

MEETING MINUTES

LIVINGSTON COUNTY

AUGUST 28, 2013 - 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

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

OTHERS:

LT. JAKRZEWSKI

UNDERSHERIFF MURPHY

LT. SANBORN

KEVIN WILKINSON

MARK JOHNSON

MELISSA SCHARRER

MIKE KINASCHUK

JENNIFER PALMBOS

CARL PARDON

LT. CREMONTE

JENNIFER NASH

JAMIE PALMER

CINDY CATANACH

ROB SPAULDING

JAMES DUQUET

BELINDA M. PETERS
DEBBIE WARDEN

1. **CALL TO ORDER:** Meeting called to order by **COMM. DENNIS DOLAN** at 7:37 AM.
2. **ROLL CALL.**
3. **APPROVAL OF MINUTES: MINUTES OF MEETING DATED AUGUST 14, 2013:**

MOTION TO APPROVE THE MINUTES, AS PRESENTED.

MOVED BY: LAWRENCE / SECONDED BY: CHILDS

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: CHILDS / SECONDED BY: LAWRENCE

ALL IN FAVOR – MOTION PASSED

6. REPORTS:

Cindy Catanach gave an update of the ERP system that has taken place so far.

Jennifer Nash stated that September is user training month and October the system will go live.

Commissioner Griffith and Williams thanked the staff for their hard work on the project.

7. CALL TO THE PUBLIC: None.

8. CONSENT AGENDA

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

9. RESOLUTIONS FOR CONSIDERATION:

10. CENTRAL DISPATCH: RESOLUTION AUTHORIZING THE INSTALLATION OF AN EMERGENCY POWER SUPPLY FOR THE UNADILLA TOWNSHIP FIRE DEPARTMENT

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

11. CENTRAL DISPATCH: RESOLUTION AUTHORIZING THE REPLACEMENT OF LOW-STRAND COUNT FIBER OPTIC CABLE ALONG MERRILL ROAD

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

12. CENTRAL DISPATCH: RESOLUTION AUTHORIZING THE INSTALLATION OF AN EMERGENCY POWER SUPPLY FOR THE PINCKNEY POLICE DEPARTMENT

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

13. CENTRAL DISPATCH: RESOLUTION AUTHORIZING THE PURCHASE OF KNOX BOXES FOR EMERGENCY ACCESS TO LIVINGSTON COUNTY SCHOOLS

RECOMMEND MOTION TO THE BOARD

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

14. **CENTRAL DISPATCH:** **RESOLUTION AUTHORIZING THE PURCHASE OF TACTICAL BODY ARMOR FOR THE BRIGHTON-HAMBURG TACTICAL TEAM**

RECOMMEND MOTION TO THE BOARD

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

15. **CENTRAL DISPATCH:** **RESOLUTION AUTHORIZING THE PURCHASE OF AIR MONITORING DEVICES FOR LIVINGSTON COUNTY FIRE DEPARTMENTS**

RECOMMEND MOTION TO THE BOARD

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

16. **CENTRAL DISPATCH:** **RESOLUTION AUTHORIZING THE PURCHASE OF SPOTTING SCOPE NIGHT VISION SURVEILLANCE SYSTEMS FOR THE SHERIFF DEPARTMENT TACTICAL TEAM**

RECOMMEND MOTION TO THE BOARD

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

17. **CENTRAL DISPATCH:** **RESOLUTION AUTHORIZING THE PURCHASE OF REPLACEMENT 800 MHZ PUBLIC SAFETY RADIOS**

RECOMMEND MOTION TO THE BOARD

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

18. **CENTRAL DISPATCH:** **RESOLUTION AUTHORIZING A 9-1-1 TELEPHONE SYSTEM MAINTENANCE SERVICE CONTRACT**

RECOMMEND MOTION TO THE BOARD

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

19. **SHERIFF:** **RESOLUTION AUTHORIZING THE SHERIFF DEPARTMENT AND THE COUNTY OF LIVINGSTON TO APPLY FOR AND ENTER INTO CONTRACT WITH THE STATE OF MICHIGAN, OFFICE OF**

HIGHWAY SAFETY PLANNING FOR FISCAL YEAR 2014 SECONDARY ROAD PATROL AND TRAFFIC ACCIDENT PREVENTION PROGRAM GRANT

RECOMMEND MOTION TO THE BOARD

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

20. SHERIFF: RESOLUTION TO APPROVE THE PURCHASING OF A ROBOTIC TOTAL STATION FOR THE LIVINGSTON COUNTY TRAFFIC SAFETY BUREAU

RECOMMEND MOTION TO THE BOARD

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

21. HUMAN RESOURCES: RESOLUTION AMENDING THE LIVINGSTON COUNTY DEFINITION OF A DEPENDENT FOR MEDICAL, DENTAL AND VISION PLANS

RECOMMEND MOTION TO THE BOARD

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

22. HUMAN RESOURCES: RESOLUTION AUTHORIZING THE SIGNING OF AN UPDATED BUSINESS ASSOCIATE AGREEMENT BETWEEN LIVINGSTON COUNTY AND BROWN AND BROWN OF CENTRAL MICHIGAN IN COMPLIANCE WITH HIPAA AS AMENDED BY THE HITECH ACT

RECOMMEND MOTION TO THE BOARD

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

23. HUMAN RESOURCES: RESOLUTION AUTHORIZING THE SIGNING OF AN AMENDMENT TO THE BLUE CROSS BLUE SHIELD OF MICHIGAN ADMINISTRATIVE SERVICES CONTRACT

RECOMMEND MOTION TO THE BOARD

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

24. **SOLID WASTE MANAGEMENT:** **RESOLUTION RECOMMENDING CONSISTENCY WITH THE LIVINGSTON COUNTY SOLID WASTE MANAGEMENT PLAN FOR A TYPE B TRANSFER STATION IN OCEOLA TOWNSHIP**

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

25. **SHERIFF:** **RESOLUTION AUTHORIZING THE PROMOTION OF SERGEANT TO ACTING LIEUTENANT**

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

26. **CENTRAL DISPATCH:** **RESOLUTION AUTHORIZING OUT-OF-STATE TRAVEL AND TRAINING FOR A SUPERVISOR TO ATTEND COMPUTER AIDED DISPATCH SYSTEM ADMINISTRATOR TRAINING**

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

27. **CENTRAL DISPATCH:** **RESOLUTION AUTHORIZING AN AMENDMENT TO THE 911 CENTRAL DISPATCH 2013 BUDGET (GREEN OAK)**

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

28. **CENTRAL DISPATCH:** **RESOLUTION AUTHORIZING AN AMENDMENT TO THE 911 CENTRAL DISPATCH 2013 BUDGET (800 MHZ)**

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

29. **HUMAN RESOURCES:** **RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY DEPARTMENT OF VETERANS AFFAIRS COMMITTEE REGARDING VETERANS COUNSELOR STAFFING**

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

- 30. EMERGENCY MEDICAL SERVICES: RESOLUTION AUTHORIZING JUST CULTURE TRAINING EXPENDITURE FOR LIVINGSTON COUNTY MANAGEMENT STAFF**

RECOMMEND MOTION TO THE BOARD
MOVED BY: GRIFFITH / SECONDED BY: VANHOUTEN
NAYS: DOMAS, PARKER
MOTION PASSED

- 31. FRIEND OF THE COURT: RESOLUTION APPROVING PART-TIME CONCILIATOR POSITION IN THE FRIEND OF THE COURT OFFICE**

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

- 32. PROBATE COURT: RESOLUTION APPROVING THE MODIFICATION OF THE CONTRACT FOR GUARDIANSHIP REVIEW SERVICES BETWEEN THE LIVINGSTON COUNTY PROBATE COURT AND EUNICE KALLIO**

RECOMMEND MOTION TO THE BOARD
MOVED BY: DOMAS / SECONDED BY: LAWRENCE
MOVED BY GRIFFITH AND SECONDED BY PARKER TO MAKE A FRIENDLY AMENDMENT TO BE CONSISTENT WITH BOARD'S POLICY REGARDING MILEAGE
ALL IN FAVOR - MOTION PASSED

- 33. AIRPORT: RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO ENTER INTO AN OFFICE LEASE AGREEMENT WITH SUBURBAN AVIATION FOR OFFICE SPACE IN THE AIRPORT TERMINAL BUILDING**

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

34. MISCELLANEOUS CLAIMS

MOTION TO APPROVE THE MISCELLANEOUS CLAIMS DATED AUGUST 28, 2013.

Moved by: LAWRENCE/ SECONDED BY: VANHOUTEN

ALL IN FAVOR - MOTION PASSED

35. COMPUTER PRINTOUT

MOTION TO APPROVE THE COMPUTER PRINTOUT

Moved by: CHILDS / SECONDED BY: LAWRENCE

ALL IN FAVOR - MOTION PASSED

**Committee recessed at 8:45 a.m.
Committee reconvened at 9:00 a.m.**

It was moved by Commissioner Domas to reopen the agenda for the addition of resolution to replace Accounts payable employee due to retirement. Seconded by Commissioner Green. Motion Passed

**RESOLUTION APPROVING THE FILLING OF A FULL TIME ACCOUNT
ASSISTANT POSITION IN ACCOUNTS PAYABLE - COUNTY
ADMINISTRATION**

36. DISCUSSION: ROAD PATROL

- Moved by Domas to waive the client/attorney privilege communication to discuss in open session. Seconded by Commissioner Williams. Motion passed.
- Dave Stoker, Counsel, stated that this communication is regarding issues related to the Sheriff's office to provide road patrol to townships. It is not a mandated function for the Sheriff to provide routine road patrol.
- Townships, villages and cities can fund their service from their general fund, a millage or a special assessment.
- Undersheriff Murphy met with townships and stated contract pricing is a big issue. They discussed the benefits of writing tickets if they contract with the County. The sheriff can continue to provide service with the current staff.
- Commissioner Griffith suggested that administration make up a committee consisting of a representative from the townships, sheriff's office and board of commissioners. County needs more partnership with townships. Provide the townships with a quarterly report of all calls.
- Consensus was in favor of forming the committee. The sheriff's office is to get all facts and figures for the road patrol including the jail and report back to committee.

MOTION TO ADJOURN AT 11:05 AM

MOVED BY: PARKER/ SECONDED BY: LAWRENCE

ALL IN FAVOR - MOTION PASSED

DEBBIE WARDEN
RECORDING SECRETARY