



# LIVINGSTON COUNTY BOARD OF COMMISSIONERS

## MEETING AGENDA

September 27, 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

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

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#### MUSKEGON COUNTY RESOLUTION TO PROMOTE GENERAL WELFARE

At a regular meeting of the Muskegon County Board of Commissioners, Muskegon County, Michigan, held on 14<sup>th</sup> day of September, 2021, at 3:00 p.m. local time, the following resolution was adopted; and

WHEREAS, the citizens of Muskegon County being both informed about the risks and benefits of available medical treatment such as vaccines; as well as maintaining the sacred inalienable right to make autonomous choices about their own health are essential to securing both the general Welfare and securing the Blessings of Liberty as they are protected by the Constitution of the United States of America; and

WHEREAS, we, the Board of Commissioners for Muskegon County believe that the medical decisions of citizens are best made in consult with their healthcare professional who is knowledgeable of the citizens health history;

THEREFORE, LET IT BE RESOLVED, Muskegon County messaging henceforth related to vaccines shall encourage citizens to discuss the risks and benefits of any such treatment with their chosen healthcare provider; and

BE IT FURTHER RESOLVED, Muskegon County shall NOT question any citizens claim, or parents' claim on behalf of their children, to exemption from wearing a facemask or any other similarly mandated activity; and

BE IT FURTHER RESOLVED, Muskegon County shall NOT require of or mandate to any employee, prospective employee, or contractor any form of vaccine or similar medical treatment, verification or COVID-19 test verification as a general condition of employment; and will NOT encourage employers located within Muskegon County to establish such mandates that so hinder medical autonomy; and

BE IT FURTHER RESOLVED, The Muskegon County Board of Commissioners does hereby ENCOURAGE the citizens of Muskegon County to continue to increase their awareness of available preventative measures and therapies by discussing the risks and benefits of available preventative measures and therapies with their chosen healthcare provider; and

BE IT FURTHER RESOLVED, that a copy of this Resolution be sent to Governor Whitmer, Senator Jon Bumstead, Representative Terry Sabo, Representative Greg VanWoerkom, the Michigan Senate, the Michigan House of Representatives, Michigan Association of Counties and to the Clerk of each County in the State of Michigan.

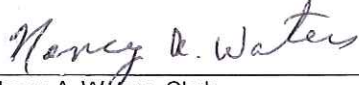
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The Muskegon County Board of Commissioners, at its September 14, 2021, meeting recommended approval by Commissioner Zach Lahring, support by Commissioner Wilkins, the aforementioned resolution.

Ayes: Doug Brown, Kim Cyr, Zach Lahring, Malinda Pego, Rillastine Wilkins

Nayes: Marcia Hovey-Wright, Susie Hughes, Charles Nash, Robert Scolnik

I, Nancy A. Waters, Clerk of the Muskegon County Board of Commissioners and Clerk of the County of Muskegon, do hereby certify that the above Resolution was duly adopted by said Board on September 14, 2021.

  
Nancy A. Waters, Clerk  
County of Muskegon

9/20/21  
Date





**Michelle M. Stevenson**  
Roscommon County Clerk & Register of Deeds  
500 Lake Street, Roscommon, Michigan 48653  
Email: [stevensonm@roscommoncounty.net](mailto:stevensonm@roscommoncounty.net)  
Phone: (989) 275-5923 or (989) 275-5931  
Fax: (989) 275-8640

September 9, 2021

**“Motion by Melvin, Second by Muckenthaler to adopt Resolution #2021-09-01;**

**RESOLUTION #2021-09-01**

**OPPOSING PROPOSED LEGISLATIVE CHANGES TO CURRENT MENTAL HEALTH SYSTEMS**

**WHEREAS**, Northern Lakes Community Mental Health Authority has served for more than 50 years as the public mental health and intellectual/developmental disabilities services provider for this community, serving approximately 24,900 residents in Roscommon County each year; and

**WHEREAS**, Northern Lakes Community Mental Health Authority was created by the Roscommon County Board of Commissioners as duly authorized under the Community Mental Health Act of 1963; and

**WHEREAS**, Every year thousands of individuals and their families in this community depend on the public behavioral health system for daily and life-long supports and services; and

**WHEREAS**, Northern Lakes Community Mental Health Authority opposes any behavioral health redesign that harms the state and county partnership for community mental health and related Medicaid safety net services and/or seeks to privatize Medicaid behavioral health services; and

**WHEREAS**, The Roscommon County Board of Commissioners believes recent proposals in the Michigan House and Senate fundamentally change the public behavioral health system and will harm those served by the system for the following reasons:

- Beneficiaries would stand to lose access to services, supports and input into the design and operation of their services and supports system. Many Michiganders would be left out of the redesign proposals completely;
- Public oversight, governance, operations and accountability would be ended;
- Current proposals for redesign are not based on performance metrics related to positive outcomes, effectiveness and efficiency measures associated with the current public system. Also, there is no clear statement about the problems that the Senate or House are attempting to address or solve;
- The Senate proposal specifically incentivizes and prioritizes profits to private companies at the expense of the public and the beneficiaries served by the public behavioral health system;

**WHEREAS**, Instead of damaging our public behavioral health system through pursuit of these proposals recent innovations by the public behavioral health system should be supported. The Roscommon Board of Commissioners supports and asks our Legislative and Executive Branch leaders to support;

- Certified Community Behavioral Health Clinics (CCBHCs)
- Behavioral Health Homes
- Opioid Health Homes
- State Innovation Models

- Local primary and behavioral health integration infrastructure and care coordination at the point of service delivery

**WHEREAS,** The public behavioral health system is the safety net system for our state's most vulnerable and needy people, we believe strongly that the public safety net behavioral health system must remain public in governance, accountability, funding and operation and we believe strongly that representatives in the community and to the whole board of directors through participation in local public board meetings under the Open Meetings Act, and recent proposals by the Michigan Senate and House eliminate these key features of the behavioral health system, we stand united in opposing these proposals, and

**WHEREAS,** The premise of these proposals seems to be that privatization (Senate) and state-centralization (House) are better than local access, local control, local accountability, collaborative regional/local management and local oversight. These are just a few of the beneficial features of the current public behavioral health system that the House and Senate proposals ignore and for these reasons we stand united in opposition to them, and

**WHEREAS,** Having come through a recent pandemic, and currently dealing with further results of the pandemic, this is no time for a major upheaval of the public behavioral health system that so many thousands of persons, their families and entire communities rely on for support. The public behavioral health safety net has ensured continued services and supports for all these people in our communities throughout the pandemic period.

**THEREFORE, BE IT RESOLVED** by the Roscommon County Board of Commissioners, that we request that our policy making representatives support, improve and strengthen the public behavioral health safety net system, and that you support improvements in the delivery of publicly governed, publicly accountable, publicly operated regional and community-based systems, invest in and expand initiatives that are proven to improve citizen access, beneficiary engagement, individual and population health, behavioral wellbeing, quality of life and community betterment such as those mentioned above. These are among the accomplishments of the public system that would be destroyed by pursuing these new legislative proposals.

On Roll Call:

Ayes: Russo, Schneider, Milburn, Muckenthaler

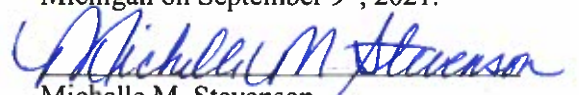
Nays: None

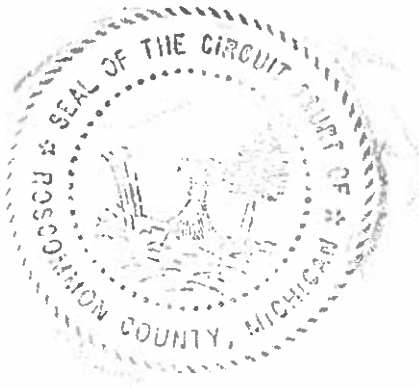
Resolution Adopted

State of Michigan       }  
County of Roscommon}

I, Michelle M. Stevenson, Clerk of the Board of County Commissioners for the County of Roscommon do hereby certify that the above is a true and correct copy of a resolution adopted by the Roscommon County Board of Commissioners at a regular session held on September 8<sup>th</sup>, 2021. That I have compared the same with the original and it is a copy transcript therefrom, and of the whole thereafter.

In testimony whereof, I have  
hereunto set my hand and affixed  
the official seal at Roscommon,  
Michigan on September 9<sup>th</sup>, 2021.

  
Michelle M. Stevenson  
Clerk of the Board of County Commissioners





# TUSCOLA COUNTY BOARD OF COMMISSIONERS

125 W. Lincoln Street  
Suite 500  
Caro, MI 48723

Telephone: 989-672-3700  
Fax: 989-672-4011

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At a regular meeting of the Board of Commissioners for the County of Tuscola, State of Michigan, on the 16<sup>th</sup> day of September, 2021 with the meeting called to order at 8:00 a.m.

Commissioners Present: Thomas Young, Thomas Rowland, Doug DuRusseau, Dan Grinstead

Commissioners Absent: Kim Vaughan

The following resolution was offered by Commissioner Young, seconded by Commissioner Grinstead,

## Resolution to Exempt Certain Counties from the Recently Updated Open Meetings Act (OMA)

### Resolution 2021-13

*Whereas*, the Tuscola County Board of Commissioners has concerns regarding the decisions made regarding PA 254, and

*Whereas*, prior to the most recent amendments to the OMA, it was generally well-settled that members of a public body could participate in a meeting electronically so long as a quorum of the public body was physically present at the meeting location, and

*Whereas*, before March 31, 2021 and retroactive to March 18, 2020 any circumstances, including, but not limited to, any of the circumstances requiring accommodation of absent members described in section 3(2), and

*Whereas*, on and after March 31, 2021 through December 31, 2021, only those circumstances requiring accommodation of members absent for the reasons described in section 3(2). For the purpose of permitting an electronic meeting due to a local state of emergency or state of disaster, this subdivision applies only as follows:

- (i) To permit the electronic attendance of a member of the public body who resides in the affected area.
- (ii) To permit the electronic meeting of a public body that usually holds its meeting in the affected area.

*Whereas*, after December 31, 2021, members of a public body will be allowed to participate in a meeting electronically only in the circumstances requiring accommodation of members absent due to military duty as described in section (3)2, and

*Whereas*, this substantive change eliminates a public body's previous flexibility to allow one or two members to participate remotely.

*Therefore, Be It Resolved*, that the Tuscola County Board of Commissioners requests that all counties with populations of 75,000 or less be exempt from the portion of PA 254 that allows only members absent due to military duty to be allowed to participate in meetings electronically.

*Be it Further Resolved*, that the Tuscola County Board of Commissioners submits this resolution to all Michigan Senators, all Michigan Representatives, all Michigan Counties, Michigan Township Association, all Tuscola County Cities and Townships, Gene Pierce, Tuscola Intermediate School District Superintendent and all Superintendents within Tuscola County.

Roll Call Vote:

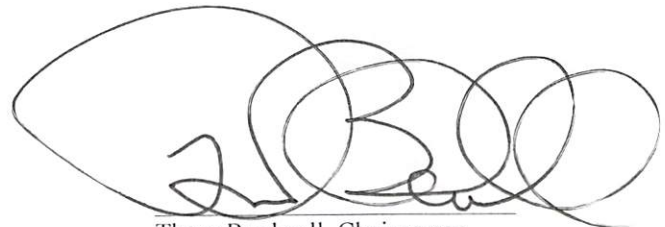
Ayes: *Young, DuRusseau, Hineshaw, Bardwell*

Nays: *none*

*Absent - Vaughan*

Resolution declared adopted.

Date *9-16-2021*



Thom Bardwell, Chairperson  
Tuscola County Board of Commissioners

I, Jodi Fetting, Tuscola County Clerk, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Tuscola County Board of Commissioners at its meeting on September 16, 2021.

Date *9-16-2021*



Jodi Fetting  
Tuscola County Clerk

# LIVINGSTON COUNTY BOARD OF COMMISSIONERS

## MEETING MINUTES



September 13, 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, Martin Smith, Carol Sue Reader, Douglas Helzerman, Jay Drick, Mitchell Zajac, Jay Gross, 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. Ingham County Resolution #21-437 Supporting the Independent Decision Making by Public Health Officers

Motion to receive and place on file the correspondence.

It was moved by J. Gross  
Seconded by C. Griffith

**MOTION Carried (9-0-0)**

### 6. APPROVAL OF AGENDA

Motion to approve revised Agenda as presented.

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

**MOTION Carried (9-0-0)**

### 7. 2022 BUDGET PRESENTATIONS

Each of the following Departments presented slides reviewing Programs, Budget Overview, Budget Drivers and Spending Trends, representing their 2022 Budget Requests.

#### 7.a County Clerk / Elections

Elizabeth Hundley, County Clerk, presented slides and answered questions from Commissioners for the County Clerk's Office including Elections and CPL.



**7.b County Clerk / Circuit Court**

Elizabeth Hundley, County Clerk, presented slides and answered questions from Commissioners for the Circuit Court Clerk's Office.

**7.c Treasurer**

Jennifer Nash, County Treasurer, presented slides and answered questions from Commissioners.

**7.d Register of Deeds**

Brandon Barefield, Chief Deputy Register of Deeds, presented slides and answered questions from Commissioners.

**7.e Drain / DPW**

A report was not presented.

**7.f Airport**

Mark Johnson, Airport Manager, presented slides and answered questions from the Commissioners.

**8. CALL TO THE PUBLIC**

The following people addressed the Board: Jason Ringuette, Brighton Township; Connie Robinson, Hartland; Dan Wholihan, Genoa Township; Jim Delcamp, Genoa Township; James Lewis, Genoa Township; Matt Topoleski, Green Oak Township; Reid Daavettilla, Green Oak Township; Joann Narsh, Oceola Township; Monica Halama, Oceola Township; Yvonne Black, Marion Township; Marty Brown, Oceola Township; Frank, Genoa Township; Anne Patterson, Genoa Township; Kristin Soderbez, City of Howell; Alisa Davis, City of Brighton; Jessica Barefield, Putnam Township; Michelle Blonded, Hartland Township; Cherie LaRue, Green Oak Township;

Commissioner Nakagiri adjourned the meeting for a five (5) minutes recess at 7:29 p.m.

Commissioner Nakagiri resumed the meeting at 7:39 p.m.

Elizabeth Rozemarniewicz, Hamburg Township; Kathleen Dettling, Oceola Township; Lori Cowan, Unadilla Township; Alice Andrews, Brighton Township; Danielle Borton, Pinckney; Joellen Pisarczyk, formerly Oceola Township; Elizabeth Hauptman, Hamburg Township; Judy Daubenmier, Genoa Township; Dean Cobb, Hartland Township; Mike Miller, Conway Township; Christine Clinton-Cali, Green Oak Township; Patricia, Green Oak Township; Janet Jasenak, City of Brighton; Michele Wiper, Hamburg Township; Sabrina Mertes, Brighton Township; Patricia Murphy, Oceola Township; Justin Braska, Handy Township; Sheila Linhart, Hamburg Township; Holly Austin, Hartland; Patricia Lorandos, Hamburg Township; Jeremy B, Pinckney; Danyelle Anjo, Brighton Township; Stacy Kraepel, Brighton Township; Shelly Shpakoff; Jessica Hamlin, Oceola Township; Jennifer Burnside, Howell; Julia Barker, Howell Township; Alena, Oceola Township; Laurie, Brighton Township; Christina Kafkakis, Brighton Township; Ashley Fletcher, Howell; Susan Cleff, Handy Township; and Stacy Ferrell, Oceola Township;

**9. APPROVAL OF MINUTES**

a. Minutes of Meeting Dated: August 23, 2021

b. Minutes of Meeting Dated: September 8, 2021

Motion to approve the minutes as presented.

It was moved by D. Helzerman  
Seconded by M. Zajac

**MOTION Carried (9-0-0)**

**10. TABLED ITEMS FROM PREVIOUS MEETINGS**

None.

**11. REPORTS**

Commissioner Griffith reported on the Michigan Association of Counties Workers' Fund Conference she attended and provided a historical review.

Commissioner Nakagiri provided a COVID report.

**12. APPROVAL OF CONSENT AGENDA ITEMS**

Resolutions 2021-09-141 through 2021-09-147

Motion to approve the resolutions on the Consent Agenda.

It was moved by M. Smith

Seconded by B. Plank

Roll Call Vote: Yes (9): M. Smith, 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)**

**12.a 2021-09-141**

Resolution Authorizing Specialty Courts and Programs to Apply for the State Opioid Response 2 Project (SOR2) Grant for the Adult Drug Court for FY2022 – Central Services

**12.b 2021-09-142**

Resolution Authorizing Vehicle Leases to Replace Four Sheriff's Vehicles Damaged in Recent Flooding – Car Pool

**12.c 2021-09-143**

Resolution Authorizing an Agreement with Foster Swift Collins & Smith PC for Transit Attorney Services - LETS

**12.d 2021-09-144**

Resolution Supporting American Rescue Plan State Match Programs – Board of Commissioners

**12.e 2021-09-145**

Resolution to Authorize the Write Off of EMS Accounts Receivable When Sent to Collections - Emergency Medical Services

**12.f 2021-09-146**

Resolution Authorizing Howell Township to Use the Public Safety Complex as a Polling Site for Elections. – Emergency Medical Services

**12.g 2021-09-147**

Resolution Authorizing the Reorganization of the EMS Department and Addition of an Education Instructor Coordinator Position – Emergency Medical Services

**13. RESOLUTIONS FOR CONSIDERATION**

Resolution 2021-09-148

**13.a 2021-09-148**

Resolution Approving Reclassifying Four Full-Time EMS Road Supervisors from FLSA Exempt to Non-FLSA Exempt - EMS

It was moved by D. Helzerman  
Seconded by B. Plank  
Discussion

**MOTION Carried (9-0-0)**

**14. DISCUSSION**

**14.a Board of Commissioners**

Resolution Declaring Livingston County Will Not Comply with Unconstitutional Presidential Mandate Requiring Employers of Over 100 Employees to Force Staff to Receive COVID-19 Vaccination or to Perform Mandatory Testing

Discussion

Motion to adopt the Resolution as written.

It was moved by M. Zajac  
Seconded by None

**NO SECOND, Motion Not Considered**

Commissioner Nakagiri adjourned the meeting for a five (5) minutes recess at 9:54 p.m.

Commissioner Nakagiri resumed the meeting at 10:03 p.m.

**15. CALL TO THE PUBLIC**

The following people addressed the Board: Janine Iyre, Genoa Township; Peggy Townsend, Tyrone Township; Cherie LaRue, Green Oak Township; Elizabeth Rozemarniewicz, Hamburg Township; Ken Jonkman, Green Oak Township; Jennifer Smith, Genoa Township; Nicole Cullers, Hamburg Township; Sue Daavettla, Green Oak Township; Yvonne Black, Marion Township; Brian Woods, Brighton Township; Michele Wiper, Hamburg Township; Tyler Daavettla, Howell Township; Rhonda Hall, Howell; Stacy Farrell, Oceola Township; Katie Deck, Howell; Justin Braska, Handy Township; Bryan Bradford, Hamburg Township; Christina Kafkakis, Brighton Township; Haley, Howell; Christina Morales, Brighton Township; Jennifer Cross, Howell Township; Danielle Hoven, Howell Township; Sheila Linhart, Hamburg Township; Danielle Elliott, Howell; Julia Barker, Howell Township; Jane Suarez-Forward, Brighton Township; Crystal McCotter, Hamburg Township; Zach Hall, Howell Township; Christine Tadjewski, City of Brighton; Alena Anderson, Oceola Township; Christine Ketchowski, Green Oak Township; Audrey Turnage, Howell; Nancy Durance, City of Brighton; Rhonda Hall, Howell Township; Jessica Hamlin, Oceola Township; Steve Williams, Marion Township; Jeannie Moak, Conway Township; Christina Nelson, Fowlerville; Lauren Brynolf, Hartland; Lindsay Collier, Howell Township; Elyse Moore, Brighton Township; and Holly Austin, Hartland.

**16. CLOSED SESSION (Motion Needed)**

Closed session to consult with the County's attorneys pursuant to MCL 15.268(e) regarding *National Prescription Opiate Litigation*, Case No. 17-md-02804, MDL No. 2804, multidistrict litigation (the "MDL") against opioid manufacturers, distributors, and retailers pending in the District Court for the Northern District of Ohio.

Motion to go into Closed Session at 11:47 p.m.

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

Roll Call Vote: Yes (9): C. Griffith, M. Smith, 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)**

Motion to Return to Open Session at 11:54 p.m.

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

**MOTION Carried (9-0-0)**

Motion to approve counsel's recommendation regarding *National Prescription Opiate Litigation*, Case No. 17-md-02804, MDL No. 2804, multidistrict litigation (the "MDL") against opioid manufacturers, distributors, and retailers pending in the District Court for the Northern District of Ohio and authorize the County Administrator or Board Chairperson to sign any documents consistent with this motion after approval as to form by the Litigation Attorney.

It was moved by M. Zajac  
Seconded by J. Gross

**MOTION Carried (9-0-0)**

**17. ADJOURNMENT**

Motion to adjourn the meeting at 11:56 p.m.

It was moved by D. Helzerman  
Seconded by B. Plank

**MOTION Carried (9-0-0)**

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Elizabeth Hundley, Livingston County Clerk

**LIVINGSTON COUNTY BOARD OF COMMISSIONERS**  
**MEETING MINUTES**



September 22, 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, Martin Smith, Carol Sue Reader, Douglas Helzerman, Jay Drick, Mitchell Zajac, Jay Gross, and Brenda Plank

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**1. CALL MEETING TO ORDER**

The meeting was called to order by Chairman Wes Nakagiri at 3:27 p.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. APPROVAL OF AGENDA**

Motion to approve the Agenda as presented.

**Moved by:** M. Zajac

**Seconded by:** B. Plank

**Motion Carried (9-0-0)**

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

Dated: September 22, 2021

Motion to approve the Claims.

**Moved by:** J. Gross

**Seconded by:** M. Zajac

**Motion Carried (9-0-0)**

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

Dated: September 3 through September 16, 2021

Motion to approve the Payables.

**Moved by:** M. Smith

**Seconded by:** B. Plank

**Motion Carried (9-0-0)**



**7. CALL TO THE PUBLIC**

None.

**8. ADJOURNMENT**

Motion to adjourn the meeting at 3:30 p.m.

**Moved by:** D. Helzerman

**Seconded by:** B. Plank

**Motion Carried (9-0-0)**

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Elizabeth Hundley, Livingston County Clerk

UNAPPROVED

RESOLUTION

NO: 2021-09-149

LIVINGSTON COUNTY

DATE: September 27, 2021

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**Resolution to Approve Funding Update of Equipment for the Mobile Command Center for Livingston County Sheriff's Office Utilizing FY 19 Homeland Security Grant Program Funds Over \$25,000 Dollars – Emergency Management**

**WHEREAS,** The FY 19 Homeland Security Grant Program (HSGP) contains funding for the Law Enforcement Terrorism Prevention Program (LETPP) projects that can be utilized to support Law Enforcement projects that can be used to prevent, respond to, and or recover from a terrorism related event.; and

**WHEREAS,** The FY 19 HSGP -LETPP grant allocations for Livingston County Projects is currently \$34,728.05; and

**WHEREAS,** Livingston County Sheriff's Department (LCSO) is in need updating the county Mobile Command Center (MCC) to respond to Law Enforcement lead emergency events; and

**WHEREAS,** The Livingston County Local Planning Team has voted to dedicate the FY 19 HSGP LETPP funding allocation to update the LCSO MCC. The Michigan State Police Emergency Management and Homeland Security Division Grants Unit has also approved the project; and

**WHEREAS,** the funds will not be used to fund any new or existing Livingston County staff; and

**WHEREAS,** the cost of this project is \$28,097 dollars and will require no General Fund match. This project is above the purchasing threshold of \$25,000 dollars and requires Livingston County Board of Commissioner's review and approval.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves the use of available funds from the FY 19 Homeland Security Grant Program LETPP funding allocation, to support Livingston County Sheriff's Office in the acquisition and updating of equipment for the county Mobile Command Center; at the total cost of \$28,097 dollars. The quoted update will be completed by American Video Transfer Inc., a local sole source provider.

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners authorizes any budget amendments necessary to effectuate the above project.

#

#

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MOVED:  
SECONDED:  
CARRIED:

# QUOTATION



**American Video  
Transfer Inc**

~ Estb. 1988 ~

**American Video Transfer Inc.**

9931 E Grand River

Brighton, MI 48116

810-227-5001 Cell

Attn: Matthew Eckman

**Client Contact**

**Livingston County Sheriff**

Howell, MI

**Date:** 07/12/2021

**Expire:** 90 Days

## Tactical Van Video System & Display Refurbishment

Description	QTY	Notes	Warranty	Price	Price
Television Tuner	1		2 year	\$ 1,300.00	\$ 1,300.00
2U rack mount computer	1	use existing rack	2 Year	\$ 1,000.00	\$ 1,000.00
CCTV Server w/ Licenses	1		2 Year	\$ 2,800.00	\$ 2,800.00
PTZ camera	1	Includes mounts	1 Year	\$ 3,000.00	\$ 3,000.00
Hi resolution IP dome cameras	3		3 year	\$ 500.00	\$ 1,500.00
Rack mount 16:9 monitors	2		2 Year	\$ 800.00	\$ 1,600.00
Wireless mouse/keyboard	4		1 Year	\$ 37.50	\$ 150.00
Consumer grade TVs	3		1 Year	\$ 466.00	\$ 1,398.00
Outdoor weather poof TV	1		1 Year	\$ 3,500.00	\$ 3,500.00
Mount for TV	3		2 Year	\$ 50.00	\$ 150.00
HDMI Matrix Switcher	1		2 Year	\$ 2,000.00	\$ 2,000.00
HDMI over Cat 6 transceivers (or HDMI long run cable)	3		1 year	\$ 133.00	\$ 399.00
misc. hardware / patch cables, long run HDMI, wire	1		1 year	\$ 300.00	\$ 300.00
RV repair tech labor	1		1 year	\$ 2,500.00	\$ 2,500.00
Labor	1		1 Year	\$ 5,000.00	\$ 5,000.00
Contingency	1		1 Year	\$ 1,500.00	\$ 1,500.00
1 Year Onsite Support	1		1 Year	Included	Included

**System Price** **\$ 28,097.00**

Note: See accompanying project notes and drawing

Note: Will reuse existing TV antenna



**LIVINGSTON COUNTY, MICHIGAN**  
**DEPARTMENT OF EMERGENCY MANAGEMENT**

1911 Tooley Rd, Howell, MI 48855  
Phone 517-540-7926 Fax 517-546-6788  
Web Site: [co.livingston.mi.us](http://co.livingston.mi.us)

## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Therese CremonTE, Emergency Manager**  
**Date: 08/27/2021**  
**Re: RESOLUTION TO APPROVE FUNDING UPDATE OF EQUIPMENT FOR THE  
MOBILE COMMAND CENTER FOR LIVINGSTON COUNTY SHERIFF'S OFFICE  
UTILIZING FY 19 HOMELAND SECURITY GRANT PROGRAM FUNDS OVER  
\$25,000.00 DOLLARS**

The FY 2019 Homeland Security Grant Program (HSGP) allocation for Livingston County contains funding for the Law Enforcement Terrorism Prevention Program (LETPP) for law enforcement projects that can be utilized to prevent, respond to, and or recover from a terrorism related event. The remaining FY 19 HSGP grant allocation for Livingston County Law Enforcement Projects (LETPP) is currently \$34,728.05.

Livingston County Emergency Management has a pending project to update equipment and technology in the Livingston County Sheriff's Office (LCSO) Mobile Command Center (MCC) that fits the requirements of the FY 19 HSGP LETPP fund expenditure. Livingston County MCC requires updated equipment to continue to be effective and responsive to disaster or emergency events in Livingston County.

The Livingston County Local Planning Team has voted to dedicate FY 19 HSGP LETPP funding to the update of the MCC for Livingston County Law Enforcement use. The cost of updating the MCC is quoted at \$28,097.00. The cost falls within the amount available for LETPP HSGP FY 19 allocation.

The MCC update project has been reviewed and approved by the Michigan State Police Emergency Management and Homeland Security Grants Unit. This project is above the purchasing threshold of \$25,000.00 dollars. Therefore, this expenditure must be reviewed and approved by the Livingston County Board of Commissioners before the project can move forward.

Livingston County Emergency Management is seeking the approval of the Livingston County Board of Commissioners to move forward with the project to update the LCSO MCC. The update will be done by a local company, American Video Transfer Inc., a sole source provider, with the oversight of LCSO and the Livingston County IT Department.

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

RESOLUTION

NO: 2021-09-150

LIVINGSTON COUNTY

DATE: September 27, 2021

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**Resolution Authorizing Issuance of Purchase Order for Architectural and Design Services to Lindhout Associates – Sheriff**

**WHEREAS,** The Sheriff's office is starting a renovation project and has utilized the architectural design services of Lindhout Associates; and

**WHEREAS,** the renovation has been approved and design and bid services have been performed by Lindhout Associates; and

**WHEREAS,** until all bids were received and a contract issued with the construction company it was difficult to estimate the cost of design and bid services; and

**WHEREAS,** Livingston County's current contract with Lindouht Associates calls for a 9% architectural fee based on \$500,000 construction cost; and

**WHEREAS,** the cost of construction is \$451,000; and

**WHEREAS,** the cost of the design and bid services is a not to exceed cost of \$38,000.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the issuance of a purchase order in the amount of \$38,000 to Lindhout Associates for the design and architectural services.

**BE IT FURTHER RESOLVED** that the Board of Commissioners authorize any budget amendment necessary to effectuate the above.

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

#

#

#

MOVED:  
SECONDED:  
CARRIED:



# PROBABLE COST STATEMENT

Lindhout Associates architects aia pc

10465 citation drive, brighton, mi 48116

www.lindhout.com

810-227-5668 (fax) 810-227-5855



Livingston County Sheriff's Office - Interior Renovation

COMM. NO. 21021

## PRELIMINARY STATEMENT OF PROBABLE CONSTRUCTION COSTS

4/16/2021

COMPONENT DESCRIPTION	UNITS	UNIT COST	TOTAL
<b>CONSTRUCTION COSTS</b>			
PHASE 1: DETECTIVES OFFICE	950 sq.ft.	\$140.00	\$133,000.00
B.R. WALL PANELING	197 sq.ft.	\$90.00	\$17,730.00
B.R. TRANSACTION WINDOW	1 l.s.	\$6,000.00	\$6,000.00
			\$156,730.00
PHASE 2: ADMINISTRATIVE OFFICES	1665 sq.ft.	\$135.00	\$224,775.00
B.R. WALL PANELING	144 sq.ft.	\$90.00	\$12,960.00
B.R. TRANSACTION WINDOW	1 l.s.	\$6,000.00	\$6,000.00
			\$243,735.00
PHASE 3: TRAINING	1181 sq.ft.	\$150.00	\$177,150.00
MOTORIZED HD SCREEN	1 l.s.	\$5,500.00	\$5,500.00
			\$182,650.00
<b>COST OF BUILDING CONSTRUCTION</b>			<b>\$583,115.00</b>
<b>FEES</b>			
ARCHITECTURAL FEES	1 l.s./hourly	\$21,120.00	\$21,120.00
			\$21,120.00
<b>MISCELLANEOUS</b>			
PHASE 1 FURNITURE ALLOWANCE	1 l.s.	\$20,000.00	\$20,000.00
PHASE 2 FURNITURE ALLOWANCE	1 l.s.	\$10,000.00	\$10,000.00
PHASE 3 FURNITURE ALLOWANCE	1 l.s.	\$30,000.00	\$30,000.00
COUNTY I.T. (Allowance)	1 l.s.	\$30,000.00	\$30,000.00
			\$90,000.00
<b>LIVINGSTON COUNTY SHERIFF TOTAL</b>			<b>\$694,235.00</b>



**APPENDIX B  
LIVINGSTON COUNTY FISCAL SERVICES  
SOLE / SINGLE SOURCE JUSTIFICATION**

**SOLE SOURCE / SINGLE SOURCE JUSTIFICATION**

Select one of the following reasons and provide a detailed explanation for the choice selected:

- ☐ Only one known source can provide the commodity or service.
- ☐ Unique source (commodity/service is unique or special in nature), as determined by the County Administrator or designee.
- ☐ Compatibility (i.e., a specific piece of equipment to be compatible with an existing equipment system).
- ☐ Limited or proprietary systems (i.e., additional licenses, updates, specialized replacement parts, et. al.).
- ☒ A professional expert is requested.
- ☐ Authorized or required by Federal/State law or by Livingston County ordinance.
- ☐ Unusual and compelling urgency (serious injury, financial or other to Livingston County). There is insufficient time for competitive purchase due to an immediate, unexpected need (i.e., to prevent hazard to life, health, safety, welfare, or property or to avoid undue additional cost to the County).

Explanation:

**PIGGYBACK CONTRACT**

- ☐ Purchase will be made from an existing cooperative contract.

Contract Holder:

Contract Number/ Expiration Date:

**AUTHORIZED SIGNATURES**

Department Director: <b>Chris Folts via Munis</b>	Name of Requestor (type or print): <b>Kellie Prokuda</b>
Date: <b>03.03.2021</b>	Name of Department: <b>Facility Services</b>
County Administrator/Designee: <b>Nathan Burd via e-mail</b>	Name (type or print):



March 2, 2021

Livingston County Facility Services  
420 S. Highlander Way  
Howell, MI 48843

Attn: Chris Folts, Director of Facility Services

Re: Livingston County Sheriff's Office Renovation – Architectural and Engineering Proposal

Dear Chris,

Thank you for requesting this Architectural Services proposal for the Livingston County Sheriff's Office renovation project. Per our site visits, Jeff and his staff are looking to do an internal office renovation that would include a two phase approach. Phase One would be to provide a "flex space" for the Investigative Services Department near the south entry that would include reworking the existing entry lobby, providing a new reception space with bullet resistant pass-thru window, small conference area, remote work areas, dedicated phone rooms, and a revised storage/office arrangement. Phase Two would be the renovation of the existing detective's area to create an internal training room space, which will allow for public access off from the north entry. The circulation path will be reworked to accommodate access while maintaining security. The proposed scope of services will be limited to the initial schematic design phase and the eventual development of an approved floor plan. A follow-up proposal will then be prepared for the remaining scope of services to send the project out to bid through your preselected contractors.

Given your above stated objective, we are pleased to offer you the following service proposal to assist you in your efforts:

## PROPOSED PROFESSIONAL SERVICES

**Schematic Design Phase:** Basic schematic design includes our initial on-site meetings to analyze the space and discuss the scope. Schematic floor plans will be developed for the two work phases and will be presented to the group for review and changes. With an approved schematic plan in place, we will also work with you in getting the drawings out to your preselected contractors for your preliminary pricing work. Once the schematic floor plan is approved and a preliminary budget is in place, we will prepare a follow-up proposal for the remaining design development, construction document, bidding, and construction administration services.

## PROPOSED FEE

Per our master services agreement, projects with total construction costs of less than \$500,000.00, we propose to provide the services described above on an hourly rate basis. We will only bill for hours spent on this project and will endeavor to limit our time whenever possible, while remaining focused on providing an exceptional service.

At this time, we expect the initial schematic design phase to take roughly **38 hours** to complete and could possibly take longer if multiple revisions are required to get through the initial Schematic Design Phase. At an average rate of \$105.00 per hour this would equate to an estimated architectural fee of **\$3,990.00**.

Our hourly rates are as follows:

Principal	\$105.00 per hour
Project Manager	\$86.00 per hour
Senior Project Architect	\$82.00 per hour
Project Architect	\$80.00 per hour

william p. lindhout   frank l. pierron   piet w. lindhout   robert j. king   michael j. kennedy   david a. richardson   michael j. o'leary  
bradley m. alvord   john w. eckstein   d. jason mcintyre   holly a. osterhout   joshua l. hendershot   heather m. teeling

Intern Architect I	\$60.00 per hour
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All work will be performed on our CADD system. Our fees do not include models, print charges for bidding and construction documents, surveys, soil borings, septic design, zoning board variances, application/review fees, site plan amendments, out of town travel expenses beyond 50 miles, or any other service not mentioned as such. Significant changes to previously approved designs will be charged at our standard hourly rates and may affect total costs adversely.

Please note that our practice of architecture does not include any expertise or control over environmentally hazardous materials in your existing building or on your site. Our service proposal does not include any analysis or abatement work of any kind. If we are made aware of any such situation, we will notify you and assist you in seeking professional advice for the given situation.

## SCHEDULE

We expect the project to proceed in the following manner:

## Schematic Design

3.0 weeks

We could commence with work within one week after receiving approval. The above schedule is projected relative to our commitments made as of this date. We must reserve the right to modify the schedule if there is any delay in the acceptance of this proposal.

## TERMS AND CONDITIONS

This proposal is subject to the general terms and conditions of our multi-year contract with the County.

We hope that this is an acceptable proposal for our continued service to Livingston County. We look forward to this opportunity to help with your proposed renovations. Please let us know if there is any clarification we can make to this proposal. If it is acceptable, please sign below, and return it to our office.

Respectfully Submitted,

Approval to Proceed:

B. J. M. Ash

Bradley M. Alvord, Architect, Partner  
Lindhout Associates architects aia pc

Chris Folts, Director of Facility Services  
Livingston County

Date \_\_\_\_\_



**From:** [Krista Belcher](#)  
**To:** [Hilery DeHate](#)  
**Cc:** [Elizabeth Young](#)  
**Subject:** RE: [EXT] LC Sheriff's Proposal - REQ Allocation  
**Date:** Wednesday, March 3, 2021 9:49:34 AM

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This is all set – REQ 14474

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**From:** Hilery DeHate <HDeHate@livgov.com>  
**Sent:** Wednesday, March 3, 2021 9:03 AM  
**To:** Krista Belcher <KBelcher@livgov.com>  
**Subject:** FW: [EXT] LC Sheriff's Proposal - REQ Allocation

Can you enter this REQ in the amount of \$3,990, please. Please pay from 10135100 973000. Once the PO is available, please forward to Chris Folts and cc me.

Thank you,  
Hilery

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**From:** Elizabeth Young <[EYoung@livgov.com](#)>  
**Sent:** Wednesday, March 3, 2021 8:57 AM  
**To:** Hilery DeHate <[HDeHate@livgov.com](#)>  
**Cc:** Chris Folts <[CFolts@livgov.com](#)>  
**Subject:** FW: [EXT] LC Sheriff's Proposal - REQ Allocation

Hello Hilery,

As a follow up to our IM conversation, please find the attached.

As for next steps, you indicated you will provide the allocation and forward the attached to Krista for REQ entry.

Thank you in advance for your coordination efforts.

Please let me know how I can be of further assistance.

Thank you,  
EY

*Elizabeth Young*  
Procurement Coordinator  
Livingston County Fiscal Services  
304 E. Grand River Avenue, Suite 204  
Howell, MI 48843  
(517) 540-8740 | [eyoung@livgov.com](mailto:eyoung@livgov.com)



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**From:** Chris Folts <[CFolts@livgov.com](mailto:CFolts@livgov.com)>  
**Sent:** Wednesday, March 3, 2021 8:35 AM  
**To:** Elizabeth Young <[EYoung@livgov.com](mailto:EYoung@livgov.com)>  
**Subject:** FW: [EXT] LC Sheriff's Proposal

Hi Elizabeth

Could you issue a PO for this project? I spoke with Nathan he's on board.

Thanks Chris

**From:** Brad Alvord <[bma@lindhout.com](mailto:bma@lindhout.com)>  
**Sent:** Tuesday, March 2, 2021 12:44 PM  
**To:** Chris Folts <[CFolts@livgov.com](mailto:CFolts@livgov.com)>  
**Subject:** [EXT] LC Sheriff's Proposal

"The e-mail below is from an external source. Please do not open attachments or click links from an unknown or suspicious origin."

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Chris,

I went ahead and pulled together a quick proposal for the Sheriff's upfront Schematic Design work. Once we have a plan in place we can provide you with a separate quote for the remaining services. Let me know if you need anything else. We will wait to hear back before we proceed.

Thanks,

Brad

--

Brad Alvord, project architect / partner / LEED AP  
Lindhout Associates architects, aia pc  
10465 Citation Dr., Brighton, MI 48116  
p: 810.227.5668 f: 810.227.5855  
[lindhout.com](http://lindhout.com) || [facebook.com](https://www.facebook.com/lindhout.com)

**From:** [Nathan Burd](#)  
**To:** [Elizabeth Young](#)  
**Cc:** [Cindy Catanach](#); [Mike Murphy](#); [Jeff Warder](#); [Kristen Landis](#); [Chris Folts](#)  
**Subject:** RE: Sole Source Form Approval for Lindhout Associates Architects to Provide Schematic Design Services for LCSO/Jail Office Renovation  
**Date:** Wednesday, March 3, 2021 10:27:41 AM

---

Approved, thanks!

**Nathan Burd**  
**Livingston County Administrator**  
(517) 540-8800  
[nburd@livgov.com](mailto:nburd@livgov.com)  
[www.livgov.com](http://www.livgov.com)

---

**From:** Elizabeth Young <EYoung@livgov.com>  
**Sent:** Wednesday, March 3, 2021 10:08 AM  
**To:** Nathan Burd <NBurd@livgov.com>  
**Cc:** Cindy Catanach <CCatanach@livgov.com>; Mike Murphy <MMurphy@livgov.com>; Jeff Warder <JWarder@livgov.com>; Kristen Landis <KLandis@livgov.com>; Chris Folts <CFolts@livgov.com>  
**Subject:** Sole Source Form Approval for Lindhout Associates Architects to Provide Schematic Design Services for LCSO/Jail Office Renovation

Hello Nathan,

Please find the below link for your review and if acceptable to you, approval.

For ease of reference, please find the attached.

This is a sole source PO request for Lindhout Associates, Inc. to provide Architectural/Engineering services for the LCSO Office/ Jail Renovation in the not to exceed amount of \$3,990.

Per the sole source form, this quote was provided under the terms of the County's current contract with Lindhout.

Based on the professional expertise needed to develop and provide engineering/architectural Schematic Design services, I recommend approval of this sole source PO request.

Please let me know how I can be of further assistance.

Thank you in advance.

Sincerely,  
*Elizabeth Young*  
Procurement Coordinator  
Livingston County Fiscal Services  
304 E. Grand River Avenue, Suite 204  
Howell, MI 48843

(517) 540-8740 | [eyoung@livgov.com](mailto:eyoung@livgov.com)

MUNIS Requisition: 14474

Requisition Year: 2021

<https://munisapp.livgov.com/prod/munis/gas/app/ua/r/mugwc/rqentpst?Arg=--mutoken&Arg=0zoV3HcJ0a7M1UBkK6XxsIWDOTgevbUVYKXD8OhBX%2F%2BD90PrJGMmc%2B4ObDPxrAPY>

If the above link is inactive, please copy and paste the URL into your browser's address bar.



Michael J. Murphy  
Sheriff

Jeffrey A. Warder  
Undersheriff

LIVINGSTON COUNTY

## OFFICE OF THE SHERIFF

150 S. HIGHLANDER WAY • HOWELL, MICHIGAN 48843  
TELEPHONE (517) 546-2440 • FAX (517) 552-2542

To: Livingston County Board of Commissioners  
From: Michael J. Murphy, Sheriff  
Date: September 15, 2021  
Re: Resolution authorizing issuance of purchase order for architectural and design services to Lindhout Associates – Sheriff's Office

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The Sheriff's Office has utilized the architectural and design services of Lindhout and Associates. Lindhout and Associates conducted a feasibility study and met with Sheriff's Office administration to develop a plan for scope of service and blueprints for the project were generated. Lindhout and Associates published an RFP based on this design. The estimated cost of these services are not to exceed \$38,000.

I respectfully request the Livingston County Board of Commissioners to authorize a purchase order to Lindhout and Associates not to exceed \$38,000. If any member of the Commission has questions or requires clarification, please reach out to Chris Folts, Director of Facility Services.

## Kristen Landis

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**From:** Cindy Catanach  
**Sent:** Tuesday, September 7, 2021 1:33 PM  
**To:** Hilery DeHate; Kristen Landis  
**Cc:** Jeff Warder; Chris Folts  
**Subject:** RE: Sheriff renovation - Lindhout resolution?

Hi Chris and Jeff -

Based on this new estimate a revised probable cost statement should go back to the Board for approval. The original amount was under \$25k and could have been approved by Nathan but this brings it well above that.

The resolution to approve the project **did not** have the cost of architect in it 2021-07-116.

---

**From:** Hilery DeHate <HDeHate@livgov.com>  
**Sent:** Friday, September 3, 2021 9:38 AM  
**To:** Kristen Landis <KLandis@livgov.com>  
**Cc:** Jeff Warder <JWarder@livgov.com>; Cindy Catanach <CCatanach@livgov.com>  
**Subject:** RE: Sheriff renovation - Lindhout resolution?

I should have included the below email excerpt from Brad that includes the revised cost for Lindhout.

*We are still in the process of closing out the bidding phase, and have yet to really start any time under construction less the color selections. I'm guessing that we will need at least 120-140 hours to work through the upcoming submittals, pay apps, site visits and contractor coordination. That would require an additional \$14,700 and put us at an overall fee of \$35,820 (not including the initial \$3,990 feasibility study) in lieu of the estimated \$21,120.*

**Hilery DeHate**  
Senior Financial Analyst  
Livingston County  
304 E. Grand River, Ste 202  
Howell, MI 48843

 517-540-8725



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**From:** Hilery DeHate  
**Sent:** Friday, September 3, 2021 9:34 AM  
**To:** Kristen Landis <[KLandis@livgov.com](mailto:KLandis@livgov.com)>  
**Cc:** Jeff Warder <[JWarder@livgov.com](mailto:JWarder@livgov.com)>; Cindy Catanach <[CCatanach@livgov.com](mailto:CCatanach@livgov.com)>  
**Subject:** Sheriff renovation - Lindhout resolution?

Hi Kristen –

I am reviewing resolution 2021-07-116 to prepare the budget amendment. I noticed that Lindhout's costs were not included. Do you have a resolution that authorizes Lindhout's architectural / project management fee for this project?



Thanks,

**Hilery DeHate**

Senior Financial Analyst

Livingston County  
304 E. Grand River, Ste 202  
Howell, MI 48843



517-540-8725

RESOLUTION

NO: 2021-09-151

LIVINGSTON COUNTY

DATE: September 27, 2021

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**Resolution to Modify the Non-Union Employees, Elected Officials, Commissioners, and Judges Benefit Plans for 2022 Fiscal Year – Human Resources**

**WHEREAS,** Livingston County has historically taken proactive measures to impact utilization of healthcare services including a wellness program, employee cost sharing at point of service, and low \$2 generic drug costs; and

**WHEREAS,** in order to continue to have maximum impact on utilization of healthcare services, Livingston County will continue to utilize Healthcare Bluebook, an online healthcare pricing tool, and Blue Cross Blue Shield's licensed Michigan telemedicine provider and continue a high deductible health plan coupled with a health savings account, as options for employees; and

**WHEREAS,** CIGNA, Livingston County's provider for life insurance, short- and long-term disability and other voluntary benefits provider, has agreed to an extension for two (2) additional years of our current rates. Therefore, Livingston County Administration is recommending continuing to contract with CIGNA for life insurance, short- and long-term disability coverage and other voluntary benefits offered through the County flexible spending plan; and

**WHEREAS,** should the IRS employee contribution limits for \$125 flexible spending and limited purpose flexible spending, dependent care, or health savings accounts increase to allow employees to increase their voluntary salary reduction, Livingston County will allow for the maximum contribution allowed under law; and

**WHEREAS,** the Board of Commissioners took action via Resolutions #2011-12-321, #2012-10-282, #2013-12-353, #2014-10-294, #2015-11-230 #2016-11-192, #2017-11-180, #2018-10-185, 2019-09-148, and #2020-09-225 to exempt the County from the employee premium sharing contributions required under 2011 PA 152 and all of the six (6) collective bargaining agreements require 10% and 20% employee premium sharing, depending on date of hire.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the Human Resources Department to make the following modifications to the non-union employees, elected officials, and judges health plan and other benefits for 2022:

1. Benefit changes effectuated by Resolutions #2020-09-225, #2019-09-148, #2019-08-121, #2018-10-165, #2017-11-180, #2016-11-192, #2015-11-230, #2014-10-294, #2013-12-353, #2012-10-282, #2011-10-276, #2010-10-277, #2009-08-266 and #2009-10-316 shall remain in full force and effect.
2. The wellness program for regular non-union employees, elected officials, and judges approved in Resolution #2012-09-250 shall continue for the 2022 benefit year.
3. Livingston County shall continue to contract with CIGNA for life insurance, short- and long-term disability coverage as well as other voluntary benefits offered through the County flexible spending plan at the current 2021 rates for a two year period ending not sooner than December 31, 2023.

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**BE IT FURTHER RESOLVED** that acting pursuant to the authority granted to a County under Section 8 of Act 152 of 2011, the Livingston County Board of Commissioners hereby exempts Livingston County from the requirements of 2011 P.A. 152 for the medical benefit plan coverage year 2022 (January 1, 2022 through December 31, 2022).

**BE IT FURTHER RESOLVED** that the interpretation and operation of the benefits outlined above are within the sole discretion of the Livingston County Board of Commissioners and the benefits outlined above may be added to, expanded, reduced, deleted, or otherwise modified by the County Board and such modifications shall be solely within the discretion of the Livingston County Board of Commissioners.

**BE IT FURTHER RESOLVED** that the Chair of the Livingston County Commissioners is authorized to sign any and all documents needed to effectuate these changes, after approval as to form by civil counsel.

**BE IT FINALLY RESOLVED** that this resolution supersedes all previous resolutions that would apply to the benefits plan for non-union employees, elected officials, and judges.

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

# LIVINGSTON COUNTY

## Compliance with PA152:

	2020 - All employees - 80%/20% Sec.4		2020 - All employees - Hard Cap Sec.3	
2020 Total Employee Health Care Cost		<u>\$6,991,045.39</u>		<u>\$ 6,991,045.39</u>
Calculated Caps:	80% Limit:	<u>\$5,592,836.31</u>	Hard Cap Limit:	<u>\$6,734,898.69</u>
2020 Net Employer's Share		<u>\$5,719,334.81</u>		<u>\$ 5,719,334.81</u>
Employer's Share as % of Total		81.8%		
Amount Over/(Under) PA 152 Limit:		\$ 126,498.50		\$ (1,015,563.88)

### Assumptions:

1. These are based on 2020 enrollment figures from BCBSM since these are the enrollments on which the fixed fees (Admin and Stop Loss) are based
2. PA 152 Implemented for ALL Active County Employees
3. PPO 4 employee share split between 20% & 10%; PPO 6 & PPO 1 employee share equal to PPO 4 employee share plus buy-up (provided by Livingston County)
4. 2020 Total Employee Health Care Cost includes \$500/\$1,000 H.S.A. seed money

RESOLUTION

NO: 2021-09-152

LIVINGSTON COUNTY

DATE: September 27, 2021

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**Resolution Authorizing Contract Change Orders for the Livingston County Veterans Services Build Out Project – Veterans Services**

**WHEREAS,** resolution 2021-05-076 authorized the build out project for Livingston County Veterans Services leased space located at 1420 Lawson Drive, Howell, MI; and

**WHEREAS,** a competitive bid process was performed for construction services which was awarded to Heaney General Contracting; and utilization of contracts for furniture and flooring; and

**WHEREAS,** the total approved project budget was \$787,919, including contingency; and

**WHEREAS,** Lindhout and Associates contract was approved for a not to exceed amount of \$33,000 for architectural services and to oversee the Veterans build out project; and due to project actuals, the revised contract total through project completion is \$40,931; and

**WHEREAS,** signage was approved for \$21,000; and due to permit fees, installation and additional billboard signage, the revised purchase order total for The Sign Guys DBA Image 360 through project completion is \$26,140; and

**WHEREAS,** the additional costs will be paid from the Veteran’s millage and special revenue fund.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approve a change order to the architectural services contract with Lindhout and Associates to increase the total contract amount to \$40,931.

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners hereby approve a change order to the signage purchase order issued to The Sign Guys DBA Image 360 to increase the total purchase order amount to \$26,140.

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners authorize the total cost of the project not to exceed \$800,990 and authorizes the Veteran Services Director to realign and manage the funds as needed within the overall project budget of \$800,990 to complete the project.

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners authorize any budget amendments necessary to effectuate the above.

**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:**



## Memorandum

**To:** Livingston County Board of Commissioners  
**From:** Mary Durst, Veteran Services Director  
**Date:** September 14, 2021  
**RE:** Resolution Authorizing Contract Change Orders for the Livingston County Veteran Services Build Out Project – Veterans Services

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Resolution 2021-05-076 authorized the build out project for the Livingston County Veterans Services leased space located at 1420 Lawson Drive, Howell, MI. The total approved project cost was \$787,919, including contingency.

The attached resolution requests changes orders for additional costs in the amount of \$13,071.

Lindhout and Associates were authorized for a not to exceed contract amount of \$33,000. This was based on the Probable Cost estimate. As the bids were evaluated and project costs realized, Lindhout has needed to adjust the cost to match the level of work needed for project completion. The cost of additional work is \$7,931 for a revised contract total of \$40,931.

Owner Expense detailed signage authorization of \$21,000 which does not include the cost of billboard signage, installation and permit fees. The County's billboard is now available for use and will be used to advertise the new location for one year. The cost of additional billboard signage is \$5,140 for a revised purchase order total of \$26,140.

These additional costs are budgeted and will be paid from the Veteran's millage and special revenue fund.

Thank you for your consideration of this request. If you have any questions or concerns regarding this matter, please do not hesitate to contact me.

RESOLUTION

NO: 2021-09-153

LIVINGSTON COUNTY

DATE: September 27, 2021

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**Resolution Approving an Appointment to the Michigan Department of Human Services Board - Board of Commissioners**

**WHEREAS,** the term of a representative on the Michigan Department of Human Services Board will expire on October 31, 2021; and

**WHEREAS,** a notice of the upcoming vacancy was posted on the home page of the Livingston County website from Monday, August 16, 2021 through Friday, August 27, 2021; and

**WHEREAS,** one submission was received during this application period; and

**WHEREAS,** Livingston County Board of Commissioners Resolution 2021-06-095, Section 15 a, authorizes the Chairman of the Board of Commissioners to nominate one candidate to be considered by the Personnel Committee; and

**WHEREAS,** the Chairman of the Board of Commissioners nominates:

Lee Ann Blazejewski ..... Term expires 10.31.2024

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves the above referenced appointment and expiration date contingent upon fulfilling to the sole satisfaction of all County background-check requirements and verifications.

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

RESOLUTION

NO: 2021-09-154

LIVINGSTON COUNTY

DATE: September 27, 2021

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**Resolution Approving Appointments to the Livingston County Planning Commission - Board of Commissioners**

**WHEREAS,** the terms of representatives on the Livingston County Planning Commission have expired; and

**WHEREAS,** a notice of the upcoming term expirations was posted on the home page of the Livingston County website from Monday, August 16, 2021 through Friday, August 27, 2021, as well as published in the local paper on Sunday, August 22, 2021; and

**WHEREAS,** the current incumbents were the only submissions received for the positions representing agriculture and recreation; and

**WHEREAS,** the incumbents have previously satisfied all County background-check requirements and verifications; and

**WHEREAS,** Livingston County Board of Commissioners Resolution 2021-06-095, Section 15 a, authorizes the Chairman of the Board of Commissioners to nominate one candidate to be considered by the Personnel Committee; and

**WHEREAS,** the Chairman of the Livingston County Board of Commissioners nominates the following re-appointments:

William Call, *recreation* (incumbent) ..... Term expires 10.31.2024  
Dennis Bowdoin, *agriculture* (incumbent) ..... Term expires 10.31.2024

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

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



RESOLUTION

NO: 2021-09-155

LIVINGSTON COUNTY

DATE: September 27, 2021

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**Resolution Authorizing the Reorganization of the Sheriff's Office to Move one FTE Deputy from the Jail Services Division to the Field Services Division - Sheriff**

**WHEREAS,** there are currently 57 FTE Deputies assigned to the Jail Services Division and 34 FTE Deputies assigned to the Field Services Division; and

**WHEREAS,** the Livingston County Sheriff's Office is requesting to move one Jail Services Deputy FTE and reassign the Deputy position to the Field Services Division. This will change the total number of deputies assigned to the Field Services Division to 35 and the total number of deputies assigned to the Jail Services Division to 56. This will not change the total number of FTE Deputy positions approved by the Board of Commissioners; and

**WHEREAS,** the Deputy position will be assigned to our Community Outreach Unit acting as Liason to LESA. This position receives partial reimbursement from LESA in the amount of \$50,000 dollars per year; and

**WHEREAS,** the difference in annual wages between a FTE Deputy assigned to the Field Services Division and a FTE Deputy assigned to the Jail Services Division is \$4,616. The Livingston County Sheriff's Office will account for this difference during the normal Budget planning cycle.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the reorganization of the Livingston County Sheriff's Office to allow for a FTE Deputy from the Jail Services Division to be reassigned to the Field Services Division as shown below.

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners authorize any necessary budget amendments to effectuate the above.

**CURRENT**

Position #	Description	Group	Grade	FTE	Status
30100405	DEPUTY - FIELD SERVICES	DEPS	FS Start	1.00	I
35100447	DEPUTY - JAIL	DEPS	CO Start	1.00	A

**PROPOSED**

Position #	Description	Group	Grade	FTE	Status
30100405	DEPUTY - FIELD SERVICES	DEPS	FS Start	1.00	A
35100447	DEPUTY - JAIL	DEPS	CO Start	1.00	I

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MOVED:  
SECONDED:  
CARRIED:



Michael J. Murphy  
Sheriff

Jeffrey A. Warder  
Undersheriff

## LIVINGSTON COUNTY

# OFFICE OF THE SHERIFF

150 S. HIGHLANDER WAY • HOWELL, MICHIGAN 48843  
TELEPHONE (517) 546-2440 • FAX (517) 552-2542

To: Livingston County Board of Commissioners  
From: Michael J. Murphy, Sheriff  
Date: September 15, 2021  
Re: Resolution authorizing the reorganization of the Livingston County Sheriff's Office to move one FTE Deputy from the Jail Services Division to the Field Services Division – Sheriff's Office

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Currently we have 57 FTE Deputies assigned to the Jail Services Division and 34 Deputies assigned to the Field Services Division. This is a transfer only request and it will not increase the total number of FTE Deputies within our organization.

In September 2019, the Livingston County Sheriff's Office entered into an agreement with Livingston Educational Service Agency (LESA) to provide support services working with parents and students struggling with truancy and school disciplinary issues. This position receives a \$50,000 annual reimbursement from LESA. The Deputy originally assigned to this position served as a Deputy in our Jail Services Division, however in March of 2021 she resigned in order to pursue other opportunities.

I have recently appointed a Deputy from the Field Services Division to fill the vacancy created by the aforementioned Deputy's departure. This reorganization request is necessary to stay consistent with the Livingston County Deputy Sheriff's Association (LCDSA) Collective Bargaining Agreement. The wage difference between a Jail Services Deputy and a Field Services Deputy is approximately \$4,616 annually. We will apply this difference during our normal budget planning cycle.

I respectfully request the Livingston County Board of Commissioners to authorize the transfer of one FTE Deputy from the Jail Services Division to the Field Services Division. If any member of the Commission has questions or requires clarification, please do not hesitate to reach out to me.



## CONTACT INFORMATION

Requester: Jeff Warder Title of Requester: Undersheriff  
 Dept. Phone Number/Extension: 7911 Date Requested: 8/11/2021

## POSITION INFORMATION

Position Title: Deputy - Field Services Supervisor: Lt. Mike Nast

1. Is the purpose of this request to fill a position as a result of a vacancy? Yes ☐ No ☒  
 If so, name of person last holding this position: \_\_\_\_\_
2. Is the purpose of this request to reclassify a current position? Yes ☐ No ☒
3. Is the purpose of this request to change the scheduled hours of an existing position? Yes ☐ No ☒ From: \_\_\_\_\_ To: \_\_\_\_\_  
 If so, name of current incumbent: \_\_\_\_\_
4. Is the purpose of this request to transfer a current position? Yes ☒ No ☐  
 If so, Current Department: Sheriff/Jail Svcs (351) Proposed Department: Sheriff Field Svcs (301)

Position Type: Regular ☒ Term/Grant ☐ Temp. ☐ Unpaid ☐ Special ☐  
 Position Status: Full Time (30+) ☒ Part-Time (21-29) ☐ Part-Time (20 or Less) ☐ Number of hours per week: 40

Justification of request / change of position (REQUIRED): Resolution to transfer one (1) FTE Jail Services Deputy position to one (1) FTE Field Services Deputy position to fulfill role of Liaison between LCSO and LESA.

## FUNDING INFORMATION

Base Annual Salary: \$45,380 (21.8173/Hr) This position is funded in whole or in part by a grant: Yes ☐ No ☒ % Funded: \_\_\_\_\_  
 Allocation (Required): Current: Org. 10135100 % 100 Proposed (If changing): Org. 10130100 % 100  
 Position will be funded by: General Fund ☒ Enterprise Fund ☐ Special Revenue Fund ☐ Internal Service Fund ☐

## REQUIRED APPROVALS

Supervisor (if applicable) \_\_\_\_\_ Date \_\_\_\_\_ Department Head Michael T. Murphy Date 8-11-21

## HR OFFICE ONLY

Job Class: 4000 Job Title: Deputy Grade/Step: DEPS / 0  
 FTE: 1.0 Employee Group: DEPS HR Reviewed: Amy Hill Date: 08/11/2021

## BUDGET OFFICE ONLY

Position Control # 30100405 Org. 10130100  
 Funds Available: Yes ☐ No ☐ Object Code: 704000 ☒ 706000 ☐ 706001 ☐  
 Comments: requires BOC approval  
Estimated increase of \$1,154 May require budget amendment  
 Budget Reviewed: h. Butte Date: \_\_\_\_\_  
 Resolution #: \_\_\_\_\_ Board Authorized on Date: \_\_\_\_\_



	2021	2021	2022
	Jail Services Deputy	Field Services Deputy	Field Services Deputy
	Grade CO Start	Grade FS Start	Grade FS Start
	<u>Annual Cost</u>	<u>Annual Cost</u>	<u>Annual Cost</u>
	Non Union T2	Non Union T2	Non Union T2
Salary	\$ 41,731	\$ 45,380	\$ 46,401
FICA	\$ 3,192	\$ 3,472	\$ 3,550
Pension (Blended Rate)	\$ 6,815	\$ 7,411	\$ 10,538
Pension DC Hybrid	\$ 835	\$ 908	\$ 1,392
Health	\$ 12,977	\$ 12,977	\$ 13,616
Workers Comp	\$ 117	\$ 127	\$ 130
Longevity			
Life	\$ 100	\$ 109	\$ 111
LTD			
STD			
RHC - Savings			
<b>TOTAL COST</b>	<b>\$ 65,767</b>	<b>\$ 70,383</b>	<b>\$ 75,738</b>
	<i>Annual Cost 2021</i>	<i>Annual Increase</i>	<i>Annual Cost 2022</i>
		<i>Partial Year 3 mos.</i>	<i>Includes 2.25% COLA</i>
		<b>\$ 4,616</b>	
		\$ 1,154	