

Carol Williamson, Sawyer County Clerk  
Sawyer County Courthouse  
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AGENDA  
Meeting of the Administration Committee  
Sawyer County Board of Supervisors  
Assembly Room, Sawyer County Courthouse  
April 13, 2017; 8:30 a.m.

1. Meeting agenda
2. Minutes of March 9, 2016 meeting
3. Audience recognition
4. Veterans Service Department report, including:
  - a. Budget Performance Report
5. County Treasurer's report, including
  - a. Request approval for a checking account for the Community Development Block Grant administered by Northwest Regional Planning
6. Information Technology Department report
7. County Administrator's report
  - a. Resolution to Amend the 2016 Sawyer County Budget per Wisconsin State Statute 65.90(5)
  - b. Resolution Authorizing the Request for Legal Loss Prevention Services from the Wisconsin County Mutual Insurance Corporation
  - c. Affirmative Action Equal Employment Opportunity Plan
  - d. Resolution Authorizing Revisions to the Sawyer County Personnel Policy Manual
  - e. Resolution to Authorize Hiring Staff for Courthouse Security
  - f. Resolution to Proceed with Building EMS Facility in Southern Sawyer County Location
  - g. Review 2018 Budget Timeline
8. Other matters for discussion only

Carol Williamson  
Sawyer County Clerk

Emailed to: Sawyer County Record, Sawyer County Gazette, WRLS, WHSM, AND WOJB,  
Hayward Library, and Village of Winter for posting on Tuesday, April 11, 2017, 2:45 p.m. by  
Carol Williamson

Draft

Minutes of the March 9, 2017, Administration Committee Meeting  
Sawyer County Board of Supervisors

Members present: Ron Kinsley, Kathy McCoy, Brian Bisonette, Bill Voight, Dale Schleeter

Others present: Tom Hoff, Mike Keefe, Carol Williamson, Gary Elliott, Mike Coleson, Dianne Ince, Mitch Rice

Motion by Voight, 2<sup>nd</sup> by Bisonette, to approve the minutes of the February 9, 2017 meeting. Motion carried

Veteran Service Officer Gary Elliott provided a written report to the Committee. Elliott submitted articles to the Sawyer County Record and the Sawyer County Gazette regarding FY 2015. Veterans make up 11.2% of Sawyer County's population. The Veteran Service Office expends .74 percent of the Sawyer County Budget. In 2015, the efforts of the Veteran Service Officers brought back \$13,497,000 in Federal Department of Veteran Affairs benefits to Sawyer County's Veterans.

Treasurer Dianne Ince provided a written financial report and sales tax report. Ambulance billing is being outsourced to Advance Billing and a separate account is needed for deposits. Motion by Schleeter, 2<sup>nd</sup> by Bisonette, to approve a Wells Fargo Bank account for Ambulance Billing fees. Motion carried

Information Technology Director Mike Coleson informed the Committee he is receiving positive feedback on the new website. The Courtroom audio/visual upgrade installation will depend on courtroom remodeling.

Sawyer County Administrator Tom Hoff presented his report. Hoff's report includes a proposed new Sawyer County Logo. This will be on the County Board Agenda March 16, 2017.

Accounting Manager Mike Keefe presented a Resolution to transfer funds up to \$9,150 from the 2017 Contingency Budget to the 2017 Emergency Management Department Budget. The funds are for tower repairs at three sites that are not in the 2017 budget. Motion by Voight, 2<sup>nd</sup> by Schleeter, to recommend County Board approval of the Resolution. McCoy asked if funds could come out of the Resource Development Fund instead of the Contingency Fund. Schleeter withdrew his second, Voight withdrew his motion. Motion by McCoy, 2<sup>nd</sup> by Schleeter, to approve the Resolution with the change to transfer needed funds up to \$9,150 from the Resource Development Fund. Motion carried

Keefe provided the Committee with a Preliminary 2016 Revenue, Expense, and Fund Balance report.

Bayfield County Criminal Justice Coordinator Brenda Spurlock presented the Integrated "Bridges to Treatment" Project Proposal to the Public Safety Committee on March 2, 2017. The grant deadline is April 4, 2017 and a "Letter of Commitment" is required from County Officials. Motion by McCoy, 2<sup>nd</sup> by Voight, to approve and forward a "Letter of Commitment" to County Board. Motion carried

Ambulance Director Mitch Rice and Accounting Manager Keefe presented full-time ambulance plans to Public Safety on March 2, 2017. Public Safety recommends moving ahead with Phase I Full-time staffing. Motion by McCoy, 2<sup>nd</sup> by Voight, to recommend moving ahead with Phase I full-time staffing for the Sawyer County Ambulance Service. Motion carried

Motion by Bisonette, 2<sup>nd</sup> by Voight, to convene into Closed Session pursuant to section 19.85 (1)(f) Wisconsin Statutes for discussion of personnel issues. Motion carried unanimous

Motion by Bisonette, 2<sup>nd</sup> by Schleeter, to come out of closed session and reconvene in open session. Motion carried.

Adjourned

Minutes prepared by Sawyer County Clerk Carol Williamson

Gary Elliott  
Veteran Service Officer  
OFFICE: (715) 634-2770  
FAX: (715) 638-3213

Sawyer County  
Veteran Service Office  
15872 E. Fifth Street  
Hayward, WI 54943



**Administrative Committee Meeting, April 13, 2017**

A. **Budget Performance Report:** Submitted for review.

B. **Office Report:**

Contacts:

March: 859 phone calls, 403 letters/emails/faxes and 584 office visits.

VA Disability Compensation/Pension Claims:

The Veteran Service office submitted 35 disability/pension claims to date and received Retroactive Payment of \$137,173.30 for Claims decided in the Veteran's favor. We also recovered \$2,406.00 in burial benefits and over \$33,626 in wrongful health care billing actions.

VET Center:

Vet Center Counselor held 81 counseling appointments.

Training: Wisconsin CVSO Spring Conference (training) 15 – 19 May, Bayfield, WI

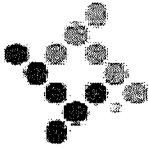
Miscellaneous Information:

25 March – Vietnam Veterans Welcome Home Event 167 Veterans/Family Members/Local Community  
30 March – Outreach at the LCO Job Fair

Respectfully submitted,

A handwritten signature in black ink, appearing to read "G. Elliott", is written over the typed name.

Gary Elliott  
CVSO



# Budget Performance Report

Fiscal Year to Date 04/03/17

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<b>Fund 100 - General Fund</b>										
<b>REVENUE</b>										
Department <b>57 - Veteran's Administration</b>										
46250	Veterans' Trans. Fees	9,000.00	.00	9,000.00	.00	.00	2,075.00	6,925.00	23	9,905.00
48430	Insurance Recoveries	.00	.00	.00	.00	.00	.00	.00	+++	405.39
48515	Donations	.00	.00	.00	.00	.00	.00	.00	+++	700.00
49220	Transfer from Spec. Rev. Fund	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	4,000.00
Department <b>57 - Veteran's Administration Totals</b>		<b>\$13,000.00</b>	<b>\$0.00</b>	<b>\$13,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,075.00</b>	<b>\$10,925.00</b>	<b>16%</b>	<b>\$15,010.39</b>
<b>REVENUE TOTALS</b>		<b>\$13,000.00</b>	<b>\$0.00</b>	<b>\$13,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,075.00</b>	<b>\$10,925.00</b>	<b>16%</b>	<b>\$15,010.39</b>
<b>EXPENSE</b>										
Department <b>57 - Veteran's Administration</b>										
State Account <b>54710 - Veteran's Relief</b>										
50322	Veterans' Relief Expenses	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	1,174.48
State Account <b>54710 - Veteran's Relief Totals</b>		<b>\$2,000.00</b>	<b>\$0.00</b>	<b>\$2,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,000.00</b>	<b>0%</b>	<b>\$1,174.48</b>
State Account <b>54720 - Veteran's Office</b>										
50111	Regular Salaries	107,094.00	.00	107,094.00	.00	.00	22,545.74	84,548.26	21	94,499.80
50124	Temporary Help	600.00	.00	600.00	.00	.00	.00	600.00	0	.00
50144	Term Life Ins./Employer's Share	20.00	.00	20.00	.00	.00	3.54	16.46	18	7.54
50147	Workers Comp	4,797.00	.00	4,797.00	.00	.00	795.79	4,001.21	17	3,594.38
50151	FICA-Employer's Share	8,403.00	.00	8,403.00	.00	.00	1,726.83	6,676.17	21	7,201.05
50152	Retirement-Employer's Share	4,706.00	.00	4,706.00	.00	.00	993.38	3,712.62	21	4,260.74
50154	Hospital and Health Insurance	.00	.00	.00	.00	.00	.00	.00	+++	2,815.57
50155	Flex Administration Fees	135.00	.00	135.00	.00	.00	12.90	122.10	10	125.50
50225	Telephone	550.00	.00	550.00	.00	.00	20.23	529.77	4	427.82
50270	Insurance Claim	.00	.00	.00	.00	.00	.00	.00	+++	652.30
50311	Postage	450.00	.00	450.00	.00	.00	22.10	427.90	5	213.59
50312	Office Supplies	3,000.00	.00	3,000.00	.00	.00	74.00	2,926.00	2	662.80
50313	Printing	2,000.00	.00	2,000.00	.00	.00	399.94	1,600.06	20	2,430.61
50315	Copy Machine Expenses	200.00	.00	200.00	.00	.00	.00	200.00	0	.00
50325	Registration Fees	200.00	.00	200.00	.00	.00	.00	200.00	0	110.00
50326	Job Advertisements	.00	.00	.00	.00	.00	.00	.00	+++	920.40
50329	Dues/Subscriptions	300.00	.00	300.00	.00	.00	175.00	125.00	58	84.00
50335	Meal Expenses	.00	.00	.00	.00	.00	.00	.00	+++	297.00
50336	Lodging	.00	.00	.00	.00	.00	.00	.00	+++	614.00
50339	Travel	.00	.00	.00	.00	.00	.00	.00	+++	359.60
50343	Boards & Commissions	300.00	.00	300.00	.00	.00	.00	300.00	0	100.00
<b>50349</b>	<b>Flags</b>									
50349-342	Flags	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
<b>50349 - Flags Totals</b>		<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	<b>0%</b>	<b>\$0.00</b>
50351	Vehicle Fuel	7,000.00	.00	7,000.00	.00	.00	826.81	6,173.19	12	4,128.58
State Account <b>54720 - Veteran's Office Totals</b>		<b>\$140,755.00</b>	<b>\$0.00</b>	<b>\$140,755.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$27,596.26</b>	<b>\$113,158.74</b>	<b>20%</b>	<b>\$123,505.28</b>

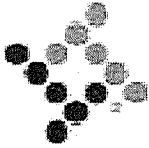


# Budget Performance Report

Fiscal Year to Date 04/03/17

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<b>Fund 100 - General Fund</b>										
EXPENSE										
Department 57 - Veteran's Administration										
State Account 54730 - Care of Veteran's Graves										
50000	Miscellaneous Expense	.00	.00	.00	.00	.00	.00	.00	+++	5,160.00
50220	Contracted Expenses	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	.00
State Account 54730 - Care of Veteran's Graves Totals		\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0%	\$5,160.00
Department 57 - Veteran's Administration Totals		\$148,755.00	\$0.00	\$148,755.00	\$0.00	\$0.00	\$27,596.26	\$121,158.74	19%	\$129,839.76
EXPENSE TOTALS		\$148,755.00	\$0.00	\$148,755.00	\$0.00	\$0.00	\$27,596.26	\$121,158.74	19%	\$129,839.76
Fund 100 - General Fund Totals										
REVENUE TOTALS		13,000.00	.00	13,000.00	.00	.00	2,075.00	10,925.00	16%	15,010.39
EXPENSE TOTALS		148,755.00	.00	148,755.00	.00	.00	27,596.26	121,158.74	19%	129,839.76
Fund 100 - General Fund Totals		(\$135,755.00)	\$0.00	(\$135,755.00)	\$0.00	\$0.00	(\$25,521.26)	(\$110,233.74)		(\$114,829.37)
<b>Fund 213 - Veterans Service Grant</b>										
REVENUE										
Department 00 - General										
43565	State Aid/Veteran's Grant	8,500.00	.00	8,500.00	.00	.00	5,705.86	2,794.14	67	5,331.98
49300	Use of Prior Years' Fund Balance	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	.00
Department 00 - General Totals		\$12,500.00	\$0.00	\$12,500.00	\$0.00	\$0.00	\$5,705.86	\$6,794.14	46%	\$5,331.98
REVENUE TOTALS		\$12,500.00	\$0.00	\$12,500.00	\$0.00	\$0.00	\$5,705.86	\$6,794.14	46%	\$5,331.98
EXPENSE										
Department 00 - General										
State Account 54700 - Veteran's Grant Expenses										
50000	Miscellaneous Expense	.00	.00	.00	.00	.00	.00	.00	+++	14.00
50111	Regular Salaries	2,150.00	.00	2,150.00	.00	.00	.00	2,150.00	0	3,800.00
50147	Workers Comp	.00	.00	.00	.00	.00	.00	.00	+++	152.00
50151	FICA-Employer's Share	.00	.00	.00	.00	.00	.00	.00	+++	290.70
50152	Retirement-Employer's Share	.00	.00	.00	.00	.00	.00	.00	+++	250.80
50154	Hospital and Health Insurance	.00	.00	.00	.00	.00	.00	.00	+++	40.73
50226	Hardware/Software	2,800.00	.00	2,800.00	.00	.00	1,197.00	1,603.00	43	798.00
50325	Registration Fees	.00	.00	.00	.00	.00	225.00	(225.00)	+++	.00
50335	Meal Expenses	750.00	.00	750.00	.00	.00	.00	750.00	0	.00
50336	Lodging	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	446.00
50339	Travel	800.00	.00	800.00	.00	.00	.00	800.00	0	449.60
50805	Capital Outlay-Small Equipment (1000 - 5000)	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	1,393.88
State Account 54700 - Veteran's Grant Expenses Totals		\$12,500.00	\$0.00	\$12,500.00	\$0.00	\$0.00	\$1,422.00	\$11,078.00	11%	\$7,635.71
Department 00 - General Totals		\$12,500.00	\$0.00	\$12,500.00	\$0.00	\$0.00	\$1,422.00	\$11,078.00	11%	\$7,635.71
EXPENSE TOTALS		\$12,500.00	\$0.00	\$12,500.00	\$0.00	\$0.00	\$1,422.00	\$11,078.00	11%	\$7,635.71
Fund 213 - Veterans Service Grant Totals										



# Budget Performance Report

Fiscal Year to Date 04/03/17

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
	REVENUE TOTALS	12,500.00	.00	12,500.00	.00	.00	5,705.86	6,794.14	46%	5,331.98
	EXPENSE TOTALS	12,500.00	.00	12,500.00	.00	.00	1,422.00	11,078.00	11%	7,635.71
	<b>Fund 213 - Veterans Service Grant Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,283.86</b>	<b>(\$4,283.86)</b>		<b>(\$2,303.73)</b>
<b>Fund 411 - Veteran's Transportation Grant</b>										
	REVENUE									
	Department 00 - General									
43566	Veterans' Trans. Grant	9,000.00	.00	9,000.00	.00	.00	14,270.94	(5,270.94)	159%	12,463.27
	Department 00 - General Totals	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$0.00	\$14,270.94	(\$5,270.94)	159%	\$12,463.27
	REVENUE TOTALS	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$0.00	\$14,270.94	(\$5,270.94)	159%	\$12,463.27
	EXPENSE									
	Department 00 - General									
	State Account 54725 - Capital Outlay/Van Purchase									
50211	Capital Outlay - Vehicles	5,000.00	.00	5,000.00	.00	.00	5,000.00	0	0%	4,000.00
59210	Transfer to General Fund	4,000.00	.00	4,000.00	.00	.00	4,000.00	0	0%	4,000.00
	State Account 54725 - Capital Outlay/Van Purchase Totals	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$0.00	\$9,000.00	\$9,000.00	0%	\$4,000.00
	Department 00 - General Totals	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$0.00	\$9,000.00	\$9,000.00	0%	\$4,000.00
	EXPENSE TOTALS	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00	0%	\$4,000.00
	<b>Fund 411 - Veteran's Transportation Grant Totals</b>									
	REVENUE TOTALS	9,000.00	.00	9,000.00	.00	.00	14,270.94	(5,270.94)	159%	12,463.27
	EXPENSE TOTALS	9,000.00	.00	9,000.00	.00	.00	.00	9,000.00	0%	4,000.00
	<b>Fund 411 - Veteran's Transportation Grant Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$14,270.94</b>	<b>(\$14,270.94)</b>		<b>\$8,463.27</b>
	Grand Totals									
	REVENUE TOTALS	34,500.00	.00	34,500.00	.00	.00	22,051.80	12,448.20	64%	32,805.64
	EXPENSE TOTALS	170,255.00	.00	170,255.00	.00	.00	29,018.26	141,236.74	17%	141,475.47
	Grand Totals	(\$135,755.00)	\$0.00	(\$135,755.00)	\$0.00	\$0.00	(\$6,966.46)	(\$128,788.54)		(\$108,669.83)

**FINANCIAL REPORT  
MARCH 2017**

Current Month      Previous Month      Previous Year

<b>Certificates of Deposit</b>	Rate	Maturity			
Peoples Bank WI	0.50%	5/18/2016	\$0	\$0	\$503,138
Peoples Bank WI	0.35%	5/18/2016	\$0	\$0	\$500,432
<b>Savings Account</b>					
Govt Invest Pool	0.58%		\$1,009,309	\$1,009,221	\$5,643
<b>Checking Account</b>					
Peoples Bank WI	1.05%		\$14,607,782	\$15,439,572	\$14,060,601
Chippewa Valley Bank	0.05%		\$27,536	\$46,671	\$116,431
CVB Debt Service Fund	0.05%		\$3,361	\$3,361	\$3,359
Johnson Bank			\$176,543	\$168,502	\$152,751
Johnson Bank-COP			\$5,756	\$5,756	\$5,753
Johnson Bank Flex/HRA			\$1	\$1	\$1
Wells Fargo			\$3,000	\$3,000	\$3,000
<b>Total</b>			<b>\$15,833,287</b>	<b>\$16,676,083</b>	<b>\$15,351,108</b>
<b>Receipts</b>					
Delinquent			\$99,347	\$94,421	\$58,244
Current			\$460,492	\$435,991	\$557,400
General			\$801,005	\$842,243	\$1,013,126
Highway Dept.			\$203,612	\$372,230	\$240,942
Tax Settlement			\$418,491	\$5,404,707	\$347,996
<b>Total Receipts</b>			<b>\$1,982,947</b>	<b>\$7,149,592</b>	<b>\$2,217,708</b>
<b>Total Disbursement</b>					
			\$2,825,777	\$2,199,018	\$2,178,632
<b>Income</b>					
Tax Deed Expense			\$350	\$490	\$280
Ad Fee Expense			\$400	\$487	\$440
Interest Received			\$13,254	\$9,839	\$7,449
YTD Interest Received			\$32,603	\$19,262	\$18,844



**PEOPLES  
BANK MIDWEST**  
*People You Know. People You Trust.*

10583 Main Street, P.O. Box 391, Hayward, WI 54843 (715) 634-2674

**March 31, 2017**

**Dianne Ince Treasurer  
Sawyer County  
P. O. Box 935  
Hayward, WI 54843**



**Re: Market value of assets pledged to Sawyer County Deposits**

**As of March 31, 2017, Peoples Bank of Wisconsin has pledged the attached list of securities to cover deposits that exceed the State of Wisconsin and FDIC insurance limits.**

**Sawyer County's General Account is covered by FDIC insurance in the amount of \$250,000.00 and the State of Wisconsin Trust Fund for \$400,000.00, and the pledged securities' market value totaling \$14,539,862.65. Additional securities will be pledged if the market value of these securities falls below the amount required to satisfy this pledge.**

**Sincerely,**

**Deena Johnson  
Operations Officer**

**Enclosure**



	A	B	C	D	E
1	Peoples Bank Midwest- BONDS PLEDGED FOR SAWYER COUNTY as of March 31, 2017				
2					
3	CUSIP #	DESCRIPTION	PAR AMOUNT	MARKET VALUE	MATURITY DATE
4	006191JH4	ADAMS COUNTY WI GO BOND	\$275,000.00	\$276,496.00	4/1/2026
5	020090SD4	ALMA WI GO BOND	\$295,000.00	\$311,977.25	3/1/2026
6	020278AM9	ALMA WI GO BOND	\$150,000.00	\$152,251.50	3/1/2027
7	020278AN7	ALMA WI GO BOND	\$155,000.00	\$157,242.85	3/1/2028
8	020609DR1	ALPENA MI GO BOND	\$230,000.00	\$229,052.40	10/1/2026
9	038141ME4	APPLETON WI REV BOND	\$180,000.00	\$192,115.80	1/1/2025
10	03922PDH3	ARCADIA WI REV BOND	\$210,000.00	\$225,311.10	12/1/2028
11	048609NY4	ATLANTIC IA GO BOND	\$155,000.00	\$153,457.75	6/1/2027
12	050870CC6	AUDUBON MN GO BOND	\$125,000.00	\$126,822.50	2/1/2023
13	072077TF7	BAY CITY MI GO BOND	\$170,000.00	\$173,860.70	10/1/2025
14	082653EE2	BENTLEY MI GO BOND	\$275,000.00	\$279,853.75	5/1/2027
15	093805ES4	BLOOMER WI GO BOND	\$200,000.00	\$201,260.00	10/1/2022
16	094284JK3	BLOOMING PRAIRIE MN GO BOND	\$125,000.00	\$126,685.00	12/15/2028
17	095617FK7	BLUE ISLAND IL GO BOND	\$305,000.00	\$305,366.00	12/1/2019
18	098027CC7	BONDUEL WI GO BOND	\$100,000.00	\$103,017.00	5/1/2024
19	129644VT4	CALHOUN COUNTY MI GO BOND	\$300,000.00	\$309,324.00	4/1/2025
20	131753CL7	CAMANCHE IA GO BOND	\$350,000.00	\$350,066.50	6/1/2026
21	133650EB3	CAMERON WI BO BOND	\$250,000.00	\$254,645.00	4/1/2028
22	139141ES0	CAPAC MI GO BOND	\$250,000.00	\$271,582.50	5/1/2021
23	14757PCE8	CASHTON WI GO BOND	\$250,000.00	\$268,737.50	3/1/2024
24	147795NM6	CASS COUNTY MI GO BOND	\$230,000.00	\$248,358.60	5/1/2023
25	169772WL0	CHIPPEWA FALLS WI CO BOND	\$200,000.00	\$207,126.00	12/1/2025
26	225008ED9	CRAWFORD WI GO BOND	\$190,000.00	\$191,533.30	3/1/2023
27	229432BZ1	CUBA CITY WI GO BOND	\$185,000.00	\$190,194.80	12/1/2023
28	230831HE2	CUMBERLAND WI GO BOND	\$110,000.00	\$110,509.30	6/1/2023
29	24552TAM0	DELAFIELD WI GO BOND	\$145,000.00	\$149,351.45	4/1/2026
30	246442BF3	DELAWARE IN GO BOND	\$215,000.00	\$217,057.55	12/31/2017
31	247698AP8	DELTA MI GO BOND	\$200,000.00	\$219,886.00	11/1/2027
32	269850BD4	EAGLE RIVER WI GO BOND	\$105,000.00	\$110,036.85	3/1/2019
33	269850BE2	EAGLE RIVER WI GO BOND	\$105,000.00	\$112,325.85	3/1/2020
34	269850BF9	EAGLE RIVER WI GO BOND	\$110,000.00	\$119,819.70	3/1/2021
35	403465FR3	GUTTENBERG IA GO BOND	\$195,000.00	\$197,098.20	6/1/2026
36	411468FF3	HARBOR BEACH MI GO BOND	\$300,000.00	\$300,540.00	5/1/2020
37	412630KT1	HARLAN IA GO BOND	\$215,000.00	\$216,216.90	6/1/2028
38	441002BX9	HORTONVILLE WI GO BOND	\$205,000.00	\$220,407.80	12/1/2025
39	448285KP0	HUTCHINSON MN GO BOND	\$135,000.00	\$136,891.35	2/1/2027
40	462765HL5	IRON COUNTY MI GO BOND	\$300,000.00	\$324,981.00	6/1/2021
41	465680CQ7	ITHACA MI GO BOND	\$145,000.00	\$157,174.20	4/1/2025
42	479086CB4	JOHNSON CREEK WI REV BOND	\$100,000.00	\$101,054.00	8/1/2019
43	491800JA7	KENYON MN GO BOND	\$165,000.00	\$165,318.45	2/1/2020
44	492800DR5	KEWASKUM WI GO BOND	\$250,000.00	\$251,657.50	4/1/2027
45	505822GY6	LADYSMITH WI GO BOND	\$100,000.00	\$101,626.00	12/1/2024
46	505844AM2	LADYSMITH WI REV BOND	\$105,000.00	\$105,779.10	12/1/2019
47	505844AP5	LADYSMITH WI REV BOND	\$110,000.00	\$110,801.90	12/1/2021
48	559856DA4	MAHNOMEN MN GO BOND	\$110,000.00	\$110,282.70	1/1/2019

	A	B	C	D	E
49	563333EJ8	MANISTEE MI GO BOND	\$320,000.00	\$343,088.00	10/1/2024
50	572893EA9	MARSHFIELD WI REV BOND	\$215,000.00	\$225,337.20	12/1/2025
51	59317CAQ0	MFL MARMAC IA REV BOND	\$250,000.00	\$250,425.00	7/1/2027
52	617877BB0	MORRIS MN GO BOND	\$170,000.00	\$175,264.90	2/1/2028
53	640082Y98	NEENAH WI GO BOND	\$80,000.00	\$81,166.40	3/1/2023
54	640082Z22	NEENAH WI GO BOND	\$80,000.00	\$80,759.20	3/1/2024
55	640082Z30	NEENAH WI GO BOND	\$85,000.00	\$85,725.05	3/1/2025
56	657776CL2	NORTH BRANCH MN REV BOND	\$210,000.00	\$210,525.00	8/1/2018
57	681079VX4	OLIVIA MN GO BOND	\$115,000.00	\$115,247.25	7/1/2017
58	6822241ER1	ONALASKA WI REV BOND	\$225,000.00	\$236,360.25	5/1/2026
59	683448BR4	OOSTBURG WI REV BOND	\$160,000.00	\$165,601.60	5/1/2023
60	696867AL4	PALMER MN GO BOND	\$65,000.00	\$65,134.55	2/1/2018
61	725755BC5	PITTSVILLE WI GO BOND	\$180,000.00	\$185,184.00	3/1/2027
62	727899AR7	PLATEVILLE WI REV BOND	\$300,000.00	\$315,846.00	5/1/2023
63	730115HT2	PLYMOUTH WI REV BOND	\$100,000.00	\$106,887.00	5/1/2023
64	73954PBT3	PRAIRIE DU SAC WI REV BOND	\$105,000.00	\$106,235.85	12/1/2025
65	740807FF4	PRESCOTT WI GO BOND	\$210,000.00	\$210,426.30	3/1/2025
66	836513EB3	SOUTH BEND IN SCHOOL REV BOND	\$150,000.00	\$160,749.00	1/15/2026
67	849513JL1	SPRING COVE PA SCHOOL GO BOND	\$140,000.00	\$142,741.20	11/15/2024
68	869322BH9	SUSSEX WI REV BOND	\$170,000.00	\$172,038.30	6/1/2028
69	889804CK4	TOMAHAWK WI GO BOND	\$130,000.00	\$129,537.20	9/1/2022
70	89531KAV8	TREYNOR IA GO BOND	\$285,000.00	\$285,723.90	7/1/2024
71	906731AM6	UNION GROVE WI REV BOND	\$160,000.00	\$162,436.80	5/1/2023
72	938119AS3	WASHINGTON COUNTY NE GO BOND	\$120,000.00	\$124,180.80	12/15/2022
73	973602MD4	WINDSOR HEIGHTS IA GO BOND	\$165,000.00	\$168,725.70	6/1/2025
74	943245BG4	WAUPACA WI GO BOND	\$305,000.00	\$313,802.30	5/1/2020
75	979426EE9	WOODHAVEN MI GO BOND	\$200,000.00	\$203,142.00	10/1/2020
76	172649AG0	CIRCLE PINES MN CERT OF PART	\$105,000.00	\$106,101.45	2/1/2018
77	604204MU8	MINNETONKA MN CERT OF PART	\$230,000.00	\$236,925.30	2/1/2024
78	151749AJ7	CENTER TOWN MN TAXABLE GO BOND	\$120,000.00	\$124,852.80	2/1/2020
79	299643DG8	EVANSVILLE WI TAXABLE GO BOND	\$225,000.00	\$238,961.25	4/1/2021
80	952433FX3	WEST DE PERE WI TAXABLE GO BOND	\$165,000.00	\$165,577.50	10/1/2023
81					
82		TOTAL	\$14,120,000.00	\$14,539,862.65	
83					
84					
85					

SAWYER COUNTY SALES & USE TAX

	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
JAN	\$102,121.39	\$133,519.22	\$154,920.27	\$121,895.03	\$103,387.95	\$84,858.99	\$96,324.07	\$86,290.09	\$92,161.62	\$121,742.30
FEB	\$142,279.15	\$101,218.71	\$120,003.84	\$105,717.32	\$97,665.82	\$104,764.51	\$89,521.39	\$84,318.50	\$91,319.12	\$109,692.02
MAR	\$108,572.33	\$96,417.19	\$103,558.92	\$98,045.24	\$93,708.27	\$82,206.19	\$85,593.40	\$92,892.54	\$85,354.35	\$105,347.30
APR	\$0.00	\$129,768.00	\$136,085.83	\$100,417.31	\$79,243.54	\$80,693.71	\$82,002.55	\$86,564.72	\$100,044.30	\$97,145.25
MAY	\$0.00	\$101,757.97	\$165,146.62	\$103,726.78	\$104,249.18	\$105,507.89	\$72,950.86	\$77,073.67	\$82,583.63	\$93,310.17
JUN	\$0.00	\$148,194.65	\$130,211.67	\$113,099.69	\$99,343.10	\$120,491.37	\$120,620.49	\$105,892.73	\$97,769.15	\$91,868.03
JUL	\$0.00	\$196,452.52	\$170,873.25	\$157,587.82	\$149,883.17	\$116,884.99	\$121,067.57	\$130,457.24	\$135,721.24	\$130,938.96
AUG	\$0.00	\$192,035.29	\$219,492.36	\$219,726.93	\$210,647.43	\$190,711.45	\$146,393.35	\$143,434.11	\$136,164.21	\$186,586.30
SEP	\$0.00	\$214,051.47	\$166,617.83	\$151,860.16	\$139,292.87	\$176,482.22	\$156,829.03	\$173,799.97	\$159,626.69	\$177,485.21
OCT	\$0.00	\$181,373.70	\$207,750.32	\$250,330.41	\$171,028.97	\$152,871.41	\$132,589.53	\$137,071.99	\$141,827.36	\$163,375.90
NOV	\$0.00	\$161,159.20	\$131,256.74	\$129,701.05	\$130,223.48	\$140,258.99	\$131,082.12	\$138,496.34	\$107,186.18	\$128,984.33
DEC	\$0.00	\$148,834.05	\$146,347.00	\$150,747.86	\$95,647.22	\$98,930.12	\$100,920.52	\$93,504.39	\$105,922.06	\$96,460.66
TOTAL	\$352,972.87	\$1,804,781.97	\$1,852,264.65	\$1,702,855.60	\$1,474,321.00	\$1,454,661.84	\$1,335,894.88	\$1,349,796.29	\$1,335,679.91	\$1,502,936.43
Budget	\$1,800,000.00	\$1,800,000.00	\$1,600,000.00	\$1,500,000.00	\$1,400,000.00	\$1,300,000.00	\$1,282,500.00	\$1,337,500.00	\$1,400,000.00	\$1,450,000.00
2017 Year to Date		\$352,972.87								
2016 Year to Date		\$331,155.12								
2015 Year to Date		\$378,483.03								
2014 Year to Date		\$325,657.59								
2013 Year to Date		\$294,762.04								
2012 Year to Date		\$271,829.69								
2011 Year to Date		\$271,438.86								
2010 Year to Date		\$263,501.13								
2009 Year to Date		\$268,835.09								
2008 Year to Date		\$336,781.62								
2007 Year to Date		\$339,190.14								
2006 Year to Date		\$294,040.14								
2005 Year To Date		\$287,841.12								
2004 Year To Date		\$280,866.40								
2003 Year To Date		\$268,200.00								
2002 Year To Date		\$264,020.55								
2001 Year To Date		\$262,536.24								
2000 Year To Date		\$196,631.75								
1999 Year To Date		\$195,464.49								
1998 Year To Date		\$249,934.97								
1997 Year To Date		\$198,047.18								

Wisconsin Department of Revenue  
Division of Enterprise Services  
**County Sales Tax Distributions**

January-December 2017

The following worksheet shows county sales tax distributed to the counties that have enacted the 0.5% local sales tax

Counties	January	February	March	April	May	June	July	August	September	October	November	December	Total
Adams County	\$ 74,490.62	\$ 139,368.35	\$ 89,846.29										\$ 303,705.26
Ashland County	\$ 95,679.07	\$ 100,300.73	\$ 88,080.10										\$ 284,059.90
Barron County	\$ 289,927.97	\$ 387,356.57	\$ 286,664.38										\$ 963,948.92
Bayfield County	\$ 56,388.69	\$ 89,945.52	\$ 60,897.35										\$ 207,231.56
Buffalo County	\$ 42,413.66	\$ 71,154.87	\$ 48,151.45										\$ 161,719.98
Burnett County	\$ 57,213.18	\$ 82,655.32	\$ 68,484.15										\$ 208,352.65
Chippewa County	\$ 330,583.39	\$ 468,095.13	\$ 354,102.19										\$ 1,152,780.71
Clark County	\$ 116,283.21	\$ 163,658.52	\$ 133,422.75										\$ 413,364.48
Columbia County	\$ 308,667.53	\$ 449,132.21	\$ 367,755.35										\$ 1,125,555.09
Crawford County	\$ 106,020.34	\$ 132,838.85	\$ 95,779.00										\$ 334,638.19
Dane County	\$ 3,807,605.32	\$ 5,590,690.97	\$ 4,258,985.40										\$ 13,657,181.69
Dodge County	\$ 429,376.21	\$ 686,238.49	\$ 497,669.86										\$ 1,613,284.56
Door County	\$ 211,997.81	\$ 266,561.68	\$ 211,768.05										\$ 690,325.34
Douglas County	\$ 244,212.71	\$ 358,706.70	\$ 271,900.65										\$ 874,820.06
Dunn County	\$ 187,565.21	\$ 248,057.94	\$ 208,764.94										\$ 644,388.09
Eau Claire County	\$ 662,534.96	\$ 996,079.85	\$ 755,909.81										\$ 2,414,524.62
Florence County	\$ 17,260.15	\$ 20,080.84	\$ 17,122.14										\$ 54,463.13
Fond Du Lac County	\$ 592,993.92	\$ 766,002.69	\$ 609,781.04										\$ 1,968,777.65
Forest County	\$ 30,928.25	\$ 42,629.61	\$ 33,221.85										\$ 106,779.71
Grant County	\$ 225,919.16	\$ 313,649.71	\$ 244,562.45										\$ 784,131.32
Green County	\$ 179,026.34	\$ 237,146.52	\$ 188,373.70										\$ 604,546.56
Green Lake County	\$ 85,317.33	\$ 111,261.11	\$ 85,738.81										\$ 262,315.25
Iowa County	\$ 127,749.29	\$ 150,860.73	\$ 127,953.93										\$ 406,563.95
Iron County	\$ 41,699.27	\$ 46,777.90	\$ 43,752.91										\$ 132,230.08
Jackson County	\$ 87,541.57	\$ 130,356.63	\$ 101,775.10										\$ 319,673.30
Jefferson County	\$ 444,589.86	\$ 550,570.21	\$ 413,257.50										\$ 1,408,397.57
Juneau County	\$ 106,527.47	\$ 155,583.01	\$ 116,830.21										\$ 378,940.69
Kenosha County	\$ 895,402.74	\$ 1,402,909.19	\$ 984,286.54										\$ 3,282,598.47
La Crosse County	\$ 834,537.06	\$ 1,128,207.30	\$ 846,164.53										\$ 2,808,908.89
Lafayette County	\$ 54,548.69	\$ 82,376.26	\$ 69,054.10										\$ 205,979.05
Langlade County	\$ 103,519.93	\$ 152,320.50	\$ 115,907.02										\$ 371,747.45
Lincoln County	\$ 129,526.50	\$ 188,071.38	\$ 146,015.54										\$ 463,613.42
Marathon County	\$ 835,021.56	\$ 1,081,664.27	\$ 948,519.00										\$ 2,865,204.83
Marinette County	\$ 214,708.08	\$ 326,756.34	\$ 233,350.37										\$ 774,814.79
Marquette County	\$ 54,662.74	\$ 76,633.11	\$ 55,543.46										\$ 186,839.31
Milwaukee County	\$ 5,045,665.77	\$ 7,456,641.75	\$ 5,262,069.18										\$ 17,764,376.70
Monroe County	\$ 220,050.63	\$ 289,704.32	\$ 220,704.02										\$ 730,458.97
Oconto County	\$ 113,210.24	\$ 176,829.85	\$ 165,519.63										\$ 455,559.72
Oneida County	\$ 303,188.06	\$ 335,841.15	\$ 279,751.89										\$ 918,781.10
Ozaukee County	\$ 574,920.44	\$ 846,229.10	\$ 541,272.08										\$ 1,962,421.62
Pepin County	\$ 31,622.48	\$ 46,469.65	\$ 33,803.91										\$ 111,896.04
Pierce County	\$ 121,949.79	\$ 197,503.49	\$ 165,221.16										\$ 484,674.44
Polk County	\$ 198,126.37	\$ 261,478.71	\$ 213,981.66										\$ 673,586.74
Portage County	\$ 416,634.65	\$ 547,020.04	\$ 467,207.64										\$ 1,430,862.33
Price County	\$ 56,539.67	\$ 88,220.04	\$ 63,036.99										\$ 207,796.70
Richland County	\$ 78,810.01	\$ 99,031.72	\$ 88,642.55										\$ 266,484.28
Rock County	\$ 876,662.84	\$ 1,328,330.13	\$ 1,065,615.53										\$ 3,270,608.50
Rusk County	\$ 58,131.53	\$ 67,914.49	\$ 54,533.93										\$ 180,579.95
Saint Croix County	\$ 476,723.31	\$ 662,658.83	\$ 551,383.16										\$ 1,690,765.30
Sauk County	\$ 502,924.87	\$ 713,871.10	\$ 601,458.52										\$ 1,818,254.49
Sawyer County	\$ 102,121.39	\$ 142,279.15	\$ 108,572.33										\$ 352,972.87
Shawano County	\$ 174,545.90	\$ 206,862.23	\$ 185,938.06										\$ 567,346.19
Sheboygan County	\$ -	\$ 220,249.36	\$ 586,205.15										\$ 806,454.51
Taylor County	\$ 79,784.56	\$ 106,768.17	\$ 91,241.06										\$ 277,793.79
Trempealeau County	\$ 131,232.78	\$ 174,204.86	\$ 162,770.69										\$ 468,208.33
Vernon County	\$ 112,051.09	\$ 162,666.64	\$ 113,327.65										\$ 388,035.38
Vilas County	\$ 138,204.09	\$ 204,429.55	\$ 157,365.82										\$ 499,999.46
Walworth County	\$ 589,332.11	\$ 773,583.36	\$ 653,587.76										\$ 2,016,503.23
Washburn County	\$ 65,480.07	\$ 107,597.42	\$ 67,630.05										\$ 240,707.54
Washington County	\$ 832,920.59	\$ 1,155,504.99	\$ 767,640.35										\$ 2,756,065.93
Waupaca County	\$ 203,818.71	\$ 319,825.91	\$ 247,194.45										\$ 770,839.07
Waushara County	\$ 86,101.94	\$ 122,211.58	\$ 91,735.51										\$ 300,049.03
Wood County	\$ 377,232.84	\$ 519,613.60	\$ 420,793.28										\$ 1,317,639.72
<b>Total CST</b>	<b>\$ 24,050,406.22</b>	<b>\$ 34,528,130.20</b>	<b>\$ 26,607,591.93</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 85,186,128.35</b>

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**RESOLUTION TO AMEND THE 2016 SAWYER COUNTY BUDGET PER WISCONSIN STATE STATUTE 65.90(5)**

**WHEREAS**, pursuant to Wisconsin State Statute 65.90, expenditures cannot legally exceed appropriations; and

**WHEREAS**, Wisconsin State Statute 65.90(5) also provides for the County Board to authorize an amendment of the budget by a vote of two-thirds of the entire membership of the Board; and

**WHEREAS**, statutes allow supplemental budget appropriations to be made from unanticipated revenues received or fund equity; and

**WHEREAS**, it is not uncommon for governmental units to request budget adjustments after the year has been closed; and

**WHEREAS**, Sawyer County requests the following 2016 budget adjustments as identified on Attachment A.

**THEREFORE BE IT RESOLVED**, the Sawyer County Board of Supervisors hereby authorizes the 2016 budget adjustments as summarized on Attachment A.

**Fiscal Impact: Year End Budget Adjustment**

Recommended for adoption by the Sawyer County Administration Committee this 18<sup>th</sup> day of April, 2017.

\_\_\_\_\_  
Ron Kinsley, County Board Chair

\_\_\_\_\_  
Bill Voight, County Board Vice Chair

\_\_\_\_\_  
Brian Bisonette, Member

\_\_\_\_\_  
Dale Schleeter, Member

\_\_\_\_\_  
Kathy McCoy, Member

**Attachment A**

	<u>Current Budget</u>	<u>Actual</u>	<u>Budget Increase</u>	<u>Source</u>
100-11-51420 County Clerk	\$ 258,860	\$ 263,052	\$ 4,192	Increase Grant Revenue-Recout (Postage and Printing)
100-13-51430 Human Resources	\$ 11,000	\$ 17,698	\$ 6,698	Increase From Contingency Fund (Professional Services)
100-26-55650 U.W. Extension	\$ 146,109	\$ 155,323	\$ 9,214	Increase Revenues-LCO (Health Insurance and Office Supply)
100-30-52800 911 System	\$ 16,750	\$ 34,010	\$ 17,260	Increase From Contingency Fund (Telephone)
100-31-50270 Maintenance	\$ 525,209	\$ 849,573	\$ 324,364	Increase Revenue-Insurance Reimbursement (Vehicle Insurance Claims)
100-33-51430 Labor Relations	\$ 12,100	\$ 20,325	\$ 8,225	Increase From Contingency Fund
100-33-51437 Corporation Counsel	\$ 17,000	\$ 35,136	\$ 18,136	Increase From Contingency Fund
100-33-51510 Auditing	\$ 45,000	\$ 56,120	\$ 11,120	Increase From Contingency Fund
100-41-52500 Emergency Government	\$ 137,046	\$ 152,608	\$ 15,562	Increase From Contingency Fund (Contracted Expense and Work Comp)
100-56-54500 Child Support	\$ 360,214	\$ 367,410	\$ 7,196	Increase From Contingency Fund (Health Insurance)
Fund 201 Court Mediation	\$ 5,000	\$ 9,321	\$ 4,321	Increase Fund Balance-Contracted Services
Fund 205 Emergency Ambulance Assist.	\$ -	\$ 7,096	\$ 7,096	Increase Grant Revenue-Needs Budget
Fund 217 Sheriff's Dept. Donations	\$ -	\$ 17,468	\$ 17,468	Increase Revenues-Needs Budget
Fund 218 Plat Book Fund	\$ -	\$ 6,457	\$ 6,457	Increase Revenues-Needs Budget
Fund 240 Resource Development Fund	\$ 133,850	\$ 240,769	\$ 106,919	Increase Fund Balance Birkie Trail Expense \$94,486  Increase Grant Revenue Bike Trail \$12,768
Fund 244 Sustainable Forestry Grant	\$ -	\$ 19,120	\$ 19,120	Increase Grant Revenue-Needs Budget
Fund 247 Wildlife Damage	\$ 38,700	\$ 39,979	\$ 1,279	Increase Grant Revenue-Contracted Services
Fund 256 LCO Transportation	\$ 100,000	\$ 365,504	\$ 265,504	Increase Grant - Pass Through
Fund 257 Unit on Aging	\$ -	\$ 68,844	\$ 68,844	Increase Grant - Pass Through
Fund 702 Internal Service Chargebacks	\$ -	\$ 95,219	\$ 95,219	Increase Revenue - Needs Budget
Fund 850 CDBG Housing Grant	\$ -	\$ 2,067	\$ 2,067	Increase Revenue - Needs Budget
Fund 855 CDBG Housing Rehab	\$ -	\$ 40,051	\$ 40,051	Increase Revenue - Needs Budget
Total	<u>\$ 1,806,838</u>	<u>\$ 2,863,150</u>	<u>\$ 1,056,312</u>	

**RESOLUTION AUTHORIZING THE REQUEST FOR LEGAL LOSS PREVENTION SERVICES FROM THE WISCONSIN COUNTY MUTUAL INSURANCE CORPORATION**

**WHEREAS**, the Wisconsin County Mutual Insurance Corporation offers to provide Legal Loss Prevention Services coverage for matters which coverage is not otherwise available under the liability policy;

**THEREFORE BE IT RESOLVED**, that the Sawyer County Board of Supervisors does hereby authorize the request for coverage under the legal loss prevention services endorsement, per the endorsement form number WCMIC-End 3024 (10/10), from the Wisconsin County Mutual Insurance Corporation to be requested as needed by the County Board Chair or otherwise authorized designee.

**THEREFORE BE IT FURTHER RESOLVED**, that the County Board of Supervisors is designating the following individual to be the authorized designee for requesting coverage under the legal loss prevention services endorsement.

\_\_\_\_\_  
Tom R. Hoff, County Administrator

**Fiscal Impact: None**

Recommended for adoption by the Sawyer County Administration Committee this 18<sup>th</sup> day of April, 2017.

\_\_\_\_\_  
Ron Kinsley, County Board Chair

\_\_\_\_\_  
Bill Voight, County Board Vice Chair

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Brian Bisonette, Member

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Dale Schleeter, Member

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Kathy McCoy, Member

Resolution \_\_\_\_\_

**RESOLUTION AUTHORIZING REVISIONS TO THE SAWYER COUNTY PERSONNEL POLICY MANUAL**

**WHEREAS**, from time to time it is necessary to update Sawyer County policies; and,

**WHEREAS**, attached to this policy are recommended additions pertinent to the day-to-day operations of the full-time Sawyer County Ambulance Department staff.

**THEREFORE BE IT RESOLVED**, that the Sawyer County Board of Supervisors hereby approve the additions to the Sawyer County Personnel Policy Manual attached with this resolution.

**Fiscal Impact: None**

Recommended for adoption by the Sawyer County Administration Committee this 18<sup>th</sup> day of April, 2017.

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Ron Kinsley, County Board Chair

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Bill Voight, County Board Vice Chair

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Brian Bisonette, Member

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Dale Schleeter, Member

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Kathy McCoy, Member



Draft

Minutes of the meeting of the Public Safety Committee.  
Sawyer County Board of Supervisors  
April 6, 2017; 8:30 a.m.; Assembly Room; Sawyer County Courthouse

Members present: Bill Voight, Helen Dennis, Iras Humphreys, Dale Schleeter, James Schlender  
by phone

Others present: Tom Hoff, Mitch Rice, Mark Kelsey, Joe Sajdera, Marc Helwig, Pat Sanchez, Carol Williamson, John Yackel, Louise Ladenthin, Ron Buckholtz, Alicia Carlson, Joe Bodo, Sandy Okamoto, Sherrie Shelton, John Kruk, Terrell Boetcher, Justin Hallmann, James Gerard Taylor, Ron Barnaby, Pastor Mark Triplett, Nathan Frey, Brad Domabala, Chad Headley, Jim Miller, Brooke Torstenson, Sari Torstenson, Terri Roeske, Sara Jungbluth, Bruce Poquette, Michelle Latz, Kevin Frey, John Froemel, Tim Hagberg

Motion by Dennis, 2<sup>nd</sup> by Schleeter, to approve the agenda. Motion carried

Motion by Humphreys, 2<sup>nd</sup> by Dennis, to approve the minutes of the March 2, 2017 meeting.  
Motion carried.

Judge John Yackel and Clerk of Court Sara Jungbluth reported to the committee.

County Administrator Tom Hoff presented Security and Facilities Committee guidelines found under Supreme Court Rule 68.05. A Security and Facilities Committee could review courthouse security concerns and the assessments done in 2012, 2013, and 2016. The Security Committee would prioritize recommendations and bring to the Public Safety Committee. Judge John Yackel will organize a Security and Facilities Committee under SCR 68.05.

Hoff provided the Committee with three options of staffing a Sheriff's Deputy in the Courthouse; cover it with existing staff, add two part-time deputies, or add one full-time deputy. The wages and benefits package for two part-time deputies working 20 hours a week each from May through December 2017 is \$45,782.00. The package in 2018 would be \$63,574.00. The wages and benefits package for one full-time deputy from May through December 2017 is \$72,861.00. The full-time package in 2018 would be \$94,506.00. Judge Yackel requested a deputy in the courtroom when court is in session; two part-time deputies meets this request. Motion by Dennis, 2<sup>nd</sup> by Schleeter, to approve staffing two part-time deputies in the courtroom from May to December 2017 and forward recommendation to County Board. Motion carried

Jail Administrator Joe Sajdera provided a written report to the Committee. There are currently 96 inmates with 4 housed out of county. Sajdera is working with the phone company on video visitation throughout the jail. The on-line visiting fee will run around \$5.00 which will be paid by the inmate and cover the costs of the service. This service would eliminate much of the lobby traffic.

Animal Control Officer Sherrie Shelton provided a list of complaints addressed during the month. Vaccination clinics were held in the Village of Exeland and the City of Hayward in March and at LCO on April 5.

Coroner Dave Dokkestul provided a report to the Committee.

Emergency Management Director Pat Sanchez provided a report to the Committee. ICS 402(Incident Command System) is scheduled in the Assembly Room, from 6:30 pm to 8:30 pm, on May 25, 2017, for all elected officials. Registration is on line.

Communication System Specialist John Kruk provided a report.

Ambulance Director Mitch Rice provided the March Ambulance Report. Rice shared information on locations for an ambulance station in the southern part of Sawyer County where there is county owned land. Rice feels the number one factor in selection of a location is proximity to the highest volume of calls. Second would be access to the other parts of Sawyer County. Rice's first choice would be land in Ojibwa at the intersection of Hwy 27 and Hwy 70. Motion by Dennis, 2<sup>nd</sup> by Humphreys, to pursue locating an ambulance station at the Ojibwa location. Motion carried.

Meeting adjourned

Minutes prepared by Carol Williamson



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Resolution \_\_\_\_\_

**RESOLUTION TO PROCEED WITH BUILDING EMS FACILITY IN SOUTHERN SAWYER COUNTY LOCATION**

**WHEREAS**, the Public Safety Committee and the Interim Director of the Ambulance Department, after reviewing the call history and staging patterns for the County, recommend locating the southern EMS facility on County-owned land in the Ojibwa area; and,

**WHEREAS**, the Public Safety Committee recommends approval to begin constructing the new facility and garage at the southern location; and,

**WHEREAS**, the 2017 CIP Fund budget has appropriated \$400,000 for new EMS facilities.

**THEREFORE BE IT RESOLVED**, that the Sawyer County Board of Supervisors authorize County-owned land in the Ojibwa area as the new southern EMS location in Sawyer County; and,

**THEREFORE BE IT FURTHER RESOLVED**, that the Sawyer County Board of Supervisors authorize moving forward with constructing the new EMS facility and garage.

**FISCAL IMPACT:** Included in the 2017 Budget

Recommended for adoption by the Sawyer County Public Safety Committee this 18<sup>th</sup> day of April, 2017.

\_\_\_\_\_  
Bill Voight, Chairman

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Jim Bassett, Member

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Iras Humphreys, Member

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Helen Dennis, Member

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Dale Schleeter, Member

## Tentative 2018 Budget Preparation Timeline

04/13/2017

May 1, 2017	Capital Improvement Program forms and guidelines given to departments
June 1, 2017	2018 operating budget guidelines given to departments
June 30, 2017	Capital Improvement Program budgets returned to County Administrator
July 28, 2017	2018 operating budgets returned to County Administrator
July - August	Department budget meetings with County Administrator
September 14, 2017	Administration Committee review of 2018 Requested Budget
September 21, 2017	County Board review of 2018 Requested Budget
October 19, 2017	County Board budget adjustments and tentative approval
October 23, 2017	Requested Budget to Newspapers
November 14, 2017	November County Board – Budget Public Hearing
November 14, 2017	November County Board – Budget Approval
November 15, 2017	County Apportionment forwarded to State
November 21, 2017	Approved Budget to Newspapers
December 15, 2017	Levy Limit Calculation forwarded to State