

Livingston County Board of Commissioners

Work Session Minutes



July 18, 2023, 8:00 a.m.

John E. LaBelle Public Safety Complex

1911 Tooley Road, Howell Auditorium, Howell, MI

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

Members Absent: Nick Fiani

Others Present: Nathan Burd, County Administrator, Cindy Arbanas, Finance Officer & Deputy County Administrator

1. Call Work Session to Order

Commissioner Domas, Chairman of the Board of Commissioners, called the Work Session to order at 8:15 a.m.

2. Roll Call

Indicated the presence of a quorum.

3. Call to the Public

Commissioner Helzerman (Fowlerville) offered a prayer; County Administrator, Nathan Burd, spoke and verbally provided notice of his resignation from the position of County Administrator.

4. Approval of Agenda

Motion to approve the agenda as presented.

It was moved by F. Sample

Seconded by R. Deaton

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

Motion Carried (8-0-1)

5. Discussion: Strategic Plan

Dr. Lew Bender facilitated an expectations workshop regarding the different roles in county government. The session also covered expectations on roles and responsibilities for the upcoming transition in the county administrator position. Dr. Bender facilitated a discussion on an update on the 2022 – 2026 Strategic Plan and commissioners provided thoughts and feedback.

Motion to add to the agenda discussion items on the County Administrator resignation and related matters.

It was moved by D. Helzerman

Seconded by J. Gross

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

Motion Carried (8-0-1)

Motion to reluctantly accept the resignation of county administrator Nathan Burd with a final day of employment of Friday, September 1, and to authorize Hiring Solutions, LLC to be contacted for a proposal to initiate the search process for the position.

It was moved by D. Helzerman
Seconded by W. Nakagiri

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

Motion Carried (8-0-1)

Motion to appoint Chief Financial Officer and Deputy County Administrator, Cindy Arbanas, as Acting County Administrator effective September 2 with compensation set in accordance with county policy.

It was moved by M. Smith
Seconded by F. Sample

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

Motion Carried (8-0-1)

6. Call to the Public

None.

7. Adjournment

Motion to adjourn the meeting at 2:36 p.m.

It was moved by D. Helzerman
Seconded by J. Gross

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

Motion Carried (8-0-1)

Nathan Burd, County Administrator