

LIVINGSTON COUNTY BOARD
FINANCE COMMITTEE
MINUTES OF FEBRUARY 3, 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, Mark Runyon and Seth Welch, Executive Director Alina Hartley, Finance Director Diane Schwahn, Treasurer Nikki Meier, Human Resources Director Ginger Harris and Network and Computer Systems Administrator Jon Sear

Shafer called for any additions or corrections to the agenda with none requested. *Motion by Fannin; second by Lovell 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 January 6, 2021, as well as the minutes of the January 13th and January 14th meetings. . *Motion by Fannin, second by Bunting to approve the minutes as presented.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Shafer, Slagel, Bunting, Earing, Fannin, Kirkton, Lovell. Nays: None. Absent: None.

Circuit Clerk Semi-Annual Report – The Committee reviewed the semi-annual report submitted by Leann Dixon. *Motion by Fannin, second by Lovell to approve the Circuit Clerk's Semi-Annual Report.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Shafer, Slagel, Bunting, Earing, Fannin, Kirkton, Lovell. Nays: None. Absent: None.

Purchase of 2021 Vehicles – Hartley presented a request for the replacement of four vehicles for the sheriff's department. Hartley stated that there are currently seven vehicles that would qualify for replacement. Hartley noted that going forward she will consider the request approved once allocated in the budget, unless otherwise directed.

Resolution Authorizing FY 2020 End of Year Transfers – Schwahn reported that after the prior transfer there was still a slight shortage. Schwahn stated that the resolution outlines the transfers that she would like to make to account for those overages. Schwahn noted that the transfers themselves were almost a third less than they were for FY 2019. *Motion by Slagel, second by Fannin to approve the FY 2020 End of Year Transfers.* **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 monthly department report doesn't look any better than it did last month. Schwahn noted that there were accruals that the FY 2020 accruals had not yet been done. Schwahn reviewed some of the overages and accruals yet to take place.

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, Earing, Fannin, Kirkton, Lovell. Nays: None. Absent: None.

The floor was opened for public comment.

Motion by Fannin, 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 6:45 p.m..

Alina Hartley
Executive Director