



LIVINGSTON COUNTY, MICHIGAN
LIVINGSTON COUNTY TREASURER

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Howell, MI 48843

Phone 514-546-7010 Fax 517-545-9638

Web Site: livingstonlive.org

Memorandum

To: Livingston County Board of Commissioners

From: Jennifer M. Nash, Treasurer

Date: November 20, 2020

Re: Resolution Authorizing the County Treasurer to Suspend Enhanced Access Fees
For Livingston Live Online Transactions Through Webtecs, Inc.

I apologize for the urgency in getting this on the agenda. In light of the recent discovery of MIOSHA rule 5, section 8, I wanted to get this to you as soon as able to aid our departments in complying with the rule.

As you may know, the county utilizes a variety of credit card processing vendors for the various online services provided by our departments. All of these transactions across all vendors include an enhanced access fee, which is charged to the customer to cover the cost of processing that transaction. I have investigated our ability to suspend those access fees across each vendor in an effort to reduce in-person transaction and encourage online transactions.

We have a contractual obligation to assess the enhanced access fee in all cases EXCEPT Livingston Live transactions processed through Webtecs, Inc. In the case of Webtecs, the enhanced access fee is revenue to the IT fund, which is used to offset the credit card processing fees. Those processing fees are recognized as an expense to the IT fund. In all other cases, the revenue and expense belong to the 3rd party vendor and we therefore have no discretion.

Webtecs, Inc. is the vendor utilized for the list of online services below. These are high demand services and as such, I am recommending the temporary suspension of the enhanced access fee (fee schedule is attached) on all Webtec provided services.

Circuit Court Record Look Up and Payments
District Court Record Look Up and Payments
Juvenile Court Record Look Up and Payments
Treasurer Delinquent Tax / Property Look Up and Payments
Treasurer Dog Licensing
Register of Deeds Record Look Up
County Clerk Vital Records Copy Requests

Admittedly, this will result in a revenue loss to the IT fund of approximately \$12,000 per month. Thank you for your consideration and I am happy to answer any further questions you may have.