

Sauk County Finance, Personnel & Insurance Committee
Wednesday, July 10, 2024
Room 213, West Square Building, Baraboo

Members present: Gaile Burchill, Sheila Carver, Lynn Eberl, Aaron Evert, Brandon Lohr, Andrea Lombard, Tim McCumber, Terry Spencer

Excused: Jake Roxen

Others present: Stacy Blakemore, Anna Cooke, Lynn Horkan (Remote), Jessica Machovec, Brent Miller, Tara Thompson

The meeting was called to order by Chair Eberl at 4:02 PM. Certification of open meeting compliance was given. **Motion by Spencer, second by Lombard to adopt the agenda. Motion carried. Motion by Carver, second by Evert to adopt the minutes of the previous meetings from June 10, 2024. Motion carried.**

Public Comment: None

Communications: None

Consider transfer of Human Services prior year fund balance (Fin Pol 5-94).

Motion by Lohr, second by Spencer to authorize the transfer of Human Services prior year fund balance. Motion carried.

Consider update to Financial Policy 02-96, Annual Budget Process.

Motion by Lohr, second by Carver to update the Financial Policy 02-96, Annual Budget Process. Motion carried.

Consider update to Financial Policy 04-96, Purchasing Policy.

Motion by Burchill, second by Lohr to update the Financial Policy 04-96, Purchasing Policy. Motion carried.

Discussion and possible action on setting budget amount for Emergency Management mobile command post vehicle.

Eberl gave the background for the mobile command post in the amount of \$1,299,105. Discussion followed. **Motion by McCumber, second by Carver to have Emergency Management come up with alternatives and present to Executive & Legislative Committee not to exceed \$1,299,105. Motion carried.**

Discussion and possible action to approve the continuation of out-of-class pay for employees Ian Crammond, Jeffrey Weiler, and Kris Garstka up to December 2024.

Cooke gave information on how out-of-class pay is granted and the criteria. **Motion by Lohr, second by Spencer to approve the continuation of out-of-class pay for employees Ian Crammond, Jeffrey Weiler, and Kris Garstka. Motion carried.**

Budget Update.

Miller gave an update on the budget.

Presentation of County financial reports.

Horkan presented the county financial reports through May. **Motion by Evert, second by Burchill to receive the County financial reports. Motion carried.**

Personnel and Insurance Department Update.

Cooke reviewed departmental activities and various reports. **Motion by McCumber, second by Spencer to approve the July 2024 invoices in the amount of \$4,866.29. Motion carried.**

Treasurers Department Update.

Machovec reviewed departmental activities, financial reports, and investment reports. **Motion by McCumber, second by Lohr to approve the July 2024 invoices in the amount of \$269,259.05. Motion carried.**

Accounting Department Update.

Horkan reviewed departmental activities, monthly report, and budget report. **Motion by McCumber, second by Carver to approve invoices for \$20,511.00. Motion carried.**

Motion by McCumber, second by Evert to approve the Committee payments of \$12,587.11. Motion carried.

Motion by Burchill, second by Carver to go to closed session pursuant to Wisc. Stats. 19.85(1)(c) for performance evaluation of Finance Director. Aye: Gaile Burchill, Sheila Carver, Lynn Eberl, Aaron Evert, Brandon Lohr, Andrea Lombard, Tim McCumber, Terry Spencer Nay: None. Motion carried.

Motion by McCumber, second by Spencer to return to open session at 5:15 PM. Motion carried.

Next meeting(s):
Wednesday, August 14th, 2024, at 4:00 PM.

Motion by McCumber, second by Carver to adjourn the meeting at 5:16 PM

Respectfully submitted,

A handwritten signature in cursive script that reads "Gaile Burchill". The signature is written in dark ink and is positioned above a horizontal line.

Gaile Burchill,
Finance, Personnel & Insurance Committee Secretary