

Finance & Insurance Committee

Service Center Room 248.1

Friday July 8, 2011

7:30 a.m.

- 1. Meeting called to order at 7:30 a.m.** by Vice Chairman Simon
Members Present – Simon, Giese & Weaver
Member Excused – Lee, Berndt
Others Present – Leydet, Pudelko, Lersch, Scholz, Mary Dunn, Joan Hilgendorf
- 2. Minutes of June, 2011** were approved as printed by Motion/Second (M/S) Weaver/Giese – all voting aye.
- 3. Treasurer's Report** – Written report provided in information packet.
- 4. Cash Report** – Director presented cash report – Discussion regarding Financial Institution collateralization, no significant concern
- 5. Approve a Loan to Mitchell Metal Products from the Revolving Loan Fund** – Economic Development Director Sroka explained the Resolution approving loan to Mitchell Metal Products. The Loan Review Committee recommended approval of loan. M/S Giese/Weaver to recommend approval of loan by County Board – all voting aye.
- 6. Regional Revolving Loan Fund** – Director Sroka explained the function of the Regional Revolving Loan Fund. Presentation to committee for information. Participation by County will make additional funds available for local projects.
- 7. Consider Payment of Administration Fees of Lincoln County Economic Development for Revolving Loan Fund Loans Made** - M/S Simon/Giese to authorize payment from the Revolving Loan Fund to the Economic Development Corporation in the amount of 10% of loans for Administration of Revolving Loan Fund – all voting aye.
- 8. 2012 Preliminary Budget Report** – Director Leydet provided a short list budget overview of 2012 Budget. No action
- 9. County Clerk Year-to-Date Budget Report** – Clerk Pudelko reported the County Clerk's budget was within variance but there will be several more election than usual. Special elections will require additional funding. Clerk Pudelko also informed the Committee that the Clerk's Office can process US Pass Port requests and DNR Registrations as a fee for service. Clerk to move ahead with providing fee for service at her discretion.
- 10. Community Development Block Grant State Housing Program** – UWEX Art Lersch reported that County Board Chairman declined to sign Letter of Intent for Lincoln County to participate in Community Development Block Grant State Housing Program. The application dead line is now past; Lincoln County will not participate in program.
- 11. June 2011 Year-to-Date Budget Report** – Report provided and reviewed
- 12. Process for Funding Unbudgeted Projects** – Director Leydet expressed his concern with unbudgeted projects. When projects or positions are not budgeted department heads need to inform the oversight committee and the Finance Director and obtain budget money for the project. Leydet noted that recently the Property Committee authorized \$30,000 in work on the Court House roof gutters which was not budgeted. Concern

being unfunded expenditures place stress on contingency fund and have not been approved by the County Board in the budget process. Leydet will address this issue with the County Board and the department heads.

- 13. North Central Health Care April 2011 Budget Report** – Report made available, no significant concern
- 14. Court collection Position Report** – Report made available
- 15. Director Report** – Year-to-Date Budget Report made available, Auditor's have finished site work, no issues reported
- 16. Review correspondence/communications** – none
- 17. Review county voucher Listing** – Listing made available
- 18. Set Next Meeting Date** – August 5th 7:30 a.m. Regular Finance Meeting immediately followed by Capital Improvement Program (CIP); September 9th at 7:30 a.m. Regular Meeting
- 19. Adjourn** – M/S Weaver/Giese to adjourn at 9:25 a.m. – all voting aye

Minutes Prepared by,

**Robert Weaver
Secretary**