

**Lincoln County**  
**Finance and Insurance Committee**

**Service Center Room 256.1**

**Friday September 5, 2014**

**7:30 a.m.**

1. **Meeting called to order at 7:30 a.m.** by Chairman Lee  
**Members Present** – Allen, Alber, Lee, Swanson & Weaver  
**Others Present** – Marlowe, Leydet, Scholz, Gervais, Wessel, VanDeWeerd
2. **Approval of August 8, 2014 Minutes** – Motion/Second M/S, Alber/Swanson to approve minutes as provided – all voting aye.
3. **Chamber of Commerce 2015 Budget Promotional Request of \$2,000** – Chamber representative unavailable M/S Alber/Lee to place on next month agenda, October 3, 2014 – all voting aye
4. **Pine Crest Building Assessment and Market Study Funding Request (\$40,000)** – Pine Crest Administrator Gervais described the progressing long range planning process and the need to take the next step which is to contract for a Market Study. Director Leydet recommended funding the Market Study from existing Pine Crest “Net Position”. Leydet drafted a Resolution for September 16, 2014 County Board meeting Approving Using Up to \$40,000 of Pine Crest Nursing Home Fund Net Position to Fund Building Assessment, Financial and Marketing Study, and Clinical Consultation for Pine Crest Nursing Home. M/S Weaver/Swanson to forward Resolution to County Board with Finance & Insurance Committee recommendation for approval – all voting aye.
5. **Highway Winter Maintenance Contingency Balance** – Commissioner VanDeWeerd provided the committee with several documents describing the volatility of the Winter Maintenance Budget. The report was for informational purpose and notices the Finance Committee of potential financial need depending upon winter conditions.
6. **2014 CIP Request for Land Service Vehicles (\$40,000)** – Land Services Director Wessel described the immediate need to replace two Vehicle currently used by the Department. The need is well documented and included in the 2015 CIP Budget proposal. Finance Director Leydet explained there is adequate funding available in CIP Account now and Drafted a Resolution for the September 16, 2014 County Board Meeting Approving Capital Improvement Project (CIP) Request Not to Exceed \$40,000 for Replacement of Two Land Service Vehicles. M/S Allen/Lee to forward to County Board with Finance & Insurance Committee recommendation for approval – all voting aye.
7. **Highway Department Budget Modification** – Routine Highway Department budget Modification was circulated and signed by Committee Members – M/S Alber/Allen to approve Budget Modification – all voting aye.
8. **Treasurer’s Report, Year-to-Date Budget Report & monthly Investment Report** were presented by Director Leydet, no issues reported – M/S Lee/Alber to place reports on file – all voting aye.
9. **Cash Report** – Leydet reviewed monthly Cash Report with the Committee, no issues reported.

- 10. County Clerk Year-to-Date Budget and Activity Reports** – Clerk Marlowe presented his monthly reports – M/S Weaver/Lee to place reports on file – all voting aye.
- 11. August 2014 Year-to-Date Budget Report** – Leydet reviewed all Departments monthly report with the Committee, no issues reported – Alber/Swanson to place report on file – all voting aye.
- 12. 2015 Budget Preliminary Tax Levy, 2014 Equalized Valuation, Projected Mill Rate and Budget Issues** – Director Leydet provided the Committee with several documents related to historical Tax Levy, Tax Valuation, Mill Rate calculation, Apportionment, New Construction data and other related information. M/S Alber/Swanson to set 2014 Tax Levy and maximum allowable by State Law and if there is a positive variance between budget and actual that variance shall be directed to the CIP account. A minor positive variance is anticipated – all voting aye.
- 13. Lincoln County Humane Society Year-to-Date Review** – The Humane Society regularly provides the Finance Committee with financial reports. The reports indicate the Society has a strong financial position and continues to be well run – M/S Allen/Alber to place reports on file – all voting aye.
- 14. North Central Health Care Budget Report** – Monthly financial report indicates no issues – M/S Lee/Swanson to place report on file – all voting aye.
- 15. Court Collection Position Report** – Monthly report reviewed and place on file by M/S Allen/Alber – all voting aye.
- 16. Director’s Report, Year-to-Date Budget Report** – Leydet reported no issues – Lee/Swanson to place report on file – all voting aye.
- 17. Review Correspondence/Communication** – Leydet made the Committee aware the Haven was requesting and increased donation for 2015. Request to come at October meeting, no action taken.
- 18. Review County Voucher List** – Listing made available.
- 19. Set Next Meeting Date** – October 3, 2014 at 7:30 a.m.
- 20. Adjourn** – M/S Weaver/Alber to adjourn at 9:10 a.m. – all voting aye.

**Minutes prepared by,**

**Robert Weaver  
Secretary**