

**FINANCE**  
**June 18<sup>th</sup>, 2025**

<b>Call to order</b>	The Finance Committee meeting was called to order at 9:00 a.m. by Finance Chairman Gary Koch. Committee members Gerry Krachey, Bruce Strnad, Wayne Jerrett, and Greg Russell were present. Also present were Deanne Lutz, Treasurer; Dan McWilliams, HHSD Director; and Roberta Fisher, County Clerk.
<b>Verify posting</b>	The Finance Chairman verified that the meeting notice was properly posted at the Courthouse, Administration Building and on the county website.
<b>Approval of Minutes</b>	Motion by Koch, second by Strnad to approve the minutes from the June 4 <sup>th</sup> Finance Committee meeting. The motion carried with no negative votes cast.
<b>Approval of Bills and Proposals</b>	<p>The Clerk presented two invoices for approval today.</p> <ul style="list-style-type: none"><li>• Kraemer Brothers Payment App #9 - \$2,714,530.12</li><li>• Johnson Block - \$8,500.00</li></ul> <p><b>Motion by Krachey, second by Strnad to approve payment of the above two invoices. The motion carried unanimously.</b></p>
<b>Fair Entry Online Payment Program</b>	<p>Deanne Lutz, Treasurer, informed the committee that Fair Coordinator Lyrica Marks purchased a new fair entry program using funds within the Fair's budget. The Fair Committee did approve the purchase, but it was not brought to the Finance Committee. The previous program is no longer available, so a replacement was necessary.</p> <p>The new program comes with a different credit card processing company. Deanne researched it and found another county using the same system with no issues. She's now asking the Finance Committee to approve using Royal Bank as the financial institution attached to the program and to allow Lyrica viewing access only to the account.</p> <p><b>Motion by Krachey, second by Strnad to approve the new online fair entry program and grant Lyrica viewing access only to the Royal Bank accounts. The motion passed with no negative votes cast.</b></p>
<b>Opioid Project Request</b>	The Prairie du Chien Police Department has submitted an application to the Crawford County Health & Human Services Department Opioid Subcommittee to fund the purchase of a fume hood that is rated and capable of testing for opioids and specifically fentanyl.

The HHSD Opioid Subcommittee reviewed the project and feels it meets the requirements, as long as there is education provided to the community. Without the education component, this would not be approved.

**Motion by Strnad, second by Jerrett to approve the PdC Police Department request for up to \$7,500 to purchase and install a new fume hood and provide opioid education to the community using Opioid Settlement funds. The motion carried unanimously.**

**ClearGov  
Letter of  
Intent**

At the June 4<sup>th</sup> Finance Committee meeting, ClearGov gave a presentation on their Budget Management software. The committee agreed to consider the program for possible inclusion in the 2026 Budget. A letter of intent was prepared and presented to the Finance Committee today to secure a 50% discount on the cost.

**Motion by Krachey, second by Jerrett to approve and sign the Letter of Intent to secure the 50% cost savings. The motion carried with no negative votes cast.**

**2026 Budget  
Preparations**

Johnson Block will present the 2024 financial audit findings at the July 16<sup>th</sup> Finance Committee meeting. Second quarter 2025 finance reports will also be available at that time. Budget worksheets and a memo will be sent to the department heads after committee approval on July 16<sup>th</sup>. Departments will be asked to keep their levy request the same as last year.

**Co Treasurer  
Report**

Deanne Lutz, Treasurer, distributed the updated monthly Sales & Use and Wheel Tax reports for review. Sales & Use Tax in May increased 14.4% from last year. Wheel Tax in April was down 5.64% from last year at the same time.

An update was also provided on the Capital Project—New Jail & Emergency Government Mobile Unit expense account. To date, interest earned on the Phase I borrowing totals \$298,538.74.

**Next meeting**

July 16<sup>th</sup>, 2025, at 9:00 a.m.

**Adjournment**

Motion by Russell, second by Jerrett to adjourn. The motion carried unanimously, and the meeting adjourned at 10:35 a.m.

**Roberta A. Fisher, County Clerk**