

# MEETING MINUTES

LIVINGSTON COUNTY

**AUGUST 24, 2015 - 6:00 PM**

ADMINISTRATION BUILDING – BOARD CHAMBERS  
304 E. GRAND RIVER AVENUE, HOWELL, MI 48843

## PUBLIC SAFETY & JUDICIARY COMMITTEE

DAVID DOMAS     **KATE LAWRENCE**     DON PARKER     RON VANHOUTEN

<b>OTHERS:</b>	MIKE MURPHY	JOE SHERIFF FINANCE GUY ???	BILL GREEN
	ERIC SANBORN	CINDY CATANACH	DENNIS DOLAN
	JIM ROWELL	DIANNE MCCORMICK	CHAD CHEWNING
	BILL VAILLIENCOURT	ELAINE BROWN	JONI STIDHAM
	TONY PARUK	BART MAAS	BRIAN JONCKHEERE
	JEFF BOYD	DENYSE SMITH	KEN RECKER
	KEVIN WILKINSON	JENNIFER EBERBACH – LCP	KEN HINTON
	KATHLEEN KLINE-HUDSON	CAROL GRIFFITH	CAROL SUE JONCKHEERE
	ROB SPAULDING	STEVE WILLIAMS	

1. **CALL TO ORDER:** Meeting called to order by: **COMM. LAWRENCE** at **6:05 PM.**
2. **APPROVAL OF MINUTES: MINUTES OF MEETING DATED JULY 27, 2015:**

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

3. **APPROVAL OF AGENDA:**

**MOTION TO APPROVE THE AGENDA, AS MODIFIED: PLANNING SERVICES WITH CITY OF BRIGHTON**  
**MOVED BY: DOMAS / SECONDED BY: PARKER**  
**ALL IN FAVOR - MOTION PASSED**

4. **REPORTS: BUDGET PRESENTATIONS:**

➤ 1. **INTRODUCTION FROM ADMINISTRATION - 6:05 PM – CINDY CATANACH:**

- The following would be budget presentations from the assigned Public Safety and I&D departments.
- Remaining departments will be heard at the September 6<sup>th</sup> General Government Committee and the September 7<sup>th</sup> Finance Committee.

- Main focus will be on the General Fund departments, with Special Revenue & Enterprise Fund departments required to make sure their income covers their expenses.
- **2. PROSECUTOR - 6:10 PM – BILL VAILLIENCOURT:**
- Caseload information was provided to Commissioners, including increases.
  - More cases equal more trials. Commissioner Parker asked for Trial clarification. 10 Circuit Court Trials so far in 2015, with 14 in 2014. Discussion took place regarding the breakdown of Judges assigned.
  - Budget request consistent with last year's.
  - Increases in some areas, as well as decreases in others.
  - Extradition, Family Support and Training being examples of areas of increase.
  - Family Support looking for an additional part-time Administrative Specialist.
  - Out-of-State travel would be going down by \$5,000.
  - Commissioner Domas questioned if there was an increase in OUIL cases. The Prosecutor felt the numbers had been fairly consistent.
- **3. PLANNING - 6:30 PM – KATHLEEN KLINE-HUDSON:**
- Asking for less than 2% over 2015 Budget.
  - Most increases due to Master Plan, including supplies, per diems and advertising.
  - Major Goals: Communication - Economic Development – Visionary Planning.
  - Ron Van Houten questioned whether they were reimbursed when writing grants for other agencies.
- **4. 9-1-1 CENTRAL DISPATCH - 6:50 PM – JEFF BOYD & CHAD CHEWNING:**
- Staffing staying flat and salaries staying the same as 2015.
  - Looking at adding a vehicle to the fleet, however a current vehicle will be paid off, so there will still only be one car payment.
  - Don Parker questioned the use of the new vehicle. Mr. Boyd advised that it was needed for day-to-day 911 business, conferences, etc.
  - Status of back-up 911 Center was brought up by Dave Domas. Mr. Boyd advised that they were trying to decide the best place for a new 911 Center prior to selecting a site for a back-up.
  - Comm. Domas questioned the need for a new center considering the renovations recently made to their current headquarters. Chad Chewning advised that \$1.3 Million was spent on the renovation with all modifications being moveable to a new site if and when selected.
- **EMERGENCY MANAGEMENT – JEFF BOYD & CHAD CHEWNING:**
- Grants and other funding were discussed, as well as Emergency Manager duties involved.
  - Don Parker questioned need for new position and its cost to the General Fund.
  - Jeff Boyd advised that Emergency Management does not necessarily respond to emergencies. Emergency Management consists of: Preparation for National Security Issues, Weather Emergencies, etc. Chad Chewning added that this position was also required to tour every school building in the County.
  - Comm. Parker clarified for Committee members that this was not simply a 1.0 FTE. Currently the position is split 75% 911 and 25% Sheriff. The Sheriff wants the total 1.0 FTE back, so this is more like a 1.75 FTE which translates to about an additional \$300K.

- **5. DRAIN - 7:20 PM – BRIAN JONCKHEERE & KEN RECKER:**
  - The Drain Commissioner provided the Committee with a printout evidencing permit stats, as well as explanation of workload makeup.
  - Department in good shape with maintenance and planning for future.
  - Solid Waste collection results were discussed, which help alleviate need for any future landfill.
  - Would like to see restoration of the Solid Waste Challenge Grants.
  - Personnel issues include reclassification of an administrative assistant, as well as the increase of a part-time admin support position to a full-time.
  - Looking at office renovation in 2016, with possible funding coming from interest from the ??? Fund.
  - Dave Domas questioned any possible future expansion of the Septage Receiving Station.
  - Brian Jonckheere advised that they are at twice the capacity that they expected in what they are sending to Genesee County.
  
- **6. BUILDING - 7:40 PM – JIM ROWELL & ROBERTA BENNETT:**
  - Anticipating staying flat with 2015.
  - Looking at lowering fees for new construction, so looking at a 20% decrease.
  - Cindy Catanach advised that Building, Drain & Health, would be coming forward at a future date for permitting software. They are currently in the process of investigating the different programs available.
  
- **7. SHERIFF - 8:00 PM – MIKE MURPHY & ERIC SANBORN:**
  - Inmate medical looking at a 60% increase.
  - Budget built on 40 US Marshall inmates.
  - Only 10% of capacity of new expansion can be used to house Marshall inmates, which computes to 20 inmates.
  - Special Event monies are essentially funds earned from their contracts for law enforcement services.
  - Food Services looking at some increases, specifically in equipment replacement.
  - Uniform division expenses were discussed, including finger printing machine, cameras, etc.
  - Front offices need updating.
  - Staffing needs were discussed for both the Sheriff's Department and Correction Officers, including overtime issues.
  - Don Parker stated his concern with inmate medical expenses and the need for 24/7 service. The Undersheriff explained that they were hoping to offset the increase by the decrease of hospital trips, etc.
  - Dave Domas questioned where the Board was going with Road Patrol services. Kate Lawrence stated that the people would determine the need for Road Patrol.

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

**6. RESOLUTIONS FOR CONSIDERATION:**

7. **DRAIN:** RESOLUTION AUTHORIZING A JOINT AGREEMENT BETWEEN THE COUNTY OF LIVINGSTON, GREEN OAK TOWNSHIP, HAMBURG TOWNSHIP, AND THE HURON CLINTON METROPARKS AUTHORITY (HCMA) TO PROVIDE FOR THE CONTINUED FUNDING OF OPERATIONAL COSTS FOR THE USGS STREAM GAGING STATION AT MILFORD

RECOMMEND MOTION TO: FINANCE  
MOVED BY: DOMAS / SECONDED BY: PARKER  
ALL IN FAVOR - MOTION PASSED

8. **SHERIFF:** RESOLUTION AUTHORIZING THE SHERIFF DEPARTMENT AND THE COUNTY OF LIVINGSTON TO APPLY FOR AND ENTER INTO CONTRACT WITH THE STATE OF MICHIGAN, OFFICE OF HIGHWAY SAFETY PLANNING FOR FISCAL YEAR 2016 SECONDARY ROAD PATROL AND TRAFFIC ACCIDENT PREVENTION PROGRAM GRANT.

RECOMMEND MOTION TO: FINANCE  
MOVED BY: VAN HOUTEN / SECONDED BY: PARKER  
ALL IN FAVOR - MOTION PASSED

9. **SHERIFF:** RESOLUTION AUTHORIZING A BUDGET AMENDMENT TO THE 2015 APPROVED BUDGET FOR THE SHERIFF DEPARTMENT

RECOMMEND MOTION TO:  
MOVED BY: DOMAS / SECONDED BY: VAN HOUTEN  
ALL IN FAVOR - MOTION PASSED

10. **BUILDING INSPECTION:** RESOLUTION AUTHORIZING THE REORGANIZATION OF THE BUILDING INSPECTION DEPARTMENT

RECOMMEND MOTION TO: FINANCE  
MOVED BY: DOMAS / SECONDED BY: VAN HOUTEN  
ALL IN FAVOR - MOTION PASSED

11. **BUILDING INSPECTION:** RESOLUTION AUTHORIZING THE REMODEL AND FURNITURE REPLACEMENT OF THE BUILDING DEPARTMENT

RECOMMEND MOTION TO: FINANCE  
MOVED BY: DOMAS / SECONDED BY: PARKER  
ALL IN FAVOR - MOTION PASSED

12. **BUILDING INSPECTION:** RESOLUTION AUTHORIZING SPECIAL INSPECTION FEE

RECOMMEND MOTION TO: FINANCE  
MOVED BY: VAN HOUTEN / SECONDED BY: DOMAS  
ALL IN FAVOR - MOTION PASSED

**13. PLANNING: RESOLUTION AUTHORIZING PLANNING SERVICES AGREEMENT WITH CITY OF BRIGHTON.**

**RECOMMEND MOTION TO: FINANCE  
MOVED BY: VAN HOUTEN / SECONDED BY: DOMAS  
ALL IN FAVOR - MOTION PASSED**

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

**15. ADJOURNMENT:**

**MOTION TO ADJOURN AT 8:30  
MOVED BY: DOMAS / SECONDED BY: VAN HOUTEN  
ALL IN FAVOR - MOTION PASSED**

Respectfully Submitted

**CAROL SUE JONCKHEERE**  
RECORDING SECRETARY