

Lincoln County
Finance & Insurance Committee
Lincoln County Service Center, Room 247/248
Friday June 2, 2023
7:30 am

Members Present: DePasse, Ashbeck, Cummings (virtual), Simon, Anderson-Malm

Members Excused: None

Others Present: Fenske, Marlowe, Johnson, Spoehr, Krueger, Gierl, Friske

Virtually Present: Kohnhorst, Huth, Rumsey

1. **Call Meeting to Order:** Meeting called to order by DePasse at 7:30 a.m.
2. **Public Comment:** None.
3. **Approval of Minutes of May 5, 2023:** M/S Simon/Ashbeck to approve May 5, 2023 minutes. All voting aye.
4. **Treasurer**
 - a. YTD Budget: Report is in the packet. No budgetary concerns.
 - b. Account Balance Reports: LGIP interest rate is up. It was 4.62% last month and 4.8% this month. The General checking and ARPA accounts went from 3.97% to 4.38%
5. **County Clerk**
 - a. YTD Budget and Activity Report: Report is in the packet. Marlowe gave an update on the work permit process change. People may apply online now instead of in person. This revenue source is expected to go away. He also gave an update on the tax deed process. The last thing discussed was the election equipment. Marlowe would like to request ARPA funds to purchase the equipment.
6. **Approval of 2023 CIP Request for Furnace (\$25,000) – Solid Waste.** The furnace at the Solid Waste main garage needs to be replaced. Gierl recommends ordering the parts now so his staff could install it prior to the heating season in order to save money on the project. M/S Ashbeck/Simon to approve the \$25,000 CIP request for the Solid Waste furnace. All voting aye.
7. **Approval of Social Services Lead Social Worker Position Resolution.** Krueger presented. It is believed that the fiscal impact could be absorbed by the current operating budget. They would look at implementing this in 2024. M/S Anderson-Malm/Ashbeck to approve the Social Services Lead Social Worker Position Resolution. All voting aye.
8. **Discussion, update, and approval of Munis Quotes pertaining to the approved electronic timekeeping ARPA request.** Fenske presented the Munis quotes for Executime with Advanced Scheduler, 5 time clocks, Employee Self Service (ESS), and PACE training. The total of the quotes is \$100,725. Timing for implementation would be 7+ months. There were two additional modules that were identified in a meeting with the sales rep that were brought up, Tyler Forms and Tyler Core Manager (TCM). The costs and benefits were further discussed. M/S Simon/Anderson-Malm to approve the Munis quotes in the amount of \$100,725. All voting aye.

9. **NCHC Financials:** The March, April, and 2022 Audited In the packet. Discussion followed.
10. **May YTD Budget Report:** Report is in the packet. Expenditure budget is currently at 37.6%. No budgetary concerns at this time.
11. **Cash Report:** A couple of large payments were made in April. One was about \$700,000 to pay out the schools and municipalities for the lottery credit. The other was the purchase of equipment which was around \$220,000 in total.
12. **Sales Tax Report:** Payment received in May was \$219,704.
13. **Health Insurance Fund Report** Higher expenses were paid this month but overall we are still showing a gain of \$304,792.
14. **Finance YTD Budget Report** No budgetary concerns at this time.
15. **Finance Director Timesheet Approval for the Following Dates: 4/17/2023-5/14/2023.** M/S Ashbeck/Simon to approve the Finance Director Timesheets for 4/17/2023-5/14/2023. All voting aye.
16. **2024 Budget discussion and possible approval:** Fenske gave an overview. Discussion followed. The Maintenance, Sheriff, Coroner, Roads Fund, and Emergency Medical budgets are being sent back to the oversight committees for review and revisions.
17. **2024 CIP:** The 2024 CIP requests were reviewed and discussed.
18. **Review Correspondence/Communications:** None
19. **Review County Voucher Listing:** Reviewed by DePasse.
20. **Set Next Meeting Date:** July 7, 2023 at 7:30 a.m.
21. **Adjourn:** M/S Anderson-Malm/Ashbeck to adjourn the meeting at 9:20 a.m. All voting aye.

Minutes prepared by Samantha Fenske, Finance Director