

**Meeting Minutes of
Lincoln County Administrative and Legislative Committee
Friday, June 5, 2015 at 8:30 a.m.
Lincoln County Service Center Room 257**

MEMBERS PRESENT: Robert Lussow, Robert Lee, Dan Caylor, Patricia Woller, and Hans Breitenmoser, Jr., James Alber, and Greta Rusch

MEMBERS NOT PRESENT: none

VISITORS: Randy Scholz, N.L. Bergstrom, Travis Spoehr, Debbie Moellendorf, Chris Marlowe, Art Lersch and Ken Maule

1. **Call Meeting to Order:** Chair Lussow called the meeting to order at 8:30 a.m.
2. **Approval of Minutes from Previous Meeting:** Motion by Alber with a second by Rusch to approve the previous minutes from the May 1, 2015 meeting. All ayes. Minutes placed on file.
3. **County Board YTD Budget Report:** County Clerk Marlowe reported that there are not any concerns or issues.
4. **2016 Preliminary County Board Budget:** County Clerk Marlowe presented the budget. Motion by Caylor with a second by Lee to approve and forward to finance committee. All ayes.
5. **2016 Preliminary Administration Budget:** Administrative Coordinator Scholz presented the budget. Motion by Alber with a second by Rusch to approve and forward to the finance committee. All ayes.
6. **2016 Preliminary IT Budget:** Travis Spoehr presented the budget. Motion by Caylor with a second by Woller to approve and forward to the finance committee. All ayes.
7. **2016 Preliminary Corporation Counsel Budget:** Corporation Counsel Bergstrom presented the budget. Motion by Alber with a second by Woller to approve and forward to the finance committee. All ayes.
8. **2016 Preliminary Veteran Service Budget:** Administrative Coordinator Scholz presented the budget since Rick Wolf was attending mandatory training. Motion by Caylor with a second by Lee to approve and forward to the finance committee. All ayes.
9. **2016 Preliminary UW-Extension Budget:** Department Head Debbie Moellendorf presented the budget. Motion by Caylor with a second by Breitenmoser to approve and forward to the finance committee. All ayes.
10. **Departmental Reports**
 - a. Information Technology Activity and Financial Reports: Travis Spoehr went over his report, and it was placed on file.

- b. Corporation Counsel Activity and Financial Reports: N.L. Bergstrom went over her report, and it was placed on file.
- c. Administrative Coordinator Activity and Financial Reports: Randy Scholz went over his report. His report was placed on file.

11. Broadband Resolution: Art Lersch of UW Extension explained the progress from the last meeting and the resolution. There was one change to the resolution as presented. Motion by Alber with a second by Lee to forward to the County Board. All ayes.

12. Process for Request for Proposals: Corporation Counsel Bergstrom presented Kortney Pike's suggestion that the standardized RFP process require that all bids be returned to/opened by the County Clerk. The committee affirmed that each department, in consultation with its' oversight committee, should decide where bids should be returned and whether they will be opened by their department head or at an oversight committee meeting.

13. Set Next Meeting: July 10, 2015 and August 7, 2015

14. Adjourn: Motion by Breitenmoser, Second by Woller to adjourn the meeting at 9:25 AM.