

FINANCE COMMITTEE AGENDA

December 27, 2018

7:30 AM

304 E. Grand River, Board Chambers, Howell MI 48843

Pages

1. **CALL MEETING TO ORDER**

2. **ROLL CALL**

3. **APPROVAL OF MINUTES**

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Meeting minutes dated: December 12, 2018

4. **TABLED ITEMS FROM PREVIOUS MEETINGS**

5. **APPROVAL OF AGENDA**

6. **CALL TO THE PUBLIC**

7. **REPORTS**

7.1 **2018 Year End Report**

8. **RESOLUTIONS FOR CONSIDERATION**

None.

9. **CLAIMS**

Miscellaneous Claims Dated: December 27, 2018

10. **PREAUTHORIZED**

Computer Print-out Dated: December 13 through December 27, 2018

11. **CALL TO THE PUBLIC**

12. **ADJOURNMENT**

FINANCE COMMITTEE

MEETING MINUTES

December 12, 2018

7:30 a.m.

304 E. Grand River, Board Chambers, Howell MI 48843

Members Present:

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

1. CALL MEETING TO ORDER

The meeting was called to order by Comm. Carol Griffith at 7:33 AM.

2. ROLL CALL

Indicated the presence of a quorum.

3. APPROVAL OF MINUTES

1. Meeting minutes dated: November 28, 2018

2. Closed Session minutes dated: November 28, 2018

Motion to approve the Minutes as presented.

Moved by: R. Bezotte

Seconded by: G. Childs

Yes (9): C. Griffith, K. Lawrence , W. Green , D. Domas, D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Motion Carried (9 to 0)

4. TABLED ITEMS FROM PREVIOUS MEETINGS

None.

5. APPROVAL OF AGENDA

Motion to approve the Agenda with the Addition of Resolution Authorizing a Nine (9) Month Extension of the Public Defender Contracts with a Five (5%) Percent Increase by the Circuit Court as Resolution 8.17.

Moved by: D. Dolan

Seconded by: G. Childs

Yes (9): C. Griffith, K. Lawrence , W. Green , D. Domas, D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Motion Carried (9 to 0)

6. CALL TO THE PUBLIC

Mary Durst - Wanted to thank all those that have helped the Veterans Services Department since she came on board: Allison Nalepa, Christine Wood, Natalie Hunt, Human Resources, Fiscal Services, I.T. and Administration.

7. REPORTS

None.

8. RESOLUTIONS FOR CONSIDERATION

8.1 Juvenile Court

Resolution to Approve a Non-Precedent Setting One Time Only Donation of Vacation Time to an Employee within the Courts

Moved by: K. Lawrence

Seconded by: D. Dolan

Yes (9): C. Griffith, K. Lawrence , W. Green , D. Domas, D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Motion Carried (9 to 0)

8.2 Court Central Services

Resolution Authorizing a 3-Month Extension of the Substance Abuse Treatment Services

Roberta Sacharski advised that the 3-Month Extension should be corrected to have a termination date of March 31, 2019, not March 1st.

Moved by: D. Domas

Seconded by: W. Green

Yes (9): C. Griffith, K. Lawrence , W. Green , D. Domas, D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Motion Carried (9 to 0)

8.3 Airport

Resolution to Concur with the Livingston County Aeronautical Facilities Board to Enter into an Agreement with AvFuel Corporation as the Aviation Fuel Supplier for the Livingston County Spencer J. Hardy Airport

Mark Johnson, Airport Manager, presented the Resolution and responded to inquiries.

Moved by: D. Dolan

Seconded by: G. Childs

Yes (9): C. Griffith, K. Lawrence , W. Green , D. Domas, D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Motion Carried (9 to 0)

8.4 Health Department

Resolution Accepting Grant Funding from the Department of Licensing and Regulatory Affairs, Bureau of Medical Marihuana Regulation

Dianne McCormick, Health Officer, presented Resolution and responded to questions.

Moved by: C. Griffith

Seconded by: G. Childs

Yes (9): C. Griffith, K. Lawrence , W. Green , D. Domas, D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Motion Carried (9 to 0)

8.5 Register of Deeds

Resolution Authorizing the 2019 State Grant Agreement, Grant Administrator, GPS Facilitator and Surveyor Contracts for the Remonumentation and State Plane Coordinate Determination of the Public Land Survey Corners in Livingston County

Resolution presented by Brandon Denby, Registrar, and he responded to questions.

Moved by: W. Green

Seconded by: G. Childs

Yes (9): C. Griffith, K. Lawrence , W. Green , D. Domas, D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Motion Carried (9 to 0)

8.6 MSU Extension

Resolution to Approve the 2019 Memorandum of Agreement (MOA) with MSU Extension as Determined by the 2019 MSUE Budget

Moved by: R. Bezotte

Seconded by: G. Childs

Yes (9): C. Griffith, K. Lawrence , W. Green , D. Domas, D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Motion Carried (9 to 0)

8.7 Information Technology

Resolution Authorizing the Renewal of Software Support with Fidlar Technologies for the Register of Deeds Department

Rich Malewicz, Chief Information Officer, presented the resolution.

Moved by: W. Green

Seconded by: D. Dolan

Yes (9): C. Griffith, K. Lawrence , W. Green , D. Domas, D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Motion Carried (9 to 0)

8.8 Information Technology

Resolution Authorizing a Renewal Agreement with ACC Business/AT&T for Internet Services

Rich Malewicz, Chief Information Officer, presented the resolution.

Moved by: W. Green

Seconded by: D. Dolan

Yes (9): C. Griffith, K. Lawrence , W. Green , D. Domas, D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Motion Carried (9 to 0)

8.9 Information Technology

Resolution Authorizing Software Maintenance Renewals for 2019

Rich Malewicz, Chief Information Officer, presented the resolution.

Moved by: W. Green

Seconded by: D. Dolan

Yes (9): C. Griffith, K. Lawrence , W. Green , D. Domas, D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Motion Carried (9 to 0)

8.10 Administration

Resolution Authorizing an Amendment to the Agreement with Cohl, Stoker & Toskey, P.C., to Provide Legal Services to Livingston County

Ken Hinton, County Administrator, presented the resolution.

Moved by: D. Dolan

Seconded by: G. Childs

Yes (9): C. Griffith, K. Lawrence , W. Green , D. Domas, D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Motion Carried (9 to 0)

8.11 Administration

Resolution authorizing the systematic transfer of monies between funds for 2019

Cindy Catanach, Finance Officer, presented the resolution.

Moved by: D. Dolan

Seconded by: G. Childs

Yes (9): C. Griffith, K. Lawrence , W. Green , D. Domas, D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Motion Carried (9 to 0)

8.12 Administration

Resolution Authorizing a Fourth Quarter Supplemental Appropriation to the Fiscal-Year 2018 Budget

Cindy Catanach, Finance Officer, presented the resolution.

Moved by: R. Bezotte

Seconded by: D. Helzerman

Yes (9): C. Griffith, K. Lawrence , W. Green , D. Domas, D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Motion Carried (9 to 0)

8.13 Board of Commissioners

Resolution Setting Compensation for Livingston County Commissioners for Years 2019 and 2020

Jennifer Palmbos, HR Director / Labor Relations Manager, presented the resolution.

Moved by: K. Lawrence

Seconded by: R. Bezotte

Yes (9): C. Griffith, K. Lawrence , W. Green , D. Domas, D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Motion Carried (9 to 0)

8.14 Human Resources

Resolution Authorizing the Signing of the 2019 Administrative Services Agreement, Schedules, and Exhibits for Renewal Term January 2019 to December 2019 with Blue Cross Blue Shield of Michigan

Resolution presented by Jennifer Palmbos, HR Director / Labor Relations Manager.

Moved by: D. Helzerman

Seconded by: R. Bezotte

Yes (9): C. Griffith, K. Lawrence , W. Green , D. Domas, D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Motion Carried (9 to 0)

8.15 Human Resources

Resolution to Amend the Livingston County Employee Drug-Free Work Place Policy Statement and the Personnel Manual due to the Passage of the Michigan Regulation and Taxation of Marihuana Act

HR Director / Labor Relations Manager, Jennifer Palmbos, presented the Resolution and responded to questions.

Moved by: R. Bezotte

Seconded by: D. Parker

Yes (9): C. Griffith, K. Lawrence , W. Green , D. Domas, D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Motion Carried (9 to 0)

8.16 Human Resources

Resolution to Approve an Employee Recognition Program for All County and Court Employees

Presented by Jennifer Palmbos, HR/LRM.

Moved by: R. Bezotte

Seconded by: G. Childs

Yes (9): C. Griffith, K. Lawrence , W. Green , D. Domas, D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Motion Carried (9 to 0)

8.17 Circuit Court

Resolution Authorizing a Nine (9) Month Extension of the Public Defender Contracts with a Five (5) Percent Increase.

Moved by: K. Lawrence

Seconded by: C. Griffith

Yes (9): C. Griffith, K. Lawrence , W. Green , D. Domas, D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Motion Carried (9 to 0)

9. CLAIMS

Miscellaneous Claims Dated: December 12, 2018

Moved by: K. Lawrence

Seconded by: C. Griffith

Yes (9): C. Griffith, K. Lawrence , W. Green , D. Domas, D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Motion Carried (9 to 0)

10. PREAUTHORIZED

Computer Print-out Dated: November 29 through December 12, 2018

Moved by: D. Parker

Seconded by: G. Childs

Yes (9): C. Griffith, K. Lawrence , W. Green , D. Domas, D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Motion Carried (9 to 0)

11. CALL TO THE PUBLIC

None.

12. ADJOURNMENT

Motion to adjourn the meeting at 8:45 a.m.

Moved by: K. Lawrence

Seconded by: C. Griffith

Yes (9): C. Griffith, K. Lawrence , W. Green , D. Domas, D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Motion Carried (9 to 0)

Respectfully submitted by:

Natalie Hunt,
Recording Secretary