

LIVINGSTON COUNTY BOARD  
FINANCE COMMITTEE  
MINUTES OF AUGUST 8, 2018

Committee Chair Tim Shafer called the meeting to order at 6:00 p.m. in the committee meeting room within the Livingston County Historic Courthouse.

Present: Shafer, Heath, Bunting (arrived at 6:03), Fannin, Gerwin, Ingles, Slagel

Absent:

Also Present: Chairman Bob Young, County Board Members John Yoder, Bill Mays and Linda Ambrose, Executive Director Alina Hartley, Human Resources Director Ginger Harris, Finance Director Diane Schwahn, Treasurer Barb Sear, Network & Computer Systems Administrator Jon Sear, County Clerk Kristy Masching, Sheriff Tony Childress

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

The Committee reviewed the minutes of the July 11, 2018 meeting. Gerwin noted that on the Farnsworth Schematic Design Proposal, she voted No. Hartley stated that she would amend the minutes to reflect that the motion was carried on voice vote. *Motion by Fannin, second by Gerwin to approve the minutes of the July 11, 2018 as amended. MOTION CARRIED WITH ALL AYES.*

**GLCEDC Grant Request – STEAM Prairie Central** – Adam Dontz was present to request a grant, in the amount of \$105,107, to support the Prairie Central STEAM program. Dontz indicated that although the grant was higher than what has been approved in the past, the cost per student is right in line. Tonya Dieken from Prairie Central was present to review details of the program with the Committee. *Motion by Fannin, second by Ingles to recommend approval of a grant for Prairie Central STEAM program. MOTION CARRIED WITH ALL AYES.*

**FY 2019 Budget, Capital Requests & Levies** – Diane Schwahn reviewed the general fund revenue and expense summaries with the Committee. Hartley reviewed the updated planning worksheet with the Committee, which reflected an overage of \$491,333 in order to meet this year's annual goal. Sheriff Childress reviewed amendments made to his request for a school resource officer program. Childress stated that the program will include a contribution of \$50,000 per school. Childress stated that the vehicles were removed from the request and older vehicles already within the fleet will be utilized. Childress indicated that the final request was \$51,395, in comparison to the \$256,489 originally requested. Discussion took place regarding the two officers that were currently slated for attrition. Sheriff Childress contended that his request was to hire two additional officers.

Hartley reviewed the vehicle fund budget request with the Committee. Hartley recommended the replacement of seven vehicles for the Sheriff's Department and one transport vehicle. Hartley reported that there is sufficient fund balance to increase the additional expense, however additional funds would be required in 2020 to cover the seven vehicles that would be due for replacement.

The Committee reviewed the capital requests as submitted. The request for the highway department salt shed and aperture card scanning were delayed until next year's budget. The Coroner's body cooler and highway department's equipment requests were approved. Capital items that were submitted in 2017 including the grain elevator, elections equipment, cell doors, HR/Payroll software upgrade were also approved.

Hartley reviewed the updated levy worksheets with the Committee. Hartley reported that the Assessor had provided an updated EAV projection. Hartley stated that based on the projection there could be an increase in the levy amount without exceeding the current rate. Hartley stated that it was likely that the County would be limited because of PTELL. Hartley reviewed options to keep the rate the same or to reduce the overall county tax rate. Consensus of the Committee was to go with lowering the rate. *Motion by Bunting, second by Fannin to levy \$2,875,000 for the general fund* **MOTION CARRIED WITH ALL AYES.** *Motion by Bunting, second by Fannin to approval all other levies as submitted.* **MOTION CARRIED WITH ALL AYES.**

*Motion by Fannin, second by Heath to approve the remaining budget submissions, capital requests, and programs as revised within the planning worksheet.* **MOTION CARRIED WITH ALL AYES.**

**Zobrio Accounting Software Additional Expenses** – Hartley reported that she, Masching, Sear and Schwahn had a conference call with Zobrio to discuss the additional expenses. Hartley stated that following the call the group spent time reviewing the invoice and time detail to determine an amount that they would be comfortable recommending for approval. Hartley stated that amount was reviewed with Chairman Young and Chairman Shafer, as well as the States Attorney. Hartley stated that the group is recommending \$22,233.75 be approved. Hartley noted that the original request was over \$29,000. *Motion by Fannin, second by Slagel to approve the payment of \$22,233.75 to Zobrio as recommended.* **MOTION CARRIED WITH ALL AYES.**

**Finance Report** – Schwahn reported that the monthly finance report was distributed for review. Schwahn stated that as a whole she felt that things would even out.

Barb Sear reported that the first tax distribution will be made on Friday.

**Review and Approval of Bills** – *Motion by Bunting, second by Heath to approve the bills as submitted.* **MOTION CARRIED WITH ALL AYES.**

*Motion by Gerwin, second by Fannin to adjourn.* **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 7:56 p.m.

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Alina Hartley  
Executive Director