

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

Members Present: DePasse, Ashbeck, Cummings, Simon, Anderson-Malm

Members Excused: None

Others Present: Fenske, Gigl, Krueger, Caylor

Virtually Present: Marlowe, Spoehr, Verhasselt, Friske

Minutes

- 1) Call Meeting to Order:** Meeting called to order by DePasse at 7:30 a.m.
- 2) Public Comment:** None
- 3) Approval of Minutes – June 2, 2023:** M/S Cummings/Simon to approve June 2, 2023 minutes.
All voting - aye
- 4) Treasurer**
 - a. **YTD Budget:** No budgetary concerns.
 - b. **Account Balance Reports:** LGIP interest rate is up. It was 4.8% last month and 5.01% this month. The General checking and ARPA accounts remained at 4.38%.
 - c. **Approval of Expense Reimbursement:** M/S Anderson-Malm/Ashbeck to approve Treasurer’s expense reimbursement reports. All voting - aye
- 5) County Clerk**
 - a. **YTD Budget:** Expenditure budget is at 63.2%. Elevated expenditures are due to elections, training a new hire, and a retirement.
 - b. **Activity Report:** Report is in the packet.
- 6) Approval of Resolution NG911 Grant:** Emergency Management Director Verhasselt spoke on the resolution for grant funding. It does have a 10% match requirement and is estimated to have a county fiscal impact of \$8,000-\$16,000. The grant and specifications were further discussed. M/S Ashbeck/Simon to approve the Resolution NG911 Grant. All voting – aye.
- 7) Approval of Resolution to Amend Resolution 2023*-05-33 for ARPA funding for Electronic Timekeeping for \$148,500.** During the electronic timekeeping implementation, two further modules (Enterprise Forms and Content Manager Core) were identified that would be beneficial. The amendment would allow the funding for those two modules. M/S Cummings/Anderson-Malm to approve the amendment to Resolution 2023-05-33. All voting – aye.
- 8) NCHC Financials – May:** Reports in the packet. The Pine Crest Nursing Home has a current loss of \$92,003. On the “Review of Services in Lincoln County” report, the overall gain for all the services is \$53,938.

- 9) June YTD Budget Report:** Overall, the expenditure budget is at 47%. The following departments are slightly elevated: County Board (due to quarterly payments), IT (due to prepaids), County Clerk (due to retirement and training of new hire), and District Attorney (due to health insurance change). County Clerk and District Attorney are expected to have contingency requests. No other concerns at this time.
- 10) Cash Report:** Report was presented and is up from last year.
- 11) Sales Tax Report:** June payment was \$260,736.
- 12) Health Insurance Fund Report:** May had a loss of \$47,127 but the year to date gain is \$257,669. No concerns at this time.
- 13) Finance YTD Budget Report and departmental update:** The current expenditure budget is at 50.6%. No budgetary concerns at this time. Fenske also reported that we are starting the implementation of the electronic timekeeping.
- 14) Finance Director Timesheet Approval for the Following Dates: 5/15/23-6/25/23:** M/S Ashbeck/ Anderson-Malm to approve timesheets for 5/15/23-6/25/23. All voting – aye.
- 15) ARPA Funds discussion:** Ending balance at the end of June in the account was \$5,462,954.55. Of this, \$4,223,449 (plus some in progress) is designated for various projects leaving just under 1.2 million available for allocation.
- 16) 2024 CIP discussion and possible approval**
- a. Ambulance:** Robert Caylor (Tomahawk EMS) presented information on ordering a new ambulance and second chassis (for the next ambulance) due to supply chain delays. Discussion followed. M/S Anderson-Malm/Ashbeck to add an ambulance and extra chassis to the 2024 EMS budget. All voting – aye.
 - b. 2024 CIP:** Reviewed and discussed the current CIP fund and requests. No action taken.
- 17) 2024 Budget discussion, changes, and possible approvals:** The current budgets and levy requests were reviewed. Budget changes presented were \$18,001 increase to North Central Health Care, \$438 reduction to Maintenance to adjust wage & fringe to actual, \$10,000 increase to Land Services for tax deed searches, \$23,293 reduction to Register of Deeds for position change, and \$101,298 increase to Sheriff for 911 schedule change and change in required employer retirement contribution for protective service. Discussion followed. M/S. Ashbeck/Anderson-Malm to approve the budget changes presented. All voting – aye.
- 18) Review Correspondence/Communications:** Updated was given on the financial statement preparation.
- 19) Review County Voucher Listing:** Vouchers were reviewed by DePasse.
- 20) Set Next Meeting Date:** August 4, 2023 at 7:30 a.m.
- 21) Adjourn:** Meeting adjourned at 9:10 a.m.

Minutes prepared by Samantha Fenske, Finance Director