

LIVINGSTON COUNTY BOARD
FINANCE COMMITTEE
MINUTES OF JUNE 6, 2023

Committee Chair Marty Fannin called the meeting to order at 6:00 p.m. in the Committee Room of the Historic Courthouse.

Present: Marty Fannin, Gerald Earing, Michael Haag, Bill Mays, Paul Ritter and Seth Welch

Absent: Steven Lovell

Also Present: Executive Director Alina Hartley, Executive Assistant Jordan Uselding, Finance Director Diane Schwahn, Human Resource Director Ginger Harris, County Treasurer M. Nikki Meier, Executive Director Mental Health Board Chris Myers, County Board Members Bob Weller, Rebekah Fehr, Linda Ambrose and James Carley

Fannin called for any additions or corrections to the revised agenda with none requested. *Motion by Earing, second by Haag to approve the revised agenda as presented.*

MOTION CARRIED WITH ALL AYES.

The Committee reviewed the minutes of the May 2, 2023 meeting. *Motion by Haag, second by Welch to approve the minutes as submitted.* **MOTION CARRIED WITH ALL AYES.**

Opioid Settlement Funds – Hartley provided a list of program requests to the Committee from the Public Health Department, Sheriff’s Department, Mental Health Department and Probation Department on ideas of how they would like to allocate the funds from the opioid settlement. Chris Myers was requested that the Committee partner with Mental Health on the distribution of the funds. Myers stated that they would handle the disbursements and controls in the same manner they distribute their own funds. Myers stated that the MH Board would utilize the funds to increase education, awareness and support to Livingston County in regard to the opioid crisis. Discussion took place. Consensus of the Committee was to have each remaining requestor at next months meeting to discuss their ideas.

Resolution: Budget Transfer of Bookkeeping – Fannin stated this resolution is to transfer the remaining appropriations in the amount of \$45,916 for Bookkeeping out of the County Clerks budget into Finances budget. *Motion by Ritter, second by Earing to recommend approval of the resolution transferring Bookkeeping’s budget.* **MOTION CARRIED WITH ALL AYES.**

Budget Calendar & Guidelines – Hartley presented a draft of the budget calendar and guidelines. Hartley reported that she, Ginger Harris, and Diane Schwahn met with department heads who were requesting salary adjustments for their employees. Hartley

presented two summaries for the Committees review, one that was recommended for allocation and one that would be reviewed further by the Committee as part of the budget process. Hartley stated that she would recommend all of the increases recommended for allocation be included in the respective department's allocation. Hartley stated that they would also recommend that non-union annual wage increases be set at \$1.50. Hartley noted that this would be the final year of flat rate increases anticipating percentage-based increases in line with the CPI after 2024. Hartley then discussed the County's contribution to health insurance with the Committee recommending that a contribution of 50% of family coverage be included in the initial budget allocation. Discussion took place with the consensus of the Committee to include the recommended allocations as discussed. Departmental allocation will be presented for approval at next months meeting.

ARPA Funding Request – Children's Advocacy Center – Hartley reported that there are additional ARPA funds remaining that can be reallocated. Hartley stated that the Children's Advocacy Center is requesting \$12,000 for the purchase of a new vehicle. *Motion by Ritter, second by Haag to recommend approval of the ARPA funding request from Children's Advocacy Center.* **MOTION CARRIED WITH ALL AYES.**

ARPA Funding Request – 911/Mutual Aid – Hartley reported that with Wittenberg's retirement, the 911 Board has been looking for someone to oversee the radio/tower project. Hartley stated that the 911 Board would like to contract Josh Jahn from Dwight, who has the expertise to complete the project. Jahn would be paid by the Village of Dwight and reimbursed by the Mutual Aid Association. Hartley recommended that the remaining \$48,000 be granted to the Mutual Aid Association to cover the consulting costs and any other unanticipated project costs as needed. Hartley also recommended that the Committee approve an extension of the agreement through June of 2024. Discussion took place *Motion by Ritter, second by Haag to recommend approval of an amendment to the Mutual Aid Grant Agreement providing an additional \$48,000 and extending the Agreement through June of 2024.* **MOTION CARRIED WITH ALL AYES.**

Authorization to Replace Totaled Squad for Sheriff's Office – Hartley explained that the vehicle was being delivered from Morrow Brothers and was rear ended by a semi-truck along the way. Hartley reported that she has been in contact with the insurance agency and the vehicle was appraised between \$37,207.32 - \$48,767.00; but the purchase of a new fully-equipped vehicle will cost \$52,880.00. *Motion by Haag, second by Earing to recommend approval of moving forward with the replacement of the totaled squad.* **MOTION CARRIED WITH ALL AYES.**

Finance Report – The Committee reviewed a copy of the monthly finance report previously distributed.

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

The floor was opened for public comment.

Full-time Assistant Zoning Administrator – Hartley requested authorization to hire a full-time Assistant Zoning Administrator for the Zoning Department. Consensus of the Committee was to discuss the matter in executive session.

Executive Session – 5ILCS 120/2 (c)(1) - Personnel Matters. *Motion by Haag, second by Mays to go into Executive Session pursuant to 5ILCS 120/2 (c)(1) – Personnel Matters.*
MOTION CARRIED ON ROLL CALL VOTE. All voted Aye; none Nay.

Executive Session began at 6:55 p.m.
Regular Session resumed at 7:23 p.m.

Action Resulting from Executive Session – N/A

Motion by Earing, second by Mays to adjourn. **MOTION CARRIED WITH ALL AYES.**

The meeting adjourned at 7:24 p.m.

Jordan Uselding
Executive Assistant