

# Livingston County Board of Commissioners

## Work Session Minutes



September 13, 2023, 8:00 a.m.  
Livingston County Administration Building  
304 E. Grand River, Board Chambers, Howell MI 48843

Members Present: Douglas Helzerman, Frank Sample, Wes Nakagiri, Jay Drick, Roger Deaton, Nick Fiani, and Jay Gross  
Members Absent: David Domas, and Martin Smith (virtually present until 12:00 p.m.)

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### 1. Call Work Session to Order

The Chairman of the Board of Commissioners called the Work Session to order at 8:00 a.m.

### 2. Roll Call

Indicated the presence of a quorum in-person.

### 3. Call to the Public

None.

### 4. Approval of Agenda

Motion to approve the agenda as presented.

It was moved by F. Sample  
Seconded by J. Gross

Yes (5): F. Sample, W. Nakagiri, J. Drick, R. Deaton, and J. Gross

No (0): None; Absent (4): D. Helzerman, D. Domas, M. Smith, and N. Fiani

**Motion Carried (5-0-4)**

### 5. Discussion

#### 5.a Introduction

Cindy Arbanas, Acting County Administrator, provided overview and explained the budget process for new commissioners. \$60,146,705 is the estimated revenue figured by the Revenue Committee, an increase of 4.8% or \$2.78M.

- Start with Target Allocations beginning with personnel = 73% of the budget
- Next: Transfers Out for required funding: Courts, Public Defender, LETS, Landfill
- Next: Contracts: Sheriff / Jail - Inmate Services, Legal, Audit, Autopsies, Appropriations to external agencies (ex: OLHSA, CMH, DHHS, etc.).
- Finally: Discretionary funds for departments remain.
- LVL 2 came in \$1.6M

Commissioner Drick recessed the Work Session at 8:20 a.m. and reconvened at 8:30 a.m.

#### 5.b Annual Reports & Budget Presentations

##### 1. Sheriff Murphy began with the Office's Annual Report reviewing data and events, the annual report is available on the Sheriff's website.

- Presented 2024 estimated expenses, spending trends, capital funds requests - continuing remodels.

- Jail inmate/mail inspector Perimeter safety fencing, feasibility study for jail juvenile housing.
- Secondary Road revenue and expenses, spending trends,
- Jail revenue, expenses, spending trends
- Jail Commissary revenue, expenses,
- Sheriff Personnel requests explained.

Commissioner Deaton exited at 9:02 a.m. and returned at 9:05 a.m.

**2. LETS/Carpool Department Director, Greg Kellogg, and Adam Baranski, Deputy Director,**

- The Department's Annual Report reviewed data and events from the prior year.
- Presented 2024 estimated expenses, spending trends, personnel requests,
- Monthly / daily costs to add ongoing route up and down grand river, rough estimate / month.
- Greg continued with the Carpool Annual Report

**3. Emergency Management Coordinator, Therese Cremonte, and Kristi Wahoski, Assistant Emergency Manager,**

Commissioner Drick exited at 11:06 a.m. and returned at 11:09 a.m.

Commissioner Gross exited at 11:09 a.m. and returned at 11:12 a.m.

- Annual Report highlighting activities from the past year.
- Budget request including the spending trends and the 2024 estimated expenses.

Commissioner Drick recessed the Work Session for lunch at 12:00 p.m. and reconvened at 1:00 p.m.

**4. Drain Commissioner, Brian Jonckheere,**

- Began with the 2024 Budget Request for the Drain first reviewing the 2024 revenue projection, expenses, spending projections.

Commissioner Helzerman entered at 1:30 p.m.

- The 2024 Budget Request for the DPW, Landfill, Septage Receiving Station, Drain Personnel
- The presentation ended with the Annual Report highlighting activities and data from the prior year.

**5. EMS/Medical Examiner presented by David Feldpausch, Department Director, and Amy Chapman, Deputy Director**

- 2024 Budget Request for EMS including revenue projection, expenses, spending trends,

Commissioner Helzerman exited at 2:00 p.m. and returned at 2:18 p.m.

- 2024 Budget Request for Medical Examiner including expenses and spending trends and Personnel Requests.
- Finished the presentation with the Annual Report highlighting activities of EMS and ME.

Commissioner Fiani exited at 2:29 p.m.

**6. ROD presented by Brandon Denby, Register of Deeds**

- 2024 Budget Request for the ROD Office including revenue projection, expenses and spending trends.
- Finished the presentation with the Annual Report highlighting activities from the prior year.

**7. Animal Shelter presented by the Department Director, Christy Peterson**

- 2024 Budget Request for the Animal Shelter including revenue projection, expenses and spending trends.
- Finished the presentation with the Annual Report highlighting activities from the prior year.

**6. Call to the Public**

None.

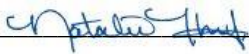
**7. Adjournment**

Motion to adjourn the meeting at 4:29 p.m.

It was moved by F. Sample  
Seconded by J. Gross

Yes (6): D. Helzerman, F. Sample, W. Nakagiri, J. Drick, R. Deaton, and J. Gross  
No (0): None; Absent (3): D. Domas, M. Smith, and N. Fiani

**Motion Carried (6-0-3)**

  
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Natalie Hunt, Recording Secretary

UNAPPROVED