

**Minutes of the June 8<sup>th</sup> meeting of the Sawyer County  
Administration Committee  
Of the Sawyer County Board of Supervisors  
Board 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
Nicole Clapero	
Mike Coleson	

**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 dated: May 11, 2023**

Motion to approve made by: Mr. Kinsley      Second by: Mr. Schleeter  
Motion carried without negative vote.

**Veterans Service Department Report -**

A written report was provided and reviewed by Ms. Clapero. In May there were 511 phone calls, 381 written communications and 219 office visits. The office submitted 82 disability/pension claims to date and received retroactive payment of \$83,217.88 for Veteran’s claims. Training is up-to-date.

**Information Technology Department Report -**

Mr. Coleson advised that the department has had many help desk calls to handle. We will run the temporary audio configuration in the Board Room until the equipment arrives in October. AV in the Kansas Board room will be coming.

**Human Resources Report -**

A written report was provided showing the May turnover activity, new hires and recruiting efforts. Mr. Albarado advised that interviews continue and the Highway Department has new openings. The CPS department has had a big restructure in staffing and continue to use assistance from neighboring counties.

**Employee Policy Updates -**

The Travel and Expense Reimbursement proposed policy changes were provided. Employees will be encouraged to use County vehicles but will now be able to use their own vehicles for travel. Mr. Markgren provided a historical recap of costs for 2019, 2021 and 2022. Video conference calls account for a great deal of the reduction in miles used. A motion was made by Mr. Kinsley; second by Mr. Buckholtz to approve the recommended changes and forward to the full board. Motion carried without negative vote.

**County Clerk Department Report -**

A written report was provided showing desk activity totals year-to-date. The WEC has made a change to the absentee envelope for elections for 2024, and the Department of Workforce Development has created an online youth work permit application site, discontinuing the ability of offering work permits at the County Clerk’s office as of June 30<sup>th</sup>.

### **Resolution in Support of the LCO vs Evers Decision -**

Mr. Albarado reviewed the Resolution in Support of the LCO vs Evers Decision to request reimbursement for lost income due to the State decision in removing properties from the tax role. Sawyer County will see a loss of approximately \$50,000 in lost tax revenue with the municipalities that are currently affected. This is a statewide effort. A motion was made to approve this Resolution and forward to the full board by Mr. Duffy; second by Mr. Buckholtz. Motion carried without negative vote.

### **County Administrator's Report –**

Mr. Albarado advised that blacktop should come in next week and we may have our parking lot back at the end of the month. We are moving ahead with the approval of some of the smaller items that were not covered in the original budget. There is no settlement yet on negotiations for the Sheriff Department. We are considering sponsoring the training of some of our EMTs to become paramedics to fill the shortfall of paramedic staff. The same may apply to some positions in the Sheriff's Department in the future. A new staff position has been requested for an additional judicial assistant. The LCO Resolution regarding road bans was reviewed at the Public Works meeting and a decision was made to open discussions with the Tribe on this topic.

**Closed Session –** A motion was made at 10:49 am by Mr. Kinsley; second by Mr. Buckholtz to convene in closed session pursuant to Wis. Stat. ss. 19.85(1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session," to wit: to discuss the contractual agreements for the courthouse construction project, to discuss contractor performance on the courthouse project, and the County's legal and contractual position in relation to same.

A roll call vote was taken to approve entering closed session and passed 5-0 with "yes" votes from Shuman, Kinsley, Buckholtz, Duffy and Schleeter.

Open Session – At 11:02 am the committee reconvened in open session. No action taken.

**Future Agenda Items – Invitation for District Judicial Administrator, additional staff, funds for second courtroom**

**Correspondence, reports from conferences and meetings**

**Adjournment – 11:02 am**

**Next Meeting: July 13, 2023**      **Time:** 10:00 am      **Location:** Board Room  
Minutes recorded by Lynn Fitch, County Clerk