121	10121599 723000	\$ 3,140	\$ 262	\$ 99,092
Equalization	\$ 330	10125700 723000	\$ 1,955	\$ 163	\$ 48,027
Purchasing	\$ 26	10123300 723000	\$ 797	\$ 66	\$ 18,996
Treasurer	\$ 130	10125300 723000	\$ 3,102	\$ 259	\$ 99,302
MSU Cooperative Extension	\$ 8				\$ 95
Elections	\$ 2				\$ 22
Human Resources	\$ 87	10127000 723000	\$ 2,684	\$ 224	\$ 59,017
Drain	\$ 1,233	10127500 723000	\$ 8,991	\$ 749	\$ 234,175
Prosecuting Attorney	\$ 284	10126700 723000	\$ 9,283	\$ 774	\$ 202,460
Register of Deeds	\$ 99	10126800 723000	\$ 1,957	\$ 163	\$ 76,686
Sheriff- Road Patrol	\$ 12,100	10130100 723000	\$ 2,782	\$ 232	\$ 1,139,263
Court Security	\$ 612				\$ 7,344
Sheriff Traffic					
Drive MI Safely Task Force					
Sheriff Jail	\$ 9,674	10135100 723000	\$ 431	\$ 36	\$ 897,480
Animal Shelter	\$ 419	10143000 723000	\$ 1,613	\$ 134	\$ 59,108
DPW	\$ 75	10144100 723000	\$ 492	\$ 41	\$ 11,923
Medical Examiner	\$ 104				\$ 1,249
Veterans Affair	\$ 49	10168200 723000	\$ 1,288	\$ 107	\$ 43,855
Planning	\$ 58	10172100 723000	\$ 1,788	\$ 149	\$ 34,126
Expenses TOTAL -GF	\$ 27,197		\$ 51,803	\$ 4,317	\$ 3,891,497
EMS Fund	\$ 19,067	21065100 723000	\$ 6,622	\$ 552	\$ 1,051,101
FOC Fund - Family Counseling					
FOC Fund	\$ 337	21514100 723000	\$ 3,504	\$ 292	\$ 273,444
Health Fund	\$ 3,211	22160100 723000	\$ 14,666	\$ 1,222	\$ 368,944
Safe Havens Grant	\$ 1	23816800 723000	\$ 23	\$ 2	\$ 558
Byrne Grant	\$ -			\$ -	\$ -
Family Support Grant	\$ 31	23826717 723000	\$ 1,125	\$ 94	\$ 22,581
Seat Belt Enforcement	\$ 83		\$ -	\$ -	\$ 996
EECBG Grant	\$ -			\$ -	\$ -
Drive MI Safely Task Force	\$ -				\$ -
Mental Health Court Grant	\$ 92	23916800 723000	808	\$ 67	\$ 23,494
Family Depend Treatment Grant	\$ -			\$ -	\$ -
Adult Drug Court Grant - MDCGP	\$ -				\$ -

Adult Drug Court Grant - OHSP	\$	-		\$	-	\$	-
Juvenile Drug Court - MDCGP	\$	-		\$	-	\$	-
Swift & Sure Sanctions Grant	\$	-					
Crime Victims Rights Grant	\$	22	23926718 723000	\$	397	\$	33
						\$	11,167
						\$	-
Secondary Road Patrol Grant	\$	409					\$
County Curvey & Remon.			24527800 723000	\$	30	\$	3
261 911 Fund	\$	582	26132500 723000	\$	2,825	\$	235
Comm Corr	\$	38	27536200 723000	\$	830	\$	69
MI Works	\$	74	27774300 723000	\$	2,074	\$	173
Child Care Fund	\$	192					\$
Building & Safety	\$	1,133	54237100 723000	\$	8,438	\$	703
Airport Fund	\$	321	58105400 723000	\$	827	\$	69
Transportation Fund	\$	4,736	58853800 723000	\$	6,343	\$	529
Transportation Fund JARC grant	\$	-					\$
Building Srvs Fund	\$	2,577	63126500 723000	\$	4,849	\$	404
Information Tech	\$	236	63622800 723000	\$	7,294	\$	608
MotorPool	\$	111	66126300 723000	\$	321	\$	27
	\$	-				\$	-
	\$	60,450		\$	112,779	\$	9,398
						\$	6,960,084

ORG	OBJ	PROJECT	ACCOUNT DESCRIPTION	TYPE	ORIGINAL APPROP
10126717	999000		TR OUT	E	78,373
10130106	999000		TR OUT	E	139,129
10196600	999001		APPR 517	E	68,198
10196600	999002		APPR 292	E	1,140,101
10196600	999003		APPR 290	E	9,000
10196600	999004		APPR 221	E	438,689
10196600	999005		APPR 403	E	667,500
10196600	999006		APPR 215	E	644,064
10196600	999008		APPR 275	E	56,871
21065100	999000		TR OUT	E	787,908
25522300	999000		TR OUT	E	5,700
29368900	999000		TR OUT	E	60,000
58105400	999000		TR OUT	E	127,668
					4,223,201

ORG	OBJ	ACCOUNT TYPE	ORIGINAL APPROP
101	699000	TRANSFR R	26,450
10164800	699000	TRANSFR R	287,770
10168200	699000	TRANSFR R	80,000
21514100	699000	TRANSFR R	644,064
22160100	699101	TR IN 101 R	438,689
23826717	699000	TRANSFR R	78,373
23930106	699000	TRANSFR R	139,129
27536200	699000	TRANSFR R	52,874
29067000	699000	TRANSFR R	9,000
29266200	699101	TR IN 101 R	790,101
29266300	699101	TR IN 101 R	350,000
51744100	699000	TRANSFR R	72,648
63622800	699403	TR IN 403 R	275,500

REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
78,373	0.00	0.00	0.00	78,373	0.00
139,129	0.00	0.00	0.00	139,129	0.00
68,198	0.00	0.00	0.00	68,198	0.00
1,140,101	0.00	0.00	0.00	1,140,101	0.00
9,000	0.00	0.00	0.00	9,000	0.00
438,689	0.00	0.00	0.00	438,689	0.00
667,500	0.00	0.00	0.00	667,500	0.00
644,064	0.00	0.00	0.00	644,064	0.00
56,871	0.00	0.00	0.00	56,871	0.00
787,908	0.00	0.00	0.00	787,908	0.00
5,700	0.00	0.00	0.00	5,700	0.00
60,000	0.00	0.00	0.00	60,000	0.00
127,668	0.00	0.00	0.00	127,668	0.00
4,223,201					

REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
26,450	0.00	0.00	0.00	26,450	0.00
287,770	0.00	0.00	0.00	287,770	0.00
80,000	0.00	0.00	0.00	80,000	0.00
644,064	0.00	0.00	0.00	644,064	0.00
438,689	0.00	0.00	0.00	438,689	0.00
78,373	0.00	0.00	0.00	78,373	0.00
139,129	0.00	0.00	0.00	139,129	0.00
52,874	0.00	0.00	0.00	52,874	0.00
9,000	0.00	0.00	0.00	9,000	0.00
790,101	0.00	0.00	0.00	790,101	0.00
350,000	0.00	0.00	0.00	350,000	0.00
72,648	0.00	0.00	0.00	72,648	0.00
275,500	0.00	0.00	0.00	275,500	0.00

Information Technology	From Account No.	To Account No.	Budgeted Appropriation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Transfer from Funds listed below from line-item -943.010 Computer Charges to IT - CIS Division															
Board of Commissioners	10110100 943010	61610100 676100	29,423	2,452	2,452	2,452	2,452	2,452	2,452	2,452	2,452	2,452	2,452	2,452	2,452
Probation - Circuit Court	10115100 943010	63615100 676100	48,117	4,010	4,010	4,010	4,010	4,010	4,010	4,010	4,010	4,010	4,010	4,010	4,010
Central Services - Judicial Center	10116800 943010	63616800 676100	345,636	28,803	28,803	28,803	28,803	28,803	28,803	28,803	28,803	28,803	28,803	28,803	28,803
County Administrator	10117200 943010	63617200 676100	11,632	969	969	969	969	969	969	969	969	969	969	969	969
County Clerk	10121500 943010	63621500 676100	18,988	1,582	1,582	1,582	1,582	1,582	1,582	1,582	1,582	1,582	1,582	1,582	1,582
General Fund	10122800 943002	63622800 699000	0	0	0	0	0	0	0	0	0	0	0	0	0
Purchasing	10123300 943010	63623300 676100	4,904	409	409	409	409	409	409	409	409	409	409	409	409
Treasurer	10125300 943010	63625300 676100	36,209	3,017	3,017	3,017	3,017	3,017	3,017	3,017	3,017	3,017	3,017	3,017	3,017
Equalization	10125700 943010	63625700 676100	14,712	1,226	1,226	1,226	1,226	1,226	1,226	1,226	1,226	1,226	1,226	1,226	1,226
Co-op Extension	10126100 943010	63626100 676100	3,536	295	295	295	295	295	295	295	295	295	295	295	295
Elections	10126200 943010	63626200 676100	4,276	356	356	356	356	356	356	356	356	356	356	356	356
Prosecutor	10126700 943010	63626700 676100	82,001	6,833	6,833	6,833	6,833	6,833	6,833	6,833	6,833	6,833	6,833	6,833	6,833
Register of Deeds	10126800 943010	63626800 676100	54,512	4,543	4,543	4,543	4,543	4,543	4,543	4,543	4,543	4,543	4,543	4,543	4,543
Personnel	10127000 943010	63627000 676100	17,163	1,430	1,430	1,430	1,430	1,430	1,430	1,430	1,430	1,430	1,430	1,430	1,430
Drain	10127500 943010	63627500 676100	45,930	3,828	3,828	3,828	3,828	3,828	3,828	3,828	3,828	3,828	3,828	3,828	3,828
Sheriff	10130100 943010	63730100 676100	89,013	7,418	7,418	7,418	7,418	7,418	7,418	7,418	7,418	7,418	7,418	7,418	7,418
Jail	10135100 943010	63635100 676100	75,952	6,329	6,329	6,329	6,329	6,329	6,329	6,329	6,329	6,329	6,329	6,329	6,329
Animal Shelter	10143000 943010	63643000 676100	12,829	1,069	1,069	1,069	1,069	1,069	1,069	1,069	1,069	1,069	1,069	1,069	1,069
DPW	10144100 943010	63644100 676100	2,451	204	204	204	204	204	204	204	204	204	204	204	204
Medical Examiner	10164800 943010	63664800 676100	1,824	152	152	152	152	152	152	152	152	152	152	152	152
Veteran's	10168200 943010	63668200 676100	11,004	917	917	917	917	917	917	917	917	917	917	917	917
Planning	10172100 943010	63672100 676100	10,435	870	870	870	870	870	870	870	870	870	870	870	870
Total General Fund			920,547	76,712	76,712	76,712	76,712	76,712	76,712	76,712	76,712	76,712	76,712	76,712	76,712
EMS	21065100 943010	63665100 676100	109,004	9,084	9,084	9,084	9,084	9,084	9,084	9,084	9,084	9,084	9,084	9,084	9,084
Friend of Court	21514100 943010	63614100 676100	73,558	6,130	6,130	6,130	6,130	6,130	6,130	6,130	6,130	6,130	6,130	6,130	6,130
Health Department	22160100 943010	63660100 676100	149,182	12,432	12,432	12,432	12,432	12,432	12,432	12,432	12,432	12,432	12,432	12,432	12,432
Family Support	23826717 943010	63626717 676100	5,531	461	461	461	461	461	461	461	461	461	461	461	461
Sheriff Road Patrol	23930106 943010	63630106 676100	3,649	304	304	304	304	304	304	304	304	304	304	304	304
Reg of Deeds Automation Fund	25626801 943010	63626801 676100	14,142	1,179	1,179	1,179	1,179	1,179	1,179	1,179	1,179	1,179	1,179	1,179	1,179
911 Operations	26132500 943010	63632500 676100	84,274	7,023	7,023	7,023	7,023	7,023	7,023	7,023	7,023	7,023	7,023	7,023	7,023
Community Corrections	27536200 943010	63636200 676100	9,180	765	765	765	765	765	765	765	765	765	765	765	765
Michigan Works!	27774300 943010	63674300 676100	22,579	1,882	1,882	1,882	1,882	1,882	1,882	1,882	1,882	1,882	1,882	1,882	1,882
Building Inspections	54237100 943010	63637100 676100	32,710	2,726	2,726	2,726	2,726	2,726	2,726	2,726	2,726	2,726	2,726	2,726	2,726
Airport Fund	58105400 943010	63605400 676100	4,904	409	409	409	409	409	409	409	409	409	409	409	409
LETS	58853800 943010	63653800 676100	22,637	1,886	1,886	1,886	1,886	1,886	1,886	1,886	1,886	1,886	1,886	1,886	1,886
Building & Grounds	63126500 943010	63626500 676100	8,610	718	718	718	718	718	718	718	718	718	718	718	718
Car Pool	66126300 943010	63626300 676100	2,452	204	204	204	204	204	204	204	204	204	204	204	204
GIS			0	0	0	0	0	0	0	0	0	0	0	0	0
Total Other Funds			542,412	45,201	45,201	45,201	45,201	45,201	45,201	45,201	45,201	45,201	45,201	45,201	45,201
Total All Funds			1,462,959	121,913	121,913	121,913	121,913	121,913	121,913	121,913	121,913	121,913	121,913	121,913	121,913

Information Technology	From Account No.	To Account No.	Budgeted Appropriation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Transfer from Funds listed below from															

line-item -943.020 Software Charges to IT - CIS Division

Board of Commissioners	10110100 943020	61610100 676100	5,844	487	487	487	487	487	487	487	487	487	487	487	487	487
Probation - Circuit Court	10115100 943020	63615100 676100	9,780	815	815	815	815	815	815	815	815	815	815	815	815	815
Central Services - Judicial Center	10116800 943020	63616800 676100	204,058	17,005	17,005	17,005	17,005	17,005	17,005	17,005	17,005	17,005	17,005	17,005	17,005	17,005
County Administrator	10117200 943020	63617200 676100	12,123	1,010	1,010	1,010	1,010	1,010	1,010	1,010	1,010	1,010	1,010	1,010	1,010	1,010
County Clerk	10121500 943020	63621500 676100	10,710	893	893	893	893	893	893	893	893	893	893	893	893	893
Purchasing	10123300 943020	63623300 676100	889	74	74	74	74	74	74	74	74	74	74	74	74	74
Treasurer	10125300 943020	63625300 676100	28,764	2,397	2,397	2,397	2,397	2,397	2,397	2,397	2,397	2,397	2,397	2,397	2,397	2,397
Equalization	10125700 943020	63625700 676100	20,773	1,731	1,731	1,731	1,731	1,731	1,731	1,731	1,731	1,731	1,731	1,731	1,731	1,731
Co-op Extension	10126100 943020	63626100 676100	2,223	185	185	185	185	185	185	185	185	185	185	185	185	185
Elections	10126200 943020	63626200 676100	889	74	74	74	74	74	74	74	74	74	74	74	74	74
Prosecutor	10126700 943020	63626700 676100	36,101	3,008	3,008	3,008	3,008	3,008	3,008	3,008	3,008	3,008	3,008	3,008	3,008	3,008
Register of Deeds	10126800 943020	63626800 676100	4,599	383	383	383	383	383	383	383	383	383	383	383	383	383
Personnel	10127000 943020	63627000 676100	10,524	877	877	877	877	877	877	877	877	877	877	877	877	877
Drain	10127500 943020	63627500 676100	33,884	2,824	2,824	2,824	2,824	2,824	2,824	2,824	2,824	2,824	2,824	2,824	2,824	2,824
Sheriff	10130100 943020	63730100 676100	88,258	7,355	7,355	7,355	7,355	7,355	7,355	7,355	7,355	7,355	7,355	7,355	7,355	7,355
Jail	10135100 943020	63635100 676100	47,906	3,992	3,992	3,992	3,992	3,992	3,992	3,992	3,992	3,992	3,992	3,992	3,992	3,992
Animal Shelter	10143000 943020	63643000 676100	2,667	222	222	222	222	222	222	222	222	222	222	222	222	222
Veteran's	10168200 943020	63668200 676100	4,223	352	352	352	352	352	352	352	352	352	352	352	352	352
Planning	10172100 943020	63672100 676100	3,790	316	316	316	316	316	316	316	316	316	316	316	316	316
Total General Fund			528,005	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000
EMS	21065100 943020	63665100 676100	46,653	3,888	3,888	3,888	3,888	3,888	3,888	3,888	3,888	3,888	3,888	3,888	3,888	3,888
Friend of Court	21514100 943020	63614100 676100	16,271	1,356	1,356	1,356	1,356	1,356	1,356	1,356	1,356	1,356	1,356	1,356	1,356	1,356
Health Department	22160100 943020	63660100 676100	27,214	2,268	2,268	2,268	2,268	2,268	2,268	2,268	2,268	2,268	2,268	2,268	2,268	2,268
Family Support	23826717 943020	63626717 676100	889	74	74	74	74	74	74	74	74	74	74	74	74	74
Sheriff Road Patrol	23930106 943020	63630106 676100	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Reg of Deeds Automation Fund	25626801 943020	63626801 676100	69,723	5,810	5,810	5,810	5,810	5,810	5,810	5,810	5,810	5,810	5,810	5,810	5,810	5,810
911 Operations	26132500 943020	63632500 676100	286,620	23,885	23,885	23,885	23,885	23,885	23,885	23,885	23,885	23,885	23,885	23,885	23,885	23,885
Community Corrections	27536200 943020	63636200 676100	1,778	148	148	148	148	148	148	148	148	148	148	148	148	148
Michigan Works!	27774300 943020	63674300 676100	4,890	408	408	408	408	408	408	408	408	408	408	408	408	408
Building Inspections	54237100 943020	63637100 676100	14,578	1,215	1,215	1,215	1,215	1,215	1,215	1,215	1,215	1,215	1,215	1,215	1,215	1,215
Airport Fund	58105400 943020	63605400 676100	889	74	74	74	74	74	74	74	74	74	74	74	74	74
LETS	58853800 943020	63653800 676100	9,125	760	760	760	760	760	760	760	760	760	760	760	760	760
Building & Grounds	63126500 943020	63626500 676100	1,334	111	111	111	111	111	111	111	111	111	111	111	111	111
Car Pool	66126300 943020	63626300 676100	889	74	74	74	74	74	74	74	74	74	74	74	74	74
GIS				0	0	0	0	0	0	0	0	0	0	0	0	0
Total Other Funds			480,853	40,071	40,071	40,071	40,071	40,071	40,071	40,071	40,071	40,071	40,071	40,071	40,071	40,071
Total All Funds			1,008,858	84,072	84,072	84,072	84,072	84,072	84,072	84,072	84,072	84,072	84,072	84,072	84,072	84,072

Information Technology	From Account No.	To Account No.	Budgeted Appropriation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Transfer from Funds listed below from line-item -851.000 Phone Charges to IT - for Phone Costs															



LIVINGSTON COUNTY ADMINISTRATION
304 E. Grand River, Suite 203
Howell, Michigan 48843-2323
<http://co.livingston.mi.us/administration/>

Cindy Catanach
Finance Officer

(517) 540-8727
(517) 546-7266 Fax

ccatanach@co.livingston.mi.us

DATE: January 24, 2014
TO: BOARD OF COMMISSIONERS
FROM: CINDY CATANACH, FINANCE OFFICER
RE: 2014 SYSTEMATIC TRANSFER OF FUNDS

Attached for your consideration and approval is a resolution to systematically transfer monies between funds. The resolution authorizes the County Treasurer to make the appropriate journal entries to effectuate the transfers in accordance with the attached schedule.

The following transfers have been previously authorized by the Livingston County Board of Commissioners through the adoption of the 2014 Budgets. Included in the transfers are the General Fund Appropriations, Direct Services (Internal Service Funds), Indirect Costs (Cost Allocation charges), and Miscellaneous Operating Capital.

Requests for transfers and/or billings are received from the numerous County departments continuously throughout the course of the year to fund their operations and it is desirable to implement a systematic process to transfer monies between funds, eliminate duplication of effort and to create an efficient/effective procedure.

I am available to discuss this resolution in advance of the Finance Committee meeting should you have any questions.

RESOLUTION

NO: 2014-02-039

LIVINGSTON COUNTY

DATE: February 3, 2014

RESOLUTION TO APPROVE APPOINTMENTS TO THE COMMUNITY MENTAL HEALTH AUTHORITY BOARD - Board of Commissioners

WHEREAS, representatives' seats on the Community Mental Health Authority have expired and/or been vacated; and

WHEREAS, the following appointment has been recommended:

COMMUNITY MENTAL HEALTH AUTHORITY BOARD

Gary McIntosh term expires 12/31/16

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the appointment and expiration date referenced above.

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**MOVED:
SECONDED:
CARRIED:**

Date: December 19, 2013

TO: Livingston County Board of Commissioners

RE: Request for Appointment to Livingston County Community Mental Health Board

Dear Sirs,

Thank you for considering me to fill the vacancy on the Livingston County CMH Authority Board.

I have been a resident of Livingston County for 17 years. I have seen the growth the community has experienced and the progressive nature of government and services as well. I feel a certain civic pride and civic duty. Hopefully my life experiences will contribute in a positive way to the duties and responsibilities of the board of commissioners.

I have owned and operated a successful business for 30 years. I am proud to have success in a marriage of 32 years and 2 children. Both require budget, finance, cooperation, compromise and sometimes difficult decisions.

I have a Bachelor of Science Building Construction '75 from Michigan State University. Currently I hold a Builders License from the State of Michigan which I use at various times to obtain permits etc. at differing city governments. I have also furthered my education by attending seminars and receiving various certificates in the construction industry.

I am a member of N.A.M.I. of Livingston and attend support group meetings regularly with my wife. My son is currently a consumer at Community Mental Health of Livingston. The help and services he receives is priceless. I am keenly aware of the need for quality assistance for the mentally ill and am prepared to "lend a helping hand" as best I am able.

Again, thank you for your consideration.

Sincerely,

Gary J. McIntosh

RESOLUTION

NO:

2014-02-040

LIVINGSTON COUNTY

DATE:

February 3, 2014

RESOLUTION TO APPROVE APPOINTMENTS TO LIVINGSTON COUNTY DEPARTMENT OF PUBLIC WORKS COMMITTEE - BOARD OF COMMISSIONERS

WHEREAS, the terms of representative seats on the following Livingston County Boards and Committees have expired and/or been vacated; and

WHEREAS, the following appointments have been recommended:

DEPARTMENT OF PUBLIC WORKS COMMITTEE

Art McCleerterm expires 12/31/2016

Michael Arensterm expires 12/31/2016

Terry Wilson.....term expires 12/31/2016

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the appointments and expiration dates referenced above.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO: 2014-03-041

LIVINGSTON COUNTY

DATE: February 3, 2014

RESOLUTION TO APPROVE APPOINTMENTS TO THE LIVINGSTON COUNTY PARKS AND OPEN SPACE ADVISORY COMMITTEE - BOARD OF COMMISSIONERS

WHEREAS, the term of numerous representative seats on the Livingston County Parks and Open Space Advisory Committee have or will expire; and

WHEREAS, the following appointments have been recommended:

PARKS & OPEN SPACE ADVISORY COMMITTEE		
MEMBER	STATUS	TERM EXPIRATION
MIKE ARENS	RE-APPOINTMENT	12/31/14
CHRIS FOLTS	RE-APPOINTMENT	12/31/14
HISTORICAL ADVISORY COMMITTEE REPRESENTATIVE	RE-APPOINTMENT	12/31/14
GARY EDWARDS	RE-APPOINTMENT	12/31/14
BILL CALL	RE-APPOINTMENT	12/31/14
BILL RUBIN	RE-APPOINTMENT	12/31/14

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the appointments and expiration dates referenced above.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO: 2014-02-042

LIVINGSTON COUNTY

DATE: February 3, 2014

RESOLUTION TO CREATE AND APPOINT MEMBERS TO A SPECIAL BOARD COMMITTEE TO COORDINATE THE DEVELOPMENT OF THE JAIL IMPROVEMENT - Board of Commissioners

WHEREAS, the need for improvement of the jail has been well documented; and

WHEREAS, a Feasibility Study for Livingston County Jail Expansion Master Plan has been prepared by RQAW Consulting Engineers & Architects and Byce & Associates, Inc. dated May 31, 2013; and

WHEREAS, as in the past, the Chairwoman of the Board of Commissioners has appointed a Special Committee to facilitate the development process; and

WHEREAS, the Rules of the Livingston County Board of Commissioners provides the authority of the Chairwoman of the Board to create and appoint members to Special Committees.

WHEREAS, Chairwoman of the Board of Commissioners, Carol Griffith, has determined the need to create a special committee to coordinate the expansion of the Jail and has appointed Commissioners Parker, Lawrence and Domas as well as Judge Brennan and John Evans to serve on this committee.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby concurs with the Board Chairman's creation of a special committee to coordinate the improvement of the Jail and the appointment of Commissioners Parker, Lawrence and Domas as well as Judge Brennan and John Evans thereto.

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**MOVED:
SECONDED:
CARRIED:**



LIVINGSTON COUNTY, MICHIGAN

LIVINGSTON COUNTY BOARD OF COMMISSIONERS

304 E. Grand River Avenue - Suite 201 - Howell MI 48843

CAROL S. GRIFFITH, CHAIRWOMAN
STEVEN E. WILLIAMS, VICE-CHAIRMAN

TEL: (517) 546-3520
FAX: (517) 546-7266

MEMORANDUM

TO: LIVINGSTON COUNTY BOARD OF COMMISSIONERS

FROM: CAROL S. GRIFFITH - CHAIRWOMAN

RE: JAIL IMPROVEMENT COMMITTEE

DATE: JANUARY 17, 2014

The need for the jail improvement has been well documented; most recently in the Feasibility Study for Livingston County Jail Expansion Master Plan prepared by RQAW Consulting Engineers & Architects and Byce & Associates, Inc. dated May 31, 2013. Briefly, the existing facility deficiencies include: Lack of capacity, the jail runs at or near capacity all the time; Inadequate number of female beds, special management and segregation beds, medical/mental health beds; lack of visitation space, especially for public defenders and defense attorneys; lack of space to provide programs for the inmates.

As you are aware the Board has already authorized many pre-improvement projects that will assist with transitioning the existing facility with the new improvement and planning for the improvement:

- Renovation of the Intake Control Pod
- Purchase & Installation of Programmable Logic Controllers
- Pre-Construction costs including design work for architect/engineering services, soil testing and RFP for a construction manager.

The jail improvement project is an extremely complex project; the Board of Commissioners need be concerned as to the immediate and long-range impact on services to our clients and the County's fiscal condition. I am creating the Jail Improvement Committee as a subcommittee of Public Safety and Finance to keep the project on task and perform the appropriate policy/operational analysis, at a minimum the following areas:

- Recommend to the Board of Commissioners appropriate policies
 - Jail Bed Utilization Policy
 - Potential contract negotiations with the Office of Federal Detention Trustees for inmate bed leasing
 - Funding options for annual operational costs

- Facility design meets the needs of the users; including clients, internal departments and employees
- Inmate movement within and between the Jail and Judiciary Facility (inmate holding area)
 - Increased use of video / technology
- Project Management

Commissioners assigned to the Jail Improvement Committee are KATE LAWRENCE, DAVE DOMAS and Chaired by DON PARKER. The Chief Judge has appointed JUDGE BRENNAN and Circuit Court Administrator JOHN EVANS to represent the Courts.

Clearly this is a critical assignment essential to the health, safety and welfare and fiscal well-being of the County. Inasmuch as this is a complex issue, it is important that, in order to avoid duplication of effort and conflicts, the Jail Improvement Committee will collaborate with the Public Safety and Finance Committees.

