

**Lincoln County
Finance & Insurance Committee
Health and Human Services Building
Third Floor Conference Room
Friday April 11, 2008
7:30 a.m.**

Members Present: Robert Lee, Gene Simon, Robert Lussow, Robert Weaver, Richard Berndt

Visitors: Dan Leydet, Gary Bazucha NCHC, Joel Wendt

1. Meeting called to order by Chairman Lee at 7:30 a.m.

2. Approval of Minutes – Motion/Second (M/S) Lussow/Berndt to approve as printed minutes of March 2, 2008 – all voting aye.

3. Treasurer's Report – County Treasurer Lemmer presented Investments and Checking Account Report ending March 31, 2008 also Munis year-to-date report for Treasurer's Office. M/S Lee/Lussow to place reports on file – all voting aye.

4. North Central Health Care Audit – Gary Bazucha provided the committee with North Central Health Care Management Report ending 12-31-07 and Combined Financial Statements ending 12-31-07 and 06. In the combined Financial Statements Lincoln County Net assets (reserves with NCHC) balance at 1-31-06 was \$1,452,119 with a (loss) before contributed capital (\$278,624), leaving a reduced balance at 12-31-07 of \$1,173,495. The committee felt the reserves are adequate going into 2008. North Central Health Care will continue to report quarterly to the committee. M/S Weaver/Simon to place reports on file – All voting aye.

5. Humane Society Year End Review – The Humane Society provided the committee with a copy of the Financial Statement Ending December 31, 2007 and requested to be placed on next regular meeting.

6. Remove Paper and Envelope Ordering – County Clerk Kunkel explained the problems with purchasing and distributing paper and envelopes to the various departments. The committee discussed the issue of central purchasing and felt it was the jurisdiction of the Administrative Committee. Clerk Kunkel will take up the issue with the Administrative Committee.

7. County Clerk's Year-to-Date Budget Report – M/S Weaver/Lee to place report on file – All voting Aye.

8. Building Project Purchase Order and Year-to-Date Expenditure Update – Finance Director Leydet and Maintenance Director Wendt reviewed the report and explained that purchase order procedures were working well. M/S Lussow/Simon to place report on file – all voting Aye.

9. Building Project Funding – Finance Director Leydet provided the committee with a Budget to Actual Report as of March 31, 2008 which summarized the projects into Government Services Center, Jail with Pod, Courthouse, Non Project Specific costs. The overriding issue is keeping each project within budget and procedure for authorizing added costs. The committee will consider the issue at next regular meeting and requests Leydet prepare a draft resolution for consideration.

10. 2007 Year End Year-to-Date Budget Report – County wide report review and place on file by M/S Simon/Lussow – all voting aye.

11. March Year-to-Date Budget Report – Report review and place on file by M/S Berndt/Lee – all voting aye.

12. Purchase Cards – Leydet Reported that he is cautiously moving ahead with implementing purchasing cards. There have been problems with purchase cards in surrounding counties but electronic transactions are a requirement of today's economy. Leydet will implement the program slowly with strict over site and committee approval.

13. 2009 Capital Improvement Project Schedule – Leydet is preparing a letter to all departments regarding 09 CIP. The finance committee emphasized that all requests should be realistic and justifiable also that the building program is going to require significant CIP funding.

14. Budget Modifications – 2007 end of year Budget Modifications which have been reviewed and approved by the various committees and Finance Department were approved by M/S Weaver/Lee – all voting aye, form also signed by all committee members.

15. Directors Report – A. Year-to Date Budget Report

B. Munis Report – M/S Simon/Berndt to place reports on file – all voting aye.

16. Review Correspondence/Communications – None

17. Review County Voucher List – Voucher list made available for review by committee.

18. Set Next Meeting Date – May 2, 2008 at 7:30 a.m.

19. Adjourn – M/A Lee/Lussow to adjourn at 9:30 a.m. –All voting aye.

Submitted by,

Robert Weaver
Secretary