

**Lincoln County**  
**Finance & Insurance Committee**  
**Lincoln County Service Center, Room 247/248**  
**Friday September 8, 2023**  
**7:30 am**

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

**Members Excused:** None

**Others Present:** Fenske, Marlowe, Gierl, Krueger

**Virtually Present:** Stevenson, Boyd

1. **Call Meeting to Order:** Meeting called to order by DePasse at 7:30 a.m.
2. **Public Comment:** None
3. **Approval of Minutes – August 4, 2023:** M/S Simon/Ashbeck to approve August 4, 2023 minutes. All voting aye.
4. **Treasurer**
  - a. **YTD Budget:** Budget is at 61.1% for the year. No concerns at this time.
  - b. **Account Balance Reports:** LGIP went from 5.09% to 5.15%. The other two stayed the same at 4.38%. A comparison to prior year was given.
5. **County Clerk**
  - a. **YTD Budget:** Wage and fringe expenditures are elevated due to a retirement and are expected to be over at year end. Municipalities haven't been billed yet but will be soon. No other concerns
  - b. **Activity Report:** Marriage licenses have increased. Tax deeds are doing well.
  - c. **Approval of CIP Request for Election Equipment \$16,000:** Marlowe presented the request. M/S Ashbeck/Anderson-Malm to approve the CIP request for Election Equipment of \$16,000. All voting aye.
6. **Approval of Resolution 2023-09-xx to Approve Director of Emergency Management Position as Full Time:** The current position of the Emergency Management Director is a part time position. The request for full time will add additional duties such a safety training, etc. An ongoing federal grant (EMPG) will cover some of the additional costs. Discussion followed. M/S Ashbeck/Simon to Approve Resolution 2023-09-xx. All voting aye.
7. **NCHC Financials – July:** Pine Crest is currently at a loss of \$330,000. The overall services are at a loss of \$177,000.
8. **August YTD Budget:** Report was in the packet. The expenditure budget is currently at 67.9%. The CIP and carryover transfers were entered in August. No other concerns.
9. **Cash Report:** Cash is consistent with prior year. CIP balance was updated to reflect the CIP transfers. The Non-Metallic Mine (NMM) bank account was closed in July and the COPS Grant Account was closed in August due to no longer being needed.
10. **Sales Tax Report:** August's payment was \$306,574.02. This is up from prior year.

- 11. Approval to close the CDBG bank account:** Fenske explains that this account hasn't been used since 2013 and has a balance of \$2.00. M/S Anderson-Malm/Ashbeck to close the CDBG bank account. All voting aye.
- 12. Health Insurance Fund Report:** Revenues were down due to July's Insurance premium being paid in June. Claim payments increased substantially.
- 13. Finance YTD Budget Report and departmental update:** The expenditure budget is slightly elevated due to audit fees which will be allocated out at the end of the year. No budgetary concerns.
- 14. Finance Director Timesheet Approval for the Following Dates: 7/24/23-8/20/23:** M/S Ashbeck/Simon to approve Finance Director Timesheets for 7/24/23-8/20/23. All voting aye.
- 15. 2024 Budget discussion, changes, and possible approvals:** Current variance, including the Emergency Management resolution from earlier in the meeting, is \$97,739. There was discussion about removing the additional funds (\$81,661) for the 911 dispatch schedule change and to refer it back to the oversight committee to follow the proper approval process. Reducing the contingency fund by \$16,078 to cover the remaining deficit was also discussed.  
M/S. Cummings/Anderson-Malm to reduce the 911 dispatch budget by \$81,661 and to refer the schedule change back to the oversight committee. All voting aye.  
M/S. Simon/Anderson-Malm to reduce the Contingency budgeted amount by \$16,078. All voting aye.
- 16. 2024 CIP discussion and possible approval:** Discussion and review on the current 2024 CIP/Outlay requests occurred. M/S Anderson-Malm/Ashbeck to approve the 2024 CIP and Outlay budget for \$907,700. All voting aye.
- 17. Review Correspondence/Communications:** None.
- 18. Review County Voucher Listing:** Reviewed by DePasse.
- 19. Set Next Meeting Date:** October 6, 2023 at 7:30 a.m.
- 20. Adjourn:** Meeting adjourned at 8:07 a.m.

*Minutes prepared by Samantha Fenske, Finance Director*