

LIVINGSTON COUNTY BOARD
ADMINISTRATIVE COMMITTEE
MINUTES OF MAY 6, 2021

Chairman Kathy Arbogast called the meeting to order at 5:00 p.m. in the County Board Room of the Historic Courthouse.

Present: Arbogast, Carley, Fannin, Kestner, Kirkton, Lovell, Shafer, Vietti
Vitzthum

Absent: Bunting

Also Present: Executive Director Alina Hartley, County Board Members Linda Ambrose
John Slagel, Bob Weller and Gerald Earing, 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 Carley, second by Fannin to approve the agenda as presented. MOTION
CARRIED WITH ALL AYES.*

Comments from the Chair – Arbogast stated that in regards to the Property Committee meeting held last month, she wanted to make clear that she did not make the comments that were stated during that meeting, since she wasn't there to speak for herself.

Arbogast questioned whether or not to offer the zoom option for board members at the full board meetings going forward with the pandemic, the consensus of the group being to only offer the in person at this time.

Arbogast stated that she has about four department head plaques from last year that need to be given. Arbogast questioned what to do with the employees who reached their milestone anniversaries last year. It was noted that the service awards had already been distributed by department heads. Consensus of the group was to re-start the service award acknowledgements from scratch.

Comments from Committee Chairman –

On behalf of the Finance Committee, Shafer reported that the auditors presented the 2020 audit with no findings. Shafer noted that the auditors were very complimentary especially to Diane Schwahn. Shafer stated that Adam Dontz presented a request for a ten year abatement for Slagel Manufacturing. Shafer stated that the Committee also considered two requests for the transfer of automobiles, which was approved noting a maximum of two per year.

On behalf of the Property Committee, Vitzthum reported that the Committee received an update on the H&E building project. Vitzthum stated that they started on the roof and

Nicor was out yesterday. It was noted that the change order for the Nicor delay is being forwarded to the board for approval.

On behalf of the Highway Committee, Lovell reported that there are three resolutions being presented to the full board. Lovell noted that the department presented the new highway maintenance building to the Finance Committee.

On behalf of the Sheriff, Jail & License Committee, Carley reported that the Committee is recommending approval of a proposal from Summerill to conduct the contract negotiations on behalf of the county. Carley stated that last time Summerill conducted the negotiations, the county was able to recoup its cost within the first month.

On behalf of the VAC Committee, Kestner reported that the meeting was fairly routine. Kestner reported that Superintendent Bailey is looking to retire next year and will be looking to hire someone part time as his replacement, so they can be appropriately trained.

On behalf of Elections, Kirkton reported that the Committee is just about complete with the reapportionment process. Kirkton stated that the Committee will forward the recommendation to the full board for public hearing and approval in June. Kirkton stated that the Committee will be working on the Standing Rules and hope to present a recommendation at the July or August meeting.

The floor was opened for public comment.

Motion by Fannin, second by Lovell to adjourn the meeting. **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 5:53 p.m..

Alina Hartley, Executive Director