

LIVINGSTON COUNTY BOARD
FINANCE COMMITTEE
MINUTES OF OCTOBER 3, 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, Fannin, Gerwin, Ingles, Slagel

Absent: Bunting

Also Present: Chairman Bob Young, County Board Members Bill Mays and Linda Ambrose, Executive Director Alina Hartley, Human Resources Director Ginger Harris, Finance Director Diane Schwahn, Treasurer Barb Sear, County Clerk Kristy Masching, Tax Extentionist Chrissy Smith, Network & Computer Systems Administrator Jon Sear, Sheriff Childress, Captain Glowacki, Superintendent Cox, Superintendent Inman, Adam Dontz (GLCEDC), Bruce Delashman (Bellwether, LLC)

Shafer requested that the agenda be reordered, switching items B and D. Shafer then called for any additional changes to the agenda with none requested. *Motion by Fannin, second by Ingles to approve the agenda as presented.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the September 5, 2018 meeting. *Motion by Gerwin, second by Fannin to approve the minutes of the September 5, 2018 as presented.* **MOTION CARRIED WITH ALL AYES.**

Ordinance & IGA Streator Enterprise Zone Amendment – Adam Dontz was present to discuss a potential amendment to the Streator Enterprise Zone. Dontz stated that these changes are similar to what was approved by the Board in 2016. Dontz stated that there was one material change from 2016, which adds a second tier of incentives for the Streator and Dwight railroad crossing intersections. Dontz reviewed the incentives provided with the Committee. Dontz stated that the agreements have been presented to Forrest, Fairbury and Dwight for approval. Discussion took place. *Motion by Fannin, second by Heath to recommend approval of the Ordinance and Intergovernmental Agreement for the Streator Enterprise Zone Amendment.* **MOTION CARRIED WITH ALL AYES.**

County Clerk Cost Study / County Clerk Fees – Kristy Masching was present to review the results of the cost fee study completed by Bellwether, LLC, as well as, recommendations for updates to the fee schedule. Masching stated that the last time a cost study was completed for her office was 2002. Masching noted that these fees cover items that are statutorily required. Discussion took place. *Motion by Fannin, second by Ingles to recommend approval of the resolutions for increase in fees and the predictable fee schedule.* **MOTION CARRIED WITH ALL AYES.**

Resolution Public Defender Salary Increase – The Committee reviewed a draft of a resolution increasing the salary of the public defender. The salary for the State’s Attorney was recently increased by the legislature. In order for the county to receive reimbursement, they need to pay at least 90% of the State’s Attorney’s salary. *Motion by Gerwin, second by Fanning to recommend approval of a resolution increasing the salary of the public defender.* **MOTION CARRIED WITH ALL AYES.**

DEVNET Permitting & Zoning Software Purchase – Hartley stated that the DEVNET Permitting & Zoning software application was presented to both the IT Committee and the Ag & Zoning Committee to improve the flow of information, between the Zoning Department and the Assessor’s Office, in regards to building permits. Hartley stated that they were able to find funding within the IT budget to cover the upfront cost of approximately \$13,000, as well as next year’s annual fee of approximately \$6,000. Hartley stated that the software will assist the department in responding to recent reductions in staffing, while still resulting in a significant savings. Hartley noted that while funding for the project had been found, some of the other departments were significantly over budget, so they would recommend the project be funded from the Pontiac Host Fund. *Motion by Gerwin, second by Fanning to approve the purchase of the software from the Pontiac Host Fund.* **MOTION CARRIED WITH ALL AYES.**

Resolutions: County Trustees Sealed Bid Auction – Barb Sear stated that the resolution being presented was actually for the cancellation of certificate on a mobile home that was recently redeemed prior to the sealed bid auction. Sear stated that in this case the County will receive all of its fees. Sear stated that the resolution authorizes her to take back the certificate from the Trustee and allow the redemption of taxes. Sear noted that there were four parcels sold by sealed bid auction that will be presented in November. *Motion by Ingles, second by Gerwin to recommend approval of a resolution authorizing the cancellation of certificate of purchase.* **MOTION CARRIED WITH ALL AYES.**

FY 2019 Budget, Capital Requests & Levies – Hartley reviewed the updated summary page with the Committee. Hartley stated that an update on the estimated EAV was received from the Assessor’s office which changed the projections for the levies. Hartley reviewed the updates with the Committee. Schwahn reviewed other changes and assumptions that were made with the Committee. Overall the proposed FY 2019 budget exceeds the goal for reduction by \$75,998. A lengthy discussion was held regarding the addition of two new officers for the school resource officer program. Some members felt that the two officers should come from the attrition list, while the Sheriff contended (and some members agreed) that he was able to get a contribution of \$100,000 from the schools to cover the addition of two officers.

There was a motion by Fanning to allow the addition of one new officer, which ultimately failed for lack of second. Further discussion took place. Childress stated that if he’s allowed to hire two new resource officers, and he subsequently loses two officers that are slated for attrition, he would not contest the reduction of those officers. Childress stated that he would likely make a pitch for their replacement, but he would not contest the

reduction. *Motion by Heath, second by Ingles to approve the budget, which includes the hiring of two new resource officers and forward to the full board for approval.*

MOTION CARRIED ON ROLL CALL VOTE. Ayes: Shafer, Heath, Fannin, Ingles
Nays: Gerwin, Slagel

Finance Report – Schwahn reported on overages that are expected which included overtime for the jail, medical for the jail, salaries for the State’s Attorney (due to an administrative error), salaries for the Coroner’s Office (due to administrative error) and the autopsy line item. Schwahn stated that at this time there is sufficient funds to cover the overages, but she has encouraged the Sheriff’s Department to monitor the overtime as much as possible.

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

Motion by Heath, second by Slagel to adjourn. **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 8:12 p.m.

Alina Hartley
Executive Director