

# FINANCE COMMITTEE

6/28/2017

304 E. Grand River, Board Chambers, Howell, MI 48843

7:30 AM

## AGENDA

1. **CALL MEETING TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES**
  - A. Minutes of Meeting Dated: June 14, 2017
  - B. Closed Session Minutes Dated: June 14, 2017
4. **TABLED ITEMS FROM PREVIOUS MEETINGS**
5. **APPROVAL OF AGENDA**
6. **CALL TO THE PUBLIC**
7. **RESOLUTIONS FOR CONSIDERATION:**

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**08 Human Resources**  
RESOLUTION AUTHORIZING THE SIGNING OF AN AMENDMENT TO SCHEDULE A TO ADMINISTRATIVE SERVICES CONTRACT REGARDING PRESCRIPTION DRUG ADMINISTRATOR FEES WITH BLUE CROSS BLUE SHIELD OF MICHIGAN

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**09 Central Dispatch**  
RESOLUTION AUTHORIZING REORGANIZATION OF 911-CENTRAL DISPATCH REMOVING THE 911 OPERATIONS MANAGER POSITION – 911 CENTRAL DISPATCH / PUBLIC SAFETY / FINANCE / BOARD OF COMMISSIONERS

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**10 Facility Services**  
RESOLUTION AUTHORIZING THE RENOVATION AND REPLACEMENT OF THE PARKING LOTS AT THE EAST COMPLEX AND A SUPPLEMENTAL APPROPRIATION - Facility Services / Infrastructure & Development / Finance / Board

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**11 Sheriff**  
RESOLUTION AUTHORIZING A 5-YEAR AGREEMENT TO PURCHASE TASER CARTRIDGES FROM AXON AT A COST OF \$5,129 ANNUALLY THROUGH 2021

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**12 Jail**  
RESOLUTION TO ESTABLISH A BUDGET FOR THE NEW COMMISSARY FUND WHICH WAS CREATED BY RESOLUTION 2017-05-094 – SHERIFF / PUBLIC SAFETY / FINANCE / BOARD

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- 13. REPORTS**
- A. United Way, ALICE Report
  - B. Revenue Forecast Committee Presentation
  - C. Annual Report - Register of Deeds
  - D. Annual Report - Facility Services
- 14. CLAIMS**
- 15. PREAUTHORIZED**
- 16. CALL TO THE PUBLIC**
- 17. ADJOURNMENT**

# MEETING MINUTES

LIVINGSTON COUNTY

**JUNE 14, 2017 – 7:30 A.M.**

ADMINISTRATION BUILDING - BOARD CHAMBERS  
304 E. Grand River Avenue, Howell, MI 48843

## FINANCE COMMITTEE

- |   |   |   |
|---|---|---|
| <input checked="" type="checkbox"/> COMM. <b>BOB BEZOTTE</b>  | <input checked="" type="checkbox"/> COMM. <b>DAVID DOMAS</b>              | <input checked="" type="checkbox"/> COMM. <b>DOUG HELZERMAN</b> |
| <input checked="" type="checkbox"/> COMM. <b>GARY CHILDS</b>  | <input checked="" type="checkbox"/> COMM. <b>BILL GREEN</b> FINANCE CHAIR | <input checked="" type="checkbox"/> COMM. <b>KATE LAWRENCE</b>  |
| <input checked="" type="checkbox"/> COMM. <b>DENNIS DOLAN</b> | <input checked="" type="checkbox"/> COMM. <b>CAROL GRIFFITH</b>           | <input checked="" type="checkbox"/> COMM. <b>DON PARKER</b>     |

1. **CALL TO ORDER:** Meeting called to order by **COMM. BILL GREEN** at 7:30 AM.
2. **ROLL CALL:**
  - **Present:** Kate Lawrence, William Green, Douglas Helzerman, David Domas, Dennis Dolan, Gary Childs, Robert Bezotte, Donald Parker; Carol Griffith
  - **Absent:** None
3. **CALL TO THE PUBLIC:**
  - Chris Folts, Project at East Complex parking lot. Building Lot improvements will be done consecutively for cost savings and the resolution will be brought to the Infrastructure & Development Committee on June 26<sup>th</sup>.
  - Wes Nakagiri, Hartland resident, rose to address the Commissioners regarding the Hartland Commercial Rehabilitation District No. 1. Distributed a Resolution for consideration with the request that it is added to this agenda for the opportunity for thoughtful debate and discussion to take place.
  - Melissa Gibson, distributed her complaints and recommendations regarding the Livingston County Animal Shelter.
4. **APPROVAL OF MINUTES:**

**A. MINUTES OF MEETING DATED: MAY 24, 2017**

**MOTION TO APPROVE THE MINUTES AS PRESENTED.**  
**MOVED BY: LAWRENCE / SECONDED BY: CHILDS**  
**ALL IN FAVOR - MOTION PASSED**

5. **TABLED ITEMS FROM PREVIOUS MEETINGS:** None.

6. **APPROVAL OF AGENDA:**

**MOTION TO APPROVE THE AGENDA, AS AMENDED.**  
**ADDITION OF THE RESOLUTION PRESENTED BY MR. NAKAGIRI OPPOSING  
THE HARTLAND COMMERCIAL REHABILITATION DISTRICT NO. 1;  
ADDED AS AGENDA ITEM #12**  
**MOVED BY: DOMAS / SECONDED BY: HELZERMAN**  
**DISCUSSION**  
**VOICE VOTE: 6-3-0**  
**MOTION PASSED**

7. **RESOLUTIONS FOR CONSIDERATION:**

8. **BOARD OF COMMISSIONERS:**      **Resolution to Accept the 2016 Livingston County Financial  
Audit – Board of Commissioners / Finance Committee / Full  
Board**

**RECOMMEND MOTION TO THE: BOARD**  
**MOVED BY: DOMAS / SECONDED BY: GRIFFITH**  
**DISCUSSION & PRESENTATION BY PLANTE MORAN**  
**ALL IN FAVOR - MOTION PASSED**

9. **PUBLIC HEALTH:**      **Resolution to Eliminate a Public Health Nurse (PHN) Program  
Coordinator Position (Grade 10) and Create a Public Health Nurse (PHN)  
(Grade 9) Position – Health Department / Health & Human Services /  
Finance / Full Board**

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

10. **PLANNING:**      **Resolution of the Livingston County Commissioners Receipt, Review and File  
the Livingston County 2018-2023 Capital Improvement Plan – Planning /  
Finance / Board**

**RECOMMEND MOTION TO THE: BOARD**  
**MOVED BY: GRIFFITH / SECONDED BY: HELZERMAN**  
**DISCUSSION & PRESENTATION BY ROB STANFORD, PRINCIPAL PLANNER**  
**ALL IN FAVOR - MOTION PASSED**

**11. ADMINISTRATION: Resolution Authorizing an Additional Contribution to MERS – County Administration / General Government / Finance / Board**

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

**12. \*\*ADDED RESOLUTION\*\***

**BOARD OF COMMISSIONERS: RESOLUTION OF REJECTION OF THE HARTLAND COMMERCIAL REHABILITATION DISTRICT NO. 1**

**RECOMMEND MOTION TO THE: BOARD**  
**MOVED BY: DOMAS / SECONDED BY: HELZERMAN**  
**DISCUSSION**  
**ROLL CALL VOTE:**  
**YES: BEZOTTE, DOMAS, GREEN, HELZERMAN, PARKER**  
**NO: CHILDS, DOLAN, GRIFFITH, LAWRENCE**  
**ABSENT: NONE**  
**YES: 5 / NO: 4 / ABSENT: 0**  
**MOTION PASSED**

**13. CLOSED SESSION: DISCUSS PENDING LITIGATION – PRISON LEGAL NEWS**

**MOTION TO RECESS TO CLOSED SESSION AT 8:25 AM**  
**MOVED BY: PARKER / SECONDED BY: HELZERMAN**  
**ROLL CALL VOTE:**  
**YES: LAWRENCE, DOMAS, HELZERMAN, BEZOTTE, GRIFFITH, DOLAN, CHILDS, GREEN; PARKER**  
**NO: NONE / ABSENT: NONE**  
**YES: 9 / NO: 0 / ABSENT: 0**  
**MOTION PASSED**

**MOTION TO RETURN TO OPEN SESSION AT 9:18 AM**  
**MOVED BY: LAWRENCE / SECONDED BY: CHILDS**  
**ALL IN FAVOR – MOTION PASSED**

**MOTION TO AGREE WITH CIVIL COUNSEL’S RECOMMENDATION**  
**MOVED BY: LAWRENCE / SECONDED BY: DOMAS**  
**ALL IN FAVOR - MOTION PASSED**

**MOTION TO RECESS FOR 10 MINUTES:  
MOVED BY: LAWRENCE / SECONDED BY: GRIFFITH  
ALL IN FAVOR - MOTION PASSED  
MEETING RECESSED AT 9:18 A.M. & RECONVENED AT 9:29 A.M.**

**14. REPORTS:**

**A. Emergency Management:**

- Therese Cremonte presented a PowerPoint and distributed an outline (both attached in the agenda packet).

**B. 9-1-1 Central Dispatch:**

- Chad Chewing presented a PowerPoint (attached in the agenda packet) on the activities of the Central Dispatch Center during 2016.

**15. CLAIMS:**

**RECOMMEND MOTION TO THE BOARD TO APPROVE THE MISCELLANEOUS  
CLAIMS DATED: June 14, 2017.  
MOVED BY: CHILDS / SECONDED BY: HELZERMAN  
ALL IN FAVOR - MOTION PASSED**

**16. PREAUTHORIZED:**

**RECOMMEND MOTION TO THE BOARD TO APPROVE THE COMPUTER  
PRINTOUT DATED: 5-25-17 THRU 6-14-17.  
MOVED BY: LAWRENCE / SECONDED BY: GRIFFITH  
ALL IN FAVOR - MOTION PASSED**

**17. CALL TO THE PUBLIC:**

- Wes Nakagiri, Hartland Township resident – addressed the Commissioners stating that he appreciates the opportunity to be heard, this is an important public decision. He expressed that he is grateful for the support, more grateful for the discussion.

**18. ADJOURNMENT:**

**MOTION TO ADJOURN AT 10:28 AM  
MOVED BY: HELZERMAN / SECONDED BY: BEZOTTE  
ALL IN FAVOR - MOTION PASSED**

RESOLUTION

NO: 2017-06-113

LIVINGSTON COUNTY

DATE: June 28, 2017

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**RESOLUTION AUTHORIZING THE SIGNING OF AN AMENDMENT TO SCHEDULE A TO ADMINISTRATIVE SERVICES CONTRACT REGARDING PRESCRIPTION DRUG ADMINISTRATOR FEES WITH BLUE CROSS BLUE SHIELD OF MICHIGAN - Human Resources**

**WHEREAS,** Livingston County contracts with Blue Cross Blue Shield of Michigan to administer health, dental, and prescription drug benefits to its employees and retirees; and

**WHEREAS,** Livingston County has received an Amendment to the Schedule A to the Administrative Services Agreement with Blue Cross Blue Shield of Michigan for Administrative Services related to prescription drug administration; and

**WHEREAS,** this amendment to the Schedule A is a result of Blue Cross Blue Shield of Michigan's negotiation with their prescription drug claim processors Highmark and Express Scripts.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the Board Chair to sign the attached Amendment to Schedule A to Administrative Services Contract Regarding Prescription Drug Administrator Fees after review and approval as to form by civil counsel.

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**MOVED:  
SECONDED:  
CARRIED:**

**AMENDMENT TO SCHEDULE A TO ADMINISTRATIVE SERVICES CONTRACT REGARDING  
PRESCRIPTION DRUG ADMINISTRATOR FEES  
LIVINGSTON COUNTY**

106931

Whereas, pursuant to Group's Administrative Services Contract ("ASC") and Schedule A, BCBSM contracts with Express Scripts and Highmark to negotiate with and obtain prescription drug rebates from pharmaceutical manufacturers and/or perform claims processing services;

Whereas, Highmark retains a portion of the gross rebates collected from drug manufacturers as a rebate administration fee;

Whereas, Express Scripts charges a claim processing fee and retains a portion of the gross rebates collected from drug manufacturers as a rebate administration fee;

Whereas, BCBSM has negotiated a new arrangement with Express Scripts under which BCBSM will transition the administration of certain pharmacy benefit rebates from Highmark to Express Scripts. As a result of this transition, the rebate administration and claims processing fees will be modified, effective January 1, 2017;

Whereas, as part of the new arrangement with Express Scripts, BCBSM will receive a portion of inflation protection payments that Express Scripts receives under separate agreements with pharmaceutical manufacturers that BCBSM will pass on to Group;

Therefore, the terms in Group's applicable Schedule A(s) are amended effective January 1, 2017 as follows:

For prescription drug Claims incurred before January 1, 2017:

The rebate administration fee charged and retained by Express Scripts is \$0.25 per BCBSM clinical formulary Claim.

The rebate administration fee charged and retained by Highmark is up to 5.5% of gross rebates for BCBSM custom formulary, custom select formulary, Part D formulary, specialty drug and medical benefit drug Claims.

For prescription drug Claims incurred after December 31, 2016:

The rebate administration and claims processing fees charged and retained by Express Scripts are (i) 3.8% of gross rebates for BCBSM clinical formulary, custom formulary, custom select formulary, and specialty drug Claims and (ii) 8.2% of gross rebates for Part D formulary drug Claims, including Part D specialty drug Claims.



The rebate administration fee charged and retained by Highmark are up to 5.5% of gross rebates for medical benefit drug Claims.

Notwithstanding the foregoing, rebates for certain prescription drugs on the custom formulary, custom select formulary, Part D formulary and specialty drug list that are incurred after December 31, 2016 may continue to be administered by Highmark for the first half of 2017 during the transition from Highmark to Express Scripts at the rebate administration fee of up to 5.5% of gross rebates.

Pursuant to Express Scripts's Inflation Protection Program, Express Scripts contracts with pharmaceutical manufacturers for inflation protection payments ("IPP") to off-set increases to certain brand drugs. Express Scripts will pay a predetermined portion of the IPP that it receives to BCBSM as set forth in the contract between Express Scripts and BCBSM. Express Scripts contracts for IPP on its own behalf and may realize positive margin between amounts paid to BCBSM and amounts received from pharmaceutical manufacturers. BCBSM will distribute Group's share of the IPP that it receives from Express Scripts based on the total IPP received by BCBSM divided by the total number of brand drug claims multiplied by the number of Group's brand drug claims. IPPs will be distributed to Group through the Customer Savings Refund process.

Group acknowledges that it has had full opportunity to consult with such legal and financial advisors as it has deemed necessary or advisable in connection with its decision knowingly to enter into this Amendment. Group acknowledges that it has had any questions about this Amendment posed to BCBSM fully answered to Group's satisfaction.

**AGREED AND ACCEPTED.**

**BCBSM:**

**GROUP:**

<b>By:</b> (Signature)	<b>By:</b> (Signature)
<b>Name:</b> (Print)	<b>Name:</b> Kate Lawrence (Print)
<b>Title:</b>	<b>Title:</b> Chairwoman, Livingston County Board of Commissioners
<b>Date:</b>	<b>Date:</b>

106931

APPROVED AS TO FORM FOR COUNTY OF LIVINGSTON:  
COHL, STOKER & TOSKEY, P.C.  
By: MATTIS D. NORDEJORD  
On: April 26, 2017

<b>By:</b> (Signature)	<b>By:</b> (Signature)
<b>Name:</b> (Print)	<b>Name:</b> (Print)
<b>Title:</b>	<b>Title:</b>
<b>Date:</b>	<b>Date:</b>

**RESOLUTION**

**NO: 2017-06-114**

**LIVINGSTON COUNTY**

**DATE: June 28, 2017**

**RESOLUTION AUTHORIZING REORGANIZATION OF 911-CENTRAL DISPATCH REMOVING THE 911 OPERATIONS MANAGER POSITION – 911 CENTRAL DISPATCH, PUBLIC SAFETY, FINANCE, BOARD OF COMMISSIONERS**

**WHEREAS,** 911 created an Operations Manager position several years ago to assist with the managing of 911 Central Dispatch under the direction of the 911 Central Dispatch Director/Emergency Manager; and

**WHEREAS,** this role was necessary to help direct the daily operations in the past due to needing supervision on the floor of the dispatch center; and

**WHEREAS,** in 2014, 911 Central Dispatch created a Deputy Director position to oversee the operations of the dispatch center working with the Operations Manager to evaluate and address issues within the dispatch center; and

**WHEREAS,** in 2017, the 911 Director position was revised and duties were focused solely on the 911 Dispatch function; and

**WHEREAS,** in May 2017 the Operations Manager was promoted to 911 Deputy Director and the Operations Manager position is currently vacant; and

**WHEREAS,** with a full time 911 Director and Deputy Director there is not a need to have or fill a 911 Operations Manager position at this time. The 911 Director, after evaluating the needs of the current 911 center, is requesting the removal of the current Operations Manager position from the 911 Dispatch Center.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby removes the 911 Operations Manager position from the 911 - Central Dispatch roster of authorized positions.

32500112	OPERATIONS MANAGER 9	A	0	NU	1.000
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**MOVED:**

**SECONDED:**

**CARRIED:**



**LIVINGSTON COUNTY, MICHIGAN**  
**911 CENTRAL DISPATCH**

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**300 S. Highlander Way, Howell, Michigan 48843**  
**Phone 517.546.4620 Fax 517.546.5008**  
**Web Site: [co.livingston.mi.us](http://co.livingston.mi.us)**

## Memorandum

**To:** Public Safety Committee,  
Finance Committee,  
Board of Commissioners

**From:** Chad Chewning, Director

**Date:** June 12, 2017

**Re:** Elimination of 911 Operations Manager Position

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After the recent reorganization creating a full time 911 Director and 911 Deputy Director, and re-evaluation of current workload and staffing, it has been determined that it is not necessary to have or fill the 911 Operations Manager position.

As Director of Livingston County 911 Central Dispatch, I am requesting the 911 Operations Manager position be eliminated until such a time in the future when workload and staffing levels would require a re-evaluation.

**RESOLUTION**

**NO: 2017-06-115**

**LIVINGSTON COUNTY**

**DATE: June 28, 2017**

**RESOLUTION AUTHORIZING THE RENOVATION AND REPLACEMENT OF THE PARKING LOTS AT THE EAST COMPLEX AND A SUPPLEMENTAL APPROPRIATION – FACILITY SERVICES / INFRASTRUCTURE & DEVELOPMENT / FINANCE / BOARD**

**WHEREAS,** there is a need to replace and renovate the East Complex lots; and

**WHEREAS,** in order to maximize our purchasing power, Facility Services would like to combine our project with the East Complex back parking lot renovations are being performed by the Building Department; and

**WHEREAS,** Allied Building Services Company of Detroit, the lowest bidder for the East back parking lot renovations project and a MiDeal contract holder; will mill, resurface and restripe the front parking lot for a price not to exceed \$217,000 which includes \$35,000 contingency for areas that may need to be removed and replaced after the milling process; and

**WHEREAS,** the total cost of renovations to the back lot will be \$448,835 which includes an extra row of parking with covered carports for the Building Department vehicles, replacement of the existing parking lot, an access gate, fencing, an outdoor hose bib, lighting, and funding for contingency; and

**WHEREAS,** the breakdown of charges for the renovation and replacement of the parking lots at East Complex will be:

Front Lot		Charge to:	Amount
Allied Building Services	\$ 182,000	Facility Services	\$ 182,000
Contingency	\$ 35,000	Facility Services	\$ 35,000
	\$ 217,000		\$ 217,000
Back Lot			
Allied Building Services	\$ 396,935	Facility Services	\$ 86,910
		Building Inspection	\$ 310,025
Contingency	\$ 39,700	Facility Services	\$ 8,700
		Building Inspection	\$ 31,000
Lindhout & Associates	\$ 12,200	Building Inspection	\$ 12,200
	\$ 448,835		\$ 448,835

**WHEREAS,** the Building Department is requesting a FY 2017 budget amendment of \$353,225 and Facility Services is requesting a budget amendment of \$ 67,224 to cover these expenditures; and

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

**WHEREAS,** the back parking lot is intended to be used by the permitting departments.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorize entering into a contract with Allied Building Services Company of Detroit for the replacement of the East Complex front parking lot that includes milling, resurfacing and re-stripping for a cost not to exceed \$217,000 which includes \$35,000 contingency for areas that need to be removed and replaced after the milling process.



East Complex Parking Lot Renovations

<b>Front Lot</b>		Charge to:	Amount
Allied Building Services	\$ 182,000	Facility Services	\$ 182,000
Contingency	\$ 35,000	Facility Services	\$ 35,000
	\$ 217,000		\$ 217,000

<b>Back Lot</b>			
Allied Building Services	\$ 396,935	Facility Services	\$ 86,910
		Building Inspection	\$ 310,025
Contingency	\$ 39,700	Facility Services	\$ 8,700
		Building Inspection	\$ 31,000
Lindhout & Associates	\$ 12,200	Building Inspection	\$ 12,200
	\$ 448,835		\$ 448,835

<b>East Complex Total</b>	\$ 665,835
Facility Services	\$ 312,610
Building Inspection	\$ 353,225

County/City Lot	68401
West Complex	176985
	<u>245386</u>
budget amendment needed	\$ 67,224



**TO:** LIVINGSTON COUNTY BOARD OF COMMISSIONERS

**FROM:** Jim Rowell, Building Official

**DATE:** June 21, 2017

**RE: Rear Parking Lot Reconstruction**

**Background:**

Since 2010, the Building Department motor pool has grown from 3 vehicles to approximately 16 vehicles. The other permitting departments, which includes the Drain Commissioner's Office and the Environmental Health Department have also grown their fleet of vehicles and park in this same lot. The parking in the rear lot of the East complex is very limited and it is often full. It is difficult at certain times to find a place to park. Many of the permitting department employees park their own vehicles in this lot as well to help ensure adequate parking is available for customers and residents in the front parking lot.

Therefore, we are proposing to add 1 additional row in the rear lot and provide a covered carport similar to the design in the included attachment for Building Department vehicles only. This will protect our vehicles, increase their lifespan and re-sale value as well as save resources and time clearing snow from vehicles.

These improvements required approval from the Genoa Township Planning Commission which we have received in 2016. During a project such as this, Genoa's local ordinance requires additional landscaping to be added. In lieu of adding the landscaping, we have negotiated with our approval to replace the existing dilapidate county owned wood stockade fence adjacent to the East line of the county property.

To summarize, this project includes:

1. Fence adjacent to the East end of the parking lot  
This fence runs along the East lot line of the county property in the rear lot. Over the years, we have received many calls from the residents who live along Chilson Road and back up to our parking lot. This county owned fence is almost entirely beyond repair. Facility Services has replaced and repair sections of this fence many times. We propose to change this fence to a maintenance free vinyl fence.
2. This project will also include replacing the exiting candelabra type lights to energy efficient down-lights. We have received complaints from the neighbors over the years regarding the existing candelabra type lights. These lights emits light in a 360 degree pattern and light up the sky. We propose to replace the existing lights with new energy



efficient LED down lights which shine down onto the surface. Facility Service will repurpose these existing lights to the west complex where replacements are needed. Together, the new higher fence and the downlights will significantly improve conditions and address the concerns of the neighbors and satisfy the Genoa Twp. Ordinance requirements.

3. Repaving of the lot:  
A new row will be added. The exiting parking lot in the rear will receive a “mill and fill” process. The asphalt base will be repaired where necessary and the asphalt surface will be re-done and restriped. The Building Inspection Department will cover the cost of the new row of parking for their vehicles and the Facility Services Department will cover the cost of the “mill and fill” of the existing lot.
4. Outdoor hose bib:  
An outdoor faucet will be installed to allow staff to rinse / wash out building department vehicles. This will save time and help retain value in the vehicles.
5. The project will include a gate to restrict access to county employees only. Over the years we have had some problems with vehicle security in this lot.

We are respectfully requesting approval to make these improvements. We have consolidated the project with other county projects to leverage pricing. The Building Department will pay a share of these improvements as they apply to our portion of use. Facility services will pay the additional costs and allocate the charges appropriately. The total cost for the renovations for the back parking lot will be \$448,835. The breakdown of the charges will be as follows:

Allied Building Services	\$ 396,935	Facility Services	\$ 86,910
		Building Inspection	\$ 310,025
Contingency	\$ 39,700	Facility Services	\$ 8,700
		Building Inspection	\$ 31,000
Lindhout & Associates	\$ 12,200	Building Inspection	\$ 12,200
	\$ 448,835		\$ 448,835

As this project was originally planned for 2016, a budget amendment will be required to the Building Inspection 2017 budget to cover this cost. If you have any questions or comments, I would be happy to discuss them. I can be reached at 517-552-6724.

Jim Rowell  
Livingston County Building Official



**LIVINGSTON COUNTY, MICHIGAN**  
**DEPARTMENT OF FACILITY SERVICES**

**420 S Highlander Way, Howell, MI 48843**  
**Phone 517 546-6491 Fax 517 546-0271**  
**Web Site: livgov.com/facilityservices**

**DATE:** June 21, 2017  
**TO:** Livingston County Board of Commissioners  
**FROM:** Chris Folts  
**RE:** Resolution Authorizing Parking Lot Renovations at the East Complex – Facility Services

Facility Services has recognized the need to replace the East Complex parking lot. Although this project was planned for in 2018, to maximize our purchasing power, I would like to combine this project in 2017 with the East Complex back parking lot renovations that are being performed.

Allied Building Services Company of Detroit, the lowest bidder for the East back parking lot renovation project and a MiDeal contract holder; will mill, resurface and restripe the front parking lot for \$ 217,000. This price includes \$35,000 in contingency for areas that may need to be removed and replaced after the milling process. We had planned and budgeted for the replacement of the West Complex front parking lot and the County/City lot for this year but would like to do the East parking lot repairs instead. I will require a budget amendment to my 2017 budget to cover a portion of this project.

As outlined in the cover letter submitted by Jim Rowell, Building Official, the total cost of the renovations to the back lot covered by the Building Inspection Department will be \$ 448,835. As this project was originally planned for 2016, a budget amendment will be required to the Building Inspection 2017 budget to cover this cost.

Therefore, we are requesting that the attached resolution be approved that authorizes the replacement and renovation of the parking lots at the East Complex as follows:

Front Lot		Charge to:	Amount
Allied Building Services	\$ 182,000	Facility Services	\$ 182,000
Contingency	\$ 35,000	Facility Services	\$ 35,000
	\$ 217,000		\$ 217,000
<b>Back Lot</b>			
Allied Building Services	\$ 396,935	Facility Services	\$ 86,910
		Building Inspection	\$ 310,025
Contingency	\$ 39,700	Facility Services	\$ 8,700
		Building Inspection	\$ 31,000
Lindhout & Associates	\$ 12,200	Building Inspection	\$ 12,200
	\$ 448,835		\$ 448,835
<b>East Complex Total</b>			
	\$ 665,835		
Facility Services	\$ 312,610		
Building Inspection	\$ 353,225		

If you have any questions or concerns, please feel free to contact me.

RESOLUTION

NO: 2017-06-117

LIVINGSTON COUNTY

DATE: June 28, 2017

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**RESOLUTION AUTHORIZING A 5-YEAR AGREEMENT TO PURCHASE TASER CARTRIDGES FROM AXON AT A COST OF \$5,129 ANNUALLY THROUGH 2021 – SHERIFF DEPARTMENT / PUBLIC SAFETY / FINANCE / BOARD**

**WHEREAS,** the Livingston County Sheriff's Office has an annual need to purchase Taser cartridges for field deployment as well as for use by Field Services and Jail officers during the annual Taser re-certification training required for every Sergeant and Deputy; and

**WHEREAS,** Axon is the sole supplier of Taser cartridges to the Sheriff's Office; and

**WHEREAS,** Axon has offered to enter into an agreement with the Sheriff's Office that would maintain the cost of 200 Taser cartridges at \$5,129 per year, payable annually through the year 2021; and

**WHEREAS,** the cartridges work with our current devices, thus, making the risk of obsolescence minute as long as we do not change devices; and

**WHEREAS,** absent this agreement, Axon has stated that prices are likely to increase 3% annually; and

**WHEREAS,** assuming a 3% annual increase in cost, the agreement would save \$153.87 in year two, \$312.36 in year three, \$475.60 in year four, and \$643.73 in year five; and

**WHEREAS,** funding for same is available through the Office of the Sheriff's Budget.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves the 5-year agreement to purchase Taser cartridges from Axon at an annual cost of \$5,129 through the year 2021.

**BE IT FURTHER RESOLVED** that the Chairman of the Livingston County Board of Commissioners is hereby authorized to sign all forms, assurances, contracts/agreements, and future amendments for monetary and contract language adjustments related to the above upon review and/or preparation of Civil Counsel.

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MOVED:  
SECONDED:  
CARRIED:



**LIVINGSTON COUNTY, MICHIGAN**  
**DEPARTMENT OF SHERIFF'S OFFICE**

150 S. Highlander Way, Howell, MI 48843  
Phone 540-7988 Fax 552-2542  
Web Site: [co.livingston.mi.us](http://co.livingston.mi.us)

## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Joe McClure**  
**Date: 6/12/2017**  
**Re: RESOLUTION AUTHORIZING A 5-YEAR AGREEMENT  
TO PURCHASE TASER CARTIDGES FROM AXON AT A  
COST OF \$5,129 ANNUALLY THROUGH 2021**

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The Livingston County Sheriff's Office has an annual need to purchase Taser cartridges. In addition to Taser cartridges deployed for field use, Taser cartridges are utilized during the annual Taser re-certification required of every Sheriff's Office Sergeant and Deputy.

Axon is the sole supplier of Taser cartridges to the Sheriff's Office. Axon has offered Livingston County Sheriff's Office to enter into an agreement that would maintain the cost of 200 Taser cartridges at \$5,129 per year, payable annually through the year 2021. The cartridges work with our current devices, thus, making the risk of obsolescence minute as long as we do not change devices.

Absent this agreement, Axon has stated that prices are likely to increase 3% annually. Assuming a 3% annual increase, the agreement would save \$153.87 in year two; \$312.36 in year three; \$475.60 in year four; and \$643.73 in year five for a total savings of \$1,585.56.

We are requesting the Livingston County Board of Commissioners to authorize the Livingston County Sheriff's Office to enter into this five-year agreement to purchase 200 Taser cartridges annually from Axon through 2021 at a cost of \$5,129 per year.

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

RESOLUTION

NO: 2017-06-118

LIVINGSTON COUNTY

DATE: June 28, 2017

**RESOLUTION TO ESTABLISH A BUDGET FOR THE NEW COMMISSARY FUND WHICH WAS CREATED BY RESOLUTION 2017-05-094 – SHERIFF / PUBLIC SAFETY / FINANCE / BOARD**

**WHEREAS,** The Commissary Fund was established within the County’s general ledger by Resolution 2017-05-094; and

**WHEREAS,** there is a need for this newly created Commissary Fund to have a budget for 2017; and

**WHEREAS,** Initial funding for the fund, which will slightly exceed \$200,000, comes from the dissolution of the Jail’s “Rec and Ed” account; and

**WHEREAS,** the Sheriff’s Office is requesting a budget amendment that reflects the following table:

**Org 59535100 – Jail Commissary**

<b>OBJECT</b>	<b>OBJ DESC</b>	<b>Current Budget</b>	<b>Proposed Amendment</b>	<b>Proposed Revised Budget</b>
671000	OTHER REVENUE	\$0	-\$1,850	-\$1,850
671006	COMMISSARY PROCEEDS	\$0	-\$67,000	-\$67,000
726000	SUPPLIES - OFFICE	\$0	\$3,000	\$3,000
729000	PUBLICATIONS & SUBSCRIPTIONS	\$0	\$2,350	\$2,350
730000	POSTAGE / METER FEES	\$0	\$250	\$250
747000	SUPPLIES - OPERATING EQUIPMENT	\$0	\$7,500	\$7,500
819000	OTHER CONTRACT SVS	\$0	\$24,271	\$24,271
931000	EQUIPMENT REPAIR & MAINT.	\$0	\$300	\$300
933000	OFFICE EQUIPMENT R&M	\$0	\$750	\$750
943012	NEW IT HARDWARE/SOFTWARE	\$0	\$800	\$800
956000	MISCELLANEOUS EXPENSE	\$0	\$500	\$500
<b>T O T A L</b>		<b>\$0</b>	<b>-\$29,129</b>	<b>-\$29,129</b>

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves a budget amendment, as set forth in the table above, to the 2017 approved budget for the Commissary Fund.

# # #

MOVED:  
SECONDED:  
CARRIED:



# Memorandum

**To: Livingston County Board of Commissioners**

**From: Joe McClure**

**Date: 6/20/2017**

**Re: RESOLUTION TO ESTABLISH A BUDGET FOR THE NEW  
COMMISSARY FUND WHICH WAS CREATED BY  
RESOLUTION 2017-05-094 – SHERIFF / PUBLIC SAFETY / FINANCE /  
BOARD**

The Commissary Fund (Org 59535100) was recently created by Resolution 2017-05-094, but that Resolution did not fund the newly created account. There is an immediate need to provide a budget for this fund. The initial funding for this fund, which will slightly exceed \$200,000, comes from the dissolution of the Jail's "Rec and Ed" account and transferring that account's balance to the Commissary Fund

The Sheriff's Office is requesting the Livingston County Board of Commissioners to authorize a 2017 budget for the Commissary Fund that reflects the following table:

<b>OBJECT</b>	<b>OBJ DESC</b>	<b>Current Budget</b>	<b>Proposed Amendment</b>	<b>Proposed Revised Budget</b>
671000	OTHER REVENUE	\$0	-\$1,850	-\$1,850
671006	COMMISSARY PROCEEDS	\$0	-\$67,000	-\$67,000
726000	SUPPLIES - OFFICE	\$0	\$3,000	\$3,000
729000	PUBLICATIONS & SUBSCRIPTIONS	\$0	\$2,350	\$2,350
730000	POSTAGE / METER FEES	\$0	\$250	\$250
747000	SUPPLIES - OPERATING EQUIPMENT	\$0	\$7,500	\$7,500
819000	OTHER CONTRACT SVS	\$0	\$24,271	\$24,271
931000	EQUIPMENT REPAIR & MAINT.	\$0	\$300	\$300
933000	OFFICE EQUIPMENT R&M	\$0	\$750	\$750
943012	NEW IT HARDWARE/SOFTWARE	\$0	\$800	\$800
956000	MISCELLANEOUS EXPENSE	\$0	\$500	\$500
<b>TOTAL</b>		<b>\$0</b>	<b>-\$29,129</b>	<b>-\$29,129</b>

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