

LIVINGSTON COUNTY BOARD  
ADMINISTRATIVE COMMITTEE  
MINUTES OF JULY 13, 2017

Chairman Bob Young called the meeting to order at 5:00 p.m. in the committee room in the Livingston County Historic Courthouse.

Present: Young, Shafer, Allen, Arbogast, Bunting, Fannin, Holt, Ingles, Kestner

Absent: Steichen

Also Present: Executive Director Alina Hartley, Finance Director John Clemmer

Young called for any additions or corrections to the revised agenda with none being requested. *Motion by Ingles, second by Holt approve the agenda as presented.*

**MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the June 8, 2017 meeting. *Motion by Holt, second by Fannin to approve the minutes.* **MOTION CARRIED WITH ALL AYES.**

**FY 2018 County Board and County Board Office Budget** – Hartley reviewed the requests for the FY 2018 County Board and County Board Office budgets. Combined the requests represent a \$5,000 decrease from FY 2017. *Motion by Ingles, second by Holt to recommend approval of the FY 2018 budget request.* **MOTION CARRIED WITH ALL AYES.**

**Comments from the Chairman** – Chairman Young reported that there were a few meetings held with the WECS attorney in regards to the ordinance amendment and ZBA hearing. Young stated that meetings were also held with Mr. Walters. Young noted that Probation has ratified their agreement. Young reported that he will be recommending Patrick Killian be appointed to fill the vacancy left by the resignation of Kelly Cohlman. Young reported that he will be moving Fannin to the Finance Committee and Killian will be assigned to IT and Ag & Zoning. Young further reported that he is also recommending the appointment of Jim Blackard to the ZBA to fill Connie Casey's seat. Young stated that Casey had requested to be replaced. Young reported that the ZBA will continue review of the ordinance amendment on August 31<sup>st</sup>.

Young stated that last month there were a lot of abstentions, especially on gun parts. Young stated that abstentions should be used when there is a conflict of interest. Young encouraged all board members to vote their consciences on all decisions, but noted that voting present would be the appropriate vote if a board member did not wish to vote.

Young stated that he has received a couple of complaints regarding board members wearing hats during the board meeting. Young questioned how the Committee felt about the issue, with the consensus of the Committee being that hats should not be worn during the meeting. Committee members felt that the Chairman should address the issue appropriately.

Young reported that on July 3<sup>rd</sup> he met with Joan Huisman, Tom Blakeman, Randy Yedinak and Chuck Schopp regarding the relationship between the County Board and ZBA.

**Comments from Committee Chairman –**

On behalf of the Sheriff, Jail & License Committee, Kestner reported that he has been trying to get ahold of the Sheriff regarding the presentation of his reports and his budget. Kestner stated that he has had a conversation with Glowacki, but has not had a conversation with the Sheriff. Kestner stated that Ron Baker was present to review his budget with the Committee.

On behalf of the Finance Committee, Shafer reported that the budget process has begun. Shafer reported that they have requested some departments with the larger increases attend a special meeting to discuss their budget. Shafer noted that the jail budget increased about 15%.

Holt reported on behalf of the Ag & Zoning Committee, that the annual open house for the landfill is scheduled for July 21<sup>st</sup>. Holt reported that the property value guarantee issue has been introduced by Cornale at the ZBA meeting. Holt noted that there was a complaint about a property in Roe. Holt stated that he had Schopp send a 30 day notice to the property owner requesting that the property be cleaned up. Holt stated that Steichen had also asked him to look into a property in Reddick, which he did. Young stated that he felt that this was overstepping the board's authority.

On behalf of the Elections Committee Fannin reported that there will be a resolution amending the Ethics Ordinance to add the Gift Ban. Fannin further reported that the Committee has begun the review of the Standing Rules.

On behalf of the Property Committee, Ingles reported that the Committee approved the concept of leasing the Regions building to Mosiac. Ingles stated that the proposal from Mosiac includes a capital investment of \$80,000. Ingles reported that Carnahan reviewed the budget with the Committee with some increases being in error, and some due to mandates. Ingles stated that Carnahan has been utilizing DSI to do some cleaning for the department on a month to month basis. Ingles stated that it appears that the county would realize a better rate if you utilized a twelve month contract.

Ingles further reported that the Committee had a discussion regarding the H&E building and the consensus of the Committee was to not spend a lot of money on that building. Ingles discussed the design build concept with the Committee.

On behalf of the IT Committee, Allen reported that the Committee discussed the budget and capital requests. Allen stated that the budget represented an increase of approximately \$3,000. Allen stated that Sear is still working on his capital requests.

On behalf of the Personnel Committee, Arbogast stated that the Committee reviewed the HR budget. Arbogast stated that there were some increases in a couple line items, but overall the budget will be a decrease due to the adjustment in salary upon Daniels retirement.

On behalf of the Highway Committee, Bunting reported that there are no action items coming before the board this month. Bunting stated that the Committee began the review of the budget. Bunting stated the MFT funds were discussed and no issues are anticipated. Bunting stated that there is about \$215,000 budgeted in new purchases. Bunting noted that the salt shed is a concern. Bunting reported that Travis Sanken was offered and accepted the Maintenance Foreman position. Bunting stated that they will look to fill his vacancy in the fall.

*Motion by Bunting, second by Arbogast to adjourn the meeting.* **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 6:04 p.m..

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Alina Hartley  
Executive Director