

Draft

Minutes of the April 12, 2018, Administration Committee Meeting, Sawyer County Board of Supervisors

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

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

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

Motion by Schleeter, 2nd by McCoy, to approve the minutes of the March 8 committee meeting. Motion carried

Veteran's Service Officer Gary Elliott provided a written report to the Committee. The Veteran's Service Office did 838 phone calls and 397 office visits in March. There were 80 counseling appointments held.

Treasurer Dianne Ince provided a written financial report and sales tax report to the Committee. Ince requested advance approval for signature changes if there is a new County Board Chair. Motion by Voight, 2nd by Schleeter, to recommend approval to the full County Board. Motion carried

The Committee discussed the Resolution to participate in the WISC Fund and the potential for increased interest income. Motion by Schleeter, 2nd by Bisonette, to forward to the full County Board. Motion carried

Information Technology Director Mike Coleson was not present. County Administrator Tom Hoff presented an Electronic Tablets and Email Policy to the Committee. County Board Supervisors will sign the policy when they receive the County tablets. Motion by McCoy, 2nd by Voight, to approve the policy with a change to (F) to return the tablet to the County. Motion carried

Ron Kinsley left the meeting

County Administrator Tom Hoff provided a written report to the Committee. The Committee discussed the need for legal counsel for everyday occurrences and attendance at meetings. When needed, Hoff contacts experts in the field for legal written opinions.

Land, Water, and Forest Resources Committee forwarded a Resolution for Outdoor Recreation Aids. Motion by McCoy, 2nd by Bisonette, to forward to County Board. Motion carried

LWFRC forwarded the Nelson Lake Park Development Funding Agreement request. The Town of Lenroot is requesting county funding up to \$10,000. Motion by McCoy, 2nd by Schleeter, to forward to County Board without a recommendation and pending legal review. Motion carried

LWFRC forwarded the U.S.F.S. MOU - Invasive Species. This has no budget impact. Motion by Schleeter, 2nd by Bisonette, to forward to County Board. Motion carried

LWFRC forwarded a Resolution authorizing participation in the Department of Natural Resources Municipal Dam Grant Program. Motion by McCoy, 2nd by Bisonette, to forward to County Board. Motion carried

Accounting Manager Mike Keefe presented the 2017 Year End Preliminary Review and informed the Committee the current 2017 deficit is \$538,680. He anticipates 2017 ending with an \$800,000 deficit.

Keefe presented a resolution to end participation in the Wisconsin Length of Service Award Program for EMS employees. Sawyer County participated in this program when the county had a volunteer ambulance department. Sawyer County can no longer participate. Funds will be dispersed to members. Motion by Schleeter, 2nd by Bisonette, to approve the resolution and forward to the full County Board. Motion carried

Kathy McCoy left the meeting

Hoff and Keefe presented a tentative 2019 Budget Preparation TimeLine.

Keefe presented a resolution to reallocate vehicle repair budget from the building maintenance department budget to affected department budgets. Motion by Bisonette, 2nd by Schleeter, to approve the Resolution and forward to the full County Board. Motion carried

Meeting adjourned

Minutes prepared by Carol Williamson