

**MINUTES OF THE  
ADMINISTRATIVE SERVICES COMMITTEE**

**WEDNESDAY, FEBRUARY 4, 2009**

At a meeting of the **Administrative Services Committee**, held Wednesday, February 4, 2009, in the Board Room, on the 9<sup>th</sup> Floor of the Administration Building, Mount Clemens, the following members were present:

Vosburg-Chair, Accavitti, Brown, Camphous-Peterson, J. Flynn, Lampar, Mijac, Sauger, Szczepanski and Gielegem (ex-officio).

**Other Commissioners Also Present:**

Commissioner Bruley  
Commissioner Carabelli  
Commissioner Crouchman  
Commissioner Duzyj  
Commissioner D. Flynn  
Commissioner Mocerri  
Commissioner Rengert

There being a quorum of the committee present, Chair Vosburg called the meeting to order at 9:03 a.m.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**AGENDA**

**MOTION**

A motion was made by Camphous-Peterson, supported by J. Flynn, to adopt the agenda, as presented. **The Motion Carried.**

**HOSTING OF 2009 VOLUNTEER RECOGNITION AWARDS PROGRAM**

**COMMITTEE RECOMMENDATION – MOTION**

A MOTION WAS MADE BY J. FLYNN, SUPPORTED BY CAMPHOUS-PETERSON, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS APPROVE HOSTING THE 2009 VOLUNTEER RECOGNITION AWARDS PROGRAM.

The following commissioners spoke: J. Flynn, Sauger and Camphous-Peterson.

Chair Vosburg called for a vote on the motion and **THE MOTION CARRIED.**

**PARTICIPATION IN MACOMB COUNTY CLOSE-UP STUDENT GOVERNMENT DAY**

**COMMITTEE RECOMMENDATION – MOTION**

A MOTION WAS MADE BY J. FLYNN, SUPPORTED BY CAMPHOUS-PETERSON, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS APPROVE PARTICIPATION IN MACOMB COUNTY CLOSE-UP STUDENT GOVERNMENT DAY.

The following commissioner spoke: J. Flynn.

Chair Vosburg called for a vote on the motion and **THE MOTION CARRIED.**

**POSTING OF PODCASTS OF BOARD OF COMMISSIONER COMMITTEE MEETINGS ON WEBSITE**

**COMMITTEE RECOMMENDATION – MOTION**

A MOTION WAS MADE BY BROWN, SUPPORTED BY ACCAVITTI, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS APPROVE POSTING PODCASTS OF BOARD OF COMMISSIONERS COMMITTEE MEETINGS ON THE BOARD OF COMMISSIONERS WEBSITE.

The following commissioners spoke: Brown, Camphous-Peterson and J. Flynn.

Chair Vosburg called for a vote on the motion and **THE MOTION CARRIED.**

**FORMATION OF WORK GROUP RE: VIDEO TAPING FULL BOARD MEETINGS**

**COMMITTEE RECOMMENDATION – MOTION**

A MOTION WAS MADE BY BROWN, SUPPORTED BY VOSBURG, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS APPROVE FORMATION OF A WORK GROUP TO BEGIN PRELIMINARY DISCUSSION OF VIDEO TAPING FULL BOARD AND COMMITTEE MEETINGS.

The following commissioners spoke: Sauger, Mijac, J. Flynn, Szczepanski, Carabelli and Brown.

Chair Vosburg called for a vote on the motion and **THE MOTION CARRIED.**

**PURCHASE OF LAPTOP FOR REGISTER OF DEEDS AND WIRELESS NETWORKING CARD AND BLUETOOTH CARD FOR CLERK'S CURRENT LAPTOP**

**MOTION**

A motion was made by Szczepanski, supported by J. Flynn, to approve and forward to the Budget Committee authorization for the County Clerk/Register of Deeds to purchase

a laptop for the Register of Deeds and a wireless networking card and Bluetooth card for the Clerk's current laptop at a cost not to exceed \$4,200; both laptops are mainly used for mobile offices and meetings; funding is available in the Register of Deeds Technology Fund. **The Motion Carried.**

**AWARD BID FOR PRINTING 50,000 COPIES OF 2009 MACOMB COUNTY DIRECTORY**

**COMMITTEE RECOMMENDATION – MOTION**

A MOTION WAS MADE BY J. FLYNN, SUPPORTED BY MIJAC, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS AWARD THE BID TO DEARBORN LITHOGRAPH, INC. FOR PRINTING 50,000 COPIES OF THE 2009 MACOMB COUNTY DIRECTORY IN THE AMOUNT OF \$25,143; FUNDS ARE AVAILABLE IN THE CLERK'S OUTSIDE PRINTING BUDGET.

The following commissioners spoke: Mijac, Brown, Szczepanski, J. Flynn, Sauger and Carabelli.

Chair Vosburg called for a vote on the motion and **THE MOTION CARRIED WITH ACCAVITTI AND SZCZEPANSKI VOTING "NO"**.

**PRESENTATION ABOUT CLERK/REGISTER OF DEEDS OFFICES**

Ms. Sabaugh and Mr. Schmitz provided an overview of the services currently offered by the Clerk and Register of Deeds' Offices and their future plans.

The following commissioner spoke: J. Flynn.

**MOTION**

A motion was made by Camphous-Peterson, supported by J. Flynn, to receive and file the presentation provided about the Clerk/Register of Deeds Offices. **The Motion Carried.**

**ADJOURNMENT**

**MOTION**

A motion was made by Sauger, supported by Brown, to adjourn the meeting at 10:24 a.m. **The Motion Carried.**