



Finance and Asset Management Committee Meeting Agenda

May 12, 2025

6:15 p.m. or immediately following CPSID Committee meeting, if later.

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.

Pages

1. Call Meeting to Order

2. Pledge of Allegiance to the Flag

3. Roll Call

Nick Fiani - Chairman, Jay Gross - Vice Chairman, Douglas Helzerman, Dave Domas, Frank Sample, Wes Nakagiri, Jay Drick, Roger Deaton, and Melvin Paunovich

4. Approval of Agenda

5. Call to the Public

Act 388 of 1976 offer; Act 267 of 1976

6. Approval of Minutes

6.1 Meeting Minutes dated: April 15, 2025

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7. Discussion

7.1 Revenue and Expense Status

7.2 Capital Improvement Plan Update

7.3 2026 Revenue Forecast Presentation

8. Resolutions for Consideration

8.1 Facility Services

Kevin Eggleston

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Resolution Authorizing an Agreement with Ancona Controls to Purchase a Generator for the Livingston County Jail

Resolution to Implement Michigan's Nonopioid Directive to Enhance
Emergency Medical Services

9. Adjournment

Finance and Asset Management Committee

Meeting Minutes



April 15, 2025, Immediately Following the CPSID Committee Meeting.
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: Nick Fiani - Chairman, Douglas Helzerman, David Domas, Frank Sample, Wes Nakagiri, Jay Drick, Jay Gross

Members Absent: Roger Deaton, Melvin Paunovich

1. Call Meeting to Order

The meeting was called to order by the Committee Chair, Nick Fiani, at 6:13 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 recording secretary indicated the presence of a quorum.

4. Approval of Agenda

Motion to approve the Agenda as presented.

It was moved by D. Domas
Seconded by F. Sample

Yes (7): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, and J. Gross
Absent (2): R. Deaton, and M. Paunovich

Motion Carried (7-0-2)

5. Call to the Public: Act 388 of 1976 offer; Act 267 of 1976

None.

6. Approval of Minutes

6.1 Meeting Minutes dated: March 10, 2025

Motion to approve the Minutes as presented.

It was moved by W. Nakagiri
Seconded by D. Domas

Yes (7): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, and J. Gross
Absent (2): R. Deaton, and M. Paunovich

Motion Carried (7-0-2)

7. Discussion

7.1 Revenue and Expense Status

Cindy Arbanas, Chief Finance Officer, reviewed year-end 2024 budget status. Hilery Spicer, Deputy Finance Officer, provided the revenue and expense status as of March 31, 2025.

7.2 Capital Improvement Plan Update

Kevin Eggleston, Facility Services Department Director, reviewed capital projects status for 2025 and answered questions from commissioners.

- Judicial renovation is under construction - 70% complete
- HR renovation PO issued
- 2 HVAC -East and Jail, pending receipt of quotes
- Admin & Courthouse concrete RFP is released
- HD renovation - working on preconstruction tasks internally
- Fire Suppression at historic courthouse emergency repair

8. Resolutions for Consideration

8.1 Fiscal Services

Resolution To Authorize a First Quarter Budget Amendment to the Fiscal Year 2025 Budget

Motion to recommend the resolution to the Board of Commissioners.

It was moved by: D. Domas

Seconded by: F. Sample

Yes (7): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, and J. Gross
Absent (2): R. Deaton, and M. Paunovich

Motion Carried (7-0-2)

8.2 Facility Services

Resolution Authorizing the Capital Purchase of Fire System Equipment for the Historic Courthouse

Motion to recommend the resolution to the Board of Commissioners.

It was moved by: D. Helzerman

Seconded by: J. Gross

Yes (7): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, and J. Gross
Absent (2): R. Deaton, and M. Paunovich

Motion Carried (7-0-2)

8.3 Administration

Resolution Authorizing Livingston County's 2026 Annual Budget Process & Calendar

Motion to recommend the resolution to the Board of Commissioners.

It was moved by: D. Helzerman

Seconded by: W. Nakagiri

Yes (7): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, and J. Gross
Absent (2): R. Deaton, and M. Paunovich

Motion Carried (7-0-2)

8.4 Board of Commissioners

Resolution Respectfully Requesting the State of Michigan to Appropriate Funds for a Livingston County 911 Central Dispatch Video Wall

Motion to recommend the resolution to the Board of Commissioners.

It was moved by: F. Sample
Seconded by: D. Helzerman

Yes (7): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, and J. Gross
Absent (2): R. Deaton, and M. Paunovich

Motion Carried (7-0-2)

9. Adjournment

Motion to adjourn the meeting at 6:38 p.m.

It was moved by D. Helzerman
Seconded by W. Nakagiri

Yes (7): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, and J. Gross
Absent (2): R. Deaton, and M. Paunovich

Motion Carried (7-0-2)

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Natalie Hunt, Recording Secretary

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing an Agreement with Ancona Controls to Purchase a Generator for the Livingston County Jail – Facility Services

WHEREAS, The Facility Services Department has a need to replace a generator that provides back-up power for a large majority of the Livingston County Jail; and

WHEREAS, recently the 35-year-old generator had an unexpected catastrophic engine failure, rendering it out of service and in need of replacement; and

WHEREAS, a portable generator has been put in place as a temporary solution costing the Facilities Department a weekly charge of approximately \$1,200; and

WHEREAS, the proposed generator replacement includes a new concrete pad, new wiring, removal, disposal and replacement of equipment, and all start up procedures with load testing; and

WHEREAS, procurement of this equipment replacement utilizes a generator service and replacement contract held with Ancona Controls of Wixom, MI; and

WHEREAS funding for this equipment replacement that shall not exceed \$170,000 shall be paid from the capital replacement fund F403; and

WHEREAS, Ancona Controls has agreed to cover costs associated with the portable generator in place once a purchase order is issued.

THEREFORE, BE IT RESOLVED the Livingston County Board of Commissioners hereby authorizes entering into an agreement with Ancona Controls for the purchase of a replacement Jail generator not to exceed \$170,000 to be paid from Fund 403 Capital Replacement.

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 Livingston County Board of Commissioners authorizes any budget amendment to effectuate the above.

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MOVED:
SECONDED:
CARRIED:



Livingston County

Facility Services Department

TO: Livingston County Board of Commissioners

FROM: Kevin Eggleston, Facility Services Director

RE: Jail Replacement Generator Purchase

The Facility Services Department was alerted by staff at Livingston County Jail that an alarm had been activated on an annunciator panel concerning the generator on 3/18/2025. From further investigation by Facilities staff and our generator service vendor, Ancona Controls, we found that the generator motor had suffered a catastrophic failure. The generator engine has major damage to cylinder 3 and 4 pistons, cylinder walls, multiple engine rods, valve damage to the head, and additional turbocharger and supercharger damage due to other engine failures.

This 35-year-old generator has an expected useful life of 20-25 years and was itemized in the 2024 Facility Condition Assessment as due for replacement in 2028 for an estimated \$150,000 (based on national averages) and noted that it was in “fair” condition at the time.

Our broken-down generator serves a large portion of the County Jail, where it is critical to have a generator system in service 24/7. A portable generator system was urgently put in place on 3/20/2025, now costing the Facilities Department approximately \$1200 per week.

Our contracted vendor, Ancona Controls, has agreed to cover the costs associated with renting the portable generator from when a purchase order is issued to them, until the quoted replacement generator is installed and back in service. Lead time on the proposed generator is approximately 12-14 weeks from order.

I am happy to provide any other details or answer questions you may have on this unexpected replacement needed.



28021 Grand Oaks Ct
Wixom, MI 48393

Date:

5/6/2025

Expiration:

6/7/2025

Proposal #

M25036R2

Quotation

Bill To:

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

Site Address:

W. Complex #1 Sheriff
150 S. Highlander Way
Howell, Michigan 48843
USA

Item #	Description	Qty	Rate	US\$ Total
1	HiPower 300KW Generator - HDI 300F T6U See attached spec sheet for additional details	1	85,567.80	85,567.80
2	Crane and Trailer Service, including: - Remove old generator, fuel tank, and sound enclosure cabinet, and transport to Ancona Controls for recycling. - Lift and set new 300KW HiPower Generator on newly installed concrete pad	1	8,300.00	8,300.00
3	Removal of old concrete generator pad and installation of NEW concrete pad for 300KW HiPower Generator: - Dimensions = 18ft long x 6ft wide x 6in thick w/ wire mesh reinforcement		11,500.00	11,500.00
4	Parts and Labor for installation of new HiPower HDI 300F T6U, including: - New conduit and wiring for primary 480V emergency power circuits (8x runs) from Generator circuit breaker to existing Kohler Automatic Transfer Switch - New conduit and wiring for control and monitoring systems from Generator to existing Kohler Automatic Transfer Switch - Trenching for new conduit installation -		57,500.00	57,500.00
5	Perform Generator Startup, including: - Fill all required generator fluids - engine oil, and engine coolant (1,238 gallons of off-highway diesel fuel - NOT INCLUDED) - Perform 2 Hour Load Bank Test with Real-Time Power Recording & Graphing - Operator familiarization training, basic operation training, presentation of digital and hard-copy operations and service manuals		7,000.00	7,000.00

Freight charges are prepaid and add to order unless otherwise specified.

Subtotal \$169,867.80

Sales Tax (6.0%) \$0.00

US\$ Total \$169,867.80

Quoted By: Tim Wakeling
email: twakeling@anconacontrols.com

Payment Terms: Net 30

As a condition of the sales agreement, a monthly service charge of the lesser of 1-1/2% or the maximum permitted by law may be added to all accounts not paid by net due date.

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution to Implement Michigan’s Nonopioid Directive to Enhance Emergency Medical Services – Board of Commissioners

WHEREAS, Act No. 41 of Public Acts of 2022 is commonly referred to as the Nonopioid Directive. The full text of the Act can be found online at <https://legislature.mi.gov/documents/2021-2022/publicact/pdf/2022-PA-0041.pdf>

WHEREAS, Sec. 9145 (1) and (2) of the Act provides a summary of the Nonopioid Directive and is shown in Exhibit 1 attached to this resolution.

WHEREAS, The State of Michigan enacted the Nonopioid Directive to help reduce opioid use disorder (OUD).

WHEREAS, In a press release MDHHS praised the passage of the Nonopioid Directive stating, “This law helps ensure nonopioid options to pain management are considered in the medical treatment of Michigan patients.” And, “Providing this supportive tool for patients to notify their health professionals that they are seeking alternatives for pain treatment is critically important for those who are most at-risk of misusing opioids, including those with a history of an opioid disorder.”

WHEREAS, As stated in Act 41, the Nonopioid Directive provides a means for individuals to inform their healthcare professionals and emergency medical services providers that they do not want to receive opioid medications. It's a way for individuals to express their preference to avoid opioids in their treatment.

WHEREAS, Exhibit 2, attached to this resolution, shows the form that individuals would need to fill out to notify healthcare professionals and emergency medical services providers to avoid administering opioids.

WHEREAS, Livingston County’s 911 Central Dispatch, which has an important role in providing emergency medical services for our citizens, is purchasing a new computer-aided dispatch system (CAD).

WHEREAS, The new CAD will be able to accommodate citizens’ Nonopioid Directive thus making their wishes known ahead of time to emergency medical service providers.

WHEREAS, Exhibit E of the Final Distributor Settlement Agreement dated 8/11/21 states that efforts to “Prevent Over-Prescribing and Ensure Appropriate Prescribing and Dispensing of Opioids” is an allowable use of settlement funds. (see page E-10, Part Two: Prevention, Section F)

WHEREAS, Preventing over-prescribing can directly reduce OUD as 75% of individuals with OUD first used opioids because of a prescription (source Dr. Matt McCord).

THEREFORE, BE IT RESOLVED that the Board of Commissioners authorizes the use of Fund 284 Opioid Settlement funds as the funding source and creation of a project to specifically record all transactions relating to ESO/Logis for EMS CAD project for an amount not to exceed \$266,641 over a term of 4 years.

BE IT FURTHER RESOLVED that the Board of Commissioners authorizes the Treasurer to transfer back funds from Fund 261 911 Central Dispatch up to \$266,641, previously authorized per Resolution 2024-12-157, back to General Fund and redesignate as Vision Tour Contingency – Committed Fund Balance.

BE IT FINALLY RESOLVED that the Board of Commissioners authorizes any budget amendment needed to effectuate the changes described above.

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MOVED:
SECONDED:
CARRIED:

Exhibit 1: Nonopioid Directive Summary

Sec. 9145. (1) The department shall develop a nonopioid directive form indicating to health professionals and emergency medical services personnel that, except as otherwise provided in subsection (3) or in rules promulgated by the department under subsection (5), an individual who has executed the form or who has had a form executed on the individual's behalf must not be administered an opioid or offered a prescription for an opioid. The department shall include on the nonopioid directive form instructions on how the form may be revoked and any other information that the department considers relevant. The department shall make the form available to the public on the department's internet website.

(2) An individual may execute a nonopioid directive form on his or her own behalf. A guardian or patient advocate of an individual may execute a nonopioid directive form on behalf of the individual. If a nonopioid directive form is executed by or on behalf of an individual and is presented to a health professional, the health professional shall obtain a copy of the form and include the copy in the individual's medical record. An individual may revoke a nonopioid directive form executed by himself or herself at any time and in any manner by which he or she is able to communicate his or her intent to revoke the form. A patient advocate or guardian may revoke a nonopioid directive form on behalf of an individual at any time by issuing the revocation in writing and providing notice of the revocation to the individual's health professional or his or her delegatee.

Exhibit 2: Nonopioid Directive Form

MDHHS-5793, NONOPIOID DIRECTIVE

Michigan Department of Health and Human Services

Required by MCL 333.9145 effective 3/28/2019

(Revised 6-22)

SECTION 1 - MUST BE INCLUDED IN THE PATIENT'S MEDICAL RECORD – Do not return form to your insurer. Submit form to a health professional who must include it in the patient's medical record.

Patient Name

Date of Birth

Other Names Used by Patient

Preferred Language of Patient

Emergency Contact

Name of Primary Care Provider

Drug Allergies

SECTION 2

The patient above must not be administered an opioid or offered a prescription for an opioid while this directive is in effect.

- An individual who has executed a nonopioid directive on their own behalf may revoke the directive at any time and in any way, they are able to communicate their intent to revoke the form.
- A guardian or patient's advocate can revoke at any time by issuing a revocation in writing and providing notice of the revocation to the individual's health professional or their delegate.
- This directive does not apply to:
 - A patient receiving opioids for substance use disorder treatment.
 - A patient who is in hospice.
 - A patient is being treated at a hospital, or in a setting outside of a hospital in the case of an emergency, and, in the prescriber's professional opinion, the administration of the opioid is medically necessary to treat the individual.

SECTION 3 - SIGNATURES

Signature of patient, or if the patient is a minor, parent

Date

Printed name of Patient

Date

Signature of guardian or patient's advocate, if applicable

Date

Printed name of parent/guardian/patient's advocate, if applicable

Date

The Michigan Department of Health and Human Services will not exclude from participation in, deny benefits of, or discriminate against any individual or group because of race, sex, religion, age, national origin, color, height, weight, marital status, partisan considerations, or a disability or genetic information that is unrelated to the person's eligibility.

MDHHS-5793 (Rev. 6-22) Previous edition obsolete.