

Members present: Tom Dorner, Lynn Eberl, Mike Flint, Marty Krueger and Tim McCumber

Others present: Kerry Beghin, Liz Geoghegan, Lynn Horkan, Jessica Machovec, Richard (Chip) Meister, Brent Miller, Treemanisha Stewart and Eric VanDenHuevel,

The meeting was called to order by Chairperson Krueger at 3:30 PM. Certification of open meeting compliance was given. **Motion by McCumber, second by Dorner to adopt the agenda. Motion carried. Motion by Flint, second by Eberl to adopt the minutes of the previous meeting for November 4. Motion carried.**

Public Comment: None

Communications: None

Consider purchase of Sheriff's Department vehicle utilizing incurred savings.

Meister noted to help balance the 2022 budget, the Sheriff's Department eliminated one vehicle purchase. Meister is requesting to purchase the vehicle in 2021 with 2021 incurred savings. **Motion by Flint, second by Eberl to approve purchase of Sheriff's Department vehicle utilizing incurred savings. Motion carried.**

Consider resolution to Authorize the Creation of One Full Time Health Educator Position and to Amend the 2022 Budget.

Miller noted positions and dollars were in the 2022 budget as an estimated place holder for grants. This resolution creates the named position of one full time health educator for the three year grant period. No levy funds this position. The educator will train medical providers in screening tools to bring awareness of substance abuse and help connect participants with resources. Discussed collaboration with other departments who have similar participant populations. Discussed personnel ordinance concerning positions funded by grants. **Motion by Dorner, second by Eberl to Authorize the Creation of One Full Time Health Educator Position and to Amend the 2022 Budget. Motion carried.**

Resolution Authorizing a Contractual Agreement for Professional Auditing Services.

Beghin noted with conclusion of 2020 audit, the contract with Baker Tilly ends. A request for proposal (RFP) generated four proposals. One proposal was disqualified as it did not meet the bid requirements. The review committee discussed merits of the firms such as levels of staffing, experience, fees and cost of transitioning to new audit firm. The committee determined that Baker Tilly was the best option for the county due to continuity, depth of experience and staffing. The committee discussed the "fresh view" notion. Baker Tilly changes some staffing, perspective, focus and methods of the audit each year. Baker Tilly fees for the new contract remain the same as the previous year, with no increase. **Motion by McCumber, second by Eberl to Authorize a Contractual Agreement for Professional Auditing Services with Baker Tilly US LLP. Motion carried.**

Update on the American Rescue Plan (ARPA).

Miller noted nothing new to report since last month.

Presentation of County financial reports.

Beghin reviewed the monthly reports. She commented on sales tax.

Treasurer's Department Update.

Geoghegan reviewed departmental activities, year-to-date budget report and investment report.

**Motion by McCumber, second by Flint to receive the monthly report and approve invoices of \$498.64 and \$139,518.90. Motion carried.**

Accounting Department Update.

Beghin reviewed departmental activities, financial reports and year-to-date budget report. She noted the 2020 audit is fully wrapped up. Department is deep into year-end processes. Miller noted the Tri County percentage between Richland and Sauk has been agreed on, working on the ordinance along with bureau of aeronautics and federal aviation to finalize. **Motion by McCumber, second by Dorner to approve invoices of \$480.00 and \$6,246.75. Motion carried. Motion by McCumber, second by Flint to approve committee payments in the amount of \$15,274.44. Motion carried.**

Next meetings:

Thursday, January 6, 2022 at 3:30 pm – Regular meeting

**Motion by Flint, second by Dorner to adjourn the meeting. Motion carried.**

Respectfully submitted, Lynn Eberl, Finance Committee Secretary