

MEETING MINUTES

LIVINGSTON COUNTY

JUNE 11, 2014 - 7:30 A.M.

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

FINANCE COMMITTEE

X COMM. DENNIS DOLAN - FINANCE CHAIR
X COMM. DAVID DOMAS
X COMM. DONALD PARKER

X COMM. CAROL GRIFFITH
X COMM. KATE LAWRENCE
X COMM. GARY CHILDS

COMM. WILLIAM GREEN
X COMM. RON VAN HOUTEN
X COMM. STEVE WILLIAMS

OTHERS: KEVIN WILKINSON
CINDY CATANACH
JENNIFER PALMBOS
JENNIFER NASH
JAMIE PALMER
MARK JOHNSON
RENEE SMITH

JEFF BOYD
DEBRA KUBETSKY
JANINE DUNNING
MARGARET DUNLEAVY
MICHELLE LAROSE
MIKE KINASCHUK
ERIC SANBORN

BELINDA M. PETERS
NATALIE HUNT
DANIEL BLOCK
BILL BRICKEY
TOM KEMPA
GREG KELLOGG

1. **CALL TO ORDER:** Meeting called to order by **COMM. DENNIS DOLAN** at 7:30 AM.
2. **ROLL CALL.**
3. **APPROVAL OF MINUTES: MINUTES OF MEETING DATED MAY 28, 2014:**

MOTION TO APPROVE THE MINUTES, AS PRESENTED:
MOVED BY: GRIFFITH / SECONDED BY: WILLIAMS
MOTION PASSED

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

➤ **A. REGULAR AGENDA**

MOTION TO APPROVE THE REGULAR AGENDA, AS PRESENTED:
MOVED BY: GRIFFITH / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED

➤ **B. CONSENT AGENDA**

**MOTION TO APPROVE THE CONSENT AGENDA, AS MODIFIED:
REMOVED FROM CONSENT: RESOLUTION TO WRITE OFF BAD DEBT FOR THE YEAR 2010 - EMS
MOVED BY: DOMAS / SECONDED BY: LAWRENCE
ALL IN FAVOR – MOTION PASSED**

6. REPORTS:

- **Airport Annual Report:** Mark supplied the commissioners with a handout. Saturday is Flag Day, Eagle Scouts planted 200 trees and the final part will be the raising of the flag at 9:00am. There is an open house at the airport on June 28th during the balloon fest with several aviation programs scheduled. Fuel farm will begin next week; this will be a 120 day project. Beginning to Staff for 2015 budget. There will be a seminar in Battle Creek to talk about Airport operations and snow removal. Reviewing options to make U of M flights more efficient. Jet fuel sales are above the 5 year avg. A comparison of May for the past ten years shows 2011 was the lowest year for sales and since then sales have been rising. Pilot population is aging; younger ones are leaving fleet in US at a 1:1 ratio for gain:loss.
- **Drain Commission Annual Report:** Brian Jonckheere reviewed a PowerPoint presentation. Celebrating national porta potty week. Every county is unique in how the drain office operates. The drain office now has 21 FT employees, in the late 90's there were about 25. Discussed Livingston County wetland history. Reviewed roles of the Drain Office, charts on soil erosion Permit Totals, solid waste disposal programs and processes, landfill issues and maintenance. Also, discussed waste water summaries; updated sites; septage receiving station volumes; roles of the past 15 years and how they have changed, and their accomplishments.

7. CALL TO THE PUBLIC: None.

8. CONSENT AGENDA:

**MOTION TO APPROVE THE CONSENT AGENDA , AS MODIFIED:
MOVED BY: DOMAS / SECONDED BY: LAWRENCE
YEAS: CHILDS DOLAN DOMAS GRIFFITH LAWRENCE PARKER WILLIAMS VAN HOUTEN
NAYS: NONE ABSENT: GREEN
MOTION PASSED**

9. RESOLUTIONS FOR CONSIDERATION:

10. EMS: RESOLUTION TO WRITE OFF BAD DEBT FOR THE YEAR 2010-EMS

DISCUSSION: COMM. DOMAS REQUESTS JEFF BOYD TO DISCUSS. J. BOYD STATED THE PERCENTAGE IS WHAT NEEDS TO BE LOOKED AT. WE BILLED ABOUT \$20,000 IN 2005; APPROACHING \$9M IN 2014. EACH YEAR THE PERCENTAGE OF BAD DEBT HAS BEEN AVERAGING ROUGHLY 7%. THESE DEBTS ARE STILL ACTIVELY BEING SOUGHT AFTER. DISCUSSED THE POSSIBILITIES OF SELLING BAD DEBT. THE DECISION OF WHETHER OR NOT TO SELL THE DEBT WOULD REQUIRE A MORE IN-DEPTH DISCUSSION.

RECOMMEND MOTION TO THE BOARD
MOVED BY: VAN HOUTEN / SECONDED BY: CHILDS
YEAS: CHILDS DOLAN GRIFFITH LAWRENCE PARKER WILLIAMS VAN HOUTEN
NAYS: DOMAS ABSENT: WILLIAMS
MOTION PASSED

11. BOARD OF COMMISSIONERS: RESOLUTION TO ACCEPT THE 2013 LIVINGSTON COUNTY FINANCIAL AUDIT - BOARD OF COMMISSIONERS / FINANCE COMMITTEE

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

- **PRESENTATION BY PLANTE MORAN (BILL BRICKEY, DAN BLOCK, AND TOM KEMPA) – PROVIDED HANDOUTS TO COMMISSIONERS**

- **JENNIFER NASH COMMENDED JAMIE PALMER AND KAREN SMITH FOR THEIR DEDICATION TO THEIR JOBS WORKING 10 HOUR DAYS AND SATURDAYS FROM DECEMBER THROUGH MAY.**

12. DISTRICT COURT: RESOLUTION APPROVING THE APPOINTMENT OF DANIELLE WEBB AS PART TIME MAGISTRATE FOR THE 53RD DISTRICT COURT

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

13. SHERIFF: RESOLUTION AUTHORIZING THE 2014 MARINE SAFETY PROGRAM GRANT WITH THE STATE OF MICHIGAN

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

14. **CENTRAL DISPATCH:** **RESOLUTION AUTHORIZING ATTENDANCE TO OUT-OF-STATE TRAINING FOR EMERGENCY MANAGEMENT & SHERIFF DEPARTMENT MULTI-HAZARD EMERGENCY PLANNING FOR SCHOOLS**

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

15. **EMS:** **RESOLUTION APPROVING THE CREATION OF ONE (1) ADDITIONAL FULL TIME QI SUPERVISOR**

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

16. **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 INSTALLATION OF UNDERDRAIN ALONG TAXIWAY ALPHA**

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

17. **AIRPORT:** **RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO ENTER INTO AN AGREEMENT WITH MEAD BROS. EXCAVATING INC. FOR THE INSTALLATION OF TAXIWAY ALPHA UNDERDRAIN AND CLEANOUT OF EXISTING UNDERDRAIN**

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

18. **AIRPORT:** **RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO AMEND RESOLUTION 2013-07-191 AND THE AGREEMENT WITH C&S COMPANIES TO INCLUDE PART TIME CONSTRUCTION OBSERVATION AND CONSTRUCTION ADMINISTRATION SERVICES**

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

19. **AIRPORT: RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO ENTER INTO AN AGREEMENT WITH THE ARTHUR SECUNDA MUSEUM AT CLEARY UNIVERSITY FOR DISPLAY OF ARTWORK AT THE LIVINGSTON COUNTY AIRPORT TERMINAL BUILDING**

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

20. **CLAIMS**

**MOTION TO APPROVE THE CLAIMS DATED JUNE 11, 2014:
MOVED BY: LAWRENCE / SECONDED BY: VAN HOUTEN
ALL IN FAVOR - MOTION PASSED**

21. **PREAUTHORIZED**

**MOTION TO APPROVE THE PREAUTHORIZED DATED MAY 29, 2014 THROUGH JUNE 11, 2014:
MOVED BY: LAWRENCE / SECONDED BY: GRIFFITH
ALL IN FAVOR - MOTION PASSED**

22. **CALL TO THE PUBLIC: NONE.**

23. **ADJOURNMENT:**

**MOTION TO ADJOURN AT 9:58 A.M.
MOVED BY: WILLIAMS / SECONDED BY: GRIFFITH
ALL IN FAVOR - MOTION PASSED**

RESPECTFULLY SUBMITTED

NATALIE HUNT
RECORDING SECRETARY