



Livingston County Board of Commissioners

Meeting Minutes

March 24, 2025, 6:00 p.m.
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: Jay Drick, Douglas Helzerman, David Domas, Frank Sample, Wes Nakagiri, Roger Deaton, Nick Fiani, Melvin Paunovich, Jay Gross

1. Call Meeting to Order

The meeting was called to order by Chairman Jay Drick at 6:00 p.m.

2. Moment of Prayer

3. Pledge of Allegiance to the Flag

All rose for the Pledge of Allegiance to the Flag of the United States of America.

4. Roll Call

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

5. Approval of Agenda

Motion to approve the agenda with the:

- Removal of Resolution 12.e 2025-03-030 Resolution to Adopt the Updated 2025-2029 Livingston County Emergency Operations Plan (EOP) – Emergency Management

It was moved by N. Fiani
Seconded by F. Sample

Yes (9): J. Drick, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

6. Recognition

Elizabeth Hundley, Livingston County Clerk

Patrice Johnson of MFEI and Commissioner Nakagiri presented Elizabeth Hundley, Livingston County Clerk, with the Sunlight Award. Elizabeth Hundley was the first to be recognized with the Sunlight Award which honored for her commitment to transparency, efficiency, accuracy and professionalism.

7. Correspondence

None.

8. Call to the Public

Act 388 of 1976 offer; Act 267 of 1976

The following persons addressed the Board: Lou Ann Lathrop, Hartland Township; Alan Rygiel, Pinckney; Jim Bensmiller, Brighton Township; Jean Amador, Brighton Township; Tammy Higgins, Iosco; Danykah Muck, Iosco; Janine Iyer, Genoa Township; Dave Reader, Marion Township; Douglas Helzerman, Handy Township; Meghan Reckling, Handy Township; Larry Parsons, Hartland; Lori Cowan, Unadilla.

9. Approval of Minutes

9.a Meeting Minutes dated: February 24, 2025

9.b Meeting Minutes dated: March 10, 2025

9.c Work Session Minutes dated: February 26, 2025

9.d Closed Session Minutes dated: February 24, 2025

9.e Closed Session Minutes dated: March 10, 2025

Motion to approve the minutes as presented.

It was moved by J. Gross
Seconded by R. Deaton

Yes (9): J. Drick, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

10. Tabled Items from Previous Meetings

None.

11. Reports

Commissioner Nakagiri provided a report to the Board.

12. Resolutions for Consideration

12.a 2025-03-026

Resolution Appointing the Equalization Department Director – Board of Commissioners

Motion to adopt the Resolution.

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

Discussion.

Yes (9): J. Drick, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

12.b 2025-03-027

Resolution Approving an Appointment to the Livingston County Tax Allocation Board – Board of Commissioners

Motion to adopt the Resolution.

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

Yes (9): J. Drick, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

12.c 2025-03-028

Resolution Approving an Appointment to the Livingston County Community Corrections Advisory Board – Board of Commissioners

Motion to adopt the Resolution.

It was moved by F. Sample
Seconded by R. Deaton

Discussion.

Yes (9): J. Drick, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

12.d 2025-03-029 (Roll Call Vote)

Resolution Accepting 2025 National Crime Victim's Rights Week Grant – Prosecutor's Office

Motion to adopt the Resolution.

It was moved by D. Domas
Seconded by J. Gross

Discussion.

Roll Call Vote: Yes (9): J. Drick, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

12.e 2025-03-030 (Roll Call Vote)

Resolution Authorizing the Extension of the Lease Agreement with American Tower Corporation (GTP Acquisition Partners II, LLC) for the tower located at 3254 S Latson, Howell – Central Dispatch

Motion to adopt the Resolution.

It was moved by D. Helzerman
Seconded by D. Domas

Discussion.

Motion to Amend the THEREFORE, BE IT RESOLVED to add "GTP Acquisition Partners II, LLC." after the word "Tower".

It was moved by N. Fiani
Seconded by F. Sample

Yes (9): J. Drick, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

Motion to adopt the amended Resolution.

It was moved by D. Helzerman

Seconded by D. Domas

Roll Call Vote: Yes (9): D. Helzerman, J. Drick, D. Domas, F. Sample, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

12.f 2025-03-031

Resolution to Submit the Estimated 2026 General Fund Budget to the Tax Allocation Board - Fiscal Services

Motion to adopt the Resolution.

It was moved by W. Nakagiri

Seconded by R. Deaton

Roll Call Vote: Yes (9): W. Nakagiri, J. Drick, D. Helzerman, D. Domas, F. Sample, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

12.g 2025-03-032

Resolution Authorizing the Issuance of Purchase Orders for Annual Software Maintenance and Renewals – Information Technology

Motion to adopt the Resolution.

It was moved by R. Deaton

Seconded by J. Gross

Yes (9): J. Drick, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

12.h 2025-03-033

Resolution Authorizing a Master Agreement Contract Renewal with Windstream for Telephone Service and Internet Services - Information Technology

Motion to adopt the Resolution.

It was moved by D. Domas

Seconded by R. Deaton

Yes (9): J. Drick, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

12.i 2025-03-034

Resolution Authorizing the addition of 5 Irregular Part Time positions - Emergency Medical Services

Motion to adopt the Resolution.

It was moved by J. Gross
Seconded by R. Deaton

Yes (9): J. Drick, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

12.j 2025-03-035 (Roll Call Vote)

Resolution Authorizing Use of General Fund Vision Tour Funds and an Agreement with Schafer Construction Inc. for the Construction of an EMS Base in Putnam Township – Emergency Medical Services

Motion to adopt the Resolution.

It was moved by F. Sample
Seconded by J. Gross

Roll Call Vote: Yes (9): F. Sample, J. Drick, D. Helzerman, D. Domas, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

12.k 2025-03-036

Resolution Authorizing the Approval of a Land Lease with Putnam Township for the Construction of an EMS Substation – Emergency Medical Services

Motion to adopt the Resolution.

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

Discussion.

Yes (9): J. Drick, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

12.l 2025-03-037 (Roll Call Vote)

Resolution Authorizing Use of General Fund Vision Tour Funds and an Agreement with Schafer Construction Inc. for the Construction of an EMS Base in Cohoctah Township – Emergency Medical Services

Motion to adopt the Resolution.

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

Discussion.

Roll Call Vote: Yes (9): D. Helzerman, J. Drick, D. Domas, F. Sample, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

12.m 2025-03-038

Resolution Authorizing the Approval of a Land Lease with Cohoctah Township for the Construction of an EMS Substation - Emergency Medical Services

Motion to adopt the Resolution.

It was moved by D. Helzerman

Seconded by F. Sample

Discussion.

Motion to amend the Resolution to add "at a rental rate of \$1.00 per year" to the THEREFORE, BE IT RESOLVED.

It was moved by J. Gross

Seconded by D. Helzerman

Yes (9): J. Drick, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

Motion to adopt the amended Resolution.

It was moved by D. Helzerman

Seconded by F. Sample

Yes (9): J. Drick, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

12.n 2025-03-039

Resolution in Response to the Submission of a Petition to Determine a Normal Lake Level for Faussett Lake – Drain Commissioner

Motion to adopt the Resolution.

It was moved by D. Helzerman

Seconded by D. Domas

Discussion.

Yes (9): J. Drick, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

12.o 2025-03-040

Resolution Approving the Special Assessment Roll, Project Costs, and Issuance of Special Assessment District Notes for Repairs to the Thompson Lake Dam – Drain Commissioner

Motion to adopt the Resolution.

It was moved by D. Domas
Seconded by D. Helzerman

Discussion.

Roll Call: Yes (9): D. Domas, J. Drick, D. Helzerman, F. Sample, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

12.p 2025-03-041

Resolution Approving the Special Assessment Roll and Project Costs for Repairs to the Portage Baseline Lake Dam – Drain Commissioner

Motion to adopt the Resolution.

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

Discussion.

Roll Call: Yes (9): F. Sample, D. Domas, J. Drick, D. Helzerman, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

12.q 2025-03-042 (Roll Call Vote)

Resolution Pledging Full Faith and Credit for the Portage Baseline Lake Level Assessment District 2025 Lake Level Bonds (Limited Tax General Obligation) – Drain Commissioner

Motion to adopt the Resolution.

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

Discussion.

Roll Call: Yes (9): F. Sample, J. Drick, D. Helzerman, D. Domas, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

12.r 2025-03-043

Resolution Establishing a Fund Balance Policy for the Livingston County General Fund (Fund 101) – Board of Commissioners

Motion to adopt the Resolution.

It was moved by W. Nakagiri
Seconded by J. Gross

Motion to amend the Resolution to change the word “periodic” to “quarterly” in the last BE
IT FURTHER RESOLVED.

It was moved by J. Drick
Seconded by J. Gross

Yes (9): J. Drick, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

Motion to adopt the amended Resolution.

It was moved by W. Nakagiri
Seconded by J. Gross

Yes (9): J. Drick, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

12.s 2025-03-044

Resolution Amending Resolution 2023-03-033 Establishing Uniform Procedure for Nominating and Selecting Citizens for Board Appointed Committee/Board Positions – Board of Commissioners

Motion to adopt the Resolution.

It was moved by F. Sample
Seconded by W. Nakagiri

Yes (9): J. Drick, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

12.t 2025-03-045

Resolution Authorizing the Sending of Requests for Proposals for Obedience to Court Order as to Spending Opioid Settlement Funds for Core Treatment and/or Education, Harm Reduction, or Adverse Impacts in Livingston County – Board of Commissioners

Motion to adopt the Resolution.

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

Discussion.

Yes (9): J. Drick, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

12.u 2025-03-046

Resolution Approving the Tentative Agreement between the Livingston County Board of Commissioners and the Michigan Association of Fire Fighters Representing Paramedics – Board of Commissioners

Motion to adopt the Resolution.

It was moved by F. Sample
Seconded by J. Gross

Discussion.

Roll Call: Yes (9): F. Sample, J. Drick, D. Helzerman, D. Domas, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

13. Accounts Payable Reports

13.a Claims dated: March 24, 2025

13.b Payables dated: February 14 through February 27, 2025

It was moved by J. Gross
Seconded by D. Domas

Yes (9): J. Drick, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross; No (0): None; Absent (0): None

Motion Carried (9-0-0)

14. Call to the Public

Act 388 of 1976 offer; Act 267 of 1976

The following persons addressed the Board: Valerie Niemiec, Putnam Township and Bill Hunter, Green Oak Township.

15. Commissioner Comments

Commissioner Sample commented.

16. Adjournment

Motion to adjourn the meeting at 7:43 p.m.

It was moved by D. Helzerman
Seconded by R. Deaton

Yes (9): J. Drick, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, R. Deaton, N. Fiani, M. Paunovich, and J. Gross

Motion Carried (9-0-0)

Elizabeth Hundley, County Clerk