

LIVINGSTON COUNTY BOARD  
FINANCE COMMITTEE  
MINUTES OF FEBRUARY 6<sup>th</sup>, 2013

Committee Chair Tim Shafer called the meeting to order at 6:00 p.m. in the committee meeting room within the Livingston County Historic Courthouse.

Present: Shafer, Bullard, Campbell, Cohlman, Runyon, Vietti, Wittenberg

Absent:

Also Present: Marty Fannin, Duane Kiesewetter, Judy Cremer, June Slagel,  
Alina Hartley, Kristy Masching, Jan Girard, Earl Rients, Barb Sear

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

The Committee reviewed the revised minutes of the January 9<sup>th</sup>, 2013 meeting. Cohlman noted that the first paragraph on the second page should be clarified by specifying “union contracts” instead of just “contracts.” *Motion by Vietti, second Wittenberg to approve the minutes of the January 9<sup>th</sup>, 2013 meeting as revised.* **MOTION CARRIED WITH ALL AYES.**

**Treasurer’s Annual Report** – Barb Sear was present to review her annual report with the Committee. Sear reported that revenues from the state were up, as well as reimbursements. Sear reported that special revenue funds, contract payments and interest on investments were all down. *Motion by Wittenberg, second by Vietti to recommend approval of the Treasurer’s Annual Report.* **MOTION CARRIED WITH ALL AYES.**

**GIS Automation Fee** – Kiesewetter was present to discuss the possibility of increasing the current GIS automation fee with the Committee. Kiesewetter stated that the fee was increased back in 2005 to \$10 with \$2 covering the administrative cost of the County Clerk’s Office and \$8 going to the GIS Fund to pay the cost of the GIS system. Kiesewetter stated that at the current rate there will not likely be enough funds to fund a fly over for 9 years. Kiesewetter stated that if the fee was increased to \$15 there would be sufficient funds to cover a flyover in 2016 and then again in 2022. Kiesewetter stated that some counties do flyovers every five years. Kiesewetter stated that if the fee was increased to \$16 there would be sufficient funds to cover a flyover in 2015 and then again in 2022. Kiesewetter stated that if the fee was increased to \$17 there would be sufficient funds to cover a flyover in 2014/2015 and then again in 2019/2020. Kiesewetter stated that there is a lot of departments within the county use the system including the Highway Department, Sheriff, and County Clerk. Discussion took place. *Motion by Runyon, second by Bullard to recommend the full board approve increasing the GIS Fee to \$16 effective June 1<sup>st</sup>.* **MOTION CARRIED WITH ALL AYES.**

**Circuit Clerk Semi-Annual Report** – Judy Cremer was present to review her Semi-Annual Report with the Committee. *Motion by Wittenberg, second by Cohlman to recommend approval of the Circuit Clerk’s Semi-Annual Report.* **MOTION CARRIED WITH ALL AYES.**

**Resolution funding GLCEDC for FY 2013** – Hartley stated that funding has been allocated in the FY 2013 budget to fund the County’s annual dues for the GLCEDC. Hartley stated that the prior resolution approved by the Board only covered FY 2012, so she is looking for approval of a resolution funding the GLCEDC annual dues for FY 2013. Discussion took place regarding where the County is going with economic development. *Motion by Bullard, second by Wittenberg to recommend of a resolution funding the GLCEDC for 2013.* **MOTION CARRIED WITH ALL AYES.**

**Finance Report** – Slagel reported that to clarify the report and minutes from January, if the health insurance remains as is, the county should not be paying anything. Slagel stated that the representative from BPA will be coming to present more information to the Personnel and Finance Committees. Slagel also noted that even though revenues were reported as up for the year in the Treasurer’s Annual Report, they were down compared to the budgeted amount. Slagel questioned if all Committee members were receiving the monthly financial report. Slagel stated that the report is also sent to each department head each month for the department head to verify the figures. Slagel stated that most departments have responded.

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

*Motion by Wittenberg, second by Vietti to adjourn.* **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 7:59 p.m.

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Alina Hartley  
Administrative Resource Specialist