

RESOLUTION

NO: 2023-11-189

LIVINGSTON COUNTY

DATE: November 13, 2023

Resolution Suspending the Search Process Authorized in Resolution 2023-08-145 and to Approve, with Conditions, Appointment of County Administrator – Board of Commissioners

WHEREAS, the position of County Administrator is responsible for the overall management of Livingston County, oversees the development and administration of Livingston County departments and operations, insures that the day-to-day operation of Livingston County government is compliant with sound governmental systems and procedures and consistent with policies adopted by the Livingston County Board of Commissioners. The County Administrator assists the Livingston County Board of Commissioners in developing the vision for Livingston County as well as implementation strategies and programs for realizing related goals, objectives and outcomes; and

WHEREAS, Nathan Burd was appointed by the Livingston County Board of Commissioners and served in the position of County Administrator since 2020; and

WHEREAS, Mr. Burd tendered his resignation effective September 1, 2023 which was duly accepted by the Livingston County Board of Commissioners; and,

WHEREAS, on August 14, 2023 the Livingston County Board of Commissioners passed Resolution 2023-08-145 which authorized a process for filling the vacancy of the Livingston County Administrator position. That process has been ongoing, and the vacant Livingston County Administrator position has yet to be filled; and

WHEREAS, during the pendency of the process, Mr. Burd reached out to Livingston County regarding the potential to return to his former position; and

WHEREAS, based upon Mr. Burd's qualifications, established experience, and prior employment performance and service in the County Administrator position, the Livingston County Board of Commissioners is amenable to both suspension of the search process and consideration of such appointment.

THEREFORE, BE IT RESOLVED that the search process set forth in Resolution 2023-08-145 is suspended indefinitely; and upon fulfillment of the appointment terms of this Resolution shall be deemed rescinded.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners hereby makes a conditional offer of appointment for the position of County Administrator to **NATHAN BURD** for a period expiring in July, 2026 contingent upon: 1. Mr. Burd fulfilling to the sole satisfaction of the County's normal pre-hire/contingent hire screening and background check requirements and processes; 2. Mr. Burd executing the attached employment contract; and; 3. Mr. Burd fully satisfying any notice or other contractual requirements of his current employer, unless waived or modified by the current employer, prior to commencing employ with Livingston County.

BE IT FURTHER RESOLVED that Livingston County Board of Commissioners hereby approves the employment agreement of Nathan Burd (attached) for the position of County Administrator and the Chairperson of the Livingston Board of Commissioners is authorized to sign the employment agreement, approved as to form by civil counsel, upon the fulfillment of the conditions set forth in the preceding paragraph of this Resolution.

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MOVED:
SECONDED:
CARRIED: