

Draft

Minutes of the September 13, 2018, Administration Committee Meeting, Sawyer County Board of Supervisors

Members present: Tweed Shuman, Dale Schleeter, Brian Bisonette, Kathy McCoy, Ron Kinsley

Others present: Tom Hoff, Carol Williamson, Gary Elliott, Rose Lillyroot, Linda Zillmer, Ron Buckholtz

Chair Tweed Shuman called meeting to order at 10:00 am.

Motion by McCoy, 2nd by Bisonette, to approve the minutes from the August 9, 2018 meeting. Motion carried

Veteran's Service Officer Gary Elliott provided a written report to the Committee. The Veteran's Service Office did 761 phone calls and 457 office visits in August. There were 73 counseling appointments held.

Human Resource Coordinator Rose Lillyroot provided a written report of activities and a list of personnel changes.

County Administrator Tom Hoff provided a written report to the Committee.

The Finance Committee discussed borrowing for capital improvements. Debt service falls outside the levy limit.

The Committee discussed a proposed policy on funding public organizations. The Finance Committee approved the policy and forwarded to County Board. Motion by McCoy, 2nd by Bisonette, to approve the policy with an amendment to include reference to what entities are eligible by Wisconsin Statutes. Motion carried

The Committee reviewed the proposed Finance Roles and Responsibilities approved at the Finance Committee. Motion by Bisonette, 2nd by Schleeter, to amend the language under Budget #4 to add "that have been reviewed by the Committee of Jurisdiction". Motion carried

Motion by Schleeter, 2nd by McCoy, to amend the language under Budget #5 to change "Approves" to "Reviews". Motion carried

Motion by McCoy, 2nd by Bisonette, to amend the language under Internal Controls #2 by deleting the second line. Motion carried

Motion by Schleeter, 2nd by Kinsley, to amend the language under Internal Controls #1 to change "Approves" to "Reviews". Motion carried

Motion by McCoy, 2nd by Bisonette, to amend the language under Budget #1 to change “Approves” to “Reviews”. Motion carried

The Finance Committee approved the Resolution to increase the 2018 Emergency Management Budget – Computer and Hazmat Response Equipment Grant and forwarded to County Board.

The Finance Committee approved the Resolution to Apply County Cars Fund Balance (Fund 223) for Health and Human Services Purchase of Veterans Van and forwarded to County Board.

Maintenance Supervisor Tim Hagberg informed the Committee on where the county is with energy efficiency efforts. The Committee discussed the use of styrofoam containers at the jail, conversion to LED lighting, and available rebates. Hagberg will report to Public Works and Public Safety.

The Committee needs more information on PILT – Federal Payment in Lieu of Taxes.

The Committee discussed trail usage fees and possible lost revenue. This will be on the October agenda.

Motion by Kinsley, 2nd by Bisonette, to convene into closed session pursuant to section 19.85 (1) (f) and (g). Motion carried unanimous

Motion by Bisonette, 2nd by Schleeter, to come out of closed session.

Meeting adjourned 11:48 am

Minutes prepared by Carol Williamson