

Draft

Minutes of the September 10, 2020, Administration Committee Meeting, Sawyer County Board of Supervisors

Members present: Tweed Shuman, Ron Kinsley, Helen Dennis-V, James Schlender

Others present: Tom Hoff, Carol Williamson, Gary Elliott, Rose Lillyroot, Mike Coleson, Linda Zillmer-V, Dianne Ince, Sherry Machones, Molly Lank Jones, Donna Knuckey, Matt Ostrander,

Shuman called the meeting to order at 10:02

Motion by Schlender, 2nd by Kinsley, to approve the minutes from the August 13, 2020 meeting. Motion carried

Molly Lank Jones, Director, Weiss Community Library, provided a budget and informational packet to the members of the Committee. The library revenues exceeded expenses this year due to donations and grant money received and expenses being down because of COVID. The Weiss Community Library is requesting the same funding for 2021 as in 2020 of \$200,000. Weiss Library Board President Matt Ostrander reported to the Committee on activities, usage, and the remaining \$149,000 library budget not covered by the county.

Winter Public Library Director Donna Knuckey reported to the Committee and presented a 2021 budget request the same as in 2020 of \$73,267.

LCO Ojibwa College Community Library 2021 budget request will be moved to the October agenda.

Sherry Machones reported for the Northern Waters Library Service and presented a 2021 budget request of \$23,631, the same as in 2020. The NWLS staff did not shut down during COVID.

Veteran's Service Officer Gary Elliott provided a written report to the Committee. The Veteran's Service Office did 413 phone calls, 96 office visits in August. Recurring annual training may or may not occur at this time." Elliott is requesting an increase in the 2021 budget for perpetual care of graves from \$6,000 to \$7,000.

Information Technology Director Mike Coleson reported to the Committee. Received an election security grant of \$39,065. Three projects are planned under the grant: a security assessment, an upgrade to email, and an intrusion assessment system. Updating both courtrooms for digital recording.

County Clerk Carol Williamson reported to the Committee.

Human Resource Coordinator Rose Lillyroot provided a written report to the Committee. Highway Shop Foreman Jay Sands and Tax Lister Lavonne Nedlose are retiring. Working on Time Clock Plus project.

Administrator Hoff reported to the Committee. Met with City of Hayward regarding second courtroom building. There will be an update at the County Board meeting. Working on the 2021 budget which will include issuing debt for capital improvements. Insurance renewals coming in. Contracting with Horton for health insurance which they are putting out for bids and working on HRA and Flex options for employees. Negotiating with Sheriff's Department union on new contract. The Ambulance billing company has a new owner; meeting to discuss services. High water levels on Perch Lake is being investigated. Justice Point will provide services formerly provided by in house staff for inmate drug testing and programs. Need updated MOU with LCO for CJCC funding. MOU update for UW Extension contributions from LCO for 1/3 of Ariga Grigoryan's salary. Updating Economic Development Corporation MOU for County's contribution. The Public Safety Committee

requested revisions to a proposed Public Health Ordinance. The revised PHO went to the Health and Human Services Board. Board member Dr. Sabrina Dunlap and Public Health Officer Julia Lyons are working on further revisions and will bring back to the HHSB in October.

Future Agenda items: LCO Library budget request; Public Comments.

Meeting adjourned 11:14 am

Minutes prepared by Carol Williamson