

# MEETING MINUTES

LIVINGSTON COUNTY

JANUARY 8, 2014 - 7:30 A.M.

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

## FINANCE COMMITTEE

COMM. DENNIS DOLAN - FINANCE CHAIR

COMM. CAROL GRIFFITH

COMM. WILLIAM GREEN

COMM. DAVID DOMAS

COMM. KATE LAWRENCE

COMM. RON VAN HOUTEN

COMM. DONALD PARKER

COMM. GARY CHILDS

COMM. STEVE WILLIAMS

CINDY CATANACH

LISA BETH HARVEY

LT. JAKRZEWSKI

JENNIFER NASH

JUSTIN AL-IGOE

KURT GRIFFIN

JAMIE PALMER

CHRIS FOLTS

DAVID STOKER

OTHERS:

JENNIFER PALMBOS

TOM CREMONTE

DIANNE MCCORMICK

JEFF BOYD

MIKE MURPHY

TED WESTMEIER

KEVIN WILKINSON

MIKE KENNEDY

BELINDA M. PETERS

1. **CALL TO ORDER:** Meeting called to order by **COMM. DENNIS DOLAN** at 7:35 AM.
2. **ROLL CALL.**
3. **APPROVAL OF MINUTES: MINUTES OF CLOSED SESSION MEETING DATED DECEMBER 11, 2013:**

**MOTION TO APPROVE THE MINUTES, AS MODIFIED:**

**MOVED BY: LAWRENCE/ SECONDED BY: PARKER**

**ALL IN FAVOR – MOTION PASSED**

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

➤ **CONSENT AGENDA:**

**MOTION TO APPROVE THE CONSENT AGENDA.**

**MOVED BY: DOMAS/ SECONDED BY: CHILDS**

**ALL IN FAVOR – MOTION PASSED**

➤ REGULAR AGENDA:

**MOTION TO APPROVE THE CONSENT AGENDA, AS MODIFIED: BY ADDING THE CONSENT AGENDA**  
**MOVED BY: DOMAS / SECONDED BY: LAWRENCE**  
**ALL IN FAVOR – MOTION PASSED**

**6. REPORTS:**

- Comm. Dolan would like to offer a huge thank you from the entire Board to all the employees during the last few days of the snow storm. Our Sheriff, EMS, 911 and Facility Services for conducting their services during such harsh outdoor conditions as well as Administration and Finance for preparing the items needed for this mornings meeting and still conducting County business when the offices were closed.
- Comm. Williams mentioned that the Director of SEMCOG has retired. He is on the search and transition committee and is open to any suggestions of candidates.
- Comm Griffith would like to wish Comm. Dolan Happy Birthday today.

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

**8. CLOSED SESSION: LITIGATION UPDATE AND LABOR RELATIONS: EMS TENTATIVE AGREEMENT**

**MOTION TO RECESS TO CLOSED SESSION AT: 7:45 AM**  
**MOVED BY: PARKER / SECONDED BY: GREEN**  
**MOTION PASSED**

**RETURN TO OPEN SESSION AT: 8:39 AM**

**MOTION TO PROCEED PER ADMINISTRATION/HUMAN RESOURCES SUGGESTION FOR EMS TENTATIVE AGREEMENT**  
**MOVED BY: GRIFFITH / SECONDED BY: LAWRENCE**  
**ALL IN FAVOR – MOTION PASSED**

**9. RESOLUTIONS FOR CONSIDERATION:**

**10. ADMINISTRATION: RESOLUTION AUTHORIZING AN ADDITIONAL CONTRIBUTION TO MERS**

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

**11. DISCUSSION REGARDING JAIL EXPANSION:**

- MIKE KENNEDY OF LINDHOUT PRESENTED THE TIME LINE AND SPECIFICATIONS OF THE PROPOSED JAIL EXPANSION. HE REVIEWED THE CONSTRUCTION TIME LINE AND CONSULTANTS THAT NEED TO BE BROUGHT ON BOARD. MIKE THEN REVIEWED THE LAYOUT OF THE PROPOSED ADDITION AND AREAS THAT WOULD BE ADDED ON TO, RENOVATED AND RESTRUCTURED.
- BELINDA PETERS PRESENTED THE PRE-CONSTRUCTION SUGGESTIONS FOR FUNDING OF THE JAIL EXPANSION. BONDS WOULD BE ONE OPTION, NEED TO VET FURTHER TO SEE IF WE NEED TO SEE TAXABLE OR NONTAXABLE BONDS. US MARSHALL'S OFFICE CONTACTED US REGARDING RENTING BEDS WHICH WOULD ALSO HELP WITH OPERATING COSTS. NEED TO CONTINUE VETTING AND INVESTIGATING ALL AVENUES REGARDING OBTAINING VARIOUS FUNDS, I.E. MILEAGE, TELEPHONE SYSTEM UTILIZING FOR VIDEO CONFERENCING, ETC. OUTLINE PROVIDED FROM PFM GROUP REGARDING THE TIMELINE FOR ISSUING BONDS WOULD BEGIN IN APRIL AND END IN JULY.
- DAVID STOKER – OPTIONS FOR RAISING MILEAGES; THREE OPTIONS - GENERAL, SPECIAL DESIGNATION OR LOCAL UNIT MILEAGE. LOCAL UNIT NOT APPLICABLE FOR FUNDING OF THE JAIL EXPANSION WOULD ONLY RELATE ON LAW ENFORCEMENT SIDE. MORE SPECIFIC DESIGNATED MILEAGE WOULD BE THE BEST ONE. COUNTY WIDE VOTE; MILEAGE FOR UP TO 20 YEARS, USE FOR CONSTRUCTION, OPERATION OF JAIL. LOCKED IN TO UTILIZE THE FUNDS ONLY FOR THAT DESIGNATION – SIMILAR TO WHAT WAS DONE FOR EMS. SWITCHING TO GENERAL MILEAGE, NOT UNUSUAL TO HAVE HEADLEE OVERRIDES TO MAKE UP FOR SHORT ON FUNDS. ALLOCATION TAX BOARD CAN MAKE THIS REQUEST AND CAN BE BROAD TO COVER GENERAL OPERATION PURPOSES. LAST OPTION - FIXED MILEAGE – TAX ALLOCATION BOARD CAN JUST MAKE AN ACROSS THE BOARD INCREASE AND IF DO THAT IT WOULD ELIMINATE THE TAX ALLOCATION BOARD. IF GOING LOOK FOR GENERATING FUNDS, THIS WOULD BE THE BEST WAY TO GO, ELIMINATE THE TAX ALLOCATION BOARD AND FUNDS WOULD BE ABLE TO BE USED FOR ANY PURPOSE. FUNDS WOULD BE DISTRIBUTED BETWEEN TOWNSHIPS, INTERMEDIATE SCHOOL DISTRICT AND COUNTY - NOT TO EXCEED 9.4.
- JAIL OFFICIALS WERE ASKED THEIR OPINIONS: MIKE MURPHY IS ON BOARD WITH CURRENT PLANS AND OUTLINE. TOM CREMONTE SPOKE REGARDING THE DESIGN. NEW DESIGN WILL ASSIST AND REDUCE A LOT OF MOBILITY OF INMATES AND TRANSPORT OF INMATES AROUND THE JAIL AND CREATE A RELIEF ON STAFF. HAVE LOOKED AT A LOT OF FACILITIES. THIS IS THE BEST USE OF NEW TECHNOLOGY AND NEW CONSTRUCTION AND OLD FACILITY.

**12. ADMINISTRATION: RESOLUTION AUTHORIZING PRE-CONSTRUCTION COSTS ASSOCIATED WITH THE EXPANSION OF THE LIVINGSTON COUNTY JAIL FACILITY**

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

13. **HUMAN RESOURCES:** RESOLUTION AMENDING RESOLUTION NO 2012-04-120 TO ALLOW UNUSED SICK TIME TO BE PAID INTO A HEALTH CARE SAVINGS PLAN AT RETIREMENT ONLY

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

14. **CENTRAL DISPATCH:** RESOLUTION AUTHORIZING A TWO-YEAR EXTENSION OF THE COMSOURCE INC. 800 MHZ RADIO SERVICE AND PREVENTIVE MAINTENANCE CONTRACT

RECOMMEND MOTION TO THE: BOARD  
YEAS: CHILDS, DOLAN, DOMAS, GRIFFITH, GREEN, LAWRENCE, PARKER, WILLIAMS, VANHOUTEN  
NAYS: NONE  
MOTION: PASSED

15. **MI WORKS!:** RESOLUTION RETAINING THE WORKFORCE DEVELOPMENT COUNCIL (LIVINGSTON COUNTY MICHIGAN WORKS!) AT THE CERTIFIED ONE-STOP OPERATOR FOR CALENDAR 2014

RECOMMEND MOTION TO THE: BOARD  
YEAS: CHILDS, DOLAN, DOMAS, GRIFFITH, GREEN, LAWRENCE, PARKER, WILLIAMS, VANHOUTEN  
NAYS: NONE  
MOTION: PASSED

16. **FACILITY SERVICES:** RESOLUTION AUTHORIZING A CONTRACT FOR JANITORIAL, MAINTENANCE, AND LAWN CARE WITH COMMUNITY MENTAL HEALTH

RECOMMEND MOTION TO THE: BOARD  
YEAS: CHILDS, DOLAN, DOMAS, GRIFFITH, GREEN, LAWRENCE, PARKER, WILLIAMS, VANHOUTEN  
NAYS: NONE  
MOTION: PASSED

17. **FACILITY SERVICES:** RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN LIVINGSTON COUNTY FACILITY SERVICES AND THE HOWELL CARNEGIE DISTRICT LIBRARY

RECOMMEND MOTION TO THE: BOARD  
YEAS: CHILDS, DOLAN, DOMAS, GRIFFITH, GREEN, LAWRENCE, PARKER, WILLIAMS, VANHOUTEN  
NAYS: NONE  
MOTION: PASSED

18. **PUBLIC HEALTH:** 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

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

19. **PUBLIC HEALTH:** RESOLUTION IN SUPPORT OF THE APPLICATION TO DESIGNATE LIVINGSTON COUNTY AS A "COMMUNITY FOR LIFETIME" AND SUPPORT OF THE LIVINGSTON COUNTY LEADERSHIP COUNCIL ON AGING

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

20. **PUBLIC HEALTH:** RESOLUTION AUTHORIZING OUT-OF-STATE TRAVEL FOR THE HEALTH EDUCATOR TO ATTEND THE SOCIETY FOR PUBLIC HEALTH EDUCATION ANNUAL TRAINING MEETING IN BALTIMORE, MD

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

21. **EMS:** RESOLUTION AUTHORIZING OUT-OF-STATE TRAINING FOR THREE EMS MANAGEMENT STAFF

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

22. **INFORMATION TECHNOLOGY:** 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

RECOMMEND MOTION TO THE: BOARD  
YEAS: CHILDS, DOLAN, DOMAS, GRIFFITH, GREEN, LAWRENCE, PARKER, WILLIAMS, VANHOUTEN  
NAYS: NONE  
MOTION: PASSED

23. **INFORMATION TECHNOLOGY:** RESOLUTION FOR LIVINGSTON COUNTY TO ENTER INTO INTERLOCAL AGREEMENTS WITH LIVINGSTON COUNTY TOWNSHIPS TO EXTEND WEBSITE HOSTING AND INFORMATION TECHNOLOGY SERVICES

RECOMMEND MOTION TO THE: BOARD  INSERT COMMITTEE  
MOVED BY: WILLIAMS / SECONDED BY: PARKER  
ALL IN FAVOR - MOTION PASSED

24. **INFORMATION TECHNOLOGY:** RESOLUTION AUTHORIZING OUT-OF-STATE TRAINING FOR AN INFORMATION TECHNOLOGY DEVELOPER TO ATTEND THE LASERFICHE CONFERENCE, JANUARY 15-18, 2014

RECOMMEND MOTION TO THE: BOARD  
YEAS: CHILDS, DOLAN, DOMAS, GRIFFITH, GREEN, LAWRENCE, PARKER, WILLIAMS, VANHOUTEN  
NAYS: NONE  
MOTION: PASSED

25. **INFORMATION TECHNOLOGY:** 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

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

26. **INFORMATION TECHNOLOGY:** RESOLUTION AUTHORIZING 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

RECOMMEND MOTION TO THE: BOARD  
YEAS: CHILDS, DOLAN, DOMAS, GRIFFITH, GREEN, LAWRENCE, PARKER, WILLIAMS, VANHOUTEN  
NAYS: NONE  
MOTION: PASSED

27. **MISCELLANEOUS CLAIMS**

MOTION TO APPROVE THE MISCELLANEOUS CLAIMS DATED JANUARY 8, 2014.  
MOVED BY: LAWRENCE / SECONDED BY: GRIFFITH  
ALL IN FAVOR - MOTION PASSED

28. **COMPUTER PRINTOUT**

MOTION TO APPROVE THE COMPUTER PRINTOUT JANUARY 8, 2014.  
MOVED BY: VANHOUTEN / SECONDED BY: GRIFFITH  
ALL IN FAVOR - MOTION PASSED

**29. ADJOURNMENT:**

**MOTION TO ADJOURN AT 10:27 AM  
MOVED BY: PARKER / SECONDED BY: GRIFFITH  
ALL IN FAVOR - MOTION PASSED**

Respectfully Submitted

**KELLI HAWORTH**  
RECORDING SECRETARY