



# BOARD OF COMMISSIONERS MEETING AGENDA

May 26, 2020

4:30 PM

Zoom Virtual Meeting Room

Meeting ID: 399-700-0062 / Password: LCBOC

<https://zoom.us/j/3997000062?pwd=SUdLYVFFcmozWnFxbm0vcHRjWkVIZz09>

*"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."*

Pages

1. **CALL MEETING TO ORDER**
2. **MOMENT FOR SILENT REFLECTION**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG**
4. **ROLL CALL**
5. **CORRESPONDENCE** 3
  - a. Hamburg Township Resolution in Support of Request to Reclassify Livingston County
  - b. Menominee County Resolution 2020-16 in Response to Executive Order 2020-77
  - c. Tuscola County Resolution 2020-4 Move Tuscola County Forward
6. **CALL TO THE PUBLIC**
7. **APPROVAL OF MINUTES** 11
  - a. Minutes of Meeting Dated: May 11, 2020
  - b. Minutes of Meeting Dated: May 20, 2020
8. **TABLED ITEMS FROM PREVIOUS MEETINGS**
9. **APPROVAL OF AGENDA**
10. **REPORTS**
  - a. Greg Kellogg, LETS Director
11. **APPROVAL OF CONSENT AGENDA ITEMS**

Resolutions 2020-05-140 through 2020-05-142

- |           |   |           |
|-----------|---|-----------|
| <b>a.</b> | <b>2020-05-140</b>  | <b>19</b> |
|           | Resolution Authorizing Participation in Mutual Non-Congregate Housing for Livingston County First Responders and an Agreement with North Star Reach Campground - Emergency Management |           |
| <b>b.</b> | <b>2020-05-141</b>  | <b>30</b> |
|           | Resolution Authorizing the JAG Grant Purchase of Night Vision Equipment - Sheriff   |           |
| <b>c.</b> | <b>2020-05-142</b>  | <b>58</b> |
|           | Resolution Extending the Temporary Emergency Telecommuting Arrangement in Response to COVID-19 - County Administration  |           |

**12. RESOLUTIONS FOR CONSIDERATION**

Resolutions 2020-05-143 and 2020-05-144

- |           |   |           |
|-----------|---|-----------|
| <b>a.</b> | <b>2020-05-143</b>  | <b>62</b> |
|           | Resolution Authorizing Livingston County's Annual Budget Process and Calendar - Administration    |           |
| <b>b.</b> | <b>2020-05-144</b>  | <b>66</b> |
|           | Resolution Authorizing the County Treasurer to Establish the 2019 Delinquent Tax Fund - Treasurer |           |
| <b>c.</b> | <b>2020-05-145</b>  | <b>67</b> |
|           | Resolution in Support of the Request to Reclassify Livingston County – Board of Commissioners     |           |

**13. CALL TO THE PUBLIC**

**14. ADJOURNMENT**

**TOWNSHIP OF HAMBURG**  
**SUPPORT OF REQUEST TO RECLASSIFY LIVINGSTON COUNTY**

At a regular meeting of the Township Board of the Township of Hamburg, Livingston County, State of Michigan, held virtually as provided for by Executive Order on Tuesday, May 19, 2020, beginning at 7:00 p.m., Eastern Standard Time, with virtual attendance permitted, there were

PRESENT: Hohl, Dolan, Negri, Menzies, Hahn, Koeble, Hughes

ABSENT: None

MOVED FOR ADOPTION: Negri

SUPPORTED BY: Hahn

**RESOLUTION**

**WHEREAS**, Since March 24, the people of the State of Michigan have been under a stay-at-home order and unable to go to work, gather in public or even visit family or friends in an effort to “flatten the curve” and attempt to stop the novel coronavirus that was infecting so many people and overwhelming our health care system in some urban areas; and

**WHEREAS**, through a series of Executive Orders, Governor Whitmer has extended this protracted period of lockdown, and there is great uncertainty about when or whether this will end; and

**WHEREAS** it is undisputed that the novel coronavirus is highly communicable and dangerous primarily to those with comorbidity factors, but that “the curve” has been flattened and our health care system is capable of receiving and treating patients. What is also undisputed is that the current level of lockdown is unnatural and is itself the source of numerous other community health problems, including rising rates of domestic violence, depression and suicides, and that this unreasonable extended prohibition on normal human interaction is having real negative effects and making us less neighborly, less human and more isolated. Also, it is undisputed that many individuals and businesses are suffering significant economic harm from the ongoing indiscriminate lockdown. Finally, the hype over the virus is causing residents in our area to fear going to the hospital for their actual, real medical emergencies, as reflected in the staggering number of EMT calls that result in the first responders arriving to find the patients already dead because their condition had already progressed so far; and

**WHEREAS** a harsh and protracted quarantine of the presumptively healthy for the sake of the few medically vulnerable is not sustainable in a society, and inasmuch as Hamburg Township is situated in Livingston County, which the Governor has inexplicably grouped with Wayne County in her MI Safe Start Plan to Reopen Michigan, it is not likely that a return to our natural freedoms will be permitted any time soon; and

**WHEREAS** State Representatives Hank Vaupel (R-Fowlerville) and Ann Bollin (R-Brighton Township) have formally petitioned Governor Whitmer to reclassify Livingston County in District-5, rather than District-1;

**THEREFORE, BE IT RESOLVED** that in order to protect the safety, welfare and rights of our Township residents and businesses, and to state clearly our desire to reopen our community as soon as possible, the Hamburg Township Board of Trustees, believing that it is inappropriate to indiscriminately lock down suburban and rural areas whose demographics are so dissimilar to the urban areas that were so badly affected, hereby SUPPORTS THE REQUEST made by Reps. Vaupel and Bollin to reclassify Livingston County in District 5 as regards the Governor’s MI Safe Start Plan.

A roll call vote on the foregoing resolution was taken and was as follows:

AYES: Hohl, Dolan, Negri, Menzies, Hahn, Koeble, Hughes

NAYS: None

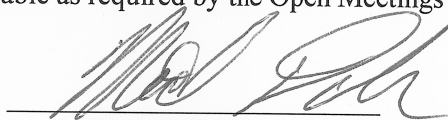
ABSENT: None

RESOLUTION DECLARED: Adopted

### CERTIFICATION

I, Michael Dolan, being the duly elected Clerk of the Township of Hamburg, Livingston County, Michigan hereby certify that (1) the foregoing is a true and complete copy of the Resolution duly adopted by the Township Board on May 19, 2020; (2) the original of such resolution is on file in the records of the Clerk's office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended); and (4) minutes of such meeting were kept and will be or have been (or will be) made available as required by the Open Meetings Act.

DATE: May 19, 2020



Michael Dolan  
Hamburg Township Clerk



## MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse  
839 10<sup>th</sup> Avenue  
Menominee, MI 49858  
www.menomineecounty.com*

*Jason Carviou – County Administrator  
Sherry DuPont – Administrative Assistant  
Telephone: (906) 863-7779 or 863-9648  
Fax: (906) 863-8839*

### **RESOLUTION 2020-16**

#### ***RESOLUTION IN RESPONSE TO EXECUTIVE ORDER 2020-77***

**WHEREAS**, on May 7, 2020, Governor Whitmer issued Executive Order 2020-77, which extended the duration of the "Stay-At-Home" order to May 28, 2020; and

**WHEREAS**, the Menominee County Board of Commissioners perceive that certain restrictions in the executive order violate the civil liberties of Michigan residents that are protected by the United States Constitution and the Constitution of the State of Michigan of 1963; and

**WHEREAS**, the Menominee County Board of Commissioners acknowledge that the COVID-19 virus has caused an unprecedented time in our history; however, even in the time of crisis the basic civil liberties and foundations of our society must be preserved with common sense legislative action; and

**WHEREAS**, Benjamin Franklin (1706-1790) stated "Any society that is willing to give up liberty for temporary security deserve neither and lose both"; and

**WHEREAS**, Executive Order 2020-77 continues to take a "one size fits all" approach to COVID-19 in the State of Michigan; however, as has been seen time and time again, what works for the Lansing, Detroit, and other metropolitan areas does not necessarily translate into good public policy for the Upper Peninsula; and

**WHEREAS**, the Menominee County Board of Commissioners believe all businesses are "essential" because they provide for the livelihood of their employees, and the financial hardship to those that are laid off is substantial; and

**WHEREAS**, unemployment claims in Menominee County have increased 356% since the end of February 2020 due to the mandatory closing of many businesses that have been deemed "non-essential"; and

**WHEREAS**, the Menominee County Board of Commissioners believe that the State needs to allow businesses that can operate safely to reopen to mitigate the devastation that COVID-19 has already had on our economy and allow the residents of Menominee County to return to work; and

**WHEREAS**, the response to the COVID-19 virus must be balanced as not to make the collateral impacts more devastating and punitive than the virus itself; and

**WHEREAS**, the Menominee County Board of Commissioners support common sense approaches to combat the COVID-19 virus, such as: following social distancing recommendations, health screenings for employees and customers, promoting healthy hygienic practices, and encouraging individuals that are considered high risk to continue to self-quarantine and adhere to the strictest recommendations established by the Centers for Disease Control.

**NOW, THEREFORE, BE IT RESOLVED**, that the Menominee County Board of Commissioners call upon Governor Whitmer and the State of Michigan Legislature to immediately re-evaluate Executive Order 2020-77 to ensure the civil liberties of Michigan residents are not infringed; and

**BE IT FURTHER RESOLVED**, that the Menominee County Board of Commissioners call upon Governor Whitmer and the State of Michigan Legislature to immediately consider relaxing some restrictions allowing more people to return to their jobs; and

**BE IT FURTHER RESOLVED**, that the Menominee County Board of Commissioners call upon Governor Whitmer and the State of Michigan Legislature to end their unilateral, one size fits all approach, and to work with county and local governments in the fight against COVID-19 to ensure that measures put in place make sense for our communities; and

**BE IT FURTHER RESOLVED**, that a copy of this Resolution be sent to Governor Whitmer, Senator Ed McBroom, Representative Beau LaFave, the Michigan Association of Counties, and to the Clerk of each County in the State of Michigan.

Roll call vote: AYES: 6 NAYS: 3

**RESOLUTION DECLARED ADOPTED.**

  
\_\_\_\_\_  
Gerald Piche, Chairman

5/14/2020  
Date

STATE OF MICHIGAN                     )  
  ) ss.  
COUNTY OF MENOMINEE )

I hereby certify that the foregoing is a true and complete copy of **Resolution 2020-16** adopted by the County Board of Commissioners at a regular meeting held on **May 12, 2020**, and I further certify that the public notice of such meeting was given as provided by law.

  
\_\_\_\_\_  
Marc Kleiman, Menominee County Clerk

**TUSCOLA COUNTY BOARD OF COMMISSIONERS  
TUSCOLA COUNTY, MICHIGAN  
RESOLUTION NUMBER: 2020-04**

At a regular meeting of the Board of Commissioners for the County of Tuscola, State of Michigan, held electronically via Google Hangouts in compliance with EO 2020-75 and EO 2020-77 on the 14<sup>th</sup> day of May, 2020 with the meeting called to order at 8:00 a.m.

Present: Thomas Young, Thomas Bardwell, Kim Vaughan, Mark Jensen,  
Daniel Grimshaw

Absent: None

The following resolution was offered by Grimshaw, seconded by Vaughan:

**COUNTY RESOLUTION 2020-04  
MOVE TUSCOLA COUNTY FORWARD**

**Whereas**, Under the Emergency Management Act, 1976 PA 390, the Governor may declare a state of disaster and a state of emergency for the reasons specified therein; and

**Whereas**, A state of disaster or state of emergency declared under the Emergency Management Act continues until the Governor finds that the threat or danger has passed, the disaster or emergency has been dealt with to the extent that disaster or emergency conditions no longer exist, or until the declared state of disaster or emergency has been in effect for 28 days; and

**Whereas**, After 28 days, the Governor shall issue an executive order or proclamation declaring the state of disaster or emergency terminated, unless a request by the Governor for an extension of the state of disaster or emergency for a specific number of days is approved by resolution of both houses of the Legislature; and

**Whereas**, An executive order or proclamation declaring the state of disaster or emergency shall indicate the area or areas threatened, the conditions causing the emergency, and the conditions permitting the termination of the state of emergency; and

**Whereas**, On March 10, 2020, Governor Whitmer issued Executive Order 2020-4 declaring a state of emergency across the entire state of Michigan to address the COVID-19 pandemic; and

**Whereas**, On April 1, 2020, Governor Whitmer issued Executive Order 2020-33 to replace Executive Order 2020-4 and expand the initial March 10, 2020, declaration to include a state of disaster related to the COVID-19 pandemic through April 30, 2020; and

**Whereas**, Executive Order 2020-33 states the state of emergency and the state of disaster will terminate when emergency and disaster conditions no longer exist and appropriate programs have been implemented to recover from any effects of the statewide emergency and disaster, consistent with the legal authorities upon which the declaration is based and any limits imposed by those authorities, including Section 3 of the Emergency Management Act, 1976 PA 390, MCL 30.403; and



**Whereas**, On April 1, 2020, Governor Whitmer requested that the Legislature pass a concurrent resolution extending the state of emergency and state of disaster statewide across Michigan through April 30, 2020; and

**Whereas**, On April 7, 2020, the Legislature passed Senate Concurrent Resolution No. 24 authorizing Executive Order 2020-33 through April 30, 2020; and

**Whereas**, On April 27, 2020, Governor Whitmer requested that the Legislature pass a concurrent resolution extending the state of emergency and state of disaster statewide across Michigan through May 28, 2020; and

**Whereas**, The Legislature did not extend the state of emergency beyond April 30, 2020 as required under law; and

**Whereas**, Governor Whitmer did not provide scientific data to justify the state of emergency being declared equally across all 83 counties of the state of Michigan; and

**Whereas**, The Governor's executive orders placed arbitrary and inconsistent restrictions, without reasonable scientific justification, on some businesses, but not on others, and on particular activities of a person, sometimes resulting in oppressive consequences, regardless of efforts by a business or a person to implement national guidelines for safe social distancing that can combat the spread of COVID-19; and

**Whereas**, The Governor's executive orders placed arbitrary and inconsistent restrictions, without reasonable scientific justification, on individual's rights to associate, assemble, worship, and travel, including but not limited to the ability of a person to assemble for worship or see family members outside of a person's household, regardless of efforts taken to implement national guidelines for safe social distancing that can combat the spread of COVID-19 and without considering if a person has recovered from COVID-19; and

**Whereas**, The Governor's executive orders have prohibited hospitals, clinics and other medical professionals from conducting elective medical procedures that people need, including preventative care, even in cases where hospitals and medical professionals have the capacity to safely do so; and

**Whereas**, COVID-19 has impacted population groups differently, with some high-risk persons that are older or have underlying health conditions being more vulnerable and other low-risk persons able to safely participate in activities by implementing national guidelines for safe social distancing or if they have recovered from COVID-19; and

**Whereas**, COVID-19 has impacted areas and regions of the state differently with some counties being able to effectively contain the spread of COVID-19, including Tuscola County, by following national guidelines for safe social distancing; now, therefore, be it

**Resolved** by the Tuscola County Board of Commissioners, That we demand that the Governor compile and make available within three days from the date of this concurrent resolution, in a manner easily accessible by the public, detailed data, summarized by county, on:

1. The daily number of available hospital related beds occupied by all patients since January 1, 2020, segregated by in-patient beds, negative airflow beds, and intensive care unit (ICU) beds.

2. The daily number of available hospital related beds occupied by verified COVID-19 patients since January 1, 2020, segregated by in-patient beds, negative airflow beds, and ICU beds.
3. The daily number of emergency room visits in total and the daily number of emergency room visits by patients testing positive for COVID-19 since January 1, 2020.
4. The daily number of verified COVID-19 hospitalizations and verified COVID-19 deaths that are related to retirement or nursing homes since January 1, 2020.
5. The daily number of verified COVID-19 hospitalizations and verified COVID-19 deaths of individuals, who have had other pre-existing or underlying health conditions, since January 1, 2020, with a segregation of those health conditions and a breakout of verified COVID-19 hospitalizations and verified COVID-19 deaths by age, gender, and race.
6. The daily number of ventilators available and daily inventories of hospital Personal Protection Equipment since April 9, 2020.
7. The number of medical professionals that have been furloughed, had work hours reduced, or received a cut in pay since March 10, 2020.

; And be it further

**Resolved**, That we request local health departments, local health organizations and local hospitals provide the above data specific to Tuscola County and make it available to the public; and be it further

**Resolved**, That we demand that all data related to emergency room visits, hospitalizations, and deaths related to COVID-19 patients be verified and confirmed to be COVID-19 positive patients, and the date of emergency visit, hospitalization, or death be recorded as the actual date of occurrence, not the date of any data adjustments being made subsequently; and be it further

**Resolved**, That we encourage the people of Tuscola County to continue to follow national guidelines for safe social distancing and the County continues to take specific measures to protect the population most at risk, including those residing in nursing homes and retirement facilities; and be it further

**Resolved**, That we encourage businesses in Tuscola County to determine the best approach to implement national guidelines for safe social distancing as they begin to open up and move Michigan forward without the Legislature extending the state of emergency and without the declaration of a statewide declaration of disaster; and be it further

**Resolved**, That we encourage hospitals, clinics and medical professionals in Tuscola County to provide elective procedures and preventative care where it is deemed appropriate based on staffing capacity, hospital capacity and availability of personal protective equipment (PPE) and as medical professionals in those facilities determine the best approach to implement national guidelines for safe social distancing; and be it further

**Resolved**, That copies of this resolution be transmitted to local governmental agencies.

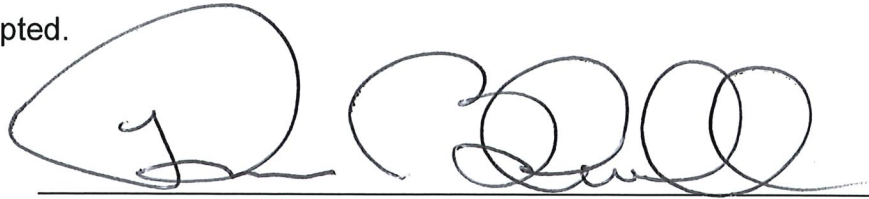


Roll Call Vote:

Ayes: Grimshaw, Young, Vaughan, Jensen, Bardwell

Nays: None

Resolution declared adopted.

A handwritten signature in black ink, appearing to read 'Thomas Bardwell', written over a horizontal line.

Thomas Bardwell  
Chairman of the Tuscola County Board of Commissioners

I, the undersigned, Clerk of Tuscola County, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Tuscola County Board of Commissioners at its Regular Meeting held on May 14, 2020.

A handwritten signature in blue ink, appearing to read 'Jodi Fetting', written over a horizontal line.

Jodi Fetting, Tuscola County Clerk  
Clerk to the Tuscola County Board of Commissioners

## LIVINGSTON COUNTY BOARD OF COMMISSIONERS

### MEETING MINUTES

May 11, 2020, 4:30 p.m.

Zoom Virtual Meeting Room

Meeting ID: 399-700-0062 / Password: LCBOC

<https://zoom.us/j/3997000062?pwd=SUdLYVFFcmozWnFxbm0vcHRjWkVIZz09>

Members Present: Carol Griffith, Kate Lawrence, William Green, Wes Nakagiri, Douglas Helzerman, Robert Bezotte, Jay Gross, and Gary Childs

#### 1. CALL MEETING TO ORDER

The meeting was called to order by Chairwoman Carol Griffith at 4:30 p.m.

#### 2. MOMENT FOR SILENT REFLECTION

#### 3. PLEDGE OF ALLEGIANCE TO THE FLAG

All rose for the Pledge of Allegiance to the Flag of the United States of America.

#### 4. ROLL CALL

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

District 5 Commissioner seat is vacant.

#### 5. CORRESPONDENCE

a. Berrien County Correspondence dated April 23, 2020

Motion to receive and place on file the correspondence.

It was moved by K. Lawrence

Seconded by G. Childs

Roll Call Vote: Yes (8): K. Lawrence, W. Green, W. Nakagiri, D. Helzerman, R. Bezotte, J. Gross, C. Griffith and G. Childs; No (0): None; Absent (0): None

**MOTION Carried (8-0-0)**

#### 6. CALL TO THE PUBLIC

See 9.a.

#### 7. APPROVAL OF MINUTES

a. Minutes of Meeting Dated: April 27, 2020

b. Minutes of Meeting Dated: May 6, 2020

Motion to approve the minutes as presented.

It was moved by R. Bezotte

Seconded by W. Green

Roll Call Vote: Yes (8): R. Bezotte, J. Gross, G. Childs, C. Griffith, K. Lawrence, W. Green, W. Nakagiri, and D. Helzerman; No (0): None; Absent (0): None

**MOTION Carried (8-0-0)**

**8. TABLED ITEMS FROM PREVIOUS MEETINGS**

None.

**9. APPROVAL OF AGENDA**

Motion to approve the Agenda as presented.

It was moved by G. Childs

Seconded by D. Helzerman

Roll Call Vote: Yes (8): G. Childs, C. Griffith, K. Lawrence, W. Green, W. Nakagiri, D. Helzerman, R. Bezotte, and J. Gross; No (0): None; Absent (0): None

**MOTION Carried (8-0-0)**

**9.a. CALL TO THE PUBLIC**

The following people spoke regarding the County Administrator position: Mark Tithof, Howell Township; John Conley, Brighton; Brian Jonckheere, Howell; and Dave Domas, Tyrone Township.

Keith H., Howell, commented on the generator maintenance proposal.

**10. REPORTS**

Chairwoman Griffith thanked the staff for their efforts during the COVID-19 crisis. Compliments to Dianne McCormick, the Health Department, Cindy Catanach, and Jennifer Palmbo for their efforts as we prepare to reopen.

**11. CLOSED SESSION**

Discuss Written Legal Opinion Pursuant to MCL 15.268(h)

Motion to recess to Closed Session at 4:55 p.m.

It was moved by K. Lawrence

Seconded by G. Childs

Roll Call Vote: Yes (8): K. Lawrence, W. Green, W. Nakagiri, D. Helzerman, R. Bezotte, J. Gross, C. Griffith and G. Childs; No (0): None; Absent (0): None

**MOTION Carried (8-0-0)**

Motion to return to Open Session at 5:23 p.m.

It was moved by K. Lawrence

Seconded by D. Helzerman

Roll Call Vote: Yes (8): K. Lawrence, W. Green, W. Nakagiri, D. Helzerman, R. Bezotte, J. Gross, C. Griffith and G. Childs; No (0): None; Absent (0): None

**MOTION Carried (8-0-0)**

**12. COUNTY ADMINISTRATOR INTERVIEWS**

Donald Parker, candidate for County Administrator, gave a presentation on his qualifications for this position.

Questions from the Board.

Discussion.

Nathan Burd, candidate for County Administrator, gave a presentation on his qualifications for this position.

Questions from the Board.  
Discussion.

**13. APPROVAL OF CONSENT AGENDA ITEMS**

Resolutions 2020-05-133 and 2020--05-134

Request by Commissioner Helzerman to remove Resolution 2020-05-134 Resolution Authorizing Contractual Agreement for Generator Maintenance & Repair Services – Facility Services from the Consent Agenda.

Chairwoman Griffith indicated that Resolution 2020-05-134 Resolution Authorizing Contractual Agreement for Generator Maintenance & Repair Services, be moved from the Consent Agenda to an individual Resolution for Consideration as item 14.c.

Motion to approve the remaining resolution on the Consent Agenda and move Resolution 2020-05-134, Resolution Authorizing Contractual Agreement for Generator Maintenance & Repair Services to Resolutions for Consideration as 14.c.

It was moved by W. Green  
Seconded by G. Childs

Roll Call Vote: Yes (8): W. Green, W. Nakagiri, D. Helzerman, R. Bezotte, J. Gross, C. Griffith, K. Lawrence, and G. Childs; No (0): None; Absent (0): None

**MOTION Carried (8-0-0)**

**13.a 2020-05-133**

Resolution Authorizing Blanket Signature Resolution for Michigan Department of Transportation (MDOT) Master Agreement No. 2017-0082 - LETS

**14. RESOLUTIONS FOR CONSIDERATION**

**14.a 2020-05-135**

Appointment of County Administrator

Chairwoman Griffith opened the floor for nominations of candidates that applied to fill the vacancy for County Administrator.

Commissioner Lawrence nominated Nathan Burd for a conditional offer of appointment for the position of County Administrator contingent upon him fulfilling to the sole satisfaction of the County all County post-interview requirements and verifications and executing an employment contract in a form acceptable to the County. Support by Commissioner Childs.

Following no further nominations, Chairperson Griffith closed the nominations.

Motion to adopt the Resolution.

It was moved by K. Lawrence  
Seconded by G. Childs  
Discussion

Roll Call Vote: Yes (8): K. Lawrence, W. Green, W. Nakagiri, D. Helzerman, R. Bezotte, J. Gross, C. Griffith and G. Childs; No (0): None; Absent (0): None

**MOTION Carried (8-0-0)**

**14.b 2020-05-136**

Resolution Extending Additional and/or Modified Temporary Emergency Employment Provisions in Response to COVID-19 - County Administration

Motion to amend the Resolution to remove the first Therefore Be It Resolved paragraph.

It was moved by W. Nakagiri  
Seconded by None

**MOTION NOT CONSIDERED FOR LACK OF SUPPORT**

Motion to adopt the Resolution.

It was moved by G. Childs  
Seconded by W. Green  
Discussion

Yes (6): G. Childs, C. Griffith, K. Lawrence, W. Green, D. Helzerman, and R. Bezotte;  
No (1): W. Nakagiri; Absent (1): J. Gross

**MOTION Carried (6-1-1)**

**14.c 2020-05-134**

Resolution Authorizing Contractual Agreement for Generator Maintenance & Repair Services – Facility Services

Motion to adopt the Resolution.

It was moved by G. Childs  
Seconded by D. Helzerman  
Discussion

Yes (8): G. Childs, C. Griffith, K. Lawrence, W. Green, W. Nakagiri, D. Helzerman, R. Bezotte, and J. Gross; No (0): None; Absent (0): None.

**MOTION Carried (8-0-0)**

**15. CALL TO THE PUBLIC**

Brian Jonckheere, Drain Commissioner, congratulated the Board on the process to fill the County Administrator position and commented on generator maintenance.

Keith H., Howell, commented on the generator maintenance proposal.

Commissioner Bezotte inquired as to the process going forward for Mr. Nathan Burd.

Jennifer Palmbos, Human Resources Director, provided an outline of the process for the new County Administrator.



**16. ADJOURNMENT**

Motion to adjourn the meeting at 7:57 p.m.

It was moved by G. Childs

Seconded by W. Green

Roll Call Vote: Yes (8): G. Childs, C. Griffith, K. Lawrence, W. Green, W. Nakagiri, D. Helzerman, R. Bezotte, and J. Gross; No (0): None; Absent (0): None

**MOTION Carried (8-0-0)**

---

Elizabeth Hundley, Livingston County Clerk

UNAPPROVED

# LIVINGSTON COUNTY BOARD OF COMMISSIONERS

## MEETING MINUTES

May 20, 2020

IMMEDIATELY FOLLOWING THE FINANCE COMMITTEE

Zoom Virtual Meeting Room

Meeting ID: 399-700-0062 / Password: LCBOC

<https://zoom.us/j/3997000062?pwd=SUdLYVFFcmozWnFxbm0vcHRjWkVIZz09>

Members Present Carol Griffith, Kate Lawrence, William Green, Wes Nakagiri, Douglas Helzerman, Robert Bezotte, and Jay Gross

Members Absent Gary Childs

### 1. CALL MEETING TO ORDER

The meeting was called to order by Chairwoman C. Griffith at 10:45 a.m.

### 2. PLEDGE OF ALLEGIANCE TO THE FLAG

All rose for the Pledge of Allegiance to the Flag of the United States of America.

### 3. ROLL CALL

Indicated the presence of a quorum.

District 5 Commissioner seat is vacant.

### 4. CALL TO THE PUBLIC

None.

### 5. APPROVAL OF AGENDA

Motion to approve the Agenda as presented.

**Moved By** K. Lawrence

**Seconded By** R. Bezotte

Roll Call Vote: Yes (7): K. Lawrence, W. Green, W. Nakagiri, D. Helzerman, R. Bezotte, J. Gross, and C. Griffith; No (0): None; Absent (1): G. Childs

**Motion Carried (7-0-1)**

### 6. RESOLUTIONS FOR CONSIDERATION

#### 6.1 2020-05-137

Resolution Authorizing CARES Act Provisions for Nationwide Retirement Solutions §457 Participants – Fiscal Services

Motion to adopt the Resolution.

**Moved By** K. Lawrence

**Seconded By** R. Bezotte

Roll Call Vote: Yes (7): K. Lawrence, W. Green, W. Nakagiri, D. Helzerman, R. Bezotte, J. Gross, and C. Griffith; No (0): None; Absent (1): G. Childs

**Motion Carried (7-0-1)**

**6.2 2020-05-138**

Resolution Approving the Livingston County COVID-19 Preparedness and Response Plan – Administration

Motion to adopt the Resolution.

**Moved By** W. Nakagiri

**Seconded By** J. Gross

Roll Call Vote: Yes (7): W. Nakagiri, D. Helzerman, R. Bezotte, J. Gross, C. Griffith, K. Lawrence, W. Green; No (0): None; Absent (1): G. Childs

**Motion Carried (7-0-1)**

**6.3 2020-05-139**

Resolution Approving the Employment Agreement with Nathan Burd for County Administrator – Board of Commissioners

**Moved By** R. Bezotte

**Seconded By** J. Gross

Roll Call Vote: Yes (7): R. Bezotte, J. Gross, C. Griffith, K. Lawrence, W. Green, W. Nakagiri, and D. Helzerman; No (0): None; Absent (1): G. Childs

**Motion Carried (7-0-1)**

**7. FINANCE COMMITTEE RECOMMENDATION FOR APPROVAL OF CLAIMS**

Dated: May 20, 2020

Motion to approve the Claims.

**Moved By** W. Green

**Seconded By** K. Lawrence

Roll Call Vote: Yes (7): W. Green, W. Nakagiri, D. Helzerman, R. Bezotte, J. Gross, C. Griffith, and K. Lawrence; No (0): None; Absent (1): G. Childs

**Motion Carried (7-0-1)**

**8. FINANCE COMMITTEE RECOMMENDATION FOR APPROVAL OF PAYABLES**

Dated: May 1 through May 14, 2020

Motion to approve the Payables.

**Moved By** K. Lawrence

**Seconded By** J. Gross

Roll Call Vote: Yes (7): K. Lawrence, W. Green, W. Nakagiri, D. Helzerman, R. Bezotte, C. Griffith, and J. Gross; No (0): None; Absent (1): G. Childs

**Motion Carried (7-0-1)**

**9. CALL TO THE PUBLIC**

None.

**10. ADJOURNMENT**

Motion to adjourn the meeting at 10:54 a.m.

**Moved By** D. Helzerman

**Seconded By** J. Gross

Roll Call Vote: Yes (7): D. Helzerman, R. Bezotte, J. Gross, C. Griffith, K. Lawrence, W. Green, and W. Nakagiri; No (0): None; Absent (1): G. Childs

**Motion Carried (7-0-1)**

---

Elizabeth Hundley, Livingston County Clerk

RESOLUTION

NO: 2020-05-140

LIVINGSTON COUNTY

DATE: May 26, 2020

---

---

**Resolution Authorizing Participation in Mutual Non-Congregate Housing for Livingston County First Responders and an Agreement with North Star Reach Campground - Emergency Management**

**WHEREAS,** Livingston County first responders, healthcare workers or other essential employees may be exposed to Coronavirus Disease 2019 (COVID-19) in the performance of their duties, and,

**WHEREAS,** Livingston County first responders healthcare workers or other essential employees that may contract or be exposed to the COVID 19 virus may choose to participate in quarantine or isolation utilizing a non-congregate sheltering option to protect their families, the public, and vulnerable persons they may otherwise come into contact with from contracting the COVID 19 virus; and

**WHEREAS,** Recognizing this issue, local response agencies, jurisdictions, Emergency Management, and the Livingston County Health Department have taken steps to identify lodging accommodations for County and other participating local governmental first responders, healthcare workers or other essential employees who have contracted COVID-19 but do not need treatment in hospitals or quarantined either because they have been exposed to persons with COVID-19 or they have family members or other cohabitants in high risk groups who need to be protected from exposure to COVID-19; and,

**WHEREAS,** The North Star Reach Campground, in Putnam Twp has a facility able to support the needs of potentially ill or exposed responders/healthcare workers/essential employees in a non-congregate setting and the owner has agreeded to house Livingston County and other participating municipal employees who meet the above criteria and are in need of isolation or quarantine; and

**WHEREAS,** North Star Reach Campground located at 1200 University Camp Dr., Pinckney, MI 48169, submitted a retainer price for lodging rental at the rate of \$250 per month for facility use and \$60 per day per person for lodging. The County and other participating municipalities would also be responsible for attendant costs of actual lodging and compreshensive clean up when the lodgers move out. These fixed costs would be shared on a participatory basis, and,

**WHEREAS,** A Memo of Understanding has also been drafted for Livingston County and local response agencies and jurisdictions to allocate the costs between the agencies and jurisdictions who actually utilize the North Star Reach Campground facility, and,

**WHEREAS,** Funding will be requested through the General Fund and expenses may be reimbursable up to 75% as protective measures through FEMA Public Assistance Category B if properly documented and if FEMA agrees that the facility use has met their reimbursement criteria for non-congregate sheltering.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes entering into an agreement with North Star Reach Campground for First responder non-congrgate sheltering at the retainer rate of \$250 per month for facility use and \$60 lodging per night per responder, and other costs set forth in the agreement which may be allocated amongst the jurisdictions and agencies utilizing the shelter for the period of May 6, 2020 through



---

---

December 31, 2020, with the ability to review for continuation every 30 days once the non-congregate shelter is utilized by responders for services described above.

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners authorize entering into an agreement with other local area governmental entities to also participate in mutual non-congregate housing with the understanding that fixed or common costs associated with such lodging be allocated equitably based on actual use.

**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.

#

#

#

**MOVED:**  
**SECONDED:**  
**CARRIED:**

**AGREEMENT REGARDING PARTICIPATION IN MUTUAL  
NON-CONGREGANT HOUSING FOR RESPONDERS AND HEALTHCARE AND CERTAIN  
CRITICAL INFRASTRUCTURE WORKERS**

This is an Agreement ("Agreement") between Livingston County, the Livingston County Sheriff, the Livingston County Health Department, Hamburg Township, Howell Area Fire Authority, Brighton Area Fire Authority, the City of Brighton, the Village of Fowlerville, Fowlerville Fire Authority, Putnam Township, the Village of Pickney, Hartland Area Fire Authority, Unadilla Township, Green Oak Township the (the "Jurisdictions" or "Participating Jurisdictions") and those future jurisdictions which may elect to participate pursuant to the terms of this Agreement (collectively "the Parties") to provide for, and to allocate responsibility for individual and shared expenses relating to a leased non-congregant housing facility to house responders, healthcare and/or certain critical infrastructure workers of the Parties in response to the COVID-19 public health emergency.

**WHEREAS**, on March 10, 2020 the Governor of the State of Michigan declared a State of Emergency due to the COVID-19 epidemic, invoking the emergency powers of the Governor under MCL 30.403 (4) and MCL 10.31 (1), concurrently issuing Executive Order 2020-4 to implement the declared State of Emergency in the State of Michigan; and,

**WHEREAS**, the Parties enter into this Agreement by authority of MCL 30.410 (2), to provide mutual aid and shared resources during times of emergency, including emergencies declared by the Governor; by authority of the Urban Cooperation Act, MCL 124.501, et seq; and, the authority to contract with a governmental agency granted by the Public Health Code at MCL 333.2435 (c); and,

**WHEREAS**, pursuant to the terms of the attached agreement with North Star Reach ("Facility Agreement"), the Parties have secured use of a non-congregant housing facility ("Facility") to provide lodging, isolation and quarantine of the responders, healthcare or certain critical infrastructure workers employed by the Parties who require isolation and quarantine resulting from the public health emergency including those who test positive for COVID-19 who do not require hospitalization but need isolation (including those exiting from hospitals); those who have been exposed to COVID-19 who do not require hospitalization; and asymptomatic individuals needing social distancing as a precautionary measure; and,

**WHEREAS**, non-congregate sheltering of certain of the Parties' responders, healthcare and/or certain critical infrastructure workers who require isolation is determined necessary by the appropriate State and Livingston County public health officials and is not duplicated by another federal agency; and,

**WHEREAS**, no new or separate legal or administrative entity is created to administer the provisions of this Agreement; and,

**NOW THEREFORE**, the Parties agree as follows:

- 1.** By execution this Agreement the Parties here agree to be bound by the terms of the Facility Agreement between Livingston County and North Star Reach dated \_\_\_\_, 2020 and to be bound by the terms thereto as to the individual responsibilities. This Agreement specifically references said Facility Agreement, and all amendments and is here incorporated fully by this reference.
- 2.** Upon approval by Livingston County Board of Commissioners, jurisdictions may execute this Agreement in the future in order to participate in the Facility Agreement and mutual activities described in this Agreement. Upon such execution this Agreement shall be applicable by and among such future participating jurisdictions and all existing Parties hereto without the need for further amendments to this Agreement or to the Facility Agreement.
- 3.** The current and future Parties to this Agreement will use the Facility subject to, and in a manner consistent with, the terms of the Facility Agreement, which shall be attached to and is incorporated here by reference.
- 4.** In addition to the services provided by the Owner under the Facility Agreement, Livingston County will provide to the Facility Retention Fees, and coordinate Final Cleanup contractor services. The County and the Participating Jurisdictions may also elect to provide, either individually or jointly (upon agreement of the Parties): food delivery, on-site security or other services to the occupants. Individual Participating Jurisdictions shall, at the end of the Term, be invoiced by the County for its individual pro-rata portion of these expenses and any other common expenses incurred based upon the share of the occupancy of the individual Participating Jurisdiction during the term of the Agreement. Participating Jurisdictions shall tender all payments due the County within fourteen (14) calendar days of County's invoice. The Participating Jurisdiction may request supporting documentation supporting such invoice.
- 5.** Each individual Participating Jurisdiction shall be invoiced by the Owner the Per Occupant Fee which is the sole responsibility of the employing Participating Jurisdiction. Participating Jurisdictions shall tender all Per Occupant Fee payments due the Owner within fourteen (14) calendar days of Owner's invoice.
- 6.** Each individual Participating Jurisdiction shall be solely responsible to authorize, and place any limitations it deems appropriate at to the duration or terms of the approval, for the responders, healthcare or certain critical infrastructure workers employed by it and who are authorized to be lodged at the Facility. Each individual Participating Jurisdiction shall be solely responsible to provide case management and medical care to its employed occupants during all times that they are assigned to and in residence at the Facility.
- 7.** Each individual Participating Jurisdiction agrees to abide by procedures concerning the operations of the Facility regarding such matters as the process

and timing of intake for occupants of the Facility, and other similar matters as may be adopted by the Owner or the Health Officer, from time to time.

- 8.** This Agreement does not create a lease or residential tenancy between the Facility, Livingston County, the individual Participating Jurisdictions or any of its occupants. All occupants must vacate the Facility by the end of the Term or when directed by the County.
- 9.** Each Participating Jurisdiction is responsible for their own costs, expenses, and performance related obligations whether or not the transactions were contemplated by this Agreement. This Agreement does not create any form of partnership nor create joint or several liability relationships with the County or any Participating Jurisdiction.
- 10.** The County and each Participating Jurisdiction are public municipal entities entitled to protections of governmental immunity under applicable law. It is specifically understood and agreed to that nothing contained in this paragraph or elsewhere in this Agreement will be construed as: an express or implied waiver by the County or Participating Jurisdiction of governmental immunity or of its state governmental immunity; an express or implied acceptance by the County or Participating Jurisdiction of liabilities arising as a result of actions which lie in tort or could lie in tort in excess of the liabilities allowable under the applicable governmental immunity laws; a pledge of the full faith and credit of a debtor contract; or, as the assumption by one party of a debt, contract, or liability of the other party.
- 11.** In no event shall either any party to this Agreement be liable hereunder (whether in an action in negligence, contract or tort or based on a warranty or otherwise) for any indirect, incidental, special or consequential damages incurred by the other party or any third party.
- 12.** Any party may withdraw from this agreement with a 14-day written notice, for any reason. The County may terminate this agreement with a 14-day written notice, for any reason. A withdrawal or termination shall not release or waive the Participating Jurisdictions' responsibility for debts, liabilities or fees incurred or arising prior to the withdrawal or termination.
- 13.** The Parties shall adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination, including, but not limited to, Title VII of the Civil Rights Act of 1964, the Elliott-Larsen Civil Rights Act, 1975 PA 453 amended; the Persons with Disabilities Civil Rights Act, 1976 PA 220 as amended; Section 504 of the Federal Rehabilitation Act of 1973 as amended, P.L. 93-112, 87 Stat 355 as amended, the Americans with Disabilities Act of 1990, P.L. 101-336, 104 Stat 327 (42 USCA § 12101 et seq), as amended, Title IX of the Education Amendments of 1972 (P.L. 92-318), and

the Regulations of the Department of Education which implement those Acts, and regulations promulgated thereunder. Breach of this section shall be regarded as a material breach of this Agreement.

14. This Agreement will be governed by the laws of the State of Michigan. Venue shall be Livingston County, Michigan.
15. No Party will assign this Agreement without the prior written consent of the other.
16. This Agreement does not create any third party liability, nor does it create any third party beneficiaries.
17. The invalidity of any provision of this Agreement will not affect the validity of any other provisions.
18. This Agreement is the complete and integrated understanding of the parties concerning its subject matter and may not be amended without the express written agreement of the Parties. No Facility room may be used for any purpose other than as permitted by the Facility Agreement.
19. The persons signing this Agreement on behalf of the parties certify by their signatures that they are duly authorized to sign this Agreement on behalf of said parties and that this Agreement has been authorized by said parties.
20. **Signatures:** The individual or officer signing this Agreement certifies by his or her signature that he or she is authorized to sign this Agreement on behalf of the responsible governing board, official, or agency.





U.S. Department of Homeland Security  
536 S. Clark St. 6<sup>th</sup> Floor  
Chicago, IL 60605

**FEMA**

May 1, 2020

Captain James Grady  
Assistant Commander  
Emergency Management and Homeland Security Division  
Michigan State Police  
P.O. Box 30634  
Lansing, Michigan 48909

Dear Captain Grady:

This is in response to your letter dated April 30, 2020 requesting FEMA approval for emergency non-congregate sheltering activities under the Public Assistance (PA) program. Specifically, your letter requests approval for non-congregate sheltering within Livingston County.

In accordance with section 502 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, eligible emergency protective measures taken to respond to the referenced Coronavirus Disease 2019 (COVID-19) emergency, at the direction or guidance of state, local, tribal, and territorial public health officials, may be reimbursed under Category B of FEMA's PA program if necessary to save lives, protect improved property, or public health and safety, and/or lessen or avert the threat of catastrophes.

Based on my review of your request and supporting documentation, I am providing a conditional approval of your request for emergency, non-congregate sheltering, which will be implemented by Livingston County pursuant to the Livingston County Health Officer's order dated April 28, 2020.

My approval of Livingston County's request for emergency non-congregate sheltering is subject to and conditioned by the following:

FEMA will reimburse costs associated with the sheltering of individuals to include those who test positive for COVID-19 who do not require hospitalization but need isolation (including those exiting from hospitals); those who have been exposed to COVID-19 and do not require hospitalization; and asymptomatic high-risk individuals needing social distancing as a precautionary measure, such as people over 65 or with certain underlying health conditions (respiratory, compromised immunities, chronic disease). Sheltering specific populations in non-congregate shelters should be determined by a public health official's direction or in accordance with the direction or guidance of health officials by the appropriate state or local entities.

My approval does not include the reimbursement of costs for the sheltering of asymptomatic individuals that are not among the populations specifically identified in the previous paragraph, without additional state or local public health official's direction or guidance.

FEMA may provide funding for eligible costs for the establishment of non-congregate sheltering as outlined above in 30 days increments until there is no longer a public health need per the County's Health Officer. The County will need to provide a re-assessment at each 30-day interval that includes the

County Health Officer's certification that a threat to lives, public health, or safety still exists, and that continuing non-congregate sheltering eliminates or lessens the threat.

This letter does not approve or obligate specific funding, but rather is approval of specific activities in advance of the grant formulation and reimbursement process. Funding requests will be subject to all elements of Public Assistance program eligibility guidance.

The County must follow FEMA's Procurement Under Grants Conducted Under Exigent or Emergency Circumstances guidance and include a termination for convenience clause in its contracts for sheltering and related services, such as food, security, wrap around services, and care for those with disabilities or access and functional needs.

FEMA will not approve PA funding that duplicates funding by another federal agency, such as Housing and Urban Development or the Centers for Disease Control and Prevention (CDC), U.S. Department of Health and Human Services.

The County must comply with, and enable FEMA to comply with, applicable environmental and historic preservation laws, regulations, and executive orders or funding may be jeopardized.

Additionally, they will need to maintain tracking mechanisms to provide sufficient data and documentation to establish the eligibility of costs for which it is requesting PA funding (including the need for non-congregate sheltering of each individual, length of stay, and costs). As with any activity, lack of sufficient support documentation may result in FEMA determining that some or all of the costs are ineligible.

For more information on the implementation of the non-congregate sheltering, please contact my Recovery Director, Fred Kaehler at [Fredric.Kaehler@fema.dhs.gov](mailto:Fredric.Kaehler@fema.dhs.gov) or call at 312.718.6459.

Sincerely,



James K. Joseph  
Regional Administrator

**Amenities and cost for sheltering Livingston Co First responders  
North Star Reach Campgrounds**

- North Star Reach is willing to have our facility be considered for use as a quarantine/isolation site or for other emergency housing needs that arise
- The facilities include a large dining room space with table and chairs and access to a commercial kitchen, sleeping and bathing accommodations (including toilet paper), fitted bottom sheets for all twin sized mattresses, access to a trash dumpster, Wi-Fi service in all buildings, telephone (VoIP) in main buildings, gated entry requiring a code for vehicle access and 3 sets of laundry washers and dryers (not coin operated).
- The sleeping accommodations include: 2 bunkhouses with 8 bedrooms each (able to house 3 people each with a private toilet and shower in each room), 4 two bedroom and 2 one bedroom apartments (1 queen or 2 twin beds and private showers and toilets for each bedroom), 12 cabins that can house up to 14 people with two bathrooms (each bathroom contains 2 showers, 2 toilets and 2 sinks) in each building.
- The cost for use of the facility is \$250 per month for 1 or more guests and \$60 per person/per night.
- Additional expectation would be professionally cleaning provided by the renter at a minimum after the last guest leaves and at desired intervals during long-term use
- Food service is not included and may be available for an extra cost or can be brought in/prepared on site by your staff/vendor
- Guests will need to bring pillows, top sheets and blankets, towels and shower soap/toiletries
- Information Provided by Owner:  
Doug Armstrong  
CEO and Founder  
674 S. Wagner Road  
Ann Arbor MI 48103  
Office 734.680.8744  
Direct 734.680.8743  
Fax 734.961.4163  
[doug@northstarreach.org](mailto:doug@northstarreach.org)  
[www.northstarreach.org](http://www.northstarreach.org)

Last updated 4-28-2020



## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Therese CremonTE, Emergency Management Coordinator**  
**Date: 05/06/2020**  
**Re: Livingston County Participation in in MOU for  
Non-Congregate Sheltering for First Responders**

This resolution is to request the support of the Livingston County Board of Commissioners for Livingston County responders to participate in the MOU for all Livingston County First Responders to share in non-congregate sheltering at the North Star Reach Campground, located at 1200 University Camp Dr. Pinckney, MI 48169 in the event they become infected with the Coronavirus Disease 2019 (COVID-19). This action would be to quarantine the responder and thereby protect their families, the public, and vulnerable persons they may otherwise come into contact with.

Each response agency would be responsible for the cost of the personnel utilizing the site. This would become a cost share initiative between Livingston County response agencies and jurisdictions. There would be an approval process that each responder would conduct with their own agency and jurisdiction prior to taking refuge at the North Star Reach.

The cost schedule for each responder would be \$60.00 per night with a camp facility rental of \$250.00 per month. The monthly rental will be split between the agencies and jurisdictions utilizing the camp during the month being charged.

There are laundry facilities available on site, a large kitchen facility, garbage collection area, and the ability to provide independent rooms for those infected to convalesce. Bottom linens are provided for all beds, but other linens, towels and toiletries will need to be provided by the responder. The facility will provide toilet paper. Canteining will be the responsibility of the responder's agency and jurisdiction. If needed, this may be done jointly and added to the cost share component.

If utilized for the COVID 19 event as a protective measure, the cost per jurisdiction may be reimbursable through FEMA Public Assistance, Category B for up to 75% with a 25% match if properly documented and reported.

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



RESOLUTION

NO: 2020-05-141

LIVINGSTON COUNTY

DATE: May 26, 2020

---

---

**Resolution Authorizing the JAG Grant Purchase of Night Vision Equipment - Sheriff**

**WHEREAS,** resolution 2019-08-120 authorized Justice Assistance Grant (JAG) program funding in the amount of \$350,000; and

**WHEREAS,** in the FY20 grant application, the Sheriff's Office had to articulate the need for the night vision equipment; and

**WHEREAS,** upon approval of the FY20 JAG approval, the Sheriff's Office was locked into purchasing these or similar items (not to exceed \$100,000); and

**WHEREAS,** this new night vision equipment will ensure officer and community safety and have capabilities that will allow officers to see the precise location of other officers, allowing hands free, completely silent communications during an operation; and

**WHEREAS,** RFQ-LC-20-06 was completed with proposals from eight (8) bidders on or before the April 30,2020 due date; and

**WHEREAS,** based on the evaluation, the only bidder to meet all specifications, therefore being recommended for award of the night vision equipment, is Elbit Systems of America (Night Vision, LLC) with pricing as follows:

Night Vision Equipment	
BNVD Model NE5032	\$76,698.00
Wilcox Model NE7030	\$18,300.00
TOTALS	\$94,998.00

**WHEREAS,** after this purchase, the amount remaining from the grant award (\$5,002.00) will be utilized for scopes that are compatible with night vision equipment.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the purchase of the night vision equipment utilizing JAG Grant funds in the amount of \$94,998 as described above.

**BE IT FURTHER RESOLVED** that 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.

#

#

#

MOVED:  
SECONDED:  
CARRIED:

RESOLUTION

NO: 2019-08-120

LIVINGSTON COUNTY

DATE: August 26, 2019

---

---

**Resolution Authorizing the Sheriff's Office and the County of Livingston to Apply for FY 2020 Byrne Justice Assistance Grant - Sheriff**

**WHEREAS,** the Livingston County Sheriff's Office wishes to enter an application into the FY2020 Byrne Justice Assistance Grant, through the Michigan State Police, under the Technology Enhancement Projects section; and

**WHEREAS,** the purpose of the grant is to acquire funding to make technology enhancements to the Sheriff's Office through the purchase of new equipment and software; and

**WHEREAS,** the state funding are a one-time funds that do not require any County matching or cash match funds; and

**WHEREAS,** the County of Livingston will be applying to receive up to \$350,000 in reimbursement funds from the State of Michigan, through the Byrne Justice Assistance Grant.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the Sheriff's Office to apply and if awarded enter into contract with the State of Michigan, for the Byrne Justice Assistance Grant wherein Livingston County could receive a maximum of \$350,000 in State reimbursement funds effective October 1, 2019 through September 30, 2020.

**BE IT FURTHER RESOLVED** that the Chair of the Livingston County Board of Commissioners is authorized to sign all forms, assurances, contracts, agreements, amendments and support documents related to the 2020 Byrne Justice Assistance Grant upon review by Civil Counsel.

**BE IT FURTHER RESOLVED** that the Board of Commissioners authorize any budget amendment necessary to effectuate this \$350,000 grant award.

#

#

#

MOVED:  
SECONDED:  
CARRIED:



**Bid Synopsis  
For  
Night Vision Equipment**

Solicitation: RFQ-LC-20-06	RFP Issued & Publicly Posted: 04/14/2020
RFP Due Date: 04/30/2020	Public Postings: Livingston Co. Website (livgov.com) BidNet (bidnetdirect.com/mitn)
Proposals Received: 9	

Justice Assistance Grant (JAG) program funding was awarded to the Sheriff's Department. In addition to funding received for the MILO Range Training Simulator submitted for Board review previously, \$100,000.00 was awarded specifically for the purchase of night vision equipment. See Appendix 1 for the JAG grant language.

The process for this Request for Quotes has been completed. Below is a recap of the bid evaluation.

Proposals were received from the following bidders on or before the April 30, 2020 due date:

- Adorama
- ANVS, Inc.
- Elbit Systems of America
- Kiesler Police Supply (submitted 2 quotes)
- MaxaVision
- Michigan Police Equipment
- Night Vision Devices, Inc.
- US Night Vision Corp.

Below is a summary of the evaluation of each bidder:

Adorama

Adorama offered the ATN PS15-3 in response to bid item #1. This device did not meet specifications as follows: white phosphorus was not indicated, helmet mount is a strap over the helmet. The Pulsar Phantom offered for bid item #2 did not offer an extended focus lever, and no (moon) range was listed; therefore, it did not meet specifications. Adorama total bid price \$52,421.30 (Item #1 = \$47,796.30; Item #2 = \$4,625.00).

ANVS, Inc.

The BNVD night vision binocular offered by ANVS, Inc. did not meet specifications as follows: helmet mount was listed as an optional accessory, but not quoted as requested; no white phosphor was mentioned. ANVS offered the AGM Comanche 40 for item #2. No extended focus lever was offered, and no range (moon) was listed for item #2. ANVS total bid price \$72,032.00 (Item #1 = \$62,793.00; Item #2 = \$9,239.00).





### Elbit Systems of America (Night Vision, LLC)

Elbit Systems offered the BNVD Model NE5032 in response to item #1, and the Wilcox Model NE7030 in response to item #2. Both items met all specifications.

Elbit Systems total bid price \$94,998.00 (Item #1 = \$76,698.00; Item #2 = \$18,300.00).

### Kiesler Police Supply

Kiesler submitted two separate bids, one for Night Vision Devices, and the other for US Night Vision Devices:

Night Vision Devices: The BNVD binocular was quoted with standard accessories; helmet mount was listed as an optional accessory. The PVS-30 offered no extended focus lever. Total bid price \$97,991.70 (Item #1 = \$75,318.30; Item #2 = \$22,673.40).

US Night Vision Devices: The F5032 did not meet specifications for item #1, as no helmet mount and no white phosphorus was noted. The PVS-22 offered for item #2 did not offer an extended focus lever and no testing on 50 caliber rifles.

Total bid price \$116,788.44 (Item #1 = \$99,679.14; Item #2 = \$17,109.30).

The Kiesler bids were the 2<sup>nd</sup> and 3<sup>rd</sup> highest cost.

### MaxaVision

The PRG Defense Osprey 40 offered for item #1 did not provide an extended focus lever, there was no mention of testing on 50 caliber rifles, and no mention of (moon) range; therefore it does not meet specifications. The NVG-50 has low battery life without an extended battery pack, and there was no mention of white phosphor technology.

MaxaVision total bid price \$81,320.00 (Item #1 = \$73,350.000; Item #2 = \$7,970.00).

### Michigan Police Equipment

Michigan Police Equipment did not bid on Item #1. It is not in the best interest of the County to execute separate awards for items #1 and #2. The RFQ clearly stated no partial awards would be considered. Therefore, the bid is declined.

### Night Vision Devices, Inc.

Night Vision Devices, Inc. offered the BNVD white phosphor binocular in response to bid item #1. This device did not meet specifications as follows: no helmet mount listed, no standard accessory kit. The PVS-30 offered for bid item #2 did not offer an extended focus lever.

Night Vision Devices, Inc. total bid price \$80,014.00 (Item #1 = \$21,460.00; Item #2 = \$21,460.00).



US Night Vision Corp.

The Elbit Model f5032 offered by US Night Vision Corp. does not appear to be quoted with a helmet mount, as specific in the RFQ. The Knights PVS-30 offered for item #2 does not offer an extended focus lever.

US Night Vision Corp. bid was the highest cost with a total bid price \$121,640.00 (Item #1 = \$97,200.00; Item \$2 = 24,404.00).

Based on this evaluation, Elbit Systems of America (Night Vision, LLC) is recommended for award of the night vision equipment as the only bidder meeting all specifications. After this purchase, the amount remaining from the grant award (\$5,002.00) will be utilized for scopes that are compatible with the night vision equipment.



## APPENDIX 1

### **Justice Assistance Grant (JAG) language:**

Night Vision Equipment - The Sheriff's Office is currently in possession of the first generation night vision goggles that were issued to U.S. Combat Forces in the mid 1980's, which were obtained through the U.S. Military 1033 Program. This equipment is no longer serviceable due to age and deterioration of the components of the goggles. Furthermore, the SWAT / Rescue Team no longer use this equipment due to reliability and the limited / clouded range of vision. Prior to these units becoming inoperable the majority of SWAT / Rescue Members were provided with added safety to be able to operate in total darkness or limited light conditions. When awarded funding new night vision goggles will be deployed to members of the county wide multijurisdictional SWAT / Rescue Team. On average the team responds to an average of 10-15 critical incidents a year along with monthly training. The SWAT / Rescue team is comprised of members from the Sheriff's Office, Brighton Police, Hamburg Police and Green Oak Police. All of the members serve a dual role as patrol officers and SWAT / Rescue Team members. Funding for this project would assist in team operations for critical incidents but also provide the much needed technology on routine daily patrol. Furthermore, this equipment would be available to assist the seven other police agencies in the county.

This cutting edge night vision technology will allow SWAT / Rescue personnel to more aptly ensure officer and community safety by enhancing their ability to detect and safely respond to threats in darkness, in the timeliest manner possible. The night vision capabilities will allow officers to see the precise location of other officers, allowing hands free, completely silent communications during an operation. This unique feature will greatly enhance emergency communications capabilities during night operations - where a team can coordinate, move, signal, confine, and / or neutralize a threat in complete darkness, in addition to locating missing / endangered people. This technology will assist team members in becoming more efficient and safe.

# Byrne Justice Assistance Grant Application - 20

Organization: Livingston County Sheriff's Office

JAG-73019-Livingston County Sheriff's Departm-2020

## Applicant and Project Information

**Entity Name:** County of Livingston

**Implementing Agency:** Livingston County Sheriff's Office

Street Address: 150 S Highlander Way

City: Howell State: MI Zip: 48843

Phone: (517) 546-2440

### SIGMA Information for the Applicant Agency:

\*Vendor/Customer ID CV0048182

\*Address ID 003

\*Project Title Livingston Co 2020 JAG  
Tech Grant

\*Program Area Technology Enhancement Projects (RESTRICTED)

Start Date: 10/01/2019

End Date: 09/30/2020

\*Population of geographic area served by this project: 200,000

\*County(ies) in which the project will operate

State Wide	Alcona	Alger	Allegan	Alpena
Antrim	Arenac	Baraga	Barry	Bay
Benzie	Berrien	Branch	Calhoun	Cass
Charlevoix	Cheboygan	Chippewa	Clare	Clinton
Crawford	Delta	Dickinson	Eaton	Emmet
Genesee	Gladwin	Gogebic	Grand Traverse	Gratiot
Hillsdale	Houghton	Huron	Ingham	Ionia
Iosco	Iron	Isabella	Jackson	Kalamazoo
Kalkaska	Kent	Keweenaw	Lake	Lapeer
Leelanau	Lenawee	✓ Livingston	Luce	Mackinac
Macomb	Manistee	Marquette	Mason	Mecosta
Menominee	Midland	Missaukee	Monroe	Montcalm
Montmorency	Muskegon	Newaygo	Oakland	Oceana
Ogemaw	Ontonagon	Osceola	Oscoda	Otsego
Ottawa	Presque Isle	Roscommon	Saginaw	St. Clair
St. Joseph	Sanilac	Schoolcraft	Shiawassee	Tuscola
Van Buren	Washtenaw	Wayne	Wexford	

NOTE: If the applicant agency has: 1) not registered a DUNS number with the System for Award Management ([www.sam.gov](http://www.sam.gov)), formerly known as Central Contractor Registration; 2) is not current with annual registration; or, 3) does not have documentation identifying that the registration is in process, then the application will not be considered.

\*Federal Tax Identification Number: 38-6005819

\*DUNS Number: 044797926

**Byrne Justice Assistance Grant Application - 20**

**Organization: Livingston County Sheriff's Office**

**JAG-73019-Livingston County Sheriff's Departm-2020**

**Applicant and Project Information**

\*DUNS Number expiration date:

4/30/2020

Byrne Justice Assistance Grant Application - 20

Organization: Livingston County Sheriff's Office

JAG-73019-Livingston County Sheriff's Department-2020

Federal Funding Disclosure

- \*1) Did your jurisdiction receive direct Byrne Justice Assistance (BJA) formula grant funding **within the past three years** from the United States Department of Justice, Bureau of Justice Assistance?

Yes [ ] No [ ☒ ]

\*Please explain, including:

- The amount of funding your jurisdiction was awarded and how the funds will be used .
- Why the funds you are requesting within this application were not considered to be funded with your direct BJA Grant.

- \*2) Will the project you are applying for be supported by any other grant or foundation dollars (Federal, State or Private)?

Yes [ ] No [ ☒ ]

\*Please explain:

# Byrne Justice Assistance Grant Application - 20

Organization: Livingston County Sheriff's Office

JAG-73019-Livingston County Sheriff's Departm-2020

## Political Districts

### \*U.S. Congressional District

	State wide	District 1	District 2	District 3
	District 4	District 5	District 6	District 7
✓	District 8	District 9	District 10	District 11
	District 12	District 13	District 14	District 15

### \*State House District

State Wide	District 1	District 2	District 3
District 4	District 5	District 6	District 7
District 8	District 9	District 10	District 11
District 12	District 13	District 14	District 15
District 16	District 17	District 18	District 19
District 20	District 21	District 22	District 23
District 24	District 25	District 26	District 27
District 28	District 29	District 30	District 31
District 32	District 33	District 34	District 35
District 36	District 37	District 38	District 39
District 40	District 41	✓ District 42	District 43
District 44	District 45	District 46	✓ District 47
District 48	District 49	District 50	District 51
District 52	District 53	District 54	District 55
District 56	District 57	District 58	District 59
District 60	District 61	District 62	District 63
District 64	District 65	District 66	District 67
District 68	District 69	District 70	District 71
District 72	District 73	District 74	District 75
District 76	District 77	District 78	District 79
District 80	District 81	District 82	District 83
District 84	District 85	District 86	District 87
District 88	District 89	District 90	District 91
District 92	District 93	District 94	District 95
District 96	District 97	District 98	District 99
District 100	District 101	District 102	District 103
District 104	District 105	District 106	District 107
District 108	District 109	District 110	

### \*State Senate District

State Wide	District 1	District 2	District 3
District 4	District 5	District 6	District 7
District 8	District 9	District 10	District 11
District 12	District 13	District 14	District 15
District 16	District 17	District 18	District 19

**Byrne Justice Assistance Grant Application - 20**

**Organization: Livingston County Sheriff's Office**

**JAG-73019-Livingston County Sheriff's Departm-2020**

**Political Districts**

District 20	District 21	✓	District 22	District 23
District 24	District 25		District 26	District 27
District 28	District 29		District 30	District 31
District 32	District 33		District 34	District 35
District 36	District 37		District 38	



**Byrne Justice Assistance Grant Application - 20**

**Organization: Livingston County Sheriff's Office**

**JAG-73019-Livingston County Sheriff's Departm-2020**

**Grant Summary**

**\*This brief summary will be used for a short description of your project and for press notification, should you be awarded a grant. Be sure your description accurately presents your project.**

The Livingston Co Sheriff's Office is applying for the 2020 JAG:Technology Enhancement Projects to assist the Sheriff's Office and other area first responders in Livingston County with state of the art equipment . The funding will provide equipment that will provide cost savings to public safety agencies and residents by increasing efficiency and reducing personnel hours conducting investigations .

Problem Statement

**Please provide a clear description of the problem. Include local data that describes the size, nature, or scope of the problem. Include an explanation of the impact of the problem in your community and the local criminal justice system. Specific data from your jurisdiction is required.**

The Livingston County Sheriff's Office services approximately 200,000 residents over 600 square miles. Since the housing market crash of 2008 the Sheriff's Office Uniform Services Division has been reduced through attrition by 20 sworn deputies. 2019 is the first year we have added new hires to the Uniform Services Division in several years. These new hires are replacements to retiring deputies and not regaining any of the 20 positions lost through attrition since 2008. Our Office is still working with less personnel while our county continues to grow with residential and commercial properties. With that said we are balancing the hiring of new personnel against the purchase of additional, state of the art technology. The Sheriff's Office is often looked to by the other seven small police agencies in the county to be a leader in equipment, personnel and assistance. The 2020 Technology Enhancement Grant will provide not only the Sheriff's Office but the other seven police agencies in the county with high tech tools to keep deputies / officers safer and provide an efficient service to the community.

In applying for this grant there are four problem areas that have been identified which can be addressed to the Livingston County Sheriff's Office more effective and efficient for the residents that they protect while maintaining a high level of safety for deputies.

1) The first problem area this grant will address is in the area of officer / victim / offender safety pertaining to several different types of investigations.

The Sheriff's Office is currently using a 20 year use of force simulator in conjunction with live fire training. Live fire training at the range can only provide our office with so much training. We then bring Deputies inside to apply their knowledge and training in simulated scenarios. The 20 year old equipment is out dated along with the scenarios. Upgrading the system will allow Deputies to be better trained in de-escalation and making critical decisions in high stress situations. The goal of implementing a more advanced use of force simulator is to give the Deputies the training and confidence where deadly force will be a last resort.

Secondly the Sheriff's Office is part of the Livingston County Regional SWAT / Rescue Team that services all of Livingston County. The team was formed to have specially trained officers to deal with armed barricaded individuals, hostage rescue situations, the service of high risk warrants, search and rescue for missing persons, civil unrest and the mentally unstable that is growing at an alarming rate throughout the nation as well as Livingston County. Often times law enforcement is at a disadvantage responding to these calls due to the area being unfamiliar and with the interior of the structure often well known to the offender. On average the SWAT / Rescue team members are called upon between 10-15 times per year to address these problems. These incidents often result in numerous hours personnel being on scene trying to resolve the situation without violence, while waiting for the appropriate lighting conditions. By adding new technology to this multi-jurisdictional team the officers will be safer and able to protect themselves, victims and offenders throughout Livingston County better.

Funding from this grant will directly relate to not only officer safety improvements but also safety to the community as well.

2) The second area that the JAG award will address is the ever expanding criminal element while conducting efficient / effective investigations. The common criminals are still ever present but expanding criminal elements are traveling the country to break the law everywhere. More so now than ever before criminals no longer see jurisdictional boundaries. They are willing to travel at length to commit their crimes or establish an ongoing criminal enterprise. Often times a witness to these crimes will only be able to provide a partial license plate of the suspect vehicle or only the make and model of the vehicle. Other times there may not be a witness to the

**Problem Statement**

crime at all. Funding for technology improvements will aid deputies and investigators in identifying and locating criminals that do not care about jurisdictional borders. Increasing technology allows our office to become more efficient and effective as an organization.

3) The third problem area that the JAG award will address is the ever expanding cost of personnel. We are requesting funding for three projects that cross a broad spectrum of personnel costs.

Obtaining a new use of force training system has become a high priority for the Sheriff's Office. Anytime deadly force is used it results in a long and lengthy investigation usually by multiple agencies. By training deputies through a state of the art use of force simulator it will reduce the need for deadly force encounters. The new system will be scenario based training that will train Deputies in de-escalation and discretion in multiple use of force situations.

Furthermore, adding additional License Plate Reading technology in the county will allow Deputies and investigators to become more efficient and effective in conducting investigations. It will allow our agency to locate suspect vehicles used in crimes from the desk and save countless hours driving to other jurisdictions in an attempt to find a vehicle. By quickly identifying suspect vehicles involved in crimes it will lead investigators to more offenders and increase criminal investigation closure rates.

4) The final problem area that the JAG award community engagement, understanding, trust and support.

The public expects its police force to protect them. If they cannot protect them and they become a victim of a crime they expect that police agency to solve their crime and bring the offender to justice. Increasing technology that relates directly to investigations will allow our investigators to identify and locate suspect vehicles involved in crimes in a more efficient manner. Adding to our License Plate Reading infrastructure will assist locating the suspect vehicle, a suspect can be developed by investigators to focus in on.

Furthermore, when a use of force incident occurs there is speculation and confusion on the part of the local community. By bringing in new technology our office will engage the public and local organizations to learn and see what a use of force scenario looks like. Education and understanding builds community trust and support. Allowing hands on training of non law enforcement personnel will allow a better understanding of the decisions made in a use of force situation.

Project Description

**Provide a description of the project. The description must include the what are you proposing to do and how will you do it, why this proposal is necessary to address the problem, how this proposal will differ from what is currently being done, a definition of commitments, roles, and responsibilities of all partnerships and other agencies who will assist with this project, a Management plan or flowchart, and cost benefits of this project.**

The Sheriff's Office will use the funding to accomplish the following projects and address the identified areas of concern:

1) License Plate Reading Cameras - Livingston County is situated between four of the most populous counties in the state and it takes just 30 minutes to reach Detroit and an international border. It is home to I-96 and US 23 which are major southeast Michigan travel corridors. Currently 60% of our inmate population does not reside in Livingston County which means people are coming from outside our community to victimize our residents and businesses. In 2019 the Sheriff's Office was able to secure funding to purchase and install five cameras on I-96. They are located eastbound at the Ingham County line and westbound west of US 23 in Brighton. Thus far the system has proven extremely beneficial in locating vehicles using live alert for wanted fugitives and stolen vehicles. After going operational in June 2019 we have recovered several stolen vehicles from in/out of state along with arresting outstanding fugitives. We have not had the system locate any missing persons yet but look forward to the opportunity if it presents itself. Furthermore our investigators have relied on the historical data in the system to identify vehicles used in crimes in Livingston County. With a large data network of sharing information with other police agencies in Michigan we have been able to locate suspects in other jurisdictions that would have otherwise gone undetected. Currently Warren Police, Canton Police, Flint Police, Genesee County, Grosse Ile Police, Dearborn Police, U of M Flint Police and the Michigan State Police are all using this system and sharing information with our agency. With funding from this grant the Sheriff's Office plans to place five additional cameras in Livingston County. The locations will be M-59 at I-96, Latson Road at I-96 and Grand River at I-96. All of these locations were chosen to build / compliment current infrastructure that was installed on I-96. The three locations chosen are major egress points from Livingston County back onto the freeway. Furthermore an analysis of criminal trends and data have shown these locations to be the largest commercial areas with the most dense populations of residents. Criminal elements commonly target areas close to the freeway to escape undetected. By establishing cameras at these locations we will effectively create a "bubble" of ingress and egress monitoring. The cameras become a force multiplier by allowing us to capture license plate images without being present. The previously established I-96 cameras would record the vehicle entering the densely populated portion of our county. Grant funding would allow the new cameras to record the vehicle then leaving the area. Investigators would be able to establish probable cause or add additional probable cause to their investigations by having the in and out times of vehicles from the area of crimes. The cameras are being established to protect our county and residents from the criminal elements that traverse the country committing crimes and not the petty thief stealing a candy bar from a gas station. Funding for the new cameras would also allow us to use the Vigilant System we currently have to quickly cross reference license plates that have passed by multiple cameras. The possibility is present that the camera system may provide investigators with a suspect vehicle when there is no other evidence or witnesses are available to provide such. Adding to our current system with additional cameras will assist investigators in being more effective and efficient in their investigations. It will also reduce man hours on investigations by eliminating the need to try to track down vehicles through canvassing. Creating a larger network of cameras will present not only the Sheriff's Office with a cost savings on personnel but also other police agencies in the county / state conducting investigations.

In addition to addressing the investigative efficiency and personnel hours, funding for this project will also

**Project Description**

address the area of community support and trust. Thus far the current system has allowed us to continue investigations and complete investigations in a more timely manner through vehicle identification. By closing complaints the community trusts that our office is efficient in the investigation of their crime and bringing the offenders to justice.

2) Three screen Use of Force Simulator - Currently the Sheriff's Office is part owner of a Milo Use of Force Simulator that is in excess of 20 years old and uses a single projector and screen. The current system is shared with the Ingham County Sheriff's Office along with other police agencies in Livingston County. Funding for this project would allow us to purchase a new state of the art system that offers a better training environment for Deputies by using three screens to create an immersive simulator environment. The newer technology has updated, real life scenarios to challenge officers in a controlled setting. What happened 20 years ago in our current scenario library is not what happens now. In addition to firearms training it allows officers to exercise discretion and work on de-escalation skills which the older system is limited in providing. Most use of force simulators now are using real paid actors to make their systems as life like as possible. Furthermore the technology that comes with the system is fully immersive more so than 20 years ago. Firearms are now filled with Co2 for real life recoil effect when a firearm is discharged. Low light training can also be conducted to prepare officers for any and all types of environments that they face. Upon receiving funding for this project we would expand our commitment to the community as well. The Sheriff's Office would continue sharing the system with other police agencies but would expand the program. We would like to have prosecutor's, judges and other community organizations use the system under our supervision to understand what goes into a use of force decision. This will build community relationships and engage multiple residents to build trust for our agency. Receiving funding for a new state of the art use of force system would satisfy multiple goals of the project. The additional training would assist deputies and officers in developing their de-escalation skills which is shown to reduce use of force and increase responder safety. By reducing use of force incidents this will save personnel hours in investigating excessive force complaints and the overall cost needed to investigate any time a firearm is discharged in a use of force situation.

3) Night Vision Equipment - The Sheriff's Office is currently in possession of the first generation night vision goggles that were issued to U.S. Combat Forces in the mid 1980's, which were obtained through the U.S. Military 1033 Program. This equipment is no longer serviceable due to age and deterioration of the components of the goggles. Furthermore, the SWAT / Rescue Team no longer use this equipment due to reliability and the limited / clouded range of vision. Prior to these units becoming inoperable the majority of SWAT / Rescue Members were provided with added safety to be able to operate in total darkness or limited light conditions. When awarded funding new night vision goggles will be deployed to members of the county wide multijurisdictional SWAT / Rescue Team. On average the team responds to an average of 10-15 critical incidents a year along with monthly training. The SWAT / Rescue team is comprised of members from the Sheriff's Office, Brighton Police, Hamburg Police and Green Oak Police. All of the members serve a dual role as patrol officers and SWAT / Rescue Team members. Funding for this project would assist in team operations for critical incidents but also provide the much needed technology on routine daily patrol. Furthermore this equipment would be available to assist the seven other police agencies in the county.

This cutting edge night vision technology will allow SWAT / Rescue personnel to more aptly ensure officer and community safety by enhancing their ability to detect and safely respond to threats in darkness, in the timeliest manner possible. The night vision capabilities will allow officers to see the precise location of other officers, allowing hands free, completely silent communications during an operation. This unique feature will greatly enhance emergency communications capabilities during night operations - where a team can coordinate, move, signal, confine, and / or neutralize a threat in complete darkness, in addition to locating missing / endangered people. This technology will assist team members in becoming more efficient and safe.

**Project Description**

Furthermore, the on scene time and overall personnel cost may be reduced with this technology due to team members not having to wait for lighted conditions to conduct missions.

**Byrne Justice Assistance Grant Application - 20**

**Organization: Livingston County Sheriff's Office**

**JAG-73019-Livingston County Sheriff's Department-2020**

**Project Timeline**

**\*First Quarter**

Procurement of equipment based on awarded funding - Project Director

Financial Status Reports as required / requested

Equipment training / use reporting as required / requested

All documents will be maintained / submitted by the Project Director

**\*Second Quarter**

Financial Status Reports as required / requested

Equipment training / use reporting as required / requested

All documents will be maintained / submitted by the Project Director

**\*Third Quarter**

Financial Status Reports as required / requested

Equipment training / use reporting as required / requested

All documents will be maintained / submitted by the Project Director

**\*Fourth Quarter**

Financial Status Reports as required / requested

Equipment training / use reporting as required / requested

All documents will be maintained / submitted by the Project Director

**Anticipated Outcomes and Performance Measures: Community Understanding / Knowledge / Trust**

\*Goal (100 character max):

Community Understanding / Knowledge / Trust

\*Performance Measures:

Educating the public and gaining their trust are important factors in operating a Sheriff's Office. Awarded grant funding will provide this agency with equipment that helps the public understand and trust our agency to protect and serve them in Livingston County. There is no historical data for this performance measure as it is a new concept that will be employed once grant funding is awarded. Progress will be monitored and documented through community meetings and accomplishments made during the use of the equipment purchased through the grant award.

\*Objective 1:

- 1) Use of Force Simulator; This system has the potential to teach and open dialogue with community organizations, prosecutors and judges about use of force incidents. By educating and instructing these groups they will better understand the training it takes to make a use of force decision.
- 2) Night Vision Systems; This builds the trust of the community that our agency has the equipment to operate in any condition and environment. Knowing that in total darkness operations can be accomplished in the safest and most cost effective way.
- 3) License Plate Reading System; This builds the trust of the community that our agency can properly investigate and document an incident. We can then use our technology to locate suspects that may not reside in Livingston County. Solving a crime is sometimes the only thing that brings a victim closure.

\*Activity(ies):

- 1) Use of Force Simulator; Local prosecutor's, judges and public organizations will be brought into the Sheriff's Office for hands on training with the simulator. This will provide a unique opportunity to speak and show what goes into a difficult decision to use force.
- 2) Night Vision System; Use of these systems while on routine patrol has the ability to help the public not just during a critical incident. By being able to operate in a safe and efficient manner with technology missing persons or incidents can be brought to a close in a quicker and more timely manner resulting in a trust of the community.
- 3) License Plate Reading System; Investigators will be able to secure investigative leads and further investigations by using data obtained through the LPR system. Conducting thorough and complete investigations will lead to a higher closure rate for crimes and provide victims closure to their crimes.

Objective 2:

Activity(ies):

Objective 3:



**Byrne Justice Assistance Grant Application - 20**

**Organization: Livingston County Sheriff's Office**

**JAG-73019-Livingston County Sheriff's Departm-2020**

**Anticipated Outcomes and Performance Measures: Community Understanding / Knowledge / Trust**

Activity(ies):

Objective 4:

Activity(ies):

Objective 5:

Activity(ies):

**Anticipated Outcomes and Performance Measures: Increase in Office Efficiency / Effectiveness**

\*Goal (100 character max):

Increase in Office Efficiency / Effectiveness

\*Performance Measures:

1) Investigative Resources -Use of the License Plate Reader data and software will locate more missing persons and wanted vehicles along with improving investigative leads.

2) Officer Efficiency / Effectiveness; Use of the three grant items will make our office and personnel more efficient and effective in operations. Investigators using the LPR system will spend less time looking for suspect vehicles manually or closing cases with no suspects because a vehicle description could not be located. Gaining additional training in de-escalation through use of force training will help personnel make better decisions and reduce uses of force. Using night vision systems will help officers be more efficient and effective during night time operations and reduce the need to wait for better situational lighting.

All grant equipment used will be monitored and computed against known historical data of similar situations / incidents.

\*Objective 1:

Increase in Office Efficiency / Effectiveness - By implementing the equipment purchased through the grant it is expected the Sheriff's Office will become more efficient and effective in several areas. Night time operations will be more effective in conducting operations with proper night vision systems.

Investigative resources will become more efficient through the use of License Plate Reading software and data collection.

De-escalation training for high-stress situations will allow personnel to become more effective in completing their jobs and reducing the need for uses of force. - Reported by Project Director

\*Activity(ies):

1) Night Vision Systems; When used Deputies can operate in total darkness. This will allow personnel to be more effective and operate safely in often times unfamiliar areas. A direct result of effectiveness will be the cost savings on personnel and equipment deployed during this incidents. It will be computed against known data.

2) License Plate Reader; Investigators will be able to access data from cameras to develop suspect vehicles in high crime areas that may have once gone undetected. Furthermore then will be able to locate vehicles without leaving the office to search for them. This will be computed against known data for cost savings that are expected.

3) Use of Force Simulator; Additional training to officers will result in increased knowledge and confidence during high-stress situations. Officers will be able to communicate more effectively with offenders reducing the need for uses of force. This will be checked against known historical data for cost savings.

Objective 2:

Activity(ies):

Objective 3:

**Byrne Justice Assistance Grant Application - 20**

**Organization: Livingston County Sheriff's Office**

**JAG-73019-Livingston County Sheriff's Departm-2020**

**Anticipated Outcomes and Performance Measures: Increase in Office Efficiency / Effectiveness**

Activity(ies):

Objective 4:

Activity(ies):

Objective 5:

Activity(ies):

**Anticipated Outcomes and Performance Measures: Increase in Officer / Victim / Offender Safety**

\*Goal (100 character max):

Increase in Officer / Victim / Offender Safety

\*Performance Measures:

1) Reduction in deputy exposure to hazardous conditions - Historical data of incidents will be evaluated when awarded equipment is used. Technology to operate / see at night without the use of ambient lighting will increase Officer Safety exponentially. Road Patrol and Jail personnel will train quarterly on the system resulting in approximately 75 deputies obtaining additional firearm hours. Night vision use currently stands at about 50 times a year. Implementing and training 10 deputies with the new equipment will result in added uses during normal patrol activities.

2) Increase Community/Offender Safety-Similar to measure 1 but as it relates to overall safety of the community and offenders. This will be computed by time spent on scene of critical incidents along with use of force by this office. Requested night vision systems and use of force simulator will produce a reduction in time spent in hazardous environments and a reduction in use of force incidents by officer personnel.

\*Objective 1:

Reduction in deputy exposure to hazardous conditions; By implementing changes to standard protocol with acquired grant equipment a reduction at the scene of critical incidents will result in deputies having less exposure to injury. This will lead to reduced time off for personnel and injury claims. - Reported by Project Director

\*Activity(ies):

1) Night Vision Systems -When applicable the night vision systems will be deployed at critical incident scenes to check areas for victim or suspects along with communication of officers through line of site without radios. Evaluation of incident times against historical data will be computed for savings and decrease exposure to hazards. Secondly the units will be deployed to Deputies on routine patrol. The equipment can be used on incidents that have not reached the threshold of tactical team activation. Evaluation of incident times against historical data will be computed for savings and decreased exposure to hazards during routine patrol.

2) Use of Force Simulator - Equipment will be used in conjunction with current firearm trainings. The system will give deputies more training time along with confidence / knowledge in de-escalation techniques. Evaluation of use of force incidents against tactics used will be computed for cost savings and reduction of officer injuries.

Objective 2:

Increase Community / Offender Safety; By implementing changes to standard protocol with acquired grant equipment a reduction at the scene of critical incidents will result in community / offenders having less exposure to injury. This will lead to a reduction in personnel hours investigating use of force complaints and liability claims of injured community members / offenders. - Reported by Project Director

Activity(ies):

1) Night Vision Systems; When applicable the night vision systems will be deployed during routine patrol or at the scene of critical incidents. Officers operating with ambient lighting in high stress situations could confuse an object or furtive movement as aggression from an offender. This equipment will allow responding officers to better assess the situation and see objects more clearly in poorly lit environments. Having this equipment will allow officers to make better split second decisions. This provides safety for offenders as well as community

**Byrne Justice Assistance Grant Application - 20**

**Organization: Livingston County Sheriff's Office**

**JAG-73019-Livingston County Sheriff's Department-2020**

**Anticipated Outcomes and Performance Measures: Increase in Officer / Victim / Offender Safety**

members that may unknowingly be involved in the scene. Evaluation of incidents will be computed for savings and decreased exposures.

2) Use of Force Simulator; Providing all county officers with additional de-escalation training along with high stress incident management will result in fewer uses of force. Evaluation of use of force incidents will be computed for saving and decreased community / offender exposures.

Objective 3:

Activity(ies):

Objective 4:

Activity(ies):

Objective 5:

Activity(ies):

**Project Director**

NAME Sgt. Chad Sell	TITLE Sergeant
ADDRESS 150 S. Highlander Way Howell Michigan-48843	
FAX NUMBER (516) 546-1744	EMAIL ADDRESS csell@livgov.com

**Financial Officer**

NAME Cynthia Catanach	TITLE Financial Officer
ADDRESS 304 E Grand River Ste 203 Howell Michigan-48843	
AGENCY Livingston County Sheriff's Office	PHONE NUMBER (517) 540-8727
FAX NUMBER (517) 546-7266	EMAIL ADDRESS ccatanach@livgov.com

**Authorized Official**

NAME Mr. Don Parker	TITLE Board Chair
ADDRESS 304 E. Grand River Ave Howell Michigan-48843	
AGENCY County of Livingston	PHONE NUMBER (517) 546-1010
FAX NUMBER	EMAIL ADDRESS dparker@livgov.com

## Budget Narrative

The Budget Narrative must thoroughly and clearly describe every category of expense listed in the budget. Proposed budgets must be complete, cost effective, and allowable (e.g., reasonable, allocable, and necessary for project activities). This narrative should include a full breakdown of costs, as well as an overview of how funds will be allocated across approved budget categories. Applicants should demonstrate in their budget narratives how they will maximize cost effectiveness of grant expenditures. Budget narratives should generally describe cost effectiveness in relation to potential alternatives and the goals of the project. For example, a budget narrative should detail why planned in-person meetings are necessary, or how technology and collaboration with outside organizations could be used to reduce costs, without compromising quality. The narrative should be mathematically sound and correspond with the information and figures provided in each budget category. The narrative should explain how the applicant estimated and calculated all costs, and how they are relevant to the completion of the proposed project. The narrative may include tables for clarification purposes but need not be in a spreadsheet format. As with the timeline, the Budget Narrative should be broken down by quarter.

1) License Plate Reading Cameras - Purchase not to exceed \$125,000; This purchase will be made through Vigilant Solutions / Brite Computers, the same provider used by the Michigan State Police for their project. A quote from vigilant solutions at \$65,000 has been received for 5 cameras to be installed on M-59 near I-96, Latson Road at I-96 and Grand River at I-96. The additional \$60,000 for the project will cover the installation cost and be used to extend warranties on the equipment. After previously installing cameras in 2019 it was determined that a prequalified MDOT installer must be used and separate power grids / breakers need to be established for system stability and billing. Based on the chosen locations it funding will be needed to install guide poles and traverse intersections with electrical equipment and conduit. Estimated installation from Rauhorn Electric stands at \$50,000. The \$10,000 additional funding request is for incidental issues that arise during installation. Any funds not used for installation will be applied to the system software for licensing and warranty with the possibility of purchasing additional cameras.

2) Virtra / Milo Use of Force Simulator - Purchase not to exceed \$125,000; This purchase will be for a use of force simulator. Several demos will be conducted with companies to obtain the best product for the lowest cost. Virtra and Milo are top competitors in the use of force simulator industry. An initial demo from Virtra has established that a three screen stand alone system averages about \$100,000. Funding for this project will allow us to purchase additional warranties along with more advanced equipment to create a more realistic training environment. The additional equipment will be a CO2 refill station to create actual recoil of the weapon systems used along with the active threat system that will give trainees the ability to receive shocks from the system to simulate being struck by gunfire. Only Firearms Instructors from the Sheriff's Office will be trained in operation of the system to maintain its integrity and provide proper training to Deputies along with citizens, prosecutors, other local police agencies and judges.

3) Night Vision Goggles - Purchase not to exceed \$100,000; This purchase will be made through L3Harris or similar type company. Several demos will be conducted with companies to obtain the best product for the lowest cost. A preliminary quote from L3Harris has established a single set of night vision goggles averages about \$9,000. The funding from this project will allow us to outfit approximately 10 deputies who serve dual roles for patrol and SWAT / Rescue Operations on a multi-jurisdictional task force. In receiving the funding for this project we will also make purchase of system warranties to prolong the use / efficiency of the product.

**Byrne Justice Assistance Grant Application - 20**

**Organization: Livingston County Sheriff's Office**

**JAG-73019-Livingston County Sheriff's Departm-2020**

**Equipment Expenses**

\*Provide a specific description of this budget item:

\*Grant Funds

Vigilant Solutions LPR Cameras

\$125,000

Virtra / Milo Use of Force Simulator

\$125,000

Night Vision Goggles / Optics

\$100,000

**Total \$350,000**



## Budget Summary

Line Item Titles	Grant Funds
SALARIES & WAGES	\$0
<div> <div>Total FTE/Hours</div> <div>/</div> </div>	
FRINGE BENEFITS	\$0
<b>PERSONNEL TOTAL</b>	\$0
TRAVEL	\$0
SUPPLIES & MATERIALS	\$0
CONTRACTUAL (Subcontracts/Subrecipients)	\$0
EQUIPMENT	\$350,000
OTHER EXPENSES	\$0
<b>TOTAL</b>	<b>\$350,000</b>

RESOLUTION

NO: 2020-05-142

LIVINGSTON COUNTY

DATE: May 26, 2020

---

---

**Resolution Extending the Temporary Emergency Telecommuting Arrangement in Response to COVID-19 - County Administration**

**WHEREAS,** the State of Michigan has issued Interim Recommendations for COVID-19 Community Mitigation Strategies (“State Recommendations”), including strategies for workplaces; and

**WHEREAS,** the State Recommendations include encouraging employees to stay home when sick, encouraging staff to tele-work when feasible, particularly individuals at risk of severe illness, and other measures to encourage social distancing to limit the spread of the virus; and

**WHEREAS,** on March 23, 2020, the Governor of Michigan issued Executive Order No. 2020-21 (“Exec. Order 2020-21”) addressing temporary requirements to suspend activities that are not necessary to sustain or protect life, which further limited County operations. On April 24, 2020, the Governor of Michigan issued Executive Order No. 2020-59 (“Exec. Order 2020-59”) reaffirming and extending until May 15, 2020 prior executive orders requirements to suspend activities that are not necessary to sustain or protect life; and

**WHEREAS,** on May 7, 2020, the Governor of Michigan issued Executive Order No. 2020-77 (“Exec. Order 2020-77”) reaffirming and extending until May 28, 2020, with some modifications, prior executive orders requirements to suspend activities that are not necessary to sustain or protect life or in furtherance of certain authorized resumed operations. Exec. Order 2020-77 maintains and extends certain prohibitions and limitations on in-person government activities at the State, local or county level;

**WHEREAS,** Livingston County is taking reasonable measures to safeguard the health of our employees and the people we serve while maintaining limited operations in an effective and efficient manner and continuing to perform critical and essential services to the public.

**THEREFOR BE IT RESOLVED** that the Livingston County Board of Commissioners hereby extends approval of the previously approved Temporary Emergency Telecommuting Arrangement as a tool for some departments to utilize in response to COVID-19 to comport with social distancing requirements, plans or recommendations of the Center for Disease Control, the State of Michigan Governor’s Executive Orders or other applicable State of Michigan, County, or Public Health Department order, plan or directive. This extension is authorized to extend for (i) the duration of the above referenced recommendations, plan or order; or, (ii) the date of any controlling Court or Legislative action staying or superseding such applicable order, or controlling action modifying, revoking or superseding the applicable plan or recommendation; or, (iii) action by the Board of Commissioners revoking this authorization -whichever is soonest.

#

#

#

MOVED:

SECONDED:

CARRIED:

# Temporary Emergency Telecommuting Arrangement

Effective March 18, 2020

Due to the current COVID-19 (coronavirus) outbreak, many employees are inquiring about the ability to work from home. Livingston County is implementing voluntary/temporary telecommuting arrangements for employees whose job duties are conducive to working from home but who do not regularly telecommute. However, there are some positions at Livingston County that require the employee to be physically present in the workplace. These employees are defined as critical personnel. Department heads will determine who qualifies for telecommuting.

Critical personnel are defined as County employees who are working in a public safety classification. Public Safety Departments include, but are not limited to; Sheriff, 911 Central Dispatch, and Emergency Medical Services (EMS).

Critical personnel are expected to report to work as scheduled unless otherwise notified. Regular leave policies and procedures should be followed for employees who are unable to report to work due to illness.

Essential and Non-Essential/Non-Critical positions may be approved to work from home temporarily as determined by the department head.

Telecommuting / working from home arrangements are expected to be short term and Livingston County will continue to monitor guidance from health officials and the need for remote work arrangements. Employees should not assume any specified period of time for telework, and Livingston County may require employees to return to regular, in-office work locations at any time.

Should the current health crisis warrant, Livingston County may require some employees, with the exception of critical personnel, to work from home. Employees should be proactive with department directors in preparing for these circumstances to ensure employees have the resources necessary to work remotely.

## **General Work Arrangement**

While telecommuting, Employees will:

- a. remain accessible during their work schedule;
- b. check in with their supervisor to discuss status and open issues;
- c. be available for teleconferences, scheduled on an as-needed basis;
- d. be available to come into the office if a business need arises;
- e. request supervisor approval in advance of working any overtime hours (if employee is non-exempt); and

- f. request supervisor approval to use vacation, sick, or other leave in the same manner as when working at employee's regular work location.

Employee's duties, obligations, job responsibilities, standards of performance, and performance appraisals remain the same as when working at the regular County work site. The supervisor reserves the right to assign work as necessary at any time.

## **Equipment**

Department heads and the IT department will determine, with information supplied by the employee and the supervisor, the appropriate equipment needs (including hardware, software, modems, phone and data lines and other office equipment) for each telecommuting arrangement.

Equipment supplied by Livingston County will be maintained by the organization. However, employees are responsible for setting up their own equipment in the home work space. IT will not be setting up the equipment. Should assistance be needed, IT will do their best to support staff remotely, however, if an employee cannot be assisted remotely, an employee may be required to go to the IT department for assistance. IT will not be traveling to homes to assist employees working remotely. Equipment supplied by the employee, if deemed appropriate by the organization, will be maintained by the employee. Livingston County accepts no responsibility for damage or repairs to employee-owned equipment. Livingston County reserves the right to make determinations as to appropriate equipment, subject to change at any time. Equipment supplied by the organization is to be used for business purposes only. The telecommuter must sign an inventory of all Livingston County property received and agree to take appropriate action to protect the items from damage or theft. All County property will be returned to the County premises at the end of the Telecommuting arrangement.

Livingston County will supply the employee with appropriate office supplies (pens, paper, etc.) as deemed necessary. Livingston County will also reimburse the employee for business-related expenses, such as phone calls and shipping costs, that are reasonably incurred in carrying out the employee's job. All additional costs must be pre-approved by the Department Director.

The employee will establish an appropriate work environment within his or her home for work purposes. Livingston County will not be responsible for costs associated with the setup of the employee's home office, such as remodeling, furniture or lighting, nor for repairs or modifications to the home office space.

## **Security**

Consistent with Livingston County's expectations of information security for employees working at the office, telecommuting employees will be expected to ensure the protection of private County information accessible from their home office. Steps include the use of locked file cabinets and desks, regular password maintenance, and any other measures appropriate for the job and the environment.

## **Safety**

Employees are expected to maintain their home workspace in a safe manner, free from safety hazards. Injuries sustained by the employee in a home office location and in conjunction with his or her regular work duties are normally covered by the company's workers' compensation policy.

Telecommuting employees are responsible for notifying the employer of such injuries as soon as practicable. The employee is liable for any injuries sustained by visitors to his or her home worksite.

### **Time Worked**

Telecommuting employees who are not exempt from the overtime requirements of the Fair Labor Standards Act will be required to accurately record all hours worked using Livingston County's time-keeping system. Hours worked in excess of those scheduled per day and per workweek require the advance approval of the telecommuter's supervisor. Failure to comply with this requirement may result in disciplinary action up to and including discharge from employment.

### **Dependent/Child Care**

The focus of the arrangement must remain on job performance and meeting business demands during normal business hours. All telecommuting work arraignments must be agreed and determined between an employee and their department head.

RESOLUTION

NO: 2020-05-143

LIVINGSTON COUNTY

DATE: May 26, 2020

---

---

## **Resolution Authorizing Livingston County's Annual Budget Process and Calendar - Administration**

**WHEREAS,** 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; and

**WHEREAS,** the 2021 Budget will be created utilizing the MUNIS – ERP system; and

**WHEREAS,** the short and longer term economic impact of the Covid 19 pandemic is still widely unknown. To maintain our fiscal health, the 2021 budget projections will be prepared in accordance with the cost saving measures enacted in Resolution 2020-04-121, which include a moratorium on hiring and promotions and restrictions on discretionary spending.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby adopt the following objectives in the preparation of the 2021 Budget:

- Preserve services essential to the health, safety and welfare of our residents as mandated by State Constitution and Statutes available only through Livingston County Government.
- Services must be consistent with and sustainable within the fiscal parameters of the current and projected economic realities. It is acknowledged that this will require:
  - Streamlining work flows
  - Program review and potential elimination of inefficient programs
  - Utilizing technology applications that streamline operations to reduce future costs
  - Eliminate legacy applications that fail to improve efficiency
  - Challenge the status quo in all work processes to promote improvements

**BE IT FURTHER RESOLVED** that the Board of Commissioners hereby directs that the 2021 budget book format be prepared in line with the Government Finance Officers Association (GFOA) Distinguished Budget guidelines in creating a document that serves as a Policy Document, Operation Guide, Financial Plan and Communication Device.

**BE IT FURTHER RESOLVED** that the Board of Commissioners hereby direct the following budget process consistent with the attached budget calendar:

- A Budget Work Session will be held in June for the Board of Commissioners to set budget priorities and assumptions for Fiscal Year 2021.
- **Level 1 Budget: Base Projection** Fiscal Services will provide all departments with the projected amount of their current level personnel costs, Cost Allocation, Internal Service Fund charges (IT, Facility Services & Car Pool), and a target General Fund appropriation.
  - Staff wage and benefit projections will be based on the 2020 revised approved staffing levels that take into consideration the existing hiring moratorium. Vacant positions will

---

---

not be funded except as allowed for in Resolution 2020-04-121. It is the department responsibility to ensure that the projections accurately capture and reflect all current pay types received by each employee group.

➤ **Level 2 Budget: Department Request** Departments will prepare all other line-item budget detailed requests and submit through MUNIS.

- General Fund Departments are encouraged to maintain budget requests at or below the adopted 2020 authorized budget that fall within target appropriation provided.
- Special Revenue Funds and Enterprise Funds shall balance their expenditures with annual revenues.
- To request an exception to the hiring moratorium and filling a non-critical position, Elected Officials and Department Directors must in writing provide sufficient evidentiary justification for such an exception.
- Specific vendor / product / cost information shall be detailed for as many line-items as possible; however, to receive authorization to purchase with adoption of the 2021 Budget, line-item detail is required for the following:
  - 801000-803000 - Professional Consultants, Attorney Fees and Legal Services
  - 817000 – Membership Dues & Registration
  - 819000-819999 – Contract Services
  - 860500 – Out-of-State Travel
  - 943300-943902 – Software Maintenance
  - 957000-957001 – Employee Training/Seminars
  - 973000 – Building Improvements
  - 977000-977999 – Capital Equipment
- Capital Projects are those projects with an estimated cost of over \$50,000. These projects should be included in the 2021-2026 Capital Improvement Plan.
  - Capital projects that reduce future costs and support the County’s Strategic Plan will be reviewed, prioritized, and moved forward by the Board.
  - Projects inadvertently left out of the plan must include a complete description of the project, return on investment analysis, and justification for need.
  - The County Administrator and Financial Officer, with Board participation, will meet with each of the Department Directors and Elected Officials to discuss their Level 2 Department Requests including positions, reorganizations, programs, and capital projects.

➤ **Level 3 Budget: Administration Recommendation.** Based on the discussions with departments, analysis of all the requests and overall financial position of the County, a budget recommendation by the County Administrator will be presented to the Finance Committee.

- **Level 4 Budget: Finance Committee Recommendation** the Finance Committee will consider budgets that have been presented and make final decisions and/or changes.
- **Level 5 Budget: Adopted** Board of Commissioners' adopts the 2021 Livingston County Operating Budget.

**BE IT FURTHER RESOLVED** that the Board of Commissioners hereby direct the following budget process to be consistent with **the attached budget calendar**.

#

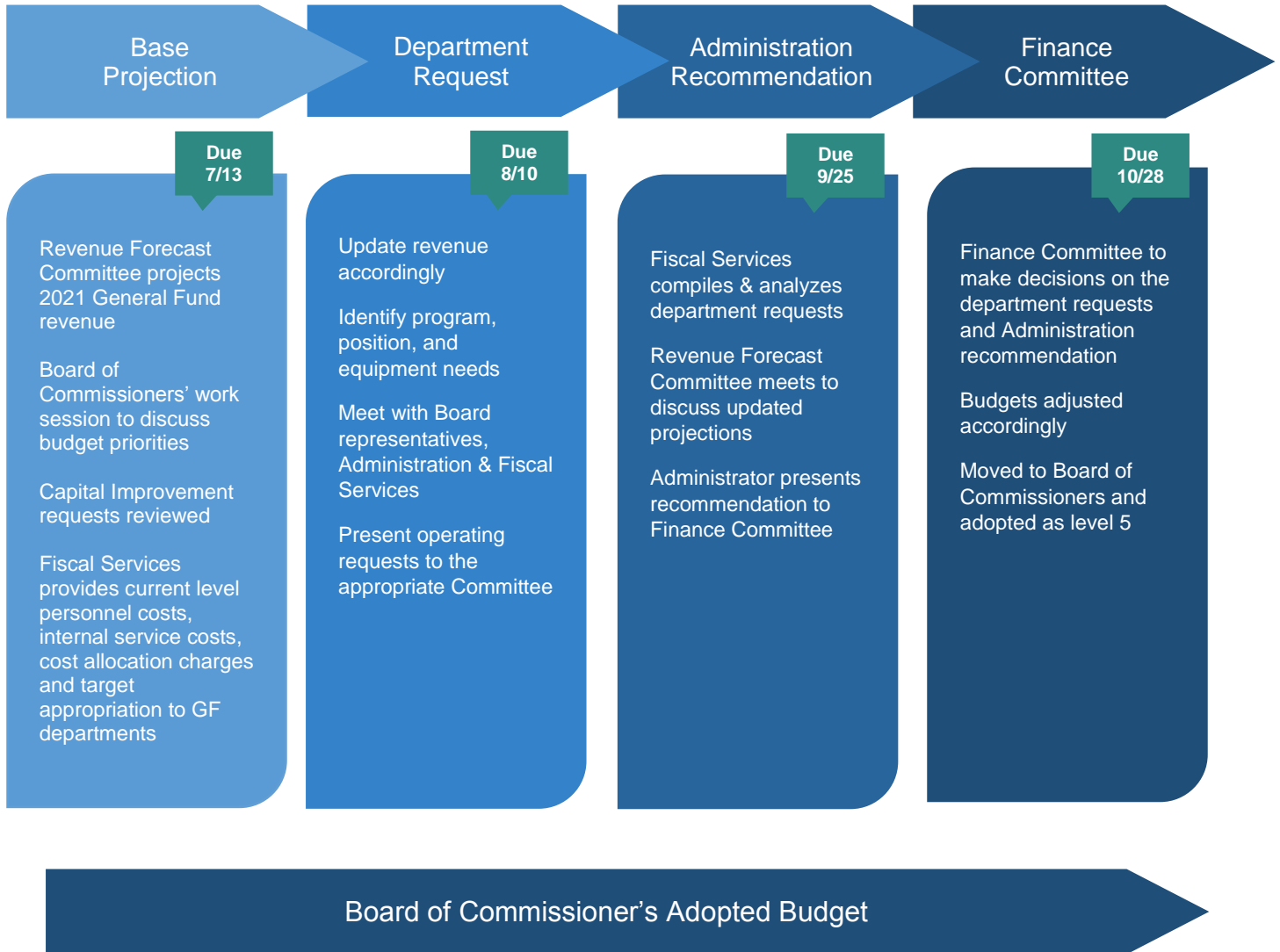
#

#

**MOVED:**  
**SECONDED:**  
**CARRIED:**



## 2021 Budget Process



## Budget Calendar

May 20, 2020	2021 Budget Process & Calendar presented to Finance Committee
June 8, 2020	Board of Commissioners adopts 2021 millages
June 8, 2020	Board of Commissioners Work Session for 2021 Budget Priorities
June 17, 2020	2021 Revenue Forecast Presentation to Finance Committee
<b>July 13, 2020</b>	<b>Level 1 available to Departments</b>
July 13, 2020	Board of Commissioners accepts the Capital Improvement Plan (CIP) report
<b>August 10, 2020</b>	<b>Level 2 Department Requests due in MUNIS</b>
August 17-28, 2020	BOC & Administration meet with Departments to go over Department Requests
September 8, 2020	General Gov't and H&HS - Review of Level 2 Operating Budgets / Capital Requests
September 9, 2020	Finance - Review of Courts' Level 2 Operating Budgets / Capital Requests
September 21, 2020	Public Safety and I&D - Review of Level 2 Operating Budgets / Capital Requests
<b>October 7, 2020</b>	<b>Level 3 Administration Recommended Budget presentation</b>
<b>November 4, 2020</b>	<b>Level 4 Finance Committee Recommended Budget presentation</b>
November 9, 2020	Publish Notice of Public Hearing for Budget in Newspaper
<b>November 23, 2020</b>	<b>Level 5 Public Hearing and Adoption of 2021 Budget</b>

RESOLUTION

NO: 2020-05-144

LIVINGSTON COUNTY

DATE: May 26, 2020

---

---

**Resolution Authorizing the County Treasurer to Establish the 2019 Delinquent Tax Fund - Treasurer**

**WHEREAS,** The Livingston County Board of Commissioners has utilized Delinquent Revolving Tax Fund financing to settle delinquent tax accounts with involved governmental entities on a timely basis; and

**WHEREAS,** as a result, the school districts, as well as other local governments have been able to better plan and provide for necessary expenditures, often avoiding the necessity to borrow for operational needs; and

**WHEREAS,** Public Act 105 of 2003, amended the General Property Tax Act 206 of 1893 as it pertains to Principal Residence Exemption Denials (PRE Denials) and requires delinquent PRE Denials to be paid with the delinquent payout; and

**WHEREAS,** Livingston County has \$136,274.17 of Principal Residence Exemption Denials that were turned over delinquent as of March 3, 2020; and

**WHEREAS,** the 2019 levied tax delinquency for Real Property as of March 3, 2020 is \$8,568,098.76; and

**WHEREAS,** the 2019 Delinquent Tax Fund is to be fully self-funded through a transfer of \$7,109,520.66 from existing Delinquent Tax Fund balances, and \$1,594,852.27 from March and April 2020 tax collections.

**THEREFORE BE IT RESOLVED** the Livingston County Board of Commissioners hereby authorizes the Livingston County Treasurer to establish the 2019 Delinquent Tax Fund in the amount of \$8,704,372.93.

#

#

#

**MOVED:**  
**SECONDED:**  
**CARRIED:**

**Resolution in Support of the Request to Reclassify Livingston County – Board of Commissioners**

**WHEREAS,** since March 24, 2020, the people of the State of Michigan have been under a stay-at-home order and unable to go to work, gather in public or even visit family or friends in an effort to “flatten the curve” and attempt to stop the novel coronavirus that was infecting so many people and overwhelming our health care system in some urban areas; and

**WHEREAS,** through a series of Executive Orders, Governor Whitmer has extended this protracted period of lockdown, and there is great uncertainty about when or whether this will end; and

**WHEREAS,** it is undisputed that the novel coronavirus is highly communicable and dangerous primarily to those with comorbidity factors, but that “the curve” has been flattened and our health care system is capable of receiving and treating patients. What is also undisputed is that the current level of lockdown is unnatural and is itself the source of numerous other community problems, including rising rates of domestic violence, depression and suicides, and that this unreasonable extended prohibition on normal human interaction is having real negative effects and making us less neighborly, less human and more isolated. Also, it is undisputed that many individuals and businesses are suffering significant economic harm from the ongoing indiscriminate lockdown. Finally, the hype over the virus is causing residents in our area to fear going to the hospital for their actual, real medical emergencies, as reflected in the staggering number of EMT calls that result in the first responders arriving to find the patients already dead because their condition had already progressed so far; and

**WHEREAS,** a harsh and protracted quarantine of the presumptively healthy for the sake of the few medically vulnerable is not sustainable in a society, and inasmuch as Livingston County, which the Governor has inexplicably grouped with Wayne County in her MI Safe Start Plan to Reopen Michigan, it is not likely that a return to our natural freedoms will be permitted any time soon; and

**WHEREAS,** State Representatives Hank Vaupel (R-Fowlerville) and Ann Bollin (R-Brighton Township) have formally petitioned Governor Whitmer to reclassify Livingston County in District-5, rather than District-1.

---

---

**THEREFORE BE IT RESOLVED** that in order to protect the safety, welfare and rights of our County residents and businesses, and to state clearly our desire to reopen our community as soon as possible, the Livingston County Board of Commissioners, believing that it is inappropriate to indiscriminately lock down suburban and rural areas whose demographics are so dissimilar to the urban areas that were so badly affected, hereby **SUPPORTS THE REQUEST** made by Reps. Vaupel and Bollin to reclassify Livingston County in District 5 as regards the Governor's MI Safe Start Plan.

**BE IT FURTHER RESOLVED** that Livingston County Clerk is hereby directed to transmit copies of this resolution to Governor Whitmer, State Representative Ann Bollin, and State Representative Hank Vaupel.

#

#

#

**MOVED:**  
**SECONDED:**  
**CARRIED:**