

# MEETING MINUTES

LIVINGSTON COUNTY

MAY 14, 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. DAVID DOMAS

COMM. DONALD PARKER

COMM. CAROL GRIFFITH

COMM. KATE LAWRENCE

COMM. GARY CHILDS

COMM. WILLIAM GREEN

COMM. RON VAN HOUTEN

COMM. STEVE WILLIAMS

JOE SEWARD

BRIAN JONCKHEERE

RICHARD MALEWITZ

OTHERS:

DIANE GREGOR

ROBERTA BENNETT

CHRIS FOLTS

SALLY REYNOLDS

MARK JOHNSON

BARB RITCHIE

JENNIFER PALMBOS

DOUG BRITZ

JOHN EVANS

ROB SPAULDING

MARGARET M. DUNLEAVY

DEBBIE WARDEN

1. **CALL TO ORDER:** Meeting called to order by **CHAIRMAN DENNIS DOLAN** at 7:30 AM.
2. **ROLL CALL.**
3. **APPROVAL OF MINUTES: MINUTES OF MEETING DATED APRIL 23, 2014:**

MOTION TO APPROVE THE MINUTES  
MOVED BY: LAWRENCE / SECONDED BY: GREEN  
ALL IN FAVOR – MOTION PASSED

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

- A. CONSENT AGENDA: Res. 10 thru 16
- B. REGULAR AGENDA: Res. 17 thru 25

MOTION TO APPROVE THE CONSENT AGENDA AND REGULAR AGENDA AS PRESENTED.  
MOVED BY: LAWRENCE / SECONDED BY: GREEN  
ALL IN FAVOR – MOTION PASSED

**6. REPORTS:**

- **Human Resources Annual Report:** Jennifer Palmbos gave a handout explaining all the accomplishments for 2013 and goals for the human services department in 2014
- **Facility Services Annual Report:** Chris Folts talked about the custodians, full and part time, what was done in 2013 and what still needs to be done in 2014.
- **Update from Munis User Training:** Roberta Bennett, Diane Gregor and Barb Ritchie spoke regarding their classes they took and how it was a great opportunity for them

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

**8. APPROVAL OF CONSENT AGENDA (Roll Call)**

**MOTION TO APPROVE THE CONSENT AGENDA, AS PRESENTED.**  
**MOVED BY: GREEN / SECONDED BY: WILLIAMS**  
**AYES: GREEN, VANHOUTEN, WILLIAMS, DOLAN, DOMAS, LAWRENCE, CHILDS; NAYS: NONE; ABSENT: PARKER, GRIFFITH**  
**MOTION PASSED**

**9. RESOLUTIONS FOR CONSIDERATION:**

**10. LETS: RESOLUTION AUTHORIZING CAPITAL EXPENDITURE FROM FEDERAL STATE OF GOOD REPAIR GRANT AND ISSUANCE OF A PUCHASE ORDER - L.E.T.S./GENERAL GOVERNMENT/FINANCE/BOARD**

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

**11. AIRPORT: RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO ENTER INTO A GRANT AGREEMENT WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION TO FUND THE**

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

12. AIRPORT: RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO AMEND RESOLUTION 2013-07-190 AND THE AGREEMENT WITH C&S COMPANIES TO INCLUDE CONSTRUCTION ADMINISTRATION SERVICES FOR THE CONSTRUCTION OF THE AIRPORT FUEL FARM -- AIRPORT

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

13. I.T.: RESOLUTION AUTHORIZING ESRI USER CONFERENCE/TRAINING EXPENSES

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

14. I.T.: RESOLUTION AUTHORIZING THE PURCHASE OF SECURITY SWIPE LOCKS AND CAMERAS FOR THE EAST COMPLEX AND ADMINISTRATION BUILDING – GENERAL GOVERNMENT, FINANCE COMMITTEE, BOARD OF COMMISSIONERS / INFORMATION TECHNOLOGY

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

15. I.T.: RESOLUTION AUTHORIZING OUT-OF-STATE TRAVEL FOR THE CHIEF INFORMATION OFFICER TO ATTEND THE GARTNER SECURITY AND RISK MANAGEMENT SUMMIT IN NATIONAL HARBOR, MARYLAND/ COUNTY INFORMATION TECHNOLOGY

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

16. I.T.: RESOLUTION AUTHORIZING A BUDGET AMENDMENT TO TRANSFER FUNDS FROM CAPITAL TO EQUIPMENT– INFORMATION TECHNOLOGY

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

17. HUMAN RESOURCES: RESOLUTION AUTHORIZING THE FILLING OF THE VACANT FULL-TIME PAYROLL CLERK POSITION - HUMAN RESOURCES

RECOMMEND MOTION TO THE BOARD  
MOVED BY: LAWRENCE / SECONDED BY: VANHOUTEN  
MOTION PASSED

18. LETS: RESOLUTION AUTHORIZING THE CREATION OF ONE (1) 29 HOUR PER WEEK DRIVER POSITION - L.E.T.S./GENERAL GOVERNMENT/FINANCE/BOARD

RECOMMEND MOTION TO THE BOARD  
MOVED BY: LAWRENCE / SECONDED BY: WILLIAMS  
MOTION PASSED

19. I.T.: RESOLUTION TO APPROVE THE HIRING OF ONE FULL-TIME HARDWARE TECHNICIAN IN THE LIVINGSTON COUNTY INFORMATION TECHNOLOGY DEPARTMENT TO REPLACE THE RECENT VACANT POSITION AT THE HIRE RATE OF GRADE J - INFORMATION TECHNOLOGY / GENERAL GOVERNMENT COMMITTEE / FINANCE COMMITTEE

RECOMMEND MOTION TO THE BOARD  
MOVED BY: WILLIAMS / SECONDED BY: CHILDS  
MOTION PASSED

20. EQUALIZATION: RESOLUTION TO LEVY 2014 ALLOCATION MILLAGE

RECOMMEND MOTION TO THE BOARD  
MOVED BY: DOMAS / SECONDED BY: WILLIAMS  
MOTION PASSED

21. **DRAIN COMMISSIONER: RESOLUTION TO AUTHORIZE THE ADVANCE OF GENERAL FUND MONIES TO THE LAKE TYRONE SANITARY SEWER DRAIN DRAINAGE DISTRICT FUND 802-8250 TO COVER CERTAIN CURRENT EXPENSES PRIOR TO PROJECT BONDING**

**RECOMMEND MOTION TO THE BOARD**  
**MOVED BY: WILLIAMS / SECONDED BY: GREEN**  
**MOTION PASSED**

22. **CIRCUIT COURT: RESOLUTION AUTHORIZING THE 44TH CIRCUIT COURT TO APPLY FOR FY 2015 FUNDING THROUGH THE SWIFT AND SURE SANCTIONS PROBATION (SSSP) GRANT FROM THE STATE COURT ADMINISTRATIVE OFFICE**

**RECOMMEND MOTION TO THE BOARD**  
**MOVED BY: CHILDS / SECONDED BY: GREEN**  
**MOTION PASSED**

23. **DISTRICT COURT: RESOLUTION AUTHORIZING THE 53RD DISTRICT COURT TO APPLY FOR FY 2015 FUNDING FOR ITS INTENSIVE TREATMENT MENTAL HEALTH COURT FROM THE STATE COURT ADMINISTRATIVE OFFICE**

**RECOMMEND MOTION TO THE BOARD**  
**MOVED BY: LAWRENCE / SECONDED BY: VAN HOUTEN**  
**MOTION PASSED**

24. **DISTRICT COURT: RESOLUTION APPROVING THE APPOINTMENT OF JERRY SHERWOOD AS ATTORNEY/MAGISTRATE FOR THE 53RD DISTRICT COURT**

**RECOMMEND MOTION TO THE BOARD**  
**MOVED BY: VAN HOUTEN / SECONDED BY: LAWRENCE**  
**MOTION PASSED**

25. **CIRCUIT COURT:** RESOLUTION AUTHORIZING A BUDGET AMENDMENT TO THE 2014 APPROVED COURT CENTRAL SERVICES BUDGET TO ADD FEDERAL GRANT AWARDS RECEIVED FROM U.S. DEPARTMENT OF JUSTICE (DOJ) OFFICE OF JUSTICE PROGRAMS (OJP) BUREAU OF JUSTICE ASSISTANCE (BJA) AND THE U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES (HHS), SUBSTANCE ABUSE AND MENTAL HEALTH SERVICES ADMINISTRATION (SAMHSA), JOINT ADULT DRUG COURT SOLICITATION TO ENHANCE SERVICES, COORDINATION AND TREATMENT-CIRCUIT COURT

RECOMMEND MOTION TO THE BOARD  
MOVED BY: VANHOUTEN / SECONDED BY: LAWRENCE  
MOTION PASSED

26. **CLAIMS**

MOTION TO APPROVE THE CLAIMS DATED APRIL 9, 2014  
MOVED BY: LAWRENCE / SECONDED BY: CHILDS  
MOTION PASSED

27. **PAYABLES**

MOTION TO APPROVE THE PAYABLES DATED APRIL 9, 2014  
MOVED BY: WILLIAMS / SECONDED BY: GREEN  
ALL IN FAVOR - MOTION PASSED

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

29. **CLOSED SESSION:**

MOTION TO RECESS TO CLOSED SESSION AT 7:46 AM  
MOVED BY: CHILDS / SECONDED BY: VANHOUTEN  
ALL IN FAVOR - MOTION PASSED

RETURN TO OPEN SESSION AT: 9:35 AM

MOVED BY GREEN AND SECONDED BY VANHOUTEN TO ACCEPT COUNSEL'S RECOMMENDATION  
DOMAS: NAY  
MOTION PASSED

**30. ADJOURNMENT:**

**MOTION TO ADJOURN AT 9:40 AM**  
**MOVED BY: LAWRENCE / SECONDED BY: WILLIAMS**  
**MOTION PASSED**

**DEBBIE WARDEN**  
RECORDING SECRETARY