

Sauk County Finance, Personnel & Insurance Committee
Wednesday, May 12, 2026
Room 213, West Square Building, Baraboo

Members present: Gaile Burchill, Jim Clift, Aaron Evert, Brandon Lohr, Tim McCumber, Samuel Pocernich, Raymond Ring, Terry Spencer

Not present: Jim Clift, Mark Waldon

Others present: Stephanie Beardsley, Anna Cooke, Ian Crammond, Timothy Kabat, Jessica Machovec, Melissa Schlupp, Jed Seidl, Tara Thompson, Eric Van Den Huevel, Lisa Wilson

The meeting was called to order by Chair Lohr at 4:30 PM. Certification of open meeting compliance was given. **Motion by Evert, second by Spencer to adopt the agenda. Motion carried. Motion by Evert second by Burchill to adopt the minutes of the previous meeting from April 8, 2026. Motion carried.**

Public Comment: None

Communications: None

Discussion and Possible Action to Approve a Resolution Authorizing the County Administrator to Sign a Subaward Amendment with Sand County Foundation: Amending the Land Resources and Environment Department 2026 Budget.

Schlupp discussed the need for the amendment for \$100,000. **Motion by Burchill, second by Evert to Approve a Resolution Authorizing the County Administrator to Sign a Subaward Amendment with Sand County Foundation; Amending the 2026 Budget. Motion carried.**

Discussion and Possible Action to Approve a Resolution Authorizing the County Administrator to Accept a Notice of Discharge Grant: Amending the Land Resources and Environment Department 2026 Budget.

Schlupp discussed the need for the amendment for \$560,246. **Motion by Spencer, second by Evert to Approve a Resolution Authorizing the County Administrator to Sign a Subaward Amendment with Sand County Foundation; Amending the 2026 Budget. Motion carried.**

Discussion and Possible Action on a Resolution Amending the 2026 Budget and Authorizing the Purchase of an Electronic Notification System.

Seidl discussed amending the 2026 budget to include \$249,071.02 from general fund to support the purchase and installation of an electronic Emergency Notification System. **Motion by Evert, second by Spencer to Approve a Resolution Amending the 2026 Budget and Authorizing the Purchase of an Electronic Notification System. Motion carried.**

Discussion and Possible Action on Resolution to Authorize the Creation of One Full-Time Marketing Coordinator Position for the Administration Department.

Wilson discussed the need for the creation of the Marketing Coordinator position. **Motion by Lohr, second by McCumber to Approve the Creation of One Full-Time Marketing Coordinator Position for the Administration Department with the reclassification of the Executive Assistant. Motion carried.**

Discussion and possible action on Resolution Assigning Funds as of December 31, 2025, and Amending the 2025 Budget (2025 Year end closing).

Beardsley discussed the 2025-year end closing process. The amount of \$121,860 will be transferred from the 2025 contingency fund. **Motion by Burchill, second by Evert to approve the Resolution Assigning Funds as of December 31, 2025, and Amending the 2025 Budget (2025 Year End Closing). Motion carried.**

Discussion and possible action on Resolution Assigning Funds as of December 31, 2025, and Amending the 2026 Budget (Carryforwards).

Beardsley discussed the carryforwards in the amount of \$15,414,596. **Motion by Spencer, second by Evert to approve the Resolution Assigning Funds as of December 31, 2025, and Amending the 2026 Budget (Carryforwards). Motion carried.**

Set meeting and special meeting date/time in September for County Administrator's budget presentation.

The special meeting date/time to review the budget presentation on September 22, 2026, at 4:30pm.

Presentation of quarterly accounts receivable reports as of March 31, 2026.

Beardsley presented the quarterly accounts receivable report for the Clerk of Courts, Health Care Center, Highway and Human services.

Presentation of County financial reports.

Beardsley presented the county financial reports through March 2026.

Personnel and Insurance Department Update.

Cooke reviewed departmental activities, and various other reports.

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

Motion by McCumber, second by Evert, to approve invoices in the amount of \$234,100.36. Motion carried.

Treasurers Department Update.

Machovec reviewed departmental activities, financial reports, and investment reports.

Review and Approval of Invoices for the Treasurer's Department.

Motion by Spencer, second by McCumber to approve invoices for \$375,323.49. Motion carried.

Review and Approval of Funds Disbursement and Closing of CDBG-RLF Housing Bank Account.

Motion by Evert, second by Burchill to approve invoices for \$31,516.69. Motion carried.

Accounting Department Update.

Beardsley reviewed departmental activities, monthly report, and budget report.

Review and Approval of Invoices for the Accounting Department.

Motion by Pocernich, second by Evert to approve invoices for \$3,357.00. Motion carried.

Review and Approval of Committee payments.

Motion by Evert, second by Spencer to approve the Committee payments of \$16,948.16. Motion carried.

Closed Session pursuant to Wisc. Stats. 19.85(1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Topic: WPPA Negotiations).

Motion by McCumber, second by Burchill to go to Closed Session pursuant to Wisc. Stats. 19.85(1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Topic: WPPA Negotiations). Motion Carried.

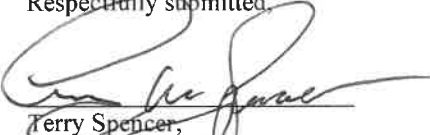
Reconvene in open session.

Next meeting(s):

Tuesday, June 9, 2026, at 4:30 PM.

Motion by Ring, second by Evert to adjourn the meeting at 5:48 PM. Motion carried.

Respectfully submitted,



Terry Spencer,
Finance, Personnel & Insurance Committee Secretary