

**Minutes of the August 11th meeting of the Sawyer County
Administration Committee
Of the Sawyer County Board of Supervisors
Assembly Room; Sawyer County**



Voting Committee Members (X) Present:

- Chair: **Tweed Shuman**
- Vice Chair: Ron Buckholtz
- Tom Duffy
- Ron Kinsley
- Dale Schleeter

Others Present:

Andy Albarado Linda Zillmer
Lynn Fitch
Mike Coleson
Rose Lillyroot
Mike Markgren

Call to Order –Chair Shuman called the meeting to order at 10:00 am.

Certification of Compliance with the open meeting law was met. Roll Call taken; quorum was met.

Meeting Agenda –

Public Comments – Linda Zillmer

Minutes from the previous meeting – A motion was made by Mr. Kinsley to approve the minutes of the July 14, 2022, meeting; second by Mr. Buckholtz. Motion carried without negative vote.

Veterans Service Department Report – A written report was provided. Mr. Elliott reported on the office activities of July. The Pact Act 2022 has passed which added 20 presumptive conditions for veteran coverage of service member illnesses such as agent orange exposure in certain areas. Spousal coverage is included.

Information Technology Department Report – A written report was provided. Mr. Coleson reviewed the major projects underway which included a replacement of aging equipment in the jail that is requiring ongoing attention.

Petition for Annexation – City of Hayward – A motion was made by Mr. Buckholtz to approve the Resolution; second by Mr. Duffy and forward it to full County Board. Motion carried without negative vote.

Human Resources Report – A written report was provided. Ms. Lillyroot advised they are making progress in hiring in the Emergency Management Services and have received a retirement notice in the Clerk of Courts office.

Policy Reviews – Ethics Complaint Process – A draft policy was provided and provides guidance as to how a complaint is made and how it is submitted. A motion was made by Mr. Buckholtz; second by Mr. Duffy to approve the draft and forward to County Board for final approval. Motion carried without negative vote.

Sawyer County Board Plans & Policies Manual Update – A written draft was provided and had been sent to all board members for review. Clarification for various sections was provided and edits will be made by Mr. Albarado and forwarded to full board for review and approval.

Mr. Schleeter left the meeting at 11:07 am.

County Administrator's Report – Mr. Albarado reviewed the current list of projects he is working on including new employee engagement initiatives.

Meeting Date/Time – The next meeting of the Administration Committee will be Thursday, September 8, at 10:00 am in the Assembly Room.

Meeting adjourned at 11:28 am
Minutes recorded by Lynn Fitch, County Clerk

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