

LIVINGSTON COUNTY BOARD
ADMINISTRATIVE COMMITTEE
MINUTES OF SEPTEMBER 5, 2019

Chairman Bob Young called the meeting to order at 5:00 p.m. in the committee room in the Livingston County Historic Courthouse.

Present: Young, Allen, Bunting, Carley, Kestner, Killian, Lovell, Shafer, Vietti

Absent: Abogast

Also Present: Executive Director Alina Hartley, Finance Director Diane Schwahn, Human Resources Director Ginger Harris, County Board Members Linda Ambrose and John Slagel

Young called for any additions or corrections to the agenda with none being requested. *Motion by Carley, second by Vietti to approve the agenda as presented. MOTION CARRIED WITH ALL AYES.*

The Committee reviewed the minutes of the August 8, 2019 meeting. *Motion by Allen, second by Bunting to approve the minutes. MOTION CARRIED WITH ALL AYES.*

Comments from the Chairman – Young reported that there was a request for an ad-hoc committee made at the property committee meeting. Young stated that it is his intent to an ad-hoc group, consisting of three people, to review the options and report back to the property committee. Young stated that it was his intent to appoint board members who had shown support early on, but voted no on the last vote only. Discussion took place regarding the status of the building with the boiler being the largest concern.

Comments from Committee Chairman –

On behalf of the IT Committee, Allen reported that the new Windows 10 doesn't work with Financial Edge, so the department is working through those issues. Allen stated that the Committee also discussed the length of time it took for Sear to develop such a detailed report, with the consensus being to list the major issues and the number of hours per department.

On behalf of the Ag & Zoning Committee, Bunting reported that the Committee had not yet met, but will do so prior to the full board meeting.

On behalf of the VAC Committee, Kestner reported that business was routine. Expenses are in line and the department is doing well.

On behalf of the Finance Committee, Shafer reported that the Committee discussed SmartWatt and a scope of work change removing the chiller replacement at this time. Shafer stated that the Committee is forwarding a recommendation for lease option which should be paid from savings from the project, which is guaranteed. Shafer stated that the

Committee also discussed entering into contract with Vanguard Appraisals to complete commercial and industrial appraisals throughout the county. Shafer stated that the work will be budgeted over three years and completed in 3 years. Shafer stated that the reality is that some businesses will pay more and some will pay less, but it is clear that the work needs to be completed.

On behalf of Personnel, Vietti reported that the Committee met to discuss the insurance renewal. Vietti reported that the renewal came in considerably high, so the broker released the plan for bids and is hoping to negotiate a lower price.

On behalf of Highway, Lovell reported that the committee did not have any action items. Lovell discussed an vehicle accident that occurred over the weekend.

On behalf of the Elections Committee, Carley reported that the Committee did not meet. Carley reported that there is some concern over a polling site that looks to be resolving itself.

On behalf of Property, Killian reported that the Committee discussed more fact finding in regards to the Health & Education building. Killian reported that the Committee also discussed the chiller replacement at the jail and requested more information from SmartWatt

Motion by Vietti, second by Kestner to adjourn the meeting. MOTION CARRIED WITH ALL AYES. Meeting adjourned at 5:18 p.m..

Alina Hartley
Executive Director