

LIVINGSTON COUNTY BOARD  
FINANCE COMMITTEE  
MINUTES OF JULY 11, 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, Steven Lovell, Bill Mays and Seth Welch

Absent: Paul Ritter

Also Present: Executive Director Alina Hartley, Executive Assistant Jordan Uselding, Finance Director Diane Schwahn, Human Resource Director Ginger Harris, County Treasurer M. Nikki Meier, Supervisor of Assessments Shelly Renken, Public Defender Marinna Metoyer, County Clerk Kristy Masching, County Board Members Bob Weller and Linda Ambrose

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

**MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the June 6, 2023 meeting. *Motion by Haag, second by Welch to approve the minutes as submitted.* **MOTION CARRIED WITH ALL AYES.**

**FY 2024 Budget- Approval of Calendar & Guidelines** – Schwahn reported the guidelines have been updated to show a salary increase of \$1.50/hour for all non-union employees. Schwahn noted that family medical coverage at 50% has also been included. Schwahn stated the calendar has been updated to allow for departments to meet who have asked for something outside of their allocations. *Motion by Welch, second by Mays to approve the FY 2024 Budget – Calendar and Guidelines.* **MOTION CARRIED WITH ALL AYES.**

**FY 2024 Budget – Approval of FY 2024 Proposed Appropriations** – Schwahn reported that she added a department into the general fund for software subscriptions, but hardware is staying in IT’s budget. *Motion by Welch, second by Haag to approve the FY 2024 Proposed Appropriations.* **MOTION CARRIED WITH ALL AYES.**

**County Clerk Semi-Annual Report** – Kristy Masching provided the committee with a copy of her semi-annual report for review. *Motion by Haag, second by Mays to recommend approval of the County Clerk’s Semi-Annual Report.* **MOTION CARRIED WITH ALL AYES.**

**Public Defender Salary Resolution** – Schwahn reported that the States Attorneys salary increased, resulting in the Public Defenders salary to be increased to meet 90% of the

compensation of the States Attorney. *Motion by Mays, second by Earing to recommend approval of the Public Defenders Salary Resolution.* **MOTION CARRIED WITH ALL AYES.**

**Facilities Services Director** – Hartley reported that they are looking for a Facilities Services Director. Hartley requested latitude to exceed the mid-point based on current market conditions. Discussion took place. *Motion by Lovell, second by Haag to approve the request authorizing a salary up to the high point of the salary schedule.* **MOTION CARRIED WITH ALL AYES.**

**Mack & Associates FY 2023 Audit Proposal** – Schwahn reported that she received a proposed contractual agreement from Mack & Associates which included the next three years, but she is only looking for approval for one year. *Motion by Haag, second by Earing to recommend the approval of a yearly contract with Mack & Associates for the FY 2023 Audit.* **MOTION CARRIED WITH ALL AYES.**

**Approval of FY 2024 Vehicle Purchases** – Hartley reviewed the current vehicle statuses for the Sheriff's Department. Hartley noted that the Committee had previously discussed placing the 2024 purchase order in early, in order to adjust for lead times that had been extended to 11 months. Discussion took place. *Motion by Haag, second by Earing to approve proceeding with the replacement of eight vehicles for the Sheriff's Department for 2024.* **MOTION CARRIED WITH ALL AYES.**

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

**GLCEDC Annual Dues Commitment** - Hartley reported that Adam Dontz is requesting a three-year commitment for the annual dues of \$80,000. Hartley stated that Dontz is scheduled to attend the recessed meeting scheduled for the next day. Discussion took place with the Committee determining that Dontz's attendance was not necessary. *Motion by Earing, second by Haag to approve the GLCEDC annual dues commitment for the next three years.*

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

The floor was opened for public comment.

*Motion by Mays, second by Lovell to recess.* **MOTION CARRIED WITH ALL AYES.**

The meeting recessed at 6:50 p.m.

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Jordan Uselding  
Executive Assistant