

**Lincoln County**  
**Finance and Insurance Committee**  
**Social Services Third Floor Conference Room**  
**Friday September 7, 2007**  
**7:30 a.m.**

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

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

**Visitors:** Jan Lemmer, Dan Leydet, Bob Kunkel, Nancy Bergstrom, Bob Heimann, Curtis Powell, John Mulder, Bob Reichelt, Margaret Parsons, Paul Patrie

**2. Minutes of** August 3, 2007 were approved as printed by Motion/Second M/S Lussow/Simon – all voting aye.

**3. Treasurer's Report** – County Treasurer Lemmer presented Investments and Checking Account Activity ending August 31, 2007 along with Year-to-Date Budget Report – M/S Lussow/Simon to place reports on file – all voting aye.

**Treasurer's 2008 Budget** – The committee reviewed the Treasurer's 2008 budget, signed original document and recommended approval by M/S Lussow/Simon – all voting aye.

**4. Resolution 2007-09-41 Authorizing the Issuance and Sale of \$9,965,000 Bond Anticipation Notes Pursuant to Section 67.12(1)(b), Wisconsin Statutes** – Paul Patrie, Stifel Nicolaus, bond council presented Lincoln County Example Short-term Borrowing, dated September 7, 2007. Mr. Patrie explained the document and the details for obligating the County to this type of debt. M/S Lussow/Berndt to recommend to the County Board selling Bond Anticipation Notes in the amount of \$9,965,000, further the Law Firm of Quarles and Brady be engaged to review and prepare necessary documents for sale of Bond Anticipation Notes, letter of engagement to be signed by County Board Chairman Powell – all voting aye.

**5. North Central Health Care 2008 Budget** – Margaret Parsons explained North Central, Health Care Preliminary Review of the 2008 Budget dated August 6, 2007. The document gave the Committee and advance review of the services provided to Lincoln County. Ms. Parsons explained the difficult choices of increased costs or reduced services.

**6. County Clerk's Year-to-date Budget Report** – Document reviewed and place on file by M/S Lee/Simon all voting aye.

**7. County Clerk's 2008 Budget** – Clerk Kunkel review the budget with the committee. M/S Lee/Simon recommend approval of County Clerk's Budget and signed original documents – all voting aye.

**8. Server Consolidation Project** – Bob Heimann again explained the need for upgrading and consolidating the Information Technology systems. M/S Simon/Lussow to direct Finance Director Laydet and IT Director Heimann prepare a resolution for the September 18, 2007 County Board meeting authorizing and approving \$120,000 in Contingency Funds for Server Consolidation Project – all voting aye.

**15. Proprietary Fund Type Net Assets-** Finance Director Leydet described the need for placing additional controls on all Proprietary Fund Types (Forestry, Solid Waste, Pine Crest) in that there should be an Ordinance specifically describing the authority to expend reserves and limitations on the amount of retained reserves. After discussion the

committee requested Finance Director Leydet and Corp. Counsel Bergstrom prepare a draft ordinance for review at the next regular Finance Committee Meeting.

**9. Closed Session**

**10. Convene into Closed Session Pursuant to Sec. 19.85(1)(e). Wis Stat. Deliberating or Negotiating the Purchasing of Public Properties, the Investing of Public Funds, or Conducting Other Specified Public Business, Whenever Competitive or Bargaining Reasons Require a Closed Session.** M/S Lussow/Simon to go into closed session including Administrative Coordinator Mulder, Corp. Council Bergstrom, County Board Chairman Powell – all voting aye by roll call vote.

**11. Open Session** M/S Lussow/Simon to go into open session - all voting aye by roll call vote. .

**12. Take any Necessary Action on Items Discussed in Closed Session** – No action taken

**13. Child Support Year-to-Date Budget and Operations Report** – The Committee reviewed the Year-to-Date Budget Report. Administrative Coordinator Mulder presented a written Committee Action Report, Subject: Child Support Re-Structuring dated August 29, 2007. The report detailed five recommendations. M/S Lussow/Simon to authorize immediate implementation of Committee Action Report and all five recommendations – all voting aye.

**14. August Year-to-Date Budget Report** – Report reviewed place on file.

**16. Budget Modifications** – M/S Lussow/Weaver to approve Commission on Aging budget modification increasing appropriations \$3,500 – all voting aye and signing form; M/S Lussow/Weaver to approve UW Extension budget modification increasing appropriations \$4,431 - all voting aye and signing form.

**17. 2008 Budgets - Finance Department, Nondepartmental (General Fund), Dog License, Debt Service** – all four budgets recommended for approval and signed by all committee members.

**18. 2008 Tax Levy** – Finance Director Leydet circulated a copy of Lincoln County Preliminary County Tax Levy 2008 as of 9/6/07 and discussed with committee as reference material in budget process.

**19. Finance Director's Report**

**Finance Department Budget Report** – Reviewed no significant deviation  
**Management Letter Comments** – 1) Leydet will develop a written policy statement that defines how the Finance Department will respond to Audit Findings.  
2) Auditor's Recommendation to move toward consolidating and centralizing financial operations county wide. a) Begin discussion within the work groups to develop goals and report back to the Finance Committee. b) More specifically work to consolidate and centralize all accounting functions within the Human Service Group and report back goals to Finance Committee.

**20. Review Correspondence/Communications** - none

**21. Review County Voucher Listing** – Voucher list made available

**22. Set Next Meeting Date** – Finance Regular meetings October 5, 2007 at 7:30 a.m., Special Budget meeting September 20, 2007 at 7:30 a.m., November 2, 2007 at 7:30 a.m.

**23. Adjourn** M/S Lussow/Weaver to adjourn at 10:30 a.m. – all voting aye.

Submitted by, Robert Weaver, Secretary