

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

July 16, 2018, 6:00 p.m.
304 E. Grand River, Board Chambers, Howell MI 48843

Members Present: D. Parker, D. Dolan, K. Lawrence, W. Green, D. Domas, D. Helzerman, R. Bezotte,
C. Griffith, and G. Childs

Others: Chad Chewning, Chris Folts, Doug Britz, Michelle LaRose, Cindy Catanach,
Kevin Wilkinson, Brandon Denby, Ken Hinton, Rich Malewicz, Hilery DeHate, Mike
Murphy, Jeff Warder, Jeff Boyd.

1. CALL MEETING TO ORDER

The meeting was called to order by the Chairperson, Donald Parker at 6:00 pm.

2. ROLL CALL

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

3. CALL TO THE PUBLIC

None.

4. APPROVAL OF AGENDA

Motion to approve the agenda as presented.

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

MOTION : Carried (9-0-0)

5. DISCUSSION

5.a 2019-2024 Capital Improvement Plan

Cindy Catanach provided the Board a brief explanation of the printouts provided prior to this
Work Session.

5.a.1 Register of Deeds

Brandon Denby and Chris Folts discussed the cost estimate of \$60,000 to remodel the
Register of Deeds' area within the Historic Courthouse. This will include paint, carpet,
replacement of ceiling tiles and furniture among other improvements. It has been 18
years since that area has been renovated.

5.a.2 Admin/Judicial

County Administrator Ken Hinton discussed the Judicial Center and West Complex
expansion project. The RFP for services for a Judicial Center Needs Assessment and
Facility Design Plan has been issued. \$775,000 is being requested in the 2019 Fiscal Year
budget as an estimate for design services. The construction cost is being estimated at
\$5 million with construction possible in 2020.

5.a.3 Information Technology

Rich Malewicz is requesting the 3-year required network security upgrades for \$90,000
and network firewall upgrades for \$75,000 that will take place during 2021.
Additionally, funding is being requested to expand the use of OnBase during 2019.

5.a.4 Facility Services

Chris Folts detailed the plans for HVAC updates at the Sheriff's Department, replacing five units per year over the next 5 years. Funding is being sought to ensure our parking lots meet ADA requirements. Generators are being recommended for the Judicial Center, Law Center, and Courthouse. There will be continued parking lot improvements as well as various roof and boiler replacements.

5.a.5 Sheriff

Mike Murphy and Jeff Warder provided a handout. Remodeling the Sheriff Office/Jail Area includes remodeling the reception area to create one point of contact for the public which will improve employee safety, allow for cross-training and improve the appearance of professionalism. Create a conference/training room. Re-organize current Field Services Division office space. Provide space for Animal Control, and other special units. The future potential for a gun range was discussed. The in-car computer systems are nearing the end of their life cycles and will require upgrading.

5.a.6 LETS (Other Funds)

Doug Britz shared plans for the next 5 years at LETS. Grant funding will be used to purchase three (3) new buses during 2019. The rooftop furnace will be replaced. Aging garage doors, sidewalk improvements, installation of a canopy over the fuel ports and the addition of an overhang over the employee entrance will also take place.

5.a.7 911 Central Dispatch (Other Funds)

Chad Chewning-The new 911 Center construction project has started. The outer shell should be up prior to winter. Most of the project will take place during 2019. He expects complete operations to be in the new center by September of 2019.

5.a.8 Emergency Medical Services (Other Funds)

Kevin Wilkinson-Budgeted for replacing three (3) new ambulances per year for 2019-2023. Jeff Boyd is in preliminary discussion with Green Oak Township regarding a substation within that jurisdiction. His is willing to have discussions with the Fowlerville Fire Department regarding a substation on the west side of the county.

5.a.9 Drain Commissioner (Other Funds)

Michelle LaRose advised of the changes to the regional sewer system, pump systems and pump stations that require maintenance and routine improvements. Heavy rains bring an increase in petitions for drain projects. Either improvements to existing drains or additions of new drains.

6. CALL TO THE PUBLIC

None.

7. ADJOURNMENT

Motion to adjourn the meeting at 6:57 p.m.

It was moved by K. Lawrence
Seconded by D. Helzerman

MOTION : Carried (9-0-0)

Elizabeth Hundley, Livingston County Clerk

