

Minutes of the September 9<sup>th</sup> 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: Dale Schleeter
- James Schlender
- Ron Kinsley
- Tom Duffy

**Others Present:**

Tom Hoff	Doug Mrotek
Lynn Fitch	Joan Cervenka
Mike Coleson	Virginia Chabek
Gary Elliott	Ed Peters
Rose Lillyroot	Brian DeVries
Rebecca Roeker	Lisa Poppe
Jeff Johnson	Molly Lank-Jones

**Call to Order** – Vice Chair Schleeter 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** – Joan Cervenka

**Minutes from the previous meeting** – A motion was made by Mr. Kinsley to approve the minutes of the August 12, 2021, meeting; second by Mr. Duffy. Motion carried without negative vote.

**Veterans Service Department Report** – Written reports were provided. Mr. Elliott explained the process of submitting claims for veterans, spouses of veterans and children of veterans who qualify for presumptive causes. A request was made that future report identify claims submitted and claims approved.

**Information Technology Department Report** – A written report was provided. Mr. Coleson stated that the department has working mostly on operational services and are starting to look at electronic systems for the new courtroom.

**Human Resources Report** – A written report was provided. Ms. Lillyroot advised that another resignation was recently added to the County's total but reallocating some of those duties to existing staff is working well thus far.

**Body Scanner for Jail** – At the request of the public safety committee, the purchase of a body scanner was recommended to come to committee. ARPA funds can cover this cost. A motion was made by Mr. Schlender; second by Mr. Kinsley to recommend moving this request to County Board for approval. Corporate Counsel will prepare a resolution for the request. Motion carried without negative vote.

At 10:19 Mr. Schlender was appointed Chair Pro-Tem, as Mr. Schleeter needed to leave; quorum was still maintained.

Sheriff Mrotek and Lieutenant Johnson reviewed the progress made on new radio equipment comparisons. The original radio system purchased in 2017 left some funds in the balance. With these remaining funds and an additional \$10-\$15,000, the new system could be purchased. A motion was made by Mr. Kinsley; second by Mr. Duffy to approve the use of funding the new system with the existing funds and additional funds. This will not need to go to County Board as the funds have been allocated. Motion carried without negative vote.

Keefe; 1a) reviewed spreadsheet of summary of the levy including debt and special purpose levy; looking at operating fund now, we are \$1.5 over budget now being primarily under human services fund; without the out-of-county placements we have about \$300,000 to adjust for; to take out new debt requires a ¾ vote of supervisors

**Virtual Meeting Policy** – Ms. Roeker reviewed the resolution identifying recommended changes to the Board and Committee virtual meeting policy. A request to modify items 3f and 5f to identify how requests should be elevated to the appropriate levels was made. A motion was made by Mr. Kinsley; second by Mr. Duffy to approve the Resolution with the appropriate modifications and forward it to County Board. Motion carried without negative vote. Corporate Counsel will make those changes.

**Redistricting** – Public comment was heard by Linda Zillmer. Ms. Fitch explained the map development process and the steps the County must take next. Mr. DeVries from GIS presented the three map alternatives and explained the process of how each was developed, following statutory requirements.

Mr. Schleeter returned at 11:10am; Mr. Schlender continued as Chair Pro-Tem.

Map option #3 most closely resembles the current supervisory district boundaries. A motion was made by Mr. Kinsley; second by Mr. Duffy to approve the Resolution to recommend that the County Board adopt map option #3 as its tentative redistricting plan and move it forward to County Board for approval. All three maps will be reviewed at the September County Board meeting.

**County Administrator's Report** – At the request of the Public Safety Committee, Mr. Hoff reviewed the process currently used to address staff compensation plans. After reviewing a recent wage study, he stated that Sawyer County is still lagging behind in many areas despite having made some adjustments. Lieutenant Johnson mentioned that for non-degree holding positions within the jail, we are competing with good retail establishment wages in the area.

**Meeting Date/Time** – The next meeting of the Administration Committee will be Thursday, October 14, at 10:00 am in the Assembly Room.

Meeting adjourned at 11:13 am  
Minutes recorded by Lynn Fitch, County Clerk