

LIVINGSTON COUNTY BOARD
FINANCE COMMITTEE
MINUTES OF MARCH 4, 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, Executive Director Alina Hartley, Treasurer Nikki Meier, Finance Director Diane Schwahn, HR Director Ginger Harris, Assessor Shelly Renken.

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

The Committee reviewed the minutes of February 5, 2020 meeting. *Motion by Slagel, second by Kirkton to approve the minutes as presented. MOTION CARRIED WITH ALL AYES.*

Resolution Authorizing Conveyance of Deed – Nikki Meier presented a resolution for conveyance of deed to the City of Pontiac who submitted the minimum bid on a parcel they are looking to demolish. *Motion by Bunting, second by Lovell to recommend approval of a resolution authorizing conveyance of deed. MOTION CARRIED WITH ALL AYES.*

Authorizing to Dispose of Excess Property – Hartley reported that there was one additional vehicle that she would like to add to the upcoming auction for excess vehicles. Hartley stated that there is a 2001 Dodge Dakota that was purchased under former sheriff Marty Meredith and used as a plow for the jail. Hartley stated that the vehicle is not in great condition and is in need of repairs that exceed its value. Consensus of the Committee was to offer the vehicle for sale with a minimum bid of \$300. *Motion by Lovell, second by Fannin to recommend approval of a resolution authorizing the sale of excess property. MOTION CARRIED WITH ALL AYES.*

Finance Department Report – Schwahn distributed the monthly finance report for the Committee's review. Schwahn noted that an additional column was added for the budget year to date. Schwahn stated that the column represents where we expect each department to be at this time in the year. Schwahn stated that the Sheriff's department is in line, but the jail is cause for concern. Schwahn reviewed the overages within the department.

Travel Policy Amendment – Hartley presented a recommendation for the amendment of the Livingston County Travel Policy. Hartley stated that the policy has not been amended since it was implemented in 2016. Hartley recommended that the mileage rate be increased to reflect the current IRS rate and the hotel threshold be increased by \$20 per category. Discussion took place. *Motion by Bunting, second by Kirkton to recommend approval of the travel policy amendment.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the bills. *Motion by Earing, second by Slagel 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 6:44 p.m..

Alina Hartley
Executive Director