

LIVINGSTON COUNTY BOARD  
FINANCE COMMITTEE  
MINUTES OF JANUARY 8, 2020

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, Bunting, Earing, Fannin, Kirkton, Lovell

Absent:

Also Present: County Board Chair Kathy Arbogast, County Board Members Jim Blackard, Gina Manker, Joel Barickman, Executive Director Alina Hartley, Treasurer Nikki Meier, Finance Director Diane Schwahn, HR Director Ginger Harris, Supervisor of Assessments Shelly Renken.

Shafer called for any additions or corrections to the agenda. *Motion by Fannin; second by Lovell to approve the agenda as presented.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of December 4, 2019 meeting. *Motion by Fannin, second by Bunting to approve the minutes as presented.* **MOTION CARRIED WITH ALL AYES.**

**Request to Void Tax Liens – Village of Saunemin** – Hartley reported that the item was originally placed on the agenda while awaiting word from the States Attorney’s Office. Hartley stated that the Village of Saunemin had acquired warranty deeds on two parcels in the Village of Saunemin and requested the voiding of all prior liens including back taxes. Hartley reported that the States Attorney confirmed that there was no action necessary by the Board as the Village of Saunemin had already went through the court system. Treasurer Meier reported that the amount to be voided amounted to approximately \$28,000, for seven years of back taxes, interest and fees.

**Authorization to Dispose of Excess Property** – Hartley presented a resolution requesting authorization to dispose of seven vehicles from the Sheriff’s Department. Hartley provided options for the disposal of the vehicles which included sealed bid auction, a local auction service or Clinton Auto Auction. Hartley reviewed the results of the last auction which was done through Bradley Auction. Hartley reported that in June of 2018 six vehicles were sold through auction which netted a total of \$4,150 to the County. Discussion took place regarding the options presented and the age and condition of the vehicles. *Motion by Fannin, second by Earing to recommend authorization of the resolution approving the disposal of excess property and directing Hartley to proceed with sealed bid auction with a \$500 minimum bid on 2012 and 2013 models and a \$300 minimum bid on all others, followed by Bradley Auction if no bids are received.* **MOTION CARRIED WITH ALL AYES.**

**Resolution Authorizing Working Cash Loan to Tort** – Hartley requested approval of a resolution authorizing the transfer of \$100,000 from Working Cash to Tort to cover the annual insurance premium which is due in January. Hartley stated that the fund is approximately \$78,000 short of being able to cover the premium. The Working Cash Fund will be repaid once the tax distribution is received. *Motion by Slagel, second by Fannin to recommend approval of a resolution authorizing a Working Cash loan to Tort Judgement.* **MOTION CARRIED WITH ALL AYES.**

**Resolution Authorizing Year End Transfers** – Schwahn requested authorization to transfer an additional \$4,500 between appropriations for fiscal year 2019. Schwahn stated that she had done the first round of accruals and came up just a little short in the maintenance and coroner’s offices. Schwahn stated that she does not expect any more adjustments. *Motion by Fannin, second by Lovell to recommend approval of a resolution authorizing the transfer of funds.* **MOTION CARRIED WITH ALL AYES.**

**Finance Report** – Schwahn reported that the Finance report was distributed and everything looks good with one month into the fiscal year.

Hartley reported that based on recent concerns regarding transparency, she and Schwahn were planning to include the detailed bill listing with the bill summary as part of the board packet. Hartley stated that the detailed sheet is the same one that the committees sign off on and has the board members signatures. Discussion took place regarding what would be included and whether it would discourage individuals, specifically veterans, from obtaining assistance. Possible solutions were also discussed. After discussion it was the consensus to continue with the status quo and not make the adjustment.

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

**Public Comment** – There was no public comment.

*Motion by Fannin, second by Lovell to adjourn.* **MOTION CARRIED WITH ALL AYES.** Meeting at 6:32 p.m..

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Alina Hartley  
Executive Director