



# BOARD OF COMMISSIONERS

## REVISED AGENDA

February 20, 2018

7:30 PM

304 E. Grand River, Board Chambers, Howell MI 48843

*"The mission of Livingston County is to be an effective and efficient steward in delivering quality services within the constraints of sound fiscal policy. Our priority is to provide mandated services which may be enhanced and supplemented to improve the quality of life for all who work, reside and recreate in Livingston County."*

Pages

1. CALL MEETING TO ORDER
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3. ROLL CALL
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9. REPORTS
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**12.      CALL TO THE PUBLIC**

**13.      ADJOURNMENT**

LIVINGSTON COUNTY BOARD OF COMMISSIONERS  
REGULAR MEETING, February 5, 2018  
COMMISSIONERS CHAMBERS, 304 E. Grand River, Howell MI 48843

The meeting was called to order by Chairperson Donald Parker at 7:30 p.m.

All rose for the Pledge of Allegiance.

Roll call by the Clerk indicated the presence of a quorum as follows:

Present: Kate Lawrence (1), William Green (2), Douglas Helzerman (4), Donald Parker (5), Robert Bezotte (6), Carol Griffith (7), Dennis Dolan (8) and Gary Childs (9). Absent: David Domas (3).

Also present: Mike Murphy (Sheriff), Kevin Wilkinson (EMS), Jeff Boyd (EMS), Ken Hinton (County Administrator), Rich Malewicz (IT), Richard McNulty (Counsel), Elizabeth Hundley (Clerk) and Amy Kstesich (Deputy Clerk).

Correspondence. It was moved by Commissioner Griffith to receive and place on file the correspondence from Alger County Resolution 2018-01, Eaton County Resolution 18-1-10 and Gratiot County Resolution 18-226. Seconded by Commissioner Childs. 8 yes; 0 no; 1 absent. MOTION CARRIED.

Call to the Public. Dan Wholihan, Livingston County Republican Party Chair, mentioned the filing deadline for those seeking re-election of April 24, 2018 at 4:00 p.m.

Ron Kardos, Sierra Club, stated that he attended the hearing on January 25, 2018, regarding the proposed power plant in Handy Township, where there was opposition. The Sierra Club is attempting to gather more information to educate the public.

Sue Kelly, Sierra Club, invited everyone to attend the next public meeting regarding the proposed power plant in Handy Township. The meeting is scheduled for February 14, 2018, at 7:30 p.m. at the Fowlerville Junior High School.

Jeff Boyd, EMS Director, complimented his staff on achieving 100% compliance on their last random Medicaid audit. He also thanked his paramedics, billing staff and Janine Dunning, Finance Manager EMS, on their outstanding work.

Minutes. It was moved by Commissioner Lawrence that the minutes of the regularly scheduled meetings of January 16, 2018, and January 24, 2018, be approved as printed. Seconded by Commissioner Green. 8 yes; 0 no; 1 absent. MOTION CARRIED.

Tabled Items. None.

Agenda. It was moved by Commissioner Dolan that the agenda be approved as printed. Seconded by Commissioner Bezotte. 8 yes; 0 no; 1 absent. MOTION CARRIED.

Reports. Commissioner Green reported regarding the Substance Use Disorder Oversight Policy Board and a recent email that was sent out to the Commissioners with an attached flyer outlining the issues on the November ballot.

Commissioner Helzerman invited all to attend the upcoming Walk for Warmth being held February 24, 2108, at the old Hartland High School. Registration begins at 8:30 a.m.

Commissioner Parker invited all to attend the State of the County Address scheduled for Monday, March 5, 2018, 6 p.m. at the EMS Building.

Consent Agenda. A motion was made by Commissioner Childs to approve the resolutions on the consent agenda. Seconded by Commissioner Griffith. Roll Call Vote: Yes: Childs, Lawrence, Green, Helzerman, Parker, Bezotte, Griffith, Dolan. No: None; Absent: Domas. 8 yes; 0 no; 1 absent. MOTION CARRIED. Resolutions passed with the consent agenda:

2018-02-014 Resolution To Amend Resolution 2016-07-117 Authorizing Participation In Extending The Public Safety Fiber Optic Network To Putnam Township Fire Department And A Supplemental Appropriation-Emergency Management;

2018-02-015 Resolution Authorizing A Contractual Agreement With Mark Gatesman, To Provide Attorney Services For The Adult Drug Treatment Court-Circuit Court;

2018-02-016 Resolution Authorizing Reclassification Of A Court Security Officer Position–Circuit Court;

2018-02-017 Resolution Approving Appointments Of Tyler Martinez, Jenelle Neubecker, And Roberta Sacharski As Back Up Magistrates For The 53rd District Court-Circuit Court;

2018-02-018 Resolution Authorizing A Three Year Maintenance Agreement With Service Express, Inc. For Hardware Service And Support-Information Technology.

Chairperson Parker presented Resolution 2018-02-019, Resolution Authorizing Livingston County To Participate In The 2018 Statewide Tornado Drill Day–Emergency Management and Commissioner Dolan moved for its adoption. Seconded by Commissioner Helzerman. 8 yes; 0 no; 1 absent. MOTION CARRIED.

Chairperson Parker presented Resolution 2018-02-020 Resolution Amending Resolution #2017-08-137 Authorizing The County Emergency Management Program To Submit Names For Appointment To The Livingston County Local Emergency Planning Committee (LEPC)–Emergency Management and Commissioner Griffith moved for its adoption. Seconded by Commissioner Green. 8 yes; 0 no; 1 absent. MOTION CARRIED.

Chairperson Parker presented Resolution 2018-02-021 Resolution To Approve Appointments To The Livingston Leadership Council On Aging-Board Of Commissioners and Commissioner Lawrence moved for its adoption. Seconded by Commissioner Griffith. 8 yes; 0 no; 1 absent. MOTION CARRIED.

Chairperson Parker presented 2018-02-022 Resolution In Support Of Hosting "The Wall That Heals," A Traveling Memorial Honoring Veterans Of The Vietnam War-Board Of Commissioners and Commissioner Lawrence moved for its adoption. Seconded by Commissioner Bezotte. Discussion. Dale Brewer, MIDAC Chapter 125, addressed the Board and provided a handout. They are seeking photos of Livingston County Veterans who are on the Wall. The Wall be open, 24 hours daily, from August 22, 2018 to August 26, 2018. 8 yes; 0 no; 1 absent. MOTION CARRIED.

Chairperson Parker presented 2018-02-023 Resolution To Approve A Non-Precedent Setting, One Time Only Donation Of Vacation Time By Sheriff's Office Employees Wishing To Participate, To An Employee Within The Sheriff's Office-Sheriff and Commissioner Dolan moved for its adoption. Seconded by Commissioner Green. Discussion. Sheriff Mike Murphy addressed the Board. 8 yes; 0 no; 1 absent. MOTION CARRIED.

Call to the Public. None.

Adjournment. It was moved by Commissioner Helzerman that the meeting be adjourned. Seconded by Commissioner Griffith. 8 yes; 0 no; 1 absent. MOTION CARRIED.

The meeting was adjourned at 7:58 p.m.

Elizabeth Hundley  
Livingston County Clerk

LIVINGSTON COUNTY BOARD OF COMMISSIONERS  
REGULAR MEETING, February 14, 2018  
COMMISSIONERS CHAMBERS, 304 E. Grand River, Howell MI 48843

The meeting was called to order by the Chairperson, Donald Parker, at 7:54 a.m.

All rose for the Pledge of Allegiance.

Roll call by the Clerk indicated the presence of a quorum as follows:

Present: Kate Lawrence (1), William Green (2), David Domas (3), Douglas Helzerman (4), Donald Parker (5), Robert Bezotte (6), Carol Griffith (7) and Dennis Dolan (8).

Absent: Gary Childs (9).

Also present: Ken Hinton (Administration), Cindy Catanach (Finance), Rich Malewicz (IT), Jeff Warder (Undersheriff), Jenny Nash (Treasurer), Roberta Bennett (Purchasing), Kevin Wilkinson (EMS), Natalie Hunt (Board of Commissioners), Adam Smiddy (Veterans) and Elizabeth Hundley (County Clerk).

Call to the Public. None.

Agenda. It was moved by Commissioner Griffith to approve the agenda as printed. Seconded by Commissioner Bezotte. 8 yes; 0 no; 1 absent. MOTION CARRIED.

Claims. It was moved by Commissioner Lawrence to accept the Finance Committee's recommendation for approval of claims dated February 14, 2018. Seconded by Commissioner Griffith. 8 yes; 0 no; 1 absent. MOTION CARRIED.

Payables. It was moved by Commissioner Green to accept the Finance Committee's recommendation for approval of payables from January 25, 2018 thru February 14, 2018. Seconded by Commissioner Griffith. 8 yes; 0 no; 1 absent. MOTION CARRIED.

Call to the Public. None.

Adjournment. It was moved by Commissioner Lawrence that the meeting be adjourned. Seconded by Commissioner Griffith. 8 yes; 0 no; 1 absent. MOTION CARRIED.

The meeting was adjourned at 7:56 a.m.

Elizabeth Hundley  
Livingston County Clerk

RESOLUTION

NO: 2018-02-024

LIVINGSTON COUNTY

DATE: February 20, 2018

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**RESOLUTION AUTHORIZING THE PURCHASE OF DELL MOBILE DATA COMPUTERS**

**WHEREAS,** the Livingston County EMS Department would like authorization to purchase (13) Dell Mobile Data Computers; and

**WHEREAS,** the attached quote lists the description of the Dell Mobile Data Computers that the EMS department would like to purchase; and

**WHEREAS,** the computers are required for patient charting; and

**WHEREAS,** the existing computers have reached the end of their life cycle and are in need of replacement; and

**WHEREAS,** the money to purchase the computers is in the EMS Budget; and

**WHEREAS,** IT has secured the best price following purchasing guidelines for the computers; and

**WHEREAS,** the total cost for (13) Dell Mobile Data Computers for EMS is \$ 33,361.38.

**THEREFORE, BE IT RESOLVED** that the Livingston County Board of Commissioners hereby  
authorizes the purchase of the (13) Dell Mobile Data Computers for the County's EMS  
Department for a cost not exceed \$33,361.38.

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MOVED:  
SECONDED:  
CARRIED:



## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Jeffrey R. Boyd**  
**Date: 01/23/2018**  
**Re: Charting Computer Replacements**

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The EMS department currently has 13 computers that are used to generate electronic patient care records that have reached the end of their life. The bulk of those computers were purchased in February of 2014 or earlier. The replacement of these computers was budgeted for in CY 2018 and EMS has worked with IT to find the best solution and the best price to accomplish the task.

If you have any questions regarding this matter please contact me.



## A quote for your consideration!

Based on your business needs, we put the following quote together to help with your purchase decision. Please review your quote details below, then contact your sales rep when you're ready to place your order.

**Total: \$33,361.38**

<b>Quote number:</b> 3000021053798.1	<b>Quote date:</b> Jan. 5, 2018	<b>Quote expiration:</b> Feb. 4, 2018	
<b>Company name:</b> LIVINGSTON COUNTY	<b>Customer number:</b> 10920868	<b>Phone:</b> (517) 540-8803	<b>Purchase Order:</b> 1700115300
<b>Sales rep information:</b> Tony Travis Tony_Travis@Dell.com (800) 456-3355 Ext: 5138207	<b>Billing Information:</b> LIVINGSTON COUNTY ADMINISTRATION BLDG 304 E GRAND RIVER AVE STE 101 HOWELL MI 48843-2488 US (517) 540-8803		

## Pricing Summary

Item	Qty	Unit Price	Subtotal
Latitude 12 Rugged Extreme 7214	13	\$2,549.07	\$33,137.91
Dell Rugged Stylus and Tether Kit - Latitude Rugged Extreme	13	\$17.19	\$223.47
<b>Subtotal:</b>			\$33,361.38
<b>Shipping:</b>			\$0.00
<b>Environmental Fees:</b>			\$0.00
<b>Non-Taxable Amount:</b>			\$33,361.38
<b>Taxable Amount:</b>			\$0.00
<b>Estimated Tax:</b>			\$0.00
<b>Total:</b>			\$33,361.38

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

## Dear Customer,

Your Quote is detailed below; please review the quote for product and information accuracy. If you find errors or desire certain changes please contact me as soon as possible.

Regards,  
Tony Travis

Order this quote easily online through your [Premier page](#), or if you do not have Premier, using [Quote to Order](#)

## Shipping Group 1

<b>Shipping Contact:</b>	<b>Shipping phone:</b>	<b>Shipping via:</b>	<b>Shipping Address:</b>
INFORMATION TECHNOLOGY	(517) 540-8803	Standard Ground	304 GRAND RIVER AVE STE 101 ADMINISTRATION BLDG HOWELL MI 48843 US

SKU	Description	Qty	Unit Price	Subtotal
	<a href="#">Latitude 12 Rugged Extreme 7214</a>	13	\$2,549.07	\$33,137.91
	<b>Estimated delivery date:</b> Jan. 25, 2018 <b>Contract No:</b> 87AHG <b>Customer Agreement No:</b> 071B6600111			
210-AJRS	Latitude 7214, XCTO	13	-	-
338-BJKC	Intel Core i5-6300U Processor (Dual Core, 3M Cache, 2.40 GHz)	13	-	-
619-ALSQ	Windows 7 Professional English 64bit NB (Includes Windows 10 Pro License, Microsoft Volume License Only)	13	-	-
630-AARX	No Software	13	-	-
631-AAZC	Intel vPro Technologys Advanced Management Features	13	-	-
370-ACDD	8GB (1x8GB) 2133MHz DDR4 Memory	13	-	-
400-ANIO	256GB Mobility Solid State Drive	13	-	-
490-BBTM	Intel [R] Integrated HD Graphics 520	13	-	-
391-BCSF	29.5cm (11.6") HD (1366x768) Touch Display with Microphone Camera with Privacy Shutter	13	-	-
389-BKMY	Regulatory Label, W/GS, No Rubber coating	13	-	-
580-ABYR	Sealed Internal RGB Backlit English Keyboard	13	-	-

570-AADK	No Mouse	13	-	-
555-BCZH	Intel Dual-Band Wireless-AC 8260 Driver	13	-	-
555-BCXB	Intel Dual-Band Wireless-AC 8260 Wi-Fi + BT 4.1 Wireless Card (2x2)	13	-	-
362-BBBB	No Wireless WWAN Card	13	-	-
389-BKOU	Regulatory Label, LAN, GS/NGS, C2	13	-	-
395-BBBG	Antenna, No-Upgrade, 7214	13	-	-
451-BBWO	4-cell (56Wh) Lithium Ion Battery With ExpressCharge	13	-	-
492-BBEM	65W AC Adapter, 3-pin	13	-	-
346-BBXW	No Fingerprint Reader	13	-	-
817-BBBB	No FGA	13	-	-
450-AAEJ	US Power Cord	13	-	-
340-AGIK	Safety/Environment and Regulatory Guide (English/French Multi-language)	13	-	-
340-BEXO	Quick Setup Guide (English)	13	-	-
387-BBFE	Energy Star	13	-	-
328-BBMU	Shipping Box Shuttle for DAO	13	-	-
340-AAFC	System Shipment	13	-	-
332-1286	US Order	13	-	-
389-BKKW	Regulatory label	13	-	-
800-BBGS	BTO Standard Shipment (M)	13	-	-
340-ACQQ	No Option Included	13	-	-
575-BBCH	No Stand included	13	-	-
460-BBEX	No Carrying Case	13	-	-
389-BJUF	Intel Core i5 Vpro Processor Label	13	-	-
340-AATY	Dell Client System Update	13	-	-
340-AATY	Dell Client System Update	13	-	-
340-AAUC	Dell Digital Delivery Cirrus Client	13	-	-
340-AAUC	Dell Digital Delivery Cirrus Client	13	-	-
340-ADFZ	Dell Power Manager	13	-	-

340-ADFZ	Dell Power Manager	13	-	-
422-0007	Dell Data Protection Security Tools Digital Delivery/NB	13	-	-
422-0007	Dell Data Protection Security Tools Digital Delivery/NB	13	-	-
422-0007	Dell Data Protection Security Tools Digital Delivery/NB	13	-	-
422-0052	SW,MY-DELL,CRRS	13	-	-
640-BBDI	Adobe Reader 11	13	-	-
640-BBDI	Adobe Reader 11	13	-	-
640-BBDI	Adobe Reader 11	13	-	-
640-BBEU	Dell Data Protection Protected Workspace	13	-	-
640-BBQC	System Driver, Dell Rugged Extreme 12	13	-	-
658-BBNF	Waves Maxx Audio Royalty	13	-	-
658-BBNF	Waves Maxx Audio Royalty	13	-	-
658-BBNF	Waves Maxx Audio Royalty	13	-	-
658-BCUV	Dell Developed Recovery Environment	13	-	-
658-BCUV	Dell Developed Recovery Environment	13	-	-
451-BBWQ	Rugged Battery Hotswap,7214	13	-	-
389-BDCE	No UPC Label	13	-	-
620-AAOH	No Media	13	-	-
540-BBFB	Express Card Reader (Replaces 8-in-1 Memory Card Reader and one USB 3.0 port)	13	-	-
319-BBEB	Bottom Camera with Flash	13	-	-
340-ACQQ	No Option Included	13	-	-
340-ACQQ	No Option Included	13	-	-
804-0511	ProSupport Plus: Next Business Day Onsite, 1 Year Extended	13	-	-
804-0513	ProSupport Plus: Next Business Day Onsite, 3 Years	13	-	-
975-3461	Dell Limited Hardware Warranty Extended Year(s)	13	-	-
997-6988	Dell Limited Hardware Warranty Initial Year	13	-	-
997-7007	ProSupport Plus: Accidental Damage Service, 4 Years	13	-	-
997-7010	ProSupport Plus: Keep Your Hard Drive, 4 Years	13	-	-

997-7036	ProSupport Plus: 7x24 Technical Support, 4 Years	13	-	-
997-8367	Thank you for choosing Dell ProSupport Plus. For tech support, visit <a href="http://www.dell.com/contactdell">www.dell.com/contactdell</a> or call 1-866-516-3115	13	-	-

SKU	Description	Qty	Unit Price	Subtotal
	<b>Dell Rugged Stylus and Tether Kit - Latitude Rugged Extreme</b>	13	\$17.19	\$223.47
	<b>Estimated delivery date:</b> Jan. 11, 2018			
	<b>Contract No:</b> 87AHG			
	<b>Customer Agreement No:</b> 071B6600111			
750-AAQE	Stylus and Tether for Rugged Extreme notebooks, Customer Kit, ShpW	13	-	-
			<b>Subtotal:</b>	\$33,361.38
			<b>Shipping:</b>	\$0.00
			<b>Environmental Fees:</b>	\$0.00
			<b>Estimated Tax:</b>	\$0.00
			<b>Total:</b>	\$33,361.38

## Important Notes

### Terms of Sale

Unless you have a separate written agreement that specifically applies to this order, your order will be subject to and governed by the following agreements, each of which are incorporated herein by reference and available in hardcopy from Dell at your request: Dell's Terms of Sale ([www.dell.com/learn/us/en/uscorp1/terms-of-sale](http://www.dell.com/learn/us/en/uscorp1/terms-of-sale)), which include a binding consumer arbitration provision and incorporate Dell's U.S. Return Policy ([www.dell.com/returnpolicy](http://www.dell.com/returnpolicy)) and Warranty (for [Consumer warranties](#) ; for [Commercial warranties](#)).

If this purchase includes services: in addition to the foregoing applicable terms, the terms of your service contract will apply ([Consumer](#); [Commercial](#)). If this purchase includes software: in addition to the foregoing applicable terms, your use of the software is subject to the license terms accompanying the software, and in the absence of such terms, then use of the Dell-branded application software is subject to the Dell End User License Agreement - Type A ([www.dell.com/AEULA](http://www.dell.com/AEULA)) and use of the Dell-branded system software is subject to the Dell End User License Agreement - Type S ([www.dell.com/SEULA](http://www.dell.com/SEULA)).

If your purchase is for Mozy, in addition to the foregoing applicable terms, your use of the Mozy service is subject to the terms and conditions located at <https://mozy.com/about/legal/terms>.

You acknowledge having read and agree to be bound by the foregoing applicable terms in their entirety. Any terms and conditions set forth in your purchase order or any other correspondence that are in addition to, inconsistent or in conflict with, the foregoing applicable online terms will be of no force or effect unless specifically agreed to in a writing signed by Dell that expressly references such terms.

### Pricing, Taxes, and Additional Information

All product, pricing, and other information is valid for U.S. customers and U.S. addresses only, and is based on the latest information available and may be subject to change. Dell reserves the right to cancel quotes and orders arising from pricing or other errors. Please indicate any tax-exempt status on your PO, and fax your exemption certificate, including your Customer Number, to the Dell Tax Department at 800-433-9023. Please ensure that your tax-exemption certificate reflects the correct Dell entity name: **Dell Marketing L.P.**

Note: All tax quoted above is an estimate; final taxes will be listed on the invoice.

If you have any questions regarding tax please send an e-mail to [Tax\\_Department@dell.com](mailto:Tax_Department@dell.com).

For certain products shipped to end-users in California, a State Environmental Fee will be applied to your invoice. Dell encourages customers to dispose of electronic equipment properly.

**RESOLUTION**

**NO: 2018-02-025**

**LIVINGSTON COUNTY**

**DATE: February 20, 2018**

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**RESOLUTION AUTHORIZING CAPITAL EXPENDITURE FOR ONE (1) VEHICLE AND SUPPLEMENTAL APPROPRIATION**

**WHEREAS,** the Veteran Services department is requesting a new vehicle to replace a donated van that became unsafe and was decommissioned in 2016; and

**WHEREAS,** the replacement vehicle is a wheelchair accessible 2018 Ford Transit conversion van at a cost not to exceed Forty-Three Thousand Three Hundred and Fifty-Five dollars (\$43,355), including delivery, plus an additional Six Thousand Two Hundred and Ninety-Five dollars (\$6,295) in annual vehicle operating costs; and

**WHEREAS,** the conversion van will be purchased from Mobility TRANS of Canton, MI at government fleet pricing; and

**WHEREAS,** the Veteran Services and Motor Pool departments did not include this vehicle in their respective 2018 budgets; and

**WHEREAS,** a supplemental appropriation is necessary to increase the Veterans Services and Motor Pool budgets by Forty-Nine Thousand Six Hundred and Fifty dollars (\$49,650) each; and

**WHEREAS,** the proposed amendment ensures compliance with the Uniform Budgeting and Accounting Act, as amended.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves and authorizes the Motor Pool Director to purchase one (1) MY 2018 Ford Transit conversion van for Veterans Services from Mobility TRANS of Canton Michigan, at a cost not to exceed Forty-Three Thousand Three Hundred and Fifty-Five dollars (\$43,355) plus an additional Six Thousand Two Hundred and Ninety-Five dollars (\$6,295) to cover the annual operating costs of the vehicle.

**BE IT FURTHER RESOLVED** that the total requested supplemental appropriation for Veterans Services and Motor Pool is Forty Nine Thousand Six Hundred and Fifty dollars (\$49,650)

**BE IT FURTHER RESOLVED** that the new Veteran's vehicle will be leased back to Veteran's Services for a term of 84 months.

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**BE IT FURTHER RESOLVED** that Livingston County Board of Commissioners hereby adopts the Proposed Amended 2018 Budget as follows;

<u>Fund</u>	<u>Amended Budget</u>	<u>Proposed Budget Amendment</u>	<u>Proposed Amended Budget</u>
Motor Pool	\$1,696,544	\$49,650	\$1,746,194
Veterans' Services	\$ 849,940	\$49,650	\$ 899,590

**BE IT FURTHER RESOLVED** that the Budgetary Status Reports showing the line item changes for this supplemental appropriation will be attached as part of this resolution.

**BE IT FINALLY RESOLVED** that the Motor Pool Director is hereby authorized to dispose of the replaced vehicle per the County Purchasing/Disposal Policy.

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MOVED:

SECONDED:

CARRIED:



## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Doug Britz, Transportation Director**  
**Date: 01/30/2018**  
**Re: RESOLUTION AUTHORIZING CAPITAL  
EXPENDITURE FOR ONE (1) VEHICLE AND  
SUPPLEMENTAL APPROPRIATION – Motor Pool /  
Veteran Services / General Government / Finance / Board**

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Attached is a resolution for your consideration and approval for the purchase of one (1) new vehicle for Veteran Services and supplemental appropriation for the Veterans Services and Motor Pool departments.

The Veteran Services department is requesting a new vehicle to replace a donated van that became unsafe due to age and condition and was decommissioned in 2016.

The new vehicle for Veteran's Services will be a 2018 Ford Transit van with all transit vehicle requirements including placement for two wheelchairs, an extended body, and a high roof. The van will be built by Mobility TRANS of Canton, Michigan at a cost not to exceed Forty-Three Thousand Three Hundred and Fifty-Five dollars (\$43,355), plus an additional Six Thousand Two Hundred and Ninety-Five dollars (\$6,295) in operating costs for the remainder of the year (lease costs, fuel, insurance, repair and maintenance) for a total of Forty-Nine Thousand Six Hundred and Fifty dollars (\$49,650).

Mobility TRANS is an approved MDOT bus builder with contracts for Transit buses. They are also a current vendor of L.E.T.S. for replacement buses. The pricing is Government fleet pricing.

A supplemental appropriation is required because the purchase of this vehicle was not included in either the Veterans Services or Motor Pool 2018 approved budgets. Therefore, an increase in both the 2018 Veterans Services and Motor Pool budget of Forty-Nine Thousand Six Hundred and Fifty dollars (\$49,650) is required for the purchase and related operating costs.

Please contact me if you have any questions, my direct phone number is 517-540-7847

RESOLUTION

NO: 2018-02-026

LIVINGSTON COUNTY

DATE: February 20, 2018

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**RESOLUTION AUTHORIZING THE USE OF THE WEX BANK FKA WRIGHT EXPRESS FLEET CARD PROGRAM TO PROVIDE FUEL FOR LIVINGSTON COUNTY MOTOR POOL VEHICLES**

**WHEREAS,** Livingston County currently uses the Wright Express program for which the contract expires on April 1, 2018; and

**WHEREAS,** the State of Michigan (SOM) has an extendable contract with WEX Bank, formerly known as Wright Express, which offers benefits to the County that include numerous service locations, no fees and an increased rebate; and

**WHEREAS,** we will continue to have pre-purchase controls, web-based tracking and reporting features for the Livingston County fleet management functions; and

**WHEREAS,** the SOM contract period is until September 30, 2020, and contains up to three (3) additional one-year renewal options; and

**WHEREAS,** funding for same has been allocated and approved as part of the departmental budget.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes use of the WEX Bank Fleet Card Program for County fleet functions by piggybacking on the State of Michigan (SOM) contract # 071B7700171 until September 30, 2020 with up to three (3) additional one-year renewal options subject to the availability of appropriated funds.

**BE IT FURTHER RESOLVED** that the Chairman of the Livingston County Board of Commissioners is authorized to sign all forms, assurances, contracts/agreements, renewals and future amendments for monetary and contract language adjustments related to the above as prepared by Civil Counsel.

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MOVED:  
SECONDED:  
CARRIED:



**LIVINGSTON COUNTY, MICHIGAN**  
**MOTOR POOL DEPARTMENT**

**3950 W. Grand River Ave.**  
**Howell, MI 48855**

**Phone 517-540-7847 Fax 517-546-5088**

**Web Site: [www.livgov.com/carpool/Pages/default.aspx](http://www.livgov.com/carpool/Pages/default.aspx)**

## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Doug Britz, Motor Pool Director**  
**Date: January 25, 2018**  
**Re: RESOLUTION AUTHORIZING THE USE OF THE WEX BANK FKA WRIGHT EXPRESS FLEET CARD PROGRAM TO PROVIDE FUEL FOR LIVINGSTON COUNTY MOTOR POOL VEHICLES – GENERAL GOVERNMENT/ FINANCE/ BOARD**

Attached for your review and approval is a resolution to authorize piggybacking from the State of Michigan Contract (071B7700171) with WEX Bank, formerly known as Wright Express, for fleet card services using the Speedway Rebate Program. Motor Pool has been utilizing a similar program with Wex Bank via the National Joint Powers Alliance (NJPA) contract which expires on April 1, 2018. All aspects of the program will remain the same with the exception of an increase in our current rebate of 1% at non-speedway locations to 1.25%. We will receive a rebate of 2.58% on unleaded and 3.80% on diesel purchases made at all Speedway locations. The only cost to the County under this program will be if we were to request any type of expedited shipping for replacement or lost cards.

WEX Bank is accepted wherever Mastercard and Visa are accepted including Costco, Kroger, and Meijer. The benefits of having more participating locations include the reduction in the number of employee reimbursements for fueling a County vehicle and an increase in the County receiving tax-exemption on the purchase.

We will continue to have several pre-purchase controls, tracking and reporting features such as:

- **Pre-Purchase:** Transaction is authorized only when a vehicle-specific gas card and employee PIN number match. Transactions per day and gallons per fill and day can be limited. Mileage is entered with each transaction.
- **Tracking:** Web-based tracking of transactions is available 24/7. Vehicle cards and pin-numbers can be disabled in real-time by Motor Pool staff
- **Reporting:** Receive a monthly bill in excel format that can be customized as Motor Pool requires (by vehicle, driver, department, etc.) for chargeback's. Each transaction contains the deduction of taxes at time of purchase, the mileage entered, and a mileage per gallon calculation.

Therefore, I am recommending that the attached resolution be approved which authorizes piggybacking on the State of Michigan contract with WEX Bank. The contract period is until September 30, 2020 and contains renewal options for up to three (3) additional one-year periods.

If you have any questions regarding this program, please do not hesitate to contact me at 517-540-7847 or extension 7847.

RESOLUTION

NO: 2018-02-027

LIVINGSTON COUNTY

DATE: February 20, 2018

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**RESOLUTION APPROVING THE UPDATED L.E.T.S. TITLE VI PROGRAM REQUIRED BY THE FEDERAL TRANSIT ADMINISTRATION (FTA) - L.E.T.S.**

**WHEREAS,** the Federal Transit Administration (FTA) requires an updated Title VI program every three (3) years from direct recipients of Federal funds, FTA as the operating administration of the United States Department of Transportation, for Federal transportation assistance authorized by C.F.R. 49, Chapter 53; Section 5332, or other Federal statutes administered by the Federal Transit Administration; and

**WHEREAS,** the Federal Transit Administrator has been delegated authority to award Federal Financial Assistance for a transportation project with a cooperative agreement for Federal financial assistance the Federal Transit Administrator, will impose certain up to date documentation and obligations upon the Applicant; and

**WHEREAS,** L.E.T.S. is required to update their Title VI anti-discrimination program every three (3) years and submit to the FTA Region V office in Chicago, IL for the Civil Rights Officer's approval.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves the updated L.E.T.S. Title VI program effective February 1, 2018 upon recommendation from Mark T. Koerner, special transit attorney for L.E.T.S.

**BE IT FURTHER RESOLVED** that the Board Chair is authorized to sign all documents related to the updated L.E.T.S. Title VI program required by the Federal Transit Administration.

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MOVED:  
SECONDED:  
CARRIED:

RESOLUTION

NO: 2018-02-028

LIVINGSTON COUNTY

DATE: February 20, 2018

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**RESOLUTION AUTHORIZING SPECIALIZED SERVICES CONTRACT BETWEEN THE MICHIGAN DEPARTMENT OF TRANSPORTATION AND THE COUNTY OF LIVINGSTON (L.E.T.S.) FOR FY 2019 - L.E.T.S.**

**WHEREAS,** L.E.T.S. is the eligible governmental agency representing SPECIALIZED SERVICES interests receiving funds under this contract for Livingston County; and

**WHEREAS,** SPECIALIZED SERVICES are public transportation services primarily designed for persons who are disabled or who are sixty (60) years of age or older; and

**WHEREAS,** This contract is to provide operating assistance funds from the Michigan Department of Transportation to SPECIALIZED SERVICES providers in Livingston County, as follows:

Specialized Services Recipients

Hartland Senior Center	\$16,000
Brighton Community Education	\$16,000
Livingston County Community Mental Health	\$16,000
Catholic Social Charities	\$ 9,362
Special Ministries of Livingston County	\$ 2,500

**TOTAL: \$59,862**

**WHEREAS,** Upon execution, this Contract shall cover the period commencing October 1, 2018, and extending through September 30, 2019.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners authorize the SPECIALIZED SERVICES Contract between the Michigan Department of Transportation and the County of Livingston, together with the above-stated provider contracts, for services from October 1, 2018, through September 30, 2019.

**BE IT FURTHER RESOLVED** that the Board Chair be authorized to sign said contracts and subsequent Project Authorization(s) upon review and recommendation of Mark T. Koerner, Legal Counsel for L.E.T.S.

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MOVED:  
SECONDED:  
CARRIED:



## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Doug Britz, Director of Transportation Services**  
**Date: 1/8/2018**  
**Re: RESOLUTION AUTHORIZING SPECIALIZED  
SERVICES CONTRACT BETWEEN THE MICHIGAN  
DEPARTMENT OF TRANSPORTATION AND THE  
COUNTY OF LIVINGSTON (L.E.T.S.) FOR FY 2019 –  
L.E.T.S. / GENERAL GOVERNMENT / FINANCE / BOARD**

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Attached for your review and consideration is a resolution authorizing a contract between MDOT and Livingston County - L.E.T.S. for Specialized Services Grant for FY 2019 including the authorization and signature of Board Chair of the 3<sup>rd</sup> party contracts to the sub-recipients. Once again, we are asking for \$59,862. which the same amount as last years' allocation. This is what MDOT anticipates will be available for Livingston County. All allocated monies come through L.E.T.S. as the "pass through" agent and are distributed to the sub-recipients named in the resolution.

L.E.T.S. has the fiduciary responsibility to apply for funding and to report on activity to MDOT including the distribution of funds to qualified Specialized Service participants. The Specialized Services recipients are the Hartland Senior Center, Brighton Community Education, Livingston County Mental Health, Catholic Social Services, and Special Ministries of Livingston County.

This is strictly a "pass through" from MDOT to the five (5) sub-recipients. We receive a quarterly check from MDOT and immediately have checks issued to the sub-recipients. There are no local dollars expended for these services as Specialized Services is only a State of Michigan program.

As always, if you have any questions, please do not hesitate to contact me at your convenience at 540-7847.

RESOLUTION

NO: 2018-02-029

LIVINGSTON COUNTY

DATE: February 20, 2018

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**RESOLUTION OF INTENT TO APPLY FOR FINANCIAL ASSISTANCE FOR STATE FISCAL YEAR 2019 UNDER ACT NO. 51 OF THE PUBLIC ACTS OF 1951, AS AMENDED**

**WHEREAS,** pursuant to Act No. 51 of the Public Acts of 1951, as amended (ACT 51), the County of Livingston will provide a local transportation program for the State as established under Act 51 for Fiscal Year 2019 and therefore, apply for State Financial Assistance under provisions of Act 51; and

**WHEREAS,** it is necessary for the County of Livingston to name an official representative for all public transportation matters who is authorized to provide such information as deemed necessary by the Commission or Department for its Administration of Act 51; and

**WHEREAS,** it is necessary to certify that no changes in eligibility documentation has occurred during the past State Fiscal Year, and

**WHEREAS,** the 10e (18) accessibility plan amendment for this agency has been reviewed and approved by the Livingston County Board of Commissioners; and

**WHEREAS,** the performance indicators for this agency have been reviewed and approved by the Livingston County Board of Commissioners; and

**WHEREAS,** the County of Livingston, has reviewed and approved the proposed 2019 budget and funding sources consisting of estimated Federal Funds – \$1,586,809; estimated State Funds – \$1,190,785; estimated Local Funds - \$490,000; estimated non-transit revenues - \$23,000; for a Total Estimated Revenues of \$3,290,594 and total Estimated Expenditures of \$3,290,594; and capital requests of \$162,000 for one replacement bus and facility upgrades.

**THEREFORE, BE IT RESOLVED** that the Livingston County Board of Commissioners hereby makes its intentions known to provide public transportation service and authorizes application for state financial assistance with this annual plan for Fiscal Year 2019, in accordance with Act 51.

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners authorize the Board chair to sign said application documents and subsequent Project Authorization(s) as approved to form by Mark T. Koerner, L.E.T.S. Legal Counsel.

**BE IT FINALLY RESOLVED** that the Livingston County Board of Commissioners hereby appoints Transportation Director, Douglas J. Britz (or Deputy Transportation Director, Greg Kellogg in his absence) as the Transportation Coordinator for all public transportation

matters and who is authorized to provide such information as deemed necessary by the Commission or Department for its Administration of Act 51 for the Fiscal Year 2019.

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MOVED:

SECONDED:

CARRIED:



## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Doug Britz, Transportation Director**  
**Date: 01/25/2018**  
**Re: RESOLUTION OF INTENT TO APPLY FOR FINANCIAL ASSISTANCE  
FOR STATE FISCAL YEAR 2019 UNDER ACT NO. 51 OF THE PUBLIC  
ACTS OF 1951, AS AMENDED - L.E.T.S. / GENERAL GOVERNMENT /  
FINANCE / BOARD**

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Attached for your consideration and approval is a resolution stating the intention of L.E.T.S. to apply for financial assistance from the State of Michigan for FY 2019 under Act 51 of the Public Acts of 1951, as amended. This resolution needs to accompany the Application to be considered for Federal and State of Michigan Act 51 of the Public Acts of 1951, as amended, reimbursement funding.

The Operating grant application is very similar to last year's budget. The proposed FY 2019 State application operating budget and funding sources consists of estimated federal funds in the amount of \$1,586,808; estimated state funds in the amount of \$1,190,786; estimated fare box/local funds in the amount of \$490,000; and estimated non-transit revenues of \$23,000 for a total of \$3,290,594 in estimated revenues and \$3,290,594 in estimated eligible expenses.

L.E.T.S. is also requesting \$162,000 in Capital funds for two (2) replacement vehicles and various facility improvements.

Please note that L.E.T.S. anticipates requesting \$50,000 in Local Contribution (General Fund) funds in the FY 2019 budget to maintain service levels consistent with our 2018 expansion. I anticipate that State of Michigan and federal funding will cover 82.1% of our costs; farebox/local funds will make up 17.3% and non-transit revenue 0.6%.

As always, thank you for your time and if you have any questions, please do not hesitate to contact me at your convenience at 540-7847

**RESOLUTION**

**NO: 2018-02-026**

**LIVINGSTON COUNTY**

**DATE: February 20, 2018**

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**RESOLUTION OF INTENT TO APPLY FOR FINANCIAL ASSISTANCE FOR STATE FISCAL YEAR 2019 FOR TRANSPORTATION TO WORK GRANT – L.E.T.S.**

- WHEREAS,** L.E.T.S. has provided Transportation to Work transit service in Livingston County since 2009 when it was originally called Job Access and Reverse Commute (JARC) transit service; and
- WHEREAS,** on September 23, 2010 the ARC of Livingston, Community Mental Health, and the Livingston Transportation Coalition gathered a forum and conducted a review of the original Public Transportation Coordination Plan including area transportation providers, citizens at large, senior centers, a SEMCOG representative, Livingston County United Way, local government leaders, and others; and
- WHEREAS,** a coordination plan was adopted in September 2010 and has been reviewed annually with no subsequent major changes, and one of the major needs identified by the coordination plan is extended weekday hours to get low income and elderly passengers to work and back home; and
- WHEREAS,** the County of Livingston has reviewed and approved the proposed FY 2019 Transportation to Work budget which includes funding sources consisting of State funds of \$77,670 and fare box revenue of \$10,000 for total revenue of \$87,670 and total expenditures of \$87,670.

**THEREFORE, BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes Transportation to Work transportation services and authorizes the application for State operating assistance in the amount of \$77,670.

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners authorize the Board Chair to sign said application documents and subsequent Project Authorizations once reviewed and approved as to form by Mark T. Koerner, Legal Counsel for L.E.T.S.

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners hereby appoints Transportation Director, Douglas Britz (or Deputy Transportation Director Greg Kellogg in his absence) as the Transportation Coordinator for all public transportation matters and who is authorized to provide such information as deemed necessary by the Commission or Department for its administration of the Transportation to Work grant.

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**MOVED:  
SECONDED:  
CARRIED:**



## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Doug Britz, Transportation Director**  
**Date: 01/25/2018**  
**Re: RESOLUTION OF INTENT TO APPLY FOR FINANCIAL  
ASSISTANCE FOR STATE FISCAL YEAR 2019 FOR  
TRANSPORTATION TO WORK GRANT - L.E.T.S. /  
GENERAL GOVERNMENT / FINANCE / BOARD**

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Attached for your consideration and approval is a resolution stating the intention of L.E.T.S. to apply for financial assistance from the State of Michigan for FY 2019 for the Transportation to Work grant (formally called Job Access and Reverse Commute) which L.E.T.S. has successfully applied for since 2009.

A public transportation coordination plan was adopted in September 2010 and has been reviewed annually with no subsequent major changes. One of the major needs identified by the coordination plan is extended weekday hours to get low income and elderly passengers to work and back home. The L.E.T.S. Transportation to Work route, which traverses Grand River Ave. with a 1-mile deviation, was established to serve this low-income and elderly working population and has done so successfully with level or increasing year-over-year ridership.

The Transportation to Work grant funding sources consist of State funds of \$77,670 and fare box revenue of \$10,000 for total revenue of \$87,670 and total expenditures of \$87,670.

As always, thank you for your time and if you have any questions, please do not hesitate to contact me at your convenience at 540-7847

RESOLUTION

NO: 2018-02-031

LIVINGSTON COUNTY

DATE: February 20, 2018

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**RESOLUTION AUTHORIZING THE LIVINGSTON COUNTY TREASURER TO INCREASE THE IMPREST CASH ACCOUNT FOR THE LIVINGSTON COUNTY DRAIN COMMISSIONER'S OFFICE**

**WHEREAS,** the Livingston County Drain Commissioner's Office takes in payments for various permits, special assessments and other fees for service; and

**WHEREAS,** the Livingston County Drain Commissioner's Office is currently authorized to have \$300 for drawer startup cash and \$400.00 for petty cash (a total of \$700.00); and

**WHEREAS,** the Drain Commissioner would like to implement the best practice of assigning one cash drawer to each individual cashier as opposed to multiple cashiers using one drawer; and

**WHEREAS,** an increase in "startup" cash will be necessary to provide each drawer/cashier the ability to make change for transactions; and

**WHEREAS,** this additional cash will be used only for making change and will not be used for any "petty cash" purchases; and

**WHEREAS,** the Drain Commissioner's Office has indicated an additional \$150.00 for startup cash would be adequate.

**THEREFORE LET IT BE RESOLVED** that the Livingston County Treasurer shall be authorized to increase the total Imprest Cash for the Livingston County Drain Commissioner's Office from \$700.00 to \$850.00, with the additional \$150.00 to be used solely for the Drain Commissioner's Office to make change for transactions.

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MOVED:  
SECONDED:  
CARRIED:

**RESOLUTION**

**NO: 2018-02-032**

**LIVINGSTON COUNTY**

**DATE: February 20, 2018**

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**RESOLUTION AUTHORIZING THE LIVINGSTON COUNTY TREASURER TO INCREASE THE IMPREST CASH ACCOUNT FOR THE LIVINGSTON COUNTY CLERK'S DOWNTOWN OFFICE**

**WHEREAS,** the Livingston County Clerk's Office takes in payments for concealed pistol licenses, vital records, assumed names, and other services; and

**WHEREAS,** the Livingston County Clerk's Office is currently authorized to have \$100.00 for startup cash and \$50.00 for petty cash (a total of \$150.00); and

**WHEREAS,** an increase in the number of transactions has created a need for an increase in available cash to use for making change for transactions; and

**WHEREAS,** this additional cash will be used only for making change and will not be used for any "petty cash" purchases;

**WHEREAS,** the Livingston County Clerk has indicated that another \$200.00 for startup cash would be adequate;

**THEREFORE LET IT BE RESOLVED** that the Livingston County Treasurer shall be authorized to increase the total Imprest Cash for the Livingston County Clerk's Office (downtown), from \$150.00 to \$350.00, with the additional \$200.00 to be used solely for the Clerk to make change for her office.

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MOVED:  
SECONDED:  
CARRIED:

RESOLUTION

NO: 2018-02-033

LIVINGSTON COUNTY

DATE: February 20, 2018

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**RESOLUTION AUTHORIZING THE LIVINGSTON COUNTY TREASURER TO INCREASE THE IMPREST CASH ACCOUNT FOR THE LIVINGSTON COUNTY BUILDING DEPARTMENT**

**WHEREAS,** the Livingston County Building Department takes in payments for various permits, inspections and other fees for service; and

**WHEREAS,** the Livingston County Building Department is currently authorized to have \$200 for drawer startup cash; and

**WHEREAS,** the Building Department would like to implement the best practice of assigning one cash drawer to each individual cashier as opposed to multiple cashiers using one drawer; and

**WHEREAS,** an increase in “startup” cash will be necessary to provide each drawer/cashier the ability to make change for transactions; and

**WHEREAS,** this additional cash will be used only for making change and will not be used for any “petty cash” purchases;

**WHEREAS,** the Building Department has indicated an additional \$1,000 for startup cash would be adequate;

**THEREFORE LET IT BE RESOLVED** that the Livingston County Treasurer shall be authorized to increase the total Imprest Cash for the Livingston County Building Department from \$200.00 to \$1200.00, with the additional \$1000.00 to be used solely for the Building Department to make change for transactions.

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MOVED:  
SECONDED:  
CARRIED:

RESOLUTION

NO: 2018-02-034

LIVINGSTON COUNTY

DATE: February 20, 2018

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**RESOLUTION TO APPROVE A NON-PRECEDENT SETTING DONATION OF A VEHICLE TO THE DEPARTMENT OF VETERANS' SERVICES - VETERANS' SERVICES**

**WHEREAS,** the Department of Veterans' Services has the opportunity to accept a vehicle donation for a needy Veteran in the community; and

**WHEREAS,** said donation would be evaluated and repaired prior to subsequent donation to the Veteran selected; and

**WHEREAS,** prior to the donated vehicle being transferred to the selected Veteran, he/she would be required to sign a document releasing the County from any liability; and

**WHEREAS,** the acceptance of this donation is been recommended for approval by the Veterans' Services Committee.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves a non-precedent setting, one-time acceptance of a vehicle donation to the Department of Veterans' Services.

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MOVED:  
SECONDED:  
CARRIED:



## Livingston County Veterans' Services

2300 East Grand River Avenue, Suite 109

Howell, Michigan 48843

517-546-6338

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### **Memorandum**

To: Livingston County Board of Commissioners  
From: Livingston County Veterans' Services  
Date: February 14, 2018  
Subject: Resolution to Authorize Vehicle Donation

Livingston County Veterans' Services submits a resolution to allow the acceptance of a vehicle donation by the family of Commissioner Douglas Helzerman. Our department is very grateful for the donation and would like to accept this donation, make it road worthy and present it to a Veteran family. The need for vehicle donations does exist, at least monthly we will respond to inquiries for vehicle repair or donation and we believe accepting this would benefit the community.

The Veterans Services Committee has already endorsed the donation and will be the deciding factor for who will be receive of the vehicle in the future. While the vehicle is held by Livingston County, the County will be the titleholder and the donor will receive a fair market value donation letter from the Livingston County Treasurer. Any applicant who may be considered to receive the donation will also be required to sign a release of liability to ensure Livingston County is protected.

For any questions, please contact the undersigned at 517-546-6338 or [asmiddy@livgov.com](mailto:asmiddy@livgov.com).

Adam J. Smiddy  
Director,  
Livingston County Veterans' Services

RESOLUTION

NO: 2018-02-035

LIVINGSTON COUNTY

DATE: February 20, 2018

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**RESOLUTION AUTHORIZING A BUDGET AMENDMENT TO THE FISCAL-YEAR 2018 BUDGET  
– ADMINISTRATION / FINANCE / BOARD**

**WHEREAS,** the proposed amendment ensures compliance with the Uniform Budgeting and Accounting Act, as amended; and

**WHEREAS,** the proposed amendment recognizes projects that were approved in 2017 but goods or services were not received before year end; and

**WHEREAS,** these approved project purchase orders were liquidated in 2017 and will be reissued as 2018 purchase orders under the same departments and accounts as they were authorized in 2017; and

**WHEREAS,** the projects included in this budget amendment are:

- Four new busses - LETS
- Renovation of the back Parking Lot at East Complex – Facility Services / Building Inspection
- Audio / Video Replacement project – Courts.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners authorizes a Budget amendment to the Fiscal Year 2018 Budget in the following departments as illustrated below:

FUND	APPROVED 2018 BUDGET	PROPOSED AMENDMENT	2018 AMENDED BUDGET
101 – General Fund	\$ 47,384,883	\$ 188,156	\$ 47,573,039
16800 – Courts Central Svs	\$ 2,388,541	\$ 188,156	\$ 2,576,697
542 – Building Department	\$ 3,037,239	\$ 148,768	\$ 3,186,007
588 – L.E.T.S.	\$ 4,011,386	\$ 457,696	\$ 4,469,082
631 – Facility Services	\$ 3,893,800	\$ 40,857	\$ 3,934,657

**BE IT FURTHER RESOLVED** that the worksheet showing details of the above is available for review in the County Administration Finance office.

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MOVED:  
SECONDED:  
CARRIED:

<b>Fund Description</b>	<b>Org Code</b>	<b>Object Code Account Description</b>	<b>Resolution #</b>	<b>PO #</b>	<b>Contract #</b>	<b>Vendor Name</b>	<b>Open Amount</b>	<b>Item Description</b>
LETS	58853800	975000 VEHICLE PURCHASE	2016-06-095	17000431		HOEKSTRA TRANSPORTATION INC	102,204.00	ONE (1) GOSHEN MEDIUM-DUTY DIESEL BUS
LETS	58853800	975000 VEHICLE PURCHASE	2017-05-092	17000946		HOEKSTRA TRANSPORTATION INC	100,172.00	ONE (1) GOSHEN MEDIUM-DUTY DIESEL BUS
LETS	58853800	975000 VEHICLE PURCHASE	2017-05-092	17000947		HOEKSTRA TRANSPORTATION INC	255,320.00	TWO ELDORADO PROPANE 29' BUSES
							<b>\$ 457,696.00</b>	
BUILDING INSPECTION	54237100	971000 LAND IMPROVEMENTS	2017-06-115		471	ALLIED BUILDING SERVICES	141,605.00	REPLACE & RENOVATION EAST COMPLEX BACK PARKING LOT
BUILDING INSPECTION	54237100	819000 CONTRACT SERVICES	2017-06-115		87-16037	LINDHOUT & ASSOCIATES	7,163.00	REPLACE & RENOVATION EAST COMPLEX BACK PARKING LOT
FACILITY SERVICES	63126500	971000 LAND IMPROVEMENTS	2017-06-115		471	ALLIED BUILDING SERVICES	40,857.00	REPLACE & RENOVATION EAST COMPLEX BACK PARKING LOT
							<b>\$ 189,625.00</b>	
COURTS	10116800	974000 EQUIPMENT PURCHASE	2017-11-205	17001219	367	JAVS	<b>\$ 188,156.00</b>	DIGITAL AUDIO VIDEO COURT RECORDING SYSTEM
							<b>\$ 835,477.00</b>	

RESOLUTION

NO: 2018-02-036

LIVINGSTON COUNTY

DATE: February 20, 2018

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**RESOLUTION AUTHORIZING THE RENOVATION OF LIVINGSTON COUNTY VETERANS SERVICES OFFICE AND A SUPPLEMENTAL APPROPRIATION**

**WHEREAS,** to maintain client privacy, Veterans' Services would like to replace and rehang existing door frames within the department; and

**WHEREAS,** Allied Building Services Company of Detroit, a MiDeal contract holder with the State of Michigan that we plan to piggyback on, has provided Livingston County Veteran Services a reasonable quote and is being recommended to complete the project; and

**WHEREAS,** the quoted cost of these renovations at \$8,990 includes removal and replacement of three doors and frames as well as patch and paint work, plus an additional \$900 for contingency is requested; and

**WHEREAS,** the project will be overseen and paid for by Facility Services and then charged back to the Veterans' Services Department; and

**WHEREAS,** the project was not planned for in the 2018 Budget and will require a supplemental appropriation of \$9,890 to cover these expenditures in both Facility Services and Veteran Service budgets; and

**WHEREAS,** this project has gone through and is being recommended for approval by the Veterans' Services Committee.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves the issuance of a Purchase Order for the Veteran Services door renovation project to include removal and replacement of three doors and frames as well as patch and paint work, in the amount of \$8,990, plus 10% contingency of \$900, for a total project cost of \$9,890.

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners hereby approves a supplemental appropriation of \$9,890, which includes a 10% contingency, for the above stated renovation project to the Facility Services and Veterans' Services Department 2018 budget as follows:

<u>Fund</u>	<u>Adopted Budget</u>	<u>Proposed Amendment</u>	<u>Proposed Amended Budget</u>
Facility Services – Fund 631	\$3,934,657	\$9,890	\$3,944,547
Veteran Services – Fund 295	\$899,590	\$9,890	\$809,480

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MOVED:  
SECONDED:  
CARRIED:



## Livingston County Veterans' Services

2300 East Grand River Avenue, Suite 109

Howell, Michigan 48843

517-546-6338

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### **Memorandum**

To: Livingston County Board of Commissioners  
From: Livingston County Veterans' Services  
Date: February 14, 2018  
Subject: Resolution to Authorize Office Renovation

Livingston County Veterans' Services submits a resolution to authorize minor office renovations to replace and rehang office doors for our Counselors offices. As a department, we take every step to ensure our clients feel comfortable discussing a variety of service related injuries that vary from skeletal-muscle issues to sexual trauma. I believe that our current office configuration does not lend to ensuring client privacy and thus delivering accurate services.

Today the counselor offices have clear lines of sight, which allows clients to be heard and seen in adjacent spaces by other counselors or clients. This has made it difficult to protect client privacy or have in-depth discussions required to obtain the necessary details of service. The department believes this renovation is long overdue but once completed, will result in a more secure client environment.

For any questions, please contact the undersigned at 517-546-6338 or [asmiddy@livgov.com](mailto:asmiddy@livgov.com).

Adam J. Smiddy  
Director,  
Livingston County Veterans' Services

**RESOLUTION**

**NO:**

**2018-02-037**

**LIVINGSTON COUNTY**

**DATE:**

**February 20, 2018**

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**RESOLUTION TO APPROVE APPOINTMENTS TO THE LIVINGSTON LEADERSHIP COUNCIL ON AGING - BOARD OF COMMISSIONERS**

**WHEREAS,** the term of representative seats on the Livingston Leadership Council on Aging have expired and/or been vacated; and

**WHEREAS,** on January 10<sup>th</sup>, The Livingston Leadership Council on Aging voted unanimously to approve the following slate of nominees:

**LIVINGSTON LEADERSHIP COUNCIL ON AGING**

Ann Langford, Area Agency on Aging 1B.....term expires 12/31/19  
Dan Curry, Hartland Senior Center.....term expires 12/31/19  
Becky Lybrink, DHHS.....term expires 12/31/19  
Mark Robinson, Livingston County Catholic Charities.....term expires 12/31/19  
Nancy Rosso, United Way.....term expires 12/31/19  
Doug Britz, LETS .....term expires 12/31/19  
Jamie Sultana, CMH.....term expires 12/31/19  
Ceci Marlow, Cromaine Library.....term expires 12/31/19  
Christine Hur, Sheriff's Office.....term expires 12/31/19

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves the appointments and expiration dates referenced above.

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**MOVED:  
SECONDED:  
CARRIED:**