

**Lincoln County
Finance & Insurance Committee
Health and Human Services Building
Third Floor Conference Room
Friday June 6, 2008
7:30 a.m.**

Members Present: Robert Lee, Robert Weaver, Richard Berndt, Carl Short & Gene Simon arrived at 8:30 a.m.

Visitors: Dan Leydet, John Mulder, Jan Lemmer, Bob Kunkel, Joel Wendt, Ron Mittelsteadt, Sheriff Jaeger, Chief Deputy Soucy, Representatives of Humane Society

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

2. Minutes of May 2, & May 20, 2008 were approved by Motion/Second M/S Weaver/Berndt all voting aye.

3. Treasurer's Report – County Treasurer Lemmer reported that the transfer of Capital Project funds from State Investment Pool to River Valley bank was completed. Interest rate was 2.73% Investment Pool now 3.17% at River Valley. M/S Weaver/Lee to place Investments Report and Year to Date Budget Report on file – all voting aye.

4. Humane Society-Sustainable Financial Plan – Representatives of the Humane Society presented Profit & Loss Budget vs. Actual January through July 2007 and Lincoln County Humane Society Business Plan June 6, 2008 for review by the committee. Discussion followed regarding wide range of issues. The Humane Society is requested to report on a monthly basis to the Finance Committee. No action taken.

5. Policy Concerning Adjoining Properties – Maintenance Supervisor Wendt reported that a home is for sale north of the Jail which will help in providing future parking. Wendt will also take the issue to the Administrative Committee. There was no objection voiced to purchasing the property for future parking.

6. County Clerk CIP Request – County Clerk Kunkel provided the committee with a CIP request for Ballot Counters. Kunkel reported the current machines are so old that parts and service are no longer available. M/S Berndt/Short to forward request to be included in CIP process – all voting aye.

7. County Clerks Year-to-Date Budget Report – Report place on file.

8. Bids for Postage machine – Clerk Kunkel provided the committee a request to seek bids for 2 postage machines. Discussion followed regarding use of machines related to new Service Center Building. The committee referred the request to the Government Services work group for study and recommendation. No action taken.

9. Building Project Purchase Order and Year-to-Date Expenditure Update – Leydet provided the committee with Service Center Purchase Order summary reports and Expenditure report – M/S Lee/Berndt to place reports on file – all voting aye.

10. May Year-to-Date Budget Report – Committee was provided report – M/S Lee/Berndt to place report on file – all voting aye.

11. North Central Health Care April Budget to Actual Report – M/S Berndt/Short to place report on file – all voting aye.

12. 2009 Budget Schedule and Procedures – Director Leydet provided the committee with a 2009 budget estimate which gave a dismal picture of tax levy requests far

exceeding assumed 2% levy increase limit. The Finance Director and Administrative Coordinator outlined a budget process that would require policy changes in how business will be done in future. Line item reductions as has been the past practice to bring budget into line will not work with major revenue short fall coming in 2009.

To proceed with the budget process the committee agreed to:

*Move budget process up one month now starting July 30.

*Budget targets will be assigned by work group and a general reorganization of work emphasizing economies of scale, sharing personnel and developing a stronger center.

13. CIP Timetable and meeting dates-

*Finance Director Leydet will provide all departments with time lines for the new budget process.

Finance Committee meeting dates: July 11th Regular Finance Meeting, August 8th First Overall Budget Review, September 5th Regular Finance Meeting, September 12th Budget Review.

Capital Improvement Program dates: July 1st all CIP requests, July 11th CIP meeting.

Health Insurance Trustees meeting also on July 11th immediately following CIP meeting. All meeting times 7:30 a.m. unless otherwise posted.

14. Director Report- A. Year-to-Date Budget Report- OK B. 2007 Audit Update- Leydet is working on allocating cost of audit to departments. **C. 2006 Audit Finding Update** – Negotiation with state on final agreement is near complete.

15. Review Correspondence/Communication – None

16. Review County Voucher Listing – Voucher summary made available for review by committee.

17. Set Next Meeting Date – See above list of meeting dates

18. Adjourn – M/S Simon/Short to adjourn at 10:00 a.m. - all voting aye.

Submitted by,

Robert Weaver
Secretary