

Draft

Minutes of the March 8, 2018, Administration Committee Meeting, Sawyer County Board of Supervisors

Members present: Ron Kinsley, Bill Voight, Kathy McCoy,

Others present: Tom Hoff, Carol Williamson, Gary Elliott, Dianne Ince, Mike Coleson, Mike Keefe, Iras Humphreys

Committee Chair Ron Kinsley called meeting to order at 8:30

Motion by McCoy, 2nd by Voight, to approve the minutes of the February 8 committee meeting, with a change regarding county expenditures for "OO" trailhead improvement project. Sawyer County advances the money for the project and the Birkie foundation reimburses the county. Motion carried

Veteran's Service Officer Gary Elliott provided a written report to the Committee. The Veteran's Service Office did 645 phone calls and 289 office visits in January. There were 48 counseling appointments held. Each year employees are required to attend two weeks of state training or one week of national training. National training allows the employees to call in and obtain information for veterans. Staff will attend National training in June 2018.

Treasurer Dianne Ince provided a written financial report and sales tax report to the Committee. The Committee was provided the Sawyer County Investment Policy and resolution for approval. Motion by McCoy, 2nd by Voight, to approve with a change to Section 8 in the policy to only reference the statute and take out 1.1, 1.2, 1.3, 1.4, 1.5, and 1.6. Motion carried

Information Technology Director Mike Coleson informed the committee on the completion of the audio/visual upgrade in the courtroom. Phone conversion is complete in the courthouse and the Highway Department. Phone conversion and 911 will be completed in the Sheriff's Department the end of March. County Board tablets are ordered.

County Administrator Tom Hoff provided a written report to the Committee. The Committee discussed the structure of the listening session of March 22. A list of County Departments will be available to the public to prompt responses.

Accounting Manager Mike Keefe and Ambulance Director Mitch Rice are working with LCO on the process of submitting ambulance bills for LCO employees and members to ensure Sawyer County receives payments for services.

Keefe presented the 2017 Year End Preliminary Review and informed the Committee of a \$905,000 deficit at the present time.

Hoff presented proposed board rules update to Part 1; Section A; 5: quorum language. The proposed language will go to County Board for full approval.

No action on AIS Grant

Health and Human Services Board approved the Water Testing Rates. This will be on the County Board agenda.

Land, Water, and Forest Resource Committee tabled the funding request from Town of Lenroot for Nelson Lake Park project.

Supervisor Iras Humphreys joined the meeting at 9:48.

Accounting Manager Mike Keefe presented resolutions to carryover funds from 2017 to 2018.

Resolution to carryover funds from the 2017 UW Extension Department Budget to the 2018 UW Extension Department Budget – 1st Impression Grant, \$253. Motion by McCoy, 2nd by Voight, to approve the resolution. Motion carried

Resolution to carryover funds from the 2017 UW Extension Department Budget to the 2018 UW Extension Department Budget – Postage, \$358. Motion by McCoy, 2nd by Voight, to approve the resolution. Motion carried

Resolution to carryover funds from the 2017 Veteran's Department budget to the 2018 Veterans Department budget for Veterans Relief Fund, \$5191. Veteran Service Officer Gary Elliott informed the Committee he does not need more than \$5,000. Keefe will revise the resolution for County Board. Motion by Voight, 2nd by McCoy, to approve the resolution with the change to not more than \$5,000 to roll over and for future years. Motion carried

Resolution to carryover funds from the 2017 Emergency Government Department budget to the 2018 Emergency Government Department budget – Donation, \$6,309. Motion by Voight, 2nd by McCoy, to approve the resolution. Motion carried

Resolution to carryover funds from the 2017 budget to the 2018 budget for the Law Enforcement Radio Upgrade, \$14,992. Motion by Voight, 2nd by McCoy, to approve the resolution. Motion carried

Resolution to carryover funds from the 2017 Airport Department budget to the 2018 Airport Department budget – Equipment, \$10,400. Motion by McCoy, 2nd by Voight, to approve the resolution. Motion carried

Resolution to Transfer funds from the 2017 Resource Development Fund to the 2017 Land & Water Conservation Fund, \$10,225. This is to cover dam repair expenses from the 2016 storm. Motion by McCoy, 2nd by Voight, to approve the resolution. Motion carried

Resolution Establishing Salaries of and providing health insurance information regarding Elected Officials. This covers the Sheriff and the Clerk of Court for 2019-2022. Motion by Voight, 2nd by McCoy, to approve the resolution. Motion carried

Resolution Establishing Compensation for County Elected Coroner. The Committee requested comparable information from other counties. The additional information will be provided to the full county board with the resolution.

Motion by McCoy, 2nd by Kinsley, to convene into Closed Session pursuant to Wisconsin Statute 19.85 (1)(c). Motion carried – unanimous

Reconvened into open session. Meeting Adjourned.

Minutes prepared by Carol Williamson