

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

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

Motion by Voight, 2nd by Schleeter, to approve the minutes of the March 9, 2017 meeting. Motion carried

Veteran's Service Officer Gary Elliott provided a written report to the Committee. The Veteran's Counselor is retiring in June. Counseling sessions doubled from 2015 to 2016. The Vietnam Veterans Welcome Home event was well attended on March 25.

Treasurer Dianne Ince provided a written financial report and sales tax report. Northwest Regional Planning has requested a separate bank account for the Community Development Block Grant. Motion by Schleeter, 2nd by Voight, to establish a separate bank account for CDBG. Motion carried

Information Technology Director Mike Coleson was unable to attend the meeting. County Administrator Tom Hoff updated the Committee on the progress of the audio/visual system and emergency alerts over the phone system.

Administrator Hoff and Accounting Manager Mike Keefe presented several Resolutions for Committee approval.

Attachment A summarizes requested 2016 year end budget adjustments. Motion by McCoy, 2nd by Bisonette, to approve and forward to County Board a Resolution to amend the 2016 Sawyer County Budget, as summarized in Attachment A, per Wisconsin State Statute 65.90(5). Motion carried

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. Motion by McCoy, 2nd by Voight, to approve a and forward to County Board a Resolution authorizing the request for Legal Loss Prevention Services from the Wisconsin County Mutual Insurance Corporation and designate County Administrator, Tom Hoff as the authorized designee. Motion carried

Under the LiDar Grant, the county is required to have an affirmative action equal employment opportunity plan. The Sawyer County diversity work group will develop a plan and process for employees.

The Sawyer County personnel policy manual needs updates to include the definition, shifts, and benefits of full-time Ambulance Department employees. Motion by Bisonette, 2nd by McCoy, to approve and forward to County Board the Resolution authorizing revisions to the Sawyer County Personnel Policy Manual. Motion carried

A resolution was presented to Administration, forwarded from Public Safety, to hire two part-time Sheriff Deputies to provide courthouse and courtroom security. The Committee discussed how the two part-time positions would be filled and what the deputies would do when court is not in session. Primary Court Officers can be appointed by the Sheriff and can be hired outside of the Law Enforcement Union Contract. The Committee supported changing the resolution from two part-time Sheriff Deputies to additional Sheriff Deputy staff. Motion by Voight, 2nd by McCoy, to approve the resolution with the change to additional staffing and forward to the County Board. Motion carried

Public Safety forwarded a resolution to Administration to proceed with building an EMS facility in Ojibwa to serve southern Sawyer County. The Ojibwa location is on county owned land at the intersection of Hwy 27 and Hwy 70. The Administration Committee discussed other land owned by Sawyer County and the possibility of the Ojibwa land going back on the tax roll. The EMS facility requires two wells if a sprinkler system is installed. If the facility does not have a sprinkler system, 5/8" sheetrock is required. Motion by Voight, 2nd by Schleeter, to approve the Resolution and forward to County Board. Motion carried

Administrator Hoff provided a tentative 2018 Budget Preparation Timeline. The timeline moves the budget review up one month, from October to September.

Hoff provided a written report to the Committee on recent county activity.

Meeting adjourned; Minutes prepared by Sawyer County Clerk Carol Williamson