

Lincoln County Finance & Insurance Committee
South Meeting Room, Safety Building
Friday, February 3, 2006

1. Meeting called to order at 7:30 a.m. by Chairman Lee, members present Lee, Lussow, and Powell

Visitors: Leydet, Wendt, Scholz, Sroka, Kunkel, Bergstrom, and Kurszewski

2. Approval of Minutes – Minutes from January 6, 2005 meeting were approved by motion by Lussow seconded by Powell as printed, all voting aye.

3. Treasurer's Report - Investment Activity Report dated January 31, 2006 were distributed. Motion by Lussow seconded by Powell to accept report as presented and place on file.

4. Resolution 2006-02-08 Relating to the County of Lincoln participation in the Wisconsin Community Development Block Grant for Economic Development Program – Sroka explained the Community Block Grant Program to the Committee. This resolution will authorize that the application be submitted to the State for Brietenmoser Family Farms for Community Block Grant Funds. He also stated that \$6,000 of administration money will also be available. Motion by Powell seconded by Lussow to forward resolution to the County Board. All voting aye.

5. Credit Cards – The following Departments were asked to send a representative to the meeting to discuss the credit cards in their possession:

Social Services – Simek was unable to attend. Leydet reported that the Social Services Department has reduced the amount of cards down to two.

Developmental Disabilities – A representative from Developmental Disabilities was unable to attend. Director Schmidt sent a memo detailing the amount and use of the cards in their possession. The memo stated that they have four cards in their possession. The Committee requested that they reduce that amount to two – one at each site.

Pine Crest – Committee members reported that Pine Crest administrator contacted them and explained credit card situation.

Maintenance – Wendt reported that he had four credit cards – one for each employee in his department. He explained that for convenience each employee carried one. The Committee requested that Wendt reduce the amount of credit cards in his department to two.

6. Highway Request for Contingency Funds - Scholz presented the need for contingency funds in the County Roads Fund. Leydet explained that at the end of 2005 the Roads Fund had a deficit balance of \$151,342, but that part of a project that was paid for in 2005 was budgeted in 2006. The contingency fund need is \$110,342. Leydet also expressed concern about the process of billing the County Roads Fund. His concern is that a similar result will happen in 2006 that has occurred in 2004 and 2005 unless some changes are made. He suggested that he and Scholz take a closer look at the Highway budget in 2007 and that the billing of the Roads Fund be reviewed by the Finance Committee. Motion by Powell seconded by Lussow to approve \$110,342 from the contingency fund to the County Roads Fund. All voting aye.

7. Child Support Agency Report – Kurszewski handed out and reviewed the monthly Child Support Report. The Committee expressed their appreciation of the work of the Child Support staff. Kurszewski also reported that Federal funding may be cut at the

State level. The actual impact to the County is not known at this time. Motion by Lussow seconded by Powell to place report on file. All voting aye.

8 State Reimbursement of Employment Costs – Leydet explained that some of the employment related costs in relation to the turnover of the Child Support Director and Social Services Director may not be allowable for reimbursement. The interim Social Services Director and Leydet have been working with the State to come to a mutual understanding concerning the nature of these costs. The Committee asked the Corporation Counsel to work to maximize the State reimbursement for these costs.

9. Policy of Financial Framework – Leydet passed out a revised Financial Framework Policy for review. The revised draft of the Financial Framework represents a new direction compared to the current Financial Framework. The issue will be discussed at the next meeting.

10. Finance Department Physical Space Concerns – Leydet expressed concerns about the size of the space where the Finance Department is being moved. He explained that the Department will be losing about a third of their space going from 636 square ft to 434 square ft. The new space would not be able to physically fit all of the Finance Department office furniture. Leydet reported that they would be able to move enough to function, but he expressed concerns about being able to maintain the level and quality of service that the Finance Department has been producing in the past. Leydet presented some possible solutions. Discussion followed. Motion by Lussow seconded by Powell to direct Leydet to write a resolution requesting additional office space in the lower level of the Safety Building until additional administrative space is created. All voting aye.

11. Closed Session – Motion by Powell seconded by Lussow to convene into closed session including Leydet. All voting aye.

Open Session – Motion by Powell seconded by Lussow to convene back into open session. All voting aye.

12. Finance Director Report – Leydet discussed year to date budget report and reported that contingency fund was currently at \$280,000 less the Highway request of \$110,342. Leydet reported that he was aware of other contingency fund requests that will come in March.

13. Review Correspondence/Communications – None

14. Review Vouchers – Voucher list was made available. Motion by Lussow seconded by Powell to place on file. All voting aye.

15. Set next Meeting Date - March 3rd at 7:30 a.m. and April 7th at 7:30 a.m.

16. Adjourn – Motion by Powell seconded by Lussow to adjourn at 9:37 a.m. All voting aye