

LIVINGSTON COUNTY BOARD  
FINANCE COMMITTEE  
MINUTES OF APRIL 3, 2019

Committee Vice-Chairman John Slagel called the meeting to order at 6:03 p.m. in the committee meeting room within the Livingston County Historic Courthouse.

Present: Slagel, Arbogast, Bunting, Earing, Ingles

Absent: Shafer, Gerwin

Also Present: Chairman Bob Young, County Board Members Jim Blackard and Linda Ambrose, Executive Director Alina Hartley, Treasurer Nikki Meier, Finance Director Diane Schwahn, Human Resources Director Ginger Harris, County Clerk Kristy Masching, Circuit Clerk Leann Dixon, Adam Dontz (GLCEDC), Bob Bradford (Mayor of Saunemin), Lauri Pope (Mack & Associates)

Slagel requested that the agenda be reordered moving items D & E to the beginning of the agenda. Slagel then called for any additional changes with none requested. *Motion by Ingles, second by Bunting to approve the second revised agenda as amended.*

**MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the March 6, 2019 meeting. *Motion by Earning, second by Bunting to approve the minutes as presented.* **MOTION CARRIED WITH ALL AYES.**

**Amendment Property Tax Abatement Agreement – Anthony Liftgates** – Adam Dontz was present to request approval of an amendment to the property tax abatement for Anthony Liftgates. Dontz stated that when Anthony Liftgates petitioned the City of Pontiac for a side yard setback as part of permitting process for the project, the city approved it on the condition that Anthony Liftgates pave their parking lot. Dontz stated that even though the paving of the parking lot was part of the expansion project, a strict read of the agreement did not allow. *Motion by Ingles, second by Bunting to recommend the full board adopt the amendment to the property tax abatement agreement.* **MOTION CARRIED WITH ALL AYES.**

**Economic Development Incentive Agreement – Vactor Manufacturing** – Adam Dontz was present to request approval of an economic development grant for Vactor Manufacturing. Dontz stated that Vactor is planning an investment of \$17.8 million in capital and equipment, creating an additional 90 new jobs. Dontz reviewed the current incentive criteria with the Committee. Dontz that there are 12 jobs that have salaries in excess of \$65,000 per year, and he is recommending that a \$10,000 per job grant be given for those jobs, representing a \$120,000 incentive on behalf of the County. *Motion by Bunting, second by Ingles to recommend approval of the Grant Agreement with Vactor Manufacturing.* **MOTION CARRIED ON ROLL CALL VOTE. All voted Aye; none Nay.**

**Saunemin TIF Request** – Saunemin Mayor, Bob Bradford was present to request the County approve a letter supporting an expansion of the Saunemin TIF. Bradford stated that the TIF boundaries are being expanded to include a park and a house that the city would like to demolish. Bradford reviewed the projected income and projects that the city would like to complete. *Motion by Ingles, second by Arbogast to recommend the full board approve the letter of support for the Saunemin TIF expansion.* **MOTION CARRIED WITH ALL AYES.**

**Presentation of FY 2018 Audit** – Lauri Pope of Mack & Associates was present to review the FY 2018 audit with the Committee. Pope indicated that the audit resulted in no findings, just recommendations for possible improvements. Pope also noted that there were no significant audit adjustments. Pope reported that overall the County experienced a change in net position of \$754,516. Discussion took place. *Motion by Ingles, second by Arbogast that the Finance Committee recommend the audit be accepted by the full board, noting all questions have been sufficiently answered.* **MOTION CARRIED ON ROLL CALL VOTE.** All voted Aye; none Nay.

**Circuit Clerk Fees & Fines** – Leann Dixon was present to review the new proposed fees and assessments. Dixon stated that she had met with two other Clerks within the circuit in order to establish uniformity. Dixon noted that the document still needed to be reviewed by the States Attorney. *Motion by Ingles, second by Bunting to approve the ordinance establishing Civil Fees and Criminal and Traffic Assessments, pending final attorney review and approval.* **MOTION CARRIED WITH ALL AYES.**

**RFP Law Enforcement Vehicles** – Hartley reported that an order was placed in December of 2018 for the purchase of seven new law enforcement vehicles as approved within the FY 2019 budget. Hartley stated the dealership indicated at that time that they could not guarantee what color vehicles the County could get, but that there would at least be enough white vehicles to fill the County's order. Hartley stated that this year was a little different because Ford shut down their plant in February to re-tool for the production of the 2020 models. Hartley stated that she was notified last week that the dealership was short 256 vehicles, and therefore did not have vehicles to fill the County's order. Hartley stated that the issue was that the Sheriff's department ordered the equipment for the vehicles at the same time of the vehicle order, because of the long lead time. Hartley stated that the equipment installer assisted the County in locating vehicles to fill the order, but due to the amount of the order, a request for proposals needed to be issued. Hartley noted that because the county must purchase 2018 or 2019 Ford Interceptor models, not all of the vehicles are new, but all are at 15,000 miles or less. Hartley stated that the final bid will need to be approved by the full board. Consensus of the Committee was to meet prior to the full board meeting to approve the low bid.

**Monthly Finance Report** – Schwahn stated that the monthly financials had been emailed. The Treasurer's financials were emailed as well. Discussion took place regarding the status of the Sheriff's department in regards to their overtime line item. Schwahn noted that overall, as a whole, we were in a good position.

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

*Motion by Earning, second by Bunting to recess.* **MOTION CARRIED WITH ALL AYES.** Meeting recessed at 7:49 p.m. Recessed meeting to be held at 5:30 prior to the board meeting.

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Alina Hartley  
Executive Director