

**LIVINGSTON COUNTY BOARD OF COMMISSIONERS**  
**WORK SESSION**  
**MEETING MINUTES**



June 16, 2021, 8:00 a.m.  
John E. LaBelle Public Safety Complex  
1911 Tooley Road, Howell Auditorium, Howell, MI

Members Present: Wes Nakagiri, Carol Griffith, Carol Sue Reader, Douglas Helzerman, Jay Drick, Mitchell Zajac, Jay Gross, Brenda Plank

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**1. CALL MEETING TO ORDER**

The Work Session was called to order by Commissioner Nakagiri at 8:10 a.m.

**2. ROLL CALL**

Roll call by the recording secretary indicated the presence of a quorum.

**3. CALL TO THE PUBLIC**

None.

Commissioner Zajac entered the meeting at 8:11 a.m.

**4. APPROVAL OF AGENDA**

Motion to approve the Agenda as presented.

It was moved by C. Griffith  
Seconded by J. Gross

**Motion Carried**

**5. PRESENTATION & DISCUSSION**

Nathan Burd began the presentation with a description of roles in the budget process: Board of Commissioners, Administrator, and Fiscal Services Staff.

Cindy Catanach reviewed slides on the GF Revenue, Expense, & Fund Balance; Historical Spending Trends; Current Trends; Headcount; Average Employee Cost; Retiree Healthcare.

Commissioner Reader exited the meeting at 9:03 a.m. and returned at 9:06 a.m.

The meeting recessed at 9:38 a.m. and resumed at 9:50 a.m.

Cindy continued the presentation with discussion regarding Pension; Capital Improvement/Replacement; and Department Presentations format.

Commissioner Helzerman exited the meeting at 10:20 a.m.

Commissioner Nakagiri exited the meeting at 10:31 a.m. and returned at 10:34 a.m.

Nathan concluded the presentation with discussion on action items including COLA, Special Projects, Contingency, and GF Dept Target Allocations.

Commissioners agreed to prepare the 2022 budget with a 1.5% COLA increase for employees.

**6. CALL TO THE PUBLIC**

Nathan Burd, County Administrator, addressed Commissioners to remind everyone of the next Board of Commissioners Work Session regarding the Strategic Plan, scheduled for Thursday, June 24th from 8:00 a.m. to 4:00 p.m.

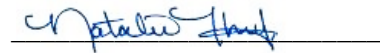
Cindy Catanach, Finance Officer, announced to Commissioners that Fiscal Services will begin scheduling department meetings for the 2022 budget preparation. The Finance Chair, Commissioner Zajac, will open the schedule to Commissioners. These meetings are restricted so that there will be no committee quorum present at these meetings.

**7. ADJOURNMENT**

Motion to adjourn the meeting at 11:45 a.m.

It was moved by M. Zajac  
Seconded by B. Plank

**Motion Carried**



Natalie Hunt, Recording Secretary