

Sauk County Finance, Personnel & Insurance Committee
Wednesday, June 11, 2025
Room 213, West Square Building, Baraboo

Members present: Gaile Burchill, Sheila Carver, Lynn Eberl, Tim McCumber, Aaron Evert, Terry Spencer, Andrea Lombard, Brandon Lohr, Jake Roxen
Others present: Anna Cooke, Becky Evert, Patrick Gavinski, Quinn Hause, Lynn Horkan, Steve Pate, Tara Thompson, Lisa Wilson

The meeting was called to order by Chair Eberl at 4:00 PM. Certification of open meeting compliance was given. **Motion by Lohr, second by Spencer to adopt the agenda. Motion carried. Motion by Carver, second by Evert to adopt the minutes of the previous meeting from May 14, 2025. Motion carried.**

Public Comment: None
Communications: None

Discussion and Possible Action on Resolution to Authorize the Creation of the Land Information/GIS Department and Department Director Position.

Pate explained the reason for separating out the GIS Department and Director position from MIS. Discussion followed. **Motion by Lohr, second by Spencer to approve the Resolution to Authorize the Creation of the Land Information/GIS Department and Department Director Position. Motion carried.**

Discussion and possible action on Resolution to Authorize the Creation of One Full-Time Crew Leader for the Highway Department.
Gavinski explained the need for the creation of one full-time crew leader, with an elimination of Operator I position. Discussion followed. **Motion by Lohr, second by Evert to approve the Resolution to Authorize the Creation of One Full-Time Crew Leader for the Highway Department. Motion carried.**

Discussion and possible action on Sauk County Health Care Center Incentives for current employees.
Cooke explained the need for incentives for current Health Care Center employees. **Motion by Evert, second by Carver to approve the Resolution Authorizing incentives for Sauk County Health Care employees to continue through August 2, 2025, with a proration for the salary employees up to \$3,500. Motion carried.**

Discussion and consideration of budget timeline, guidelines, priorities, strategic issues, and calendar.
Horkan discussed the budget process. **Motion by McCumber, second by Spencer to approve the budget priorities for 2026 with the recommendation to remove the word consciously in Budget Policy 4. Motion carried.**

Presentation of quarterly accounts receivable reports as of March 31, 2025.
Horkan reviewed the quarterly accounts receivable reports.

Presentation of County Financial reports.
Horkan presented the county financial reports for April 2025.

Personnel and Insurance Department Update.
Cooke reviewed departmental activities and various reports.

Review and Approval of Invoices for the Personnel and Insurance Department.
Motion by Evert, second by Lohr to approve invoices in the amount of \$20,200.82. Motion carried.

Treasurers Department Update.
Machovec submitted departmental activities, financial reports, and investment reports.

Review Approval of Invoices for the Treasurer's Department.
Motion by Carver, second by Lombard to approve invoices for \$219,184.57. Motion carried.

Accounting Department Update.
Horkan reviewed departmental activities, monthly report, and budget report.

Review and Approval of Invoices for the Accounting Department.
Motion by Lohr, second by Burchill to approve invoices for \$29,298.00. Motion carried.

Review and Approval of Committee payments.
Motion by Spencer, second by Evert to approve the Committee payments of \$13,703.60. Motion carried.

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 Finance Director.

Motion by McCumber, second by Lombard to go to 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 Finance Director. Motion Carried.

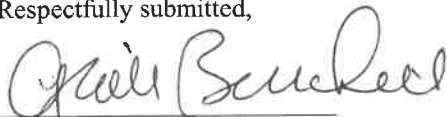
Reconvene in open session.

Next meeting(s):

Wednesday, July 9, 2025, at 4:00 PM.

Motion by Carver, second by Lombard to adjourn the meeting. Motion carried.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Gail Burchill", written in dark ink.

Gail Burchill,

Finance, Personnel & Insurance Committee Secretary