

# FINANCE COMMITTEE

## MEETING MINUTES

December 9, 2020, 7:30 a.m.

Virtual Meeting Held in Accordance with Public Act 228 of 2020

Zoom Virtual Meeting

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

<https://zoom.us/j/3997000062?pwd=SUdLYVFFcmozWnFxbm0vcHRjWkVIZz09>

Members Present                      Kate Lawrence , Douglas Helzerman, William Green , Wes Nakagiri, Jay Drick,  
Robert Bezotte, Carol Griffith, Jay Gross, Gary Childs

### 1.      **CALL MEETING TO ORDER**

The meeting was called to order by Commissioner Lawrence at 7:30 a.m.

### 2.      **ROLL CALL**

Indicated the presence of a quorum.

The following Board Members attended remotely from:

Carol Griffith, Genoa Township, Michigan  
Kate Lawrence, City of Brighton, Michigan  
William Green, Deerfield Township, Michigan  
Wes Nakagiri, Hartland Township, Michigan  
Douglas Helzerman, Handy Township, Michigan  
Jay Drick, City of Howell, Michigan  
Robert Bezotte, Marion Township, Michigan  
Jay Gross, Green Oak Township, Michigan  
Gary Childs, Green Oak Township, Michigan

### 3.      **APPROVAL OF MINUTES**

Meeting minutes dated: November 18, 2020

Motion to approve the Agenda as presented.

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith,  
J. Gross, and G. Childs

**Motion Carried (9 to 0)**

### 4.      **TABLED ITEMS FROM PREVIOUS MEETINGS**

None.

**5. APPROVAL OF AGENDA**

**Moved by:** W. Green

**Seconded by:** J. Gross

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**6. CALL TO THE PUBLIC**

None.

**7. REPORTS**

**8. RESOLUTIONS FOR CONSIDERATION**

**8.1 Administration**

Resolution Authorizing an Additional Contribution to MERS in Fiscal Year 2020

Recommend Motion to the Board of Commissioners.

**Moved by:** C. Griffith

**Seconded by:** G. Childs

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

**8.2 Board of Commissioners**

Resolution Setting Compensation for Livingston County Commissioners for Years 2021 and 2022

Discussion

Recommend Motion to the Board of Commissioners.

**Moved by:** G. Childs

**Seconded by:** J. Gross

Yes (4): K. Lawrence , W. Nakagiri, C. Griffith, and G. Childs

No (5): D. Helzerman, W. Green , J. Drick, R. Bezotte, and J. Gross

**Motion Failed (4 to 5)**

**Amendment:** to Set Compensation for Livingston County Commissioners for Years 2021 and 2022 as follows:

\$20000 chair  
\$18500 vice chair  
\$17000 member

Discussion.

**Moved by:** W. Green

**Seconded by:** R. Bezotte

Yes (4): W. Green , J. Drick, R. Bezotte, and J. Gross

No (5): K. Lawrence , D. Helzerman, W. Nakagiri, C. Griffith, and G. Childs

**Amendment Failed (4 to 5)**

Motion to Recommend Setting Compensation for Livingston County Commissioners for Years 2021 and 2022 to the Board of Commissioners, as follows:

\$19,000 - Board Chair  
\$18,500 - Vice Chair  
\$16,500 - Members

Discussion. Commissioner Lawrence, Childs, and Griffith recommended completing a position study.

**Moved by:** R. Bezotte

**Seconded by:** W. Green

Yes (5): D. Helzerman, W. Green , J. Drick, R. Bezotte, and J. Gross

No (4): K. Lawrence , W. Nakagiri, C. Griffith, and G. Childs

**Motion Carried (5 to 4)**

### **8.3 Human Resources**

Resolution Authorizing an Agreement with Aon to Provide Employee Benefits Broker and Consulting Services

Recommend Motion to the Board of Commissioners.

**Moved by:** W. Green

**Seconded by:** C. Griffith

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

#### **8.4 Car Pool**

Resolution Authorizing an Increase in Total Authorized Vehicles in the Facilities Services Fleet

Recommend Motion to the Board of Commissioners.

**Moved by:** D. Helzerman

**Seconded by:** R. Bezotte

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

#### **8.5 Equalization Department**

Resolution Authorizing the Reorganization of the Equalization Department

Recommend Motion to the Board of Commissioners.

**Moved by:** W. Green

**Seconded by:** C. Griffith

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

#### **8.6 Information Technology**

Resolution Authorizing 2021 Renewal Software Maintenance and Services

Recommend Motion to the Board of Commissioners.

**Moved by:** J. Gross

**Seconded by:** G. Childs

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

#### **8.7 MSU Extension**

Resolution to Approve the 2021 Memorandum of Agreement (MOA) with MSU Extension as Determined by the 2021 MSUE Budget

Recommend Motion to the Board of Commissioners.

**Moved by:** R. Bezotte

**Seconded by:** J. Gross

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

#### **8.8 Administration**

Resolution Authorizing 2021 Non-Profit Contracts

Recommend Motion to the Board of Commissioners.

**Moved by:** W. Green

**Seconded by:** R. Bezotte

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

#### **8.9 Administration**

Resolution to Authorize a Contract with Plante Moran to Provide Professional Auditing Services

Recommend Motion to the Board of Commissioners.

**Moved by:** R. Bezotte

**Seconded by:** J. Gross

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

#### **8.10 Fiscal Services**

Resolution to Amend the Livingston County Procurement Card Policy

Recommend Motion to the Board of Commissioners.

**Moved by:** C. Griffith

**Seconded by:** W. Nakagiri

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

**8.11 Fiscal Services**

Resolution to Amend the Livingston County Procurement Policy

Recommend Motion to the Board of Commissioners.

**Moved by:** C. Griffith

**Seconded by:** J. Gross

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

**8.12 Health Department**

Resolution Accepting 2021 Grant Funding from the Department of Licensing and Regulatory Affairs, Bureau of Medical Marihuana Regulation

Discussion.

Recommend Motion to the Board of Commissioners.

**Moved by:** D. Helzerman

**Seconded by:** W. Nakagiri

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

**8.13 Health Department**

Resolution Authorizing an Agreement with the Michigan Department of Environment, Great Lakes, and Energy to Conduct Environmental Health Services

Recommend Motion to the Board of Commissioners.

**Moved by:** G. Childs

**Seconded by:** J. Gross

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

**8.14 Health Department**

COVID-19 Related Resolution Approving Temporarily Authorizing A Livingston County Health Department FLSA Exempt Employee To Accrue Temporary Special Flex Time And Additional Compensation For Hours Worked

Recommend Motion to the Board of Commissioners.

**Moved by:** W. Green

**Seconded by:** J. Gross

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

**8.15 Health Department**

Resolution Extending Authorization of Resolution 2020-03-079

Recommend Motion to the Board of Commissioners.

**Moved by:** W. Nakagiri

**Seconded by:** C. Griffith

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

**8.16 LETS**

Resolution Amending Resolution 2019-02-017 Authorizing Third-Party Contracts between Livingston County and Specialized Services Transportation Providers

Recommend Motion to the Board of Commissioners.

**Moved by:** J. Gross

**Seconded by:** D. Helzerman

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

**8.17 LETS**

Resolution Authorizing Sub-recipient Agreement for Transportation Services between Livingston County (LETS) and People's Express of Whitmore Lake for FY 2021 and Amendment to FY 2020 Agreement

Recommend Motion to the Board of Commissioners.

**Moved by:** W. Green

**Seconded by:** D. Helzerman

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

#### **8.18 LETS**

Resolution Authorizing the Reorganization of LETS to Fill the Full-Time Mobility Manager Position and Eliminate One Full-Time Driver Position

Recommend Motion to the Board of Commissioners.

**Moved by:** J. Gross

**Seconded by:** D. Helzerman

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

#### **8.19 LETS**

Resolution Approving the LETS Public Transportation Agency Safety Plan (PTASP)

Recommend Motion to the Board of Commissioners.

**Moved by:** W. Nakagiri

**Seconded by:** C. Griffith

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

#### **8.20 Emergency Medical Services**

Resolution Authorizing the Approval of the EMS Charges for 2021

Recommend Motion to the Board of Commissioners.

**Moved by:** J. Gross

**Seconded by:** D. Helzerman

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**



**8.21 Emergency Medical Services**

Resolution Authorizing the Clinical/Internship contract with Lake Superior State University

**8.22 Emergency Medical Service**

Resolution Authorizing a Clinical Training Affiliation Agreement with Oakland Community College to Provide Clinical Internship Services

**8.23 Emergency Medical Service**

Resolution Authorizing a Clinical Training Affiliation Agreement with Dorsey Emergency Medical Academy to Provide Clinical Internship Services

Recommend Motion to the Board of Commissioners for items #8.21; 8.22; 8.23

**Moved by:** J. Gross

**Seconded by:** R. Bezotte

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

**8.24 Emergency Medical Services**

Resolution Authorizing Holiday Pay for Regular Part-Time Livingston County Medical Examiner Investigators

Recommend Motion to the Board of Commissioners.

**Moved by:** R. Bezotte

**Seconded by:** W. Green

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

**8.25 Emergency Medical Services**

Resolution Approving the Reorganization of the Emergency Medical Services Department

Recommend Motion to the Board of Commissioners.

**Moved by:** R. Bezotte

**Seconded by:** W. Green

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

**9. CLAIMS**

Dated: December 9, 2020

Recommend Motion to the Board of Commissioners.

**Moved by:** C. Griffith

**Seconded by:** J. Gross

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

**10. PREAUTHORIZED**

Dated: November 13 through December 3, 2020

Recommend Motion to the Board of Commissioners.

**Moved by:** R. Bezotte

**Seconded by:** G. Childs

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

**11. CALL TO THE PUBLIC**

None.

**12. ADJOURNMENT**

Motion to adjourn the meeting at 9:14 a.m.

**Moved by:** D. Helzerman

**Seconded by:** W. Nakagiri

Yes (9): K. Lawrence , D. Helzerman, W. Green , W. Nakagiri, J. Drick, R. Bezotte, C. Griffith, J. Gross, and G. Childs

**Motion Carried (9 to 0)**

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Natalie Hunt, Recording Secretary