

Lincoln County
Finance & Insurance Committee
Lincoln County Service Center, Room 248
Friday October 7, 2016
7:30 a.m.

1. Call Meeting to Order – Meeting Called to order Chairman Weaver at 7:30 a.m.

Members Present – Allen, Baughan, & Weaver

Others Present – Leydet, Marlowe, Lee, Viegut, Woller, Gilk, Krueger, Gervias, Gierl, Jankowsky, and Petruzates

14. Phase I Financing Plan for Pine Crest Nursing Home Project – Viegut ran through the financing plan which will move through Finance Committee and County Board in November until the final issue five years down the road. The initial NAN will be for \$7,000,000 and will be refinanced in February along with another NAN in the amount of \$2,600,000. Discussion followed. No action taken.

15. Resolution 2016-10-XX Resolution Providing for the Sale of Approximately \$8,570,000 General Obligation Refunding Bonds – Viegut explained the opportunity the County has to save around \$70,000 annually by issuing refunding bonds for the 2008 general obligation bonds. Discussion followed. M/S Baughan/Allen to approve resolution and forward to County Board – all voting aye.

2. Approval of Minutes of September 7, 2016 and September 28, 2016 – M/S (Motion/Second) by Baughan/Weaver to approve minutes as printed – all voting aye.

3. Request for Funding for Haven Contract – Woller requested funding in the amount of \$30,000 for a contract with the Social Services Department in 2017. Krueger reviewed the contract with the committee and stated she has no funding in the 2017 budget for the contract. Discussion followed M/S Weaver/Baughan to include \$10,000 for the contract in the 2017 budget taken from contingency funds – all voting aye.

4. County Clerk Year-to-Date Budget and Activity Reports – Reports were included in the packet. Marlowe had no concerns at this point. Reports were placed on file.

5. County Treasurer's Report – Monthly reports were in the packets no significant budget issues. Reports were placed on file.

6. County Clerk Ten Year Long Range Plan – Marlowe presented the County Clerk long range plan. The plan discussed the request for more staffing and going paperless with County Board packets. Discussion followed. M/S Allen/Baughan to approve the ten year plan and forward to the Administrative Coordinator – all voting aye.

9. Resolution 2016-10-33 Resolution Approving Capital Improvement Project (CIP) Request Not to Exceed \$265,000 for a Generator to Service Pine Crest and Social Services Building– Gierl presented the request for the generator and outlined the need and the timeline to coincide with the Pine Crest building project. Discussion followed. M/S Allen/Weaver to approve resolution and forward to County Board – passed by voice vote.

7. Cash Report – Director Leydet reviewed the cash report. Cash decreased 1.62 percent or \$460,835.40 over last year at this time. Discussion followed. Report was placed on file.

8. August 2016 Year-to-Date Budget Report - Leydet reviewed report with the Committee, no significant issues reported – Report was placed on file and will be presented to County Board at the October meeting.

10. Approve 2017 Capital Improvement Projects (CIP) and Transfer from Unassigned Funds to Fund CIP for Five Years – Leydet reviewed the CIP projects that were presented earlier this year. Accounting for the generator request, the CIP balance is at \$1,135,387. In 2017 alone the CIP requests amount to \$1,723,849. For a five year period beginning in 2017 CIP requests outpace CIP projected funding by \$1,846,708. Leydet recommends funding this shortfall by transferring funds from unassigned to committed in the general fund. The County has \$3,456,055 of unassigned funds at the end of 2015. Discussion followed. M/S Weaver/Allen to approve CIP for 2017 budget and forward funding resolution to County Board – all voting aye.

11. 2017 Budget Issues and Preliminary Tax Levy Report – Leydet presented the Preliminary 2017 budget Proposal and tax levy changes. Leydet stated he will need to adjust for the fore mentioned \$10,000 in Social Services and CIP. Discussion followed. Leydet will present the Preliminary budget to County Board in October.

12. North Central Health Care Budget Report – Report was not available.

13. Court Collection Position Report - Report shows a total of \$16,987 collected by court collection position in September 2016. Discussion followed. Report was placed on file.

16. Lincoln County Humane Society Financial Report – Leydet presented the financial reports. Equity appears strong as well as 2016 operations. Placed on file.

17. Request to Fill Account Technician/Payroll Clerk – Leydet reported an opening in the account tech/payroll clerk position. Leydet explained the importance of the position to the overall operation of the finance department and in particular the payroll function. M/S Allen/Baughan to approve filling the account technician/payroll clerk position – all voting aye.

18. Director's Report – Director Leydet reviewed September report and expects to be within budget in 2016. Report was placed on file.

19. Review Correspondence/Communication – Leydet presented the Single Audit Report explaining it contains all State and Federal grant award in 2015.

20. Review County Voucher Listing – Listing was made available all checks were sequentially numbered with no unusual checks being noted.

21 Set Next Meeting Date – November 4th and December 2nd , both at 7:30 a.m.

22. Adjourn – M/S Weaver/Allen to adjourn at 9:43 a.m. – all voting aye.

Minutes prepared by,
Dan Leydet, Finance Director