

Sauk County Finance, Personnel & Insurance Committee  
Wednesday, July 9, 2025  
Room 213, West Square Building, Baraboo

Members present: Gaile Burchill, Sheila Carver, Lynn Eberl, Tim McCumber (virtual), Aaron Evert, Terry Spencer, Andrea Lombard, Brandon Lohr, Jake Roxen  
Others present: Anna Cooke, Lynn Horkan, Timothy Kabot, Melissa Schlupp, 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 Spencer, second by Evert to adopt the agenda without item 6 (b). Motion carried. Motion by Carver, second by Burchill to adopt the minutes of the previous meeting from June 11, 2025. Motion carried.**

Public Comment: None  
Communications: None

Discussion and Possible Action on Resolution to Authorize the County Administrator to Enter into a Cost Reimbursement Subaward with Sand County Foundation, Amending the Land Resources and Environment (LRE) Department 2025 Budget.  
Schlupp explained the reason for utilizing the subaward within the LRE department. Discussion followed. **Motion by Lohr, second by Spencer to approve the Resolution to Authorize the County Administrator to Enter into a Cost Reimbursement Subaward with Sand County Foundation, Amending the Land Resources and Environment Department 2025 Budget. Motion carried.**

Discussion and possible action to promote Jeanette McDowell to the Deputy Treasurer position effective July 20, 2025.  
Cooke and Machovec explained departmental staffing and promotion.. **Motion by Lohr, second by Evert to approve the promotion of Jeanette McDowell to Deputy Treasurer position effective July 20, 2025. Motion carried.**

Presentation of County Financial reports.  
Horkan presented the county financial reports for May 2025. **Motion by Lombard, second by Burchill to accept the County Financial Reports. Motion carried.**

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 Burchill to approve invoices in the amount of \$1,214.84. 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 Lohr, second by Lombard to approve invoices for \$222,444.09. Motion carried.**

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

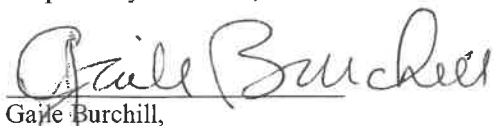
Review and Approval of Invoices for the Accounting Department.  
**Motion by Burchill, second by Spencer to approve invoices for \$500.00. Motion carried.**

Review and Approval of Committee payments.  
**Motion by Carver, second by Evert to approve the Committee payments of \$18,675.85. Motion carried.**

Next meeting(s):  
Wednesday, August 13, 2025, at 4:00 PM.

**Motion by Carver, second by Evert to adjourn the meeting. Motion carried.**

Respectfully submitted,



Gaile Burchill,  
Finance, Personnel & Insurance Committee Secretary