

Sauk County Finance, Personnel & Insurance Committee

Wednesday, August 13, 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: Justin Hoagland (virtual), Lynn Horkan, Jessica Machovec, 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 Lombard to adopt the agenda. Motion carried. Motion by Spencer, second by Lohr to adopt the minutes of the previous meeting from July 9, 2025. Motion carried.**

Public Comment: None

Communications: GFOA Distinguished Budget Award 2025

Preliminary update from auditors on 2024 audit results.

Baker Tilly, Justin Hoagland, presented the 2024 Audit Presentation, 2024 Annual Comprehensive Financial Report (ACFR), and the 2024 Audit Results.

Presentation of quarterly accounts receivable reports as of June 30, 2025.

Horkan presented the quarterly accounts receivable reports for Clerk of Courts, Human Services, Highway, and Health Care Center.

Budget Update

Horkan discussed the budget process and the status.

Presentation of County Financial reports.

Horkan presented the county financial reports for June 2025.

Personnel and Insurance Department Update.

Wilson reviewed departmental activities and various reports.

Review and Approval of Invoices for the Personnel and Insurance Department.

Motion by McCumber, second by Burchill to approve invoices in the amount of \$4,940.04. 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 McCumber, second by Spencer to approve invoices for \$46,263,476.62. 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 McCumber, second by Carver to approve invoices for \$34,450.00. Motion carried.

Review and Approval of Committee payments.

Motion by Evert, second by Burchill to approve the Committee payments of \$17,554.30. Motion carried.

Next meeting(s):

Wednesday, September 10, 2025, at 4:00 PM.

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

Respectfully submitted,

Gaile Burchill,
Finance, Personnel & Insurance Committee Secretary