

LIVINGSTON COUNTY BOARD
FINANCE COMMITTEE
MINUTES OF JUNE 6th, 2012

Committee Chair Carl Borngasser called the meeting to order at 6:00 p.m. in the meeting room on the 2nd floor of the Pontiac Public Library.

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

Absent: Shafer

Also Present: Bill Fairfield, Alina Hartley, June Slagel, Barb Sear, Kristy Masching, Dee Woodburn

Borngasser called for any additions or corrections to the revised agenda with none being requested. *Motion by Vietti, second by Heath to approve the revised agenda as presented.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the May 9th, 2012 and May 16th meetings. *Motion by Flott, second Ingles to approve the minutes of the May 9th and May 16th, 2012 meetings.* **MOTION CARRIED WITH ALL AYES.**

Working Cash Loan for IMRF & Social Security – Barb Sear reported that the IMRF and Social Security accounts will not have enough funds to cover obligations. Sear stated that she is requesting authorization to transfer \$30,000 for social security and \$60,000 for IMRF to be repaid once tax funds are received. *Motion by Vietti, second by Flott to recommend approval of a resolution authorizing a working cash loan for the IMRF and social security.* **MOTION CARRIED WITH ALL AYES.**

Mandated Death Certificate Fee – Kristy Masching stated that the state has mandated an additional \$2 fee to obtain a death certificate. Masching stated that she will have to collect the fee regardless if the county approves the resolution or not, but she would like the resolution so there's a record of why the fee was added. *Motion by Vietti, second by Heath to recommend the board approve a resolution assessing an additional \$2 fee for death certificates.* **MOTION CARRIED ON VOICE VOTE.**

FY 2013 Budget – Slagel reported that it is time to start the FY 2013 budget. Slagel requested that the budget be listed first on each agenda. Slagel distributed the calendar for the Committees review. Slagel stated that Duane Kieseewetter will be making an effort to provide the estimated EAV earlier. Discussion took place. *Motion by Vietti, second by Ingles to approve the FY 2013 budget calendar.* **MOTION CARRIED WITH ALL AYES.**

Discussion took place regarding this year's budget parameters including a \$2.5 million cap on landfill transfers and capital expenses. Discussion took place regarding the purchase of additional software in an effort to eventually reduce operating expenses. It

was noted that the time and attendance system is not being used by all departments. It was requested that all department heads be notified of a phasing in requirement; any department head concerned with the requirement may attend the next finance committee meeting to discuss their concerns.

Prevailing Wage – Discussion took place regarding the annual prevailing wage ordinance. *Motion by Heath, second by Vietti to recommend approval of the prevailing wage ordinance.* **MOTION CARRIED WITH ALL AYES.**

GLCEDC Grant Request – Livingston County Brochure – Hartley stated that Larry Vaupel is questioning whether the county will grant additional funds for this year’s “Discover Livingston County” brochure. Hartley stated that last year the board approved a grant not to exceed \$7,860 to fund the brochure. Discussion took place. Consensus of the Committee was that the brochure can be funded through the original \$500,000 grant funds allocated. *Motion by Heath, second by Vietti to deny the grant request and provide reimbursement from the previously approved grant funds.* **MOTION CARRIED WITH ALL AYES.**

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 Vietti, second by Flott to adjourn. **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 7:15 p.m.

Alina Hartley
Administrative Resource Specialist