

**Minutes of the December 8th 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
Garry Elliott

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 –

Minutes from the previous meeting – A motion was made by Mr. Duffy to approve the minutes of the December 8, 2022, meeting; second by Mr. Kinsley. Motion carried without negative vote.

Veterans Service Department Report -

A written report was provided and the highlights were covered.

Information Technology Department Report -

A written report was provided. Mr. Coleson advised the sheriff's department has asked for help in updating their webpage and FB presence. They had a request from maintenance to capture all work orders digitally.

Human Resources Report -

A written report was provided. Ms. Lillyroot reported that we have made an offer for the highway driver/operator position and we have a maintenance position acceptance. She is interviewing Tuesday for the ADRC/Veterans administrative position.

County Administrator's Report -

Mr. Albarado advised that Municode is up on our website now and a process is established for updates. Our construction contingency fund is at \$190,000 and project is on target for both budget and deadlines. The first negotiating session at the Sheriff's Department did not generate an agreement yet. We have an RFP out for employee benefits so we can review all benefit options. Reviews with department heads are completed. We have moved positions around in EMS and Ambulance and will be requesting an approval to appoint Nicole Ripczinski as new Emergency Services Director. A kickoff meeting on carbon credits has been completed. We are also trying to offer some in-kind help for IT and maintenance assistance for Senior Resources Center in lieu of additional funding support. The Child Support MOU, the 161 Agreement, and ATV/UTV ordinance are still in process.

Future Agenda Items -

Meeting Date/Time – The next meeting of the Administration Committee will be Thursday, February 9, at 10:00 am in the Assembly Room.

Meeting adjourned at 10:25 am

Minutes recorded by Lynn Fitch, County Clerk