

LIVINGSTON COUNTY BOARD  
FINANCE COMMITTEE  
MINUTES OF SEPTEMBER 6, 2017

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 (arrived at 6:09 p.m.), Bunting, Gerwin, Ingles, Slagel

Absent: Fannin

Also Present: Chairman Bob Young, County Board member Steve Lovell, Alina Hartley (Executive Director), John Clemmer (Finance Director), Chad Carnahan, Chief Dutko, Sup. Bill Cox, Circuit Clerk Leann Dixon, Network & Computer Systems Administrator Jon Sear, County Clerk Kristy Masching, and Treasurer Barb Sear

Shafer called for any additions or corrections to the revised agenda with none requested.

*Motion by Gerwin, second by Slagel to approve the revised agenda as presented.*

**MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the August 9, 2017 meeting. *Motion by Gerwin, second by Slagel to approve the minutes of both the August 9, 2017 meeting as amended.*

**MOTION CARRIED WITH ALL AYES.**

**Request for Additional Staff: Circuit Clerk** – Circuit Clerk Leann Dixon was present to request replacement of the position originally slated for attrition. Dixon stated that with the retirements and turnover within her department she hasn't been able to get on her feet. Dixon stated that she would like to be fully staffed until she feels comfortable. Dixon stated that had she been full-staffed when she took over, she may have been able to reduce the staff. Discussion took place regarding the possibility of using temporary contract employees. Further discussion took place regarding the budgeting, and how long the funding would be made available. *Motion by Ingles, second by Bunting to approve the request the request at this time and budget the salary within the miscellaneous line item slated for future attrition.* **MOTION CARRIED WITH ALL AYES.**

**Maintenance Department Vehicle Purchase** – Hartley reported that she had reviewed the state bid contract for the purchase of a truck to replace the previously sold 1997 F150. Hartley stated that she had intended to replace the truck with a similar sized vehicle and noted that the state bid contract had a Chevy Silverado for \$18,979. Hartley stated that Carnahan and Ingles had discussed the possibility of going with an F250, with a contract price of \$23,472. Carnahan stated that if the F250 was purchased and a plow and salt spreader. Carnahan stated that he currently spends approximately \$3,000 - \$4,000 annual at each the Regions and the Health & Education buildings for snow plow removal. Discussion took place. Hartley noted that there were only enough funds within the vehicle fund to purchase the vehicle itself and not the plow and salt spreader. Carnahan acknowledged that the additional equipment would need to be paid out of his budget.

Further discussion took place regarding offering the sale to local dealers. *Motion by Gerwin, second Slagel to authorize the purchase of an F250, or the equivalent thereof and plow equipment, and further authorize county staff to work with local dealers on a price match with a total not to exceed of \$30,672.* **MOTION CARRIED ON VOICE VOTE.**

**FY 2018 Budget, Levies and Capital Requests** – Clemmer and Hartley reviewed the status of the FY 2018 budget with the Committee. In response to the Committees request for recommendations for reductions, Clemmer and Hartley provided the following recommendations.

|                               |           |
|-------------------------------|-----------|
| Maintenance General           | -\$2,000  |
| Maintenance Courthouse        | -\$2,500  |
| Maintenance Regions Bank Bldg | -\$10,000 |
| Maintenance H&E Bldg          | -\$4,500  |
| Maintenance L&JC              | \$38,178  |
| Maintenance PSC               | -\$55,094 |
| Jail                          | -\$90,000 |

Hartley reviewed the recommendations with the Committee. Ingles requested that the Property Committee and Sheriff, Jail & License Committee be given the opportunity to review the reductions outlined, and the Committee concurred.

**Finance Report** – The monthly Financial Reports were distributed for review. Clemmer stated that expenses are on target.

**Executive Session** – *Motion by Slagel, second by Ingles 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 8:21 p.m.

Regular Session resumed at 9:08 p.m.

The Committee reviewed the bills presented. Motion by Slagel, second by Ingles to approve the bills as submitted. **MOTION CARRIED WITH ALL AYES.**

*Motion by Bunting, second by Slagel to adjourn.* **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 9:09 p.m.

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Alina Hartley  
Executive Director