

Minutes of the July 13th 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 - Excused
- Vice Chair: Ron Buckholtz
- Tom Duffy
- Ron Kinsley
- Dale Schleeter

Others Present:

Andy Albarado
Lynn Fitch
Gary Elliott
Rose Lillyroot
Ron Petit

Linda Zillmer
Mike Coleson

Call to Order – Vice Chair Buckholtz 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: June 8, 2023

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

Winter Mural Project Letter of Support -

Ron Petit has submitted a request to the County to provide a letter of support in their efforts to secure grant funds to develop murals in the Winter area with a theme of “Stronger Together”. An artist from Butternut would paint the murals. A motion was made by Mr. Kinsley; second by Mr. Buckholtz to approve the request to provide a letter of support for the project. Motion was carried without negative vote.

Second Courtroom Staffing and Funding Update -

A Resolution Increasing Court Staffing was presented by Mr. Albarado along with a written explanation of where funds and staff would be required. There is an expected \$53,060 annual increase in expenses with the new courtroom staffing request which should be offset with \$52,275 state aid. A review in the shift of job duties was provided. A motion was made by Mr. Duffy; second by Mr. Buckholtz to approve the resolution and forward to County Board. Motion carried without negative vote.

Veterans Service Department Report -

A written report was provided. In June there were 409 calls, 279 letters/emails/faxes and 130 office visits, representing a 21% increase in calls, 20% increase in written communications and 41% increase in office visits. They submitted 99 disability/pension claims to date and have received \$101,550.41 for claims in favor of veterans. Workload is up 120% YTD over last year.

Information Technology Department Report -

Mr. Coleson advised that they have been busy with help desk calls. The next project will be setting up AV equipment in the new courtroom.

Petition for Annexation – City of Hayward -

A petition has been submitted by City Clerk, Lisa Poppe, to annex a parcel of land, 0.860 acres originally located in the Town of Hayward, to the City of Hayward (Tax ID: 010-941-22-4442). The current population is zero. The request is to annex to existing Ward 4 rather than creating an additional ward that would not have any voters. A motion was

made by Mr. Buckholtz to approve the request and forward to County Board; second by Mr. Schleeter. Motion carried without negative vote.

Human Resources Report -

A written report was provided listing current turnover for the month of June along with hiring, recruiting and interviewing progress. Ms. Lillyroot reported that they have been conducting many interviews. With the new hires in the jail, they anticipate bringing female inmates back to Sawyer County soon.

County Clerk Department Report -

A written report was provided. WEC has sent out 4-yr postcards to all Sawyer County voters who have not voted in 4-years. Cards that are returned undeliverable get “de-activated” and those who do not respond, will be automatically suspended as of July 31st. Anyone who returns the postcard signed, will be identified as “requesting continuation” and will remain on the voter rolls. The processes for dog licensing and reporting are under review to try to make State reporting easier.

County Administrator’s Report –

Mr. Albarado provided a verbal report on the courthouse renovation, the new leadership management training program is underway, the highway commissioner is proposing a process to charge a fee in the future for driveway permits so an ordinance will be developed. Cleanup work from the winter storm continues. A budget for the opioid funds is under development and will go before committees in August. A resolution for aid to support airport projects will go to County Board this month. They are still working on settling the union contract.

Future Agenda Items

Correspondence, reports from conferences and meetings

Adjournment – 11:00 am

Next Meeting: August 10, 2023 **Time:** 10:00 am **Location:** Board Room

Minutes recorded by Lynn Fitch, County Clerk