

LIVINGSTON COUNTY BOARD
FINANCE COMMITTEE
MINUTES OF JANUARY 6, 2021

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, Earing, Fannin, Kirkton, Lovell

Absent:

Also Present: County Board Chair Kathy Arbogast, County Board Members Linda Ambrose, John Vitzthum and Seth Welch, Executive Director Alina Hartley, Finance Director Diane Schwahn, County Clerk Kristy Masching, Treasurer Nikki Meier, and Network and Computer Systems Administrator Jon Sear

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

The Committee reviewed two sets of minutes from the December 16, 2021 meetings. *Motion by Earing, second by Kirkton to approve the minutes as presented.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Shafer, Slagel, Bunting, Earing, Fannin, Kirkton, Lovell. Nays: None. Absent: None.

County Clerk Semi-Annual Report – Kristy Masching was present to review her Semi-Annual Report with the Committee. Masching noted that there were various fluctuations throughout. Masching noted that there were 841 additional documents filed this year compared to the year prior due to the high number of refinances. *Motion by Bunting, second by Kirkton to approve the County Clerk’s Semi-Annual Report.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Shafer, Slagel, Bunting, Earing, Fannin, Kirkton, Lovell. Nays: None. Absent: None.

Monthly Finance Report – Schwahn reported that the report was distributed for the Committee’s review on Monday. Schwahn reported that a lot of expenses still need to be accrued back to 2020 once the auditors have an opportunity to look at them. Schwahn noted that the numbers are also slightly high since there were three pay periods in the month of December. Schwahn reported that the retro pay for the sheriff’s office also accounted for approximately \$200,000, and without that expense they are close to where they should be. Schwahn reported that the auditors will be on site next week. *Motion by Earing, second by Kirkton to approve the monthly finance report.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Shafer, Slagel, Bunting, Earing, Fannin, Kirkton, Lovell. Nays: None. Absent: None.

Other Business to Come Before the Committee – Hartley questioned whether the Committee would be interested in providing aid, in the form of grants, to businesses that have not otherwise qualified for assistance under the State and Federal programs. Hartley stated that there are a number of businesses that did not qualify for any type of assistance and are clearly struggling. Hartley stated that the Local CURE fund did not allow the County to offer such grant opportunities, however, Hartley noted that the County was able to receive reimbursement for expenses that they otherwise would have expended themselves totaling approximately \$213,000. Hartley stated that those funds are now in the General Fund and can be used however the Board sees fit. Hartley stated that if the Board was interested, it could utilize those funds to provide the aid. Discussion took place with the consensus being that there was interest in pursuing this effort and requested that Hartley work with the GLCEDC to develop a grant program for the Committee’s review. The Committee will meet on Wednesday, January 13th to discuss the matter further.

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

The floor was opened for public comment.

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

Meeting adjourned at 6:37 p.m..

Alina Hartley
Executive Director