

**Meeting Minutes of
Lincoln County Administrative & Legislative Committee
Monday, May 7, 2012 at 9:00 a.m.
Lincoln County Service Center – Room 248**

MEMBERS PRESENT: Robert Lee, Greta Rusch, Dan Caylor, Patricia Woller, Graham Rankin, and Frank Saal

MEMBERS NOT PRESENT: Robert Lussow

VISITORS: Randy Scholz, Sheila Pudelko, Nancy Bergstrom, and Don Schlising

1. **Call Meeting to Order:** Robert Lee called the meeting to order at 9:00 a.m.
2. **Election of Officers**
 - a. **Chair:** The Chair position is set by the County Ordinance. The County Board Chair is Robert Lussow.
 - b. **Vice Chair:** Greta Rusch and Woller nominated for Robert Lee. All ayes.
 - c. **Secretary:** Greta Rusch was nominated by Caylor and Lee. All ayes.
3. **Approval of Minutes from Previous Meetings:** Motion by Rusch, second by Woller to approve the minutes from the previous meeting. All ayes.
4. **Departmental Reports**
 - a. **Information Technology Activity and Financial Reports:** Don informed the committee on current activities; including the new staff member that has started and is doing very well so far. He talked about updating the VMware for servers and indicated it is a big project. They are also finish updating the Sheriff's Office on software updates. The budget also looks fine. Motion by Caylor, second by Woller. The report was placed on file. All ayes.
 - b. **Corporation Counsel Activity and Financial Reports:** Nancy updated the committee on the Solid Waste siting committee. Nancy is more involved than what she had originally thought she would be. The committee asked about her activities with the concealed carry with Forestry. She explained them and the committee also asked about her activity with Public Property regarding the fair lease agreement. Nancy indicated she had no concerns about the financial report. Motion by Woller, second by Caylor to place the report on file. All ayes.
 - c. **Veteran Service Activity and Financial Reports:** Rick Wolf was not able to attend due to training. Motion by Rankin, second by Caylor to place the report on file. All ayes. Randy stated he had no concerns about the financial report.
 - d. **Administrative Coordinator Activity and Financial Reports:** Randy talked about the insurance and how it is starting to trend in the right direction. He indicated last week we had the best week for claims that he has seen and has no concerns with the current budget. Motion by Rusch, second by Woller to place the report on file. All ayes.
5. **County Board YTD Budget Report:** Sheila has no concerns about the budget at this time. Motion by Lee, second by Rusch to place the report on file. All ayes.
6. **Information Technology 2013 Preliminary Budget:** Don informed the committee of his concern going forward is with the maintenance agreements with software. They are increasing year by year and maintaining a 0% budget will be tougher as they move forward. He did explain there is a 10% increase in the 2013 budget because of moving the IT position for 911 from the Sheriff's budget to his. Motion by Woller, second by Rusch to approve.
7. **Corporation Counsel 2013 Preliminary Budget:** Nancy presented her budget. The committee had no concerns moving forward. Motion by Rusch, second by Saal. All ayes.

8. **Veteran Service 2013 Preliminary Budget:** Rick was not able to attend, but Randy talked to him about his budget. He did not have any concerns moving forward. Motion by Lee, second by Rusch. All ayes.
9. **Administrative Coordinator 2013 Preliminary Budget:** Randy talked about moving some money into the Countywide Safety Program and explained the reasons for that and that it would not increase his overall budget. Motion by Saal, second by Rankin. All ayes.
10. **County Board 2013 Preliminary Budget:** The County Clerk talked about the budget. There were no major concerns. Motion by Rankin, second by Rusch. All ayes.
11. **Set Next Meeting:** These next meetings are scheduled for June 4th at 9:00 a.m. and tentatively July 2.
12. **Adjourn:** Motion by Woller, second by Rusch to adjourn. The meeting adjourned at approximately 9:30 a.m.