

LIVINGSTON COUNTY BOARD
FINANCE COMMITTEE
MINUTES OF OCTOBER 8, 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, Bill Mays, Paul Ritter and Seth Welch

Absent: Mike Haag and Steven Lovell

Also Present: Executive Director Alina Hartley, Executive Assistant Jordan Uselding, Finance Director Diane Schwahn, Human Resource Director Ginger Harris, Assessor Shelly Renken, Treasurer Nikki M. Meier, and County Board Members Linda Ambrose, James Carley, Gina Manker and Bob Weller and Craig Monson

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

The Committee reviewed the minutes of the September 3, 2024 meeting. *Motion by Earing, second by Mays to approve the minutes as submitted. MOTION CARRIED WITH ALL AYES.*

Affordable Housing Property Tax Exemption: Hartley reported that the County Assessor wants to pass a resolution that sets an annual review fee and submission deadline for applicants. Hartley reported that Tier 1 and Tier 2 property tax incentives on multifamily buildings (7 + units) would be available for qualifying Livingston County properties. Hartley noted that Tier 1 requires that 15% meet the maximum rent and income thresholds. Tier 2 requires at 35% meet the maximum rent and income thresholds. The Committee discussed having the option to opt-out of the affordable housing property tax exemption. It was noted that the County could choose to opt out at any time, but the program sunsets in 2027. It was consensus of the Committee to proceed with setting a review fee and filing deadline.

Resolution: Establishing Affordable Housing Reduction Review Fee & Deadlines for Filing: Discussion took place regarding the previously approved (September meeting) review fee of \$750 with a filing deadline of July 1st. *Motion by Ritter, second by Welch to recommend approval of the resolution establishing the affordable housing reduction review fee and filing deadline. MOTION CARRIED ON VOICE VOTE WITH ALL AYES.*

Resolution: Authorizing Sale of Mobile Home – Sealed Bid Auction: Meier reported that one mobile home was sold at the sealed bid auction located in Pontiac. *Motion by Ritter, second by Mays to recommend approval of the Resolution authorizing the transfer of deed as submitted. MOTION CARRIED ON VOICE VOTE WITH ALL AYES.*

FY 2025 Budget, Capital Requests & Levies: Schwahn presented a drafted budget to the Committee. *Motion by Ritter, second by Mays to recommend approval of the FY 2024 budget to the County Board to be placed on display.* **MOTION CARRIED ON VOICE VOTE WITH ALL AYES.**

Disposition of Excess Property: Hartley reported that Mosaic has expressed interest in an excess conference table and chairs in the Facility Managers Office that is no longer needed. Hartley noted that the set was first offered to all Livingston County offices with there being no interest or need. *Motion by Ritter, second by Welch to recommend approval of the transfer of excess property to Mosaic.* **MOTION CARRIED ON VOICE VOTE WITH ALL AYES.**

Purchasing Policy: Hartley questioned if the Committee would like to make any changes to Section VI, Rule E of the Purchasing Policy, which states, “No Livingston County elected official or department head shall purchase equipment sold through the Surplus/Obsolete/Excess Equipment Property Section of the Livingston County Purchasing Policy.” Hartley noted that the question has been raised a few times over the years, specifically when it relates to sealed bids and auctions. It was consensus of the Committee to amend this rule to add “outside of the competitive bidding process.” *Motion by Ritter, second by Mays to recommend approval amending Section VI, Rule E of the Purchasing Policy.* **MOTION CARRIED ON VOICE VOTE WITH ALL AYES**

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

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

The floor was opened for public comment.

Executive Session – *Motion by Fannin, second by Earing to go into Executive Session pursuant to 5ILCS 120/2 (c)(21) – Semi-Annual Review of Executive Session Minutes.* **MOTION CARRIED ON ROLL CALL VOTE.** All voted Aye; none Nay.

Executive Session began at 6:36 p.m.
Regular Session resumed at 6:41 p.m.

Action Resulting from Executive Session –
Motion by Mays, second by Ritter to approve for content the executive session minutes of April 4, 2023. **MOTION CARRIED WITH ALL AYES.**

Motion by Earing, second by Mays to open the executive session minutes of July 5, 2022, August 2, 2022, February 7, 2023, and April 4, 2023. **MOTION CARRIED WITH ALL AYES.**

Motion by Mays, second by Welch to authorize the destruction of all verbatim records dated eighteen months and older previously approved for content. **MOTION CARRIED WITH ALL AYES.**

Motion by Mays, second by Ritter to adjourn. MOTION CARRIED WITH ALL AYES.
The meeting adjourned at 6:43 p.m.

Jordan Uselding
Executive Assistant