

LIVINGSTON COUNTY BOARD
FINANCE COMMITTEE
MINUTES OF FEBRUARY 3, 2016

Committee Chair Tim Shafer called the meeting to order at 6:04 p.m. in the committee meeting room within the Livingston County Historic Courthouse.

Present: Shafer, Heath, Bunting, Cohlman (left at 6:46 p.m.), Gerwin, Mays

Absent: Ingles

Also Present: Chairman Marty Fannin, Alina Hartley (Administrative Resource Specialist), John Clemmer (Finance Resource Specialist), Lt. Glowacki, Superintendent Bill Cox, Coroner Mike Burke, Assessor Shelly Renken, Mapping Specialist Jan Girard, Chad Carnahan, Circuit Clerk Judy Cremer, Leann Dixon, Public Defender Randy Morgan, Contract Counsel Bill Bertram.

Shafer called for any additions or corrections to the revised agenda with none requested. *Motion by Cohlman, second by Mays to approve the agenda as presented. MOTION CARRIED WITH ALL AYES.*

The Committee reviewed the minutes of the January 6th & 19th, 2016 meetings. *Motion by Bunting, second by Heath to approve the minutes as presented. MOTION CARRIED WITH ALL AYES.*

Intergovernmental Agreement: Nebraska Township – Assessment Services – Assessor Shelly Renken was present to review a proposed resolution with Nebraska Township for assessment services. Nebraska Township does not currently have a township assessor. *Motion by Cohlman, second by Mays to recommend approval of the Intergovernmental Agreement with Nebraska Township for Assessment Services. MOTION CARRIED WITH ALL AYES.*

GIS Change Detection Services – Jan Girard presented the Committee the option of adding Change Detection Services to the upcoming flyover. Girard stated that this service will pick up any new properties or anything that was missed, such as garages, machine sheds, additions, etc.. Girard stated that the total cost of the service is \$24,938.49 spread over three years. Discussion took place regarding interest expressed by local engineering firms as well as other local governments in participating in the cost of the flyover in order to obtain the files. Those discussions are still ongoing at this time. *Motion by Bunting, second by Heath to approve the addition of the Change Detection Services. MOTION CARRIED WITH ALL AYES.*

Circuit Clerk Semi-Annual Report – Judy Cremer was present to review her semi-annual report with the Committee. *Motion by Cohlman, second by Mays to approve the Circuit Clerk's Semi-Annual Report. MOTION CARRIED WITH ALL AYES.*

Public Defender: Bertram Contract – Randy Morgan and Bill Bertram were present to discuss the services provided by Mr. Bertram. Committee members once again requested that the number of hours spent would be helpful. It was noted that court days and cases assigned did not necessarily reflect the number of hours that Bertram spent on County business. A lengthy discussion took place. Consensus of the Committee was to review the contract for a one year term. *Motion by Heath, second by Bunting to approve a one year extension of the contract.* **MOTION CARRIED ON VOICE VOTE.** Opposed: Gerwin.

Establishment of Elected Officials Salaries – The Committee discussed the salaries of the Circuit Clerk and Coroner for FY 2017 through FY 2020. Comparable salaries in other similarly sized counties were reviewed. *Motion by Gerwin to set the Circuit Clerk salary at \$66,800, \$67,800, \$68,800, \$69,800 and to set the Coroner salary at \$45,000 with a \$1,000 increase for each year.* **MOTION FAILED BY LACK OF A SECOND.**

Motion by Heath, second by Gerwin to increase the Circuit Clerk salary by \$1,000 each of the four years (\$66,800, \$67,800, \$68,800, \$69,800). **MOTION CARRIED WITH ALL AYES.**

Discussion took place regarding the Coroner's salary. Some members felt that the current salary was too high in comparison to other counties, however, most Committee members opposed large reductions. *Motion by Mays, second by Heath to reduce the salary to \$52,000 beginning in 2017, with a \$1,000 increase annually (\$52,000, \$53,000, \$54,000 and \$55,000).* **MOTION CARRIED ON VOICE VOTE.** Opposed: Gerwin.

Budget Adjustments – Cox reported that he had presented an alternative option to splitting the maintenance department to the Property Committee. Cox stated that he is proposing that the department be kept as one unit, as he agreed it is the most economical means. Cox stated that as a solution he would agree to oversee the department in an effort to bring consensus amongst the staff. Cox stated that he would hope not to be involved in the day to day operations. It was questioned whether Chad would have 100% control over his staff, with the response being that Cox did not believe that scenario would work. It was determined that it would be in the best interest to go into executive session pursuant to 5ILCS 120/2 (c)(1) Personnel Matters in order to continue discussions related to personnel and recent terminations. *Motion by Mays, second by Bunting to go into Executive Session pursuant to 5ILCS 120/2(c)(1) – Personnel Matters.* **MOTION CARRIED ON ROLL CALL VOTE.** All voted Aye; none Nay.

Executive Session began at

Regular Session resumed at 8:45 p.m.

The Committee reviewed the proposed budget adjustments in conjunction with the split of the maintenance department into two sections. *Motion by Mays; second by Heath to approve the budget adjustments pending approval of the split of the department.* **MOTION CARRIED WITH ALL AYES.**

Finance Report – Clemmer reviewed the monthly financial report with the Committee. Clemmer stated that the report is slightly inflated due to an extra payroll in December. Clemmer reported that there will also need to be an adjustment to animal control. Clemmer reported that the audit is going well thus far.

Approval of Bills – The Committee reviewed the bills submitted. *Motion by Mays, second by Bunting to approve the bills.* **MOTION CARRIED ON VOICE VOTE.**

Motion by Mays, second by Heath to adjourn. **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 9:01 p.m.

Alina Hartley
Administrative Resource Specialist