

LIVINGSTON COUNTY BOARD
ADMINISTRATIVE COMMITTEE
MINUTES OF SEPTEMBER 9, 2017

Chairman Bob Young called the meeting to order at 5:04 p.m. in the committee room in the Livingston County Historic Courthouse.

Present: Young, Shafer (arrived at 5:31 p.m.), Allen, Arbogast, Bunting, Fannin, Holt, Ingles, Kestner, Steichen (arrived at 5:08 p.m.)

Absent: Fannin

Also Present: County Board Member Bob Weller, 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 Shafer, second by Steichen approve the agenda as presented.*

MOTION CARRIED WITH ALL AYES.

The Committee reviewed the minutes of the July 13, 2017 meeting. *Motion by Holt, second by Bunting to approve the minutes.* **MOTION CARRIED WITH ALL AYES.**

Comments from the Chairman – Chairman Young reported that the Property Committee had a lengthy discussion regarding the H&E building and putting any more money into the building. Young stated that he is appointing a three person committee of Ingles, Fannin and himself to review the needs survey to determine how much room is needed, prioritize what is needed. Young stated that the team will report back to the Property Committee.

Young stated that he has also had internal conversations about the budget cycle and how it is put together. Young stated that he feels strongly that departments need to be given a budget allocation. Young stated that if departments can't meet the allocation, they will need to plead their case and the finance committee will need to prioritize things.

Young further stated that he will be looking for 3-4 board members to look into the structure of the board and the board size. Discussion took place regarding the size of the board and equal representation.

A discussion was held regarding the status of negotiations and the allowances for union and non-union personnel.

Comments from Committee Chairman –

On behalf of the Personnel Committee Arbogast reported that the health insurance renewal came in with a 0% increase. Arbogast further reported that the Personnel Committee received an analysis of the results of the Early Retirement Incentive, compiled by Linda Daniels. A copy of the report was distributed for the Committee to review.

On behalf of the IT Committee, Allen reported that projects are moving along. Sear is working on the Phone and Camera projects.

Arbogast stated that was nothing to report on behalf of the VAC. Steichen noted that he had met with the VAC to let them know they had been awarded a vehicle from Enbridge.

On behalf of the Highway Committee, Bunting reported that there will be four action items to come before the Committee. Bunting reported that there will be a letting, a temporary amendment to the spring posting requirements, a bridge petition and an agreement with Enbridge. Bunting reported that the Committee reviewed the equipment needs study once again and will be presenting to the Finance Committee in October. Bunting reported that Reinboldt has officially retired and Sanken has taken over the foreman position.

On behalf of the Finance Committee, Shafer reported that the Committee continues to work on the budget. Shafer reported that the Circuit Clerk requested the replacement of a position that was slated for attrition. Shafer stated that in regards to the budget some departments are mad and some are happy, but the committee continues to work through the process. Shafer stated that Hartley and Clemmer had worked at recommending cuts that won't be crippling; those recommendations will be presented to the Sheriff, Jail & License and Property Committees.

On behalf of the Sheriff, Jail & License Committee, Kestner reported that the two Superintendents, Chief Dutko and Sgt. Hamilton were present at the meeting. Kestner stated that a report was given on housing, animal control and pro-active, but the Committee has requested an additional report regarding the activity of the department.

Holt reported on behalf of the Ag & Zoning Committee, that the Committee has not yet met, but at the last ZBA meeting there was a good report provided by the Superintendent of Tri-Point schools. Holt reported that the ZBA will meet once again on September 11th and 18th. Holt reviewed a couple zoning issues including one by Woodland and one in Campus.

On behalf of the Property Committee, Ingles reported that there was no report received from the jail. Ingles reported that an intercom has been installed on the handicap elevator. Ingles reported that the Committee approved moving forward with Abraham to complete the masonry repairs at the historic courthouse, and further waiving the third bid requirement. Ingles stated that there were \$36,000 worth of recommended reductions to the budget presented at the finance committee, which he will review with Carnahan.

Motion by Kestner, second by Steicehn to adjourn the meeting. **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 5:59 p.m..

Alina Hartley
Executive Director