

LIVINGSTON COUNTY BOARD
ADMINISTRATIVE COMMITTEE
MINUTES OF FEBRUARY 4, 2021

Chairman Kathy Arbogast called the meeting to order at 5:00 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: Arbogast, Carley, Fannin, Kirkton, Lovell, Shafer, Vietti

Present via Zoom: Vitzthum

Absent: Bunting, Kestner

Also Present: Executive Director Alina Hartley, County Board Members Linda Ambrose, Seth Welch, Bob Weller, Gerald Earing and John Slagel, Network & Computer Systems Administrator Jon Sear, Finance Director Diane Schwahn, Human Resources Director Ginger Harris, and Executive Director Alina Hartley

Arbogast called for any additions or corrections to the agenda with none requested.

Motion by Vietti, second by Fannin to approve the agenda as presented. MOTION CARRIED ON ROLL CALL VOTE. Ayes: Arbogast, Carley, Fannin, Kirkton, Lovell, Shafer, Vietti, Vitzthum. Nays: None. Absent: Bunting, Kestner.

The Committee reviewed the minutes of the January 7, 2021 meeting. *Motion by Carley, second by Fannin to approve the minutes. MOTION CARRIED ON ROLL CALL VOTE.* Ayes: Arbogast, Carley, Fannin, Kirkton, Lovell, Shafer, Vietti, Vitzthum. Nays: None. Absent: Bunting, Kestner.

Items as Needed no Action to be Taken– Hartley reported that she had the opportunity to discuss upcoming Strategic Planning sessions with some board members and department heads. Hartley stated that overall there was a strong feeling that the sessions needed to be held in person. Hartley stated that the challenge was to be able to accommodate both board members and department heads in the same place, while still providing a safe appropriately distanced environment. Hartley stated that in order to achieve that goal, there will be two sessions offered for the presentation portion. Hartley stated that breakout sessions will be held in the following days. Hartley stated that during the final work session, board members will sit in their normal area and department heads will utilize the back room where they can still see and hear, and will come up to speak at the podium when needed. Hartley stated that she wanted to make sure that the Committee was comfortable with the format being proposed.

Comments from the Chair – Arbogast stated that unless there was objection, beginning in March Committee meetings would go back to in person only. Arbogast stated that the current phase allows for meetings up to 50 people. Arbogast noted that the Committees

will continue to meet in the board room to allow appropriate social distancing. Arbogast stated that remote access will still be provided for the full board meetings at this time. The Committee concurred.

Comments from Committee Chairman –

On behalf of the SJL Committee, Carley reported that the department is doing well. The Sheriff will provide his annual report.

On behalf of the Property Committee, Vitzthum reported that the construction project is progressing good. Vitzthum reported that Joe Vaughn of IHR was present at the meeting to review his expansion with the committee.

On behalf of the Highway Committee, Lovell reported that the committee reviewed and will be recommending approval of the letting results and a participation agreement.

Motion by Fannin, second by Vietti to adjourn the meeting. **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Arbogast, Carley, Fannin, Kirkton, Lovell, Shafer, Vietti, Vitzthum. Nays: None. Absent: Bunting, Kestner.

Meeting adjourned at 5:10 p.m..

Alina Hartley, Executive Director