

Finance and Asset Management Committee

Meeting Minutes



April 17, 2023, Immediately Following the CPSID Committee Meeting.
Hybrid In-Person and Virtual Meeting
304 E. Grand River Ave., Board Chambers, Howell, Michigan
Zoom Virtual Meeting ID: 399-700-0062 / Password: LCBOC
<https://us02web.zoom.us/j/3997000062>

Members Present: Nick Fiani, Douglas Helzerman, David Domas, Frank Sample, Wes Nakagiri, Jay Drick, Roger Deaton, Martin Smith, Jay Gross

1. Call Meeting to Order

The meeting was called to order by the Committee Chair, Commissioner Nick Fiani at 8:45 p.m.

2. Pledge of Allegiance to the Flag

All rose for the Pledge Allegiance to the Flag of the United States of America.

3. Roll Call

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

4. Approval of Agenda

Motion to approve the Agenda as presented.

Moved by: R. Deaton
Seconded by: F. Sample

Yes (9): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross

Motion Carried (9-0-0)

5. Approval of Minutes

5.1 Meeting Minutes dated: March 20, 2023

Motion to approve the Minutes as presented.

Moved by: J. Gross
Seconded by: M. Smith

Yes (9): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross

Motion Carried (9-0-0)

6. Call to the Public

The following individuals addressed the members of the committee: Kim Konarski, Oceola Township; Bob West, Hartland Township Manager and member of BPW.

7. Reports

7.1 Septic Receiving Station

Commissioner Nakagiri presented a PowerPoint presentation reviewing possible projects of adding a new SRS or building a new sewer line to Tyrone Township sewer system as the Hartland Sewer is at capacity. Bob West and Brian Jonckheere were present to help answer questions. Commissioner Nakagiri recommended a market analysis to understand how much rates could be raised or keeping the SRS to receiving septage from residents only.

8. Discussion

8.1 Revenue and Expense Status

Cindy Arbanas, Finance Officer and Nathan Burd, County Administrator, reviewed reports and requested feedback as the commissioners have time to review the reports shared.

8.2 Pension Liability

Employee educational meetings were held two weeks ago for the DC Conversion plan. Employees have all information to make decisions, deadline is May 1st.

8.3 Capital Improvement Plan Update

E. complex roof punch list complete and project is complete.

Nathan Burd, County Administration, mentioned the CIP process has begun, Friday was the deadline for departments to submit a presentation to the BOC in a couple of months.

8.4 ARPA

ARPA items are now coming through the Committee for the final project approvals.

Vision Tour Contingency Funds GF Dollars, no deadlines, all resolutions authorizing use of those funds will specify the funding source as the Vision Tour Contingency.

Commissioner Domas exited at 9:37 p.m.

8.5 Strategic Plan Update

Nathan Burd, County Administrator, reported no dates worked for more than 6 commissioners to schedule a work session. Two new dates proposed will be shared with the Board hoping to get more than 2/3 of members available to attend end of June/July. Nathan also noted that almost all resolutions relate back to the Strategic Plan, progress is made towards the plan at almost every meeting.

9. Resolutions for Consideration

9.1 Administration

Resolution Authorizing Livingston County's 2024 Annual Budget Process and Calendar

Recommend motion to the Board of Commissioners.

Moved by: J. Drick
Seconded by: J. Gross

Cindy Arbanas, Finance Officer, presented the resolution and answered questions from committee members.

Yes (8): N. Fiani, D. Helzerman, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross; Absent (1): D. Domas

Motion Carried (8-0-1)

Motion to amend the resolution to change the Work Shop date from May 30, 2023 to May 31, 2023 at 9 a.m.

Moved by: W. Nakagiri
Seconded by: R. Deaton

Yes (8): N. Fiani, D. Helzerman, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross; Absent (1): D. Domas

Amendment Carried (8-0-1)

9.2 Fiscal Services

Commissioner Domas re-entered at 9:48 p.m.

Resolution to Authorize a First Quarter Budget Amendment to the Fiscal Year 2023 Budget

Recommend motion to the Board of Commissioners.

Moved by: M. Smith
Seconded by: D. Helzerman

Yes (9): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross

Motion Carried (9-0-0)

9.3 Fiscal Services / Emergency Medical Services

Resolution to Authorize the Creation of a New Non-Union Division within MERS and an Additional Payment of the Unfunded Liability for the Emergency Medical Services (EMS) Department Employees

Recommend motion to the Board of Commissioners.

Moved by: J. Gross
Seconded by: M. Smith

Yes (9): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross

Motion Carried (9-0-0)

9.4 Fiscal Services / Central Dispatch

Resolution to Authorize the Creation of a New Non-Union Division within MERS and an Additional Payment of the Unfunded Liability for 911 Central Dispatch Employees.

Recommend motion to the Board of Commissioners.

Moved by: W. Nakagiri
Seconded by: F. Sample

Yes (9): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross

Motion Carried (9-0-0)

Motion to amend the resolution to correct the fund referenced in the 2nd Resolved paragraph.

Moved by: F. Sample
Seconded by: J. Gross

Yes (9): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross

Motion Carried (9-0-0)

9.5 Administration

Resolution Authorizing an Additional Contribution to MERS in Fiscal Year 2023

Recommend motion to the Board of Commissioners.

Moved by: D. Domas

Seconded by: M. Smith

Yes (8): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, R. Deaton, M. Smith, and J. Gross; No (1): J. Drick

Motion Carried (8-1-0)

9.6 Fiscal Services

Resolution to Amend the County Grant Policy

Recommend motion to the Board of Commissioners.

Moved by: J. Drick

Seconded by: D. Helzerman

Yes (9): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross

Motion Carried (9-0-0)

9.7 Board of Commissioners

Resolution Authorizing the Distribution of American Rescue Plan Act (ARPA) Funding to Six Senior Centers in Livingston County

Recommend motion to the Board of Commissioners.

Moved by: J. Gross

Seconded by: M. Smith

Motion Tabled

Commissioner Gross called to question.

Seconded by: M. Smith

Yes (4): D. Helzerman, R. Deaton, M. Smith, and J. Gross

No (5): N. Fiani, D. Domas, F. Sample, W. Nakagiri, and J. Drick

Motion Failed (4-5-0)

Motion to table item 9.7 until all documents have been received including the "Hardship Questionnaire" and the "Guidehouse Assessment."

Moved by: J. Drick

Seconded by: D. Domas

Yes (7): N. Fiani, D. Domas, F. Sample, W. Nakagiri, J. Drick, R. Deaton, and M. Smith

No (2): D. Helzerman, and J. Gross

Motion Carried (7-2-0)

9.8 County Clerk

Resolution Authorizing the Microfilm Conversion Project and Distribution of American Rescue Plan Act (ARPA) Funding

Moved by: W. Nakagiri

Seconded by: D. Helzerman

Yes (9): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross

Motion Carried (9-0-0)

9.9 Drain Commissioner

Resolution Authorizing Improvements to Cohoctah and Barnum Drain and Distribution of American Rescue Plan Act (ARPA) Funding

Recommend motion to the Board of Commissioners.

Moved by: D. Helzerman

Seconded by: R. Deaton

Ken Recker, Deputy Drain Commissioner, presented the resolution and answered questions from committee members.

Yes (6): N. Fiani, D. Helzerman, D. Domas, R. Deaton, M. Smith, and J. Gross

No (3): F. Sample, W. Nakagiri, and J. Drick

Motion Carried (6-3-0)

9.10 Drain Commissioner

Resolution Authorizing the Improvements to Howell City Drain and Distribution of American Rescue Plan Act (ARPA) Funding

Recommend motion to the Board of Commissioners.

Moved by: J. Drick

Seconded by: J. Gross

Ken Recker, Deputy Drain Commissioner, presented the resolution and answered questions from committee members.

Yes (8): N. Fiani, D. Helzerman, D. Domas, F. Sample, J. Drick, R. Deaton, M. Smith, and J. Gross; No (1): W. Nakagiri

Motion Carried (8 to 1)

9.11 Drain Commissioner

Resolution Authorizing Improvements to Lott Drain and Distribution of American Rescue Plan Act (ARPA) Funding

Recommend motion to the Board of Commissioners.

Moved by: D. Helzerman

Seconded by: M Smith

Ken Recker, Deputy Drain Commissioner, presented the resolution and answered questions from committee members.

Yes (8): N. Fiani, D. Helzerman, D. Domas, F. Sample, J. Drick, R. Deaton, M. Smith, and J. Gross; No (1): W. Nakagiri

Motion Carried (8-1-0)

9.12 Drain Commissioner

Resolution Authorizing the Improvements to the Wood Drain and the Distribution of American Rescue Plan Act (ARPA) Funding

Recommend motion to the Board of Commissioners.

Moved by: D. Domas

Seconded by: D. Helzerman

Ken Recker, Deputy Drain Commissioner, presented the resolution and answered questions from committee members.

Yes (8): N. Fiani, D. Helzerman, D. Domas, F. Sample, J. Drick, R. Deaton, M. Smith, and J. Gross; No (1): W. Nakagiri

Motion Carried (8-1-0)

9.13 Drain Commissioner

Resolution Authorizing Improvements to Van Buren Road Sanitary Sewer Relocation / Reverse Grade Correction and Distribution of American Rescue Plan Act (ARPA) Funding

Recommend motion to the Board of Commissioners.

Moved by: D. Domas

Seconded by: D. Helzerman

Ken Recker, Deputy Drain Commissioner, presented the resolution and answered questions from committee members.

Yes (9): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross

Motion Carried (9-0-0)

10. Adjournment

Motion to adjourn the meeting at 11:15 p.m.

Moved by: D. Helzerman

Seconded by: Roger Deaton

Yes (9): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross

Motion Carried (9-0-0)

Natalie Hunt, Recording Secretary