

Finance and Asset Management Committee

Meeting Minutes



August 12, 2024, 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 - Chairman, Douglas Helzerman, Frank Sample, Wes Nakagiri, Jay Drick, Roger Deaton, Martin Smith, Jay Gross - Vice Chairman

Members Absent: David Domas

1. Call Meeting to Order

The meeting was called to order by the Committee Chair, Nick Fiani, at 6:15 p.m.

2. Pledge of Allegiance to the Flag

3. Roll Call

Nick Fiani - Chairman, Jay Gross - Vice Chairman, Douglas Helzerman, Dave Domas, Frank Sample, Wes Nakagiri, Jay Drick, Roger Deaton, and Martin Smith

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

4. Approval of Agenda

Motion to approve the Agenda as presented.

It was 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; No (0): None; Absent (1): D. Domas

Motion Carried (8-0-1)

5. Approval of Minutes

5.1 Meeting Minutes dated: July 8, 2024

Motion to approve the Minutes as presented.

It was moved by R. Deaton

Seconded by F. Sample

Yes (8): N. Fiani, D. Helzerman, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross; No (0): None; Absent (1): D. Domas

Motion Carried (8-0-1)

6. Call to the Public

The following persons addressed the Board: Ella Nikitin, Hartland Township; Douglas Helzerman, Handy Township; Mary Witalec, Green Oak Township.

7. Discussion

7.1 Revenue and Expense Status

Hilery Spicer, Deputy Finance Officer / Financial Analyst, reviewed items to note including ROD revenues looking at reduction of almost \$300,000; OT budgets were reviewed; no concerns with SRF; ISF chargebacks are as expected. Hilery answered questions from Commissioners.

7.2 Capital Improvement Plan Update

Kevin Eggleston, Facility Services Department Director, provided a brief overview of projects in progress.

7.3 Farmland Preservation

Commissioner Drick turned floor to Scott Barb for brief explanation of program instituted by Ingham County. Scott answered questions from Commissioners.

8. Resolutions for Consideration

8.1 Administration

Resolution Approving a Mural Easement at the Location of the Fowlerville EMS Base at 200 North Grand, Fowlerville, Michigan

Motion to recommend the resolution to the Board of Commissioners.

Moved by: D. Helzerman

Seconded by: R. Deaton

Yes (8): N. Fiani, D. Helzerman, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross; No (0): None; Absent (1): D. Domas

Motion Carried (8-0-1)

8.2 Board of Commissioners

Resolution Authorizing the Sublease Agreement with Joe's Investment LLC for Public Defender's Office Space

Commissioner Deaton exited at 6:40 p.m. and returned at 6:42 p.m.

Karen Groenhout, Public Defender, answered questions from Commissioners.

Motion to recommend the resolution to the Board of Commissioners.

Moved by: F. Sample

Seconded by: J. Drick

Yes (7): N. Fiani, D. Helzerman, F. Sample, W. Nakagiri, J. Drick, R. Deaton, and J. Gross; No (1): M. Smith; Absent (1): D. Domas

Motion Carried (7-1-1)

8.3 Equalization

Resolution for the 2024 Livingston County EMS Millage – Equalization

Brandon presented the resolution and answered questions from Commissioners.

Motion to recommend the resolution to the Board of Commissioners.

Moved by: R. Deaton

Seconded by: J. Drick

Yes (8): N. Fiani, D. Helzerman, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross; No (0): None; Absent (1): D. Domas

Motion Carried (8-0-1)

Motion to amend 1st Therefore Be It Resolved to read winter tax bill not summer tax bill.

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

Yes (8): N. Fiani, D. Helzerman, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith,
and J. Gross; No (0): None; Absent (1): D. Domas

Motion Carried (8-0-1)

8.4 Drain Commissioner

Resolution Authorizing Construction of the Winans Lake Drain and Distribution of General Fund Vision Tour Funding

Motion to recommend the resolution to the Board of Commissioners.

Moved by: F. Sample
Seconded by: D. Helzerman

Yes (8): N. Fiani, D. Helzerman, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith,
and J. Gross; No (0): None; Absent (1): D. Domas

Motion Carried (8-0-1)

8.5 Drain Commissioner

Resolution Authorizing Improvements to the Handy No. 15 Drain and Distribution of General Fund Vision Tour Funding

Motion to recommend the resolution to the Board of Commissioners.

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

Yes (8): N. Fiani, D. Helzerman, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith,
and J. Gross; No (0): None; Absent (1): D. Domas

Motion Carried (8-0-1)

8.6 Fiscal Services

Resolution Authorizing the Return of Community Development Block Grant Program Income to the State of Michigan

Hilery Spicer, Deputy Finance Officer / Financial Analyst, presented the resolution and answered questions from Commissioners.

Motion to recommend the resolution to the Board of Commissioners.

Moved by: F. Sample
Seconded by: D. Helzerman

Yes (8): N. Fiani, D. Helzerman, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith,
and J. Gross; No (0): None; Absent (1): D. Domas

Motion Carried (8-0-1)

8.7 Facility Services

Resolution Authorizing Acceptance of U.S. Department of Energy's Energy Efficiency and Conservations Block Grant Voucher Program Funds for Replacement HVAC Equipment

Motion to recommend the resolution to the Board of Commissioners.

Moved by: D. Helzerman
Seconded by: R. Deaton

Yes (8): N. Fiani, D. Helzerman, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross; No (0): None; Absent (1): D. Domas

Motion Carried (8-0-1)

8.8 Airport

Resolution to Concur with the Livingston County Aeronautical Facilities Board to Enter Into a Grant Agreement with the Michigan Department of Transportation to Fund the Design of the Snow Removal Equipment (SRE) Building at the Livingston County Airport

Mark Johnson, Airport Manager, presented the resolution and answered questions from Commissioners.

Motion to recommend the resolution to the Board of Commissioners.

Moved by: R. Deaton
Seconded by: M. Smith

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)

8.9 Airport

Resolution to Concur with the Livingston County Aeronautical Facilities Board to Enter into an Agreement with C&S Companies of Livonia, Michigan for the Final Design of a Snow Removal Equipment (SRE) Building

Motion to recommend the resolution to the Board of Commissioners.

Moved by: M. Smith
Seconded by: R. Deaton

Yes (8): N. Fiani, D. Helzerman, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross; No (0): None; Absent (1): D. Domas

Motion Carried (8-0-1)

8.10 Car Pool

Resolution Authorizing Contract Award to Enterprise Fleet Management to Provide Automotive Fleet Management Services

Motion to recommend the resolution to the Board of Commissioners.

Moved by: R. Deaton
Seconded by: J. Drick

Yes (8): N. Fiani, D. Helzerman, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross; No (0): None; Absent (1): D. Domas

Motion Carried (8-0-1)

8.11 Car Pool

Resolution Authorizing Livingston County to Host Cooperative Contracts for Automotive Fleet Management Services for Michigan Counties and Other Municipalities through the Michigan Association of Counties CoPro+ Procurement Program

Greg Kellogg, Car Pool, Department Director, presented the resolution and answered questions from Commissioners.

Motion to recommend the resolution to the Board of Commissioners.

Moved by: R. Deaton

Seconded by: J. Drick

Yes (8): N. Fiani, D. Helzerman, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross; No (0): None; Absent (1): D. Domas

Motion Carried (8-0-1)

8.12 LETS

Resolution Authorizing an Agreement with Indian Trails, Inc. DBA Michigan Flyer, LLC to Provide Airport Transportation Services

Greg Kellogg, LETS Department Director, presented the resolution and answered questions from Commissioners.

Motion to recommend the resolution to the Board of Commissioners.

Moved by: M. Smith

Seconded by: Jay Gross

Yes (8): N. Fiani, D. Helzerman, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross; No (0): None; Absent (1): D. Domas

Motion Carried (8-0-1)

8.13 LETS

Resolution Authorizing the Replacement of Asphalt Parking Lots and Driveway at the Transportation Complex

Greg Kellogg, LETS Department Director, presented the resolution and answered questions from Commissioners.

Motion to recommend the resolution to the Board of Commissioners.

Moved by: R. Deaton

Seconded by: D. Helzerman

Yes (8): N. Fiani, D. Helzerman, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross; No (0): None; Absent (1): D. Domas

Motion Carried (8-0-1)

9. Adjournment

Motion to adjourn the meeting at 7:40 p.m.

It was moved by D. Helzerman

Seconded by R. Deaton

Yes (8): N. Fiani, D. Helzerman, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross; No (0): None; Absent (1): D. Domas

Motion Carried (8-0-1)



Natalie Hunt, Recording Secretar