

Lincoln County
Finance and Insurance Committee
Service Center Room 248.1
Friday January 3, 2014
7:30 a.m.

1. **Meeting called to order at 7:30 a.m.** by Chairman Lee
Members Present – Lee, Vander Sanden, Pike, and Giese
Others present – Leydet, and Marlowe
2. **Approve January 3, 2014 Minutes** – Motion/Second M/S Vander Sanden/Pike to approve minutes of January 3, 2014 as printed – all voting aye.
3. **Resolution 2014-02-07 Cancellation of County Checks** – Leydet explained that this was a “housekeeping” resolution cleaning up uncashed checks from the bank reconciliation. M/S Vander Sanden/Pike to forward resolution to County Board – all voting aye.
4. **Treasurer’s Report** – January 2014 Year-to-Date Budget Report and Investment report ending December 31, 2013 was reviewed and placed on file by M/S Giese/Vander Sanden – all voting aye.
5. **Treasurer 2013 Budget Modification** – Line item adjustments were presented to the Committee. M/S Lee/Vander Sanden to approve the budget modification – all voting aye.
6. **Resolution 2014-01-08 Authorizing Budget Modification in Treasurer’s Department to Reflect an Increase in Recorded Expenditures** – The Treasurer will need \$20,302 in contingency funds due to an unbudgeted retirement payment during 2013. Since the amount is over ten percent of the original Treasurer appropriation, approval from County Board is needed. M/S Pike/Vander Sanden to forward resolution to County Board – all voting aye.
7. **Cash Report** – Cash report showed a drop in cash of \$311,436 or 1.23 percent when compared to December 2012. This is largely due to the advance defeasance during 2013. Other variances were noted and discussed. Report was placed on file.
8. **County Clerk Year-to-Date Budget Report** – Report reviewed and placed on file with no issues noted.
9. **January 2013 Year-to-Date Budget Report** – Leydet reviewed the report with the Committee. No issues were reported. Report placed on file.
10. **Delinquent Property Tax Analysis** – Leydet presented the report to the Committee noting an increase of 7.57 percent in delinquent property taxes at the end of 2013. Leydet reported that larger increases in delinquent property taxes have been reported since 2009. This has not caused an issue for the County yet, but this does restrict the County’s fund balance in the general fund limiting flexibility. Discussion followed. Report was placed on file.
11. **2015 Budget Timeline and Budget Issues** – Leydet presented the 2015 Budget Timeline. The Personnel Committee approval for the salary and Fringe projection will be delayed until April in order to see the final 2013 health insurance outcome. This delay will not delay the remaining budget process. State Statutes continue to limit tax levy increases by increases in net new construction which for Lincoln County has been around \$60,000 in the past. Discussion followed. The 2015 Budget Timeline will be presented at the February County Board meeting.

- 12. North Central Health Care Budget Report** – Report showed North Central operations \$113,174 better than budgeted. Discussion followed. Report was placed on file.
- 13. Court Collection Position Report** – Report showed \$17,805 collected in January. Amount was low due to IRS filing delay. Report was placed on file.
- 14. Finance Department Budget Modification** – Leydet presented year end line item adjustments. M/S Vander Sanden/Lee to approve budget modifications – all voting aye.
- 15. Director's Report** – No issues were reported on the YTD budget report. Report was placed on file. Several departments will need contingency funds. No other year end issues were noted.
- 16. Review Correspondence/Communication** – None
- 17. Review County Voucher Listing** – Listing made available
- 18. Set next meeting dates** – March 7, 2014 and April 4, 2014 both at 7:30 a.m.
- 19. Adjourn** – M/S Giese/Pike to adjourn at 8:30 a.m. – all voting aye.

**Minutes prepared by,
Dan Leydet
Finance Director**