



LIVINGSTON COUNTY BOARD OF COMMISSIONERS

MEETING AGENDA

May 10, 2021, 5:30 p.m.

Board of Commissioners Hybrid Meeting

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

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

304 E. Grand River Ave., Board Chambers, Howell, Michigan

Due to current MDHHS health order limitations, public participation is encouraged via Zoom.

"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 OF SILENT REFLECTION
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. ROLL CALL
5. CORRESPONDENCE 3
 - a. Alger County Resolution #2021-03
 - b. Bay County Resolution #2021-58
 - c. Grand Traverse Resolution #38-2021
 - d. Wexford County Resolution #21-13
6. CALL TO THE PUBLIC
7. APPROVAL OF MINUTES 9
 - a. Minutes of Meeting Dated: April 26, 2021
 - b. Minutes of Meeting Dated: May 5, 2021
8. TABLED ITEMS FROM PREVIOUS MEETINGS
9. APPROVAL OF AGENDA

Motion to approve the Agenda as presented.
10. REPORTS
 - a. 1st Quarter 2021 Employee Recognition

James (Jim) Berry, Building Inspector/Plan Reviewer

11. APPROVAL OF CONSENT AGENDA ITEMS

Resolutions 2021-05-066 through 2021-05-071

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| a. | 2021-05-066 | 17 |
| | Resolution to Call upon State Leaders to Restore the Revenue Sharing Fund - Board of Commissioners | |
| b. | 2021-05-067 | 20 |
| | Resolution Authorizing the County Treasurer to Establish the 2020 Delinquent Tax Fund - Treasurer | |
| c. | 2021-05-068 | 23 |
| | Resolution Authorizing Reorganization of the Facility Services | |
| d. | 2021-05-069 | 25 |
| | Resolution Authorizing a Master Agreement Contract Renewal with Windstream for Telephone Service and Internet Services - Information Technology | |
| e. | 2021-05-070 | 43 |
| | Resolution Authorizing the Issuance of FOIA Requests for documents supporting an extension of the MIOSHA COVID-19 Emergency Rules - Board of Commissioners | |
| f. | 2021-05-071 | 56 |
| | Resolution Authorizing Livingston County to Host a Cooperative Contract for Covid-19 Relief Consulting Services for Michigan Counties and Other Municipalities through the Michigan Association of Counties CoPro+ Program – County Administration | |

12. RESOLUTIONS FOR CONSIDERATION

Resolutions 2021-05-072 and 2021-05-073

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| a. | 2021-05-072 | 58 |
| | Resolution Authorizing the Purchase of MERS Service Credit by Deputy Kevin Crane – Sheriff | |
| b. | 2021-05-073 | 59 |
| | Resolution Authorizing the Acceptance of the County Clerk's 2020 Annual Report - County Clerk | |

13. CALL TO THE PUBLIC

14. ADJOURNMENT

ALGER COUNTY BOARD OF COMMISSIONERS

Mary Ann Froberg, Clerk
101 COURT STREET, MUNISING, MI 49862

RESOLUTION #2021-03

IN SUPPORT OF LOCAL BUSINESSES

WHEREAS, the novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death; and

WHEREAS, the Alger County Board of Commissioners recognizes that COVID-19 is having direct impacts on all County residents, impacts which include, but are not limited to, physical and mental health care difficulties, educational constraints, and financial strains; and

WHEREAS, the Alger County Board of Commissioners understands that many local businesses have suffered and continue to suffer economic harm due to COVID-19; and

WHEREAS, the Alger County Board of Commissioners furthermore recognizes that the local hospitality industry is being hit particularly hard with financial losses due to COVID-19; and

WHEREAS, the Alger County Board of Commissioners believes that the ability of County residents and visitors to patronize local restaurants, hotels, recreation venues, etc., contributes substantially to the overall well-being of the County; and

WHEREAS, the Alger County Board of Commissioners is aware of many options to support Alger County small businesses, such as ordering takeout food, making advance reservations, and purchasing gift cards.

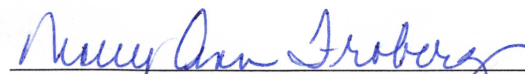
NOW THEREFORE, BE IT RESOLVED, that the Alger County Board of Commissioners encourages County residents to support local businesses at all times, but particularly during this global pandemic.

BE IT FURTHER RESOLVED, that copies of this resolution be transmitted to Governor Whitmer, both Speakers of the House of Representative and the Senate, along with the Michigan Association of Counties and all Counties within Michigan.

CERTIFICATION

I hereby certify that the above is a true copy of a Resolution adopted by the Alger County Board of Commissioners at the time, date, and place specified above pursuant to the required statutory procedures.

Respectfully submitted,



Mary Ann Froberg, Alger County Clerk

Dated: April 19, 2021



BAY COUNTY BOARD OF COMMISSIONERS

APRIL 13, 2021

RESOLUTION

BY: BAY COUNTY BOARD OF COMMISSIONERS

- WHEREAS, The 1963 Michigan Constitution stipulated four-year terms for the county Board of Supervisors, the preceding body to today's Board of Commissioners; and
- WHEREAS, The Legislature voted in 1966 to abolish Boards of Supervisors and formally replace them with Boards of Commissioners after the 1968 elections; and
- WHEREAS, Public Act 261 of 1966 promulgated that the length of terms for the new county commissioners shall be concurrent with that of state representatives, as specified in Article IV, section 3 of the Michigan Constitution; and
- WHEREAS, The scope of duties of a county commissioner has greatly increased in the last century - road patrols, indigent defense, mental health treatment and substance abuse prevention programming, solid waste pick-up and disposal, food and water supply safety, park operations, economic development efforts, emergency management and response; and
- WHEREAS, Michigan is one of only five states in the United States that provides for exclusively two-year terms for county commissioners; and
- WHEREAS, All other county and township elected officials in Michigan are elected to terms of at least four years; and
- WHEREAS, The position of county commissioner is a highly complex oversight role that requires years to master; and
- WHEREAS, Legislation to amend state law to enact four-year terms has been filed in the form of Senate Bills 242 and 245; and
- WHEREAS, The Michigan Association of Counties supports the legislation as introduced; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners supports Senate Bills 242 and 245 to enact four-year terms for county commissioners; Be It Further
- RESOLVED That copies of this resolution be sent to Bay County's state legislators, the Michigan Association of Counties and the other Michigan counties.

ERNIE KRYGIER, CHAIR
BAY COUNTY BOARD OF COMMISSIONERS

Commissioners - Four Year Terms
Sponsored by Commissioner Vaughn J. Begick, 3rd District

MOVED BY COMM. BEGICK

SUPPORTED BY COMM. HEREK

COMMISSIONER	N	E	Y	N	E	COMMISSIONER	E	Y	N	E	COMMISSIONER	E	Y	N	E
MARIE FOX			X			KIM J. COONAN		X			JAYME A. JOHNSON			X	
ERNIE KRYGIER			X			THOMAS M. HEREK		X							
VAUGHN J. BEGICK			X			KAYSEY L. RADTKE		X							

VOTE TOTALS:

ROLL CALL: X YEAS 6 NAYS 1 EXCUSED 0
VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED XX DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____ NO ACTION TAKEN _____



Resolution 38-2021

Date: April 21, 2021

A RESOLUTION OF THE GRAND TRAVERSE COUNTY BOARD OF COMMISSIONERS, DENOUNCING THREATS OF VIOLENCE AND AFFIRMING EQUAL PROTECTION FOR ALL CITIZENS.

WHEREAS, every elected official serving Grand Traverse County swears an oath to uphold the United States Constitution and the Constitution of the State of Michigan; and

WHEREAS, while free speech is a fundamental right in a free society, and is protected by both the 1st Amendment to the U.S. Constitution and by the Michigan Constitution, and entitles every individual to express their opinions in public, the issuance of threats is both illegal and unacceptable, and

WHEREAS, we acknowledge our community including our County staff has endured more than a year of an unprecedented time of global pandemic and economic distress; and further acknowledge that in times of stress, changes, or challenges, there is extra need for patience, civility and support of one another as neighbors and fellow Americans who have come through every other crisis our nation has faced, and

WHEREAS, the Grand Traverse County Board of Commissioners absolutely and unequivocally denounces, condemns, and rejects intimidation, threats, and calls for violence or the unlawful abridgment of rights, liberties, privileges, or immunities, directed at any County employee for any reason whatsoever; and

WHEREAS, the Grand Traverse County Board of Commissioners wish to affirm their constitutional responsibility to treat every Grand Traverse County employee and every citizen of Grand Traverse County fairly and as equals in the eyes the law; and

WHEREAS, in light of current events, the Grand Traverse County Board of Commissioners wish to confirm and state with emphasis that all of these rights of protection, and due process of the law, fully extend to all Grand Traverse County Departments and all County employees; and

WHEREAS, the Grand Traverse County Board of Commissioners wish to express their appreciation and thanks to the personnel of Grand Traverse County for their continued professionalism and outstanding work in serving ALL citizens of Grand Traverse County to the extent possible.

NOW THEREFORE BE IT RESOLVED BY THE GRAND TRAVERSE COUNTY BOARD OF COMMISSIONERS AS FOLLOWS: The Grand Traverse County Board of Commissioners hereby denounces threats of violence and affirms its support for its employees, and for equal protection for all citizens of Grand Traverse County.

Minutes of a regular meeting of the Wexford County Board of Commissioners, held at the Wexford County Courthouse, 437 E. Division St., Cadillac, Michigan on the twenty-first day of April, at 4:00 p.m.

PRESENT: Hurlburt, Musta, Townsend, Bengelink, Bush, Theobald, Nichols, Potter, & Taylor.

ABSENT: None.

The following preamble and resolution were offered by Commissioner Bush
and supported by Commissioner Potter.

RESOLUTION NO. 21-13

SUPPORTING PASSAGE OF LEGISLATION TO ADOPT 4-YEAR TERMS FOR COUNTY COMMISSIONERS

WHEREAS the 1963 Michigan Constitution stipulated four-year terms for the county Board of Supervisors, the preceding body to today's Board of Commissioners; and

WHEREAS the Legislature voted in 1966 to abolish Boards of Supervisors and formally replace them with Boards of Commissioners after the 1968 elections; and

WHEREAS Public Act 261 of 1966 promulgated that the length of terms for the new county commissioners shall be concurrent with that of state representatives, as specified in Article IV, section 3 of the Michigan Constitution; and

WHEREAS the scope of duties of a county commissioner has greatly increased in the last century - road patrols, indigent defense, mental health treatment and substance abuse prevention programming, solid waste pick-up and disposal, food and water supply safety, park operations, economic development efforts, emergency management and response; and

WHEREAS Michigan is one of only five states in the United States that provides for exclusively two-year terms for county commissioners; and

WHEREAS all other county and township elected officials in Michigan are elected to terms of at least four years; and

WHEREAS the position of county commissioner is a highly complex oversight role that requires years to master; and

WHEREAS legislation to amend state law to enact four-year terms has been filed in the form of Senate Bills 242 and 245; and

WHEREAS the Michigan Association of Counties support the legislation as introduced.

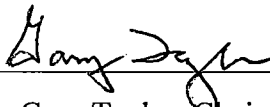
THEREFORE, BE IT RESOLVED that WEXFORD COUNTY supports Senate Bills 242 and 245 to enact four-year terms for County Commissioners.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

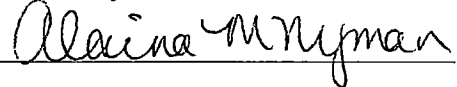
AYES: Theobald, Nichols, Potter, Hurlburt, Musta, Townsend, Bengelink, Bush, and Taylor.

NAYS: None.

RESOLUTION DECLARED ADOPTED.



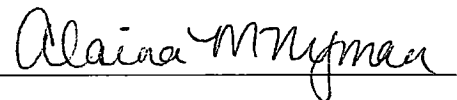
Gary Taylor, Chairman, Wexford County Board of Commissioners



Alaina M. Nyman, County Clerk

STATE OF MICHIGAN)
)ss
COUNTY OF WEXFORD)

I hereby certify that the forgoing is a true and complete copy of the Resolution 21-13 adopted by the County Board of Commissioners of Wexford County at a regular meeting held on April 21, 2021 and I further certify that public notice of such meeting was given as provided by law.



Alaina M. Nyman, County Clerk

LIVINGSTON COUNTY BOARD OF COMMISSIONERS

MEETING MINUTES

April 26, 2021, 5:30 P.M.

Board of Commissioners Hybrid Meeting

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

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

304 E. Grand River Ave., Board Chambers, Howell, Michigan

Members Present: Wes Nakagiri, Carol Griffith, Kate Lawrence, Carol Sue Reader, Douglas Helzerman, Jay Drick, Mitchell Zajac, Jay Gross, and Brenda Plank

1. CALL MEETING TO ORDER

The meeting was called to order by Chairman Wes Nakagiri at 5:30 p.m.

2. MOMENT OF 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.

5. CORRESPONDENCE

a. Cheboygan County Resolution #2021-09

b. Huron County Resolution #21-44C

c. Iron County Resolution #2021-004

d. Iron County Resolution #2021-005

Motion to receive and place on file the correspondence.

It was moved by J. Gross

Seconded by C. Griffith

Roll Call Vote: Yes (9): J. Gross, W. Nakagiri, C. Griffith, K. Lawrence, C. Reader, D. Helzerman, J. Drick, M. Zajac, and B. Plank; No (0): None; Absent (0): None

MOTION Carried (9-0-0)

6. CALL TO THE PUBLIC

Linda Bullard, Brighton Township, spoke regarding emergency orders.

7. APPROVAL OF MINUTES

a. Minutes of Meeting Dated: April 13, 2021

b. Minutes of Meeting Dated: April 21, 2021

Motion to approve the minutes as presented.

It was moved by C. Griffith
Seconded by M. Zajac

Roll Call Vote: Yes (9): C. Griffith, K. Lawrence, C. Reader, D. Helzerman, J. Drick, M. Zajac, J. Gross, W. Nakagiri, and B. Plank; No (0): None; Absent (0): None

MOTION Carried (9-0-0)

8. TABLED ITEMS FROM PREVIOUS MEETINGS

None.

9. APPROVAL OF AGENDA

Motion to approve the agenda as amended to add Resolution 2021-04-062, Resolution 2021-04-063 and Resolution 2021-04-064 to Resolutions for Consideration following Resolution 2021-04-061 with Resolution 2021-04-062 being split to vote on each appointee separately.

Discussion

It was moved by D. Helzerman
Seconded by J. Gross

Roll Call Vote: Yes (9): D. Helzerman, W. Nakagiri, C. Griffith, K. Lawrence, C. Reader, J. Drick, M. Zajac, J. Gross, and B. Plank; No (0): None; Absent (0): None

MOTION Carried (9-0-0)

10. REPORTS

10.a Huron-Clinton Metroparks

Amy McMillan, Director and Steve Williams.

Shared a PowerPoint.

11. APPROVAL OF CONSENT AGENDA ITEMS

Resolutions 2021-04-055 through 2021-04-059

Motion to approve the resolutions on the Consent Agenda.

It was moved by K. Lawrence
Seconded by B. Plank

Roll Call Vote: Yes (9): K. Lawrence, C. Reader, D. Helzerman, J. Drick, M. Zajac, J. Gross, W. Nakagiri, C. Griffith, and B. Plank; No (0): None; Absent (0): None

MOTION Carried (9-0-0)

11.a 2021-04-055

Resolution Authorizing Submission of the Fiscal Year 2022 Community Corrections Grant Application, Agreement, and other Support Documents and Acceptance of Funding Award – Central Services

11.b 2021-04-056

Resolution Authorizing Animal Shelter to Apply for Two Seven Oh, Inc. Grant Funding

11.c 2021-04-057

Resolution Authorizing Livingston County to Participate in the FY 2020 Homeland Security Grant Program (HSGP), and to Submit FY-2020 HSGP Agreements – Emergency Management

11.d 2021-04-058

Resolution Authorizing Submission of the FY2022 Compliance Plan and Grant Request to the Michigan Indigent Defense Commission (MIDC) Department of Licensing and Regulatory Affairs (LARA) - Public Defender

11.e 2021-04-059

Resolution Authorizing the Sheriff's Office and the County of Livingston to Apply for the Department of Homeland Security FY2021 Operation Stonegarden Grant - Sheriff

12. RESOLUTIONS FOR CONSIDERATION

Resolutions 2021-04-060 and 2021-04-061

12.a 2021-04-060

Resolution Authorizing a First Quarter Budget Amendment to the Fiscal-Year 2021 Budget

Motion to adopt the Resolution.

It was moved by C. Griffith
Seconded by K. Lawrence

Roll Call Vote: Yes (9): C. Griffith, K. Lawrence, C. Reader, D. Helzerman, J. Drick, M. Zajac, J. Gross, W. Nakagiri, and B. Plank; No (0): None; Absent (0): None

MOTION Carried (9-0-0)

12.b 2021-04-061

Resolution to Adopt a Telecommuting Arrangement Policy – County Administration

Motion to adopt the Resolution.

It was moved by D. Helzerman
Seconded by C. Reader

Roll Call Vote: Yes (9): D. Helzerman, J. Drick, M. Zajac, J. Gross, W. Nakagiri, C. Griffith, K. Lawrence, C. Reader, and B. Plank; No (0): None; Absent (0): None

MOTION Carried (9-0-0)

12.c 2021-04-062

Resolution Approving Appointments to the Livingston County Jury Board - Board of Commissioners

Motion to adopt the Resolution to appoint William Green.

It was moved by D. Helzerman
Seconded by J. Drick

Roll Call Vote: Yes (9): D. Helzerman, J. Drick, M. Zajac, J. Gross, W. Nakagiri, C. Griffith, K. Lawrence, C. Reader, and B. Plank; No (0): None; Absent (0): None

MOTION Carried (9-0-0)

Motion to adopt the Resolution to appoint Nancy Sauvage.

It was moved by D. Helzerman

Seconded by M. Zajac

Roll Call Vote: Yes (9): D. Helzerman, J. Drick, M. Zajac, J. Gross, W. Nakagiri, C. Griffith, K. Lawrence, C. Reader, and B. Plank; No (0): None; Absent (0): None

MOTION Carried (9-0-0)

Motion to adopt the Resolution to appoint Dane Morris.

**NOT MOVED, Motion
to Appoint Dane
Morris Not Considered.**

12.d 2021-04-063

Resolution Approving Appointments to the Livingston County Solid Waste Management Committee - Board of Commissioners

Motion to adopt the Resolution.

It was moved by C. Griffith

Seconded by K. Lawrence

Roll Call Vote: Yes (9): C. Griffith, K. Lawrence, C. Reader, D. Helzerman, J. Drick, M. Zajac, J. Gross, W. Nakagiri, and B. Plank; No (0): None; Absent (0): None

MOTION Carried (9-0-0)

12.e 2021-04-064

Resolution Approving an Appointment to the Livingston County Planning Commission - Board of Commissioners

Motion to adopt the Resolution.

It was moved by D. Helzerman

Seconded by M. Zajac

Roll Call Vote: Yes (9): D. Helzerman, J. Drick, M. Zajac, J. Gross, W. Nakagiri, C. Griffith, K. Lawrence, C. Reader and B. Plank; No (0): None; Absent (0): None

MOTION Carried (9-0-0)

13. CALL TO THE PUBLIC

Lori Cowan, Unadilla Township, spoke regarding emergency orders.

14. ADJOURNMENT

Motion to adjourn the meeting at 6:51 p.m.

It was moved by D. Helzerman

Seconded by K. Lawrence

Roll Call Vote: Yes (9): D. Helzerman, J. Drick, M. Zajac, J. Gross, a W. Nakagiri, C. Griffith,
K. Lawrence, C. Reader, and B. Plank; No (0): None; Absent (0): None

MOTION Carried (9-0-0)

Elizabeth Hundley, Livingston County Clerk

LIVINGSTON COUNTY BOARD OF COMMISSIONERS
MEETING MINUTES



May 5, 2021

IMMEDIATELY FOLLOWING THE FINANCE COMMITTEE

Board of Commissioners Hybrid Meeting

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

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

304 E. Grand River Ave., Board Chambers, Howell, Michigan

Members Present: Wes Nakagiri, Carol Griffith, Kate Lawrence, Carol Sue Reader, Douglas Helzerman, Jay Drick, Mitchell Zajac, Jay Gross, and Brenda Plank

1. CALL MEETING TO ORDER

The meeting was called to order by Chairman Wes Nakagiri at 9:19 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

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

4. CALL TO THE PUBLIC

Commissioner Helzerman spoke regarding Michigan's Independent Citizens Redistricting Commission.

Commissioner Zajac thanked all local educators for Educator's Week.

5. APPROVAL OF AGENDA

Commissioner Griffith motioned to amend the agenda to add Resolution Authorizing the Purchase of a New Ambulance and Motion to accept the recommendation by Civil Counsel's written legal opinion, as discussed in Closed Session of Finance Meeting of May 5, 2021, pursuant to MCL 15.268(h).

Motion to approve the amended Agenda.
Discussion.

Moved by: C. Griffith

Seconded by: D. Helzerman

Roll Call Vote: Yes (9): C. Griffith, K. Lawrence, C. Reader, D. Helzerman, J. Drick, M. Zajac, J. Gross, W. Nakagiri, and B. Plank; No (0): None; Absent (0): None

Motion Carried (9-0-0)

5.a. RESOLUTIONS FOR CONSIDERATIONS

Resolution 2021-05-065

Resolution Authorizing the Purchase of a New Ambulance

Motion to adopt the resolution

Moved by: D. Helzerman

Seconded by: M. Zajac

Roll Call Vote: Yes (9): D. Helzerman, W. Nakagiri, C. Griffith, K. Lawrence, C. Reader, J. Drick, M. Zajac, J. Gross, and B. Plank; No (0): None; Absent (0): None

Motion Carried (9-0-0)

Motion to accept the recommendation by Civil Counsel's written legal opinion, as discussed in Closed Session of Finance Meeting of May 5, 2021, pursuant to MCL 15.268(h).

Moved by: D. Helzerman

Seconded by: J. Gross

Roll Call Vote: Yes (9): D. Helzerman, W. Nakagiri, C. Griffith, K. Lawrence, C. Reader, J. Drick, M. Zajac, J. Gross, and B. Plank; No (0): None; Absent (0): None

Motion Carried (9-0-0)

6. FINANCE COMMITTEE RECOMMENDATION FOR APPROVAL OF CLAIMS

Dated: April 16 through April 29, 2021

Motion to approve the Claims.

Moved by: K. Lawrence

Seconded by: C. Griffith

Roll Call Vote: Yes (9): K. Lawrence, W. Nakagiri, C. Griffith, C. Reader, D. Helzerman, J. Drick, M. Zajac, J. Gross, and B. Plank; No (0): None; Absent (0): None

Motion Carried (9-0-0)

7. FINANCE COMMITTEE RECOMMENDATION FOR APPROVAL OF PAYABLES

Dated: May 5, 2021

Motion to approve the Payables.

Moved by: K. Lawrence

Seconded by: B. Plank

Roll Call Vote: Yes (9): K. Lawrence, W. Nakagiri, C. Griffith, C. Reader, D. Helzerman, J. Drick, M. Zajac, J. Gross, and B. Plank; No (0): None; Absent (0): None

Motion Carried (9-0-0)

8. CALL TO THE PUBLIC

None.

9. ADJOURNMENT

Motion to adjourn the meeting at 9:28 a.m.

Moved by: D. Helzerman

Seconded by: B. Plank

Roll Call Vote: Yes (9): D. Helzerman, W. Nakagiri, C. Griffith, K. Lawrence, C. Reader, J. Drick, M. Zajac, J. Gross, and B. Plank; No (0): None; Absent (0): None

Motion Carried (9-0-0)

Elizabeth Hundley, Livingston County Clerk

RESOLUTION

NO: 2021-05-066

LIVINGSTON COUNTY

DATE: May 10, 2021

Resolution to Call upon State Leaders to Restore the Revenue Sharing Fund - Board of Commissioners

WHEREAS, as the State of Michigan faced the great recession, they looked to find creative ways to save money in the State's general fund; and

WHEREAS, in 2004, an agreement between county governments and the State of Michigan, created a property tax collection shift to provide revenue sharing funds to the Counties while not relying on the State's general fund for that; and

WHEREAS, during this time, the proceeds from the property tax collection shift was put in a County Revenue Sharing Reserve Fund whereby a county could obtain funds from there until the fund was fully exhausted, at which time they re-entered the state revenue system and were to receive their full funding amount; and

WHEREAS, the Michigan Association of Counties has done extensive research into county revenue sharing and the impact the county revenue sharing fund has had on county allocations and indicates that the State of Michigan has cumulatively shorted 60 counties of more than \$110 million between 2009 and 2014; and

WHEREAS, Livingston County is one of those counties experiencing a shortfall of \$2,316,267; and

WHEREAS, the American Rescue Plan is slated to allocate much needed dollars to the States and the Counties directly, however those funds are restricted for pandemic related expenditures. County Revenue Sharing from the State is unrestricted and goes to the County General Fund to assist in funding essential services; and

WHEREAS, services provided by the Livingston County Courts, Prosecutor, Sheriff/Jail, County Clerk, Treasurer, Register of Deeds, Drain Commissioner, Administration and Animal Control are all funded in part by County Revenue Sharing and would be impacted by a restriction of the funds for COVID only; and

WHEREAS, a portion of the revenue sharing also goes to support operations of other functions that requires an investment of Local County matching funds to accept federal or state funded programs including Public Health, Public Defender, Friend of the Court and the Child Care Fund.

WHEREAS, paying the debt owed to the Counties must be a priority of the State of Michigan and should be paid in full, from non-restrictive funds, this year.

THEREFORE, BE IT HEREBY RESOLVED that the Livingston County Board of Commissioners call upon state leaders to restore the County Revenue Sharing Fund and to provide a one-time non-restricted payment of the cumulative shortfall owed to Counties.

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MOVED:
SECONDED:
CARRIED:

County	Year Back	Full Funding per PA 356 of '04	Cumulative Shortfall	Cumulative Shortfall due to CPI Increases being dicounted after County's retrun to CRS
Tuscola	2008	\$1,097,391	\$900,164	\$2,226,361
Gratiot	2009	\$858,658	\$667,924	\$1,373,324
Houghton	2009	\$682,419	\$530,834	\$1,277,974
Ionia	2009	\$1,177,604	\$1,135,182	\$2,184,891
Montcalm	2009	\$1,242,506	\$966,510	\$1,985,781
Saginaw	2009	\$4,566,393	\$3,593,584	\$7,128,205
St. Joesph	2009	\$1,373,505	\$1,404,350	\$2,543,232
Alpena	2010	\$727,709	\$494,016	\$1,067,487
Bay	2010	\$2,583,966	\$1,754,164	\$3,815,206
Branch	2010	\$967,225	\$656,617	\$1,428,600
Calhoun	2010	\$2,996,863	\$2,034,468	\$4,424,203
Genesee	2010	\$9,882,633	\$6,708,976	\$14,625,200
Hillsdale	2010	\$938,712	\$1,227,594	\$1,049,469
Jackson	2010	\$3,372,803	\$2,289,678	\$2,886,114
Lapeer	2010	\$1,671,555	\$1,134,762	\$2,475,325
Sanilac	2010	\$916,181	\$806,909	\$1,330,496
Shiawassee	2010	\$1,441,355	\$978,486	\$2,111,210
Van Buren	2010	\$1,538,127	\$1,044,181	\$2,273,531
Wayne	2010	\$50,012,170	\$33,951,522	\$72,673,445
Alger	2011	\$191,722	\$130,153	\$252,997
Arenac	2011	\$336,518	\$146,892	\$467,395
Cass	2011	\$1,041,225	\$717,466	\$1,427,003
Clare	2011	\$645,334	\$314,745	\$917,803
Delta	2011	\$802,102	\$547,072	\$1,163,381
Gladwin	2011	\$509,301	\$350,168	\$698,347
Ingham	2011	\$6,088,744	\$4,133,437	\$8,165,477
Isabella	2011	\$1,243,488	\$844,161	\$1,697,773
Kalamazoo	2011	\$5,188,838	\$3,529,074	\$7,423,778
Kent	2011	\$12,048,525	\$8,173,376	\$17,073,729
Lenawee	2011	\$2,034,689	\$1,381,023	\$2,749,793
Luce	2011	\$128,332	\$89,349	\$86,273
Marquette	2011	\$1,275,675	\$958,867	\$1,959,710
Newaygo	2011	\$954,111	\$647,713	\$1,320,530
Oscela	2011	\$566,809	\$384,977	\$789,290
Ottawa	2011	\$4,688,171	\$3,182,637	\$6,878,327
Allegan	2012	\$2,249,250	\$991,041	\$2,304,036
Barry	2012	\$1,147,434	\$500,923	\$1,103,777
Berrien	2012	\$3,642,830	\$1,590,495	\$3,785,728
Chippewa	2012	\$717,778	\$314,745	\$703,186
Eaton	2012	\$2,216,196	\$967,474	\$2,263,460
Gogebic	2012	\$338,841	\$147,910	\$357,240

Huron	2012	\$801,286	\$350,177	\$734,923
Iosco	2012	\$531,378	\$368,227	\$565,611
Macomb	2012	\$16,432,531	\$14,116,664	\$16,698,290
Mecosta	2012	\$851,547	\$373,020	\$821,115
Menominee	2012	\$530,794	\$229,938	\$522,573
Missaukee	2012	\$283,698	\$123,858	\$287,661
Muskegon	2012	\$3,601,090	\$2,444,656	\$5,328,206
Ontonagon	2012	\$173,272	\$141,169	\$180,180
Schoolcraft	2012	\$184,693	\$80,633	\$176,026
Baraga	2013	\$187,463	\$37,829	\$83,701
Dickenson	2013	\$572,795	\$411,914	\$310,820
Iron	2013	\$270,641	\$243,011	\$136,331
Livingston	2013	\$3,109,165	\$2,316,267	\$1,667,611
Midland	2013	\$1,974,882	\$959,786	\$1,173,095
Monroe	2013	\$3,104,205	\$621,449	\$1,528,514
Oceana	2013	\$535,534	\$107,048	\$300,925
Roscommon	2013	\$507,564	\$101,527	\$765,051
St. Clair	2013	\$3,754,393	\$751,345	\$1,934,886
Washtenaw	2013	\$6,907,907	\$1,381,281	\$3,618,512
Wexford	2013	\$671,845	\$134,386	\$346,660
Clinton	2014	\$1,334,267	\$0	\$233,851
Manistee	2014	\$545,132	\$0	\$124,501
Benzie	2015	\$339,784	\$0	\$44,363
Cheboygan	2015	\$564,233	\$0	\$54,064
Crawford	2015	\$320,817	\$0	\$357,718
Grand Traverse	2015	\$1,707,927	\$0	\$209,834
Lake	2015	\$246,750	\$0	\$170,719
Montmorency	2015	\$216,036	\$0	\$24,873
Oakland	2015	\$26,163,819	\$0	\$3,364,472
Ogemaw	2015	\$460,256	\$0	\$60,479
Oscoda	2015	\$196,384	\$0	\$12,207
Otsego	2015	\$490,832	\$0	\$60,312
Presque Isle	2015	\$313,601	\$0	\$28,279
Kalkaska	2016	\$348,930	\$0	\$17,036
Mason	2016	\$628,952	\$0	\$30,694
Alcona	2017	\$244,389	\$0	\$9,147
Charlevoix	2017	\$589,368	\$0	\$13,823
Antrim	2019	NA	\$0	NA
Keweenaw	2019	NA	\$0	NA
Mackinac	2019	NA	\$0	N/A
Leelanau	2021	NA	\$0	N/A
Emmet	2023	NA	\$0	NA
Total		\$215,968,889	\$117,617,804	\$234,466,150

RESOLUTION

NO: 2021-05-067

LIVINGSTON COUNTY

DATE: May 10, 2021

Resolution Authorizing the County Treasurer to Establish the 2020 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 \$31,166.00 of Principal Residence Exemption Denials that were turned over delinquent as of March 2, 2021; and

WHEREAS, the 2020 levied tax delinquency for Real Property as of March 2, 2021 is \$8,497,738.80; and

WHEREAS, the 2020 Delinquent Tax Fund is to be fully self-funded through a transfer of \$6,035,734.71 from existing Delinquent Tax Fund balances, and \$2,493,170.09 from March and April 2021 tax collections.

THEREFORE BE IT RESOLVED the Livingston County Board of Commissioners hereby authorizes the Livingston County Treasurer to establish the 2020 Delinquent Tax Fund in the amount of \$8,528,904.80.

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**MOVED:
SECONDED:
CARRIED:**



Memorandum

To: Livingston County Board of Commissioners
From: Jennifer M. Nash, Treasurer
Date: May 3, 2021
Re: RESOLUTION AUTHORIZING THE COUNTY TREASURER
TO ESTABLISH THE 2020 DELINQUENT TAX FUND

The Treasurer's Office successfully balanced and settled with all local unit 2020 property tax delinquencies by the statutory deadline of March 21st, 2021. The 2020 Delinquent Tax Fund will be fully self-funded in the amount of \$8,528,904.80. This amount will be covered by a transfer of \$6,035,734.71 from existing Delinquent Tax Fund balances and \$2,493,170.09 from March and April 2021 collections.

This will be our fifth consecutive year of self-funding the entire delinquency. We had borrowed portions of the delinquencies for the tax years of 2008-2014 as a "cash flow" strategy while economic times were very unpredictable for taxpayers, local units and the county. Given the stronger economic times and the overall health of our delinquent tax revolving funds, we have transitioned back to the practice of self-funding which saves the costs of issuing notes and added interest expense incurred when borrowing.

The following page contains a historical picture of the delinquencies dating back to 2005 for your own information.

I am happy to answer any questions you may have. Thank you!

Jenny

Lewy Year	TOTAL TAX LEVIED	TOTAL REAL DELINQUENT TAX PURCHASE	% DELINQUENT	Notes Issued	Self Funded Portion
2005	252,026,638	15,974,049	6.34%	\$ -	\$ 15,974,049
2006	268,732,978	18,675,626	6.95%	\$ -	\$ 18,675,626
2007	282,769,926	21,735,075	7.69%	\$ -	\$ 21,735,075
2008	276,848,463	24,560,726	8.87%	\$ -	\$ 24,560,726
2009	273,169,010	22,814,298	8.35%	\$ -	\$ 22,814,298
2010	256,436,643	19,240,995	7.50%	\$ 18,000,000	\$ 1,240,995
2011	247,875,955	16,222,915	6.54%	\$ 13,100,000	\$ 3,122,915
2012	247,012,312	13,565,847	5.49%	\$ 11,400,000	\$ 2,165,847
2013	249,657,258	11,612,549	4.65%	\$ 10,000,000	\$ 1,612,549
2014	253,300,901	9,941,253	3.92%	\$ 8,600,000	\$ 1,341,253
2015	261,356,891	8,957,714	3.43%	\$ 7,000,000	\$ 1,957,714
2016	274,575,236	8,110,455	2.95%	\$ 6,000,000	\$ 2,110,455
2017	282,521,497	7,770,929	2.75%	\$ -	\$ 7,770,929
2018	293,778,703	8,034,849	2.74%	\$ -	\$ 8,034,849
2019	311,367,616	8,403,770	2.70%	\$ -	\$ 8,403,770
2020	323,529,838	8,528,905	2.64%	\$ -	\$ 8,528,905

RESOLUTION

NO: 2021-05-068

LIVINGSTON COUNTY

DATE: May 10, 2021

Resolution Authorizing Reorganization of the Facility Services Department

WHEREAS, the Facility Services Department currently has 5 full time maintenance mechanics; and

WHEREAS, at this time one of the senior maintenance mechanics is at a point in their lives that they would like to reduce hours from 40 hours per week to 30 hours per week; and

WHEREAS, due to the pay rate at the entry level and the current job market, maintenance mechanics are typically hired in with basic skills; and

WHEREAS, because of the skillset of this employee, it would be advantageous for the department to allow the reduction of hours for purposes of training and mentor ship of less senior maintenance mechanics; and

WHEREAS, the reduction of hours for this position from 40 to 30 hours would result in savings of approximately \$14,500 annually; and

WHEREAS, this request is for a period not to exceed two years and would be reevaluated in May 2023.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the reorganization of the Facility Services Department to allow a reduction in hours from 40 hours to 30 hours for a Maintenance Mechanic, Position Number 26500104, for a period not to exceed a two years and will be reevaluated May 2023.

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**MOVED:
SECONDED:
CARRIED:**



Livingston County Facility Services

420 South Highlander Way
Howell, MI 48843
(517) 546-6491

DATE: April 12, 2021
TO: Livingston County Board of Commissioners
FROM: Chris Folts
RE: Resolution Authorizing the Reorganization of the Facility Services Department

The Facility Services Department has a senior employee that has reached a time in their life that they would like to reduce the hours worked from 40 to 30 hours per week.

This particular employee has a skill set and institutional knowledge that is unmatched. The mentorship and training that this certain employee can provide is priceless to this origination.

The Facility Services Department is in a transitional period that many other departments will be facing in the coming years. Succession planning has been a focus of Livingston County and this resolution is in line with that plan.

Therefore, Facility Services is requesting that the attached resolution be approved authorizing the reduction of hours of a Facility Services Maintenance Mechanic. If you have any questions or concerns, please feel free to contact me.

RESOLUTION

NO: 2021-05-069

LIVINGSTON COUNTY

DATE: May 10, 2021

Resolution Authorizing a Master Agreement Contract Renewal with Windstream for Telephone Service and Internet Services - Information Technology

WHEREAS, Windstream has been the County's telephone and internet service provider since 2016 as a result of an RFP; and

WHEREAS, the current five-year contract expires August 6th 2024; and

WHEREAS, due to the current existing contract and complex conversion of Time-Division Multiplexing Primary Rate Interface (TDM PRI) copper-based circuit telephony service to Session Initiation Protocol (SIP) digital service over the existing fiber optic , the CIO recommends continuing with Windstream; and

WHEREAS, renewing with Windstream for a forty eight month (48) contract will save the County \$57,183.18 over the term; and

WHEREAS, funding for the same is available in the Information Technology budget.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorize and approve entering into a forty eight (48) month master agreement with Windstream for telephone and internet services, to begin on June 1, 2021 through May 30, 2025.

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

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MOVED:
SECONDED:
CARRIED:

Account Summary

Customer Name	COUNTY OF LIVINGSTON 304 E GRAND RIVER AVE
Quote #	2254099
Windstream Enterprise Representative	Suzy Flees
Contract Term Length	48 Months
Effective Date	April 27, 2021
MMF	\$6,294.55

Summary of Charges (Total for All Locations)

Product	Monthly Recurring Charges	One-Time Charges
Internet Service	\$925.28	\$0.00
SD WAN	\$309.00	\$0.00
Toll-Free (8xx)	\$4.95	\$0.00
Advantage Business Lines	\$1,953.60	\$0.00
Common Voice Features	\$720.00	\$0.00
Dynamic IP	\$2,381.72	\$0.00
Total*	\$6,294.55	\$0.00

“The Monthly Recurring Charges represented above DO NOT include the taxes or charges that Windstream passes on to governmental entities AND the following Windstream fees and surcharges: Access Recovery Charge of up to \$3.00 per line or a maximum of 5 per trunk. Regulatory Assessment Surcharge of up to 8% applies to Interstate and International charges in the following states MN, NY and PA. An Administrative Service Fee of up to 12% applies to Interstate, Intrastate and Internet services monthly charges in all states except MN, NY and PA.”

Usage Rates**

Rates listed within the Usage Rates section are applicable for all locations, unless otherwise noted on the individual Service Location listing in the Usage Rates sub-section. Additional charges apply for all voice features, router maintenance, CPE maintenance and directory listings. Local Usage is an additional charge in CA, DC, MA, MD, NH, NJ, NY, PA and RI and will be billed at the current retail rate. Customers participating in an Equipment for Services Lease Program will be billed program rates. Precision - each call is billed to two decimal places and rounds the billed amount for each call up to the nearest whole cent.

Service Agreement Summary

This Service Agreement is subject to and controlled by the Windstream Service Terms and Conditions and the service-specific terms and conditions located at <http://www.windstreamenterprise.com/service-terms-and-conditions>, including how such terms may be modified from time to time, and all of which are hereby incorporated herein by reference. Rates are subject to change on 30 days' notice via bill message on customer's invoice. By your signature you warrant that you have read, understand and agree to the Service Agreement, Windstream Service Terms and Conditions and applicable service-specific terms and conditions, and acknowledge that you are authorized to sign this Service Agreement and order the Service(s) as outlined herein.

CUSTOMER

WINDSTREAM

Signature: _____

Signature: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

This offer is voidable by Windstream if not signed and returned by 6/11/2021.

Location Summary

Location Name	Monthly Recurring Charges	One-Time Charges	Credits
County Of Livingston	\$2,588.20	\$0.00	\$0.00
300 S Highlander	\$1,747.80	\$0.00	\$0.00
224 N 1ST ST	\$414.40	\$0.00	\$0.00
210 S HIGHLANDER WAY	\$118.40	\$0.00	\$0.00
2300 E GRAND RIVER AVE	\$360.15	\$0.00	\$0.00
Station 24	\$59.20	\$0.00	\$0.00
Station 23	\$59.20	\$0.00	\$0.00
1911 Tooley	\$296.00	\$0.00	\$0.00
3399 COUNTY AIRPORT DR	\$118.40	\$0.00	\$0.00
3480 W GRAND RIVER AVE	\$59.20	\$0.00	\$0.00
3755 BOWEN RD	\$59.20	\$0.00	\$0.00
5965 OLD US 23RD	\$59.20	\$0.00	\$0.00
150 S Highlander Way	\$118.40	\$0.00	\$0.00
Station 22	\$59.20	\$0.00	\$0.00
204 Highlander - Ste 101	\$177.60	\$0.00	\$0.00

Location Detail

Location Name	County Of Livingston	Account Number	200423699
Location Address	304 E GRAND RIVER AVE , HOWELL, MI 48843-2323	Service Order Type	Conversion

Monthly Recurring Charges

Product	Qty.	Unit Price	Total Price
Common Voice Features			
900/976 Block	1	\$0.00	\$0.00
International Block	1	\$0.00	\$0.00
LD Block of 1000	36	\$20.00	\$720.00
Dynamic IP			\$504.17
Call Paths - SIP	100	Included	
Managed Router - Advanced	1	Included	
Managed Router Equipment	1	Included	
20 DID Station Numbers	35	\$1.00	\$35.00
FSLC Charge	25	\$9.20	\$230.00
PS-ALI Account Service Charge	1	\$25.00	\$25.00
Direct Trunk Overflow Charge	1	\$34.95	\$34.95
Internet Service			\$829.28
Ethernet Access(1,000 Mb)	1	Included	
Internet Service (1,000.0 Mbps)	1	Included	
IP Addresses Block of 64 Charge	1	\$96.00	\$96.00
SD WAN			\$113.80
Equipment - VMware VCE 610	1	Included	
SD-WAN Management - Advanced	1	Included	

SD-WAN Service License (50Mbps)	1	Included	
Total			\$2,588.20

*Usage Rates***

Product and Usage Rates				
Usage Type	Rate	Initial Increment	Additional Increment	Precision
Regional Long Distance Charges (D)	0.03	6 sec	6 sec	2 digit
In State Long Distance Charges (D)	0.03	6 sec	6 sec	2 digit
Out of State Long Distance Charges (D)	0.03	6 sec	6 sec	2 digit

Location Detail

Location Name	300 S Highlander	Account Number	214279164
Location Address	300 S HIGHLANDER WAY , HOWELL, MI 48843-3974	Service Order Type	Conversion

Monthly Recurring Charges

Product	Qty.	Unit Price	Total Price
Common Voice Features			
900/976 Block	1	\$0.00	\$0.00
International Block	1	\$0.00	\$0.00
Dynamic IP			\$1321.60
Call Paths - SIP	100	Included	
Ethernet Access(50 Mb)	1	Included	
Managed Router - Advanced	1	Included	
Managed Router Equipment	1	Included	
20 DID Station Numbers	1	\$1.00	\$1.00
FSLC Charge	25	\$9.20	\$230.00
SD WAN			\$175.20
Equipment - VMware VCE 610	1	Included	
SD-WAN Management - Advanced	1	Included	
SD-WAN Service License (100Mbps)	1	Included	
IP Addresses Block of 8 Charge	1	\$20.00	\$20.00
Total			\$1,747.80

*Usage Rates***

Product and Usage Rates				
Usage Type	Rate	Initial Increment	Additional Increment	Precision
Out of State Long Distance Charges (D)	0.03	6 sec	6 sec	2 digit
In State Long Distance Charges (D)	0.03	6 sec	6 sec	2 digit
Regional Long Distance Charges (D)	0.03	6 sec	6 sec	2 digit

Location Detail

Location Name	224 N 1ST ST	Account Number	204391550
Location Address	224 N 1ST ST , BRIGHTON, MI 48116-1205	Service Order Type	Conversion

Monthly Recurring Charges

Product	Qty.	Unit Price	Total Price
Advantage Business Lines			
FSLC	7	\$9.20	\$64.40
Advantage Business Lines Charge	7	\$50.00	\$350.00
Common Voice Features			
900/976 Block	1	\$0.00	\$0.00
International Block	1	\$0.00	\$0.00
Total			\$414.40

Location Detail

Location Name	210 S HIGHLANDER WAY	Account Number	204391549
Location Address	210 S HIGHLANDER WAY , HOWELL, MI 48843-1989	Service Order Type	Conversion

Monthly Recurring Charges

Product	Qty.	Unit Price	Total Price
Advantage Business Lines			
FSLC	2	\$9.20	\$18.40
Advantage Business Lines Charge	2	\$50.00	\$100.00
Common Voice Features			
900/976 Block	1	\$0.00	\$0.00
International Block	1	\$0.00	\$0.00
Total			\$118.40

Location Detail

Location Name	2300 E GRAND RIVER AVE	Account Number	200423703
Location Address	2300 E GRAND RIVER AVE , HOWELL, MI 48843-6551	Service Order Type	Conversion

Monthly Recurring Charges

Product	Qty.	Unit Price	Total Price
Advantage Business Lines			
FSLC	6	\$9.20	\$55.20
Advantage Business Lines Charge	6	\$50.00	\$300.00
Common Voice Features			

900/976 Block	1	\$0.00	\$0.00
International Block	1	\$0.00	\$0.00
Toll-Free (8xx)			
Toll-Free Access *	1	\$4.95	\$4.95
Total			\$360.15

*Usage Rates***

Product and Usage Rates				
Usage Type	Rate	Initial Increment	Additional Increment	Precision
International 8XX Charges (D)	Silver	30 sec	6 sec	2 digit
Regional 8XX Charges (S)	0.05	30 sec	6 sec	2 digit
International 8XX Charges (S)	Silver	30 sec	6 sec	2 digit
Regional 8XX Charges (D)	0.05	30 sec	6 sec	2 digit
In State 8XX Charges (S)	0.05	30 sec	6 sec	2 digit
Out of State 8XX Charges (S)	0.05	30 sec	6 sec	2 digit
In State 8XX Charges (D)	0.05	30 sec	6 sec	2 digit
Out of State 8XX Charges (D)	0.05	30 sec	6 sec	2 digit
Canadian 8XX Charges (D)	0.0607	30 sec	6 sec	2 digit
Canadian 8XX Charges (S)	0.0657	30 sec	6 sec	2 digit

Location Detail

Location Name	Station 24	Account Number	207653773
Location Address	7304 OAK GROVE RD , HOWELL, MI 48855-9361	Service Order Type	Conversion

Monthly Recurring Charges

Product	Qty.	Unit Price	Total Price
Advantage Business Lines			
FSLC	1	\$9.20	\$9.20
Advantage Business Lines Charge	1	\$50.00	\$50.00
Common Voice Features			
900/976 Block	1	\$0.00	\$0.00
International Block	1	\$0.00	\$0.00
Total			\$59.20

Location Detail

Location Name	Station 23	Account Number	207653771
Location Address	2877 W COON LAKE RD , HOWELL, MI 48843-8937	Service Order Type	Conversion

Monthly Recurring Charges

Product	Qty.	Unit Price	Total Price
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Advantage Business Lines				
	FSLC	1	\$9.20	\$9.20
	Advantage Business Lines Charge	1	\$50.00	\$50.00
Common Voice Features				
	900/976 Block	1	\$0.00	\$0.00
	International Block	1	\$0.00	\$0.00
Total				\$59.20

Location Detail

Location Name	1911 Tooley	Account Number	200423700
Location Address	1911 TOOLEY RD , HOWELL, MI 48855-8703	Service Order Type	Conversion

Monthly Recurring Charges

Product	Qty.	Unit Price	Total Price
Advantage Business Lines			
FSLC	5	\$9.20	\$46.00
Advantage Business Lines Charge	5	\$50.00	\$250.00
Common Voice Features			
900/976 Block	1	\$0.00	\$0.00
International Block	1	\$0.00	\$0.00
Total			\$296.00

Location Detail

Location Name	3399 COUNTY AIRPORT DR	Account Number	204391554
Location Address	3399 COUNTY AIRPORT DR , HOWELL, MI 48855-8800	Service Order Type	Conversion

Monthly Recurring Charges

Product	Qty.	Unit Price	Total Price
Advantage Business Lines			
FSLC	2	\$9.20	\$18.40
Advantage Business Lines Charge	2	\$50.00	\$100.00
Common Voice Features			
900/976 Block	1	\$0.00	\$0.00
International Block	1	\$0.00	\$0.00
Total			\$118.40

Location Detail

Location Name	3480 W GRAND RIVER AVE	Account Number	204391556
Location Address	3480 W GRAND RIVER AVE , HOWELL, MI 48855-9608	Service Order Type	Conversion

Monthly Recurring Charges

Product	Qty.	Unit Price	Total Price
Advantage Business Lines			
FSLC	1	\$9.20	\$9.20
Advantage Business Lines Charge	1	\$50.00	\$50.00
Common Voice Features			
900/976 Block	1	\$0.00	\$0.00
International Block	1	\$0.00	\$0.00
Total			\$59.20

Location Detail

Location Name	3755 BOWEN RD	Account Number	204391557
Location Address	3755 BOWEN RD , HOWELL, MI 48855-7756	Service Order Type	Conversion

Monthly Recurring Charges

Product	Qty.	Unit Price	Total Price
Advantage Business Lines			
FSLC	1	\$9.20	\$9.20
Advantage Business Lines Charge	1	\$50.00	\$50.00
Common Voice Features			
900/976 Block	1	\$0.00	\$0.00
International Block	1	\$0.00	\$0.00
Total			\$59.20

Location Detail

Location Name	5965 OLD US 23RD	Account Number	204391562
Location Address	5965 OLD US 23RD , FENTON, MI 48430-9372	Service Order Type	Conversion

Monthly Recurring Charges

Product	Qty.	Unit Price	Total Price
Advantage Business Lines			
FSLC	1	\$9.20	\$9.20
Advantage Business Lines Charge	1	\$50.00	\$50.00

Common Voice Features				
	900/976 Block	1	\$0.00	\$0.00
	International Block	1	\$0.00	\$0.00
			Total	\$59.20

Location Detail

Location Name	150 S Highlander Way	Account Number	200423701
Location Address	150 S HIGHLANDER WAY , HOWELL, MI 48843-1993	Service Order Type	Conversion

Monthly Recurring Charges

Product		Qty.	Unit Price	Total Price
Advantage Business Lines				
	FSLC	2	\$9.20	\$18.40
	Advantage Business Lines Charge	2	\$50.00	\$100.00
Common Voice Features				
	900/976 Block	1	\$0.00	\$0.00
	International Block	1	\$0.00	\$0.00
			Total	\$118.40

Location Detail

Location Name	Station 22	Account Number	207653767
Location Address	1579 N LATSON RD , HOWELL, MI 48843-9007	Service Order Type	Conversion

Monthly Recurring Charges

Product		Qty.	Unit Price	Total Price
Advantage Business Lines				
	FSLC	1	\$9.20	\$9.20
	Advantage Business Lines Charge	1	\$50.00	\$50.00
Common Voice Features				
	900/976 Block	1	\$0.00	\$0.00
	International Block	1	\$0.00	\$0.00
			Total	\$59.20

Location Detail

Location Name	204 Highlander - Ste 101	Account Number	204666299
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Location Address	204 S HIGHLANDER WAY , SUITE 101, HOWELL, MI 48843-1953	Service Order Type	Conversion
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Monthly Recurring Charges

Product	Qty.	Unit Price	Total Price
Advantage Business Lines			
FSLC	3	\$9.20	\$27.60
Advantage Business Lines Charge	3	\$50.00	\$150.00
Common Voice Features			
900/976 Block	1	\$0.00	\$0.00
International Block	1	\$0.00	\$0.00
Total			\$177.60

APPLICATION FOR CREDIT

Representative: Suzy Flees

Representative Phone: (248) 660-6813

CUSTOMER INFORMATION				
Customer Name: COUNTY OF LIVINGSTON 304 E GRAND RIVER AVE		Tax Exempt Status: _____		
Federal Tax ID or SS Number: _____		EMR: _____		
Notice Address: _____		Years in Operation: _____		
City: _____		Number Of Employees: _____		
State: _____		Zip: _____		
Business Structure: _____				
Nature of Business: _____				
PARENT COMPANY (if Applicable)				
Company Name: _____				
Address: _____				
City: _____ State: _____ Zip: _____				
CUSTOMER CONTACT INFORMATION				
Contact Name: _____		AP Contact Name: _____		
Contact Phone: _____		AP Contact Phone: _____		
Contact Fax: _____		AP Contact Fax: _____		
Contact Email: _____		AP Contact Email: _____		
Principal/Partner/Officer Full Name: Contact Name: _____				
Title: _____				
BANK REFERENCE				
Bank Name: _____				
Address: _____		Bank Contact Name: _____		
City: _____		Bank Contact Phone: _____		
State: _____		Bank Contact Fax: _____		
Zip: _____		Account Number: _____		
TRADE REFERENCES				
Vendor	Account Number	Phone	Fax	Contact
1. _____	_____	_____	_____	_____
Address: _____				
2. _____	_____	_____	_____	_____
Address: _____				
3. _____	_____	_____	_____	_____
Address: _____				
Current Local Telco: _____ Current I.D. Carrier: _____				
<p>Authorization</p> <p>I hereby represent that I am authorized to submit this application on behalf of the Customer named above, and the information provides is for the purpose of obtaining credit and is warranted to be true. I/We hereby authorize Company, and its affiliates, to investigate the references listed pertaining to my/our credit and financial responsibility sold. I further represent that the Customer applying for credit has the financial ability and willingness to pay for all invoices with established terms.</p>		<p>Accepted By Customer</p> <p>Signature: _____</p> <p>Printed Name: _____</p> <p>Title: _____</p> <p>Date: _____</p>		

Letter of Agency

Contact Name: Janice Hanba	Company Name: COUNTY OF LIVINGSTON 304 E GRAND RIVER AVE
Billing Address:	
City, State, Zip:	
Current Carrier:	Order Date:

Authorization to Change Service Provider(s)

On behalf of the Company, I hereby authorized Windstream Communications ("Windstream") and its operating affiliates* listed on Exhibit A to change my Company's provider(s) for the following services from my current telecommunications carrier(s) to Windstream for each of the telephone numbers listed below. Check all applicable services:

<input type="checkbox"/>	Local
<input type="checkbox"/>	Intrastate, IntraLATA Long Distance Service (also known as local toll)
<input type="checkbox"/>	Interstate, InterLATA and International Long Distance

I represent that I am at least eighteen years of age and that I have the authority to change telecommunications carriers for each of the telephone numbers identified below. I understand that I have the right to obtain telecommunications services individually. I also understand that I may designate only one local exchange carrier, one intraLATA carrier, and one interLATA carrier per telephone number.

I choose Windstream to act as my agent to carry out the change(s) and authorize Windstream to handle on my behalf all arrangements, including ordering, changing, and/or maintaining my service, with my local telephone company(s), interexchange carriers, equipment vendor(s), and consultant(s). By designating Windstream to act as my agent, I do not permit Windstream to change my service to a carrier other than Windstream. I understand, that there may be a fee to change from the Company's current telecommunications carrier(s) to Windstream.

Telephone Numbers:

I authorize Windstream to issue all necessary instructions on my behalf and confirm that my preferred provider for the telecommunications service(s) checked above will be changed for the telephone number(s) specified above. This agreement will remain in effect until revoked in writing by the Company.

Company**Signature:****Date:**

*Business Telecom of Virginia, Business Telecom, Cavalier Telephone Mid-Atlantic, Cavalier Telephone, Choice One Communications (of Connecticut, Maine, Massachusetts, New Hampshire, New York, Ohio, Pennsylvania, or Rhode Island), Connecticut Broadband, Connecticut Telephone & Communication Systems, Conversent Communications (of Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Rhode Island, or Vermont), CTC Communications, CTC Communications of Virginia, DeltaCom Business Solutions, DeltaCom, Windstream New Edge, LLC, Windstream FiberNet, LLC, Georgia Windstream, Intellifiber Networks, LDMI Telecommunications, Lightship Telecom, McLeodUSA Telecommunications Services, Nebraska Windstream, Network Telephone, NuVox (Arkansas or Indiana), Oklahoma Windstream, PAETEC Communications of Virginia, PAETEC Communications, Talk America of Virginia, Talk America, Texas Windstream, The Other Phone Company, US LEC Communications, US LEC (of Alabama, Florida, Georgia, Maryland, North Carolina, Pennsylvania, South Carolina, Tennessee, or Virginia), US Xchange (of Illinois, Indiana, Michigan, or Wisconsin), Windstream (Communications Southwest, Accucomm Telecommunications, Alabama, Arkansas, Buffalo Valley, Communications Kerrville, Communications Telecom, Communications, Concord Telephone, Conestoga, D&E Systems, D&E, Direct, EN-TEL, Florida, Georgia Communications, Georgia Telephone, Georgia, Iowa Communications, Iowa-Comm, IT-Comm, KDL, KDL-VA, Kentucky (East or West), Kerrville Long Distance, Lakedale Link, Lakedale, Lexcom Communications, Lexcom Long Distance, Mississippi, Missouri, Montezuma, Norlight, North Carolina, NorthStar, NTI, Windstream of the Midwest, Ohio, Oklahoma, Pennsylvania, South Carolina, Southwest Long Distance, Standard, Sugar Land, Systems of the Midwest, or Western Reserve), or Windstream NuVox (of Indiana, Kansas, Missouri, Ohio, and Oklahoma)

Windstream VoIP 911 Disclosure

Windstream and its affiliates (collectively, "WIN") are subject to an FCC requirement to provide notification of any E911 limitations that may be associated with the service provided to your company. There are critical differences between traditional telephone service and WIN VoIP Services:

- 911 emergency services will not be available in the event of a power failure.
- 911 emergency services will not be available in the event of an internet failure.
- There are severe limitations (details below) to 911 emergency services if you move your phone from its registered location.

Loss of 911 services due to power failure or Internet connection failure:

Historically, telephone service has been powered by electrical power within the telephone network. If you subscribe to WIN VoIP Services, power is supplied directly from the premise in which you are operating the telephone.

- In the event of a commercial power outage, and if your building does not have a back-up power system, your telephone service, including 911, will not function until power is restored.
- Loss of power to your broadband gateway (through which your service is provided) will cause a loss of telephone and 911 services.
- Any internet connection failure, including a suspension for nonpayment, will cause a loss of telephone and 911 services.

WIN recommends that you always have an alternative means of accessing 911 during a power failure or internet connection failure such as a basic business or copper line (non-VoIP line) for elevator, alarm, and other critical functions.

To ensure that 911 calls are properly routed:

- **Do not move the equipment installed at your premise to another location.** Use of the telephone service at another location will prevent E911 service (the ability of the 911 operator to automatically determine your location) from working. If you move equipment provided as part of the WIN VoIP Service to another location, you must update your service address with WIN prior to using the service from a different location. Use of your equipment at a location other than the registered physical location may route 911 calls to an incorrect 911 dispatch center, potentially delaying or preventing emergency services.
- **If you have users that will be using devices such as software telephones that are installed on mobile personal computers, laptops, smart phones, netbooks and any other mobile VoIP supported device that is intended to be mobile with WIN service,** you must update your service address prior to using the service from a different location in order for your current location to be transmitted automatically and accurately to emergency services. Use of your software telephone at a location other than the registered physical location may route 911 calls to an incorrect 911 dispatch center, potentially delaying or preventing emergency services.
- **Always state the telephone number and address that you are calling from to the 911 operator.** The 911 operator receiving the emergency call may not be able to automatically identify your phone number and physical location and be able to call you back if the call is disconnected, therefore you must specify the exact location of the emergency and the telephone number from which you are calling.
- **Contact WIN when you plan to move your service address: WIN customers should contact the WIN Business Center at 1-800-600-5050, Windstream New Edge (formerly EarthLink Business) customers should contact Customer Care at 1-800-239-3000 and Broadview customers should contact the OfficeSuite® Support Center at 1-800-623-VOIP (8647).** Since your WIN VoIP Services will not provide 911 services from another location, you must notify WIN before you move the registered location of your service.

To help remind you about the availability of 911 emergency service and its limitations with WIN VoIP Services, we will provide stickers to be placed on or near all of your telephones and devices.

To Report a Change to Your Service Location:

- WIN Customers - Contact Customer Service at 1-855-361-7792.
- Windstream New Edge Customers - Contact Customer Care at 1-800-239-3000.
- Legacy Broadview Customers - Contact the OfficeSuite® Support Center at 1-800-623- VOIP (8647). For Broadview customers with PC/Softphone service, you may also update your address when prompted upon login.
- For Customers with Windstream Hosted Communications - Contact WHC Repair at 1- 855-759-7420. Customers using Windstream Hosted Communications on a smart phone may also access the Windstream Hosted Communications Client Software application to update.
- Legacy MassComm Customers - Contact your Account Manager directly or use 1-866- 791-6277.

Customer Affirmation of Notification

I have read the above notice and understand that there are critical differences between 911 service with WIN VoIP Services and traditional telephone service. I assume all responsibility and risk of harm, loss, or damage in the event that 911 service fails as a result of a power outage or Internet outage, in the event I fail to update my service address with WIN if I use the service from a different location or in the event I do not provide the address, correct address, extension or other information to emergency authorities.

Printed Name	205167954 Account Number
Signature	Date

**Livingston County
Information Technology
Department**

Report

To: Livingston County Board of Commissioners, Livingston County Administrator - Nathan Burd, Livingston County Deputy County Administrator / Chief Financial Officer - Cindy Catanach

From: Kristoffer Tobbe Livingston County Chief Information Officer

Date: April 30, 2021

Re: Livingston County Information Technology Department: Phone and Internet carrier conversion and one-year contract extension

Request for Approval

- Convert and extend the existing Windstream telecommunications agreement for phone and internet service for 1 additional year (from termination date of August 6th 2024 to May 3rd 2025) to allow for digital SIP conversion of the County's existing copper telecommunications network.

Summary

The Livingston County Information Technology Department began the replacement of the County's existing phone system with Board approval in 2020. We are now at the phase of restructuring the County's telecommunications lines and migrating them from an old technology of Time-Division Multiplexing Primary Rate Interface (TDM PRI) copper-based circuits at multiple locations (7 circuits in total = 161 call paths) to Session Initiation Protocol (SIP) digital service over the existing fiber optic internet circuit residing at the County's Administration Building. This will allow for 200 simultaneous call paths between two Livingston County locations (current utilization reports show approximately 88 simultaneous call paths during peak time periods). All existing telephone numbers will be retained with this migration.

In addition to this technology conversion, the new design incorporates a second telco service location to support all locations' voice services at 300 S. Highlander with 100 voice call paths

using a new 100Mb access circuit with 50Mb internet connection deployed out of a separate Central Office (Grand Rapids vs Farmington Hills) for network redundancy.

This design will provide seamless failover of voice service and business continuity in the event of ANY service interruptions at the Administration building. The second internet connection can also be used for public internet connectivity.

The new design will also allow Livingston County to shift the County's back up internet connection at the Administration Building to the Central Dispatch building on a diverse circuit (Windstream on-net connection at 304 East Grand River to Windstream's 100M connection using AT&T for the last mile out of Grand Rapids vs. Farmington Hills).

All required equipment and licensing to provision this new network design is included in the pricing summary below with an allowance for future growth, if required.

Current Contract and Costs

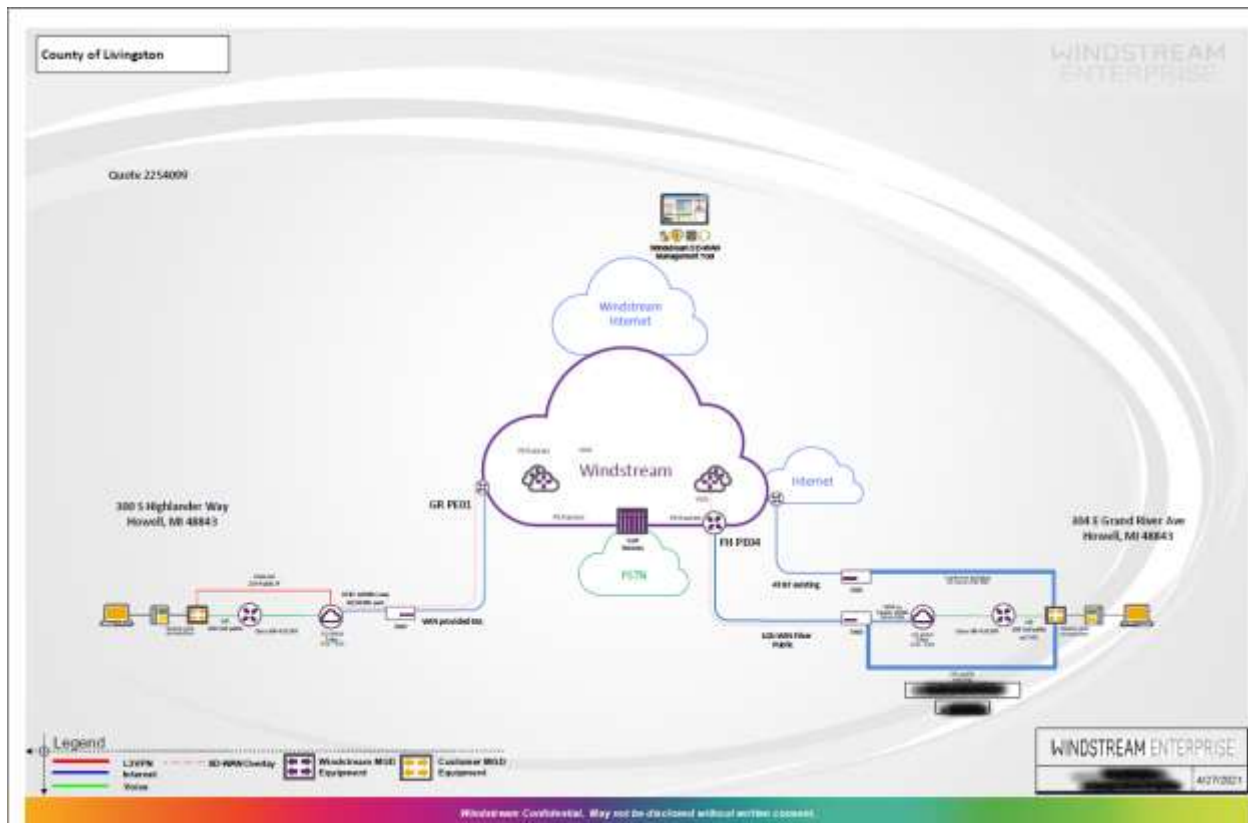
The County is currently under contract with Windstream for both voice and data telecommunications. We are now close to 24 months into the existing contract. This contract is a five-year term which started on May 24th 2019 and terminates on May 23rd 2024.

- The minimum monthly service fee for these services is \$6,128.83 the actual estimated monthly recurring cost is \$7,349.09. This is due to other fees like fluctuations in long distance usage and non-contractual charges (i.e., administrative service fees, access recovery fee, E911, etc.)

Current	Monthly Reoccurring	Total Contract Est	Amt per Year	Term	Start	Term renewal	Today's Date	Days Remaining time on Contract	Internet
ACC (AT & T)	\$ 1,617.99	\$ 58,247.64	\$ 19,415.88	3 Year	12/19/2019	12/31/2021	4/28/2021	247	250 MB circuit
Windstream	\$ 7,349.09	\$ 440,945.40	\$ 88,189.08	5 Year	8/7/2019	8/6/2024	4/28/2021	1196	1 GB Fiber Circuit
Total			\$ 107,604.96						

Recommendation:

We are proposing renewing this contract for 48 months which will extend Livingston County's Windstream service into May of 2025 (effectively extending the service contract 1 additional year) for \$6,294.55 per month. This is an extension of service in exchange for a completely redundant network of fiber optic SIP services. Net contractual cost increase: **\$165.72 per month** for a completely redundant solution, 100 more voice call paths, and an additional 100M internet access circuit with a 100M (50M/50M) port speed at Central Dispatch.



And lastly, the TDM PRI service is a telco offering that is being phased out by carriers. Therefore, it is in Livingston County's best interest to migrate to this newer technology for ongoing carrier support.

New	Monthly Reoccurring	Total Contract Est	Amt per Year	Term	Start	Term renewal	Todays Date	Days Remaining time on Contract	Internet
Windstream	\$ 6,294.55	\$ 302,138.40	\$ 75,534.60	4 Year	6/1/2021	5/30/2025	4/28/2021	1493	1 GB Fiber Circuit 100 MB 911 Circuit

New Projected 2022 Costs	Monthly	12 Months	2021 Adjusted for bills 6 months paid this year	2022	2023	2024	2025	Totals
Windstream	\$ 6,294.55	\$ 75,534.60	\$ 81,861.84	\$ 75,534.60	\$ 75,534.60	\$ 75,534.60	\$ 75,534.60	\$ 384,000.24
ACC (AT &T)	\$ 1,617.99	\$ 19,415.88	\$ 19,415.88	\$ 19,415.88	\$ -	\$ -	\$ -	\$ 38,831.76
Sub Total	\$ 7,912.54	\$ 94,950.48	\$ 101,277.72	\$ 94,950.48	\$ 75,534.60	\$ 75,534.60	\$ 75,534.60	\$ 422,832.00
Savings After AT &T contract expires					\$ 19,415.88	\$ 19,415.88	\$ 19,415.88	\$ 58,247.64
Total Expected savings					\$ 19,415.88	\$ 19,415.88	\$ 19,415.88	\$ 58,247.64

Funding Recommendation:

This contract extension is an existing 2021 budgeted expense in the Information Technology budget, no additional funds would be necessary to complete this contract extension. The new amount will be projected into the 2022 – 2025 Livingston County Information Technology Budgets.

RESOLUTION

NO: 2021-05-070

LIVINGSTON COUNTY

DATE: May 10, 2021

Resolution Authorizing the Issuance of FOIA Requests for documents supporting an extension of the MIOSHA COVID-19 Emergency Rules - Board of Commissioners

WHEREAS, on April 10, 2021 Governor Whitmer declared “the COVID-19 Emergency Rules shall remain effective until October 14, 2021”; and

WHEREAS, these MIOSHA COVID-19 Emergency Rules (henceforth referred to as “Rules”) impact all Michigan employers, including Livingston County; and

WHEREAS, the extension of the Rules are required to be based upon the Governor’s finding of a need for an extension based upon a Finding of Emergency; and

WHEREAS, the Governor’s certificate of need for extension is devoid of any factual basis and, rather, appears to be relying on assertions of Finding of Emergency in the original Rules, which includes an assertion that it was “based upon on the best available scientific evidence and public health guidance published by the U.S. Centers for Disease Control (CDC) and other public health authorities.” Further, the Finding of Emergency asserts, “There is currently no approved vaccine or proven effective antiviral treatment for COVID-19”; and

WHEREAS, clearly the Governor’s failing to provide a factual basis to extend the Rules (without following the procedures of the Administrative Procedures Act) and instead relying on outdated and wrong assertions that there is “currently no approved vaccine”, and the Governor’s apparent reliance on this blatantly incorrect information calls into question what other outdated or wrong information she is relying upon to support her Finding of Emergency.

THEREFORE BE IT RESOLVED, that the Livingston County Board of Commissioners authorizes the Livingston County Administrator to issue Freedom of Information Act (FOIA) requests to the Governor and the Department of Labor and Economic Opportunity to provide those records establishing what the Governor considers to be “the best available scientific evidence and public health guidance published by the U.S. Centers for Disease Control (CDC) and other public health authorities.”

BE IT FURTHER RESOLVED, that this FOIA request shall also ask for the records establishing what the Governor considers to be “the best available scientific evidence and public health guidance available regarding the spread of COVID-19 in the workplace,” which she relied upon when she asserted, “Based on the best available scientific evidence and public health guidance available regarding the spread of COVID-19 in the workplace, I find that these emergency rules are necessary to protect employees.”

BE IT FURTHER RESOLVED that upon approval by the Livingston County Board of Commissioners this resolution shall be distributed to the other eighty-two (82) Michigan Counties and Livingston County's three (3) State Legislators.

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MOVED:
SECONDED:
CARRIED:

Date: 4/28/2021

Subject: Resolution Authorizing the Issuance of FOIA Requests for documents supporting an extension of the MIOSHA COVID-19 Emergency Rules

To: The Livingston County Board of Commissioners

From: Wes Nakagiri

On April 10, 2021 the MIOSHA COVID-19 Emergency Rules were extended by the Michigan Department of Labor and Economic Opportunity (MDLEO). Originally expiring on April 14, 2021, these rules now expire on October 14, 2021.

Governor Whitmer concurred with MDLEO that “circumstances creating an emergency have occurred and the public interest requires promulgation of the above rules.”

In extending these rules, it is clear that both MDLEO and the Governor relied upon incorrect and outdated information as both asserted in their Finding of Emergency, “There is currently no approved vaccine or proven effective antiviral treatment for COVID-19.”

The Governor has long asserted that she is following the best science as she imposes her COVID-19 policies throughout the State of Michigan. Now we see with clarity that her best science is both wrong and outdated as there are multiple COVID-19 vaccines. Further the FDA has approved an antiviral treatment (Remdesivir).

As an employer impacted by these promulgated rules, Livingston County has a right to assess the quality of the science that guides the Whitmer Administration’s COVID-19 policy. Therefore, I urge the Livingston County Board of Commissioner to approve the issuance of Freedom of Information Act requests for documents the Governor considers to be the “best available scientific evidence.”

We need to confirm for ourselves that her best evidence is not outdated.

DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY
MICHIGAN OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION
GENERAL RULES

CERTIFICATE OF NEED FOR EXTENSION OF EMERGENCY RULES

Pursuant to Section 48(1) of 1969 PA 306, as amended, MCL 24.248(1), I hereby certify that it is necessary to extend the Coronavirus Disease 2019 (COVID-19) Emergency Rules, which was filed with the secretary of state on October 14, 2020, for an additional 6 months. Therefore, the COVID-19 Emergency Rules shall remain effective until October 14, 2021.



4/10/21

Gretchen Whitmer, Governor

Date

DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY
MICHIGAN OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION

GENERAL RULES

EMERGENCY RULES

CORONAVIRUS DISEASE 2019 (COVID-19)

Filed with the secretary of state on October 14, 2020

These rules take effect upon filing with the secretary of state and shall remain in effect for 6 months.

(By authority conferred on the director of the department of labor and economic opportunity by sections 19, 21, and 24 of the Michigan occupational safety and health act, 1974 PA 154, MCL 408.1019, 408.1021, and 408.1024, and Executive Reorganization Order Nos. 1996-1, 1996-2, 2003-1, 2008-4, 2011-4, and 2019-3, MCL 330.3101, 445.2001, 445.2011, 445.2025, 445.2030, and 125.1998.)

FINDING OF EMERGENCY

These rules are promulgated by the Director of the Michigan Department of Labor and Economic Opportunity to establish requirements for employers to control, prevent, and mitigate the spread of coronavirus disease 2019 (COVID-19) among employees. Based on the best available scientific evidence and public health guidance published by the U.S. Centers for Disease Control (CDC) and other public health authorities, COVID-19 is an infectious disease caused by the severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2). SARS-CoV-2 is easily transmitted through the air from person-to-person through respiratory aerosols, and the aerosols can settle and deposit on environmental surfaces where they can remain viable for days. There is currently no approved vaccine or proven effective antiviral treatment for COVID-19. In addition to its contagious nature, COVID-19 is dangerous and deadly. As of October 7, 2020, COVID-19 has infected 130,842 Michiganders and killed 6,847 in less than seven months.

Work, by its nature, removes people from the confines and relative safety of their homes to interact with others who may be carrying the virus including coworkers, customers, patients, or the public at large. Employees who come into contact with others at work are at elevated risk of infection.

Since March 2020, employers have reported 30 worker deaths from COVID-19 in Michigan and 127 in-patient hospitalizations for COVID-19 potentially linked to workplace exposure to SARS-CoV-2. MIOSHA has received over 3,800 complaints from employees alleging uncontrolled COVID-19 hazards in the workplace and 263 referrals from local government, including local health departments, indicating that businesses were not taking all the necessary measures to protect their employees from SARS-CoV-2 infection.

The Legislature has declared that “all employees shall be provided safe and healthful work environments free of recognized hazards.” MCL 408.1009. Employers must provide employees with “a place of employment that is free from recognized hazards that are causing, or are likely to

October 14, 2020

cause, death or serious physical harm to the employee.” MCL 408.1011(a). Nonetheless, Michigan’s experience with COVID-19 demonstrates that the disease can spread rapidly without protective measures and standards in place. Workplaces, where employees, customers, and members of the public congregate, pose a particular threat for COVID-19’s spread. To mitigate and limit COVID-19’s spread in workplaces and to protect employees across Michigan, it is necessary to impose these rules and standards.

Businesses must do their part to protect employees, their patrons, and their communities. Many businesses have already done so by implementing robust safeguards to prevent viral transmission. But we can and must do more: no one should feel unsafe at work. Pursuant to section 21(2) of the Michigan occupational safety and health act, 1974 PA 154, MCL 408.1021, I find that these emergency rules are necessary to protect employees during the ongoing COVID-19 pandemic.

Based on the best available scientific evidence and public health guidance available regarding the spread of COVID-19 in the workplace, I find that these emergency rules are necessary to protect employees. If the non-emergency rulemaking process specified in the administrative procedures act of 1969 (APA), 1969 PA 306, MCL 24.201 to 24.328, for the promulgation of rules was followed, employees across Michigan may be unnecessarily exposed to SARS-CoV-2 during the rule promulgation process. Further, existing MIOSHA rules do not directly address COVID-19’s spread in the workplace and employees are likely to experience an increased probability of infection at work until the protective measures in this rule are in place. Accordingly, following the non-emergency rulemaking process would undermine the effectiveness of Michigan’s emergency response to COVID-19, and expose Michigan workers to a higher risk of contracting the disease in their places of employment.

The Director, therefore, for the preservation of the public health, safety, and welfare, finds that a clear and convincing need exists for the promulgation of emergency rules as provided in section 48 of the APA, MCL 24.248, without following the notice and participation procedures required by sections 41 and 42 of the APA, MCL 24.241 and 24.242.

Rule 1. Scope and application.

These rules apply to all employers covered in the Michigan occupational safety and health act, 1974 PA 154, MCL 408.1001 to 408.1094.

Rule 2. Definitions.

(1) As used in these rules:

- (a) “Close contact” means someone who was within 6 feet of an infected person for at least 15 minutes starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to specimen collection) until the time the person is isolated.
- (b) “COVID-19” means coronavirus disease 2019, a severe acute respiratory disease characterized by symptoms including fever, cough, fatigue, and shortness of breath which may progress to pneumonia, multi-organ failure, and death.
- (c) “Known cases of COVID-19” means persons who have been confirmed through diagnostic testing to have COVID-19.
- (d) “SARS-CoV-2” means severe acute respiratory syndrome coronavirus 2, the virus which is the causative agent of COVID-19.
- (e) “Suspected cases of COVID-19” means persons who have symptoms of COVID-19 but have not been confirmed through diagnostic testing or persons who have had close contact with a person who has been confirmed through diagnostic testing to have COVID-19.

Rule 3. Exposure determination for all employers.

- (1) The employer shall evaluate routine and reasonably anticipated tasks and procedures to determine whether there is actual or reasonably anticipated employee exposure to SARS-CoV-2.
- (2) The employer shall categorize jobs tasks and procedures into the following risk categories:
 - (a) Lower exposure risk job tasks and procedures. These job tasks and procedures are those that do not require contact with people known to be or suspected of being infected with SARS-CoV-2 nor frequent close contact (e.g., within 6 feet) with the general public. Workers in this category have minimal occupational contact with the public and other coworkers.
 - (b) Medium exposure risk job tasks and procedures. These job tasks and procedures include those that require frequent or close contact (e.g., within 6 feet) with people who may be infected with SARS-CoV-2, but who are not known or suspected COVID-19 patients. In areas without ongoing community transmission, workers in this risk group may have frequent contact with travelers who may return from locations with widespread SARS-CoV-2 transmission. In areas where there is ongoing community transmission, workers in this category may have contact with the general public (e.g., schools, high-population-density work environments, high-volume retail settings).
 - (c) High exposure risk job tasks and procedures. These job tasks and procedures are those with high potential for exposure to known or suspected sources of COVID-19. Workers in this category could include licensed health care professionals, medical first responders, nursing home employees, law enforcement, correctional officers, or mortuary workers.
 - (d) Very high exposure risk job tasks and procedures. These job tasks and procedures are those with high potential for exposure to known or suspected sources of COVID-19 during specific medical, postmortem, or laboratory procedures. Workers in this category can include:
 - (i) Healthcare workers (e.g., doctors, nurses, dentists, paramedics, emergency medical technicians) performing aerosol-generating procedures (e.g., intubation, cough induction procedures, bronchoscopies, some dental procedures and exams, or invasive specimen collection) on known or suspected COVID-19 patients.
 - (ii) Health care or laboratory personnel collecting or handling specimens from known or suspected COVID-19 patients (e.g., manipulating cultures from known or suspected COVID-19 patients).
 - (iii) Morgue workers performing autopsies, which generally involve aerosol-generating procedures, on the bodies of people who are known to have or are suspected of having COVID-19 at the time of their death.

Rule 4. COVID-19 preparedness and response plan for all employers.

- (1) The employer shall develop and implement a written COVID-19 preparedness and response plan, consistent with the current guidance for COVID-19 from the US Centers for Disease Control and Prevention (CDC) and recommendations in “Guidance on Preparing Workplaces for COVID-19,” developed by the Occupational Health and Safety Administration (OSHA).
- (2) The preparedness and response plan shall include the employee exposure determination from Rule 3 and shall detail the measures the employer will implement to prevent employee exposure, including any:
 - (a) Engineering controls.

- (b) Administrative controls.
 - (c) Basic infection prevention measures.
 - (d) Personal protective equipment.
 - (e) Health surveillance.
 - (f) Training.
- (3) The employer shall make the preparedness and response plan readily available to employees and their representatives, whether via website, internal network, or by hard copy.

Rule 5. Basic infection prevention measures for all employers.

- (1) The employer shall promote frequent and thorough hand washing, including by providing workers, customers, and worksite visitors with a place to wash their hands. If soap and running water are not immediately available, provide antiseptic hand sanitizers or alcohol-based hand towelettes containing at least 60 percent alcohol.
- (2) The employer shall require workers who are sick to not report to work or work in an isolated location.
- (3) The employer shall prohibit workers from using other workers' phones, desks, offices, or other work tools and equipment, when possible.
- (4) The employer shall increase facility cleaning and disinfection to limit exposure to SARS-CoV-2, especially on high-touch surfaces (e.g., door handles), paying special attention to parts, products, and shared equipment (e.g., tools, machinery, and vehicles).
- (5) The employer shall establish procedures for disinfection in accordance with CDC guidance if it is suspected or confirmed that an employee, visitor, or customer has a known case of COVID-19.
- (6) The employer shall use Environmental Protection Agency (EPA)-approved disinfectants that are expected to be effective against SARS-CoV-2 based on data for harder to kill viruses.
- (7) The employer shall follow the manufacturer's instructions for use of all cleaning and disinfection products (e.g., concentration, application method and contact time, and personal protective equipment).
- (8) The employer shall create a policy prohibiting in-person work for employees to the extent that their work activities can feasibly be completed remotely.

Rule 6. Health surveillance for all employers.

- (1) The employer shall conduct a daily entry self-screening protocol for all employees or contractors entering the workplace, including, at a minimum, a questionnaire covering symptoms and suspected or confirmed exposure to people with possible COVID-19, together with, if possible, a temperature screening.
- (2) The employer shall direct employees to promptly report any signs and symptoms of COVID-19 to the employer before or during the work shift.
- (3) The employer shall physically isolate any employees known or suspected to have COVID-19 from the remainder of the workforce, using measures such as, but not limited to:
 - (a) Not allowing known or suspected cases to report to work.
 - (b) Sending known or suspected cases away from the workplace.
 - (c) Assigning known or suspected cases to work alone at a remote location (for example, their home), as their health allows.
- (4) When an employer learns of an employee, visitor, or customer with a known case of COVID-19, the employer shall:
 - (a) Immediately notify the local public health department, and

- (b) Within 24 hours of learning of the known case, notify any co-workers, contractors, or suppliers who may have come into contact with the person with a known case of COVID-19.
- (5) The employer shall allow employees with a known or suspected case of COVID-19 to return to the workplace only after they are no longer infectious according to the latest guidelines from the CDC and they are released from any quarantine or isolation order by the local public health department.

Rule 7. Workplace controls for all employers.

- (1) The employer shall designate one or more worksite COVID-19 safety coordinators to implement, monitor, and report on the COVID-19 control strategies developed under these rules. The COVID-19 safety coordinator must remain on-site at all times when employees are present on site. An on-site employee may be designated to perform the COVID-19 safety coordinator role.
- (2) The employer shall place posters in the languages common in the employee population that encourage staying away from the workplace when sick, cough and sneeze etiquette, and proper hand hygiene practices.
- (3) The employer shall keep everyone on the worksite premises at least 6 feet from one another to the maximum extent possible and to reduce congestion, including using ground markings, signs, and physical barriers, as appropriate to the worksite.
- (4) The employer shall provide non-medical grade face coverings to their employees at no cost to the employee.
- (5) The employer shall require face coverings to be worn when employees cannot consistently maintain 6 feet of separation from other individuals in the workplace and consider face shields when employees cannot consistently maintain 3 feet of separation from other individuals in the workplace.
- (6) The employer shall require face coverings in shared spaces, including during in-person meetings and in restrooms and hallways.

Rule 8. Personal protective equipment requirements for all employers.

- (1) The employer shall provide employees with the types of personal protective equipment, including respirators if necessary, for protection from SARS-CoV-2 appropriate to the exposure risk associated with the job. The employer must follow current CDC and OSHA guidance for personal protective equipment.
- (2) The employer shall ensure that the personal protective equipment is properly fitted and worn; used consistently; regularly inspected, maintained, and replaced, as necessary; and properly removed, cleaned, and stored or disposed of to avoid contamination of self, others, or the work environment.
- (3) In establishments that provide medical treatment or housing to known or suspected cases of COVID-19, the employer shall ensure that employees in frequent or prolonged close contact with such cases are provided with and wear, at a minimum, an N95 respirator, goggles or face shield, and a gown.

Rule 9. Industry-specific requirements. An employer of a business, operation, or facility in the industry sectors named below shall comply with the following requirements specific for its business, operation, or facility.

- (1) **Construction.** Businesses or operations in the construction industry must:
 - (a) Create dedicated entry point(s) at every worksite, if possible, for daily screening as provided in Rule 6 of these rules, or in the alternative issue stickers or other indicators to employees to show that they received a screening before entering the worksite that day.

- (b) Identify choke points and high-risk areas where employees must stand near one another (such as hallways, hoists and elevators, break areas, water stations, and buses) and control their access and use (including through physical barriers) so that social distancing is maintained.
- (c) Create protocols for minimizing personal contact upon delivery of materials to the worksite.
- (2) **Manufacturing.** Manufacturing facilities must:
 - (a) Create dedicated entry point(s) at every facility for daily screening and ensure physical barriers are in place to prevent anyone from bypassing the screening.
 - (b) Create protocols for minimizing personal contact upon delivery of materials to the facility.
- (3) **Retail, libraries, and museums.** Retail stores that are open for in-store sales, as well as libraries and museums, must:
 - (a) Create communications material for customers (e.g., signs or pamphlets) to inform them of changes to store practices and to explain the precautions the store is taking to prevent infection.
 - (b) Require patrons to wear a face covering (unless the patron is unable medically to tolerate a face covering).
 - (c) Post signs at store entrances instructing customers to wear a face covering when inside the store.
 - (d) Post signs at store entrances informing customers not to enter if they are or have recently been sick.
 - (e) Design spaces and store activities in a manner that encourages employees and customers to maintain 6 feet of distance from one another.
 - (f) Install physical barriers at checkout or other service points that require close interaction, including plexiglass barriers, tape markers, or tables.
 - (g) Establish an enhanced cleaning and sanitizing protocol for high-touch areas like restrooms, credit-card machines, keypads, counters, shopping carts, and other surfaces.
- (4) **Restaurants and bars.** Restaurants and bars must:
 - (a) Require 6 feet of separation between parties or groups at different tables or bar tops (e.g., spread tables out, use every other table, remove or put up chairs or barstools that are not in use).
 - (b) Require patrons to wear a face covering except when seated at their table or bar top (unless the patron is unable medically to tolerate a face covering).
 - (c) Prohibit access to common areas in which people can congregate.
 - (d) Create communications material for customers (e.g., signs, pamphlets) to inform them of changes to restaurant or bar practices and to explain the precautions that are being taken to prevent infection.
 - (e) Post signs at all entrances informing customers not to enter if they are or have recently been sick.
 - (f) Post signs instructing customers to wear face coverings until they are seated at their table.
 - (g) Require hosts, servers, and staff to wear face coverings in the dining area in addition to areas where social distancing cannot be maintained.
- (5) **Health care.** Health facilities or agencies, including outpatient health-care facilities, clinics, primary care physician offices, dental offices, and veterinary clinics, must:
 - (a) Post signs at entrance(s) instructing patients to wear a face covering when in the facility, except as necessary for identification or to facilitate an examination or procedure.

- (b) Limit waiting-area occupancy to the number of individuals who can be present while staying 6 feet away from one another and ask patients, if possible, to wait in cars for their appointment to be called.
- (c) Mark or arrange waiting rooms to enable 6 feet of social distancing (e.g., by placing X's on the ground and/or removing seats in the waiting room).
- (d) Conduct a common screening protocol for all patients, including a temperature check and questions about COVID-19 symptoms.
- (e) Place hand sanitizer and face coverings at patient entrances.
- (f) Require patients to wear a face covering when in the facility, except as necessary for identification or to facilitate an examination or procedure.
- (g) Install physical barriers at sign-in, temperature screening, or other service points that normally require personal interaction (e.g., plexiglass, cardboard, tables).
- (6) **In-home services.** All businesses or operations that provide in-home services, including cleaners, repair persons, painters, and the like, must:
 - (a) Maintain accurate appointment record, including date and time of service, name of client, and contact information, to aid with contact tracing.
 - (b) Prior to entering the home, inquire with the customer whether anyone in the household has been diagnosed with COVID-19, is experiencing symptoms of COVID-19, or has had close contact with someone who has been diagnosed with COVID-19. If so, the business or operation must reschedule for a different time.
- (7) **Personal-care services.** All businesses or operations that provide barbering, cosmetology services, body art services (including tattooing and body piercing), tanning services, massage services, or similar personal-care services must:
 - (a) Post signs at all entrances instructing customers to wear a face covering when inside the facility.
 - (b) Post signs at all entrances informing customers not to enter if they are or have recently been sick.
 - (c) Restrict entry to customers, to a caregiver of those customers, or to the minor dependents of those customers.
 - (d) Limit waiting-area occupancy to the number of individuals who can be present while staying 6 feet away from one another and ask customers, if possible, to wait in cars for their appointment to be called.
 - (e) Discard magazines in waiting areas and other non-essential, shared items that cannot be disinfected.
 - (f) Mark or arrange waiting rooms to enable 6 feet of social distancing (e.g., by placing X's on the ground and/or removing seats in the waiting room).
 - (g) Require employees and customers to wear a face covering at all times, except that customers may temporarily remove a face covering when receiving a service that requires its removal. During services that require a customer to remove their face covering, an employee must wear a face shield or goggles in addition to the face covering.
- (8) **Public accommodations.** Sports and entertainment facilities, including arenas, cinemas, concert halls, performance venues, sporting venues, stadiums and theaters, as well as places of public amusement, such as amusement parks, arcades, bingo halls, bowling alleys, night clubs, skating rinks, and trampoline parks, must:
 - (a) Post signs at all entrances instructing customers to wear a face covering when inside the facility.
 - (b) Post signs outside of entrances informing customers not to enter if they are or have recently been sick.
 - (c) Require patrons to wear a face covering (unless the patron is unable medically to tolerate a face covering).

- (d) Establish crowd-limiting measures to meter the flow of patrons (e.g., digital queuing, delineated waiting areas, parking instructions, social distance markings on ground or cones to designate social distancing).
- (e) For sports and entertainment facilities, establish safe exit procedures for patrons (e.g., dismiss groups based on ticket number, row).
- (9) **Sports and exercise facilities.** Gymnasiums, fitness centers, recreation centers, exercise facilities, exercise studios, bowling alleys, roller rinks, ice rinks, and like facilities must:
 - (a) Post signs at all entrances instructing customers to wear a face covering when inside the facility.
 - (b) Post signs outside of entrances instructing individuals not to enter if they are or have recently been sick.
 - (c) Mandate wearing of facial coverings at all times except when swimming.
 - (d) Provide equipment-cleaning products throughout the facility for use on equipment.
 - (e) Ensure that ventilation systems operate properly.
- (10) **Meat and poultry processing.** Meat and poultry processing plants must:
 - (a) Create at least 1 dedicated entry point at every facility for daily screening and ensure physical barriers are in place to prevent anyone from bypassing the screening.
 - (b) Provide clean face coverings or disposable mask options for employees to use when the coverings become wet, soiled, or otherwise visibly contaminated over the course of a workday.
- (11) **Casinos.** Casinos must:
 - (a) Post signs at all entrances instructing customers to wear a face covering when inside the facility.
 - (b) Designate entry points and exit points with extensive signage of the directional flow of patrons.
 - (c) Place signs at each entrance point, cage, and throughout the casino reminding patrons of CDC guidelines for social distancing practices, proper washing of hands, wearing face coverings, and to stay at home if feeling ill or sick.
 - (d) Conduct a daily entry screening protocol for customers and any other individuals entering the facility, including a questionnaire covering symptoms and suspected or confirmed exposure to people with possible COVID-19, together with temperature screening.
 - (e) Require patrons to wear a face covering, except while eating or drinking or for identification purposes.

Rule 10. Training requirements for all employers.

- (1) The employer shall provide training to employees on SARS-CoV-2 and COVID-19.
- (2) The employer shall provide any communication and training on COVID-19 infection control practices in the primary languages common in the employee population.
- (3) The training shall cover:
 - (a) Workplace infection-control practices.
 - (b) The proper use of personal protective equipment.
 - (c) Steps the employee must take to notify the business or operation of any symptoms of COVID-19 or a suspected or confirmed diagnosis of COVID-19.
 - (d) How to report unsafe working conditions.
- (4) The employer shall provide updated training if it changes its preparedness and response plan or new information becomes available about the transmission of SARS-CoV-2 or diagnosis of COVID-19.

Rule 11. Recordkeeping requirements for all employers.

- (1) Employers must maintain a record of the following requirements:
- (a) Training. The employer shall maintain a record of all COVID-19 employee training.
 - (b) Screening protocols. The employer shall maintain a record of screening for each employee or visitor entering the workplace.
 - (c) Records of required notifications. The employer shall maintain a record of each notification required by Rule 6 of these rules.
- (2) Employers must maintain records for 1 year from time of generation.

DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY

10/14/2020
Date

Sean Egan
Sean Egan
Director COVID Workplace Safety

Pursuant to Section 48(1) of the administrative procedures act of 1969, 1969 PA 306, MCL 24.248(1), I hereby concur in the finding of the Department of Labor and Economic Opportunity that circumstances creating an emergency have occurred and the public interest requires the promulgation of the above rules.

10/14/2020
Date

Gretchen Whitmer
Honorable Gretchen Whitmer
Governor

RESOLUTION

NO: 2021-05-071

LIVINGSTON COUNTY

DATE: May 10, 2021

Resolution Authorizing Livingston County to Host a Cooperative Contract for Covid-19 Relief Consulting Services for Michigan Counties and Other Municipalities through the Michigan Association of Counties CoPro+ Program – County Administration

WHEREAS, the American Rescue Plan Act of 2021 provides a \$1.9 trillion relief package with resources to address the global pandemic, funding to support multiple sectors of the economy, and payment of direct aid to Americans struggling to make ends meet; and

WHEREAS, the bill, which includes about \$65B in funding for states, provides for the U.S. Department of the Treasury to oversee and administer these funds to state and local governments; and

WHEREAS, every county will be eligible to receive a direct allocation from Treasury. Municipalities and counties will receive funds in two payments – with 50 percent this year and the remaining 50 percent no earlier than 12 months from the first payment; and

WHEREAS, the Michigan Association of Counties recognized a need for counties, and potentially other entities, to require assistance in accessing and guiding appropriate uses of such funding.

THEREFORE BE IT RESOLVED, that the Livingston County Board of Commissioners hereby approves hosting the Covid 19 Relief Consulting Services Program with the Michigan Association of Counties which would allow entities receiving relief funds to enter into agreements with **Guidehouse Inc.**, 294 Fairview Park Drive, Suite 501, Falls Church, VA; **iParametrics, LLC**, 178 S. Main Street, Suite 100, Alpharetta, GA; **Pierce, Monroe & Associates, LLC**, 535 Griswold Street, Suite 1680, Detroit, MI; and **Public Sector Consultants**, 230 N. Washington Square, Suite 300, Lansing, MI to provide Covid-19 relief consulting services on an as-needed basis for a one (1) year term with options for two (2) additional one-year renewals for a total contract period not to exceed three (3) years.

BE IT FURTHER RESOLVED that the Board Chairman is authorized to sign renewal options for Guidehouse, Inc., iParametrics, LLC, Pierce, Monroe & Associates, LLC, and Public Sector Consultants to provide Covid-19 relief consulting services as prepared by Civil Counsel, as necessary.

~~**BE IT FURTHER RESOLVED** that Livingston County is not entering into contract at this time and if determined this service is needed will come back to the Board under a separate resolution for approval of these services.~~

BE IT FURTHER RESOLVED that the Chairman of the Livingston County Board of Commissioners be authorized to sign all forms, assurances, contracts/agreements, and future amendments and renewals for contract language adjustments related to the above upon review and/or preparation of Civil Counsel.

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MOVED:
SECONDED:
CARRIED:

RESOLUTION

NO: 2021-05-072

LIVINGSTON COUNTY

DATE: May 10, 2021

Resolution Authorizing the Purchase of MERS Service Credit by Deputy Kevin Crane – Sheriff

WHEREAS, as of April 1, 2021, Deputy Kevin Crane has 18 years, 3 months earned service credit with the County's retirement plan administrator, Michigan Municipal Employee Retirement System (MERS); and

WHEREAS, Deputy Crane has requested to purchase 4 years' generic service credit; and

WHEREAS, MERS requires the governing body of the employing municipality to approve such purchase of service credit; and

WHEREAS, Deputy Kevin Crane will pay \$101,302.00, which is the total actuarial cost of purchasing 4 years' additional generic service credit.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes Kevin Crane to be credited with 4 years' generic service credit with MERS providing he pays the total actuarially determined cost of \$101,302.00.

BE IT FURTHER RESOLVED that the Board Chair is authorized to sign the necessary documentation to effectuate this purchase of service credit.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO: 2021-05-073

LIVINGSTON COUNTY

DATE: May 10, 2021

**Resolution Authorizing the Acceptance of the County Clerk's 2020 Annual Report
- County Clerk**

WHEREAS, the office of the Livingston County Clerk is furnishing a report of their activities for the period of January 1, 2020 through December 31, 2020, in printed form comprised of the 2020 Annual Report; and

WHEREAS, the Livingston County Clerk has provided a copy of the 2020 Annual Report to the Board of Commissioners.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby accepts the Livingston County Clerk's 2020 Annual Report.

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**MOVED:
SECONDED:
CARRIED:**



Livingston County Clerk **2020 ANNUAL REPORT**

Agenda Page 60 of 75



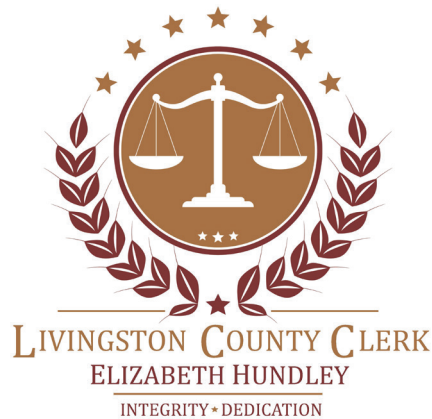


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*Cover Photo Courtesy of Richard Lim Photography

A Message From Your Livingston County Clerk

March 5, 2021

It is my pleasure to present the County Clerk's 2020 Annual Report. 2020 was a challenging year. It tested our ability to deliver essential services while facing the COVID-19 pandemic. Our office processed a record number of transactions and administered elections during what turned out to be a historic election cycle.

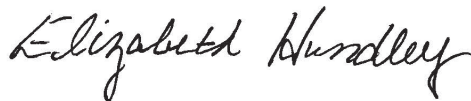
Our office quickly adopted procedures last March to ensure services to the public would continue while protecting the health and welfare of everyone. While challenging at the time, the public will benefit from these improvements for years to come. Our online election inspector training is an example of a change we anticipate utilizing in the future.

My gratitude and thanks go out to the residents of Livingston County. Your understanding and patience with our staff is commendable. I often heard residents thanking staff for being in the office, being available to provide needed services, and simply for answering phone calls this past year.

I am blessed with an excellent team of people working within the Clerk's Office. Throughout 2020 our staff literally put their health on the line to carry out our mission of providing the highest level of customer service every day to the many residents and County Departments who require our services.

I also thank the Livingston County Board of Commissioners and County Administration for their continued support. Finally, thank you to Dianne McCormick and the Livingston County Health Department for their invaluable guidance and support.

Sincerely,



Elizabeth Hundley
Livingston County Clerk
Livingston County, Michigan



Elizabeth Hundley
Livingston County Clerk

A Message From The Elections Coordinator

What a year! 2020 was very busy and exciting in our Elections Division. We started our 2020 year in December of 2019 with the programming of our March Presidential Primary, even when many of the presidential candidates started dropping out of the race.

With each election, we program the election; proof the ballots; test the ballots and programming; and then go before the Election Commission for approval. Once ballots are approved and printed, they go to our local Clerks where they test the ballots and program. This seems simple, but the process is time consuming and is essential for the integrity of our elections.

When the COVID-19 pandemic hit the state, the Elections Division never missed a beat. We continued taking in many candidate filings, campaign finance filings, and precinct delegate filings. We continued preparing for the May Special Election. With all of the Governors' executive orders, we worked closely with the school districts that wished to withdraw their proposals and this resulted in canceling the May election. With Coronavirus Relief Funds (CARES Act) from the Bureau of Elections, we were able to acquire an additional tabulator.

2020 brought many firsts and records for our Elections Division. We are required to conduct a certified two-year training program for all Election Inspectors. In 2020, we trained a total of 1,601. For the first time we produced an online training class in which 494 out of the 1,601 Inspectors were trained. We conducted our first County Absentee Voter Counting Board last year, in which we processed the August Primary absentee ballots for the Townships of Iosco and Unadilla with huge success. We set election records in each of our three elections. 2020 was the first major election with no reason absentee voting. March Presidential Primary voter turnout was 30.57%, with an 80% increase in absentee voting; the August Primary's voter turnout was 37.86%, with a 167% increase in absentee voting; and the November General Election saw a 79.48% voter turnout, with a 156% increase in absentee voting. Our County Board of Canvassers saw an increase in public attendance during the canvass meetings. We conducted post-election audits for five precincts and five absent voter counting boards after the March and November elections. We also participated in the statewide risk limiting audits. Risk limiting audits are used to confirm the accuracy of ballot tabulation machines, by comparing the results from the hand count of the randomly selected paper ballots to the previously printed results from the machines.

The Elections Division plays an extremely important role in the election process to ensure accuracy and integrity in all Livingston County Elections. We are always looking and reviewing ways to improve and become more efficient. What an exciting year!

Sincerely,



Joseph Bridgman
Elections Coordinator



Joseph Bridgman
Elections Coordinator

FUNCTIONS AND DUTIES OF THE CLERK

The County Clerk is an elected position mandated by Article VII, Section 4 of the State Constitution. The Clerk derives its authority from the Michigan Constitution and statutory law.

This position has a diverse range of duties, including but not limited to:

- Clerk of the Board of Commissioners
- Registrar of Vital Records
- Clerk of the Circuit Court
- Chief Election Officer for the County



"Keep up the good work. Thanks for all of your help."
Customer Comment
– February 18, 2020

"Staff very welcoming & seem knowledgeable of procedures and Howell history."
Customer Comment
– August 10, 2020

CLERK OF THE BOARD OF COMMISSIONERS

Division Overview

Michigan law establishes the County Clerk as the Clerk to the Board of Commissioners. We are tasked with attending meetings, taking the meeting minutes, and preserving the minutes, which become the official record of the meetings.

Executive orders and legislative changes to the Open Meetings Act during 2020 enabled public bodies to conduct meetings electronically. We attended 48 regularly scheduled Board of Commissioner meetings and two Special Board of Commissioner meetings during 2020.

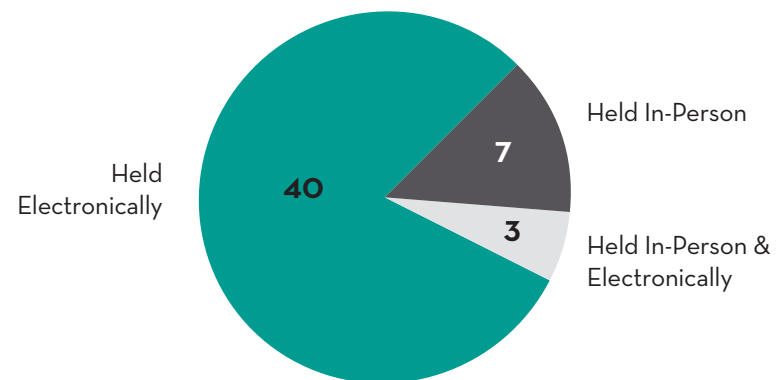
The Board of Commissioners meetings normally take place the second and fourth Monday evenings each month and

immediately following the Finance Committee meetings on the first and third Wednesday mornings of the month. The Board of Commissioners meeting schedule, along with meeting agendas and past meeting minutes can be located online at the Board of Commissioners [website](#).

County Directory

The Clerk's Office maintains and updates the County Directory. The directory is a resource guide published to assist the residents of Livingston County in communicating with government offices and agencies, as well as elected and appointed officials at the local, state, and federal levels. The County Directory can be accessed online at the Clerk's [website](#).

2020 Board of Commissioners Meetings



REGISTRAR OF VITAL RECORDS

Division Overview

By law, the County Clerk serves as the local registrar for the county. The Vital Records Division is responsible for the preparation, filing, and preservation of information on the births, deaths, and marriages within Livingston County. The public is provided certified copies of these documents pursuant to legal guidelines.

The Vital Records Division continues to see an increase in demand for services. Our online orders during 2020 increased 41% over 2019 with staff filling 1,205 online orders within 24 hours of an order being placed.

Certified copies can be obtained by visiting our office located in the Historic Courthouse, by mail, or by use of our [online request system](#).

Home Births

Livingston County remains the largest county in Michigan without a hospital birthing center. Out-of-hospital births are an option selected for various reasons. All births that take place within Livingston County are processed by our office.

The State Vital Registrar's Office launched an updated version of the Vital Events Registration Application or "VERA" in May. With the update, licensed midwives are now required

to enter home birth information used to create a birth certificate directly into VERA. This shifts the County Clerk's duties to one of quality control and review rather than data entry. This process is very similar to our responsibilities with electronic death records. The Vital Records Division recorded 34 home birth registrations during 2020.

Business Registration

Business registrations filed at the county level are administered and overseen by the Vital Records Division. All businesses that operate in Livingston County are required to register with our office unless they are a corporation, a limited liability company, or

limited liability partnership. Our office processed 548 business registrations during 2020.

Notary Public

A Notary Public is an officer appointed by the Michigan Secretary of State to attest to the authenticity of a person's signature, to administer oaths, and to witness acknowledgments. The most common function of a notary is to prevent fraud by attesting to the identity of a person signing a document.

Executive Orders issued during 2020 encouraged the use of electronic signatures and remote notarization during the COVID-19 pandemic. Executive Orders 2020-41, 2020-74, 2020-131, 2020-158, 2020-173, and 2020-187 all made temporary changes to in-person notarizations as well as temporary changes to notary commission expiration dates. Our office processed 389 notary applications during 2020.

Vital Records Comparison (2016 - 2020)

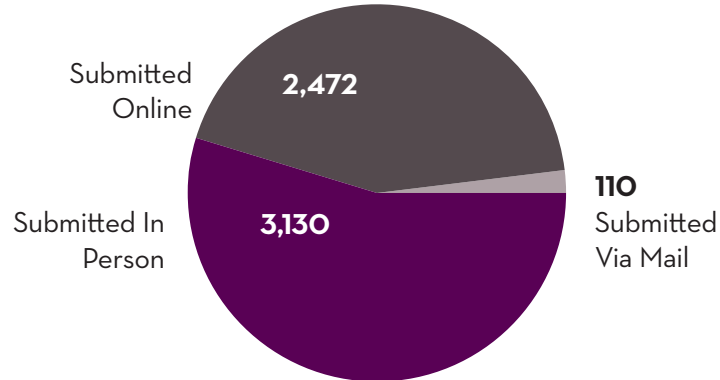
	2016	2017	2018	2019	2020
Deaths Recorded & Filed	1,401	1,142	1,141	1,135	1,389
Births Recorded & Filed	30	14	24*	23*	34
Marriage Licenses Issued & Filed	1,011	1,104	1,103	969	930
Assumed Names Filings	872	782	531	509	548
Concealed Pistol License Applications	4,244	3,562	3,420	3,754	5,712
Notary Commissions Issued, Bonds Filed	310	295	501	468	389
FOIA Requests	601	739	865	932	968
Military Discharge Recording	89	72	76	160	47

*Home births recorded after annual report prepared.

"All 3 of our visits
have been wonderful
- super friendly and
helpful!"
Customer Comment
- August 11, 2020

2020 Livingston County CPL Applications

Total: 5,712



FOIA Coordinator

The County Clerk also serves as the County's FOIA (Freedom of Information Act) Coordinator. When a FOIA request is filed with the County, we are responsible for tracking the progress of that request and resulting response. During 2020, our office managed 968 FOIA requests received by 28 departments within the county.

Concealed Pistol Licenses (CPL)

The Vital Records Division accepts and processes CPL applications for residents of Livingston County. In Michigan, a resident must obtain a concealed pistol license, commonly known as a CPL, in order to carry a pistol concealed. Individuals applying for a new CPL are required by law to apply at the County Clerk's Office.

New CPL applicants must be fingerprinted to complete the application process. Our office provides fingerprinting services to applicants simplifying the application process. We fingerprinted 2,269 applicants during 2020.

The County Clerk is required to notify CPL holders that their license is approaching expiration three to six months prior to the expiration of their current license. A CPL may be renewed at the County Clerk's Office. In addition, residents may renew by mail or online with the Michigan State Police. Regardless of how a renewal is filed, the County Clerk is responsible for storing and maintaining all records; issuing the license; and issuing statutory disqualifications, notices of suspension, and revocations.

CLERK OF THE TAX ALLOCATION BOARD

The Tax Allocation Board is the process by which the allowed millage rate is allocated between the county, townships which are not charter townships, and the intermediate school district when a county does not have a fixed millage approved by the voters. Livingston County is one of the few counties remaining in Michigan that continues to utilize the Tax Allocation Board.

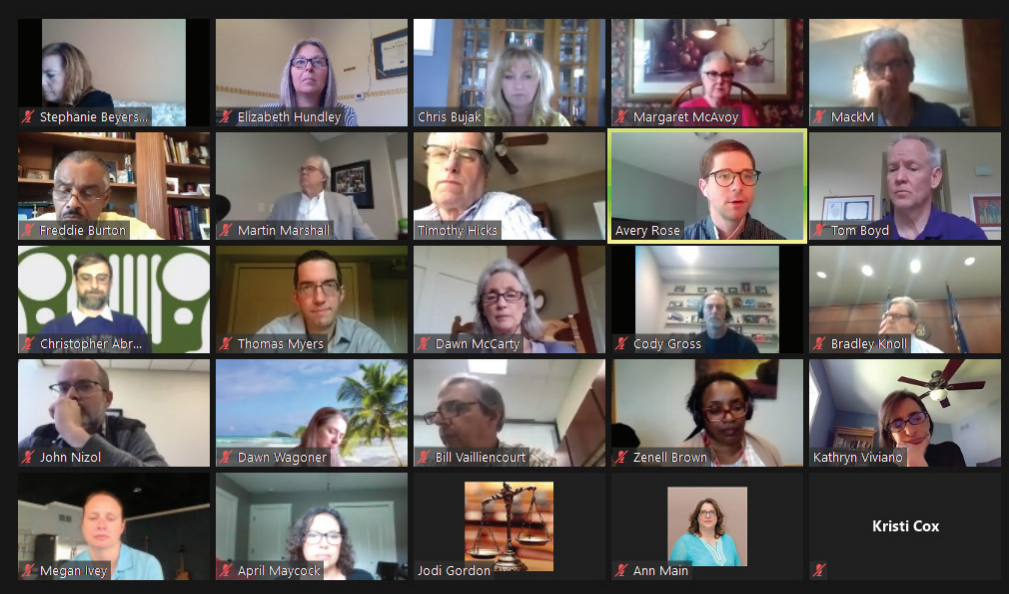
By law, the County Clerk serves as the clerk of the Tax Allocation Board. Our office is responsible for collecting budgets from all non-charter townships, distributing these to all Board members, attending all meetings, taking minutes for meetings, and preserving these permanent records. The Tax Allocation Board convened remotely four times during 2020.

CLERK OF THE CIRCUIT COURT

Division Overview

The Constitution for the State of Michigan tasks the County Clerks with the preservation of all court records for future generations. To that end, the Circuit Court division of the Clerk's Office is responsible for maintaining and preserving court records. Those records include, but are not limited to those associated with the following types of cases: felony criminal cases, domestic relations matters, personal protection orders, general civil matters involving claims of \$25,000 or more, appeals from lower courts, and juvenile matters among others. These records are preserved in strict accordance with the record retention guidelines set forth by the State of Michigan.

COVID-19 provided unique challenges for the County Clerk's legal division this year. We are proud of the fact that we were able to provide uninterrupted service to the litigants, attorneys, and Judges. As the pandemic began to take hold, Livingston County Clerk Elizabeth Hundley was invited to sit on a panel put together by the Supreme Court to guide Michigan Courts through this unique situation. The Virtual Courtroom Task Force created standards that courts throughout the State applied in developing virtual courts. With the development of virtual courts, many litigants were able to proceed despite the very real roadblocks caused by the pandemic.



County Clerk, Elizabeth Hundley, attends a Virtual Courtroom Task Force Meeting

Due to procedures put in place to prevent COVID-19, our legal division developed policies and procedures that lent themselves to greater efficiencies:

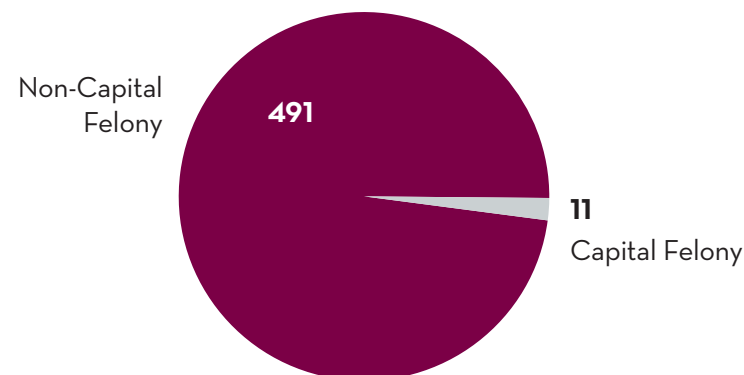
- We installed a locked drop box that allowed people to file documents while the building was closed;
- We were able to more fully develop our facsimile filing system;
- We posted forms on our website in an organized manner so self-represented litigants could gather all of the forms they needed to file various types of proceedings;
- We provided consistent updates to the public of our new procedures and ensured all filing options were clearly communicated through the website;

- We utilized new software for garnishments that created cost savings; and
- We began to utilize existing software for electronic file storage, creating cost savings.

During this year, we never lost sight of the fact that our community needed our flexibility as well as our compassion. Whenever the court building was in phase one of lockdown, we permitted litigants to file documents via email (which is



2020 Criminal Filings



normally not permitted) and for the most part, convenience fees for fax filings and email filings were waived.

On a personal level, our staff kicked off the COVID-19 crisis with a food drive to benefit our community. Several boxes of food were delivered to the Salvation Army in Howell. Our staff continued our perfect record of 100% participation in the United Way drive, each member committing to have a donation deducted from their bi-monthly paychecks. Finally, the legal division offices committed among themselves to order lunches frequently from locally owned restaurants in an effort to help them during these difficult times.

Criminal

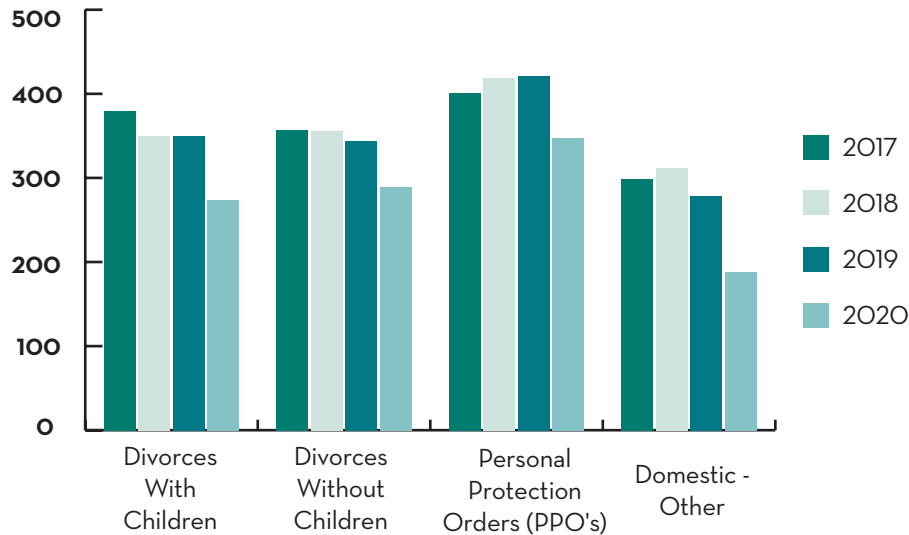
The Clerk's office duties with criminal files include not only preparing the various judgments involved, but also collecting the monies assessed, as well as reporting convictions to the State of Michigan for entry onto criminal histories and to the Secretary of State for entry onto driving records. All of these duties are critically important and must be performed with particularity within very short timelines.

The criminal case filings are trending downward nationwide between 8% and 52%. Our Court saw a decrease of 22%. We expect the trend to show a dramatic increase in 2021.

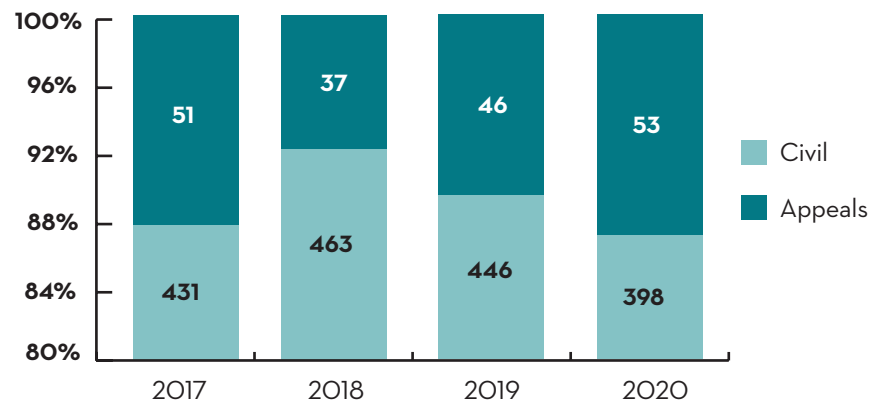
To ensure the accuracy of the permanent records, our clerks attend most sessions of court involving criminal cases.

Michele Coan-Bradley, Senior Deputy Clerk in the County Clerk Legal Division, stands next to donated items

Domestic Filings 2017 - 2020



Civil and Appeals 2017 - 2020



Domestic and PPO's

Domestic files can remain active upward of 18 years. It naturally follows that they require a great deal more handling and attention to detail over the life of the file. Many different file types fall under this category.

Civil and Appeals

Civil cases can encompass a whole host of different issues from contract disputes to real estate disputes. The complexity of these cases can be daunting and often, monies are escrowed with the courts and additional accounting is required.

The vast majority of appeals from the lower court is within the civil division. These filings can range from landlord/tenant matters to dog cases. There are very strict timelines that must be adhered to when dealing with appeals.

Business Court

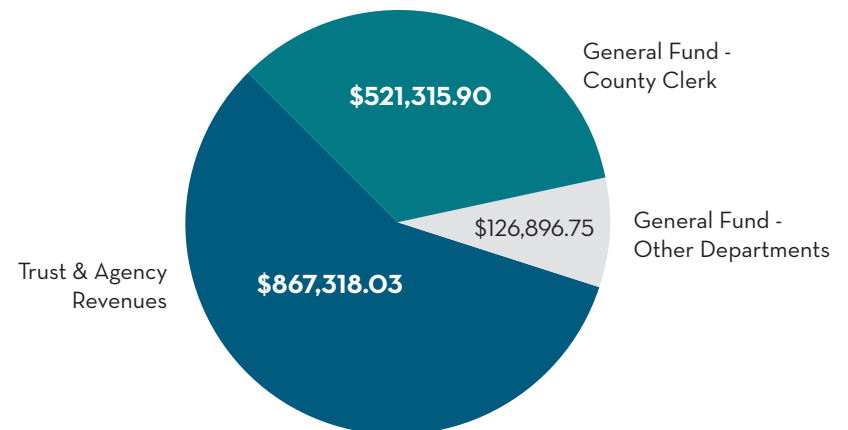
We are proud to announce that the Business Court of our civil division is growing. The Business Court was established in March of 2019. To date, there have been 86 cases filed in the Business Court, 40 of these were filed in 2020. These cases can be moved through the system expeditiously for the benefit of the business owner(s).

Fiscal Responsibilities

One of the roles of the County Clerk's Circuit Court branch is to collect the monies assessed in criminal cases, along with filing fees, motion fees, and all other financial transactions concerning Circuit Court's files. Some of these monies are transmitted to the State or County's general fund, some are held in escrow, and some are transmitted to victims. We manage over 80 accounts that monies traverse through monthly. This year our revenue was greater than the monies assessed. This milestone makes Livingston County unique throughout the State and is a result of our improved collection program.

As can be seen below, although our total receivables were decreased from last year, our general fund contribution continues to increase.

Total 2020 44th Circuit Court Revenues



Kristi Cox Earned Certified Court Manager Distinction

Kristi Cox, Chief Deputy County Clerk, obtained the designation of Certified Court Manager (CCM) from the National Center for State Courts. It is the first certification in a three level certification program. To obtain credentials as a Certified Court Manager, the candidate must successfully complete courses in court performance standards, case flow management, court purposes and responsibilities, and management of financial, human and technology resources. Candidates are expected to complete the coursework within seven years to meet ICM standards. Kristi completed her coursework in one year. She has begun classes for the next level of certification, Certified Court Executive, and plans to have that completed by the end of this year. The State Court Administrative Office believes there are fewer than 200 Certified Court Managers in the State of Michigan. This investment in professional development will provide benefits to Livingston County as the County Clerk Legal Division navigates changes bringing the office into the electronic world through e-filing as well as adapting to ever changing legislation.



Our Goals

This year brings many initiatives created by the Supreme Court and the legislature. Programs such as the automatic expungement laws signed into law in 2020 will require us to begin adjusting procedures this year to prepare for implementation in 2023. These additional considerations while in the midst of

converting to e-filing and replacing the case management system creates difficulties. However, our goal is to continue adapting to the changing landscapes of the courts during these challenging times. We commit ourselves to continuous growth and implementation of these programs while focusing on excellent service foremost.

THE ELECTIONS DIVISION

Division Overview

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

The Election Division administered three elections during the 2020 cycle: The Presidential Primary Election in March, the Primary Election in August, and the General Election in November. Proposals initially submitted for the May Special Election were withdrawn due to the COVID-19 pandemic.

The March Presidential Primary was the first statewide election with same day voter registration. City and township Clerks had voters registering or updating their registration address within the 14 days prior to the election as well as on election day.

"Very pleasant to work with. This office is a great steward of the public."

**Customer Comment
– November 10, 2020**

"Very friendly, knowledgeable. Keep up the good work."
**Customer Comment
– November 13, 2020**

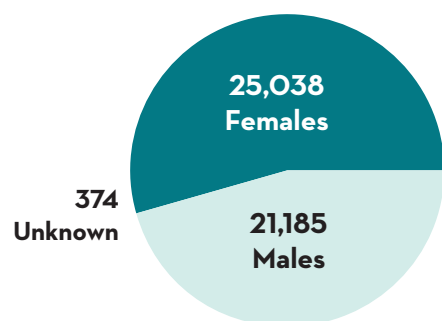
2020 ELECTIONS BY THE NUMBERS

March Presidential Primary

Registered Voters:

152,432

Voted:



AV Ballots Sent: **25,044**

AV Ballots Returned: **23,088**

Percent of AV Ballots Returned:

92.19%

Registrations
Processed 1 to 14
Days before Election: **129**

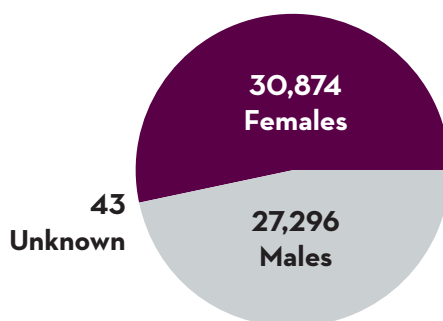
Election Day
Registrations: **231**

August Primary Election

Registered Voters:

153,775

Voted:



AV Ballots Sent: **46,094**

AV Ballots Returned: **37,773**

Percent of AV Ballots Returned:

81.95%

Registrations
Processed 1 to 14
Days before Election: **124**

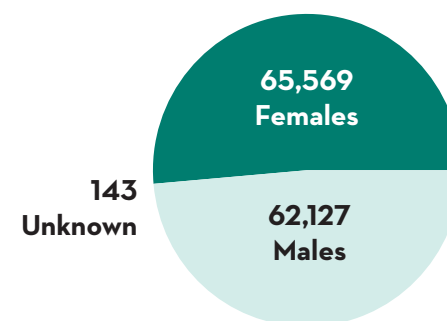
Election Day
Registrations: **103**

November General Election

Registered Voters:

160,853

Voted:



AV Ballots Sent: **80,919**

AV Ballots Returned: **78,961**

Percent of AV Ballots Returned:

97.58%

Registrations
Processed 1 to 14
Days before Election: **521**

Election Day
Registrations: **590**

*AV = Absentee Voter

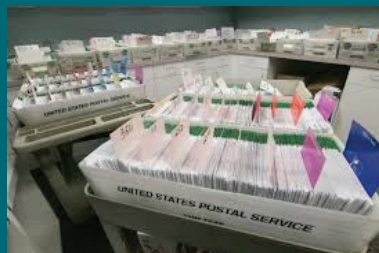
County Absentee Voter Counting Board



Ms. Linda Carey

Public Act No. 95 of 2020 was signed into law on June 23, 2020. This legislation allows a city or township clerk to enter into agreements with their county clerk to establish an absentee voter counting board to count the absentee voter ballots for that city or township clerk.

The Livingston County Clerk entered into agreements with Iosco and Unadilla Townships to conduct the first County Absentee Voter Counting Board (AVCB) for the August Primary Election. The process began with the Livingston County Election Commission conducting a public accuracy test of the election equipment on July 21, 2020. In addition, the Election Commission approved the election inspectors hired to work the counting board on election day. Ms. Linda Carey served as our chairperson, responsible for overseeing all aspects of the AVCB while working alongside four other election inspectors. The AVCB processed 894 absentee voter ballots from three precincts and completed the task by the close of polls.



Livingston County Voters

As of December 31, 2020, Livingston County had 161,967 registered voters, 3,865 of which were new voter registrations processed by the Elections Division.

If a citizen has a valid Michigan driver's license or state identification card, registering to vote online is an easy option via the [Michigan Voter Information Center](#). This easy online tool can be used to register to vote and to update your voter registration address.

This was our first major election cycle voters were able to cast an absentee ballot without giving a reason. Voters in Michigan enshrined "no reason absentee voting" within the Michigan Constitution with the passage of Proposal 18-3 in 2018. Livingston County saw historic numbers of absentee voter (AV) ballots issued and returned during 2020. Comparing similar elections, March had an 80% increase, August had an 167% increase, and November had an 156% increase.

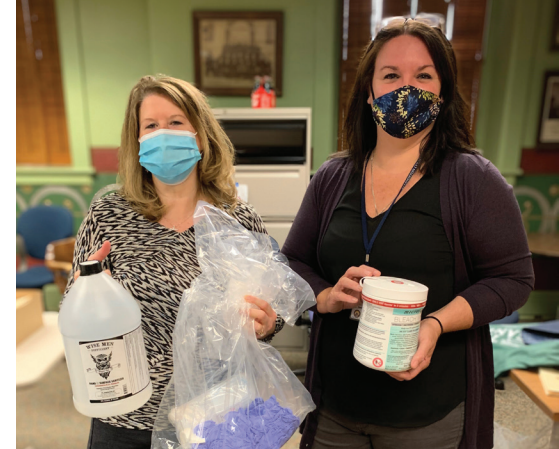
Campaign Finance

All candidate committees, ballot question committees, and political action committees at the county and local level are required to report the revenues and expenditures of their campaign by filing campaign finance reports with the Office of the County Clerk. These documents are kept on file with the Elections Division and help to maintain the accuracy, integrity, and transparency of the elections process. We processed 198 campaign finance filings during 2020.

Election Commission

The Livingston County Election Commission is composed of the County Clerk, the Judge of the Probate Court, and the County Treasurer.

The Commission is responsible for approving ballots for use at federal, state, county, and local elections held



Crystal Simmons, Election Specialist, and Mary Kuzner, Hamburg Township Deputy Clerk, display PPE provided by the Bureau of Elections for the August Primary Election

within Livingston County. With the passing of Public Act 95 of 2020 the Commission met to establish the first County Absentee Voter Counting Board. In addition, Commission members are responsible for holding hearings to determine the factualness and clarity of the wording used on recall petitions filed against certain county and local-level officials.

The Livingston County Election Commission met seven times during the 2020 election cycle.

Precinct Inspector Training

Polling locations and absentee counting boards are staffed on election day by hired election inspectors, also known as poll workers. Election inspectors are critical to ensure fair and accurate elections are conducted. Michigan election law requires the County Clerk to conduct training schools for election inspectors within the



Joe Riker, Brighton Charter Township Clerk, picking up PPE for the August Primary Election

county. The County Clerk must train inspectors for all cities and townships within Livingston County with a population of less than 10,000.

To ensure enough well trained election inspectors for our city and township clerks, we produced our first online election inspector training course in response to the COVID-19 pandemic. With city or township clerk approval, election inspectors were required to sign an affidavit affirming completion of the training. We had 494 election inspectors earn their required 2-year certification through online training.

Even with COVID-19, we conducted in-person election inspector trainings as well. Classes were conducted during February, June, July, and October with 1,107 individuals trained. In total, the Elections Division issued

a record 1,601 training certificates during the COVID-19 pandemic.

Board of Canvassers

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

The Canvassers' principal responsibility is to canvass and certify all elections held in the county. In 2020, the March, August,

Joseph Bridgman Achieves Certified Elections/Registration Administrator Designation

The Livingston County Clerk's Office is proud to announce that Joe Bridgman is now designated as a Certified Elections/Registration Administrator (CERA), the highest professional achievement for election officials in the country. County Clerk, Elizabeth Hundley said, "Joe's commitment to attaining this important designation benefits so many within Livingston County, including our voters, residents, City and Township Clerks, and candidates filing for office."

The CERA designation is only achieved through a multi-year course of study conducted by the Election Center's Professional Education



Program. Tim Mattice, Director of the Election Center said that, "Livingston County is indeed fortunate to have Joe Bridgman as one of the top designated professionals in America. Obtaining and maintaining CERA status means that he has committed to a career long process of continuing education to improve the electoral process in Michigan and the nation."

Joe's career as the Livingston County Election Coordinator started in January, 2018. In addition to his CERA designation, he has also earned the Master Municipal clerk and the Michigan Professional Municipal Clerk certifications.

and November Elections were canvassed and certified by the Board of Canvassers.

The County Clerk serves as clerk to the Board and is responsible for attending the canvass, taking minutes for each meeting, and preserving these permanent records.

Board of Canvassers canvassing the 2020 November General Election

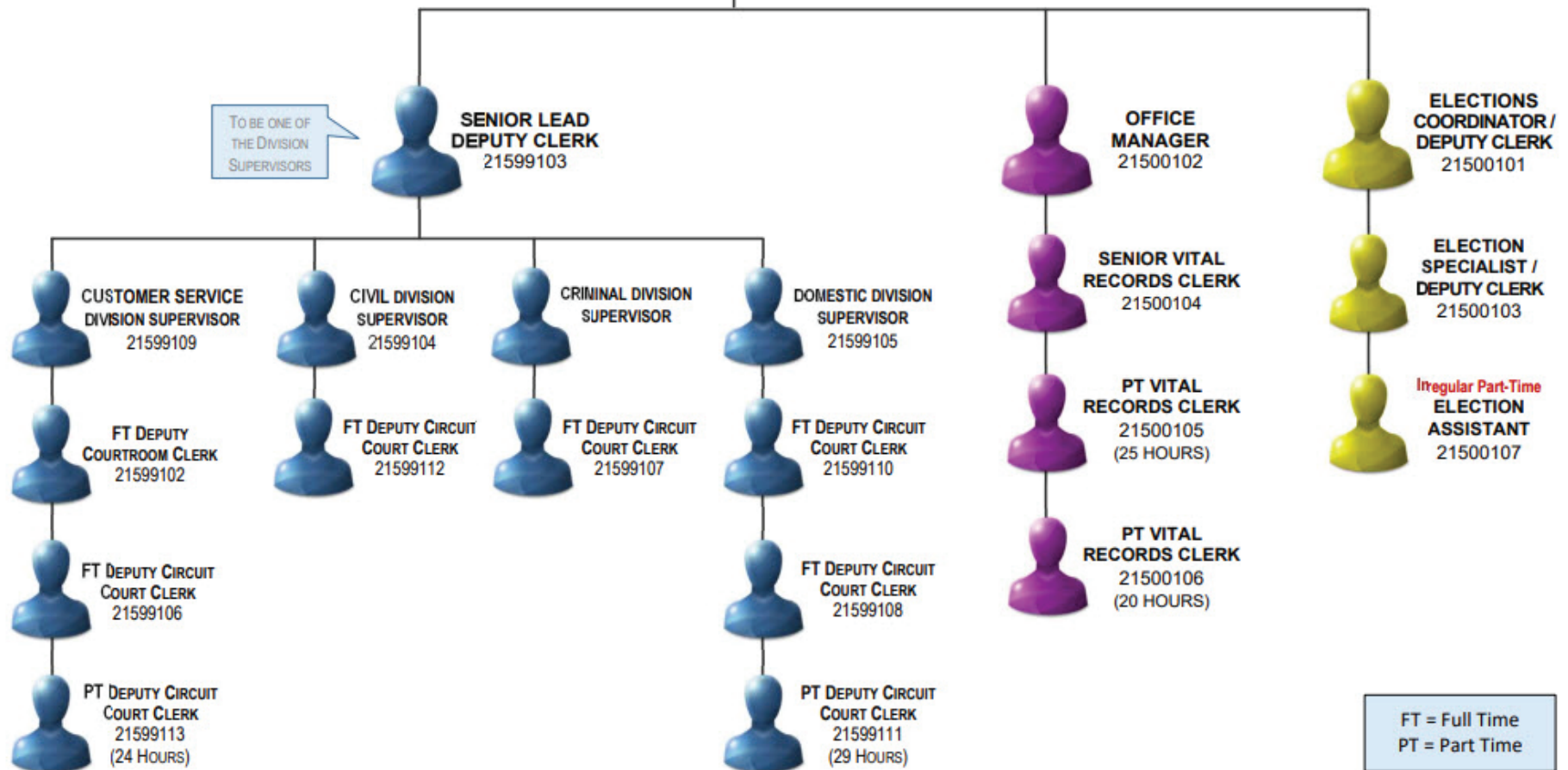




ELECTED
COUNTY CLERK
ELIZABETH HUNDLEY
21500001

DEPUTY
COUNTY CLERK
21599101

COUNTY CLERK



Eff: 2/2020

2020 ANNUAL ACTIVITIES & STATISTICAL REPORT

OFFICE OF THE LIVINGSTON COUNTY CLERK

CIRCUIT COURT CLERK'S OFFICE

Civil Cases Filed	398
Domestic Cases Filed	750
Criminal Cases Filed	502
Reopened Cases	91
Appeals	53
PPO's Filed	347
Total Cases Opened	2,141

Cases Pending January 1, 2020	796
Cases Closed in 2020	2,016
Cases Pending December 31, 2020	921

CIRCUIT COURT COLLECTIONS

General Fund - For the County Clerk	\$521,315.90
General Fund - For other departments	\$126,896.75
Total	\$648,212.65
For the State	\$471,516.91
Restitution	\$395,801.12
Total	\$867,318.03

Total Circuit Court Receipts \$1,515,530.68

COUNTY CLERK SUMMARY

Writs Issued	4
Attorneys at Law Registered	7
Notary Commissions Issued/Bonds Filed	389
Concealed Weapon Permits Issued	5,712
Assumed Names/Co-Partnerships & Dissolutions Filed	548
Marriage Licenses Issued and Filed	930
Births Recorded and Filed	34
Deaths Recorded and Filed	1,389
Number of FOIAs Processed	968
Veterans ID Cards Issued	51
Military Discharges (DD-214's) Recorded	47

2020 ELECTIONS DIVISION ANNUAL ACTIVITIES & STATISTICAL REPORT

ELECTIONS CANVASSED: 3

Presidential Primary Election, March 10, 2020

Special Election, May 5, 2020 - Withdrawn due to COVID-19

Hartland Consolidated Schools, Linden Community Schools, and
South Lyon Community Schools

Primary Election, August 4, 2020

General Election, November 3, 2020

ELECTION REIMBURSEMENTS: 4

MARCH 10, 2020

2 Cities, 16 Townships
80 Polling Precincts
17 AV Counting Boards
7 Split Precincts
87 Ballot Styles
Democratic & Republican Ballots
Ballots = 168,900

Election Reimbursement

Programming Revenue: \$36,300
Reimbursed Supplies: \$62,353.83
Total: \$98,653.83

MAY 5, 2020

7 Townships
14 Polling Precincts
5 AV Counting Boards
2 Combined Precincts
16 Ballot Styles
Proposals: 3 School District
Ballots = 10,300

Election Reimbursement

Programming Revenue: \$5,700
Reimbursed Supplies: \$2,938.30
Total: \$8,638.30

AUGUST 4, 2020

2 Cities, 16 Townships
80 Polling Precincts
21 AV Counting Boards
11 Split Precincts
91 Ballot Styles
Proposals: 4 Townships, 3 School
Districts. 2 Fire Authority, 1 Library
Ballots = 126,300

Election Reimbursement

Programming Revenue: \$33,600
Reimbursed Supplies: \$5,891.04
Total: \$39,491.04

NOVEMBER 3, 2020

2 Cities, 16 Townships
80 Polling Precincts
31 AV Counting Boards
28 Split Precincts
108 Ballot Styles
Proposals: 2 Statewide, 3 Townships,
1 Village, 2 School Districts, 1 Fire
Authority
Ballots = 195,475

Election Reimbursement

Programming Revenue: \$41,700
Reimbursed Supplies: \$3,050.82
Total: \$44,750.82

ELECTION INSPECTOR SCHOOLS OF INSTRUCTION: 50

NUMBER OF PRECINCT INSPECTORS TRAINED: 1,601

In-person: 1,107 Online: 494

CAMPAIGN FINANCE STATEMENTS FILED: 198

VOTER REGISTRATIONS SENT TO CITY AND TOWNSHIP CLERKS: 3,865

Candidate Filing Fees for the Year Ending December 31, 2020

State Representative Candidates: \$800.00

County Commissioner Candidates: \$3,700.00

School District, Library Candidates: \$3,800.00

Late Campaign Finance Filing Fees: \$1,440.00

Refundable Filing Fees: \$3,800.00/Non-Refundable Filing Fees: \$4,500.00

Total 2020 Filing Fees Collected: \$5,940.00