

**Minutes of the December 9th 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
- ☒ Ron Kinsley
- ☒ Tom Duffy
- ☐

Others Present:

Tom Hoff	Doug Mrotek
Lynn Fitch	Bruce Paulsen
Mike Coleson	Stacey Hessel
Joe Sajdera	Jeff Johnson
Rose Lillyroot	Linda Zillmer
Rebecca Roeker-Virtual	

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 – A motion was made by Mr. Kinsley to approve the minutes of the November 4, 2021, meeting; second by Mr. Duffy. Motion carried without negative vote.

Consideration of Cooperative Law Enforcement Agreement – Chief Deputy Sajdera presented the 2022 Cooperative Law Enforcement Agreement that was recently amended and reviewed by LCO and Sawyer County legal counsel. A motion was made by Mr. Kinsley; second by Mr. Duffy to accept this agreement and forward it to the County Board for consideration. Motion passed without negative vote.

Veterans Service Department Report – A written report was provided.

Information Technology Department Report – A written report was provided.

Human Resources Report – A written report was provided. Ms. Lillyroot was recognized for her hard work in keeping our workmens' comp claims down. A written summary of the workmen's comp interviews with three of our department heads was provided.

Appointments – Mr. Shuman reported on the upcoming appointments that will be considered at County Board in December. There is one confirmed person who sent a letter of interest for District 5 supervisor with a potential second yet to come. There are two candidates interested in being considered for the position of County Treasurer. Members of this committee feel that the appointment should be for the remainder of the three-year term being vacated. Signature card authorizations will be recommended at County Board. Mr. Hoff advised that Nate Dunston will be recommended to fill the Emergency Management Director position, sharing that as a part-time position with his current position as director of the Ambulance Service. Tom Duffy, Jr. will be filling the Family Court Commissioner position so must be replaced as Corporation Counsel.

Municode Codification – Mr. Hoff presented the Municode codification document that we have been working on for more than a year. Municode will host this information on their website and we will link to it on our own website. Ms. Roeker advised that this is the first clean draft of the project and it is now time for department directors to review it for code accuracy and revisions. Finalization of this project will bring all our ordinances current with state law.

County Administrator Report – A written report was provided and Mr. Hoff provided highlights.

At 10:40 am a motion was made by Mr. Duffy; second by Mr. Kinsley to enter closed session pursuant to Wis. § 19.895(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Motion carried without negative vote. At 10:58 a motion was made by Mr. Duffy; second by Mr. Schleeter to come out of closed session. Motion carried without negative vote.

Open session at 10:58 am.

Meeting Date/Time – The next meeting of the Administration Committee will be Thursday, January 13, at 10:00 am in the Assembly Room.

Meeting adjourned at 11:00 am

Minutes recorded by Lynn Fitch, County Clerk