

MEETING MINUTES

LIVINGSTON COUNTY

JUNE 26, 2013 - 7:30 AM

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

FINANCE COMMITTEE

COMM. **GARY CHILDS**

COMM. **DENNIS DOLAN** - FINANCE CHAIR

COMM. **DAVID DOMAS**

DEBRA KUBITSKEY

JUDGE CAROL SUE READER

JUDGE HATTY

JUDGE DAVID READER

OTHERS: JUDGE SUZANNE GEDDIS

DON ARBIC

JAMIE PALMER

COMM. **BILL GREEN**

COMM. **CAROL GRIFFITH**

COMM. **KATE LAWRENCE**

MELISSA SCHARRER

KEVIN WILKINSON

JENNIFER PALMBOS

RICHARD MALEWICZ

LT. ERIC SANBORN

MARGARET DUNLEAVY

DIANE BOCKHAUSEN

BELINDA PETERS

COMM. **DON PARKER**

COMM. **RON VAN HOUTEN**

COMM. **STEVE WILLIAMS**

JOHN EVANS

MAGISTRATE JAY DRICK

SALLY REYNOLDS

JENNIFER NASH

CINDY CATANACH

SGT. JAKRZEWSKII

DEBBIE WARDEN

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 MEETING DATED JUNE 12, 2013:**

MOTION TO APPROVE THE MINUTES, AS PRESENTED.

MOVED BY: LAWRENCE / SECONDED BY: GRIFFITH

ALL IN FAVOR - MOTION PASSED

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

MOTION TO APPROVE THE AGENDA, AS MODIFIED WITH ADDITION OF REPORT FROM 911
MOVED BY: LAWRENCE / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED

6. REPORTS:

- **PROJECT VISION UPDATE:** Summary of project was presented by Jennifer Nash, Cindy Catanach and Belinda Peters. Training will be from July through December for payroll and human resources. System will be integrated with the ERP system. Start date is January 1, 2014.
- **FINANCIAL UPDATE - GFOA CONFERENCE:** Cindy Catanach gave an overview of what she learned at conference in San Francisco
- **REPORT FROM 911:** Don Arbic explained that producers of a reality show called Siren 911 are looking into filming a burglary that took place in Livingston County. A release was sent to counsel and changes were sent to New York. The company agreed on changes. A resolution will be sent to the Board meeting on July 1, 2013. Consensus was to allow it.

7. CALL TO THE PUBLIC: None.

8. RESOLUTIONS FOR CONSIDERATION:

9. ADMINISTRATION: RESOLUTION AUTHORIZING RENEWAL WITH MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY

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

10. COMMUNITY CORRECTIONS: RESOLUTION AUTHORIZING SUBMISSION OF THE 2014 LIVINGSTON COUNTY COMMUNITY CORRECTIONS GRANT APPLICATION, AGREEMENT AND OTHER SUPPORTING DOCUMENTS

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

11. **PURCHASING: RESOLUTION AUTHORIZING BLANKET PURCHASE ORDERS WITH NORTH EASTERN UNIFORM & EQUIPMENT, INC. FOR UNIFORMS AND UNIFORM EQUIPMENT**

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

12. **REGISTER OF DEEDS: RESOLUTION AUTHORIZING LIVINGSTON COUNTY REGISTER OF DEEDS TO ENTER INTO A REPLICATION SOFTWARE LICENSE AGREEMENT WITH FIDLAR TECHNOLOGIES**

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

13. **CENTRAL DISPATCH: RESOLUTION AUTHORIZING OUT-OF-STATE TRAVEL AND TRAINING FOR THREE (3) COUNTY EMPLOYEES AT THE 2013 SUNGARD PUBLIC SAFETY & JUSTICE CONFERENCE IN NORTH CAROLINA**

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

14. **SHERIFF: RESOLUTION AUTHORIZING THE 2013 MARINE SAFETY PROGRAM GRANT WITH THE STATE OF MICHIGAN DEPARTMENT OF NATURAL RESOURCES GRANTS, CONTRACTS AND CUSTOMER SYSTEMS**

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

15. **SHERIFF: BUDGET AMENDMENT FOR INCREASING THE 2013 APPROVED BUDGET FOR THE SHERIFF DEPARTMENT'S (2) TRAINING FUNDS**

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

16. SHERIFF: FILLING OF (1) FULL TIME CORRECTIONS SERGEANT POSITION

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

17. SHERIFF: FILLING OF (1) PART TIME CORRECTIONS OFFICER FOR THE INMATE WORK PROGRAM

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

18. DISTRICT COURT: RESOLUTION APPROVING THE FILLING OF TWO FULL TIME DEPUTY COURT CLERK POSITIONS IN THE 53RD DISTRICT COURT DEPARTMENT, AND THE SUBSEQUENT FILLING OF TWO PART-TIME DEPUTY COURT CLERK POSITIONS

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

Position is vital for service to the public. Judge Carol Sue Reader shut down court twice due to short staff. Judge David Reader stated that court recorders are needed in the court. He stated that a lot of paperwork goes into a hearing.

Belinda Peters informed the Board that SCAO reported the case load is down 22%, revenues have dropped \$500,000, employees are the same as when they were at their peak and positions are in the budget.

Debra Kubitskey stated you must take into consideration each case load and the counter and phone calls have increased.

19. DISTRICT COURT: RESOLUTION APPROVING THE FILLING OF THREE (3) FULL TIME LAW CLERK POSITIONS IN THE 53RD DISTRICT COURT.

RECOMMEND MOTION TO THE BOARD
MOVED BY: GREEN / SECONDED BY: LAWRENCE
MOTION TO AMEND RESOLUTION TO TWO (2) PART TIME LAW CLERKS
MOVED BY: WILLIAMS / SECONDED BY PARKER NAYS: LAWRENCE, GREEN
MAIN MOTION AS AMENDED: MOTION PASSED NAYS: LAWRENCE, GREEN

Judge Geddis does not have a law clerk assigned to her. District judges will be helping the Circuit court judges. There are no bailiffs in the courts only transport officers.

Belinda Peters stated that SCAO states we have 5.6 officers more than we need and officers should be shared with cases. Magistrate Drick should be sharing research for the judges.

20. MISCELLANEOUS CLAIMS

MOTION TO APPROVE THE MISCELLANEOUS CLAIMS OF JUNE 7 THRU JUNE 19, 2013.

MOVED BY: GRIFFITH / SECONDED BY: LAWRENCE

ALL IN FAVOR - MOTION PASSED

21. COMPUTER PRINTOUT

**MOTION TO APPROVE THE 30-PAGE COMPUTER PRINTOUT DATED JUNE 20, 2013,
IN THE AMOUNT OF \$1,627,189.62**

MOVED BY: LAWRENCE / SECONDED BY: GRIFFITH

ALL IN FAVOR - MOTION PASSED

22. CLOSED SESSION: LEGAL OPINION - McCRIE:

MOTION TO RECESS TO CLOSED SESSION AT: 10:12 AM

MOVED BY: PARKER / SECONDED BY: GRIFFITH

ALL IN FAVOR - MOTION PASSED

RETURN TO OPEN SESSION AT: 10:15 AM

MOVED BY LAWRENCE AND SECONDED BY WILLIAMS TO ACCEPT AGREEMENT

MOTION PASSED

23. ADJOURNMENT:

MOTION TO ADJOURN AT 10:16 AM

MOVED BY: WILLIAMS / SECONDED BY: PARKER

ALL IN FAVOR - MOTION PASSED

DEBBIE WARDEN
RECORDING SECRETARY