

LIVINGSTON COUNTY BOARD
FINANCE COMMITTEE
MINUTES OF JUNE 4, 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, 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, Sheriff Ryan Bohm, Jail Superintendent Lisa Draper, County Treasurer Nikki M. Meier and County Board Members Linda Ambrose, James Carley, Craig Monson, Bob Weller and Gina Manker

Fannin requested to amend the agenda to move the business item a. FY2025 Budget to item c. and add the Dwight ARPA fund request after. *Motion by Ritter, second by Haag to approve the agenda as amended.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the May 7, 2024 meeting. *Motion by Earing, second by Ritter to approve the minutes as submitted.* **MOTION CARRIED WITH ALL AYES.**

Public Safety Complex – Boiler Project – Hartley reported that the Property Committee reviewed two proposals and recommended approving the proposal from Ruyle Mechanical Services, Inc. in the amount of \$184,650. Hartley stated Ruyle proposed to install two Reillo Array high efficiency boilers and re-pipe the system. It was noted that there is a 20-year life expectancy warranty and a 10-year heat exchange warranty. Hartley stated this is an emergency repair/replacement and will be paid out of the Pontiac Host Fund. Discussion took place. *Motion by Ritter, second by Welch to recommend approval of the Ruyle Mechanical Services proposal being paid by the Pontiac Host Fund with a 10% contingency allowance.* **MOTION CARRIED WITH ALL AYES.**

Full Time Assistant Jail Administrator – Bohm reported that currently the Jail Administration is running with the Jail Superintendent, Lieutenant, and Administrative Assistant, but the assistant will be leaving. Bohm stated that there has been more piling up on their plate due to the Safety Act, Federal Program and IDOC inspections which they have had some challenges with. Bohm stated that due to short staffing and the increase in inmates, they have had a hard time completing the security checks on time and not having time to check up on one another to ensure everything is getting completed in a timely manner. Bohm reported that after going over all of their options, they believe that the best way to ensure the Jail is running efficiently is to hire an Assistant Jail Administrator with an M1 classification level. *Motion by Haag, second by Ritter to approve hiring an Assistant Jail Administrator with a classification of M1.* **MOTION CARRIED WITH ALL AYES.**

FY2025 Budget – Schwahn reported that she balanced the General Fund laying out all of the revenues, expenditures, and transfers. Schwahn stated there was a 3% increase to property taxes and some adjustments within state reimbursements. Schwahn mentioned once wage increases are approved there will be an update. Schwahn reported all proposed appropriations for FY2025 are laid out for each department. *Motion by Ritter, second by Earing to approve the proposed budget allocations.* **MOTION CARRIED WITH ALL AYES.**

Dwight Fire Protection District ARPA Fund Request – The Committee reviewed a request submitted by the Dwight Fire Protection District for the costs of reprogramming their Motorola STARCOM 21 radio system. Hartley reported that Dwight FPD was not included in the mutual aid radio project because they do not belong to the Livingston County Mutual Aid Association, but reached out for consideration to utilize the remaining ARPA funds to offset their costs incurred to program their radios. Hartley reported that after the approval of the building project and the Mutual Aid safety and training equipment, there is just over \$7,000 remaining in ARPA funds. It was consensus of the committee to meet before the Board Meeting to review the total remaining ARPA funds and allocate at that time.

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

Other Items – N/A

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

The floor was opened for public comment.

Motion by Mays, second by Haag to adjourn. **MOTION CARRIED WITH ALL AYES.**
The meeting adjourned at 6:37 p.m.

Jordan Uselding
Executive Assistant