

**LINCOLN COUNTY**  
**Finance and Insurance Committee**  
**3<sup>rd</sup> Floor Conference Room, Social Services Building**  
**Friday, March 09, 2007**

**1. Meeting called to order** by Vice Chairman Lussow at 7:30 a.m.

**Members Present:** Robert Lussow, Richard Berndt, Gene Simon & Robert Weaver

**Member Excused:** Bob Lee

**Visitors:** Dan Leydet, Bob Kunkel, John Mulder, Joel Wendt, Larry Tobin, Kathy Tobin, Jeff Hovind, Susan Hovind, Kurszewski, Mike Soucy, Jeff Jaeger, Joel Wendt, Don Dunphy, Sara Olson

**2. Minutes** of February 2, 2007 were approved as printed by Motion/Second M/S Weaver/Berndt – All voting aye.

**3. Treasurer's Report** was distributed by Finance Director Leydet along with Year-to-Date Budget Report for Treasurer's Office. It was noted that short term interest rates are at a high 5.43% and the County is leaving a large cash balance in the checking account to take advantage of those rates. It was noted that three CDs are maturing on 4/15/07 and will need to be reinvested. M/S Berndt/Weaver to place reports on file – All voting aye.

**4. Service Process Fees** – DA Dunphy explained that his budget for Service of Process Fees is over spent in large part due to the charges from the Lincoln County Sheriff's Department. M/S Simon/Lussow to eliminate the charge for Service of Process between Lincoln County Sheriff Department and Lincoln County District Attorney. Sheriff Jaeger, Chief Deputy Soucy and DA Dunphy agreed to elimination of these fees. All committee members voting aye.

**5. Official County Newspaper** – County Clerk Kunkel explained the result of Request for Proposal on publication fees. Two proposals were received one from the Merrill Courier and the other from the Tomahawk Leader. M/S Simon/Lussow to place advertisements to both the Courier and Leader only for legally required or mandated notices. There will be no designated Official County Newspaper. Individual departments have discretion as to place all other advertisements in whatever publication is most advantageous - All voting aye.

**6. Temporary help for County Clerk's Office** – Clerk Kunkel explained that he will be off work for 3 to 4 months due to medical surgery and requested temporary help in his absence. M/S Simon/Berndt to authorize temporary help in the County Clerks Office during Kunkel's absence - All voting Aye.

**7. County Clerk's Budget Modification** – Clerk Kunkel explained the request – M/S Weaver/Simon to approve Budget Modification as presented – All voting aye.

**8. County Board Budget Modifications** – Clerk Kunkel explained the request – M/S Weaver/Berndt to approve Budget Modification as presented – All voting aye.

**9. Update on Tomahawk Tissue Land** – Clerk Kunkel explained the need for a Liability Clarification Letter from the Wisconsin DNR, cost of letter is \$500. This is an ongoing issue of taking tax deed on land with contamination. M/S Lussow/Simon to authorize payment for Liability Clarification Letter and accept report – All voting aye.

**10. County Clerk's Year-to-Date Budget Report** – Place on file.

**11. Handicapped Seating at Fair Grounds** – Maintenance Director Wendt explained bids had been received for handicapped seating for the Grand Stand. Low bid was

\$45,450 with alternate for excavating \$5,000. The Finance and Insurance Committee took no action and referred the issue back to the Public Property Committee.

**12. Child Support** – Director Kurszewski explained his written monthly report along with Year-to-date budget report – placed on file.

**Budget Modification** was reviewed and accepted by M/S Simon/Weaver – all aye.

**Review and Approve Cooperative Agreement** – Director Kurszewski provided the committee with a copy of Standard Cooperative Agreement in advance of the meeting and recommended approval of contract. M/S Lussow/Simon to approve Cooperative Agreement contract – all voting aye.

**13. December/February Year-to-Date Budget Report** - place on file.

**14. Sheriff Department Budget Modification** – Chief Deputy Soucy and Sheriff Jaeger appeared and explained budget modification and answered budget questions for the committee. M/S Lussow/Simon to accept budget modification as presented – all voting aye.

**15. Highway Department Budget Modification** – Accountant Sara Olson explained the budget modification and significant over budget equipment fund. While equipment fund is over budget the fund is manageable and may return to balance over the long term. M/S Simon/Weaver to accept Budget Modification as presented – all voting aye.

**16. Health Department Budget Modification** – Director Leydet explained budget modification. M/S Berndt/Lussow to accept budget modification – all voting aye.

**Supervisor Simon** excused at 8:50 a.m.

**17. Emergency Management Budget Modification** – Director Leydet explained budget modification. M/S Lussow/Weaver to accept budget modification – all voting aye.

**18. Contingency Fund Requests** – Director Leydet provided the committee with a list of Contingency Fund Requests – Administration - \$123,297 for legal fees will go to County Board for approval; Administrator Mulder will prepare resolution. Sheriff - \$197,975 for Safety Building Remodeling – this item to be eliminated. Approve: Family Court Commissioner \$1,800.00 for Indigent Costs. Approve: Sheriff \$29,000 for Outside Housing. Approve: District Attorney \$671 for Service Process Fees. Approve: Child Support \$600.00 (amount not final) for Vacation Buyout. M/S Weaver/Lussow to approve Contingency Fund Requests as indicated above – all voting aye.

**19. Carryover Requests** – Leydet provided the committee with a list of recommended carryover requests. Approved carryover requests will take effect after audit is received. M/S Weaver/Berndt to approve carryover requests as listed – all voting aye.

**20. Set Meeting Date for Health Insurance Trustees** – April 4, 2007 at 9:00 a.m. immediately following Finance & Insurance at Human Service Building.

**21. Finance Director's Report**

**Finance Department Budget Report** was presented and placed on file.

**Travel Expense Report Change** will be changed by adding notation requiring valid drivers' license and insurance requirement.

**22. Review Correspondence/Communications** – none

**23. Review County Voucher List** – Voucher list made available for review

**24. Set Next Meeting Date** – April 4, 2007 at 7:30 a.m. and May 4, 2007 at 7:30 a.m.

**25. Adjourn** – M/S Weaver Berndt to adjourn at 9:20 a.m. – all voting aye.

Submitted by, Robert Weaver, Secretary