

LIVINGSTON COUNTY BOARD  
FINANCE COMMITTEE  
MINUTES OF JULY 9, 2014

Committee Chair Tim Shafer called the meeting to order at 6:01 p.m. in the committee meeting room within the Livingston County Historic Courthouse.

Present: Shafer, Campbell, Cohlman, Mays, Vietti

Absent: Bullard, Runyon

Also Present: Marty Fannin, Alina Hartley, June Slagel, Kristy Masching, Earl Rients, Mike Ingles, Barb Sear, Carolyn Gerwin, Randy Morgan, Sheriff Lindsey, Sup. Cox, Chief Childress

Chairman Shafer called for any additions or corrections to the agenda with none being requested. *Motion by Vietti, second by Mays to approve the agenda as presented.*

**MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the June 4<sup>th</sup>, 2014 meeting. *Motion by Cohlman, second Campbell to approve the minutes as presented.* **MOTION CARRIED WITH ALL AYES.** The Committee reviewed the joint meeting minutes of June 4<sup>th</sup>, 2014. *Motion by Cohlman, second by Campbell to approve the joint meeting minutes.*

**MOTION CARRIED WITH ALL AYES.**

**ETSB – Dispatch and Communications Capital Request** – Ingles (on behalf of the ETSB) was present to discuss a capital request for dispatch and communications. Ingles stated that the current system is not functional for today. Ingles stated that on the communication side there is an immediate need to add two towers. Ingles stated that once there is a mandate to narrowband again there will a need for even more towers (possibly three). Ingles stated that on the dispatch side there is an immediate need to update the CAD system (10 years old and supported, but does not offer updates) and the mapping system (20 years old and no longer supported). Ingles stated that there are frequent hardware and software issues that require external support. Ingles further stated that the current system does not support text to 911 or reverse 911. Ingles also reviewed issues with the current reporting system both internally within the county and with other agencies as well.

Ingles reviewed the solutions that are currently being reviewed. Ingles stated that Starcom is the proposed solution to solve the communications issue. Ingles stated that for dispatch an integrated system that includes CAD, mapping, police reporting and jail administration.

Ingles stated that they are still working on defining the requirements, but the ETSB is requesting a capital allocation of \$3 million. Discussion took place. The Committee will consider the request as part of the FY 2015 budget process.

**County Clerk Semi-Annual Report**– Kristy Masching was present to review her semi-annual report with the Committee. Masching also reviewed the six month comparison with the Committee. *Motion by Vietti, second by Cohlman to approve the County Clerk Semi-Annual Report.* **MOTION CARRIED WITH ALL AYES.**

**Resolution Borrowing Funds from Working Cash to IMRF** – Barb Sear was present to request approval of a resolution authorizing the transfer of \$125,000 from Working Cash to IMRF to be returned once the tax distribution is received. Sear stated that in recent years, she has had to borrow funds for both IMRF and Social Security, but at this time she does not believe a transfer for Social Security will be needed. *Motion by Vietti, second by Campbell to recommend approval of a resolution authorizing the transfer of \$125,000 from Working Cash to IMRF.* **MOTION CARRIED WITH ALL AYES.**

**Extension Agreement: Special Public Defender Contract** – Randy Morgan was present to review a request from Judge Bauknecht to renew the contract with Bertram as Special Public Defender. Morgan noted that the contract calls for an increase of 1.5%, but there were no additional changes. Morgan stated that even with the increase he anticipates his FY 2015 budget will be decreased by approximately \$6,000 due to a recent retirement of a long time employee. *Motion by Vietti to recommend approval of the extension agreement.* The motion died due to lack of second. Discussion took place. Concern was expressed over increasing the amount of the contract. *Motion by Campbell, second by Mays to table the item until next month's meeting in order to allow time for committee members to review and study the monthly public defender reports.* **MOTION CARRIED ON VOICE VOTE.**

**Bookkeeping / Finance Budget** - Slagel presented information regarding her budget line items which she reviewed with the Committee. Slagel stated that the bottom line is the same even though there are differences in some of the individual line items.

Slagel stated that as part of her budget request she is asking to add funds to cover the addition of a part time accounting assistant that will work in the bookkeeping office Monday, Tuesday and Wednesday mornings for a total of approximately 19 hours. Slagel and Masching reviewed some of the changes that have taken place that have resulted in the need to make the addition. Slagel stated that if approved she will bring the official request to Personnel and Finance for approval. *Motion by Vietti, second by Campbell to approve a part time position up to 19 hours for the bookkeeping department.* **MOTION CARRIED WITH ALL AYES.**

**Update on FY 2015 Budget** – Slagel reported that about half of the departments have submitted their FY 2015 budget requests. Slagel stated that so far expenses are up, while the EAV will be increasing only 1%. Slagel stated that there is also \$3.7 million in capital requests that have been submitted.

**Finance Report** – Slagel stated that the monthly financial report had previously been distributed. There were no questions on the current monthly financial report.

**Approval of Bills** – The Committee reviewed the bills submitted. *Motion by Vietti, second by Mays to approve the bills.* **MOTION CARRIED WITH ALL AYES.**

*Motion by Vietti, second by Mays to adjourn.* **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 7:20 p.m.

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Alina Hartley  
Administrative Resource Specialist