

LIVINGSTON COUNTY BOARD
ADMINISTRATIVE COMMITTEE
MINUTES OF MARCH 5, 2020

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

Present: Arbogast, Bunting, Allen, Fannin, Kestner, Killian, Lovell, Shafer, Vietti

Absent: Carley

Also Present: Executive Director Alina Hartley, County Board Members Gerald Earing, Jim Blackard and Linda Ambrose

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

The Committee reviewed the minutes of the February 6th, 2020 meeting. *Motion by Bunting, second by Killian to approve the minutes. MOTION CARRIED WITH ALL AYES.*

Items as Needed – No Action to be Taken – Hartley reported that the Livingston County Mutual Aid Association submitted a letter to the 911 Board concerning the switch from the UHF system to StarCom. Hartley stated that the group is recommending that 911 support both systems and look at upgrades to the UHF system going forward. Discussion took place. General consensus was that the group should work together to obtain grant funding to upgrade to the StarCom system, but if unwilling to do so, they should be prepared to financially support the cost of upgrading and supporting the secondary system.

Comments from Chairman -

Arbogast commended the ad-hoc committee on their work on the H&E building. Arbogast stated that she appreciated the efforts of all involved and looks forward to moving forward.

Arbogast reminded board members of this year's Planning Session will be scheduled for March 26th for the presentation portion, March 31st for the SWOT analysis, and April 2nd for goal setting.

Arbogast reported that she and Bunting interviewed David Randolph to fill the vacancy on the Zoning Board of Appeals. Arbogast noted that elections will meet prior to the board meeting to review this and one other appointment.

Comments from Committee Chairman –

On behalf of the Property Committee, Killian reported that the Committee approved the bills and reviewed Don Verdun’s report on recent activities of the department. Killian reported that Farnsworth was present to respond to the questions that were submitted by board members. Killian reported that the committee passed a motion to move forward with the Farnsworth revised concept plan to the full board.

On behalf of Highway, Lovell reported that the Committee has several action items being presented to the full board for approval including \$2.6 million worth of sealcoat projects and six bridge and engineering agreements. Lovell noted that this accounted for the bulk of the agreements for the year.

On behalf of Personnel, Vietti reported that the Committee met and reviewed a new position to assist Chuck Schopp in the zoning department.

On behalf of the Finance Committee, Shafer reported that the Committee has a couple of action items being presented to the full board. There is a resolution transferring deed to the City of Pontiac, for a parcel they indent to demolish. There is a resolution authorizing the sale of a Dodge Dakota from the Sheriff’s Department. Shafer reported that the travel policy will also be submitted for amendment to account for inflation. Shafer noted that most departments are on target with their budget, but the jail is running high.

On behalf of the Sheriff, Jail & License Committee – Kestner reported that the committee handled routine business.

On behalf of the VAC Committee, Kestner reported that the committee handled routine business and is currently under budget, utilizing just 19%.

On behalf of the Ag & Zoning Committee, Bunting reported stated that he didn’t have anything to report, and no action items are being presented this month.

On behalf of the Information Technology Committee, Allen reported that Sear replaced several computers over the month. Allen also noted that the department has been doing a long of monitoring with the upcoming election.

Ambrose thanked the ad-hoc committee for all their work on the H&E building. Ambrose stated that she felt the spirit of involvement was night and day and she appreciated that.

Motion by Vietti, second by Bunting to adjourn the meeting. **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 5:43 p.m..

Alina Hartley
Executive Director