

LIVINGSTON COUNTY BOARD
FINANCE COMMITTEE
MINUTES OF MARCH 5, 2024

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, Paul Ritter and Seth Welch

Absent: None

Also Present: Executive Director Alina Hartley, Executive Assistant Jordan Uselding, Finance Director Diane Schwahn, Human Resource Director Ginger Harris, County Treasurer M. Nikki Meier, GLCEDC Chief Executive Officer Adam Dontz and County Board Members Bob Weller and Linda Ambrose

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

MOTION CARRIED WITH ALL AYES.

The Committee reviewed the minutes of the February 6, 2024 meeting. *Motion by Ritter, second by Haag to approve the minutes as submitted.* **MOTION CARRIED WITH ALL AYES.**

GLCEDC Request for Economic Incentives – Sealtite: Dontz reported that Sealtite Insulation & Coatings, Inc. is requesting a five-year property tax abatement limited to new construction, with a 100% abatement for years 1-3 and 50% for years 4-5 from the City of Fairbury, Prairie Central CUSD #8 and Livingston County. Dontz reported that Sealtite will implement a building expansion of 16,000 or more square feet to the company’s facility in Fairbury and will invest at least \$2.5 million dollars in capital investment. Dontz indicated this will create 4 full-time and retain 20 part-time employment opportunities, meeting the \$34,148 minimum wage and benefit requirement. Dontz stated this was approved by the City of Fairbury last week at their Board Meeting and will go to the Prairie Central School District next week. *Motion by Welch, second by Ritter to recommend approval of the GLCEDC’s request for economic incentives for Sealtite Insulation & Coatings, Inc.* **MOTION CARRIED WITH ALL AYES.**

Proposal: Mack & Associates Auditing Services: Fannin reported that Mack & Associates will be coming next month to go over the 2023 audit. The proposal will be reviewed at that time.

Resolution: Authorizing End of Year Budget Transfer – Schwahn reported that maintenance invoices came in late from work that was done back in November and is transferring funds within the General Fund account to pay these costs out of the 2023 budget. *Motion by Earing, second by Ritter to recommend approval of the resolution authorizing the end of year budget transfer.* **MOTION CARRIED WITH ALL AYES.**

Resolutions: Establishing Circuit Clerk & Coroner Salaries – Hartley provided salary comparisons for the Coroner and Circuit Clerk, along with data from the UCCI salary survey. Hartley stated the Circuit Clerk’s salary can be adjusted on a yearly basis and the Coroner’s salary can be adjusted every four years. Discussion took place. The Committee recommended that the Circuit Clerk’s salary for years 2025 and 2026 match the County Clerk’s and Treasurer’s salary and a \$1000 increase in years 2027 and 2028. The Committee recommended a \$750 increase each year from 2025 to 2028 for the Coroner’s salary. *Motion by Haag, second by Ritter to recommend approval of the Circuit Clerk and Coroner’s salary.* **MOTION CARRIED ON VOICE VOTE.**

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

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

The floor was opened for public comment.

Motion by Ritter, second by Lovell to adjourn. **MOTION CARRIED WITH ALL AYES.**

The meeting adjourned at 6:48 p.m.

Jordan Uselding
Executive Assistant