

LIVINGSTON COUNTY BOARD  
FINANCE COMMITTEE  
MINUTES OF OCTOBER 9, 2019

Committee Chairman 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, Slagel, Arbogast, Earing, Fannin, Manker

Absent: Bunting

Also Present: County Board Members Linda Ambrose, Executive Director Alina Hartley, Treasurer Nikki Meier, Finance Director Diane Schwahn, Supervisor of Assessments Shelly Renken, Thad Zimmerman (Zimmerman Farms), Matt Jacobs (Graymont Co-Op), Adam Dontz (GLCEDC).

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

The Committee reviewed the minutes of September 4, 2019 & August 21, 2019 meetings. *Motion by Slagel, second by Fannin to approve the minutes as presented. MOTION CARRIED WITH ALL AYES.*

**Vanguard Proposals – Commercial & Industrial Appraisal** – Shafer reported that the Vanguard proposal was pulled from the board agenda to allow time to address concerns with the GLCEDC. Thad Zimmerman from Zimmerman Farms and Matt Jacobs from Graymont Co-Op were present to discuss the impact of the recent grain elevator assessments. Mr. Zimmerman stated that he understood that the process was to determine accuracy, so he wasn't present to complain, but to highlight the impact that this will have on local grain elevators. Zimmerman further questioned why the grain elevators were done prior to the commercial and industrial properties. A lengthy discussion took place regarding the accountability for permitting and the local assessors. Further discussion took place regarding the process and how things would be handled and maintained going forward to ensure that the imbalance does not reoccur. Shafer noted that the proposal was approved by the Committee last month and will be presented to the full board next week.

**Cannabis Retailers Occupation Tax** - The Committee reviewed a proposed ordinance for the implementation of a county retailers occupation tax. Hartley stated that the county is authorized to levy a tax up to 3.75% in the unincorporated areas and .75% in the incorporated areas. Consensus of the Committee was to levy the max in both areas. *Motion by Manker, second by Earing to recommend approval of the ordinance adopting the county cannabis retailers occupation tax. MOTION CARRIED WITH ALL AYES.*

**Elected Officials Salaries** – The Committee reviewed comparables presented for both the Coroner and the Circuit Clerk. Discussion took place. *Motion by Manker, second by Arbogast to increase the salaries by \$1,000 each year for the next four years and recommend approval by the county board.* **MOTION CARRIED WITH ALL AYES.**

**FY 2020 Budget, Capital Requests & Levies** – Schwahn reviewed the questioned that she had received to date on the draft budget. Schwahn stated that in regards to the discretionary program report included in the budget, the document was presented at the beginning of the budget process and so some things have been changed within the 2020 budget. Schwahn noted that the States Attorney Appellate prosecutor resolution has come in with a \$3,000 increase. It was noted that the annual fee had not been increased for quite some time. It was questioned whether the change should be made or if it would be appropriate to pay the additional amount from contingency if needed. Discussion then took place regarding the characterization of the housing income, with the consensus of the Committee to allocate the funds to changes for services, as opposed to intergovernmental. *Motion by Fannin, second by Arbogast to forward the FY 2020 budget to the full board recommending it be placed on display as presented.* **MOTION CARRIED WITH ALL AYES.**

**Finance Report** – Schwahn stated that she reviewed the expenses and anticipated end of year fund balances. Schwahn stated that she is within \$100,000 of her original estimate, so she didn't make any changes within the draft budget. Schwahn then reviewed the vehicle fund with the Committee, noting that the fund is already over budget for the year. Schwahn noted that there had been a significant increase in the fuel expenses over the last two months. Hartley stated that the Committee will need to review the status of the fund prior to ordering any vehicles for 2020. Hartley further stated that she and Schwahn had met with Enterprise regarding the possibility of leasing vehicles and how that may be an advantage to the County.

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

*Motion by Manker, second by Earing to adjourn.* **MOTION CARRIED WITH ALL AYES.** Meeting at 8:29 p.m..

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Alina Hartley  
Executive Director