

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing the Reclassification of the Senior Accountant and the Chief Deputy Treasurer – Treasurer

WHEREAS, the **Senior Accountant – Treasurer** position is responsible for complex accounting work in compliance with all accounting standards, laws, and regulations, including auditing, analyzing, and managing financial transactions related to the countywide centralized accounting system, supervising the general ledger reconciliation and bank accounts of the county, preparing financial reports, directing county departments regarding accounting practices and procedures, preparing year-end audit schedules and footnotes, and providing support to the Chief Deputy Treasurer and Treasurer; and

WHEREAS, MGT Consulting Services, LLC. has reviewed this position and has determined that it should be reclassified from grade 10 to grade 11 of the nonunion pay scale; and

WHEREAS, funding for this reclassification is available in personnel contingency in the 2025 budget and available to transfer to the Treasurer’s budget to cover the increased cost; and

WHEREAS, the **Chief Deputy Treasurer** position is responsible for the daily management and operations of the Treasurer’s Office including accounting and finance functions of the County. This position directs the County’s centralized accounting and financial reporting in compliance with all accounting standards, laws and regulations. This position also performs various complex supervisory, professional, analytical, and technical duties related to the countywide general ledger, bank administration, annual audit, cash management, revenue forecasting, and departmental budgeting, and manages the County’s investment portfolio. This position oversees and directs property tax administration including the reconciliation of all local unit collections, disbursements, and delinquencies, and assists in special projects as assigned. The Chief Deputy Treasurer performs the duties of the County Treasurer in the absence of the incumbent; and

WHEREAS, MGT Consulting Services, LLC. has reviewed this position and has determined that it should be reclassified from grade 12 to grade 13 of the nonunion pay scale; and

WHEREAS, funding for this reclassification is available in personnel contingency in the 2025 budget and available to transfer to the Treasurer’s budget to cover the increased cost.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners Personnel Committee hereby approves the reclassification of the **Senior Accountant – Treasurer** position to Grade 11 of the nonunion pay scale effective 1/1/2025 and hereby approves the reclassification of the **Chief Deputy Treasurer** position to Grade 13 of the nonunion pay scale effective 1/1/2025.

CURRENT:

Position #	Description	Group	Grade	FTE	Status
25300101	CHIEF DEPUTY TREASURER	NU	12	1.00	A
25300102	SENIOR ACCOUNTANT	NU	10	1.00	A

PROPOSED:

Position #	Description	Group	Grade	FTE	Status
25300101	CHIEF DEPUTY TREASURER	NU	13	1.00	A
25300102	SENIOR ACCOUNTANT	NU	11	1.00	A

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MOVED:**SECONDED:****CARRIED:**

This resolution requires no additional Board of Commissioner approval per Board policy.