

MEETING MINUTES

LIVINGSTON COUNTY

APRIL 22, 2015 – 7:30 P.M.

ADMINISTRATION BUILDING - BOARD CHAMBERS
304 E. Grand River Avenue, Howell, MI 48843

FINANCE COMMITTEE

COMM. GARY CHILDS
 COMM. DENNIS DOLAN
 COMM. DAVID DOMAS

COMM. BILL GREEN
 COMM. CAROL GRIFFITH
 COMM. KATE LAWRENCE

COMM. DON PARKER – FINANCE CHAIR
 COMM. RON VAN HOUTEN
 COMM. STEVE WILLIAMS

OTHERS:
ALLISON NALEPA
JENNIFER PALMBOS
ANN WHITE
JOHN EVANS
HILERY DEHATE
JOE MCCLURE

DEBRA KUBITSKEY
JENNIFER NASH
ERIC SANBORN
BELINDA PETERS
CINDY CATANACH
JONI STIDHAM

SUE BOSTWICK
RICH MALEWICZ
MARGARET DUNLEAVY
CHAD CHEWNING
MIKE MURPHY
SHERIFF FINANCIAL

1. **CALL TO ORDER:** Meeting called to order by **COMM. DENNIS DOLAN** at 7:31 AM.
2. **ROLL CALL.**
3. **APPROVAL OF MINUTES: MINUTES OF MEETING DATED APRIL 8, 2015:**

MOTION TO APPROVE THE MINUTES, AS PRESENTED.
MOVED BY: DOLAN / SECONDED BY: LAWRENCE
ALL IN FAVOR - MOTION PASSED

4. **TABLED ITEMS FROM PREVIOUS MEETINGS.**
 - **RESOLUTION OPPOSING ADDITIONAL REQUIREMENTS AND COSTS TO BUSINESS OWNERS, CONTRACTORS, AND DEVELOPERS**

5. **APPROVAL OF AGENDA:**

MOTION TO APPROVE THE AGENDA, AS PRESENTED.
MOVED BY: LAWRENCE / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED

6. **CALL TO THE PUBLIC:** None.
7. **RESOLUTIONS FOR CONSIDERATION:**

8. **CIRCUIT COURT: RESOLUTION APPROVING THE FILLING OF A SECRETARY POSITION IN THE CIRCUIT COURT**

**RESOLUTION 2015-04-007 F: FILLING OF A VACANT SECRETARY POSITION IN THE CIRCUIT COURT
[SECRETARY POSITION #13100201]
MOVED BY: GREEN / SECONDED BY: DOLAN
ALL IN FAVOR - MOTION PASSED**

9. **CENTRAL DISPATCH: RESOLUTION AUTHORIZING HOLIDAY PAY FOR 12 HOUR 9-1-1 OPERATION SHIFT SUPERVISORS**

**RECOMMEND MOTION TO THE: BOARD
MOVED BY: LAWRENCE / SECONDED BY: VAN HOUTEN
ALL IN FAVOR - MOTION PASSED**

10. **TREASURER: RESOLUTION AUTHORIZING THE LIVINGSTON COUNTY TREASURER TO ESTABLISH 2014 DELINQUENT TAX FUND**

**RECOMMEND MOTION TO THE: BOARD
MOVED BY: CHILDS / SECONDED BY: GRIFFITH
ALL IN FAVOR - MOTION PASSED**

Jennifer Nash explained the purpose of this Resolution.

11. **SHERIFF: RESOLUTION AUTHORIZING THE REPLACEMENT OF THE SHERIFF DEPARTMENT SIDEARM WEAPON SYSTEMS**

**RECOMMEND MOTION TO THE: BOARD
MOVED BY: LAWRENCE / SECONDED BY: VAN HOUTEN
ALL IN FAVOR - MOTION PASSED**

12. **ADMINISTRATION: RESOLUTION TO AMEND THE COUNTY BUSINESS EXPENSE REIMBURSEMENT POLICY FOR LIVINGSTON COUNTY**

**RECOMMEND MOTION TO THE: BOARD
MOVED BY: LAWRENCE / SECONDED BY: GRIFFITH
ALL IN FAVOR - MOTION PASSED**

Jennifer Palmbo explained the purpose of this Resolution.

13. **HUMAN RESOURCES: RESOLUTION TO MODIFY THE NON-UNION EMPLOYEES AND ELECTED OFFICIALS WAGES FOR 2015 FISCAL YEAR**

**RECOMMEND MOTION TO THE: BOARD
MOVED BY: GREEN / SECONDED BY: VAN HOUTEN
ALL IN FAVOR - MOTION PASSED**

Jennifer Palmbo presented the Resolution to the members of the Committee

14. HUMAN RESOURCES: RESOLUTION TO IMMEDIATELY DISCONTINUE THE HIRING FREEZE AND TO RESCIND THE VACANCY REVIEW POLICY

RECOMMEND MOTION TO THE: BOARD
MOVED BY: LAWRENCE / SECONDED BY: GRIFFITH
ALL IN FAVOR - MOTION PASSED

15. HUMAN RESOURCES: RESOLUTION TO MAKE AMENDMENTS TO THE PERSONNEL MANUAL FOR NON-UNION EMPLOYEES

RECOMMEND MOTION TO THE: BOARD
MOVED BY: CHILDS / SECONDED BY: GRIFFITH
ALL IN FAVOR - MOTION PASSED

16. ADMINISTRATION: RESOLUTION APPROVING THE EMPLOYMENT AGREEMENT WITH KENNETH HINTON FOR COUNTY ADMINISTRATOR

RECOMMEND MOTION TO THE: BOARD
MOVED BY: GRIFFITH / SECONDED BY: DOLAN
ALL IN FAVOR - MOTION PASSED

17. REPORTS:

➤ **1ST QUARTER FINANCIAL UPDATE:**

Cindy Catanach provided handouts for the Commissioners including details on the status of the General Fund. Also, updated on expenses and revenues and how the departments are progressing.

➤ **FINANCIAL REVIEW FORECAST PRESENTATION:**

Cindy Catanach explained the process and purpose of the Forecast and reviewed a PowerPoint presentation with the Committee. Hilery DeHate discussed the revenue overview, Sue Bostwick presented an overview of property taxes; Sally Reynolds reviewed foreclosure status and projections as well as projected revenues; John Evans presented court revenue statistics and projections; Eric Sanborn introduced Joe McClure, Sheriff's Financial Analyst. Joe presented GF revenues of the Sheriff Department. Jennifer Nash discussed tax delinquency rates. Cindy reviewed State Revenue Sharing statistics. The presentation ended with a summary of the total revenue impact and questions from members of the Committee.

18. CLAIMS

MOTION TO APPROVE THE MISCELLANEOUS CLAIMS DATED 4-22-2015.
MOVED BY: LAWRENCE / SECONDED BY: DOLAN
ALL IN FAVOR - MOTION PASSED

19. PREAUTHORIZED

MOTION TO APPROVE THE PAYABLES DATED 4-9-2015 THRU 4-22-2015.

MOVED BY: DOLAN / SECONDED BY: CHILDS

ALL IN FAVOR - MOTION PASSED

20. CALL TO THE PUBLIC: None.

21. ADJOURNMENT:

MOTION TO ADJOURN AT 8:39 A.M.

MOVED BY: DOLAN / SECONDED BY: GRIFFITH

ALL IN FAVOR - MOTION PASSED

Respectfully Submitted

NATALIE HUNT
RECORDING SECRETARY