

LIVINGSTON COUNTY BOARD  
SHERIFF, JAIL & LICENSE COMMITTEE  
MINUTES OF DECEMBER 12, 2022

Committee Chair Bob Weller called the meeting to order at 4:15 p.m. in the County Board Room of the Historic Courthouse.

Present: Bob Weller, Mark Runyon, Jim Blackard, Joel Barickman, Gina Manker, Bill Mays and Paul Ritter (arrived at 4:17 p.m.)

Absent: None

Also Present: County Board Chair James A. Carley, County Board Members Seth Welch, Dan Myers, Jason Bunting, Linda Ambrose, Gerald Earing, Linda Ambrose and John Vitzthum, Executive Director Alina Hartley, Human Resource Director Ginger Harris, Jail Superintendent Lisa Draper, Sheriff Ryan Bohm and Chief Deputy Bob Turner

Weller called for any additions or changes to the agenda with none requested. *Motion by Blackard, second by Mays to approve the agenda as presented.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the November 7, 2022 meeting. *Motion by Mays, second by Blackard to approve the minutes as presented.* **MOTION CARRIED WITH ALL AYES.**

**Jail Administrative Assistant Position** –Harris indicated that during the budgeting process, it was approved by the Finance Committee for the Jail to add another position. Harris stated this position is for an Office Assistant, PS-2 Position and will work regular business hours. Harris provided the Committee with a copy of the job description and functions. *Motion by Blackard, second by Runyon to approve the job description as presented.* **MOTION CARRIED WITH ALL AYES.**

**Raffle Licenses** – The Committee reviewed two applications for class B raffle licenses and one application for class C raffle licenses, submitted by Dwight Country Club and Pontiac Sportsman’s Club. *Motion by Ritter, second by Manker to approve the Raffle License Applications as submitted.* **MOTION CARRIED WITH ALL AYES.**

**Review & Approval of Bills** – The Committee reviewed the bills submitted. *Motion by Runyon, second by Mays to approve the bills as submitted.* **MOTION CARRIED WITH ALL AYES.**

The floor was opened for public comment.

*Motion by Blackard, second by Runyon to adjourn.* **MOTION CARRIED WITH ALL AYES.**

The meeting was adjourned at 4:24 p.m.

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Jordan E. Uselding  
Executive Assistant