

LIVINGSTON COUNTY BOARD  
FINANCE COMMITTEE  
MINUTES OF SEPTEMBER 9, 2020

Committee Chairman Tim Shafer called the meeting to order at 6:00 p.m. Pursuant to Public Act 101-0640 and the Gubernatorial Disaster Proclamation related to COVID 19, participation in this meeting was offered in person, through Zoom and by teleconference.

Present: Shafer, Slagel, Bunting, Fannin  
Present via Zoom: n/a

Absent:

Also Present: County Board Chair Kathy Arbogast, Executive Director Alina Hartley, Finance Director Diane Schwahn, HR Director Ginger Harris, Treasurer Nikki Meier, Network and Computer Systems Administrator Jon Sear, Adam Dontz (GLCEDC), Ron Schmidt (Vactor), Tom Walker (Anthony Liftgates), Jerry Hoffman (Technical Metals).

Shafer called for any additions or corrections to the agenda with none requested. *Motion by Fannin; second by Slagel to approve the agenda as presented.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Shafer, Slagel, Bunting, Fannin. Nays: None. Absent: Earing, Kirkton, Lovell.

The Committee reviewed the minutes from the August 5, 2020 meeting. *Motion by Slagel, second by Fannin to approve the minutes as presented.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Shafer, Slagel, Bunting, Fannin. Nays: None. Absent: Earing, Kirkton, Lovell.

**GLCEDC Continuation of Request** – Adam Dontz was present to continue his 2021 funding request. Ron Schmidt of Vactor, Tom Walker of Anthony Liftgates and Jerry Hoffman of Technical Metals were present to discuss the importance of the work that the GLCEDC does for business owners. Discussion took place. Dontz restated his request of \$651,843 of unspent carryover funds, plus \$132,500 reimbursement of the CAT payment which came from the GLCEDC allocation and \$80,000 in membership dues. *Motion by Fannin, second by Slagel to approve including these amounts in the FY 2021 budget.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Shafer, Slagel, Bunting, Fannin. Nays: None. Absent: Earing, Kirkton, Lovell.

**FY 2021 Budget & Capital Requests**

Don Verdun was present to review his FY 2021 capital requests with the Committee, which included the following items:

Repair of the Electric Lift	\$5,565.00
Outside Chairlift – HCH	\$26,117.00
VCOM/911 Fire Suppression System Upgrade	\$17,200.00
Fire Alarm System Upgrade	\$59,054.00

Fire Alarm Head End Equipment	\$23,370.00
Snow Plow	\$5,738.56

Verdun noted that if the Committee choose to proceed with the fire alarm system upgrade at \$59,054, the \$23,370 would not be needed for the fire alarm head end equipment. Hartley noted that if the \$23,370 was removed there would be funds available to cover some beautification at the Historic Courthouse and Law & Justice Center. Verdun noted that he had received a quote for mulch at \$5,000. Discussion took place with the Consensus being to remove the \$23,370 for the head end equipment and include \$7,000 for beautification. Discussion took place regarding the carryover of items and the need for departments to complete their requests. Further discussion took place regarding where to fund the shortfall in the Enterprise Zone fund with the consensus of the Committee being to take the amount (\$72,000) from the Pontiac Host Fund.

**Trustee Resolutions Authorizing Transfer of Deed** – The Committee reviewed two resolutions for the transfer of deeds for two mobile home and one parcel of property for back taxes. Meier reported that she had received an inquiry into one of the properties. Meier noted that she consulted with the Trustee and the States Attorney and it was felt that the bidder had followed the protocol, but it was up to the Committee if they wished entertain another proposal. Consensus of the Committee was the initial bidder followed the proper protocol and therefore his bid should be accepted. *Motion by Bunting, second by Fannin to recommend approval of the resolutions authorizing transfer of deed.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Shafer, Slagel, Bunting, Fannin. Nays: None. Absent: Earing, Kirkton, Lovell.

**Financing Consideration – H&E Construction Project** – Hartley provided the Committee with two options submitted by Fifth Third. Hartley stated that she and Schwahn had reached out to Fifth Third to get information as requested, but the Committee could look at other institutions as well if they wished. Hartley reviewed the two options which included a public offering and private tax exempt lending. Hartley reviewed the projected costs and interest associated with the two options with the Committee. Consensus of the Committee was that the financing option does not make financial sense at this point.

**Livingston County Assessor GIS Subscription Fee** – Supervisor of Assessments Shelly Renken was present to discuss the Assessor’s GIS website subscription fee. Renken stated that there are some basic portions of the data that are available at no charge, and all the information is public and can be obtained through the office. Renken stated the additional information she currently has several subscribers and is recommending that the fee be increased to \$150 per year, and add the option of a three month subscription at \$50. Discussion took place. *Motion by Bunting, second by Fannin to recommend approval of the increase in fees as recommended.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Shafer, Slagel, Bunting, Fannin. Nays: None. Absent: Earing, Kirkton, Lovell.

**Finance Department Report** – Schwahn noted that most departments were in line with anticipated expenses with the exception being the Coroner who has seen a rise in autopsy reports.

The Committee reviewed the bills. *Motion by Fannin, second by Bunting to approve the monthly bills as presented.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Shafer, Slagel, Bunting, Fannin. Nays: None. Absent: Earing, Kirkton, Lovell.

The floor was opened for public comment.

*Motion by Fannin, second by Slagel to adjourn.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Shafer, Slagel, Bunting, Fannin. Nays: None. Absent: Earing, Kirkton, Lovell.

Meeting adjourned at 7:50 p.m..

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Alina Hartley  
Executive Director