

MEETING MINUTES

LIVINGSTON COUNTY

APRIL 3, 2013 - 7:30 A.M.

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

FINANCE COMMITTEE

COMM. DENNIS DOLAN - FINANCE CHAIR

COMM. DAVID DOMAS

COMM. DONALD PARKER

COMM. CAROL GRIFFITH

COMM. KATE LAWRENCE

COMM. GARY CHILDS

COMM. WILLIAM GREEN

COMM. RON VAN HOUTEN

COMM. STEVE WILLIAMS

CHRIS FOLTS

DEBRA KUBITSKEY

JAMIE PALMER

OTHERS:

LT. TOM CREMONTE

MELISSA SCHARRER

JIM DUQUET

TED WESTMEIER

JEFF BOYD

CINDY CATANACH

LT. ERIC SANBORN

KEVIN WILKINSON

JENNIFER NASH

JOE SEWARD

BRIAN JONCKHEERE

LT. JIM LYNCH

BELINDA M. PETERS
DEBBIE WARDEN

1. **CALL TO ORDER:** Meeting called to order by **COMM. DENNIS DOLAN** at 7:31 AM.
2. **ROLL CALL.**
3. **APPROVAL OF MINUTES: MINUTES OF MEETING DATED MARCH 13, 2013:**

MOTION TO APPROVE THE MINUTES, AS PRESENTED.

MOVED BY: VANHOUTEN / SECONDED BY: GRIFFITH

ALL IN FAVOR – MOTION PASSED

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

➤ **CONSENT and REGULAR AGENDA:**

MOTION TO APPROVE THE CONSENT AND REGULAR AGENDA, AS PRESENTED.

MOVED BY: LAWRENCE / SECONDED BY: WILLIAMS

ALL IN FAVOR – MOTION PASSED

6. **REPORTS:** None

7. CALL to the PUBLIC: None.

8. **APPROVAL OF CONSENT AGENDA ITEMS**

MOTION TO APPROVE THE CONSENT AGENDA ITEMS
MOVED BY: CHILDS / SECONDED BY: GREEN
YEAS: CHILDS, DOLAN, GRIFFITH, GREEN, LAWRENCE, PARKER, WILLIAMS, VANHOUTEN
NAYS; NONE; ABSENT; DOMAS
MOTION PASSED

9. **RESOLUTIONS FOR CONSIDERATION:**

10. **DRAIN COMMISSIONER: RESOLUTION AUTHORIZING LIVINGSTON COUNTY TO MAKE APPLICATION FOR A PERMIT TO FULFILL ITS OBLIGATIONS UNDER PHASE II OF THE CLEAN WATER ACT**

RECOMMEND MOTION TO THE BOARD
MOVED BY: CHILDS / SECONDED BY: GREEN
YEAS: CHILDS, DOLAN, GRIFFITH, GREEN, LAWRENCE, PARKER, WILLIAMS, VANHOUTEN
NAYS; NONE; ABSENT; DOMAS
MOTION PASSED

11. **PURCHASING: RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT FOR UNIFORM-CLEANING SERVICES WITH MARCY'S LAUNDRY & DRY CLEANING LLC**

RECOMMEND MOTION TO THE BOARD
MOVED BY: CHILDS / SECONDED BY: GREEN
YEAS: CHILDS, DOLAN, GRIFFITH, GREEN, LAWRENCE, PARKER, WILLIAMS, VANHOUTEN
NAYS; NONE; ABSENT; DOMAS
MOTION PASSED

12. **MICHIGAN WORKS!: RESOLUTION AUTHORIZING A MONTH TO MONTH SUBLEASE BETWEEN THE STATE OF MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGE AND THE COUNTY OF LIVINGSTON FOR SPACE AT THE MICHIGAN WORKS! – LIVINGSTON SERVICE CENTER LOCATED 1240 PACKARD DR., HOWELL, MI**

RECOMMEND MOTION TO THE BOARD
MOVED BY: CHILDS / SECONDED BY: GREEN
YEAS: CHILDS, DOLAN, GRIFFITH, GREEN, LAWRENCE, PARKER, WILLIAMS, VANHOUTEN
NAYS; NONE; ABSENT; DOMAS
MOTION PASSED

13. **EMS: RESOLUTION AUTHORIZING THE PURCHASE OF EMS RADIO EQUIPMENT AND EMERGENCY LIGHTING FOR EMS EMERGENCY RESPONSE VEHICLE**

RECOMMEND MOTION TO THE BOARD
MOVED BY: CHILDS / SECONDED BY: GREEN
YEAS: CHILDS, DOLAN, GRIFFITH, GREEN, LAWRENCE, PARKER, WILLIAMS, VANHOUTEN
NAYS; NONE; ABSENT; DOMAS
MOTION PASSED

14. INFORMATION TECHNOLOGY: RESOLUTION AUTHORIZING A ONE YEAR MAINTENANCE AGREEMENT WITH VMWARE FOR THE COUNTY'S VMWARE SERVICES RENEWAL

**RECOMMEND MOTION TO THE BOARD
MOVED BY: CHILDS / SECONDED BY: GREEN
YEAS: CHILDS, DOLAN, GRIFFITH, GREEN, LAWRENCE, PARKER, WILLIAMS, VANHOUTEN
NAYS; NONE; ABSENT; DOMAS
MOTION PASSED**

15. SHERIFF: RESOLUTION AUTHORIZING THE HIRING OF ONE (1) FULL-TIME ROAD PATROL DEPUTY

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

16. HUMAN RESOURCES: RESOLUTION DESIGNATING LIVINGSTON COUNTY HIPAA HYBRID ENTITY STATUS, APPOINTING A HIPAA PRIVACY OFFICER AND A SECURITY OFFICER, AND DIRECTING ALL DEPARTMENTS THAT HAVE ACCESS TO PROTECTED HEALTH INFORMATION (PHI) TO COMPLY WITH COUNTY POLICIES AND DESIGNATE A SECURITY OFFICIAL AND PRIVACY OFFICIAL AND ACKNOWLEDGE THAT THE SHERIFF HAS AGREED TO ADHERE TO THE COUNTY POLICIES/PROCEDURES

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

17. VETERANS: RESOLUTION AUTHORIZING OUT OF STATE TRAVEL FOR TWO VETERANS BENEFITS COUNSELORS FOR ACCREDITATION TRAINING IN RENO, NV, JUNE 2-8, 2013 AS REQUIRED BY THEIR JOB DESCRIPTIONS

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

18. **PUBLIC HEALTH:** **RESOLUTION AUTHORIZING FILLING THE POSITION OF ONE (1) PART TIME PROGRAM CLERK II DUE TO INCREASED WORK LOAD CREATED BY REDUCTION IN USING VOLUNTEERS**

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

19. **ANIMAL CONTROL:** **RESOLUTION AUTHORIZING FILLING THE POSITION OF ONE (1) PART TIME KENNEL ASSISTANT WITHIN ANIMAL CONTROL DUE TO THE VACANCY CREATED BY A PROMOTION OF A KENNEL ASSISTANT TO ANIMAL CONTROL ASSISTANT**

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

20. **BUILDING SERVICES:** **RESOLUTION AUTHORIZING CAPITAL IMPROVEMENT EXPENDITURE FOR RENOVATION FOR THE EAST COMPLEX ROOF**

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

21. **ADMINISTRATION:** **RESOLUTION AUTHORIZING AN AGREEMENT WITH COHL, STOKER & TOSKEY, PC TO PROVIDE LEGAL SERVICES TO LIVINGSTON COUNTY**

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

- 22. FRIEND OF THE COURT: RESOLUTION APPROVING THE FILLING OF A VACANT FULL TIME ATTORNEY REFEREE POSITION IN THE FRIEND OF THE COURT OFFICE**

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

- 23. DISTRICT COURT: RESOLUTION APPROVING THE FILLING OF A FULL TIME DISTRICT COURT PROBATION OFFICER POSITION IN THE 53RD DISTRICT COURT PROBATION DEPARTMENT**

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

- 24. PROBATE COURT: RESOLUTION TO FILL A VACANT PROBATE COURT RESEARCH ATTORNEY POSITION**

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

- 25. TREASURER: RESOLUTION AUTHORIZING THE LIVINGSTON COUNTY TREASURER TO ESTABLISH 2012 DELINQUENT TAX FUND**

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

26. MISCELLANEOUS CLAIMS

MOTION TO APPROVE THE MISCELLANEOUS CLAIMS DATED MARCH 8 THRU MARCH 28, 2013.

MOVED BY: LAWRENCE / SECONDED BY: CHILDS

ALL IN FAVOR - MOTION PASSED

27. COMPUTER PRINTOUT

MOTION TO APPROVE THE COMPUTER PRINTOUT

MOVED BY: VANHOUTEN / SECONDED BY: GRIFFITH

ALL IN FAVOR - MOTION PASSED

28 EMS: RESOLUTION TO APPROVE NON PRECEDENTIAL LETTER OF UNDERSTANDING WITH THE MICHIGAN ASSOCIATION OF FIREFIGHTERS-EMS

RECOMMEND MOTION TO THE BOARD

MOVED BY: PARKER / SECONDED BY: GRIFFITH

ALL IN FAVOR - MOTION PASSED

28. CLOSED SESSION: PENDING LITIGATION - CALLAHAN

MOTION TO RECESS TO CLOSED SESSION AT: 8:36 AM

MOVED BY: LAWRENCE / SECONDED BY: PARKER

MOTION PASSED

RETURN TO OPEN SESSION AT: 8:52 AM

29. ADJOURNMENT:

MOTION TO ADJOURN AT 8:55 AM

MOVED BY: CHILDS / SECONDED BY: LAWRENCE

ALL IN FAVOR - MOTION PASSED