

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, 2nd 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, 2nd 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, 2nd 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, 2nd 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, 2nd 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, 2nd by Voight, to recommend moving ahead with Phase I full-time staffing for the Sawyer County Ambulance Service. Motion carried

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

Adjourned

Minutes prepared by Sawyer County Clerk Carol Williamson