

Infrastructure & Development Committee

1/25/2010

304 E. Grand River Avenue, Howell, MI

7:30 PM

AGENDA

- 1. CALL MEETING TO ORDER**
 - 2. APPROVAL OF MINUTES**
 - A. Minutes of January 4, 2010
 - 3. APPROVAL OF AGENDA**
 - 4. REPORTS**
 - 5. CALL TO THE PUBLIC**
 - 6. PLANNING DEPARTMENT**
 - A. Report: Integration of Capital Improvement Plan with County Master Plan (no attachments)
 - 7. BUILDING INSPECTIONS / ENV. HEALTH**
 - A. Discussion: Consolidation of Building Inspections into Public Health (attachment)
 - 8. ADJOURNMENT**
-

**LIVINGSTON COUNTY
INFRASTRUCTURE & DEVELOPMENT SUBCOMMITTEE
January 04, 2010
304 East Grand River Avenue, Howell, Michigan
Conference Room 4 - 6:30 P.M.**

Minutes

Members Present: Commissioners Dolan, Parker, Van Houten, La Belle

Members Absent:

Others Present: Kathleen Kline-Hudson, Brian Jonckheere, Nancy Vorhoff, Ken Recker,
Shannon Filarecki

1. CALL MEETING TO ORDER

The meeting was called to order by Commissioner Dolan at 6:40 p.m.

2. APPROVAL OF MINUTES

Motion by Parker, seconded by La Belle, to **Approve** the minutes of the November 23, 2009, Infrastructure and Development meeting, as presented. All in favor, motion passed.

3. APPROVAL OF AGENDA

Motion by Van Houten, seconded by La Belle, to **Approve** the agenda of the January 04, 2010, Infrastructure and Development meeting, as presented. All in favor, motion passed.

4. REPORTS - None

5. CALL TO THE PUBLIC

6. DRAIN COMMISSIONER

**A. RESOLUTION AUTHORIZING THE USE OF INFORMATION
TECHNOLOGY RESOURCES TO FACILITATE THE INSTALLATION OF
CITIWORKS SOFTWARE**

Commissioner Jonckheere spoke about the benefits the county would have with the purchase of the CITIWORKS Software.

Benefits such as:

- The Drain Commission would purchase this software and charge the cost back to the districts.
- The tracking this software offers, is required by the state to show this information for wastewater treatment (sewage recovering station).
- This would be spatial oriented software that interfaces with GIS.
- There has been an interest from other municipalities to connect, such as Hartland Township would like immediate inclusion. The Drain Commission will organize user agreements.

Motion by La Belle, seconded by Van Houten to recommend Approval of the resolution

to the Finance Committee. All in favor, Motion Passed

**B. RESOLUTION TO ACCEPT A GRANT FROM MDEQ TO FUND
PLANNING AND MONITORING REQUIRED UNDER THE PHASE II
STORM WATER PERMIT REGULATIONS**

Commissioner Jonckheere commented that many of the communities are trying to opt out of Phase II requirements. The Phase II rules originated in 1997. The requirements involve monitoring of area lakes for phosphorus and other nutrients. Brian said that with everyone bailing out, the program has failed.

Motion by LaBelle, seconded by VanHouten to recommend Approval of the resolution to the Finance Committee. All in favor, Motion Passed

7. ADJOURNMENT

Motion by LaBelle, seconded by Parker to adjourn the meeting at 7:00 p.m.
All in favor, motion passed



LIVINGSTON COUNTY, MICHIGAN

LIVINGSTON COUNTY ADMINISTRATION

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BELINDA M. PETERS
Acting County Administrator

MEMORANDUM

TO: LIVINGSTON COUNTY BOARD OF COMMISSIONERS

FROM: BELINDA M. PETERS - ACTING ADMINISTRATOR
LIVINGSTON COUNTY ADMINISTRATION

RE: CONSOLIDATION OF BUILDING DEPARTMENT

DATE: JANUARY 20, 2010

Livingston County Building Official, Robert Kobylas, has elected to retire under the recent incentive program offered to qualified employees. Bob's last day will be February 26, 2010. Recognizing Board policy to evaluate alternatives to consolidate positions and departments in order to achieve budgetary savings, I am recommending that the Building Department be consolidated with in the Environmental Health Division of the Department of Public Health.

Dianne McCormick, Division Director for Environmental Health, can provide the supervision and administrative oversight for the day-to-day operation of both Building and Environmental Health Services. I have had discussions with both Ted Westmeier, and Dianne, and they both are agreeable to the consolidation within Environmental Health and believe it to be a good fit.

A legal opinion from Civil Counsel has also been obtained. In summary, it is necessary to review the County ordinance for the enforcement of the Construction Code Act. It may be necessary to amend the ordinance to restructure the Building Department and transfer its duties to another Department. The duties of the Building Department may be assigned to a division of the Department of Public Health, under the direction of an administrative director. However, the Building Official must be registered and qualified, and formally designated by the Board of Commissioners. Currently, the Deputy Director, Don Wilkinson, is registered and qualified and I am recommending that he assume the role as Building Official to provide the technical expertise needed.

