

**May 21, 2019**  
**Finance Meeting**

The Lincoln County Board of Commissioners met for a special session on May 21, 2019 in the Lincoln County Courthouse, Libby, Montana. Present were Commissioner Peck, Commissioner Bennett, County Administrator Darren Coldwell, and Clerk and Recorder Robin Benson.

3:00 PM **Finance Meeting:** Present were Finance Director Wendy Drake, H.R. Director Dallas Bowe, and Library Director Alyssa Ramirez.

Alyssa submitted her library budget to the Commissioners; no increase requested.

Alyssa asked about a grade increase for a staff member who is completing her library certification. The increase would be approximately \$1,700 and could be absorbed in the current budget.

There was a discussion about employee certifications do not necessarily constitute grade increases, but it was suggested to reclassify the job description showing additional duties.

The commission approved the library budget with an increase to add a cleaning service cost. **Motion** by Commissioner Bennett to approve moving forward with hiring a library clerk at 80% and a courier at 15%. Second by Commissioner Peck, motion carried unanimously. The positions are replacements, not new positions and are already budgeted.

Robin presented budgets for Clerk and Recorder; no increase requested. There was a brief discussion about increasing the professional service line item to accommodate paying Brett McCully's contracted subdivision and certificate of survey administrative services. Robin said she will bring that information to the commission during a scheduled finance meeting.

Records Preservation and County Land Information are cash carry over accounts; the revenue is generated from recording fees and are restricted use funds. Robin said she will oversee the County Land Information fund but will be sharing expenses with the GIS Department.

There was a brief discussion about no changes or adjustments to the Libby, Troy and Eureka Park funds.

**Meeting adjourned** at 4:00 PM

**LINCOLN COUNTY BOARD OF COMMISSIONERS**

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Mark Peck, Chairman

**ATTEST:** \_\_\_\_\_  
Robin A. Benson, Clerk of the Board