

LIVINGSTON COUNTY BOARD
FINANCE COMMITTEE
Joint Meeting with Personnel
MINUTES OF OCTOBER 5th, 2011

Committee Chair Carl Borngasser called the meeting to order at 5:40 p.m. in the Clavey Room of the Livingston County Courthouse. The meeting was held in joint session with the Livingston County Personnel Committee.

Personnel Committee Members Present: Shafer, Arbogast, Allen, Fannin, Heath, McGlasson, Young

Personnel Committee Members Absent: N/A

Finance Committee Members Present: Borngasser, Heath, Allen, Flott, Ingles, Shafer, Vietti

Finance Committee Members Absent: N/A

Also Present: Bill Fairfield, Alina Hartley, Linda Daniels, June Slagel, Chief Rutledge

Motion by Young, second by Vietti to approve the agenda as presented. MOTION CARRIED WITH ALL AYES.

The Committees reviewed the joint meeting minutes of September 7th, 2011. *Motion by Young, second by Vietti approve the minutes of September 7th, 2011. MOTION CARRIED WITH ALL AYES.*

Sheriff's Department – Deputy

Sheriff's Department – Correctional Officer – Chief Rutledge was present to request authorization to replace a deputy and a correctional officer who both resigned. Rutledge noted that there have been individuals selected for lateral transfers resulting in a savings of approximately \$1,500-\$4,000 since they will not need to attend training.

On behalf of the Finance Committee there was a motion by Vietti; second by Ingles to recommend approval of the replacements of a deputy and correctional officer. MOTION CARRIED WITH ALL AYES.

On behalf of the Personnel Committee there was a motion by Arbogast, second by Fannin to recommend approval of the replacements of a deputy and correctional officer. MOTION CARRIED WITH ALL AYES.

Maintenance – Custodial – Flott presented a request forwarded by the Property Committee to hire up to the equivalent of two full time housekeepers for the Law & Justice Center. Hartley stated that proposals had been received by both Livingston County Custodial and Futures Unlimited resulting in an estimated cost of \$105,000.

Hartley reviewed the current staffing levels and the additional square footage that will require cleaning. Discussion took place.

On behalf of the Finance Committee there was a motion by Vietti; second by Heath to recommend approval of the equivalent of two full time custodians. MOTION CARRIED WITH ALL AYES.

On behalf of the Personnel Committee there was a motion by McGlasson, second by Heath to recommend approval of the equivalent of two full time custodians. MOTION CARRIED ON VOICE VOTE.

There being no further business to come before the Committees there was a motion on behalf of the Finance Committee by Vietti; second by Heath to adjourn. MOTION CARRIED WITH ALL AYES.

On behalf of the Personnel Committee there was a motion by Young, second by Fannin to adjourn. MOTION CARRIED WITH ALL AYES.

Meeting adjourned at 6:10 p.m..

Alina M. Hartley
Administrative Resource Specialist

LIVINGSTON COUNTY BOARD
FINANCE COMMITTEE
MINUTES OF OCTOBER 5th, 2011

Committee Chair Carl Borngasser called the meeting to order at 6:00 p.m. in the Clavey Room of the Livingston County Courthouse.

Present: Borngasser, Heath, Allen, Flott, Ingles, Shafer, Vietti

Absent:

Also Present: Bill Fairfield, Alina Hartley, June Slagel, Kristy Masching, Barb Sear
MaLinda Hillman, Mike Shaughnessy, Mark Jontry, Diane Stempinski

Borngasser requested the agenda be reordered moving the Regional Office of Education items to the beginning of the agenda. Borngasser then called for any additional changes to the agenda with there being none requested. *Motion by Vietti, second by Shafer to approve the agenda as amended.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the September 7th, 2011 meeting. *Motion by Ingles, second Vietti to approve the minutes of the September 7th, 2011 meetings.* **MOTION CARRIED WITH ALL AYES.**

Regional Office of Education Intergovernmental Agreement – Mark Jontry stated that due to state budget cuts he and his assistant have been going without pay since July 1st. Jontry stated that they are still confident that funding will be reinstated at the state level. Jontry stated that they received a legal opinion that it's possible to pay those salaries from other funds. Jontry stated that they do have funds available in their enterprise fund which comes from GSA and professional service fees and not from county funds. Jontry stated that McLean County has delayed action until next week. Jontry stated that the funds will be reimbursed unless the state does not reinstate funding. Jontry stated he's looking for the board to approve a resolution of support. Discussion took place. *Motion by Shafer, second by Ingles to follow the recommendation of McLean County.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the proposed FY 2012 budget allocations for the Regional Office of Education and the corresponding contributions and Intergovernmental Agreement. Borngasser stated that Livingston County's contribution rate remained at 17%, but the actual contribution amount decreased from FY 2011. *Motion by Vietti, second by Ingles to recommend approval of an Intergovernmental Agreement for the Regional Office of Education for the FY 2012 budget.* **MOTION CARRIED WITH ALL AYES.**

Regional Office of Education Quarterly Report – The Committee reviewed the Regional Office of Education Annual Report covering the period July 1, 2010 through

June 30, 2011. *Motion by Vietti, second by Allen to recommend approval of the Regional Office of Education quarterly report.* **MOTION CARRIED WITH ALL AYES.**

Acceptance of Bid Proposal Odell Tower – Hartley stated that there were three bids received in response to the RFP for the replacement of the Odell Tower. Hartley stated that the lowest bidder (Hi-Tech Towers) did not include prevailing wage as part of their base bid and therefore their bid was rejected. Hartley stated that the next apparent low bidder was Sabre Communications in the amount of \$214,742.00. Hartley stated that LivCom had completed the scope review with LivCom and the ETSB is recommending approval of this bid. *Motion by Heath, second by Vietti to recommend awarding the public safety radio antenna tower to Sabre Communications for a base bid amount of \$214,742.00.* **MOTION CARRIED WITH ALL AYES.**

Livingston County Community Health Program – MaLinda Hillman was present to request approval of a resolution to fund the community health program for FY 2012. Hillman reviewed the statistics of those served since the program began in 2008 as well as the updated income guidelines. *Motion by Flott, second by Vietti to recommend the board approve the FY 2012 Livingston County Community Health Care Program.* **MOTION CARRIED WITH ALL AYES.**

Resolution – Redemption of Mobile Home Back Taxes – Barb Sear was present to request approval of a resolution returning ownership of a mobile home back to the owner as all back taxes have been paid. *Motion by Shafer, second by Ingles to recommend approval of a resolution to return deed to the mobile home owner.* **MOTION CARRIED WITH ALL AYES.**

Electronic Document Services Agreement – Sear stated that the temporary office space she will be relocating to, has space constraints that limit the amount of equipment she will be bringing over. Sear stated that she would like to contract a company to print and mail the tax bills. Sear estimated an additional cost of approximately \$1,500 to contract this service. Sear stated that this particular company services 25 counties and will mail the tax bills within 48 hours; this is a 30 day process for her office. *Motion by Heath, second by Ingles to recommend approval of the Electronic Document Services Agreement.* **MOTION CARRIED WITH ALL AYES.**

Non-Union Salaries – Slagel stated that the Personnel Committee has recommended a salary increase of 1.5% for non-union members. Discussion took place. *Motion by Heath, second by Shafer to follow the Personnel Committee recommendation and authorize a 1.5% salary increase for all non-union personnel.* **MOTION CARRIED WITH ALL AYES.**

Levy Request – Slagel stated that Kiesewetter has not yet finalized the EAV numbers to be used for the budget. Slagel requested the Committee discuss this item at a recessed meeting to be held prior to the board meeting.

FY 2012 Budget Review – Slagel reviewed budget requests submitted by VAC, ETSB, Mental Health, Public Health and Highway with the Committee. Slagel then reviewed the draft revenues, expenditures and fund balances with the Committee as well as capital items. Consensus of the Committee was to only transfer funds from the Pontiac Host Agreement to the general fund on an as needed basis. This item will also be reviewed at a recessed meeting to be held prior to the board meeting.

Radios/Narrowbanding – Discussion took place regarding the Mutual Aid request for funding of upgrades to meet narrowbanding requirements. *Motion by Heath, second by Vietti to deny the request for funding.* **MOTION CARRIED ON ROLL CALL VOTE.**
Ayes: Heath, Allen, Flott, Vietti Nays: Borngasser, Ingles, Shafer

Further discussion took place regarding providing funding through 911 on an emergency, no other means available basis to be paid back through increased user fees over a two year period. *Motion by Ingles, second by Borngasser to request that Livingston County taxing bodies contributing to central dispatch be authorized to upgrade radios funded through central dispatch with the understanding that all funds be reimbursed over a two year period.* The motion and second were later withdrawn. Ingles suggested a letter be sent to the entities indicating this possible option.

Approval of Bills – The Committee reviewed the bills submitted. *Motion by Vietti, second by Allen to approve the bills.* **MOTION CARRIED WITH ALL AYES.**

Motion by Flott, second by Ingles to recess. **MOTION CARRIED WITH ALL AYES.**
Meeting recessed at 8:15 p.m.

Alina Hartley
Administrative Resource Specialist