

## FINANCE COMMITTEE MINUTES

Room 213, West Square Building, Baraboo WI

Tuesday, March 8, 2016

Members present: Tommy Lee Bychinski, Wally Czuprynko, Joan Fordham, Marty Krueger and Andrea Lombard  
Others present: Kerry Beghin, Cindy Bodendein, Joe Fish, Liz Geoghegan, Tut Gramling, Lynn Horkan, Amy Merwin, Brentt Michalek, Henry Netzing, Eric Peterson and Jennifer Vosen

The meeting was called to order by Chairperson Bychinski at 8:30 AM. Certification of open meeting compliance was given.

**Motion by Fordham, second by Lombard to adopt the agenda. Motion carried. Motion by Lombard, second by Fordham to adopt the minutes of previous meetings on February 9 and 15, 2016. Motion carried.**

Public Comment: None

Communications: None

Update on possible 2015 budget overrun for Health Care Center (HCC).

Vosen reviewed the budget shortfall for Home Care program and the budget surplus for the Skilled Nursing facility. Vosen noted they strategized to reduce expenses; however, revenues were less than budget by about 15 home care clients per month. 2016 budget should be more realistic for revenues and staffing changes have been made. The HCC Board of Trustees continues to monitor the program on a monthly basis. Fish commented on the Committee's review of the program. The measurements/metrics and continuation of the program were discussed.

Consider resolution Gratefully Accepting Donations and Gifts Presented to Sauk County in 2015.

**Motion by Czuprynko, second by Krueger to gratefully accept the donations and gifts presented to Sauk County in 2015 and forward them to the County Board. Motion carried.**

Discussion of budget process, policies and priorities, timeline.

The Committee discussed and agreed the policies and guidance are sound. Citizen forums and other possible options for public input were discussed. It was noted that broad input from community members has decreased. The budget timeline and an earlier review were discussed. Committee consensus was to promote public comment on the budget at the County Board meetings from May through budget adoption and not have public forums. Also, hold one citizen forum in June with information about the county role/services and issues on the horizon. The budgets will still be due in early August and Finance Committee will meet with departments last week of September. Lastly, look into the possibility of changing the official public hearing to October while still having comment in November when the budget taken up by the full Board.

Approval of per diem and mileage paid to the County Board members per Rule VII. B. of the Rules of the Sauk County Board of Supervisors.

**Motion by Fordham, second Lombard to approve per diem and mileage paid to the County Board members per Rule VII. B. of the Rules of the Sauk County Board of Supervisors. Motion carried.**

Presentation of County financial reports.

Beghin reviewed the 2015 sales tax figures and its use. Beghin noted there is opportunity to refinance debt; Brad Viegut will be at the April meeting to present options. Beghin noted the source for the HCC overage needs to be determined; it can be taken from HCC fund balance or transferred from the General fund. The contingency fund will have enough to cover anticipated overages. Beghin noted Human Services made progress with catch up on outstanding billing.

Treasurer's Department Update.

Geoghegan reviewed departmental activities. For the first time delinquent notices were sent out after the February settlement and it generated a lot of responses. Postponed notices about the second installment will be sent out first part of June. Tax Deed sale will be advertised in April, sale in May for twenty properties. **Motion by Krueger, second by Fordham to accept the Treasurer's monthly and 2015 annual report and approve payment of Treasurer's Department invoices in the amount of \$221,344.49. Motion carried.**

Accounting Department Update. Beghin highlighted departmental activities. She noted Brad Viegut will attend meeting in April to outline options for debt refunding. Beghin also highlighted accounting staffing changes. **Motion by Krueger, second by Fordham to accept the monthly and 2015 annual report and approve payment of Accounting Department invoices in the amount of \$114,633.09 and County invoices in the amount of \$3,513,420.71. Motion carried.**

Possible closed session pursuant to Wisc. Stats. 19.85 (1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Performance evaluation of Controller.

**Motion to enter closed session and include Administrative Coordinator by Fordham, second by Lombard. Bychinski-Aye, Czuprynko-Aye, Fordham-Aye, Krueger-Aye, Lombard-Aye. Motion carried.**

Reconvene in open session.

**Motion to reconvene in open session by Krueger, second by Czuprynko. Motion carried.**

Public Comment: None

Next regular Finance Committee meeting will be Tuesday, April 12, 2016 8:30 AM.

**Motion by Fordham, second by Czuprynko to adjourn the meeting. Motion carried.**

Respectfully submitted,

Andrea Lombard  
Finance Committee Secretary