

**Minutes of the May 11<sup>th</sup> meeting of the Sawyer County  
Finance Committee  
Of the Sawyer County Board of Supervisors  
Assembly Room; Sawyer County**



**Voting Committee Members (X) Present:**

- Chair: **Ron Kinsley**
- Vice Chair, John Righeimer
- Stacey Hessel
- Tom Duffy
- Dale Schleeter

**Others Present:**

Andy Albarado  
Lynn Fitch  
Mike Markgren  
Linda Zillmer  
Tweed Shuman at 8:30 am

**Call to Order** –Chair Kinsley called the meeting to order at 8:30 am.

**Certification of Compliance** with the open meeting law was met. Roll Call taken and quorum was met.

**Meeting Agenda –**

**Public Comments – Linda Zillmer**

**Minutes from the previous meeting dated: April 13, 2023**

Motion to approve made by: Mr. Duffy Second by: Ms. Hessel

Motion carried without negative vote.

**Finance Department Report -**

Sales Tax Distribution – A written report was provided; April fell a little but overall the total is still higher for the year.

Budget Updates – A written report was provided; they are almost to the point of closing the 2022 year. Ambulance billing was down, but overall the department was considered a net neutral result since expenses were down. Overall expenses were about \$300,000 under budget; resulting in a surplus. 2023 revenues are at 33% at this point in time.

Capital Improvement Plan Update – Purchases – A written report of CIP items purchased was provided.

Employee Travel and Reimbursement Policy Revisions – An updated version of the policy was provided. The changes are on page 2 of the attachment; this would give staff the ability to use their own vehicle in traveling. Clarification on meal reimbursement was also included. A motion was made by Ms. Hessel to approve the changes in the policy as presented and forward it to the County Board; second by Mr. Schleeter. Motion carried without negative vote.

**Investments Review and Update -**

A written report was provided. Rates are still very strong; interest for the month was \$90,488, YTD it is \$222,693.

**EMS-Ambulance -**

A 2019-2023 Ambulance Billing Analysis was provided. The aging report was reviewed showing that the percentage for current billing has increased slightly at 26.24%. The average calls per month are down from previous years, but collections per month remain consistent. The percentage of bills per collection has increased with the new billing company; collection efforts are trending upward at this time.

**Financial and Fund Updates -**

ARPA Funds, Opioid and LATCF - These balances remain unchanged at this time; a broadband invoice will be coming soon.

**Courtroom Remodeling Update --**

Mr. Albarado reviewed the current project status and updated the committee on the construction timeline. The new courtroom is in use, the Sheriff's Department staff are using their new facilities and the Board Room should be available for use starting next week. A list of courthouse expansion additional items to consider was shared; total additional cost estimate is \$187,200, there are no funds remaining in the contingency fund. Mr. Albarado reviewed a list of expense overages and construction changes that are bringing the project over budget. A motion was made by Ms. Hessel; second by Mr. Schleeter to bring these items to the full board for review and decisions. Motion carried without negative vote.

**Resolution Authorizing the Borrowing of not to Exceed \$4M; and Providing the Issuance and Sale of General Obligation Promissory Notes, Series 2023 -**

Mr. Markgren presented the resolution to fund the courthouse project and other required operational components, and the 2023/2024 capital improvement projects collectively. A motion was made by Ms. Hessel; second by Mr. Duffy to approve the resolution and forward it to the full board for approval. Motion carried without negative vote.

**Future Agenda Items –**

**Correspondence, reports from conferences and meetings -**

**Adjournment – 9:59 am**

**Next Meeting:** June 8, 2023      **Time:** 8:30 am      **Location:** Board Room  
Minutes recorded by Lynn Fitch, County Clerk