



# General Government and Health and Human Services Committee Meeting Agenda

February 3, 2025

6:00 p.m.

Hybrid In-Person and Virtual Meeting

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

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

<https://us02web.zoom.us/j/3997000062>

*A quorum of the Board of Commissioners may be in attendance at this meeting.*

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	<b>Pages</b>
1. Call Meeting to Order	
2. Pledge of Allegiance to the Flag	
3. Roll Call	
Roger Deaton - Chairman, Jay Gross - Vice Chairman, Douglas Helzerman, and Wes Nakagiri	
4. Approval of Minutes	
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8.2 Animal Shelter	Christy Peterson 13
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<b>8.4</b>	<b>Car Pool</b>	Greg Kellogg	25
	Resolution Authorizing a Replacement Vehicle Lease for the Sheriff Field Services Division		
<b>8.5</b>	<b>Car Pool</b>	Greg Kellogg	29
	Resolution Authorizing an Increase in Total Authorized Vehicles for the Sheriff Field Services Division		
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	Resolution to Authorize the Livingston County Airport to Apply for Grant Funds from the Michigan Department of Transportation and Federal Aviation Administration for the Construction of the Snow Removal Equipment (SRE) Building		
<b>8.7</b>	<b>Treasurer</b>	Jennifer Nash	34
	Resolution Authorizing an Advance from the Delinquent Tax Revolving Funds to the Airport Capital Improvement Fund for the Purpose of Paying Construction Costs for the Snow Removal Equipment Building		
<b>9.</b>	<b>Discussion</b>		
<b>9.1</b>	<b>Airport</b>	Mark Johnson	36
	Resolution to Concur with the Livingston County Aeronautical Facilities Board to Enter Into an Agreement for the Construction of a Snow Removal Equipment (SRE) Building		
<b>10.</b>	<b>Adjournment</b>		

# General Government and Health and Human Services Committee Meeting Minutes



## January 13, 2025, 6:00 p.m.

Hybrid In-Person and Virtual Meeting  
304 E. Grand River Ave., Board Chambers, Howell, Michigan  
Zoom Virtual Meeting ID: 399-700-0062 / Password: LCBOC  
<https://us02web.zoom.us/j/3997000062>

Members Present: Roger Deaton - Chairman, Douglas Helzerman, Wes Nakagiri

Members Absent: Jay Gross

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### 1. Call Meeting to Order

The meeting was called to order by Committee Chair, Commissioner Deaton at 6:00 p.m.

### 2. Pledge of Allegiance

### 3. Roll Call

Roger Deaton - Chairman, Jay Gross - Vice Chairman, Douglas Helzerman, and Wes Nakagiri  
Roll call by the recording secretary indicated the presence of a quorum.

### 4. Approval of Minutes

#### 4.1 Meeting Minutes dated: December 2, 2024

Motion to approve the Minutes as presented.

It was moved by D. Helzerman  
Seconded by Wes Nakagiri

Yes (3): R. Deaton, D. Helzerman, and W. Nakagiri

Absent (1): J. Gross

**Motion Carried (3 to 0)**

### 5. Approval of Agenda

Motion to approve the Agenda as presented.

It was moved by W. Nakagiri  
Seconded by Douglas Helzerman

Yes (3): R. Deaton, D. Helzerman, and W. Nakagiri

Absent (1): J. Gross

**Motion Carried (3 to 0)**

### 6. Reports

Comm. Helzerman - U of M and its relationship with Chinese students.

Comm. Nakagiri - Various Michigan Townships Association new Legislation items.

**7. Call to the Public**

**Ben Tasich** - Geno Township

**8. Resolutions for Consideration**

**8.1 MSU-Extension**

Resolution to Approve the 2025 Memorandum of Agreement (MOA) with MSU Extension as Determined by the 2025 MSUE Budget

Mary Bohling, District 12 Director, introduced the Resolution.

Yes (3): R. Deaton, D. Helzerman, and W. Nakagiri

Absent (1): J. Gross

**Motion Carried (3 to 0)**

**8.2 Emergency Medical Services**

Resolution Authorizing the Purchase of Four Ambulance Remounts

EMS Director, David Feldpausch, presented the Resolution.

Resolution Authorizing the Purchase of Four Ambulance Remounts

Yes (3): R. Deaton, D. Helzerman, and W. Nakagiri

Absent (1): J. Gross

**Motion Carried (3 to 0)**

**9. Adjournment**

Motion to adjourn the meeting at 6:19 p.m.

It was moved by D. Helzerman  
Seconded by Wes Nakagiri

Yes (3): R. Deaton, D. Helzerman, and W. Nakagiri

Absent (1): J. Gross

**Motion Carried (3 to 0)**



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**Carol Sue Jonckheere** - Recording Secretary

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

**Resolution to Accept a Grant from the Michigan Mosquito Control Association to Support Livingston County Health Department’s Vector Surveillance Program – Health Department**

**WHEREAS,** as part of the Comprehensive Agreement with MDHHS, the Livingston County Health Department (LCHD) manages the Vector Surveillance Program; and

**WHEREAS,** as part of this program, LCHD monitors the county for mosquitoes and ticks that may cause human disease; and

**WHEREAS,** a grant opportunity became available through the Michigan Mosquito Control Association; and

**WHEREAS,** LCHD applied and was awarded \$1,000 with no local match for the purpose of creating a “mosquito dashboard” in ArcGIS; and

**WHEREAS,** the dashboard will be used to summarize mosquito collection data and laboratory results which will assist LCHD in making management decisions regarding mosquito borne disease investigations and future surveillance decisions; and

**WHEREAS,** there are no new positions requested to carry out the duties of this grant.

**THEREFORE, BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes entering into an agreement with the Michigan Mosquito Control Association for creation of a “Mosquito Dashboard” at the rate of \$1,000 for the period ending December 31, 2025.

**BE IT FURTHER RESOLVED** that the Chairman of the Livingston County Board of Commissioners, or the County Administrator if Policy Permits, 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.

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

# # #

**MOVED:  
SECONDED:  
CARRIED:**

# Livingston County Grant Opportunity Form

Department Applying: Environmental Health Today's Date: 11/26/2024  
Department Contact Info:

Employee preparing application: Heather Blair Employee who will manage program (if different): \_\_\_\_\_  
Phone Number: 517-552-6810 Phone Number: \_\_\_\_\_

Name of Grant Applying for: 2025 Kenley Farrell Memorial Grant  
Awarding Agency Name: Michigan Mosquito Control Association & Hatfield Spraying Service

Please check appropriate line:  
Federal \_\_\_\_\_ Federal Assistance Listing Number: \_\_\_\_\_  
State: \_\_\_\_\_  
Other: X New Grant: X Recurring Grant: \_\_\_\_\_  
Check One First Year Received

### Short Description of the scope of the grant

Livingston County Health Division would like to use this funding to support staff and their resources to create a GIS Mosquito Dashboard. The goal of this dashboard is to summarize mosquito collection data and laboratory findings to help allocate resources more effectively and make informed decisions when human cases are identified.

Start Date of Grant: 04/01/2025 End Date of Grant: 09/30/2025

Full Amount applying for:  
Annual (Year 1 Total) \$ 2,000.00  
Multi-Year Total \$ 2,000.00 (All years combined)

### Match Requirements (if applicable)

\_\_\_\_\_ Cash Match Requirement \$ \_\_\_\_\_  
\_\_\_\_\_ In-Kind Match Requirement \$ \_\_\_\_\_

### This grant is intended to fund the following (check all that apply)

X Personnel \$ 1,000.00  
X Equipment \$ 1,000.00  
\_\_\_\_\_ Supplies \$ \_\_\_\_\_  
\_\_\_\_\_ Contractual Services \$ \_\_\_\_\_  
\_\_\_\_\_ Capital Building/Equipment \$ \_\_\_\_\_  
\_\_\_\_\_ Other (please note below) \$ \_\_\_\_\_

Signature of Applicant Department Head: Matt Bolang Digitally signed by Matt Bolang Date: 2024.11.26 12:00:27 -05'00' Date: \_\_\_\_\_  
Fiscal Services Signature:  Date: 11/26/2024



## LIVINGSTON COUNTY HEALTH DEPARTMENT

2300 East Grand River Avenue, Suite 102

Howell, Michigan 48843-7578

[www.lchd.org](http://www.lchd.org)

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**PERSONAL/PREVENTIVE HEALTH SERVICES**

**P: (517) 546-9850**

**F: (517) 546-6995**

**ENVIRONMENTAL HEALTH SERVICES**

**P: (517) 546-9858**

**F: (517) 546-9853**

January 21, 2025

To: Livingston County Board of Commissioners

From: Matt Bolang

Re: Acceptance of Grant from the Michigan Mosquito Control Association

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The Livingston County Health Department has historically conducted vector borne disease surveillance in the county focused on mosquitoes and ticks. We have some limited funding from the MDHHS Comprehensive agreement to cover the costs of this program. LCHD was made aware of some small grant opportunities through the Michigan Mosquito Control Association and applied for and were recently notified of the award in the amount of \$1,000.

LCHD's proposal is to use this funding to support existing staff and their resources to create a GIS Mosquito Dashboard. The goal of this dashboard is to summarize mosquito collection data and laboratory findings to help allocate resources more effectively and make informed decisions when human cases are identified.

If you have any questions about this grant, please feel free to contact myself or Heather Blair, Environmental Health Director.

**From:** [Heather Blair](#)  
**To:** [Eggebrecht, Courtney](#)  
**Cc:** [Matt Bolang](#)  
**Subject:** RE: MMCA Kenley Farrell Memorial Grant  
**Date:** Wednesday, January 15, 2025 3:40:12 PM  
**Attachments:** [image001.png](#)

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Hi Courtney,

Thank you! We appreciate your consideration and this award. We plan to put the money to great use for our community. Due to our County Process, we are unable to accept the money until we obtain approval from our Board of Commissioners. The earliest we may receive approval would be February 24. I imagine there will be support for this project, but I wanted to let you know. Also, we won't be attending this year's conference, but we do look forward to attending in 2026.

I will keep you posted on our Board's approval. Please let me know if you have any concerns with this.

Thanks,

Heather

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**From:** Eggebrecht, Courtney <ceggebrecht@scmac.org>  
**Sent:** Tuesday, January 14, 2025 3:01 PM  
**To:** Heather Blair <HBlair@livgov.com>  
**Subject:** [EXT] MMCA Kenley Farrell Memorial Grant

**"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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Dear Heather Blair,

I am reaching out as the Chairperson for the Awards and Recognition Committee of the Michigan Mosquito Control Association (MMCA). This year MMCA received great interest in our Kenley Farrell Memorial Grant from many deserving applicants. After much deliberation by the committee and board, I would like to extend our congratulations as you have been selected as one of the recipients of the 2025 Kenley Farrell Memorial Grant. The Michigan Mosquito Control Association Board has chosen to award grant funds in the amount of \$1,000.00.

Recipients of the Kenley Farrell Memorial Grant, must meet the following responsibilities:

- Enhance the understanding of Michigan's mosquitoes and/or improve existing operational methods to the best of his/her abilities in compliance with accepted procedures.
- Present the results in part or in whole at the 2026 MMCA Annual Meeting.



- Acknowledge the support of MMCA and Hatfield Spraying Service in any related publication.

Please let me know if you are interested in attending the 2025 MMCA Conference to receive your grant check, wherein registration and banquet costs would be covered by the association. The conference is being held at the Park Place Hotel and Conference Center in Traverse City on Wednesday, February 5, 2025. If you are not interested or able to attend the conference, we ask that you provide the address to which we can mail the grant check as well as note to whom the check should be written. Along with receiving this grant, you will also be enrolled as a member of the Michigan Mosquito Control Association for 1 year, paid for by the association.

I look forward to hearing from you soon and am available for any questions you may have.

Regards,



*Courtney Eggebrecht*

**Office Manager**

989-755-5751

705 N. Towerline | Saginaw, MI 48601

[saginawmosquito.com](http://saginawmosquito.com)

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# 2025 Kenley Farrell Memorial Grant

**Sponsored by: Michigan Mosquito Control Association  
Hatfield Spraying Service**

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## Purpose

A grant award to promote a better understanding of Michigan's mosquito population or improvements in operational mosquito control. This grant honors the memory of Mr. Kenley Farrell, an agricultural pilot with Hatfield Spraying Service, who was involved with mosquito control in Michigan.

## Criteria

The grant will go to an individual(s) whose project/work promotes a better understanding of Michigan's mosquito population or improvements in operational mosquito control; for example, projects considered for a grant could involve introducing, expanding, enhancing mosquito biological and/or physical controls, or implementing new industry technologies such as data processing and analysis. An individual's affiliation can be with an agency, business, or academic institution. Funding can be used to purchase equipment, traps, technology, etc.; assist with funding work; or to offset overall project costs.

## Judging and Award

The recipient(s) of the award will be chosen by the MMCA Awards and Recognition Committee. Judging will be based on the overall benefit of the project to enhance mosquito control in Michigan and individual need. The award may go to a candidate or candidates whose work is in any stage of completion, at the discretion of the MMCA Awards and Recognition Committee. The recipient(s) and award will be announced at the Annual MMCA Meeting in an amount determined by the MMCA Awards and Recognition Committee, not to exceed two thousand dollars (\$2,000). MMCA reserves the right not to award the grant if no submissions merit the award.

## Responsibilities of the Recipient(s)

- To enhance the understanding of Michigan’s mosquitoes and/or improve existing operational methods to the best of his/her abilities in compliance with accepted procedures.
- To present the results in part or in whole at the MMCA Annual Meeting the year following the award announcement.
- To acknowledge the support of MMCA and Hatfield Spraying Service in any related publication.

## Application Procedures

Individuals may [apply online](#) OR complete the application below and submit the application and letter of recommendation electronically to Courtney Eggebrecht at [info@michiganmosquito.org](mailto:info@michiganmosquito.org).

## Deadline for Filing

Application and letter of recommendation must be submitted electronically (via online application or email) by **December 1, 2024**. Facsimile submissions will not be accepted.

# Kenley Farrell Memorial Grant Application

MMCA is a non-profit professional organization promoting mosquito control in Michigan based on the principles of Integrated Mosquito Management.

**Applicant Personal Information** (attach additional sheets if necessary)

Name: Heather Blair

Address: 2300 E. Grand River

City, State, Zip: Howell, Mi. 48843

Phone: 517-552-6810

Email: HBlair@livgov.com

Agency/Academic Affiliation: Livingston County Health Department

Title/Academic Level: Director of Environmental Health/Deputy Health Officer

Responsibilities: Manage the environmental health activities for the health department. Develop and implement policies, codes, and procedures for the enforcement of local, state, and federal environmental health statutes, regulations, and codes.

Proposal: The Livingston County Health Department would like to use this funding to support staff and their resources to create a GIS Mosquito Dashboard. The goal of this dashboard is to summarize mosquito collection data and laboratory findings to help allocate resources more effectively and make informed decisions when human cases are identified.

Objective/Goal: To create a GIS mosquito dashboard.

Background: The Livingston County Health Department has been conducting mosquito surveillance throughout the County since 2000. In 2019 there were 9 human cases of Eastern Equine Encephalitis (EEE) and 3 deaths reported in Michigan. In addition, animal cases were reported in Livingston County. This peak of activity is unusual in Michigan and the LCHD in collaboration with the Michigan Department of Community Health and Human Services determined aerial spraying was necessary to help control the population of EEE vectors. A map depicting surveillance data captured from mosquito collection and identification could have served as a reference for other targeted spraying locations.

Methods: Hire a summer intern to assist staff with compiling collection data and laboratory findings.

Signature Heather Blair Date 11/27/24

To the best of my knowledge, I meet the qualification requirements listed in the MMCA bulletin.

**Checklist of Required Documents**

E-mail documents to Courtney Eggebrecht at info@michiganmosquito.org by December 1, 2024 **OR** apply online and upload all necessary documents.

1. **Completed application**
2. **Letter of recommendation** (attached or sent separately)

**RESOLUTION**

**NO:** [Title]

**LIVINGSTON COUNTY**

**DATE:** Click or tap to enter a date.

**Resolution to Reorganize the Animal Shelter Veterinarian Position– Animal Shelter**

**WHEREAS,** the Animal Shelter has been unsuccessful in filling its regular part-time veterinarian position; and

**WHEREAS,** this position is vital to the operations of the Animal Shelter inasmuch as this position is responsible for the overall care of the shelter animals. This position performs surgeries, including spay and neuter for shelter animals, operates high volume spay and neuter clinics for the public, and performs other additional soft tissue surgeries as needed. The Veterinarian diagnoses and sets up medical treatment plans for a wide variety of health issues in shelter animals, provides medical treatment for sick and injured strays, and performs triage as needed. This position also provides advice on animal abuse, cruelty, and/or neglect cases, provides reports for criminal cases and may serve as an expert witness on such cases; and

**WHEREAS,** there are two (2) local veterinarians who are interested in serving in an irregular part-time capacity for the Animal Shelter; and

**WHEREAS,** there is no financial impact in making this change.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves this reorganization to eliminate the regular part-time Veterinarian position and create two (2) irregular part-time Veterinarian positions.

**CURRENT:**

Position #	Description	Group	Grade	FTE	Status
43000102	VETERINARIAN	NU	OFF STEP	0.50	A

**PROPOSED:**

Position #	Description	Group	Grade	FTE	Status
43000102	VETERINARIAN IRREGULAR PT	NU	OFF STEP	0.25	A
43000120	VETERINARIAN IRREGULAR PT	NU	OFF STEP	0.25	A

# # #

**MOVED:  
SECONDED:  
CARRIED:**



CONTACT INFORMATION

Requester: Christy Peterson Title of Requester: Director
Dept. Phone Number/Extension: 7510 Date Requested: 1/22/25

POSITION INFORMATION

Position Title: Veterinarian - Irregular x2 Supervisor: C. Peterson

1. Is the purpose of this request to fill a position as a result of a vacancy? Yes [ ] No [x]
If so, name of person last holding this position: \_\_\_\_\_

2. Is the purpose of this request to reclassify a current position? Yes [x] No [ ]

3. Is the purpose of this request to change the scheduled hours of an existing position? Yes [ ] No [x] From: \_\_\_\_\_ To: \_\_\_\_\_
If so, name of current incumbent: \_\_\_\_\_

4. Is the purpose of this request to transfer a current position? Yes [ ] No [x]
If so, Current Department: \_\_\_\_\_ Proposed Department: \_\_\_\_\_

Position Type: Regular [ ] Term/Grant [ ] Temp. [ ] Unpaid [ ] Special [ ]

Position Status: Full Time (30+) [ ] Part-Time (21-29) [ ] Part-Time (20 or Less) [x] Number of hours per week: \_\_\_\_\_

Justification of request / change of position (REQUIRED): Reclassify our current regular part time veterinarian position to two irregular part time veterinarians

FUNDING INFORMATION

Base Annual Salary: 37,788.40/yr. 72.6725/hr. This position is funded in whole or in part by a grant: Yes [ ] No [x] % Funded: \_\_\_\_\_

Allocation (Required): Current: Org. 10143000 % 100 Proposed (If changing): Org. \_\_\_\_\_ % \_\_\_\_\_

Position will be funded by: General Fund [x] Enterprise Fund [ ] Special Revenue Fund [ ] Internal Service Fund [ ]

REQUIRED APPROVALS

Supervisor (if applicable) \_\_\_\_\_ Date \_\_\_\_\_ Department Head [Signature] Date 1/22/25

HR OFFICE ONLY

Job Class: 6074 Job Title: Irregular Veterinarian Grade/Step: VETE / 0

FTE: 0.25 Employee Group: NU HR Reviewed: Amy Hill Date: 01.23.2025

BUDGET OFFICE ONLY

Position Control # \_\_\_\_\_ Org. 10143000

Funds Available: Yes [x] No [ ] Object Code: 704000 [ ] 706000 [ ] 706001 [x]

Comments: requires BOC approval

Budget Reviewed: [Signature] Date: 1.23.25

Resolution #: \_\_\_\_\_ Board Authorized on Date: \_\_\_\_\_

**LIVINGSTON COUNTY  
JOB DESCRIPTION**

**VETERINARIAN**

**Supervised By:** Animal Shelter Director  
**Supervises:** Departmental employees as assigned  
**Department:** Animal Shelter  
**FLSA Status:** Exempt

**Position Summary:**

Under the supervision of the Animal Shelter Director, this position is responsible for the overall care of the shelter animals. This position performs surgeries, including spay and neuter for shelter animals, operates high volume spay and neuter clinics for the public, and performs other additional soft tissue surgeries as needed. The Veterinarian diagnoses and sets up medical treatment plans for a wide variety of health issues in shelter animals, provides medical treatment for sick and injured strays, and performs triage as needed. This position also provides advice on animal abuse, cruelty, and/or neglect cases, provides reports for criminal cases and may serve as an expert witness on such cases.

**Essential Job Functions:**

An employee in this position may be called upon to do any or all of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily.

1. Oversees and manages all veterinary and medical care related to shelter animals. Plans and implements a comprehensive health care program including environmental sanitation, disease surveillance, physical examinations, vaccination, parasite control, disease testing and treatment, surgery, nutrition, outbreak response and environmental enrichment for animals in the shelter.
2. Participates in the intake process, ensuring each animal receives a physical examination upon intake and that sick and injured animals are diagnosed and treatment is prescribed.
3. Performs high volume spay and neuter surgeries for shelter animals and the public. Performs additional surgeries as necessary on shelter animals.
4. Provides triage and emergency medical care, including being on call, as needed. Emergency care includes, but is not limited to, IV catheter placement, emergency surgeries, transfusions, etc. Diagnoses and treats injuries and medical conditions with pain control, supportive, and life-saving treatments.

5. Monitors the health of animals in the shelter (in collaboration with shelter staff) and provides appropriate treatment when necessary.
6. Provides education, leadership, direction, guidance, and training for veterinary technicians, other shelter staff, and volunteers. Educates staff and volunteers in surgical anesthesia, surgical assistance and post-surgical care, animal diseases, medical treatments, testing vaccination, disease control and prevention, sanitation and public health.
7. Assists with developing written protocols for the shelter clinic.
8. Advises Animal Control Director and Animal Control Officers on abuse, cruelty, and neglect cases. Writes veterinary reports and may appear in court for such cases.
9. Performs necropsy on shelter animals to determine cause of death or disease for herd health information, and as legal evidence in abuse, cruelty, or neglect cases.
10. Keeps abreast of medical, legislative, and regulatory developments, new techniques, and current issues through continued education and professional growth. Attends conferences, workshops, and seminars as appropriate.
11. Communicates verbally and in writing with staff and adopters regarding the medical care provided, any special health needs and recommended follow-up for each adopted animal.
12. Performs all other duties as assigned.

**Required Knowledge, Skills, Abilities and Minimum Qualifications:**

The requirements listed below are representative of the knowledge, skills, abilities and minimum qualifications necessary to perform the essential functions of the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the job.

Requirements include the following:

- Doctor of Veterinary Medicine degree and two years of experience as a veterinarian.
- The County, at its discretion, may consider an alternative combination of formal education and work experience.
- Veterinary License in the State of Michigan and in good standing with the Michigan Board of Veterinary Medicine.
- Ability to qualify and obtain a premise Schedule IV DEA license and Michigan Pharmacy License.
- Michigan Vehicle Operator's License.



- Thorough knowledge of the principles and practices of providing medical care for animals in a shelter environment, performing surgeries, and humane euthanasia.
- Considerable knowledge and skill in performing a variety of surgeries, providing education to staff, volunteers and the public on care and disease prevention of animals, and identifying animals that are victim to abuse, cruelty, and neglect.
- Skill in assembling and analyzing data, preparing comprehensive and accurate reports and the ability to identify and implement new best practices.
- Skill in effectively communicating ideas and concepts orally and in writing.
- Ability to establish effective working relationships and use good judgment, initiative and resourcefulness when dealing with County employees, contractors to the County, representatives of other governmental units, professional contacts, elected officials, and the public.
- Ability to assess situations, solve problems, work effectively under stress, within deadlines, and in emergency situations.
- Skill in the use of office equipment and technology, including Microsoft Suite applications and ability to learn any department-specific software.
- Skill in the use of a variety of veterinary medical equipment including, but not limited to, anesthesia machines, pulse oximeters, autoclave, surgical instruments, refractometer, X-ray and X-ray processor, microscope, and stethoscope.
- Ability to respond to emergencies or service needs on a 24-hour basis.

**Physical Demands and Work Environment:**

The physical demands and work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to communicate in person and by telephone, read regular and small print, view and produce written and electronic documents, and enter data on a computer keyboard with repetitive keystrokes. The employee must be mobile in an office setting, stand, sit, stoop and kneel, use hands to finger, handle, or feel and reach with hands and arms. The employee must lift or push/pull objects of up to 40 lbs. without assistance. Accommodation will be made, as needed, for employees required to lift or move objects that exceed this weight.

The typical work environment of this job is a clinical or office setting where the noise level is quiet and sometimes moderate. Though applicable safety procedures are documented and utilized, the incumbent may be exposed to unsanitary or unhygienic materials, individuals, and situations in the course of performing required duties.

**RESOLUTION**

**NO:** [Title]

**LIVINGSTON COUNTY**

**DATE:** Click or tap to enter a date.

**Resolution Authorizing Capital Expenditure for the Purchase of Two Replacement Vans and One Replacement Bus – LETS**

**WHEREAS,** LETS is requesting authorization to purchase two (2) full-size vans and one (1) medium-duty bus to replace vehicles that have met Federal Transit Administration useful life criteria based on age and/or mileage; and

**WHEREAS,** the replacement vehicles will be purchased from Hoekstra Transportation of Grand Rapids, MI using the State of Michigan Transit Vehicle Cooperative Purchasing Program; and

**WHEREAS,** the estimated purchase costs are \$105,000 for each van and \$210,000 for the bus for a total estimated cost of \$420,000; and

**WHEREAS,** LETS has Federal and State grant funding available that will fund 100% of the replacement cost of the buses with no local funds necessary; and

**WHEREAS,** the replacement vans will have a useful life of 4 years or 100,000 miles and the bus will have a useful life of 7 years or 200,000 miles; and

**WHEREAS,** the 2025 LETS budget includes funding for replacement vehicles in the amount of \$400,000 so a budget amendment in the amount of \$20,000 will be necessary.

**THEREFORE, BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes capital expenditure for the purchase of one (1) medium-duty bus and two (2) full-size vans from Hoekstra Transportation of Grand Rapids, MI for an estimated cost of \$420,000.

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

**BE IT FURTHER RESOLVED** that the LETS Director is hereby authorized to dispose of the replaced buses per the County Purchasing/Disposal Policy.

# # #

**MOVED:  
SECONDED:  
CARRIED:**



## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Greg Kellogg, Transportation Director**  
**Date: 1/27/2025**  
**Re: Resolution Authorizing Capital Expenditure for the Purchase of Two Replacement Vans and One Replacement Bus - LETS**

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LETS is requesting authorization to purchase two (2) full-size vans and one (1) medium-duty bus to replace vehicles that have met Federal Transit Administration useful life criteria based on age and/or mileage.

The replacement vehicles will be purchased from Hoekstra Transportation of Grand Rapids, MI using the State of Michigan Transit Vehicle Cooperative Purchasing Program. The estimated purchase costs are \$105,000 for each van and \$210,000 for the bus for a total estimated cost of \$420,000 as configured.

LETS has Federal and State grant funding available that will fund 100% of the replacement cost of the buses with no local funds necessary. The replacement vans will have a useful life of 4 years or 100,000 miles and the bus will have a useful life of 7 years or 200,000 miles.

The 2025 LETS budget includes funding for replacement vehicles in the amount of \$400,000 based on preliminary estimates, so a budget amendment in the amount of \$20,000 will be necessary to bring the budget in line with the estimated cost as configured.

Please do not hesitate to contact me with any questions at 517-540-7843.

**NEW VEHICLE ORDER FORM - HOEKSTRA TRANSPORTATION**

**Full-size Van  
4 Years/100,000 Miles**

**Instructions:** (1) Complete sections I & II. (2) For sections III and IV, simply type in the quantity and the form will automatically calculate costs. (3) For section V (local options), type in the quantity, item descriptions, and unit prices as the form will automatically calculate costs. (4) Sign and date the form in section VII. (5) Submit completed and signed form to the vendor. (6) Once new van is received and accepted, a copy of this completed form shall be submitted to MDOT with payment request (see *State Vehicle Purchasing Program Guidelines*). **Revision Date: 1/13/25**

I Contact Information										
<b>Transit Agency Name:</b>		Livingston County Board of Commissioners								
<b>Contact Name:</b>		Greg Kellogg		<b>Fuel Type</b>		Standard - Gas    Alternate - CNG, Propane, Battery Electric				
<b>Phone Number:</b>		517-540-7843		<b>E-mail:</b>		gkellogg@livgov.com				
<b>Tax ID Number:</b>				<b>Ford VIN Number:</b>						
II Contract, Funding, and Vehicle Information										
<b>Program:</b>		FY24 Sec. 5307		<b>State Vehicle Purchasing Program Contract No.</b>		23000000558				
<b>Agency Contract No.</b>				<b>Vendor Name</b>		Hoekstra Transportation, Inc.				
<b>Vehicle Color Base:</b>		<input checked="" type="checkbox"/> Oxford White <input type="checkbox"/> Blue Mist +\$202 <input type="checkbox"/> Ingot Silver +\$202 <input type="checkbox"/> Race Red +\$202 <input type="checkbox"/> Blue Metallic +\$202 <input type="checkbox"/> Abyss Gray +\$202 <input type="checkbox"/> Agate Black +\$202 <input type="checkbox"/> Carbonized Gray +\$202 <input type="checkbox"/> Avalanche Gray +\$202		<b>Striping Color:</b>		<b>Striping Width:</b>				
<b>Seating Covering Type &amp; Color:</b>		<input type="checkbox"/> Fabric <input checked="" type="checkbox"/> Vinyl <input checked="" type="checkbox"/> Gray <input type="checkbox"/> Blue		<b>Flooring Color (Select One):</b>		<input checked="" type="checkbox"/> Gray <input type="checkbox"/> Tan				
III Base Vehicle Floor Plans										
Base Vehicle Floor Plans	<b>Qty</b>	<b>Description</b>			<b>Price Each</b>	<b>Total Price</b>	<b>Low Bidder Price</b>	<b>Federal/State Share</b>	<b>Local Share</b>	
	<b>A.</b>	<b>Class III – 148" W.B. – Vinyl Seat Covers</b>								
	1	13 passenger plus driver low roof without lift			62,568.71	\$0.00	62,568.71	\$0.00	\$0.00	
	2	13 passenger plus driver medium roof without lift			68,043.93	\$0.00	68,043.93	\$0.00	\$0.00	
	3	13 passenger plus driver high roof without lift			68,931.75	\$0.00	68,931.75	\$0.00	\$0.00	
	4	13 passenger plus driver high roof extended length without lift			70,296.30	\$0.00	70,296.30	\$0.00	\$0.00	
	<b>B.</b>	<b>Class III – 148" W.B. – Fabric Seat Covers</b>								
	1	13 passenger plus driver low roof without lift			63,124.71	\$0.00	63,124.71	\$0.00	\$0.00	
	2	13 passenger plus driver medium roof without lift			68,172.84	\$0.00	68,172.84	\$0.00	\$0.00	
	3	13 passenger plus driver high roof without lift			69,488.75	\$0.00	69,488.75	\$0.00	\$0.00	
	4	13 passenger plus driver high roof extended length without lift			70,852.30	\$0.00	70,852.30	\$0.00	\$0.00	
	<b>C.</b>	<b>Class IV – 148" W.B. – Dual Rear Wheel – Vinyl Seat Covers</b>								
	1	2	14 passenger plus driver high roof extended length without lift			72,240.30	\$144,480.60	72,240.30	\$144,480.60	\$0.00
	<b>D.</b>	<b>Class IV – 148" W.B. – Dual Rear Wheel – Fabric Seat Covers</b>								
	1		14 passenger plus driver high roof extended length without lift			72,842.30	\$0.00	72,842.30	\$0.00	\$0.00
					<b>Base Vehicle Totals</b>	<b>\$144,480.60</b>	<b>\$144,480.60</b>	<b>\$0.00</b>	<b>\$0.00</b>	
IV Contract Options										
Contract Options	<b>Qty</b>	<b>Contract Options</b>			<b>Price Each</b>	<b>Total Price</b>	<b>Low Bidder Price</b>	<b>Federal/State Share</b>	<b>Local Share</b>	
	1	Alternate Adjustable Seating and Floor System I			7,053.00	\$0.00	7,053.00	\$0.00	\$0.00	
	2	Alternate Adjustable Seating and Floor System II			4,937.00	\$0.00	4,937.00	\$0.00	\$0.00	
	3	Aluminum L Track Flooring System			5,059.00	\$0.00	5,059.00	\$0.00	\$0.00	
	4	Alternate Lift with Power Sliding Side Door 1,000 pound capacity			9,068.00	\$0.00	9,068.00	\$0.00	\$0.00	
	5	Power Sliding Side Cargo Door			1,008.00	\$0.00	1,008.00	\$0.00	\$0.00	
	6	2	Emergency Roof Exit			232.00	\$464.00	232.00	\$464.00	\$0.00
	7	Emergency Egress Window (Requires Privacy Tinted Windows)			1,310.00	\$0.00	1,310.00	\$0.00	\$0.00	
	8	Cross View Mirror			301.00	\$0.00	301.00	\$0.00	\$0.00	
	9	2	Destination Sign - LED			5,038.00	\$10,076.00	5,038.00	\$10,076.00	\$0.00
	10	2	Donation box (in lieu of farebox – deduct)			453.00	\$906.00	453.00	\$906.00	\$0.00
	11	2	Running Boards			1,209.00	\$2,418.00	1,209.00	\$2,418.00	\$0.00
	12	Farebox			1,562.00	\$0.00	1,562.00	\$0.00	\$0.00	
	13	Farebox Electrical Prep Only (less farebox- deduct)			171.00	\$0.00	171.00	\$0.00	\$0.00	
	14	Class III All-wheel Drive			4,300.00	\$0.00	4,300.00	\$0.00	\$0.00	
	15	2	Class IV All-wheel Drive			6,100.00	\$12,200.00	6,100.00	\$12,200.00	\$0.00
	16	2	Limited Slip Differential			353.00	\$706.00	353.00	\$706.00	\$0.00
	17	Paint - Different Full body			202.00	\$0.00	202.00	\$0.00	\$0.00	
	18	Paint - One 6" Stripe			705.00	\$0.00	705.00	\$0.00	\$0.00	
	19	Reflective 6" Vinyl Belt Stripe			705.00	\$0.00	705.00	\$0.00	\$0.00	
	20	Rear Side Entry Wheelchair Lift Location			9,999.00	\$0.00	9,999.00	\$0.00	\$0.00	
	21	Lift – Type I – (34 inch wide 800 pound capacity side mounted)			3,023.00	\$0.00	3,023.00	\$0.00	\$0.00	
	22	2	Lift – Type I – (37 inch wide 1,000 pound capacity rear mounted)			5,340.00	\$10,680.00	5,340.00	\$10,680.00	\$0.00
	23	Lift – Type II – 800 pound Capacity, Powered outer barrier (in lieu of type I lift)			3,023.00	\$0.00	3,023.00	\$0.00	\$0.00	
	24	Lift - Folding Platform 800# Capacity (in lieu of lift)			3,023.00	\$0.00	3,023.00	\$0.00	\$0.00	
	25	Alternate Lift Manufacturer			504.00	\$0.00	504.00	\$0.00	\$0.00	
	26	Wheelchair Position – L Track System			940.00	\$0.00	940.00	\$0.00	\$0.00	
	27	Wheelchair Position – Single Point System			1,310.00	\$0.00	1,310.00	\$0.00	\$0.00	
	28	Recessed Wheelchair Securement Station			5,038.00	\$0.00	5,038.00	\$0.00	\$0.00	
	29	2	Two-way radio prep package			252.00	\$504.00	252.00	\$504.00	\$0.00
	30	2	Radio - AM/FM stereo system w/6 speakers			0.00	\$0.00	0.00	\$0.00	\$0.00
	31	Public Address (PA) System Only w/ two speakers			303.00	\$0.00	303.00	\$0.00	\$0.00	
	32	2	Entry Stepwell Heater (Bi-fold Entrance Door Only)			364.00	\$728.00	364.00	\$728.00	\$0.00
	33	2	Bi-fold Entrance Door			8,060.00	\$16,120.00	8,060.00	\$16,120.00	\$0.00
	34	Handrails & Stanchions			403.00	\$0.00	403.00	\$0.00	\$0.00	
	35	Adjustable Flooring Single Forward Facing Flip Seat - Vinyl			1,058.00	\$0.00	1,058.00	\$0.00	\$0.00	
	36	Adjustable Flooring Single Forward Facing Flip Seat - Cloth			1,108.00	\$0.00	1,108.00	\$0.00	\$0.00	
	37	Adjustable Flooring Double Forward Facing - Vinyl			1,562.00	\$0.00	1,562.00	\$0.00	\$0.00	
	38	Adjustable Flooring Double Forward Facing - Cloth			1,612.00	\$0.00	1,612.00	\$0.00	\$0.00	
	39	Alt. Engine - Propane			8,060.00	\$0.00	8,060.00	\$0.00	\$0.00	
	40	Alt. Engine - CNG			16,120.00	\$0.00	16,120.00	\$0.00	\$0.00	
	41	Battery Electric Propulsion 99MM Battery			18,105.72	\$0.00	18,105.72	\$0.00	\$0.00	
	42	2	Back-up Sensor System			554.00	\$1,108.00	554.00	\$1,108.00	\$0.00
	43	Video Surveillance – Two Camera System			1,735.00	\$0.00	1,735.00	\$0.00	\$0.00	
	44	Video Surveillance - Four Camera System			2,519.00	\$0.00	2,519.00	\$0.00	\$0.00	
	45	Video Surveillance - Six Camera System			2,821.00	\$0.00	2,821.00	\$0.00	\$0.00	
	46	Video Surveillance - DVR System Upgrade			907.00	\$0.00	907.00	\$0.00	\$0.00	
	47	Video Surveillance – Extra Interior Cameras			252.00	\$0.00	252.00	\$0.00	\$0.00	
	48	Video Surveillance – Extra Exterior Cameras			252.00	\$0.00	252.00	\$0.00	\$0.00	
	49	Video Surveillance Preparation Package			504.00	\$0.00	504.00	\$0.00	\$0.00	
	50	2	Bike Rack			2,922.00	\$5,844.00	2,922.00	\$5,844.00	\$0.00
	51	Rear HVAC without OEM Heat and A/C			3,023.00	\$0.00	3,023.00	\$0.00	\$0.00	
	52	2	Cruise Control			353.00	\$706.00	353.00	\$706.00	\$0.00
53	Overhead Compartment			0.00	\$0.00	0.00	\$0.00	\$0.00		

54		Seating – Forward Facing Standard Single Seat – Vinyl	101.00	\$0.00	101.00	\$0.00	\$0.00	
55		Seating – Forward Facing Standard Single Seat – Cloth	101.00	\$0.00	101.00	\$0.00	\$0.00	
56	2	Seating – Forward Facing Standard Single Seat – Vinyl (Deduct)	-498.00	-\$996.00	-498.00	-\$996.00	\$0.00	
57		Seating – Forward Facing Standard Single Seat – Cloth (Deduct)	-574.00	\$0.00	-574.00	\$0.00	\$0.00	
58		Seating – Forward Facing Standard Double Seat - Vinyl	101.00	\$0.00	101.00	\$0.00	\$0.00	
59		Seating – Forward Facing Standard Double Seat - Fabric	101.00	\$0.00	101.00	\$0.00	\$0.00	
60	8	Seating – Forward Facing Standard Double Seat – Vinyl (Deduct)	-705.00	-\$5,640.00	-705.00	-\$5,640.00	\$0.00	
61		Seating – Forward Facing Standard Double Seat – Fabric (Deduct)	-806.00	\$0.00	-806.00	\$0.00	\$0.00	
62		Seating – Forward Facing Single Fold-A-Way – Vinyl	1,162.00	\$0.00	1,162.00	\$0.00	\$0.00	
63		Seating – Forward Facing Single Fold-A-Way – Cloth	1,208.00	\$0.00	1,208.00	\$0.00	\$0.00	
64	6	Seating – Forward Facing Double Fold-A-Way - Vinyl	1,612.00	\$9,672.00	1,612.00	\$9,672.00	\$0.00	
65		Seating – Forward Facing Double Fold-A-Way - Fabric	1,713.00	\$0.00	1,713.00	\$0.00	\$0.00	
66		Seating – Forward Facing Double Fold-A-Way – Vinyl (Deduct)	-1,612.00	\$0.00	-1,612.00	\$0.00	\$0.00	
67		Seating – Forward Facing Double Fold-A-Way –Fabric (Deduct)	-1,713.00	\$0.00	-1,713.00	\$0.00	\$0.00	
68		Seating – Double Flip-up – Vinyl	1,511.00	\$0.00	1,511.00	\$0.00	\$0.00	
69		Seating – Double Flip-up - Fabric	1,511.00	\$0.00	1,511.00	\$0.00	\$0.00	
70		Seating – Double Flip-up – Vinyl (Deduct)	-1,612.00	\$0.00	-1,612.00	\$0.00	\$0.00	
71		Seating – Double Flip-up – Fabric (Deduct)	-1,713.00	\$0.00	-1,713.00	\$0.00	\$0.00	
72		Seating – Double w/Single Integrated Child Seat (ICS) - Vinyl	1,411.00	\$0.00	1,411.00	\$0.00	\$0.00	
73		Seating – Double w/Single Integrated Child Seat (ICS) – Fabric	1,511.00	\$0.00	1,511.00	\$0.00	\$0.00	
74	2	Seating – Double w/Single Integrated Child Seat (ICS) – Vinyl (Deduct)	-1,411.00	-\$2,822.00	-1,411.00	-\$2,822.00	\$0.00	
75		Seating – Double w/Single Integrated Child Seat (ICS) – Fabric (Deduct)	-1,511.00	\$0.00	-1,511.00	\$0.00	\$0.00	
76		Seating – Double w/Double Integrated Child Seat (ICS) - Vinyl	1,370.00	\$0.00	1,370.00	\$0.00	\$0.00	
77		Seating – Double w/Double Integrated Child Seat (ICS) - Fabric	1,463.00	\$0.00	1,463.00	\$0.00	\$0.00	
78	2	Driver's Power Seat Base	1,108.00	\$2,216.00	1,108.00	\$2,216.00	\$0.00	
				<b>Contract Options Subtotal</b>	\$64,890.00	\$64,890.00	\$0.00	
				<b>Base + Contract Option Subtotal</b>	\$209,370.60	\$209,370.60	\$0.00	
<b>V Non-Specified Alternate Options (Paid with Federal/State)</b>								
A l t e r n a t e		<b>Qty</b>	<b>Enter Item Description Below</b>	<b>Enter Unit Price Below</b>	<b>Total Price</b>	<b>Low Bidder Price</b>	<b>Federal/State Share</b>	<b>Local Share</b>
	1		Alt. Video Surveillance – Two Camera System		\$0.00	1,735.00	\$0.00	\$0.00
	2		Alt. Video Surveillance - Four Camera System		\$0.00	2,519.00	\$0.00	\$0.00
	3		Alt. Video Surveillance - Six Camera System		\$0.00	2,821.00	\$0.00	\$0.00
	4		Alt. Video Surveillance - DVR System Upgrade		\$0.00	907.00	\$0.00	\$0.00
	5		Alt. Video Surveillance – Extra Interior Cameras		\$0.00	252.00	\$0.00	\$0.00
	6		Alt. Video Surveillance – Extra Exterior Cameras		\$0.00	252.00	\$0.00	\$0.00
	7		Alt. Bike Rack (if different than brand above)		\$0.00	2,922.00	\$0.00	\$0.00
	8		Decals/Branding - Limit \$3000		\$0.00	\$3,000.00	\$0.00	\$0.00
	9		Two-way Radio		\$0.00		\$0.00	\$0.00
			Reimbursable Options Subtotal	\$0.00		\$0.00	\$0.00	
<b>VI Non-Specified Local Options (Paid 100% Locally)</b>								
O p t i o n s		<b>Qty</b>	<b>Enter Item Description Below</b>	<b>Enter Unit Price Below</b>	<b>Total Price</b>		<b>Local Share</b>	
	1				\$0.00		\$0.00	
	2				\$0.00		\$0.00	
	3				\$0.00		\$0.00	
	4				\$0.00		\$0.00	
				<b>Non-specified Alternate and Local Options (Paid 100% Locally) subtotal</b>		\$0.00		\$0.00
			<b>Total (Base + Contract Options + Alternate Options + Local Options)</b>		\$209,370.60		\$0.00	
			<b>Optional: Administrative Fee</b>	Not to exceed: \$2,093.71				
			<b>Grand Total</b>		\$209,370.60		\$0.00	
<b>VII Comments</b>								
<b>VIII Authorization</b>								
	<b>Authorized Signature:</b>			<b>Date:</b>				
<b>IX Footnotes</b>								
	1	Additional wheelchair positions can be added to existing base vehicle floor plans. Please consult with dealer for space and weight restrictions.						
	2	Seats are included with all base vehicle floor plans. Optional seating is available to customize the base vehicle floor plans. Please consult with dealer for space and weight restrictions.						



**NEW VEHICLE ORDER FORM - Hoekstra**  
**Medium Class I & Class II Metal Cage Bus**  
**7 Years/200,000 Miles**



**Instructions:** (1) Complete sections I & II. (2) For sections III and IV, simply type in the quantity and the form will automatically calculate costs. (3) For section V (local options), type in the quantity, item descriptions, and unit prices as the form will automatically calculate costs. (4) Sign and date the form in section VII. (5) Submit completed and signed form to the vendor. (6) Once new bus is received and accepted, a copy of this completed form shall be submitted to MDOT with payment request (see *State Vehicle Purchasing Program Guidelines*). **Revision Date: 7/18/23**

I Contact Information							
Transit Agency Name:		Livingston County Board of Commissioners					
Contact Name:		Greg Kellogg					
Phone Number:		517-540-7843	E-mail:		gkellogg@livgov.com		
II Contract, Funding, and Vehicle Information							
Program:		Small Urban STUL		State Vehicle Purchasing Program Contract No.		23000001329	
Agency Contract No.				Vendor Name		Hoekstra Transportation	
Chassis/ Manufacturer		Ford F-550 (Class I) or Freightliner (Class II) Diesel Engine		Vehicle/Body Manufacturer		Forest River - Champion	
Body Material:		Metal Cage		Vehicle Color Base:		White	
Vehicle Color Top:				Striping Color:		Striping Width:	
Seating Color (Select One):		<input checked="" type="checkbox"/> Gray <input type="checkbox"/> Blue		Flooring Color (Select One):		<input checked="" type="checkbox"/> Gray <input type="checkbox"/> Tan	
III Base Vehicle Floor Plans							
	Qty	Description	Price Each	Total Price	Low Bidder Price	Federal/State Share	Local Share
B a s e V e h i c l e s	<b>A. Class I - 26 Foot Bus – Vinyl Seat Covers</b>						
	1	24 passenger without lift	\$155,833.00	\$0.00	\$155,833.00	\$0.00	\$0.00
	2	14+2 passenger with Braun 1000# lift	\$172,693.00	\$0.00	\$172,693.00	\$0.00	\$0.00
	3	10+3 passenger with Braun 1000# lift	\$168,590.00	\$0.00	\$168,590.00	\$0.00	\$0.00
	<b>B. Class I - 26 Foot Bus – Fabric Seat Covers</b>						
	1	24 passenger without lift	\$156,377.00	\$0.00	\$156,377.00	\$0.00	\$0.00
	2	14+2 passenger with Braun 1000# lift	\$168,109.00	\$0.00	\$168,109.00	\$0.00	\$0.00
	3	10+3 passenger with Braun 1000# lift	\$168,998.00	\$0.00	\$168,998.00	\$0.00	\$0.00
	<b>C. Class I - 29 Foot Bus – Vinyl Seat Covers</b>						
	1	28 passenger without lift	\$162,207.00	\$0.00	\$162,207.00	\$0.00	\$0.00
	2	18+2 passenger with Braun 1000# lift	\$176,348.00	\$176,348.00	\$176,348.00	\$176,348.00	\$0.00
	3	14+3 passenger with Braun 1000# lift	\$176,783.00	\$0.00	\$176,783.00	\$0.00	\$0.00
	4	10+4 passenger with Braun 1000# lift	\$179,023.00	\$0.00	\$179,023.00	\$0.00	\$0.00
	<b>D. Class I - 29 Foot Bus – Fabric Seat Covers</b>						
	1	28 passenger without lift	\$162,842.00	\$0.00	\$162,842.00	\$0.00	\$0.00
	2	18+2 passenger with Braun 1000# lift	\$176,892.00	\$0.00	\$176,892.00	\$0.00	\$0.00
	3	14+3 passenger with Braun 1000# lift	\$172,244.00	\$0.00	\$172,244.00	\$0.00	\$0.00
	4	10+4 passenger with Braun 1000# lift	\$174,484.00	\$0.00	\$174,484.00	\$0.00	\$0.00
	<b>E. Class I - 32 Foot Bus – Vinyl Seat Covers</b>						
	1	32 passenger without lift	\$165,862.00	\$0.00	\$165,862.00	\$0.00	\$0.00
2	22+2 passenger with Braun 1000# lift	\$175,972.00	\$0.00	\$175,972.00	\$0.00	\$0.00	
3	18+3 passenger with Braun 1000# lift	\$180,437.00	\$0.00	\$180,437.00	\$0.00	\$0.00	
4	14+4 passenger with Braun 1000# lift	\$182,677.00	\$0.00	\$182,677.00	\$0.00	\$0.00	
<b>F. Class I - 32 Foot Bus – Fabric Seat Covers</b>							
1	32 passenger without lift	\$166,587.00	\$0.00	\$166,587.00	\$0.00	\$0.00	
2	22+2 passenger with Braun 1000# lift	\$176,607.00	\$0.00	\$176,607.00	\$0.00	\$0.00	
3	18+3 passenger with Braun 1000# lift	\$181,026.00	\$0.00	\$181,026.00	\$0.00	\$0.00	
4	14+4 passenger with Braun 1000# lift	\$183,266.00	\$0.00	\$183,266.00	\$0.00	\$0.00	
<b>G. Class II - 26 Foot Bus – Vinyl Seat Covers</b>							
1	24 passenger without lift	\$172,370.00	\$0.00	\$172,370.00	\$0.00	\$0.00	
2	14+2 passenger with Braun 1000# lift	\$187,822.00	\$0.00	\$187,822.00	\$0.00	\$0.00	
3	10+3 passenger with Braun 1000# lift	\$183,288.00	\$0.00	\$183,288.00	\$0.00	\$0.00	
<b>H. Class II - 26 Foot Bus – Fabric Seat Covers</b>							
1	24 passenger without lift	\$172,914.00	\$0.00	\$172,914.00	\$0.00	\$0.00	
2	14+2 passenger with Braun 1000# lift	\$183,238.00	\$0.00	\$183,238.00	\$0.00	\$0.00	
3	10+3 passenger with Braun 1000# lift	\$183,696.00	\$0.00	\$183,696.00	\$0.00	\$0.00	
<b>I. Class II - 29 Foot Bus – Vinyl Seat Covers</b>							
1	28 passenger without lift	\$176,025.00	\$0.00	\$176,025.00	\$0.00	\$0.00	
2	18+2 passenger with Braun 1000# lift	\$191,358.00	\$0.00	\$191,358.00	\$0.00	\$0.00	
3	14+3 passenger with Braun 1000# lift	\$191,979.00	\$0.00	\$191,979.00	\$0.00	\$0.00	
4	10+4 passenger with Braun 1000# lift	\$194,287.00	\$0.00	\$194,287.00	\$0.00	\$0.00	
<b>J. Class II - 29 Foot Bus – Fabric Seat Covers</b>							
1	28 passenger without lift	\$176,659.00	\$0.00	\$176,659.00	\$0.00	\$0.00	
2	18+2 passenger with Braun 1000# lift	\$191,902.00	\$0.00	\$191,902.00	\$0.00	\$0.00	
3	14+3 passenger with Braun 1000# lift	\$187,441.00	\$0.00	\$187,441.00	\$0.00	\$0.00	
4	10+4 passenger with Braun 1000# lift	\$189,748.00	\$0.00	\$189,748.00	\$0.00	\$0.00	
<b>K. Class II - 32 Foot Bus – Vinyl Seat Covers</b>							
1	32 passenger without lift	\$179,484.00	\$0.00	\$179,484.00	\$0.00	\$0.00	
2	22+2 passenger with Braun 1000# lift	\$189,898.00	\$0.00	\$189,898.00	\$0.00	\$0.00	
3	18+3 passenger with Braun 1000# lift	\$195,439.00	\$0.00	\$195,439.00	\$0.00	\$0.00	
4	14+4 passenger with Braun 1000# lift	\$197,747.00	\$0.00	\$197,747.00	\$0.00	\$0.00	
<b>L. Class II - 32 Foot Bus – Fabric Seat Covers</b>							
1	32 passenger without lift	\$180,210.00	\$0.00	\$180,210.00	\$0.00	\$0.00	
2	22+2 passenger with Braun 1000# lift	\$191,541.00	\$0.00	\$191,541.00	\$0.00	\$0.00	

	3	18+3 passenger with Braun 1000# lift	\$196,029.00	\$0.00	\$196,029.00	\$0.00	\$0.00	
	4	14+4 passenger with Braun 1000# lift	\$198,336.00	\$0.00	\$198,336.00	\$0.00	\$0.00	
	<b>Total</b>	<b>1</b>	<b>Base Vehicle Totals</b>	\$176,348.00		\$176,348.00	\$0.00	
<b>IV</b>	<b>Contract Options</b>							
		<b>Qty</b>	<b>Contract Options</b>	<b>Price Each</b>	<b>Total Price</b>	<b>Low Bidder Price</b>	<b>Federal/State Share</b>	<b>Local Share</b>
	1		Air Conditioning, Split unit <b>26 foot</b> - ACT	\$18,639.00	\$0.00	\$18,639.00	\$0.00	\$0.00
	2	<b>1</b>	Air Conditioning, Split unit <b>29 foot</b> - ACT	\$22,246.00	\$22,246.00	\$22,246.00	\$22,246.00	\$0.00
	3		Air Conditioning, Split unit <b>32 foot</b> - ACT	\$22,246.00	\$0.00	\$22,246.00	\$0.00	\$0.00
	4		Rooftop AC with heat <b>26 foot</b> - ACT	\$23,827.00	\$0.00	\$23,827.00	\$0.00	\$0.00
	5		Rooftop AC with heat <b>29 foot</b> - ACT	\$37,832.00	\$0.00	\$37,832.00	\$0.00	\$0.00
	6		Rooftop AC with heat <b>32 foot</b> - ACT	\$37,832.00	\$0.00	\$37,832.00	\$0.00	\$0.00
	7	<b>1</b>	Auxiliary Air Heater - ESPAR - 'Gasoline Engine Only'	\$5,630.00	\$5,630.00	\$5,630.00	\$5,630.00	\$0.00
	8		Auxiliary Air Heater (ESPAR) & Block Heater (in lieu of Aux Coolant Heater)	\$542.00	\$0.00	\$542.00	\$0.00	\$0.00
	9		Destination Sign - Roller/Curtain - Transign	\$3,023.00	\$0.00	\$3,023.00	\$0.00	\$0.00
	10	<b>1</b>	Destination Sign - LED - Transign	\$6,861.00	\$6,861.00	\$6,861.00	\$6,861.00	\$0.00
	11	<b>1</b>	Donation box (in lieu of standard farebox - deduct) - Diamond	-\$1,531.00	-\$1,531.00	-\$1,531.00	-\$1,531.00	\$0.00
	12		Farebox Electrical Prep Only (less standard farebox- deduct)	-\$2,015.00	\$0.00	-\$2,015.00	\$0.00	\$0.00
	13	<b>1</b>	Limited Slip Differential (Class I) - Ford OEM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	14		Limited Slip Differential (Class II) - Freightliner OEM	\$907.00	\$0.00	\$907.00	\$0.00	\$0.00
	15		Rear emergency exit window	-\$1,703.00	\$0.00	-\$1,703.00	\$0.00	\$0.00
	16		Paint - One stripe	\$3,239.00	\$0.00	\$3,239.00	\$0.00	\$0.00
	17		Paint - Roof second color	\$3,023.00	\$0.00	\$3,023.00	\$0.00	\$0.00
	18		Paint - Different Full body	\$9,863.00	\$0.00	\$9,863.00	\$0.00	\$0.00
	19		Reflective Vinyl Belt Stripe	\$1,511.00	\$0.00	\$1,511.00	\$0.00	\$0.00
	20		Lift - Type I, 800# (in lieu of standard - deduct) - Braun	-\$504.00	\$0.00	-\$504.00	\$0.00	\$0.00
	21		Lift - Type II, 800# - Powered outer barrier (in lieu of standard) - Braun	-\$91.00	\$0.00	-\$91.00	\$0.00	\$0.00
	22		Lift- Folding Platform, 800# (in lieu of standard) - Braun	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	23		Alternate Standard Lift Manufacturer - Ricon	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	24	<b>2</b>	Slide 'N Click System (in lieu of standard L-track) - Q'Strain	\$605.00	\$1,210.00	\$605.00	\$1,210.00	\$0.00
	25		Additional Wheelchair Position - L-Track System <sup>1</sup>	\$1,380.00	\$0.00	\$1,380.00	\$0.00	\$0.00
	26		Wheelchair Platform Securement System	\$11,100.00	\$0.00	\$11,100.00	\$0.00	\$0.00
	27		Additional Wheelchair Position - Q'Strain Slide 'N Click System <sup>1</sup>	\$1,985.00	\$0.00	\$1,985.00	\$0.00	\$0.00
	28	<b>1</b>	Two-way radio prep package	\$433.00	\$433.00	\$433.00	\$433.00	\$0.00
	29		Radio - AM/FM stereo system w/ four speakers - OEM	\$544.00	\$0.00	\$544.00	\$0.00	\$0.00
	30		Radio - Public Address (PA) System Only w/ two	\$212.00	\$0.00	\$212.00	\$0.00	\$0.00
	31	<b>1</b>	Radio - AM/FM/PA System w/ four speakers - REI	\$504.00	\$504.00	\$504.00	\$504.00	\$0.00
	32		Radio - Speaker Only - OEM	\$20.00	\$0.00	\$20.00	\$0.00	\$0.00
	33	<b>1</b>	Entrance Stepwell Heater - Lighthouse	\$141.00	\$141.00	\$141.00	\$141.00	\$0.00
	34		Electric Driveline Brake (Retarder) - Thelma	\$12,548.00	\$0.00	\$12,548.00	\$0.00	\$0.00
	35		Alternate Flooring Manufacturer	\$670.00	\$0.00	\$670.00	\$0.00	\$0.00
	36		Rear Air Ride Suspension (Class I Only)	\$11,818.00	\$0.00	\$11,818.00	\$0.00	\$0.00
	37		Freedman Seating - Rear five place passenger - Vinyl <sup>2</sup>	\$1,813.00	\$0.00	\$1,813.00	\$0.00	\$0.00
	38		Freedman Seating - Rear five place passenger - Fabric <sup>2</sup>	\$1,813.00	\$0.00	\$1,813.00	\$0.00	\$0.00
	39		Freedman Seating - Forward Facing Standard Double Seat - Vinyl <sup>2</sup>	\$1,389.00	\$0.00	\$1,389.00	\$0.00	\$0.00
	40		Freedman Seating - Forward Facing Standard Double Seat - Fabric <sup>2</sup>	\$1,440.00	\$0.00	\$1,440.00	\$0.00	\$0.00
	41	<b>1</b>	Seating - Forward Facing Standard Double Seat - Vinyl (Deduct) <sup>2</sup>	-\$1,389.00	-\$1,389.00	-\$1,389.00	-\$1,389.00	\$0.00
	42		Seating - Forward Facing Standard Double Seat - Fabric (Deduct) <sup>2</sup>	-\$1,440.00	\$0.00	-\$1,440.00	\$0.00	\$0.00
	43	<b>1</b>	Freedman Seating - Forward Facing Double Fold-A-Way - Vinyl <sup>2</sup>	\$2,367.00	\$2,367.00	\$2,367.00	\$2,367.00	\$0.00
	44		Freedman Seating - Forward Facing Double Fold-A-Way - Fabric <sup>2</sup>	\$2,417.00	\$0.00	\$2,417.00	\$0.00	\$0.00
	45		Seating - Forward Facing Double Fold-A-Way - Vinyl (Deduct) <sup>2</sup>	-\$2,367.00	\$0.00	-\$2,367.00	\$0.00	\$0.00
	46		Seating - Forward Facing Double Fold-A-Way - Fabric (Deduct) <sup>2</sup>	-\$2,417.00	\$0.00	-\$2,417.00	\$0.00	\$0.00
	47		Freedman Seating - Double Flip-up - Vinyl <sup>2</sup>	\$1,923.00	\$0.00	\$1,923.00	\$0.00	\$0.00
	48		Freedman Seating - Double Flip-up - Fabric <sup>2</sup>	\$1,974.00	\$0.00	\$1,974.00	\$0.00	\$0.00
	49		Seating - Double Flip-up - Vinyl (Deduct) <sup>2</sup>	-\$1,924.00	\$0.00	-\$1,924.00	\$0.00	\$0.00
	50		Seating - Double Flip-up - Fabric (Deduct) <sup>2</sup>	-\$1,974.00	\$0.00	-\$1,974.00	\$0.00	\$0.00
	51		Freedman Seating - Double w/Single Integrated Child Seat (ICS) - Vinyl <sup>2</sup>	\$2,452.00	\$0.00	\$2,452.00	\$0.00	\$0.00
	52		Freedman Seating - Double w/Single Integrated Child Seat (ICS) - Fabric <sup>2</sup>	\$2,452.00	\$0.00	\$2,452.00	\$0.00	\$0.00
	53		Seating - Double w/Single Integrated Child Seat (ICS) - Vinyl (Deduct) <sup>2</sup>	-\$2,452.00	\$0.00	-\$2,452.00	\$0.00	\$0.00
	54		Seating - Double w/Single Integrated Child Seat (ICS) - Fabric (Deduct) <sup>2</sup>	-\$2,452.00	\$0.00	-\$2,452.00	\$0.00	\$0.00
	55		Freedman Seating - Double w/Double Integrated Child Seat (ICS) - Vinyl <sup>2</sup>	\$3,102.00	\$0.00	\$3,102.00	\$0.00	\$0.00
	56		Freedman Seating - Double w/Double Integrated Child Seat (ICS) - Fabric <sup>2</sup>	\$3,152.00	\$0.00	\$3,152.00	\$0.00	\$0.00
	57	<b>1</b>	Driver's Power Seat Base (Class I Only)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	58	<b>1</b>	Alt. Engine - Gas (Class One Only) - Deduct - Ford V8	-\$13,557.00	-\$13,557.00	-\$13,557.00	-\$13,557.00	\$0.00
	59		Alt. Engine - Bi-fuel Gas/Propane (Class I Only) Ford V8 w/A1 Conversion	\$14,659.00	\$0.00	\$14,659.00	\$0.00	\$0.00

60		Alt. Engine – Propane (Class I Only) Ford V8 w/ROUSH Conversion	\$29,066.00	\$0.00	\$29,066.00	\$0.00	\$0.00	
61		Alt. Engine – CNG (Class I Only) Ford V8 w/A-1 Alternative Fuels Conversion	\$29,721.00	\$0.00	\$29,721.00	\$0.00	\$0.00	
62		Stop Request System	\$1,018.00	\$0.00	\$1,018.00	\$0.00	\$0.00	
63	1	Back-up Sensor System - Hawkeye	\$610.00	\$610.00	\$610.00	\$610.00	\$0.00	
64		Video Surveillance – Two Camera System - REI	\$3,449.00	\$0.00	\$3,449.00	\$0.00	\$0.00	
65		Video Surveillance - Four Camera System - REI	\$4,268.00	\$0.00	\$4,268.00	\$0.00	\$0.00	
66		Video Surveillance - Six Camera System - REI	\$5,038.00	\$0.00	\$5,038.00	\$0.00	\$0.00	
67		Video Surveillance - DVR System Upgrade - REI	\$1,536.00	\$0.00	\$1,536.00	\$0.00	\$0.00	
68		Video Surveillance – Extra Interior Cameras - REI	\$389.00	\$0.00	\$389.00	\$0.00	\$0.00	
69		Video Surveillance – Extra Exterior Cameras - REI	\$389.00	\$0.00	\$389.00	\$0.00	\$0.00	
70		Video Surveillance Preparation Package (for future setup of video system)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
71		Hydraulic Brakes (in lieu of Air Brakes)(Class II only)	-\$665.00	\$0.00	-\$665.00	\$0.00	\$0.00	
72	1	Spare Tire - Steer Axle - Only one spare tire per bus will be funded by MDOT	\$1,411.00	\$1,411.00	\$1,411.00	\$1,411.00	\$0.00	
73	1	Spare Tire - Drive Axle - Only one spare tire per bus will be funded by MDOT	\$1,411.00	\$1,411.00	\$1,411.00	\$1,411.00	\$0.00	
74	1	Entry Door Grab Handles	\$252.00	\$252.00	\$252.00	\$252.00	\$0.00	
75	1	Wheelchair Lift Plexiglass Barriers	\$141.00	\$141.00	\$141.00	\$141.00	\$0.00	
76	1	Back-up Camera System	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
77	1	Bike Rack	\$3,813.00	\$3,813.00	\$3,813.00	\$3,813.00	\$0.00	
78		24 Inch Seat Belt Extension	\$55.00	\$0.00	\$55.00	\$0.00	\$0.00	
79	1	Class I Driver's Side Running Board	\$474.00	\$474.00	\$474.00	\$474.00	\$0.00	
		<b>Contract Options Subtotal</b>		\$31,027.00		\$31,027.00	\$0.00	
		<b>Base + Contract Option Subtotal</b>		\$207,375.00		\$207,375.00	\$0.00	
<b>V</b>	<b>Non-Specified Alternate Options (Paid with Federal/State)</b>							
<b>A l t e r n a t e s</b>		<b>Qty</b>	<b>Enter Item Description Below</b>	<b>Enter Unit Price Below</b>	<b>Total Price</b>	<b>Low Bidder Price</b>	<b>Federal/State Share</b>	<b>Local Share</b>
	1		Alt. Video Surveillance – Two Camera System		\$0.00	\$3,449.00	\$0.00	\$0.00
	2		Alt. Video Surveillance - Four Camera System		\$0.00	\$4,268.00	\$0.00	\$0.00
	3		Alt. Video Surveillance - Six Camera System		\$0.00	\$5,038.00	\$0.00	\$0.00
	4		Alt. Video Surveillance - DVR System Upgrade		\$0.00	\$1,536.00	\$0.00	\$0.00
	5		Alt. Video Surveillance – Extra Interior Cameras		\$0.00	\$389.00	\$0.00	\$0.00
	6		Alt. Video Surveillance – Extra Exterior Cameras		\$0.00	\$389.00	\$0.00	\$0.00
	7		Alt. Bike Rack (if different than brand above)		\$0.00	\$3,813.00	\$0.00	\$0.00
	8		Decals/Branding - Limit \$3,000		\$0.00	\$3,000.00	\$0.00	\$0.00
	9		Two-way Radio		\$0.00		\$0.00	\$0.00
			Reimbursable Options Subtotal	\$0.00		\$0.00	\$0.00	
<b>VI</b>	<b>Non-Specified Local Options (Paid 100% Locally)</b>							
<b>O l o c a l o n e s</b>		<b>Qty</b>	<b>Enter Item Description Below</b>	<b>Enter Unit Price Below</b>	<b>Total Price</b>		<b>Local Share</b>	
	1				\$0.00		\$0.00	
	2				\$0.00		\$0.00	
	3				\$0.00		\$0.00	
	4				\$0.00		\$0.00	
				<b>Non-specified Alternate and Local Options (Paid 100% Locally) subtotal</b>		\$0.00		\$0.00
			<b>Total (Base + Contract Options + Alternate Options + Local Options)</b>		\$207,375.00		\$0.00	
			<b>Optional: Administrative Fee</b>	Not to exceed: \$2,073.75				
			<b>Grand Total</b>		<b>\$207,375.00</b>		<b>\$0.00</b>	
<b>VII</b>	<b>Comments/Special Instructions (Attach a separate sheet if more space is needed)</b>							
<b>VIII</b>	<b>Authorization</b>							
	<b>Authorized Signature:</b>			<b>Date:</b>				
<b>IX</b>	<b>Footnotes</b>							
	1 Additional wheelchair positions can be added to existing base vehicle floor plans. Please consult with dealer for space and weight restrictions.							
	2 Seats are included with all base vehicle floor plans. Optional seating is available to customize the base vehicle floor plans. Please consult with dealer for space and weight restrictions.							



RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

**Resolution Authorizing a Replacement Vehicle Lease for the Sheriff Field Services Division – Car Pool**

**WHEREAS,** the Livingston County Car Pool Department is requesting authorization to replace one (1) patrol vehicle in the Sheriff Field Services Division’s fleet with a new lease from Enterprise Fleet Management; and

**WHEREAS,** the vehicle being replaced is a leased 2021 Dodge Charger Pursuit that will require at least \$5,700 in repairs to the power steering system and front suspension to remain in service; and

**WHEREAS,** the vehicle has been in service for 47 months and has 93,000 miles on the odometer with no factory warrant remaining; and

**WHEREAS,** due to the vehicle’s age and the high cost of repairs that would be necessary to return the vehicle to service, Car Pool recommends decommissioning the vehicle and replacing with a new lease; and

**WHEREAS,** the vehicle has 13 months remaining on a 60-month lease, and upon turn-in the County will owe Enterprise the Residual Book Value of \$9,256; and

**WHEREAS,** Enterprise will auction the vehicle and the sale proceeds will be credited to offset the amount owed, and any remaining funds will be credited to the new lease to reduce the monthly payments; and

**WHEREAS,** the replacement vehicle will be a 2024 Dodge Durango Pursuit with an estimated lease payment of \$850 per month and a lease term of 60 months; and

**WHEREAS,** vehicle operating costs for fuel, insurance, and maintenance are included in the department’s 2025 Auto Leasing budget, but the lease payments on the replacement vehicle are approximately \$325 per month higher than the current lease and therefore a budget amendment estimated at \$3,900 will be necessary.

**THEREFORE, BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the Car Pool department to replace one (1) leased patrol vehicle in the Sheriff Field Services Division fleet with a new lease from Enterprise Fleet Management with an estimated annual lease cost of \$10,200.

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

# # #

**MOVED:  
SECONDED:  
CARRIED:**



## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Greg Kellogg, Transportation Director**  
**Date: 01/21/2024**  
**Re: Resolution Authorizing a Replacement Vehicle Lease for the Sheriff Field Services Division – Car Pool**

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The Livingston County Car Pool Department is requesting authorization to replace one (1) patrol vehicle in the Sheriff Field Services Division's fleet with a new lease from Enterprise Fleet Management. The vehicle being replaced is a leased 2021 Dodge Charger Pursuit that will require at least \$5,700 in repairs to the power steering system and front suspension to remain in service, per the attached estimate.

The vehicle has been in service for 47 months and has 93,000 miles on the odometer with no factory warrant remaining. Given the vehicle's age and the high cost of repairs that would be necessary to return the vehicle to service, Car Pool recommends decommissioning the vehicle and replacing with a new lease.

The vehicle has 13 months remaining on a 60-month lease, and upon turn-in the County will owe Enterprise the Residual Book Value of \$9,256. Enterprise leases are open-ended so there are no additional penalties or fees for early or late turn-ins. Enterprise will auction the vehicle and the sale proceeds will be credited to offset the amount owed. Any remaining funds will be credited to the new lease to reduce the monthly payments.

The replacement vehicle will be a 2024 Dodge Durango Pursuit with an estimated lease payment of \$850 per month and a lease term of 60 months. Vehicle operating costs for fuel, insurance, and maintenance are included in the department's 2025 Auto Leasing budget. The lease payments on the replacement vehicle are approximately \$325 per month higher than the current lease and therefore a budget amendment estimated at \$3,900 will be necessary.

As always, if you have any questions please do not hesitate to contact me directly at 517-540-7843.

**ROY'S AUTOWORKS**  
 1424 OLD PINCKNEY RD.  
 Howell, MI. 48843  
 Phone: (517)-546-7697 | Fax: (517)-546-1115

Sub Estimate for Order # **122734**  
 Michigan Registration:  
 F161299

Michigan Registration: F161299

# SubEstimate

**Estimate Due: \$5,614.73**

**LIVINGSTON COUNTY MOT...**  
 3950 W GRAND RIVER  
 Howell, MI. 48855  
 Cellular: (517) 712-4019  
 Office: (517) 540-7846

**2021 Dodge - Charger - Pursuit**  
 3.6L, V6 (220CI) VIN(G)  
 License Plate: 47\*003 MI  
 VIN: 2C3CD **3MH549296**  
 Odometer: In 0  
 Color: BLACK / WHITE  
 Engine Hr: In 0.0  
 Unit: 35708 L-3

Estimate Date: 01/20/25 3:59 PM  
 Service Advisor: RYAN CAVERLY  
 Customer ID: 3429

\_\_\_\_\_ month/ \_\_\_\_\_ mile warranty on all parts and labor unless otherwise specified. **Proposed Completion Date:**

Type	Description	Part #	Qty	Sale/Rate	Total
<b>CONTROL ARM - Remove &amp; Replace - 4WD Upper BOTH</b>					<b>Initials: <input type="text"/> \$5,571.74</b>
Labor	CONTROL ARM - Remove & Replace - 4WD Upper BOTH			\$110.00	\$330.00
Part	ARM, Upper control	4895668AC	1.00	\$500.82	\$500.82
Part	ARM, Upper control	4895669AB	1.00	\$505.06	\$505.06
Part	NUT, Hex Flange Lock	68374016AA	2.00	\$5.36	\$10.72
Labor	THRUST ANGLE ALIGNMENT (FOUR WHEEL)				\$89.95
Labor	REPLACE WIPER COWL			\$110.00	\$110.00
Part	SCREEN, Cowl Top	57010314AI	1.00	\$141.18	\$141.18
Labor	STEERING GEAR - Remove & Replace - 4WD -			\$110.00	\$264.00
Part	BOLT, Hex Flange Head Locking	6506950AA	1.00	\$5.01	\$5.01
Part	COUPLING, Steering	68083595AD	1.00	\$382.94	\$382.94
Part	Gear, Rack and Pinion	68593998AA	1.00	\$3,232.06	\$3,232.06
Part	Gear, Rack and Pinion <CORE>	68593998AA	1.00	\$0.00	\$0.00

Parts: \$4,777.79    Labor: \$793.95    Tax: \$0.00    Total: \$5,571.74

**Thank you for your business.**

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the vehicle described for testing and/or inspection. Express mechanic's lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto. SMOG: I understand that I can have emission service and/or adjustments done elsewhere. I hereby waive this right. TEARDOWN ESTIMATE: I understand that my vehicle will be reassembled within \_\_\_days of the date shown above if I choose not to authorize the service recommended. All Parts removed will be discarded unless instructed otherwise: Save all Parts \_\_\_\_. NOT RESPONSIBLE FOR LOSS OR DAMAGE TO CARS OR ARTICLES LEFT IN CARS IN CASE OF FIRE, THEFT OR ANY OTHER CAUSE.

Labor	\$793.95
Parts	\$4,777.79
Environmental fee	\$3.00
Supplies	\$39.99
<b>Subtotal</b>	<b>\$5,614.73</b>
Labor Tax	\$0.00
Parts Tax	\$0.00
<b>Estimate Total:</b>	<b>\$5,614.73</b>

YOU ARE ENTITLED BY LAW TO THE RETURN OF ALL PARTS REPLACED EXCEPT THOSE WHICH ARE TOO HEAVY OR LARGE, AND THOSE REQUIRED TO BE SENT BACK TO THE MANUFACTURER OR DISTRIBUTOR BECAUSE WARRANTY WORK OR AN EXCHANGE AGREEMENT. YOU ARE ENTITLED TO INSPECT THE PARTS WHICH CANNOT BE RETURNED TO YOU.

I hereby authorize the above repair work to be done along with the necessary materials, and hereby grant you and/or your employee permission to operate the car, truck or vehicle herein described on streets, highways or elsewhere for the purpose of testing and/or inspection. An express mechanic's lien is hereby acknowledged on above car, truck or vehicle to secure the amount of repairs thereto.

Save  Discard  Signature:

X

Estimated Increase Total: \$ \_\_\_\_\_ Authorized By: \_\_\_\_\_

**- CERTIFICATION -**

Repairs Performed By: Mechanic's Name & Michigan Certification Number

ALL REPAIRS AND PARTS LISTED WERE FURNISHED IN COMPLIANCE WITH THE MICHIGAN AUTO REPAIR ACT (P.A. 300)

**ALL PARTS ARE NEW UNLESS OTHERWISE STATED.**

1. \_\_\_\_\_

X

2. \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

**Resolution Authorizing an Increase in Total Authorized Vehicles for the Sheriff Field Services Division - Car Pool**

**WHEREAS,** the Sheriff Field Services Division is requesting authorization to add one (1) patrol vehicle to its current authorized fleet of 70 vehicles, which includes 45 patrol vehicles and 25 admin/detective vehicles; and

**WHEREAS,** the additional patrol vehicle will be used as a pooled patrol unit and will also serve as a backup K9 unit for the Jail;

**WHEREAS,** the fleet addition will not require a new lease and will be implemented by retaining a leased 2020 Dodge Durango that has reached the end of its 60-month lease term and is in good condition; and

**WHEREAS,** Enterprise leases have open-ended terms with no mileage caps, and the vehicle can be retained for a cost of \$25 per month with no additional penalties; and

**WHEREAS,** estimated annual operating costs are \$6,600 for fuel, insurance, and maintenance; and

**WHEREAS,** the fleet addition was not included in the department’s 2025 Auto Leasing budget and therefore a budget amendment estimated at \$6,900 will be necessary to cover the additional lease payments and operating costs.

**THEREFORE, BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves an increase in total authorized vehicles for the Sheriff’s Office Field Services Division from seventy (70) vehicles to seventy-one (71) vehicles.

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

# # #

**MOVED:  
SECONDED:  
CARRIED:**



## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Greg Kellogg, Transportation Director**  
**Date: 1/21/2025**  
**Re: Resolution Authorizing an Increase in Total Authorized Vehicles for the Sheriff Field Services Division – Car Pool**

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The Sheriff Field Services Division is requesting authorization to add one (1) patrol vehicle to its current authorized fleet of 70 vehicles, which includes 45 patrol vehicles and 25 admin/detective vehicles. The additional vehicle will be used as a pooled patrol unit and will also serve as a backup K9 unit for the Jail when the designated K9 unit is out of service for maintenance or repairs.

The fleet addition will not require a new lease and will be implemented by retaining a leased 2020 Dodge Durango that has reached the end of its 60-month lease term and is in good condition. Enterprise leases have open-ended terms with no mileage caps, and the vehicle can be retained for a cost of \$25 per month with no additional penalties. The estimated annual operating costs are \$6,600 for fuel, insurance, and maintenance.

The fleet addition was not included in the department's 2025 Auto Leasing budget and therefore a budget amendment estimated at \$6,900 will be necessary to cover the additional lease payments and operating costs.

As always, please do not hesitate to reach out to me with any questions at 517-540-7843.

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

**Resolution to Authorize the Livingston County Airport to Apply for Grant Funds from the Michigan Department of Transportation and Federal Aviation Administration for the Construction of the Snow Removal Equipment (SRE) Building – Airport**

**WHEREAS,** the construction of a Snow Removal Equipment (SRE) building has been a long term goal of the airport; and

**WHEREAS,** the design of the facility has been completed and the project is currently out to bid; and

**WHEREAS,** Airport entitlement funds are available which must be requested as a part of the grant application process through the Michigan State Block Grant Program for FY 2022 Bipartisan Infrastructure Law (BIL) Airport Infrastructure Grants (AIG) Airport Improvement Program (AIP) and Non-Primary Entitlements (NPE); and

**WHEREAS,** the application will be submitted after a contractor has been selected on or before March 1, 2025; and

**WHEREAS,** the total amount of the funds requested will follow the total cost of the building that will be eligible for these funds, with a 2.5% local match for the AIP funded portion; and

**WHEREAS,** no new positions are being requested to carry out the duties of the grant; and

**THEREFORE, BE IT RESOLVED** that the Livingston County Board of Commissioners authorizes the Livingston County Airport to apply for grant funds from the Michigan State Block Grant Program FY 2022 Bipartisan Infrastructure Law (BIL) Airport Infrastructure Grants (AIG) Airport Improvement Program (AIP) and Non-Primary Entitlements (NPE) through the Michigan Department of Transportation to fund the eligible portions of the construction of the Snow Removal Equipment (SRE) Building at the Livingston County Airport.

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

# # #

**MOVED:  
SECONDED:  
CARRIED:**

# Livingston County Grant Opportunity Form

Department Applying & Department Contact Info: **Airport**

Today's Date: 01/23/2025

Employee preparing application: Mark Johnson  
Phone Number: (517) 546-6675

Employee who will manage program (if different): \_\_\_\_\_  
Phone Number: \_\_\_\_\_

Name of Grant Applying for: Michigan State Block Grant Program for FY 2022 Bipartisan Infrastructure Law (BIL) Airport Infrastructure Grants (AIG)

Awarding Agency Name: MDOT

Please check appropriate line:

95% Federal  
2.5% State  
2.5% Other

Federal Assistance Listing Number: \_\_\_\_\_

Select one:

New Grant: Yes Recurring Grant: \_\_\_\_\_  
First Year Received

Short Description of the scope of the grant:

This grant is for the construction of a Snow Removal Equipment (SRE) building at the Livingston County Airport.

Start Date of Grant: 03/01/2025 End Date of Grant: 12/31/2026

Full Amount applying for:

Annual (Year 1 Total): \_\_\_\_\_  
Multi-Year Total: \_\_\_\_\_  
(All years combined)

Match Requirements (if applicable):

Cash Match Requirement: \_\_\_\_\_  
In-Kind Match Requirement: \_\_\_\_\_

This grant is intended to fund the following (check all that apply and note the amount):

_____ Personnel	\$ _____
_____ Equipment	\$ _____
_____ Supplies	\$ _____
_____ Contractual Services	\$ _____
<input checked="" type="checkbox"/> Capital Building/Equipment	\$ _____
_____ Other (please note below)	\$ _____

\_\_\_\_\_

Signature of Applicant Department Head: Mark D. Johnson Date: 1/23/2025  
Fiscal Services Signature: Robert Mads Date: 1/23/2025






3399 County Airport Drive  
 Howell, Michigan 48855  
 517-546-6675  
 Fax 517-546-6656  
 Mark D. Johnson - Airport Manager

MEMORANDUM

TO: Livingston County Board of Commissioners

FROM: Mark D. Johnson   
 Airport Manager

DATE: January 21, 2025

RE: SRE Grant Application / Acceptance

A grant application must be made on or before March 1, 2025 for grant funds for the construction of the Snow Removal Equipment (SRE) Building at the Livingston County Airport. This application must be based upon the bid amount of the project. Bids are due February 14, 2025, to Fiscal Services.

The following grant funds are available for through the FAA Airport Improvement Program and the Bi-Partisan Infrastructure Law:

<u>Year</u>	<u>AIP Available</u>	<u>BIL Available</u>	
2021	\$1,075		
2022	\$150,000	\$295,000	
2023	\$150,000	\$292,000	
2024	\$150,000	\$294,000	
2025	\$150,000*	\$282,000*	*available after 2025 federal budget approved

The grant funds must be released by the FAA prior to the end of Fiscal 2025, but the exact timing is unknown.

The resolution also authorizes the acceptance of the grant funds once they have been authorized.



RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

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**Resolution Authorizing an Advance from the Delinquent Tax Revolving Funds to the Airport Capital Improvement Fund for the Purpose of Paying Construction Costs for the Snow Removal Equipment Building – Treasurer /Airport**

**WHEREAS,** the Livingston County Spencer J. Hardy Airport has determined a need for the construction of a snow removal equipment building; and

**WHEREAS,** the total of the project has been estimated at \$2,691,000; and

**WHEREAS,** Federal Aviation Administration grant dollars estimated in the amount of \$1,833,000 will be available as partial funding for this project; and

**WHEREAS,** the final project bids are to be received by February 14, 2025 in order to be included with the grant application due to the FAA by March 1, 2025; and

**WHEREAS,** while an application for grant funds with bids is due March 1, 2025, the grant funds are not expected to be available until late fall; and

**WHEREAS,** waiting for grant funds will push the project to a fall start, or possibly a spring 2026 start. Under FAA rules, the contractor can decline the project if a Notice to Proceed is not issued within 120 days of signing the contract; and

**WHEREAS,** if we anticipate a spring 2026 start date, the bids will reflect a cost increase for the anticipated increase in construction costs of the year; and

**WHEREAS,** the Livingston County Airport Manager and Livingston County Treasurer have structured a financing plan based upon the estimated costs of which \$500,000 would be covered by available cash on hand within the Airport's Operating Fund, the remainder of the project costs (\$2,191,000) would be advanced from the Delinquent Tax Revolving Funds to the Airport Capital Improvement Fund with \$1,833,000 being repaid upon receipt of the FAA grant funds, and the remaining project costs of \$358,000 would be repaid over a period of 20 years; and

**WHEREAS,** interest on the advance shall be charged at an annual rate of 4.75%; and

**WHEREAS,** this financing strategy will allow the project to commence while awaiting the receipt of the federal funds, and result in interest earnings to the Delinquent Tax Revolving Funds in an amount equivalent to the current market yield on a 20-year investment.

**THEREFORE, BE IT RESOLVED** the Livingston County Board of Commissioners hereby authorizes an advance not to exceed \$2,191,000 from the Delinquent Tax Revolving Funds to the Airport Capital Improvement Fund, at an annual rate of 4.75% for a period of 20 years, in order to construct a snow removal equipment building.

**BE IT FURTHER RESOLVED** the advance stated above is contingent upon the Board of Commissioner's approval of the overall project and award and acceptance of the FAA grant funds.

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

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

**Resolution to Concur with the Livingston County Aeronautical Facilities Board to Enter Into an Agreement with \_\_\_\_\_ for the Construction of a Snow Removal Equipment (SRE) Building - Airport**

**WHEREAS,** the Livingston County Aeronautical Facilities Board and Fiscal Services have solicited bids for the construction of a SRE building at the Livingston County Airport; and

**WHEREAS,** bids will be received on February 14, 2025; and

**WHEREAS,** \_\_\_\_\_ has been selected to provide these construction services; and

**WHEREAS,** the amount of the agreement is not to exceed \$\_\_\_\_\_ and the project will be funded by a combination of Federal, State and Local funds; and

**WHEREAS,** a June 1, 2025 start date for construction is anticipated.

**THEREFORE, BE IT RESOLVED** that the Livingston County Board of Commissioners concurs with the Livingston County Aeronautical Facilities Board to enter into an agreement with \_\_\_\_\_ for construction of the SRE building in an amount not to exceed \$\_\_\_\_\_.

**BE IT FURTHER RESOLVED** the local share of the project shall be paid from airport retained earnings and an advance from the Delinquent Tax Fund.

**BE IT FURTHER RESOLVED** that the Chairman of the Livingston County Board of Commissioners, or the County Administrator if Policy Permits, 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, including any necessary utility easements.

# # #

**MOVED:  
SECONDED:  
CARRIED:**



3399 County Airport Drive  
Howell, Michigan 48855  
517-546-6675  
Fax 517-546-6656  
Mark D. Johnson - Airport Manager

## MEMORANDUM

TO: Livingston County Board of Commissioners

FROM: Mark D. Johnson   
Airport Manager

DATE: January 21, 2025

RE: SRE Construction Contract

C&S Engineers has finished the design phase of this project and bids for the construction of the building are due on February 14, 2025.

The engineering estimate for construction is \$2,691,403.35 and a portion of the project will be funded by grant funds through the Federal Aviation Administration and the Michigan Department of Transportation.

The contractor and construction cost will be available for the February 24, 2025 meeting of the Livingston County Board of Commissioners, but that information will not be available until bids are received and reviewed.

This resolution will be updated prior to the meeting of the Livingston County Board of Commissioners.

