

**Lincoln County Finance & Insurance Committee**  
**3<sup>rd</sup> Floor Conference Room, Social Service Building**  
**Friday, May 5, 2006**  
**7:30 a.m.**

- 1. Meeting called to order** by Finance Director Leydet at 7:30 a.m. members present – Lee, Lussow, Simon, Berndt & Weaver  
**Visitors** – Leydet, Bergstrom, Kunkel, Lemmer, Kurszewski
- 2. Election Chair, Vice-Chair and Secretary** – Motion/Second M/S by Lussow/Weaver to nominate Lee to be Chairman no other nominations – unanimous consent for Lee; M/S by Weaver/Lee to nominate Lussow to be Vice Chairman no other nominations – unanimous consent for Lussow, M/S Lee/Lussow to nominate Weaver to be Secretary no other nominations – unanimous consent for Weaver.
- 3. Approval of Minutes** – M/S Lee/ Lussow to approve minutes of April 7, 2006 as printed – All voting Aye.
- 4. Monthly Child Support Report** – Child Support Agency Director Kurszewski explained his written monthly report and brought to the committees attention anticipated short fall in revenue of approximately \$53,000 for 2007 also 2008 and beyond. State and Federal aids are being reduced as a result of the Federal Deficit Reduction Act. The impact will be felt in the last quarter of 2007. Any money contributed by the county to make up the short fall will then be matched by Federal funds. The alternative will be to reduce staff and child support services. The committee asked to be kept current on program financial changes.
- 5. Appoint Finance and Insurance Committee Member to Government Services Group** – M/S Lussow/Weaver to confirm the appointment of Lee to serve on Government Services Group – All voting Aye
- 6. Appoint two Finance and Insurance Committee Members to Safety Work Group** – M/S to confirm Simon & Lee to serve on Safety Work Group – All voting Aye
- 7. Treasurer's Report** – County Treasurer Lemmer presented Checking Account activity ending April 30, 2006 and Investments ending April 30, 2006. The Treasurer reported short term interest rates have continued to increase and we purchased one year and 18 month certificate of deposits while maintaining the investment ladder of CDs. Checking account cash was not moved to the State Investment Pool because the current bank rate was slightly greater. Report was place on file.
- 8. Preliminary 2005 Audit update** – Finance Director Leydet received Preliminary Statements ending December 31, 2005. There are no significant issues reported. The committee spent considerable time reviewing and discussing the implications and meaning of the year end statements. The committee commends Finance Director Leydet for his excellent work.
- 9. 2007 CIP Update** – Finance Director Leydet explained Memorandum dated April 13, 2006 regarding Capital Improvement Project Request Form. In addition to the usual Capital Improvement Plan requests the Finance Committee is further requesting equipment replacement schedules or building maintenance schedules from departments for Capital Outlay items \$5,000 - \$50,000, due May 26, 2006.
- 10. Financial Planning for Building Projects** – Director Leydet provided the committee with the General Fund Balance Analysis ending December 31, 2005, Debt Levy

Calculation sheet, Project Funding Analysis with Annual Levy Limits and Bonding Rates. The committee again reviewed these reports in view of potential building projects.

**11. Resolution 2006-05-33 Authorization to Take Tax Deed and Transfer Property to City of Merrill.** M/S Lussow/Weaver to forward resolution 2006-05-33 to the County Board with Finance Committee recommendation for approval. All voting Aye.

**12. ADA Voting Equipment** M/S Lee/Lussow to approve advertising for purchase of Accessible Voting Equipment prepared by County Clerk Kunkel after review and approval of documents by Corporation Counsel Bergstrom. All voting Aye.

**13. Humane Society Operation and Quarterly Report Review** – Director Leydet provided the committee with January 2006 – March 2006 quarterly financial report. Leydet verified only that the county revenue amount was correct and reported that the quarterly report appeared reasonable. Report placed on file.

**14. Finance Director Report**

\* **2006 Year-to-date Budget to Actual Report – Finance Department** – No significant items

\* **2007 Budget Timeline** – Leydet provide the committee with proposed calendar dates for 2007 budget process. Corporation Counsel Bergstrom recommended that budget work sheets be sent out earlier than 8-1-06, the committee agreed.

\* **2007 Budgetary Reports** – The Administrative committee has requested that all county board members get a MUNIS year to date breakdown in their monthly packet for all departments. Leydet will provide information which is readily available.

**15. Review Correspondence/Communications** – None

**16. Review Vouchers** – Voucher summary was made available for committee review.

**17. Set next Meeting Dates**– June 2, and July 7, 2006 at 7:30 a.m. for regular meetings; Combined meeting date June 23, 2006 at 7:30 a.m. for Capital Improvement Program followed by Health Insurance Trustees at 9:00 a.m.

Submitted by,

Robert Weaver  
Secretary