

**SAUK COUNTY BOARD OF SUPERVISORS  
MEETING NOTICE/AGENDA  
AGENDA**

**COMMITTEE: FINANCE, PERSONNEL & INSURANCE**

**DATE: Wednesday, November 6, 2024**

**TIME: 4:00 p.m.**

**PLACE: Room 213, West Square Building, 505 Broadway, Baraboo, WI 53913**

**REASON FOR MEETING: REGULAR**

*A quorum may be present consisting of members of the Aging & Disability Resource Center Committee; Economic Development Committee; Finance, Personnel & Insurance Committee; Health Resources Committee; Land Resources & Environment Committee; Law Enforcement & Judiciary Committee; Public Works and Infrastructure Committee; and Executive & Legislative Committee. No governing body will exercise any responsibilities, authority or duties except for the Finance, Personnel & Insurance Committee. It is possible that a quorum of county board members will be at this meeting to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the County Board pursuant to State ex rel Badke v. Greendale Village Board, Wis 2d 553, 494 n.w.2d 408 (1993), and must be noticed as such, although the County Board will not take any formal actions at this meeting. It is also possible that there may be quorums of other County Board Committees present, although those committees will not take any formal action at this meeting.*

**SUBJECTS FOR DISCUSSION:**

1. Call to Order and Certify Compliance with Open Meeting Law.
2. Adopt Agenda.
3. Adopt Minutes of Previous Meeting(s).
4. Public Comment.
5. Communications.
6. Business Items.
  - a. Presentation and review of 2023 audited financial statements, management letter, and report on federal and state awards.
  - b. Pre-audit meeting with auditors to address possible areas of concern prior to commencement of 2024 audit fieldwork.
  - c. Discussion and possible action to approve substitution allowing Building Services to purchase an Optical Time-Domain Reflectometer (OTDR) \$12,873.00 due to incurred savings on American Rescue Plan Act (ARPA) funded UW Campus AC Units.
  - d. Resolution Assigning Fund Balance and Amending the 2024 Budget for Improvement of Service to Former Military Personnel
  - e. Discussion and Possible Action on the Sauk County Health Care Center Incentives for Current Employees.
  - f. Discussion and Possible Action on the revisions for the Sauk County Employee Handbook for January 1, 2025.
  - g. Consideration and possible concurrence of 2025 budget amendments.
  - h. Discussion and possible action on Resolution Approving the Creation of New Positions in the 2025 Budget.
  - i. Discussion and possible action on Resolution to Consider resolution Establishing Taxes to be Levied in Sauk County for the Year 2025.
  - j. Presentation of quarterly accounts receivable reports as of September 30, 2024.
  - k. Presentation of County financial reports.
7. Personnel and Insurance Department Update.
  - a. WC/Safety/Risk Management Report
  - b. Benefits Report
  - c. Department Report
  - d. Monthly report and Year-to-date budget report.
  - e. Review and approval of invoices: Personnel and Insurance Department
8. Treasurer's Department Update.
  - a. Monthly report – Year-to-date budget report. Investment reports.
  - b. Review and approval of invoices.
9. Accounting Department Update.
  - a. Monthly report – Year-to-date budget report.
  - b. Review and approval of invoices: Accounting Department
  - c. Review and approval of Committee payments.
10. Next Meeting.
11. Adjournment.

COPIES TO:

Burchill Carver Eberl Evert, A Lohr Lombard McCumber Roxen Spencer, T  
Cooke Crammond Hoagland Horkan Machovec Menke Miller Thompson Tyczynski Wilson

PREPARED BY: *Accounting, Personnel and Treasurer Department*

**Any person who has a qualifying disability that requires the meeting or materials at the meeting to be in an accessible location or format should contact Sauk County (608-355-3269 or TTY 608-355-3490) between the hours of 8:00 A.M. and 4:30 P.M., Monday through Friday, exclusive of legal holidays, at least 48 hours in advance of the meeting so that reasonable arrangements can be made to accommodate each request.**