



BOARD OF COMMISSIONERS

AGENDA

March 25, 2019

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 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."

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12. CALL TO THE PUBLIC

13. ADJOURNMENT



BOARD OF COMMISSIONERS

County Building
P.O. Box 70, Room 131
Cheboygan, Michigan 49721

Tel ~ (231) 627-8855
Fax ~ (231) 627-8881
E-mail ~ ccao@cheboygancounty.net

CHEBOYGAN COUNTY BOARD OF COMMISSIONERS RESOLUTION #19-05

WHEREAS, Health care costs continue to rise for all Americans and, for some Americans, this increase can be devastating; and

WHEREAS, Medicare is the focus of many lawmakers who portray it as an "entitlement" program that costs the Treasury too much money. Technically, the term "entitlement" is correct but it has an unfortunate connotation; and

WHEREAS, Medicare is an essential medical plan that millions of seniors and disabled individuals depend upon to stay alive. Medicare is not a gift, as the term "entitlement" suggests. Many of the beneficiaries have worked their entire adult life and paid into the system in order to receive this crucial medical plan; and

WHEREAS, Due to spiraling costs largely associated with the price of prescription medications, our elected officials find themselves passing on increased costs to those who can least afford that increase, namely senior citizens and disabled individuals who are on Medicare's Part D drug program; and

WHEREAS, When congress enacted Medicare Prescription Drug Bill they enacted a law that does not allow Medicare to negotiate with pharmaceutical companies for drug price the way Medicaid and the Veterans Administration does; and

WHEREAS, One economist, Dean Baker, estimates that Medicare could have saved approximately \$332 billion dollars between 2006 and 2013 (approximately \$50 billion a year) had the Department of Health and Human Services been permitted to negotiate prices of drugs with the drug companies, as federal agencies do in other programs; and

WHEREAS, Rising prescription drug costs have been the primary reason for the increase in health benefit costs; and

WHEREAS, The increasing cost of prescription drugs and outrageous profits made by pharmaceutical companies is a systemic problem that significantly affects our state and our nation. It deserves non-partisan effort; and

WHEREAS, We must prevent our elected officials from balancing the budget on the backs of those who can least afford it, the elderly and disabled. Increases in premiums and drug costs are unacceptable

WHEREAS, Ways to deal with a flawed Medicare Prescription Drug Bill; and

WHEREAS, We must preserve the Medicare program as it currently exists and to do so requires immediate action to cut unnecessary costs, particularly in the area of prescription drug coverage; and

WHEREAS, We must revise the Medicare Prescription Drug Bill of 2003 to allow negotiating lower drug prices and the importation of identical, cheaper, drugs from Canada and elsewhere; and

WHEREAS, We cannot allow the previously approved bill to stand as adopted at the risk of having the Medicare program be the cause of a staggeringly increasing deficit which will require tax increases or cuts to the rest of the government, nor can we allow the continuance of price increases to our citizens cause many to contemplate discontinuing medically necessary drugs in order to pay their bills, heat their houses and have food on the table; Therefore, Be It Further

District 1
Mary Ellen Tryban

District 2
Richard B. Sangster
Vice-Chairman

District 3
Michael Newman

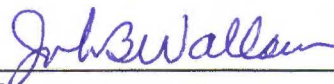
District 4
Cal Gouine

District 5
Roberta Matelski

District 6
John B. Wallace
Chair

District 7
Steve Warfield

- RESOLVED That the Cheboygan County Board of Commissioners goes on record urging our Legislators to immediately commence the process of revising the Medicare Prescription Drug Bill of 2003 to allow negotiating lower drug prices and the importation of identical, cheaper drugs from Canada and elsewhere; Be It Further
- RESOLVED That a copy of this resolution be forwarded to our area Federal and State Legislators, the National Association of Counties, the Michigan Association of Counties and the other Michigan Counties.



John B. Wallace, Chairperson
Cheboygan County Board

I, Karen L. Brewster, Clerk of the County of Cheboygan, do hereby certify that the foregoing is a true and correct copy of the Resolution adopted by the Board of Commissioners at a regular meeting on March 12, 2019.

In Witness Whereof, I have hereunto set my hand and affixed the Seal of the County of Cheboygan on the 12th day of March 2019 at Cheboygan, Michigan.



Karen L. Brewster
Cheboygan County Clerk/Register

LIVINGSTON COUNTY BOARD OF COMMISSIONERS

MEETING MINUTES

March 11, 2019, 7:30 p.m.

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

Members Present: K. Lawrence, W. Green, W. Nakagiri, D. Helzerman, D. Parker, R. Bezotte, C. Griffith, D. Dolan, and G. Childs.

1. CALL MEETING TO ORDER

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

2. PLEDGE OF ALLEGIANCE

All rose for the Pledge of Allegiance.

3. ROLL CALL

Roll call by the Clerk indicated the presence of a quorum.

4. CORRESPONDENCE

1. Alger County Resolution 2019-02 Revising Medicare Prescription Drug Bill of 2003

Motion to receive and place on file the correspondence.

It was moved by W. Green

Seconded by R. Bezotte

MOTION carried (9-0-0)

5. CALL TO THE PUBLIC

Chad Chewning, 911 Director, informed the Board that the Livingston County 911 Central Dispatch earned worldwide recognition as a Triple-Accredited Center of Excellence with the recent accreditation as an Emergency Fire Dispatch Center of Excellence.

The following individuals addressed the Board regarding the Livingston County Transit Master Plan:

Pam McConeghy, Brighton Chamber of Commerce President; Lee Burton, Crossroads Sierra Club and Livingston County Transit Coalition; Sarah Keith, Howell; and Nate Geinzer, Brighton City Manager.

Dave Roddy, Handy Township Trustee addressed the Board regarding the filibuster at the previous meeting, and prayed for the Board.

6. APPROVAL OF MINUTES

1. Minutes of Meeting Dated: February 25, 2019
2. Closed Session Minutes Dated: February 25, 2019
3. Minutes of Meeting Dated: March 6, 2019

Motion to approve the minutes as presented.

It was moved by K. Lawrence

Seconded by G. Childs

MOTION Carried (9-0-0)

7. TABLED ITEMS FROM PREVIOUS MEETINGS

None.

8. APPROVAL OF AGENDAs

Motion to approve agenda as presented.

It was moved by D. Dolan

Seconded by C. Griffith

MOTION Carried (9-0-0)

9. REPORTS

9.a Huron Metro Parks Authority

Steve Williams

9. a. Steve Williams introduced Amy McMillan, Director of the Huron Clinton Metroparks Authority, who shared a PowerPoint presentation and updated the Board on the Huron Metro Parks.

Transit Master Plan

Greg Kellogg

9. b. Greg Kellogg, LETS Director, introduced Jeromie Winsor of AECOM who presented the Transit Master Plan to the Board. Handouts were provided and a PowerPoint presentation was made. Mr. Kellogg also introduced Pat Hohl, Vice-Chairperson, from the Livingston County Transportation Coalition.

9. c. Commissioner Dolan provided an update on the 911 Central Dispatch facility construction project.

9. d. Commissioner Helzerman updated the Board regarding his research on broadcasting of county commissioner meetings in the other 82 counties in Michigan.

9. e. Commissioner Parker stated he is looking into establishing a subcommittee in regards to broadcasting Board meetings.

9. e. Commissioner Nakagari shared an email with Board members, from the SEMCOG seminar regarding funding.

10. APPROVAL OF CONSENT AGENDA ITEMS

Resolutions 2019-03-030 through 2019-03-034

Commissioner Parker requested to have Resolution 2019-03-034, Resolution Authorizing Agreements with Nationwide and Empower in Order to Effectuate Changes Approved by the Retirement Advisory Committee Related to 457 Defined Compensation Plans – Retirement Plan Advisory Committee, moved to an individual Resolution for Consideration as item 11e.

Motion to approve the resolutions on the Consent Agenda with the removal of 2019-03-034.

It was moved by K. Lawrence

Seconded by R. Bezotte

Carried: 9-0-0

Roll call vote: Yes (9): K. Lawrence, W. Green, W. Nakagiri, D. Helzerman, D. Parker, R. Bezotte, C. Griffith, D. Dolan and G Childs; No (0): Absent (0): None

10.a 2019-03-030

Resolution Authorizing Contracts to Provide Substance Abuse Treatment Services - Court Central Services

10.b 2019-03-031

Resolution Establishing Compensation for Members of the Board of County Canvassers – County Clerk

10.c 2019-03-032

Resolution to Renew Existing Microsoft Enterprise Agreement which Provides Software Assurance for Microsoft Server and Desktop Applications – Information Technology

10.d 2019-03-033

Resolution Authorizing an Agreement with the Michigan Indigent Defense Commission (MIDC) Department of Licensing and Regulatory Affairs (LARA) to Provide Funding to Comply with the Michigan Indigent Defense Act, Public Act 214 of 2018 - Public Defender

11. RESOLUTIONS FOR CONSIDERATION

11. a. 2019-03-034

Resolution Authorizing Agreements with Nationwide and Empower in Order to Effectuate Changes Approved by the Retirement Advisory Committee Related to 457 Defined Compensation Plans – Retirement Plan Advisory Committee

Motion to adopt the Resolution.

It was moved by D. Helzerman

Seconded by R. Bezotte

Discussion

MOTION Carried (9-0-0)

12. CALL TO THE PUBLIC

12.a. Joni Harvey, 911 Deputy Director, thanked the Board for their appreciation of the hard work of the entire 911 staff, and introduced Leanne Lowe as the new Operations Manager.

12.b. The following individuals addressed the Board in regards to the Livingston County Transit Master Plan:

Kim Konarski, Oceola Township, Hartland Senior Center Director; Nancy Rosso, Livingston County United Way Director; Steve Manor, Howell, City of Howell Mayor Pro-Tem; Lou Bischoff, Imaging Director

Ascension Providence; Nancy Durance, Brighton; Dave Roddy, Handy Township; and Angela Taylor, Work Skills Corp.

Pat Hohl, Hamburg Township Supervisor, addressed the Board regarding the Transit Master Plan and read a letter from Dr. Leo Hanifin, Livingston County Transportation Coalition Chairperson.

13. ADJOURNMENT

Motion to adjourn the meeting at 9:39 p.m.

It was moved by D. Helzerman

Seconded by C. Griffith

MOTION carried (9-0-0)

Elizabeth Hundley, Livingston County Clerk

LIVINGSTON COUNTY BOARD OF COMMISSIONERS

MEETING MINUTES

March 20, 2019
IMMEDIATELY FOLLOWING THE FINANCE COMMITTEE
304 E. Grand River, Board Chambers, Howell 48843

Members Present	William Green, Wes Nakagiri, Douglas Helzerman, Donald Parker, Carol Griffith, Dennis Dolan, and Gary Childs
Members Absent	Robert Bezotte, and Kate Lawrence

1. CALL MEETING TO ORDER

The meeting was call to order by Chairperson Parker at 10:20 a.m.

2. PLEDGE OF ALLEGIANCE

All rose for the Pledge of Allegiance.

3. ROLL CALL

Indicated the presence of a quorum.

4. CALL TO THE PUBLIC

None.

5. APPROVAL OF AGENDA

Motion to approve the Agenda as presented.

Moved By G. Childs

Seconded By D. Dolan

Motion Carried (7-0-2)

6. FINANCE COMMITTEE RECOMMENDATION FOR APPROVAL OF CLAIMS

Dated: March 20, 2019

Motion to approve the Claims.

Moved By D. Dolan

Seconded By W. Green

Motion Carried (7-0-2)

7. FINANCE COMMITTEE RECOMMENDATION FOR APPROVAL OF PAYABLES

Dated: March 7 through March 20, 2019

Motion to approve the Payables.

Moved By D. Dolan

Seconded By G. Childs

Motion Carried (7-0-2)

8. **CALL TO THE PUBLIC**

None.

9. **ADJOURNMENT**

Motion to adjourn the meeting at 10:22 a.m.

Moved By D. Helzerman

Seconded By D. Dolan

Motion Carried (7-0-2)

Elizabeth Hundley, Livingston County Clerk

UNAPPROVED

RESOLUTION

NO: 2019-03-035

LIVINGSTON COUNTY

DATE: March 25, 2019

Resolution Authorizing an Agreement with Textron, Inc., for Temporary Access to County Property for the Purpose of Groundwater Monitoring Activities - Administration

WHEREAS, in Resolution #2016-06-100, Textron, Inc., of Rhode Island, was granted access upon a part of the County's vacant West Complex for the installation and monitoring of groundwater monitoring wells, as depicted on the attached map, for a period of Two (2) years; and

WHEREAS, Stantec Consulting Services Inc. ("Stantec") has been retained by Textron to continue to perform certain environmental services and analysis on the Site; and

WHEREAS, Textron wishes to enter into another agreement with Livingston County, allowing ingress and egress to Stantec to said property for these purposes for another Two (2) year period with an additional One (1) year option to renew.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes an agreement with Textron, Inc., granting temporary access to the vacant property of the County's West Complex for the monitoring of groundwater wells as depicted on the attached map for a period of Two (2) years from the date of execution, with an addition One (1) year option to renew.

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 contract language adjustments related to the above upon review and/or preparation of Civil Counsel

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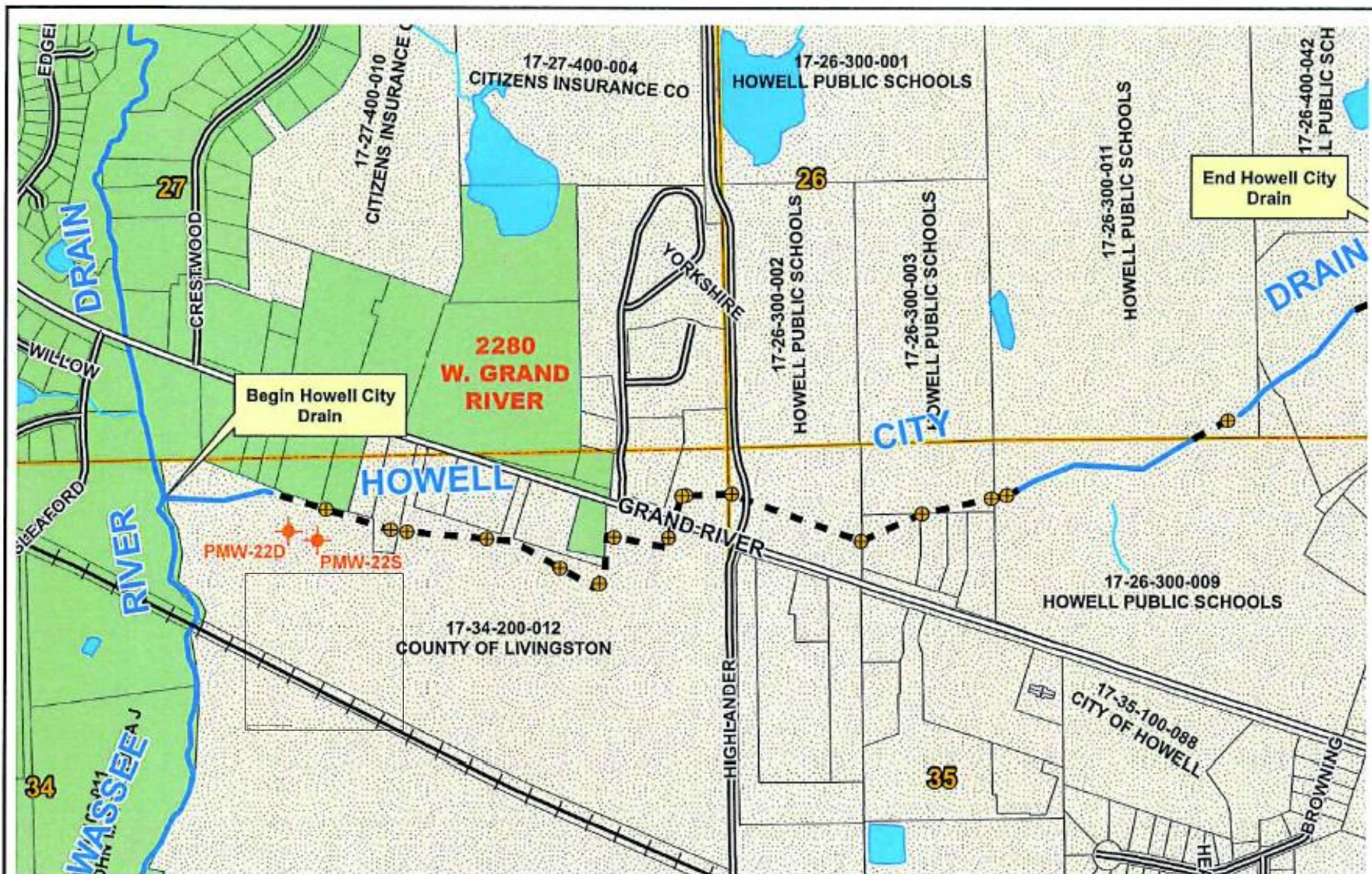
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MOVED:

SECONDED:

CARRIED:




No warranty is made by Stantec, Inc. as to the accuracy, reliability, or completeness of these data. Original data were compiled from various sources. This information may not meet National Map Accuracy Standards. This product was developed electronically, and may be updated without notification. Any reproduction may result in a loss of scale and/or information.

LEGEND:

PROPOSED MONITORING WELL (APPROXIMATE LOCATION)

REFERENCE:

LIVINGSTON COUNTY DRAIN COMMISSIONER, HOWELL CITY DRAIN, A PART OF SECTIONS 34 AND 35 OF CITY OF HOWELL, PRINTED JANUARY 3, 2014

 27280 HAGGERTY ROAD, SUITE C-11 FARMINGTON HILLS, MICHIGAN 48331 PHONE: (248) 469-5900 FAX: (248) 469-1088	FOR: TEXTRON INCORPORATED 40 WESTMINSTER ROAD PROVIDENCE, RI		PROPOSED MONITORING WELL LOCATIONS PARCEL 17-34-200-012		EXHIBIT: 1
	JOB NUMBER: 213202611	DRAWN BY: EEB	CHECKED BY: DS	APPROVED BY: DS	DATE: 4/13/15

RESOLUTION

NO: 2019-03-036

LIVINGSTON COUNTY

DATE: March 25, 2019

Resolution to Amend Supplemental Salaries for District Court Judges - County Administration

WHEREAS, within the parameters fixed by State law, the Board of Commissioners is responsible for setting the amount of the County supplements to judicial salaries; and

WHEREAS, based upon prior recommendation from the judiciary, Resolution 2016-12-217 fixed the County supplement for the salaries of District Court Judges ("County Supplement") at \$47,371.00 for 2016 until amended by statute and/or by resolution of the Board of Commissioners; and

WHEREAS, MCL 600.8202(3)(b) mandates, as a provision for funding, a salary supplement of "neither less than nor more than \$45,724.00 annually; and

WHEREAS, MCL 600.8202(5) requires that a district court judge's salary shall not be decreased during a term of office, except to the extent of a general salary reduction in all other branches of government; and

WHEREAS, the terms of office of the current District Court Judges expire on January 1, 2021 and January 1, 2023, respectively.

THEREFORE BE IT RESOLVED that, in compliance with MCL 600.8202(2) & (3)(b), the County Supplement for 2019 is hereby established and fixed in the annual amount of \$45,724.00.

BE IT FURTHER RESOLVED that the \$45,724.00 annual amount fixed as the County Supplement shall continue until amended by statute and/or by resolution of the Board of Commissioners.

BE IT FURTHER RESOLVED that notwithstanding the County Supplement amount fixed herein and in compliance with MCL 600.8202(5), each current District Court Judges' salary shall not be decreased during the District Judge's current term of office. However, the County Supplement established hereto shall be fully effective as to each office upon expiration of the respective judge's current term of office.

BE IT FINALLY RESOLVED that the Livingston County Board of Commissioners hereby rescinds any and all previous inconsistent resolutions.

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MOVED:
SECONDED:
CARRIED:

RESOLUTION

NO: 2019-03-037

LIVINGSTON COUNTY

DATE: March 25, 2019

Resolution to Approve a Contract Extension with the Township of Tyrone for Law Enforcement Services - Sheriff

WHEREAS, the Tyrone Township contract to provide Law Enforcement services will expire on March 31, 2019; and

WHEREAS, the proposed contract extension of Law Enforcement services to Tyrone Township sets an annual fee from April 1, 2019 through December 31, 2022; and

WHEREAS, Tyrone Township shall make payments in equal bi-monthly installments to Livingston County during said period; and

WHEREAS, the agreement would be for 56 hours of coverage, eight (8) hours a day, seven (7) days a week.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the contract extension as referenced above for Law Enforcement services with the Township of Tyrone to be effective April 1, 2019 through December 31, 2022 with the township to pay said amounts in accordance with the following payment schedule:

- April 1, 2019 - December 31, 2019 \$103,378 (\$48.58 per hour)
- January 1, 2020 - December 31, 2020 \$145,620 (\$49.87 per hour)
- January 1, 2021 - December 31, 2021 \$150,730 (\$51.62 per hour)
- January 1, 2022 - December 31, 2022 \$155,986 (\$53.42 per hour)

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 upon review and/or preparation of Civil Counsel.

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MOVED:
SECONDED:
CARRIED:



LIVINGSTON COUNTY SHERIFF DEPARTMENT

150 S. Highlander Way
Howell, Michigan 48843-2323

(517) 546-2400

MEMORANDUM

DATE: 2-27-19

TO: Board of Commissioners

FROM: Sheriff Michael Murphy

RE: Agreement for Law Enforcement Services with Tyrone Township

Attached for your consideration and approval is a resolution for a contract extension for Law Enforcement Services between the Livingston County Sheriff Department and Tyrone Township. The extension of the agreement would be from April 1, 2019 through December 31, 2022.

The contract is a renewal of a current contract that expires March 31, 2019. We have been approached by Tyrone Township and they are agreeable to the current terms and proposed financial increases. The only things that are changing are the term of the contract and the financial compensation. The contract calls for 56 hours of dedicated Law Enforcement Services in the Township of Tyrone. The hours are determined by the Township, 7 days a week.

The financial terms are as follows:

•	April 1, 2019 - December 31, 2019	\$103,378	(\$48.58 per hour)
•	January 1, 2020 - December 31, 2020	\$145,620	(\$49.87 per hour)
•	January 1, 2021 - December 31, 2021	\$150,730	(\$51.62 per hour)
•	January 1, 2022 - December 31, 2022	\$155,986	(\$53.42 per hour)

Per County policy this reflects the true costs of the contract minus the 25% contracting incentive. The contract will continue to be staffed by existing Road Patrol personnel that are covered by the current 2019 FY approved budget.

The contract has been prepared and approved by civil counsel. Upon approval and authorization of the Board, it will be signed by the Board and the Sheriff.

If you have any further questions, feel free to document to contact me.

Sheriff Michael Murphy
Livingston County Sheriff Department

DRAFT

LAW ENFORCEMENT SERVICES AGREEMENT

BETWEEN

COUNTY OF LIVINGSTON

ON BEHALF OF

LIVINGSTON COUNTY SHERIFF

AND

TOWNSHIP OF TYRONE

[TERM: APRIL 1, 2019 TO DECEMBER 31, 2022]

AGREEMENT FOR LAW ENFORCEMENT SERVICES

THIS AGREEMENT, made and entered into this _____ day of _____, 2019, by and between the **COUNTY OF LIVINGSTON**, State of Michigan (hereinafter referred to as the "COUNTY"), acting on behalf of the **LIVINGSTON COUNTY SHERIFF** (hereinafter referred to as the "SHERIFF"), and the **TOWNSHIP OF TYRONE** (hereinafter referred to as the "TOWNSHIP").

WITNESSETH:

WHEREAS, the TOWNSHIP desires to secure from the SHERIFF certain law enforcement services; and

WHEREAS, the COUNTY and the SHERIFF agree that the SHERIFF shall provide the TOWNSHIP with the services outlined below and as provided for by Public Act 1945, No. 246, as amended, set forth in MCL 41.181; MSA 5.45(1).

NOW, THEREFORE, for and in consideration of the mutual covenants hereinafter contained, **IT IS HEREBY AGREED** as follows:

FIRST: Agreement Period and Termination. This Agreement shall commence upon the 1st day of April, 2019, and unless prematurely terminated as authorized in the second paragraph of this section, shall continue until the 31st day of December, 2022, at which time it shall terminate.

Notwithstanding any other provision of this Agreement to the contrary, this Agreement may be terminated, with or without cause, at any time by either the COUNTY, the SHERIFF, or the TOWNSHIP upon thirty (30) days' prior written notice to the other parties. In the event of premature termination of this Agreement the TOWNSHIP shall in a final payment pay the COUNTY the total sum due for the services provided to the TOWNSHIP under this Agreement up to the effective date of the premature termination. After paying the final sum due the TOWNSHIP shall have no further payment obligations to the COUNTY under this Agreement.

SECOND: Definitions. For the purposes of this Agreement, the following definitions shall apply:

- A. "Insurance", insofar as vehicles are concerned, means the coverage provided to the Sheriff's Department and in force on April 1, 2019.
- B. "Insurance", insofar as Sheriff Deputies are concerned, means the coverage provided to the Sheriff's Department and in force on April 1, 2019.
- C. "Patrol" means the presence of a Sheriff Deputy in uniform in a

vehicle as provided for in the SECOND section of this Agreement. It shall also include, but not be limited to, those activities defined as "police protection" below.

- D. "Police protection" means investigation and follow up on complaints, criminal investigations, and all work normally associated with law enforcement. It shall include, but not be limited to, the enforcement of the TOWNSHIP'S ordinances and the Michigan Liquor Control Code of 1998 (1998 PA 58), as amended.

THIRD: Services to be Performed by SHERIFF. The SHERIFF shall furnish police protection and patrol to the TOWNSHIP eight (8) hours per day seven (7) days per week during hours mutually agreed upon by the SHERIFF and the TOWNSHIP.

FOURTH: Equipment to be Provided by County. The COUNTY shall provide and maintain a fully equipped motor vehicle to be used for police protection and patrol and any and all uniforms, weapons, insignia and general police equipment to be used by any Sheriff Deputies assigned to duty in the TOWNSHIP.

FIFTH: Insurance. The COUNTY shall provide necessary insurance for the motor vehicle(s) used in the performance of the services described in the SECOND section of this Agreement, as well as the necessary insurance protection for any Sheriff Deputies assigned to duty in the TOWNSHIP.

SIXTH: Compensation. The TOWNSHIP shall pay the COUNTY, from the general fund and funds received by the Township from the State of Michigan pursuant to the Michigan Liquor Control Code of 1998 (1998 PA 58), for the police protection and patrol services provided under this Agreement as follows:

PERIOD COVERING	COMPENSATION RATE	HOURS PER DAY	TOTAL
4/1/2019-12/31/2019	\$48.58 per hour	Eight (8)	\$103,378.00
1/1/2020-12/31/2020	\$49.87 per hour	Eight (8)	\$145,620.00
1/1/2021-12/31/2021	\$51.62 per hour	Eight (8)	\$150,730.00
1/1/2022-12/31/2022	\$53.42 per hour	Eight (8)	\$155,986.00

Payments shall be made to the County in equal bi-monthly installments.

SEVENTH: Location Where Compensation is to be Paid. The TOWNSHIP shall remit all payments to the Sheriff's Department at 150 S. Highlander Way, Howell, Michigan 48843.

EIGHTH: Status of Sheriff Deputies Assigned to TOWNSHIP. The Sheriff Deputies assigned to the TOWNSHIP, under this Agreement shall remain employees of

the SHERIFF and under his supervision, direction, management and control.

NINTH: SHERIFF Responsible for Management. All rights in the management of the Sheriff's Department shall remain in the SHERIFF. Management shall be construed to include, but not be limited to, determining priority of investigation; determining the number of Sheriff Deputies employed on police protection or patrol; determining what constitutes an emergency; determining the specific personnel to be assigned to the TOWNSHIP; determining the application of labor agreements to the services to be performed hereunder; and determining the adequacy of motor vehicles deployed.

TENTH: Reports. At the specific request of the TOWNSHIP, the SHERIFF shall provide to the TOWNSHIP such report as may be appropriate for release relating to law enforcement services provided in accordance with this Agreement. A monthly summary report detailing police protection and patrolling in the TOWNSHIP shall be prepared by the Sheriff's Department and submitted to the TOWNSHIP.

ELEVENTH: Removal of Sheriff Deputies for Emergencies. The SHERIFF reserves the right, at his sole discretion, to remove any Sheriff Deputy, who is otherwise assigned to the TOWNSHIP, for emergencies that might exist outside the TOWNSHIP. In the event that such removal occurs, the TOWNSHIP shall be notified of the date and amount of time the Sheriff Deputy was removed in the Monthly Report which the SHERIFF submits to the TOWNSHIP. In the event the deputy is removed for an emergency, the SHERIFF will off set the time the deputy was removed from the TOWNSHIP by increasing TOWNSHIP patrol hours on the day the removal occurred or on other days during the month equal to the time the deputy had been removed.

TWELFTH: Nondiscrimination. In carrying out the terms of this Agreement, the parties hereto shall adhere to all applicable Federal, State and local laws and regulations prohibiting discrimination. The parties hereto, as required by law, shall not discriminate against persons to receive services under this Agreement or against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, disability that is unrelated to the individual's ability to perform the duties of a particular job or position, height, weight, or marital status. Breach of this covenant shall be regarded as a material breach of this Agreement.

It is expressly understood and agreed by the parties hereto that the requirements of this section shall not be construed as in any way affecting the collective bargaining agreement covering the Sheriff Deputies assigned to the TOWNSHIP under this Agreement including, but not limited to, the adding of provisions thereto or subtracting provisions therefrom.

THIRTEENTH: Waivers. No failure or delay on the part of either of the parties to this Agreement in exercising any right, power or privilege hereunder shall operate as a waiver thereof nor shall a single or partial exercise of any right, power or privilege preclude any other or further exercise of any other right, power or privilege.

FOURTEENTH: Modification of Agreement. Modifications, amendments or waivers of any provision of this Agreement may be made only by the written mutual consent of the parties hereto.

FIFTEENTH: Assignment or Subcontracting. The parties to this Agreement may not assign, subcontract or otherwise transfer their duties and/or obligations under this Agreement.

SIXTEENTH: Purpose of Section Titles. The titles of the sections set forth in this Agreement are inserted for the convenience of reference only and shall be disregarded when construing or interpreting any of the provisions of this Agreement.

SEVENTEENTH: Complete Agreement. This Agreement contains all the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement or any part thereof shall have any validity or bind any of the parties hereto.

EIGHTEENTH: Non-Third Party Beneficiary Contract. This Agreement is not intended to be a third party beneficiary contract and confers no rights on anyone other than the parties hereto.

NINETEENTH: Invalid/Unenforceable Provisions. If any clause or provision of this Agreement is rendered invalid or unenforceable because of any State or Federal statute or regulation or ruling by any tribunal of competent jurisdiction, that clause or provision shall be null and void, and any such invalidity or unenforceability shall not affect the validity or enforceability of the remainder of this Agreement. Where the deletion of the invalid or unenforceable clause or provision would result in the illegality and/or unenforceability of this Agreement, this Agreement shall be considered to have terminated as of the date in which the provision was rendered invalid or unenforceable.

TWENTIETH: Certification of Authority to Sign Agreement. The people signing on behalf of the parties hereto certify by their signatures that they are duly authorized to sign this Agreement on the behalf of said parties and that this Agreement has been authorized by said parties.

THE AUTHORIZED REPRESENTATIVES OF THE PARTIES HERETO HAVE FULLY EXECUTED THIS AGREEMENT FOR LAW ENFORCEMENT SERVICES ON THE DAY AND YEAR FIRST ABOVE WRITTEN.

COUNTY OF LIVINGSTON

By: _____
Donald S. Parker, Chairman
County Board of Commissioners Date

By: _____
Michael Murphy, Sheriff
Date

TOWNSHIP OF TYRONE

By: _____
Mike Cunningham, Supervisor
Date

By: _____
Marcella Husted, Clerk Date

**Approved as to Form for County of Livingston:
COHL, STOKER & TOSKEY, P.C.**

By:
On:

\\cstdc\Company\Client\Livingston\Sheriff\Agreements\Tyrone Twp\Tyrone Twp Agr 2019-2022.doc
LIV/SHERIFF 13-002

COHL, STOKER & TOSKEY, P.C.
ATTORNEYS AND COUNSELORS
601 NORTH CAPITOL AVENUE
LANSING, MICHIGAN 48933
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TIMOTHY M. PERRONE
MATTIS D. NORDEFJORD

ASSOCIATES
GORDON J. LOVE
COURTNEY A. GABBARA
SARAH K. OSBURN

OF COUNSEL
RICHARD D. McNULTY

February 21, 2019

Sent Via E-Mail

Michael Murphy, Sheriff
Livingston County
150 S. Highlander Way
Howell, MI 48843

Re: Law Enforcement Services Agreement with Tyrone Township

Dear Sheriff Murphy:

Pursuant to your request, I have prepared and attached a draft Law Enforcement Services Agreement to be entered into between the County on behalf of the Sheriff's Office and Tyrone Township (Township) for the period covering April 1, 2019 through December 31, 2022. The Agreement is essentially the same as the Agreement with the Township that will be expiring on March 31, 2019, with the exception of changes in references to the Agreement's term and provisions for compensation the Township is to pay the County for the services rendered that you have provided to our office. Other changes include moving the section containing the Agreement's term and termination to the first section and adding provisions as we discussed during our conversation on February 19th making up law enforcement time to the Township that was lost due to removal of the assigned Sheriff Deputy to cover emergencies occurring elsewhere in the County. The changes made in the attached draft Agreement are shown in the attached compare document.

It is my understanding that you will be seeking a resolution from the County Board of Commissioner's authorizing the entry into the attached Law Enforcement Services Agreement. When the Board of Commissioners has passed a resolution authorizing entry into a new Law Enforcement Services Agreement with Tyrone Township, I will prepare a final draft of the Agreement and forward it to the County Administration for execution.

If you have any questions with regards to the attached Agreement or if any changes need to be made thereto, do not hesitate to contact me.

Very Truly Yours,

COHL, STOKER & TOSKEY, P.C.



Robert D. Townsend

RDT/nam
Enclosure

cc: Carol Sue Jonckheere, Executive Assistant/Contract Manager
N:\Client\Livingston\Sheriff\Letters\Murphy\I.tr re Draft Law Enforcement Agr w Tyrone Twp (2019-2022).doc

RESOLUTION

NO: 2019-03-038

LIVINGSTON COUNTY

DATE: March 25, 2019

Resolution to Approve Funding for the Purchase of Mobile Data Computers for Law Enforcement Utilizing FY 17 Homeland Security Grants Program Funds over \$25,000 Dollars - Emergency Management

WHEREAS, the FY 2017 Homeland Security Grant Program (HSGP) funding under the Law Enforcement Terrorism Prevention Program (LETPP) budget provides funds to be utilized for law enforcement projects that can be used to prevent, respond to, and or recover from a terrorism related event; and

WHEREAS, the FY 17 HSGP LETPP budget allocation for such projects in Livingston County is currently \$43,264.99 dollars; and

WHEREAS, local and county law enforcement are in need of replacing their current mobile data computers (MDCs) because they are antiquated and at “end of life” status; and

WHEREAS, the Livingston County Local Planning Team has voted to dedicate the FY 17 HSGP LETPP funding to the purchase of new MDCs for Livingston County Law Enforcement; and

WHEREAS, the current available funds FY 17 HSGP LETPP funds can support the purchase of twelve (12) MDCs units and docking stations at the unit cost of \$3,334.74 from DELL, sole source provider, via Livingston County IT, for a total project cost of \$40,016.88; and

WHEREAS, the cost of this project is above the county \$25,000.00 purchasing threshold and requires Livingston County Board of Commissioner’s review and approval.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approve the using of the available funds from the FY 17 Homeland Security Grant Program (HSGP), Law Enforcement Terrorism Prevention Program (LETPP) for the purchase of twelve (12) Mobile Data Computers (MDCs) to include both computers and docking stations at the unit cost of \$3,334.74 from DELL, a sole source provider, via Livingston County IT, for county and local law enforcement for a total project cost of \$40,016.88.

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**MOVED:
SECONDED:
CARRIED:**



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF EMERGENCY MANAGEMENT

1911 Tooley Rd, Howell, MI 48855
Phone 517-540-7926 Fax 517-546-6788
Web Site: co.livingston.mi.us

Memorandum

To: Livingston County Board of Commissioners
From: Therese CremonTE, Emergency Manager
Date: 03/11/2019
**Re: RESOLUTION TO APPROVE FUNDING FOR THE PURCHASE OF
MOBILE DATA COMPUTERS FOR LAW ENFORCEMENT
UTILIZING FY 17 HOMELAND SECURITY GRANTS PROGRAM
FUNDS OVER \$25,000.00 DOLLARS**

The FY 2017 Homeland Security Grant Program (HSGP) funding under the Law Enforcement Terrorism Prevention Program (LETPP) budget provides funds to be utilized for law enforcement projects that can be used to prevent, respond to, and/or recover from a terrorism-related event. The FY 17 HSGP LETPP budget for such projects is currently \$43,264.99 dollars.

Livingston County Emergency Management has a pending project for interoperable communications for law enforcement that fits the requirements of the FY 17 HSGP LETPP funding. Livingston County law enforcement is in need of replacing mobile data computers (MDCs) in patrol units. The MDCs are required and utilized for interoperable communications on the local, county and state level. The majority of current law enforcement MDCs are antiquated and are at an "end of life" status.

The Livingston County Local Planning Team has voted to dedicate the FY 17 HSGP LETPP funding to the purchase of new MDCs for Livingston County Law Enforcement. With the funding available, and the cost of purchase for each MDC unit being \$3,334.74 dollars, a total of twelve (12) MDCs could be purchased for Livingston County Law Enforcement with the FY 17 HSGP LETPP funds.

The cost of the project is \$40,016.88 which is above the purchasing threshold of \$25,000.00 dollars. Therefore, this project must be reviewed and approved by the Livingston Board of Commissioners.

It is for this reason I am requesting the approval of the Livingston County Board of Commissioners to move forward with the acquisition of twelve (12) mobile data computers to be utilized by local and county law enforcement in Livingston County. The purchase will be from DELL, a sole source provider, through Livingston County IT Department.

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

RESOLUTION

NO: 2019-03-039

LIVINGSTON COUNTY

DATE: March 25, 2019

Resolution to Amend the Non-Union Sick Days Policy in Compliance with the Michigan Paid Medical Leave Act of 2018– Human Resources

WHEREAS, Livingston County provides paid sick leave to all non-union employees budgeted to work 21 or more hours per week; and

WHEREAS, the Michigan Legislature recently approved a new statute, the Paid Medical Leave Act (“Act”), which goes into effect March 29, 2019, and which requires employees budgeted to work 25 or more hours per week to accrue 40 hours of paid sick leave per year; and

WHEREAS, civil counsel has reviewed the current sick days policy and recommends certain change to remain in compliance with the Act.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the attached amended Sick Days Policy which has been previously approved by civil counsel.

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MOVED:
SECONDED:
CARRIED:

A. Sick Days: Subject to the Michigan Paid Medical Leave Act, 2018 PA 369 (the “Act”): Livingston County provides paid sick days for eligible non-union employees. Eligible employees may use sick time when they are not able to come to work because of an employee's illness, an accident, the illness of a family member, to attend medical appointments **or for such further and additional reasons provided to eligible employees under the Michigan Paid Medical Leave Act (the “Act”)**. Employees will have ~~six days of~~ sick leave deposited into his or her bank at the beginning of each year **as described in the chart below**. Sick days are prorated for ~~part-time employees~~, and for employees hired after January 1st of each year.

Non-union staff members who are working 21 or more hours per week are eligible to receive sick time in accordance with the following schedule:

SCHEDULED/BUDGETED 40 HOURS PER WEEK	6 days, deposited in sick bank January 1 st each year
SCHEDULED/BUDGETED 30-39 25-39 HOURS PER WEEK	4 5 days, deposited in sick bank January 1 st each year
SCHEDULED/BUDGETED 21-29 21-24 HOURS PER WEEK	3 days, deposited in sick bank January 1 st each year

1. When an employee MUST miss work for doctor/dentist appointments **or for a qualifying illness as provided in the Act**, the employee must give the Department Head one day advanced notice, **if possible. The Department Head may require the employee submit supporting documentation to utilize paid medical leave for a qualifying illness. The employee shall be given at least three days to submit such supporting documentation. Paid medical leave must be used in one-hour increments.**
2. An employee who finds it necessary to use sick time for an accident or illness must notify his/her supervisor no later than two hours after the start of the work day, if possible.
3. Upon retirement (see Retirement Section) or death, 50% of accumulated sick leave up to a maximum of 72 days will be paid to the employee or his/her estate, based upon the employee's current salary if the employee has attained 10 years of service.
4. Sick days will not be granted for absences due to weather conditions, transportation problems or other reasons except those specified herein **or under the Act for eligible employees.**
5. Employees returning to work from an illness or leave of absence of more than five days may be required to submit a statement from his/her physician to certify his/her ability to return to work or to verify the illness. This note must be received no later than the employee's first day back to work.
6. Employees taking sick leave on their last scheduled day of work before a holiday or vacation may be required to submit a statement from their physician to verify the illness. It shall be the employee's responsibility to check with his/her Department Head when calling in to determine if the

statement is necessary.

7. Before December 31 of each year, unused sick days will be paid to the employee at a rate of 50% of the December 31 compensation value; OR, at the employee's option, the employee may roll over 100% of their remaining sick time, as of December 31, into the reserve sick day bank provided the bank does not exceed 72 days. Any amount exceeding 72 days will be forfeited. Generally this payment for sick leave or roll over will occur in early December.
8. An employee who is not eligible for retirement under Sick Days in #3 above and who has ten or more years of service with the County and leaves County employment will be paid for 50% of all accrued sick days to a maximum of \$400.
9. After a Fair Labor Standards Act (FLSA) exempt employee has exhausted their accumulated sick time, absences due to illness of less than one day shall be deducted from any exempt employee's pay as a full day.

B. Reserve Sick Banks: Eligible non-union employees with sick reserve banks may utilize this time as they would earned sick leave.

RESOLUTION

NO: 2019-03-040

LIVINGSTON COUNTY

DATE: March 25, 2019

Resolution Recognizing the Observance of National Public Safety Telecommunicators Week, April 14-20, 2019 – 911 Central Dispatch

WHEREAS, annually, the second full week of April has been designated as *National Public Safety Telecommunicators Week* in recognition of the estimated 300,000 men and women dedicated to the country's 9-1-1 service; and

WHEREAS, public safety answering points are the first and single point of contact for persons seeking immediate and effective relief during an emergency, as well as those reporting crimes, suspicious persons, unusual incidents or matters of homeland safety and security; and

WHEREAS, the number 9-1-1 is universally recognized as dedicated to summon police, fire or medical assistance whenever and wherever needed; and

WHEREAS, the 9-1-1 telecommunicators of Livingston County provide the first-line, 24-hour, seven-days-a-week link between our citizens and public safety's first responders; and

WHEREAS, public safety telecommunicators exhibit compassion, understanding and technical expertise during the performance of their demanding jobs; and

WHEREAS, the public safety telecommunicators of Livingston County 9-1-1 Central Dispatch contributed to saving lives, apprehending criminals and preventing property loss this past year.

THEREFORE, BE IT RESOLVED the Livingston County Board of Commissioners joins with the United States Congress to declare the week of April 14th through April 20th, 2019, *National Public Safety Telecommunicators Week* in honor of the men and women whose unswerving diligence keep our citizens safe in Livingston County.

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**MOVED:
SECONDED:
CARRIED:**



Memorandum

**To: Livingston County Public Safety Committee
Livingston County Board of Commissioners**

From: Chad L. Chewning , Director

Date: March 14, 2019

Re: 2019 National Telecommunicators Week Recognition April 14-20, 2019

Each year hundreds of thousands of emergency Telecommunicators across the U.S. handle emergencies on a daily basis. They do this because along with other emergency responders, they possess an extraordinary amount of humanity. They do this without being able to see what is happening with their own eyes, and are unable to reach out and have any physical contact with the callers to assist them on scene. The compassion, commitment, and talent signified by the men and women who process 9-1-1 calls is unprecedented, and truly is the care of a FIRST first responder.

The Livingston County Board of Commissioners historically joins with the United States Congress to annually recognize the third full week of April as National Public Safety Telecommunicators Week. I respectfully request the Board of Commissioners continue this observance for the exceptional men and women of the Livingston County 9-1-1 Central Dispatch Center by resolution.

RESOLUTION

NO: 2019-03-041

LIVINGSTON COUNTY

DATE: March 25, 2019

**Resolution Authorizing the Acceptance of the County Clerk's 2018 Annual Report
- County Clerk**

WHEREAS, the office of the Livingston County Clerk is furnishing a report of its activities for the period of January 1, 2018 through December 31, 2018, in printed form composed of the 2018 Annual Report; and

WHEREAS, the Livingston County Clerk has provided a copy of the 2018 Annual Report to the Board of Commissioners.

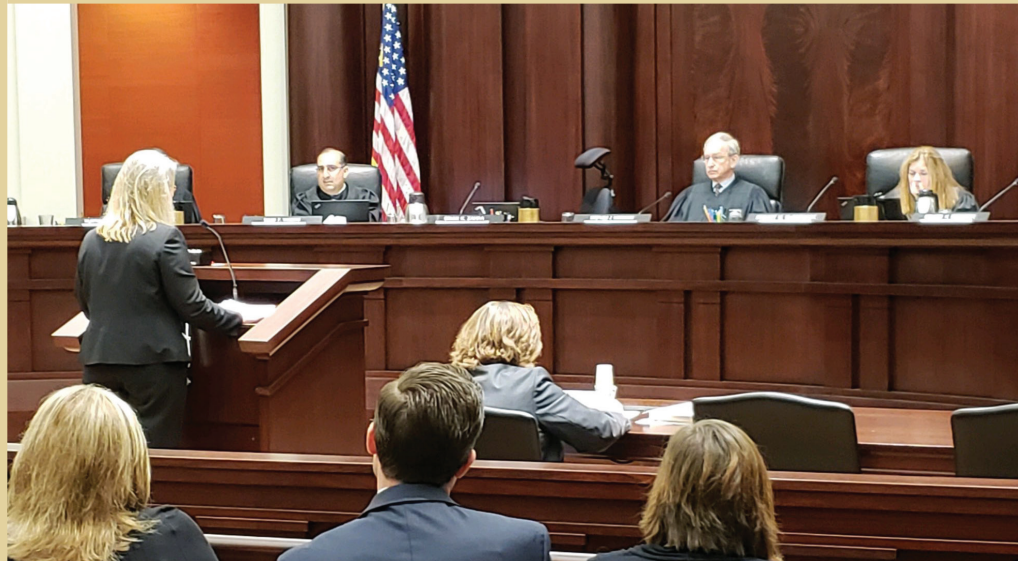
THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby accepts the 2018 Annual Report of the Livingston County Clerk.

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**MOVED:
SECONDED:
CARRIED:**



Livingston County Clerk 2018 ANNUAL REPORT





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A Message From Your Livingston County Clerk

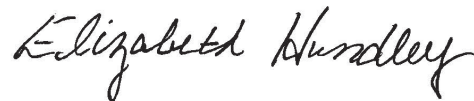
I am pleased to present the 2018 Annual Report for the Livingston County Clerk's Office. This Annual Report provides a statistical and informational document of our office and attempts to explain the wide range of activities we participated in during 2018.

The mission of the Clerk's Office is to provide superior customer service and excellence in the preservation of our county records while adhering to the applicable State and Federal laws and regulations where required. We provide critical services to county residents, the Board of Commissioners, business owners within the community, our cities and townships, as well as every department within county government.

During the November election, Michigan voters approved Proposal 3, which enacts sweeping election reforms. I am honored to be among a group of county, city, and township clerks from across the state, voting rights advocates, and national election experts appointed by Secretary of State Jocelyn Benson to provide guidance on the implementation of Proposal 3. My work on the Election Modernization Advisory Committee will serve the residents of Livingston County far into the future.

I am extremely proud of the professionalism, dedication, and hard work of the staff within the Clerk's Office. I also thank our Board of Commissioners and County Administration for their support. Your support allows us to provide our residents with the highest quality service. It is a privilege and honor to serve as your Clerk.

Sincerely,



Elizabeth Hundley
Livingston County Clerk
Livingston County, Michigan



Elizabeth Hundley
Livingston County Clerk

A Message From The Chief Deputy

2018 passed quickly while we were hard at work implementing our new collection plan. This expanded attention to collections was able to increase the Court's revenue substantially, despite a decrease in assessments. We introduced new facets, such as accepting personal checks, garnishments, wage assignments, and accepting payments by phone. We are pleased to announce that we were able to increase our collections overall by 15.25%. Our contribution to the County's general fund increased by 18.09%. Additionally, we were able to increase our collection of restitution to the victims of crimes by 4.2%.

The upcoming year promises to take us in exciting new directions. We now have a third Circuit Judge. This will allow us to start a business court in addition to our existing specialty courts. Our goals this year are to implement the changes necessary to accommodate this new specialty court; grow our collections program; and implement a criminal bond forfeiture program. We will continue to create ways to improve service for our customers, such as accepting fax filings.

We are proud of the excellent service our office provides to litigants, attorneys, and Judges. We are dedicated to our work and take pleasure in the public's acknowledgment of this. One customer reported, "I have been here several times now and every time, everyone here has been courteous, happy to help, and very professional." It would be impossible to provide this level of assistance without the commitment of the incredible staff who daily achieves these goals and even exceeds them.

Sincerely,



Kristi Cox

Chief Deputy County Clerk—Legal Division



FUNCTIONS AND DUTIES OF THE CLERK

The Office of the County Clerk is an elected position mandated by Article VII, Section 4 of the State Constitution. This position serves as Clerk to the Board of Commissioners as well as Clerk of the Circuit Court. The Clerk is elected by the people of Livingston County by popular vote on a partisan basis for a term of 4 years.

The Clerk's Office is one of the most diverse in county government and is governed by nearly 600 statutes. The Clerk is responsible for the management of five separate budgets and numerous Trust and Agency Accounts. The Clerk's Office has four primary divisions: Vital Records Division, Elections Division, Official Record Keeper and Clerk to the Board of Commissioners, and Clerk of the Circuit Court.

THE VITAL RECORDS DIVISION

Division Overview

The Vital Records Division assists Livingston County residents with the filing of and obtaining birth certificates, death certificates, applications for marriage licenses, marriage certificates, and genealogy research. Certified copies can be obtained by visiting our office located in the Historic Courthouse, by mail, or by use of our online request system.

In addition, the Vital Records Division assists with applications for concealed pistol license applications (CPL's), recording home births, notary applications, and business registrations (DBA's).

Home Births

For a variety of reasons, parents are opting for home births. After the baby's arrival, the parents must visit our office to file the required paperwork to obtain the child's Birth Certificate. There were 22 home births recorded and filed with Vital Records Division during 2018.

Business Registration

The Vital Records Division also administers and oversees business registrations for all of Livingston County. The law requires a business that opens in Livingston County to register with our office unless it is a corporation, limited liability company, or limited liability partnership. We assisted business owners with the formation or dissolution of 531 businesses during 2018.

The Clerk is elected
by the people of
Livingston County
by popular vote for
a term of 4 years

Notary Public

Michigan Secretary of State to serve as an unbiased and impartial witness. Substantial changes to Michigan's notary public laws took place when Governor Snyder signed into law Public Acts 360, 361, and 362 on December 12, 2018. These bills, along with PA 331 of 2018 signed earlier in 2018, will allow both e-notarization and remote notarization in Michigan. The new laws require the full implementation of these programs in mid to late 2019.

County residents seeking to become a notary public must visit the County Clerk's Office. Staff within the Vital Records Division receive and file an applicant's required surety bond, administers an oath to each applicant, and verifies proper completion of the completed Notary Public Application. The surety bond protects the public from a notary's misconduct or negligence. Attorneys

in good standing with the State Bar of Michigan are only required to file an oath with the county; no bond is required. We processed 501 notary applications during 2018.

Military Discharge Record (DD-214)

Our office records military discharge documents (DD-214) free of charge for veterans residing in Livingston County. Certified copies are available free of charge if needed in the future. Military discharge documents are confidential and not accessible by the public. The individual, with proper ID, or a family member with a death certificate and proof of relationship, may obtain copies. Our office assisted 76 veterans with recording their DD-214 during 2018.

In addition, Livingston County veterans are eligible to purchase a Veterans ID Card that identifies them as eligible for discounts



offered by various businesses within the county. Our office processed and issued 67 Veterans ID cards during 2018.

Oaths of Office

An Oath of Office is required for certain individuals prior to serving in their elected or appointed capacity. Our Vital Records Division prepares and files the required Oaths of Office for Livingston County.

Concealed Pistol Licenses (CPL)

The Vital Records Division accepts and processes CPL applications for residents of Livingston County. In addition, the Michigan State Police Concealed Pistol License Unit began accepting CPL renewal applications by mail and through an online system on November 1, 2018. However, the County Clerk is still responsible for storing and maintaining all records; issuing the license; and issuing statutory disqualifications, notices of suspensions, and revocations.

We continually seek to improve customer service. An example is when, on April 11, 2018, when the

Clerk's Office began fingerprinting new CPL applicants within our office rather than requiring applicants to travel to the Sheriff's Department.

In 2018, a total of 3,420 concealed pistol licenses were issued. This is compared to 2017 when 3,562 were issued.

FOIA Coordinator

The County Clerk is designated as the County's FOIA Coordinator. To improve the public's access to county records, County Clerk staff worked in conjunction with the Information Technology Department to select, customize, and train county employees on a FOIA software solution to the increasing requests for records. This solution reduces the manual processing time of FOIA requests, increases transparency, and improves the public's experience. The new FOIA request system was made available for public use on January 2, 2019. Our office received and filed 865 FOIA requests received by various county departments during 2018.

Tax Allocation Board

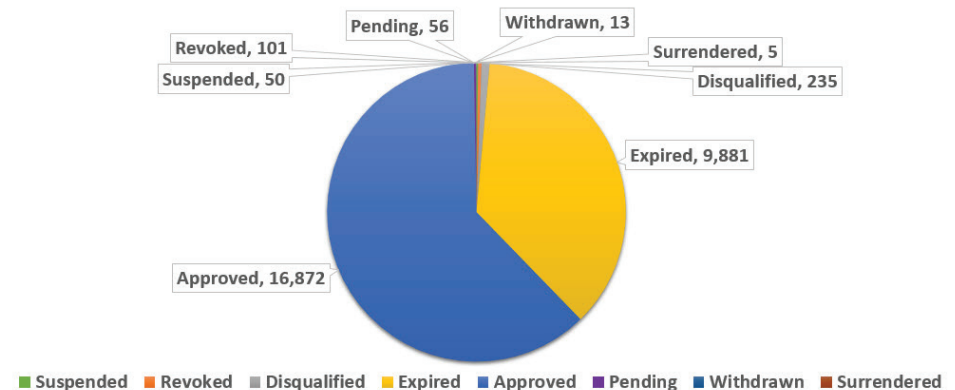
The Tax Allocation Board convenes on the third Monday in April pursuant to Michigan law. The basic duty of the allocation board is to review the budgets submitted by the township units and to divide the available mills between the county, townships within the county, and the intermediate school district.

The County Clerk serves as the clerk of the Board and takes minutes of Board proceedings. These minutes are maintained in the Clerk's Office and are available to the public upon request.

Livingston County CPL Applications By Status

(As of 1/2/2019)

TOTAL: 27,213



"I am beyond impressed with the professionalism of the office as well as how quick the office was able to turn around my renewal."

Customer Comment – January 26, 2018

All work and no play makes for a dreary work environment. To liven up the Courthouse, the Clerk's Office organized a Cinco De Derby lunch enjoyed by all offices within the Courthouse. A great time was had by all!



"Best civil servants
ever met!!!"
Customer Comment –
February 26, 2018

"The excellent service
reminds me of why
I love and live in
Howell!"
Customer Comment –
April 27, 2018

Certificate of Non-Commencement of Legal Proceedings

Michigan law sets forth a process for contractors to record a statement or claim of lien on property. A person with an interest in property with such a lien may submit to the County Clerk certain documentation that requires the Clerk to search our records to determine if proceedings to enforce the lien have not been commenced within the required time-frame. If proceedings have not been commenced, the County Clerk will execute and deliver to the owner a certificate of that fact, bearing the seal of the Circuit Court. Our office received and issued nine (9) certificates of non-commencement during 2018.

Vital Records Comparison (2016 - 2018)

	2018	2017	2016
Deaths Recorded & Filed	1,141	1,142	1,401
Births Recorded & Filed	22	14	30
Marriage Licenses Issued & Filed	1,103	1,104	1,011
Assumed Names Filings	531	782	872
Concealed Pistol License Applications	3,420	3,562	4,244
Notary Commissions Issued, Bonds Filed	501	295	310

THE ELECTIONS DIVISION

Division Overview

The County Clerk is the chief election official within Livingston County. The Elections Division provides guidance and instruction to the local jurisdictions who conduct many of the day-to-day election operations and performs oversight to ensure that the proper administration of elections is being adhered to. The Elections Division is also responsible for the accumulation of election results and maintenance of the permanent election records.

The Election Division saw a change in leadership as Mr. Joseph Bridgman took the helm in January. Mr. Bridgman excelled at administering the 2018 Election Cycle and has settled comfortably into his new role as the Livingston

County Elections Coordinator. He has established a good rapport with the local Clerks who welcome his knowledge and guidance. Mr. Bridgman brings with him fresh and innovative ideas to help make the Elections Division run even more smoothly and efficiently.

The Division administered three elections during the 2018 cycle: the

Special Election in May, the State Primary Election in August, and the State General Election in November.

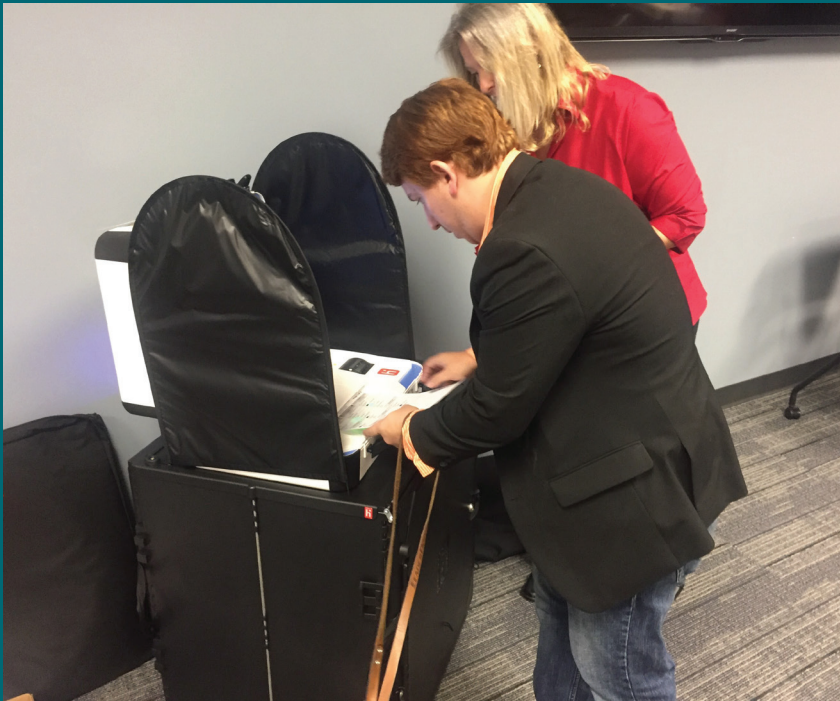
In 2018, the State of Michigan Bureau of Elections changed the procedure of post-election audits to include a hand count of the ballots for select contests, increasing the length of time it takes to perform an audit from roughly



ACCESSIBLE VOTING FOR ALL

The Clerk's Office participated in the "Accessible Voting For All" class held at the Livingston Educational Service Agency (LESA) on September 11, 2018. Our office worked to promote voter participation for individuals with disabilities or those in need of assistance while voting. The class covered issues such as using the voting equipment, the voting process, citizens' rights within the polls on election day, what to expect when you vote, and why it is important to vote. Mark Hymes, Abilities Alliance member, expressed his opinion that new voter assistance terminals are very easy to use.

**Thank you to Danica Katnik from WHMI for taking wonderful photos of this event. The photo below and the voting photo on the cover are courtesy of Danica.*



2 hours to approximately 8 hours per jurisdictional precinct. The division performed 6 precinct and 6 absentee voting precinct post-election audits in the 2018 election cycle.

Public Act No. 611 of 2018 has removed the responsibility of certifying Precinct Delegates from the local election inspectors and has now placed the responsibility in the hands of the County Clerk Elections Division. With the exception of election day filings, all Precinct Delegate filings are now filed with the County Clerk.

The Libertarian Party gained ballot access for the 2018 ballot, on which they were included on the Primary Election as Precinct Delegates. However, they were unable to retain ballot access after the General Election in November.

Livingston County used new election equipment during 2018, with the first countywide use in August of 2018. The Hart InterCivic system, named Verity, uses the most up to date security features. These features allowed the County to receive the election results very quickly and provided the ability to relay those results to the press and public almost immediately.

Livingston County Voters

As of October 2018, Livingston County had 147,860 registered

voters, 3,949 of which were new voter registrations processed by the Elections Division. Livingston County experienced a near record breaking number of voters requesting an absent voter ballot application and absentee ballot for the November election.

Voters approved three Statewide proposals: Legalize Marijuana, Citizens Redistricting Commission, and No-Reason Absentee voting.

The new No-Reason Absentee legislation involves significant changes to Michigan's election laws, including the institution of absentee voting without giving a reason, automatic voter registration, and the ability to register up to and on election day. The Elections Division is working on implementing these changes.

Campaign Finance

All candidates, political action committees, and ballot question committees at the county and local level are required to report the revenues and expenditures of their campaign by filing campaign finance reports with the Office of the County Clerk. These documents are kept on file with the Elections Division and help to maintain the accuracy, integrity, and openness of the elections process. The Division processed 63 campaign finance filings during 2018.

Election Commission

The Livingston County Election Commission is composed of the County Clerk, the Judge of the Probate Court, and the County Treasurer. In 2018, Public Act No. 614 was enacted and establishes that in the absence of or disqualification of any member of the Board of County Election Commissioners other than the County Clerk, the members of the board shall appoint the County Prosecuting Attorney, County Sheriff, or Register of Deeds to act as a member of the Board.

The Commission is responsible for approving ballots for use at federal, state and countywide elections held within Livingston County. In addition, Commission members are responsible for holding hearings to determine the factualness/clarity of the wording used on recall petitions filed against certain county and local-level officials.

The Livingston County Election Commission met 4 times during the 2018 election cycle.

Board of Canvassers

The County Board of Canvassers is composed of two Democratic members and two Republican members. They are appointed by the Livingston County Board of Commissioners to a 4-year term.

One term from each party will expire on 10/31/2019.

Mr. James Swonk honorably served the residents of Livingston County as a Canvass Member since 2007. He passed away August 25, 2018. His experience, knowledge, and attention to detail will be greatly missed. Ms. Carla Chapman was appointed to serve as the Board of Canvasser Chairperson and Mr. Dane Morris was appointed to fill the remainder of Mr. Swonk's term.

The County Clerk serves as clerk of the Board and is responsible for taking notes and preparing minutes of each Board meeting. The Canvassers' principal responsibility is to canvass and certify all elections held in the county. In 2018, the May,

August, and November elections were canvassed and certified (where applicable) by the Board of Canvassers. The Board is also required to certify every ballot container in the county and in 2018, they certified 203 ballot containers, 70 transfer cases, and 95 memory bags in seven different locations.

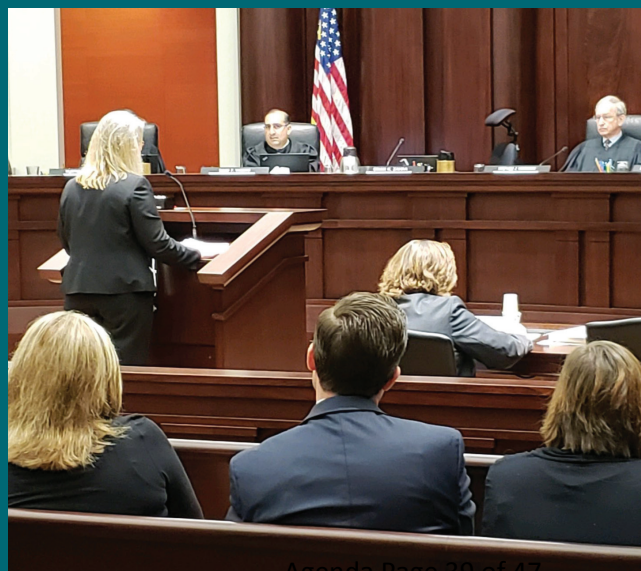
Precinct Inspector Training

Michigan election law requires the County Clerk to conduct training schools for precinct election inspectors within the county. The County Clerk must train inspectors for all cities and townships within Livingston County with a population of less than 10,000. Election inspectors must be certified every two years.

"Excellent staff. Very accommodating. Explained everything well."

Customer Comment – August 24, 2018

Precinct inspector trainings were conducted in April, June, July, and October for the 2018 elections. A total of 937 inspectors were trained. With the new election equipment being implemented countywide this year, inspector trainings included an equipment overview and hands on training, which substantially increased our training time.



County Clerk, Elizabeth Hundley, Addressed the Michigan Supreme Court

I had the rare privilege of addressing the Michigan Supreme Court regarding an administrative order they had proposed which would have negatively impacted Circuit Court Clerk offices statewide and removed a layer of protection afforded the public. I was chosen by the Michigan Association of County Clerks to attend the public hearing and deliver an oral commentary. I'm proud to report that we prevailed and the Supreme Court chose not to implement their proposed administrative order.

CLERK OF THE BOARD OF COMMISSIONERS

Division Overview

The County Clerk serves as the Clerk to the Board of Commissioners and is the keeper of all official Board records. The primary responsibility of the Clerk in this capacity is to record and prepare the minutes for the Board of Commissioners. Though we do not print or distribute the agendas, we do attend all Board meetings.

The Board of Commissioners normally meets two Monday evenings a month at 7:30 p.m. The meetings are open to the public and are normally held in the Board chambers located on the second floor of the Administration Building

at 304 E. Grand River Avenue in downtown Howell.

County Directory

The Clerk's Office is responsible for updating the County Directory. The directory is a resource guide published to assist the residents of Livingston County in communicating with government offices and agencies, as well as elected and appointed officials at the local, state, and federal levels.

Please feel free to contact the Clerk's Office if you are aware of an update that needs to be made. The directory is available on-line at the Clerk's website.

364 comment cards were submitted by the public in 2018. 98.9% of the submitted cards indicated excellent customer service.

CLERK OF THE CIRCUIT COURT

Division Overview

The Circuit Court has jurisdiction over a wide array of matters: felony criminal cases, domestic relations cases, personal protection orders, general civil actions involving claims of \$25,000 or more, cases appealed from the lower courts, and juvenile cases, among miscellaneous other matters. The County Clerk's Circuit Court division is responsible for maintaining all of the records associated with these files. It is our goal to provide this service efficiently and effectively for the public, judges, and attorneys.

This year has brought many challenges to our office. We have updated our electronic file system, OnBase. That upgrade will permit us to move toward our goal of instituting e-filing in 2021 in accordance with the State's standards. With this upgrade, we will be able to build the program on a more solid foundation than we had. We are delighted to work in conjunction with the Judges and Friend of the Court to move this project forward. We were able to

restructure our office in anticipation of e-filing to create separate divisions to address civil, criminal, domestic, and customer service. This has been the structure of most courts for the past several years and will best suit the service that we anticipate providing with these applications.

While the national trend for caseload filings were down 4% this year, in Livingston County we saw a reduction of less than 1%. There was a decrease in the criminal filings, but an increase in the civil filings and requests for personal protection orders. These statistics and many more are meticulously kept and provided to the State of Michigan annually for both caseload and financial reports.

In addition to the chart on the left, please refer to the attached reports for a caseload and collections summary.

Trial Court Caseload Data Report

The County Clerk's Circuit Court Division annually provides the State Court Administrator's Office a caseload report that includes

Case Load Comparison

(2017 - 2018)

Circuit Court County Clerk's Office	2018 Cases	2017 Cases	Actual Change	Increase / Decrease
Civil Cases Filed	463	431	+32	+7.42%
Domestic Cases Filed	1,017	1,035	-18	-1.74%
Criminal Cases Filed	659	726	-67	-9.23%
Reopened Cases	117	91	+26	+28.57%
Appeals	37	51	-14	-27.45%
PPO's Filed	418	401	+17	+4.24%
Total Cases Opened	2,711	2,735	-24	-0.88%

important data, such as the number of cases filed each year and the age of all cases completed in that year. This data is used to determine the level of service being provided to the public and identify areas for improvement. The Clerk's Office works with Circuit Court staff to implement improvements.

Reports to State Agencies

The Clerk's Office is also tasked with reporting all convictions of felonies, high court misdemeanors, and probation violations to the Secretary of State, State Police, and

Department of Corrections. This assists in creating accurate records at the State level, which are then accessible by agencies and the public. Finally, all cases involving motor vehicles are abstracted to the Secretary of State.

In addition to statistical reports, there are financial reports which include reports to the Crime Victim Services Commission concerning restitution assessed and collected; and the State of Michigan, concerning the monies collected.

All of these reports are critical and their accuracy is of the utmost importance to our office. This information is relied upon by every agency and level. We take our role as the Court's record keeper seriously and strive to provide reliable information. In this vein, we have set some goals for improvement in the area of collections and abstract reporting. We are pleased to announce that we have already been making great strides in these areas and look forward to this year's results.

"Great staff. Very knowledgeable, courteous, and friendly."
Customer Comment –
January 11, 2018

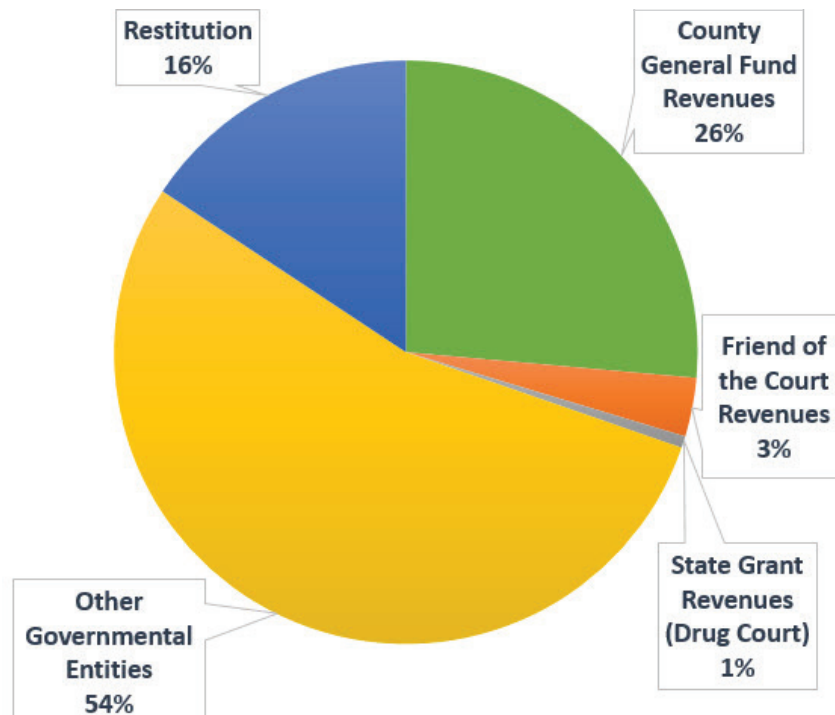
Financial Accounting

The Clerk's Office is responsible for receipting all payments made to the 44th Circuit Court. The Clerk's Office receipted \$1,989,705.93 during 2018, which include \$525,497.06 of General Fund revenues. The total amount receipted includes filing fees, court ordered fines, costs, restitution and bonds among other receipts. We have placed a high priority on collections this year and look forward to continued improvements and success.

Employee Service Award

A Service Awards reception was held at the Judicial Center in November recognizing employees for their service to Livingston County. We celebrated Ranae Roberts' 15 years of service and Jacqueline Chivinsky's 20 years of service to the County Clerk Circuit Court Division. While Kristi Cox has had 25 years with the County court system, she has been with our office for two years.

Total 2018 44th Circuit Court Revenues
 (\$1,989,705.93)





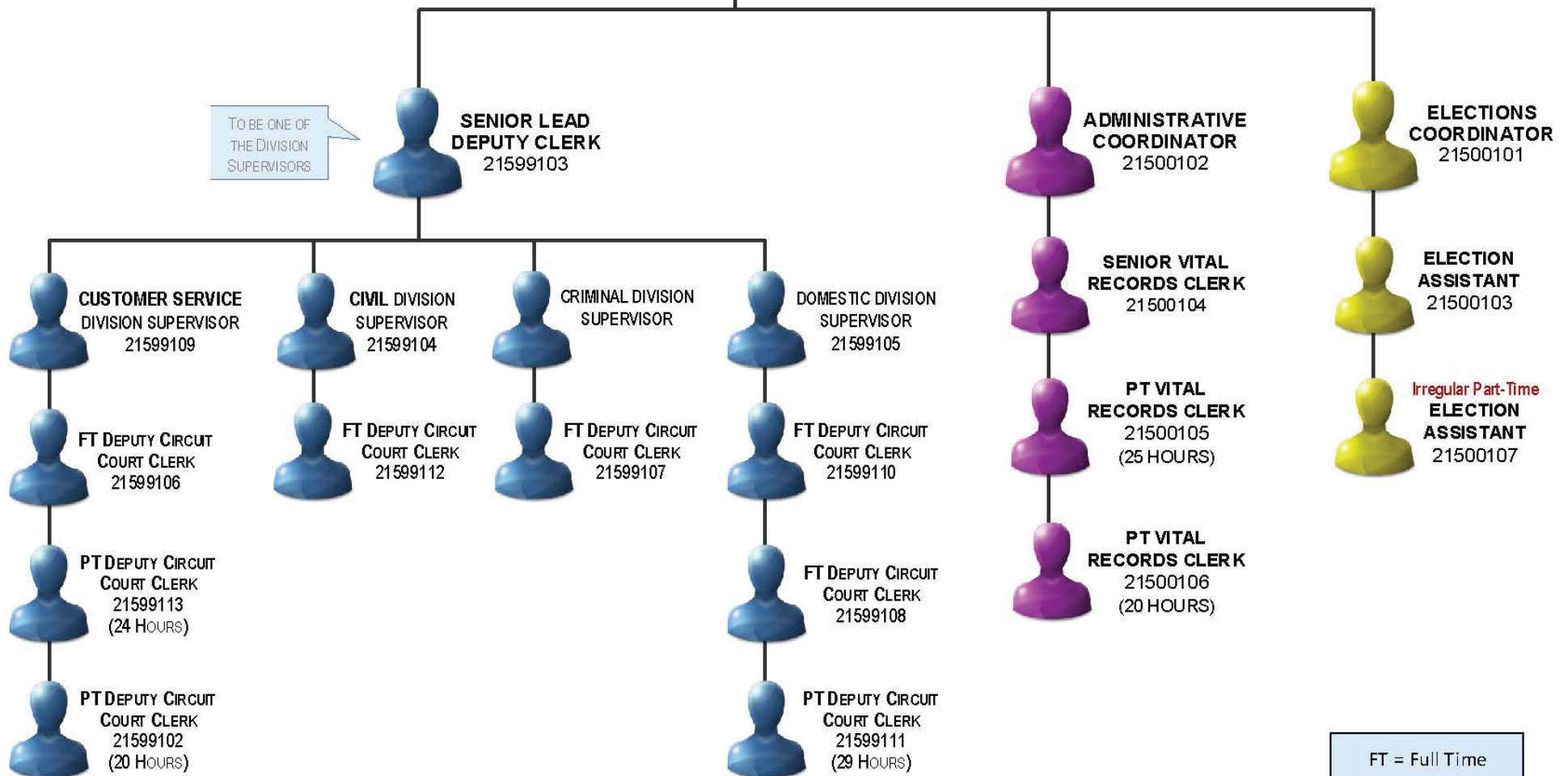
ELECTED

COUNTY CLERK
ELIZABETH HUNDLEY
21500001



**DEPUTY
COUNTY CLERK**
21599101

COUNTY CLERK



FT = Full Time
PT = Part Time

2018 ANNUAL ACTIVITIES & STATISTICAL REPORT

OFFICE OF THE LIVINGSTON COUNTY CLERK

CIRCUIT COURT CLERK'S OFFICE

Civil Cases Filed	463
Domestic Cases Filed	1,017
Criminal Cases Filed	659
Reopened Cases	117
Appeals	37
PPO's Filed	418
Total Cases Opened	2,711
Cases Pending January 1, 2018	842
Cases Closed in 2017	2,200
Cases Pending December 31, 2018	801

CIRCUIT COURT COLLECTIONS

County General Fund Revenues	\$525,497.26
Friend of the Court Revenues	\$64,730.00
State Grant Revenues (Drug Court)	\$12,997.60
<u>Trust & Agency Revenues</u>	
Other Governmental Entities	\$1,074,092.70
Restitution	\$312,388.37
Total Circuit Court Revenues	\$1,989,705.93

COUNTY CLERK SUMMARY

Writs Issued	0
Attorneys at Law Registered	4
Notary Commissions Issued/Bonds Filed	501
Concealed Weapon Permits Issued	3,420
Assumed Names/Co-Partnerships & Dissolutions Filed	531
Marriage Licenses Issued and Filed	1,103
Births Recorded and Filed	22
Deaths Recorded and Filed	1,141
Number of FOIAs Processed	865
Elections and Recounts Canvassed	3
Election Inspectors Schools of Instruction	36
Number of Precinct Inspectors Trained	937
Campaign Finance Statements Filed	63
Voter Registrations sent to Township and City Clerks	3,949

2018 ELECTIONS DIVISION ANNUAL ACTIVITIES & STATISTICAL REPORT

ELECTIONS CANVASSED: 3

Special Election, May 8, 2018
 Byron Area Schools, Fowlerville Community Schools, and Hartland Consolidated Schools
 State Primary Election, August 7, 2018
 State General Election, November 6, 2018

ELECTION REIMBURSEMENTS: 3

MAY 8, 2018

10 Townships
 16 Polling Precincts
 3 AVCB Precincts
 3 Combined Precincts
 19 Ballot Styles
 Proposals: 3 School Districts
Election Reimbursement
\$11,182.19

AUGUST 7, 2018

2 Cities, 16 Townships
 81 Polling Precincts
 16 AV Counting Boards
 12 Split Precincts
 96 Ballot Styles
 Proposals: 1 City, 4 Townships,
 1 Village, 3 School Districts, 1
 Intermediate School District
Election Reimbursement
\$23,318.16

NOVEMBER 6, 2018

2 Cities
 81 Polling Precincts
 19 Split Precincts
 Proposals: 3 Statewide, 1 City, and 1 School District
Election Reimbursement: \$33,005.74

ELECTION INSPECTOR SCHOOLS OF INSTRUCTION: 36

NUMBER OF PRECINCT INSPECTORS TRAINED: 937

CAMPAIGN FINANCE STATEMENTS FILED (158645 - 158708): 63

VOTER REGISTRATIONS SENT TO CITY, TOWNSHIP, AND OUT-COUNTY CLERKS: 3,949

Candidate Filing Fees for the Year Ending December 31, 2018
 State Representative Candidates: \$500.00
 County Commissioner Candidates: \$2,100.00
 School Board Candidates: \$2,100.00
 Library Board Candidates: \$800.00
 Late Campaign Finance Filing Fees: \$1,395.00
 Refundable Filing Fees: \$400.00/Non-Refundable Filing Fees: \$2,900.00
 Total 208 Filing Fees Collected: \$4,695.00

RESOLUTION

NO: 2019-03-042

LIVINGSTON COUNTY

DATE: March 25, 2019

Resolution Authorizing the Board Chair to Sign a Letter of Understanding Regarding Initial Wage Scale Step Placement for a Promoted Sergeant - Sheriff

WHEREAS, the Sheriff requests to utilize the same philosophy as the County non-union policy related to promotions, allowing a promoted sergeant to be placed on the step on sergeant wage scale that would give the newly promoted sergeant at least a 5% pay increase; and

WHEREAS, the union representing sergeants has agreed to placing the newly promoted sergeant at a step that would give him at least a 5% increase in pay.

THEREFORE, BE IT RESOLVED the Livingston County Board of Commissioners authorizes the Chair to sign the attached Letter of Understanding between Livingston County, the Livingston County Sheriff, and the Michigan Association of Police (MAP) regarding starting wages for a newly promoted sergeant subject to review and approval by County Civil Counsel.

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MOVED:
SECONDED:
CARRIED:

LETTER OF UNDERSTANDING

WHEREAS, the Livingston County Sheriff and the Livingston County Board of Commissioners (the "Employers") and the Michigan Association of Police (the "Union") on behalf of the Sergeants' Unit are parties to a Collective Bargaining Agreement effective January 1, 2017 through December 31, 2019; and

WHEREAS, the Collective Bargaining Agreement covers wages, hours and other terms and conditions of employment for the Sergeants unit; and

WHEREAS, the parties wish to modify the starting wage with regard to newly promoted Sergeant James Steinaway to follow Livingston County Policy related to promotions.

THEREFORE, the parties agree that Sergeant James Steinaway, upon promotion on January 1, 2019 shall receive the following:

1. Sergeant Steinaway shall be placed in the bargaining unit wage scale that is at least 5% above his current wage scale in accordance with County policy rather than the starting (hire) wage scale addressed in the CBA.
2. Therefore, as a result of this Letter of Understanding, Sergeant Steinaway will move from the Sergeant Hire step to the Sergeant 1 Year step effective 1/1/2019.
3. The Union agrees not to file a grievance on the matter on behalf of any other bargaining unit member(s) not afforded the increase when they were promoted.

This agreement cannot be modified without the being in writing and agreed to by both parties. There is no other agreement and the Collective Bargaining Agreement shall remain intact as to all other issues. Parties agree this is a one-time only agreement and will not establish precedent.

James Steffes (MAP)

James Steinway (Employee)

Donald S. Parker (Board Chair)

Michael J. Murphy (Sheriff)

