



Sawyer County

Agenda

Administration Committee Meeting

Thursday, June 8, 2023 @ 10:00 AM

Sawyer County Board Room

Revised: Tuesday, June 6, 2023 8:26 AM

Page

1. CALL TO ORDER

- a. The public is **strongly encouraged** to access the public meeting remotely due to public health and safety concerns. To view or participate in the **virtual meeting** from a computer, iPad, or Android device please go to <https://zoom.us/j/92546130740>. You can also use the dial in at 1-312-626-6799 with the Webinar ID: 925 4613 0740. Use *9 to Raise/lower hand and *6 to Unmute/mute. If additional assistance is needed please contact the County Clerk's Office at 715-634-4866 prior to the meeting. If you are on a computer, click the "Raise Hand" button and wait to be recognized. If you are on a telephone, dial *9 and wait to be recognized.

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

5. MEETING AGENDA

6. PUBLIC COMMENTS

- a. At this time, members of the public will be given the opportunity to address the Committee. Please adhere to the following when addressing the Committee:
 - Comments will be limited to 3 minutes or less per individual.
 - Comments should be directed to the Committee as a whole and not directed to individual Committee members.
 - The Committee cannot respond to your comments during this time.
 - Please sign in and fill out a public comment sheet if you wish to speak on an item.

7. APPROVAL OF MINUTES FROM PREVIOUS MEETING

4 - 5	a.	5.11.23 Administration Minutes DRAFT
	8.	VETERANS SERVICE DEPARTMENT REPORT
6 - 9	a.	Veteran Service Office Report June 2023 Admin Mtg
	9.	INFORMATION TECHNOLOGY DEPARTMENT REPORT
	10.	HUMAN RESOURCES REPORT
10	a.	Human Resource Report June 2023
	11.	EMPLOYEE POLICY UPDATES (DISCUSSION AND POSSIBLE ACTION)
11 - 13	a.	2022-Policy-Manual-Reimbursements
	12.	COUNTY CLERK DEPARTMENT REPORT
14	a.	May 2023 County Clerk Department Report
	13.	RESOLUTION IN SUPPORT OF THE LCO VS EVERS DECISION (DISCUSSION AND POSSIBLE ACTION)
15 - 17	a.	Res 2023- LCO vs Evers WCA6-23
	14.	COUNTY ADMINISTRATOR'S REPORT
	15.	CLOSED SESSION
		Consider motion 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. The Public Works Committee will reconvene in open session immediately following the closed session, and may have discussion and take official action on matters discussed in closed session.
	16.	OPEN SESSION (DISCUSSION AND POSSIBLE ACTION)
	17.	FUTURE AGENDA ITEMS

18. CORRESPONDENCE, REPORTS FROM CONFERENCES AND MEETINGS

19. ADJOURNMENT

DISCLAIMER:

A quorum of the County Board of Supervisors or of any of its committees may be present at this meeting to listen and observe. Neither the Board nor any of the committees have established attendance at this meeting as an official function of the Board or committee(s) or otherwise made a determination that attendance at the meeting is necessary to carry out the Board or committee's function. The only purpose for other supervisors attending the meeting is to listen to the information presented. Neither the Board nor any committee (other than the committee providing this notice and agenda) will take any official action with respect to this noticed meeting.

Copy sent via email to: County Clerk and News Media. Note: Any person wishing to attend whom, because of a disability, requires accommodation should call the Sawyer County Clerk's Office (715.634.4866) at least 24 hours before the scheduled meeting so appropriate arrangements can be made.

**Minutes of the May 11th 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: Ron Buckholtz - Excused
- ☒ Tom Duffy @ 10:06 am
- ☒ Ron Kinsley
- ☒ Dale Schleeter

Others Present:

Andy Albarado	Linda Zillmer
Lynn Fitch	Mike Coleson
Nicole Clapero	
Rose Lillyroot	

Call to Order –Chair Shuman called the meeting to order at 10:05 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: April 13, 2023

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

Veterans Service Department Report -

A written report was provided. Ms. Clapero represented Mr. Elliott; she reviewed the highlights of the department report and the department budget. She is undergoing training at this time.

Information Technology Department Report -

Mr. Coleson provided an update of the availability of the new Board Room.

Human Resources Report -

A written report was provided. Ms. Lillyroot reported that they have been successful in filling positions and they have an offer out for one of the CPS caseworker positions and one has already been hired.

County Clerk Department Report -

A written report was provided. The April Spring election is officially closed out and activity at the County Clerks' customer counter is picking up for work permits and marriage licenses.

Second Courtroom Update -

Mr. Albarado was available for questions on the remodeling project overview that he provided at the Finance Committee meeting. The full report and borrowing resolution will be on the May County Board agenda.

County Administrator's Report –

Mr. Albarado reviewed a list of retirements and new hires, including an interim Public Health Officer in Julie McCallum. Some redesign of staffing is also underway in various department, including Land Conservation and CPS. Training is ongoing in numerous departments. He reviewed the purpose of the proposed TRC ad hoc committee for temporary rooming house policies. Mr. Albarado completed a tour with the Highway Department review the eight miles of planned road repair. The land sale items are now available on the auction site. Wage negotiations for the Sheriff's Department remains ongoing. A proposal to engage non-supervisory staff through the generation of new ideas that could result in earning a shared incentive was shared.

Future Agenda Items

Employee Policy Updates

Correspondence, reports from conferences and meetings

Adjournment – 10:53

Next Meeting: June 8, 2023 **Time:** 10:00 am **Location:** Board Room
Minutes recorded by Lynn Fitch, County Clerk

DRAFT

Gary Elliott
Veteran Service Officer
OFFICE: (715) 634-2770
FAX: (715) 638-3213

Sawyer County
Veteran Service Office
16096 US Hwy 63
Hayward, WI 54843



Administrative Committee Meeting, June 8, 2023

A. **Budget Performance Report:** Attached.

B. **Office Report:**

Contacts:

May: 511 phone calls, 381 letters/emails/faxes and 219 office visits.

VA Disability Compensation/Pension Claims:

The Veteran Service office submitted 82 disability/pension claims to date and received retroactive payment of \$83,217.88 for claims decided in the Veteran's favor.

Training:

Up to date.

Nicole Clapero successfully completed accreditation training with the Wisconsin Department of Veteran Affairs.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Gary Elliott".

Gary Elliott
CVSO



Budget Performance Report

Fiscal Year to Date 06/01/23

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 100 - General Fund										
REVENUE										
Department 57 - Veteran's Administration										
46250	Veterans' Trans. Fees	1,300.00	.00	1,300.00	.00	.00	675.00	625.00	52	950.00
49220	Transfer From Spec. Rev. Fund	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	.00
49300	Use of Prior Years' Fund Balance	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
Department 57 - Veteran's Administration Totals		\$10,300.00	\$0.00	\$10,300.00	\$0.00	\$0.00	\$675.00	\$9,625.00	7%	\$950.00
REVENUE TOTALS		\$10,300.00	\$0.00	\$10,300.00	\$0.00	\$0.00	\$675.00	\$9,625.00	7%	\$950.00
EXPENSE										
Department 57 - Veteran's Administration										
State Account 54710 - Veteran's Relief										
50322	Veterans' Relief Expenses	5,000.00	.00	5,000.00	.00	.00	187.54	4,812.46	4	1,000.00
State Account 54710 - Veteran's Relief Totals		\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$187.54	\$4,812.46	4%	\$1,000.00
State Account 54720 - Veteran's Office										
50111	Regular Salaries	117,801.00	.00	117,801.00	.00	.00	29,667.37	88,133.63	25	64,452.90
50144	Term Life Ins./Employer's Share	28.00	.00	28.00	.00	.00	22.75	5.25	81	43.45
50147	Workers Comp	3,945.00	.00	3,945.00	.00	.00	888.05	3,056.95	23	1,784.44
50151	FICA-Employer's Share	9,012.00	.00	9,012.00	.00	.00	2,257.35	6,754.65	25	5,376.88
50152	Retirement-Employer's Share	6,562.00	.00	6,562.00	.00	.00	1,843.84	4,718.16	28	4,279.09
50155	Flex Administration Fees	47.00	.00	47.00	.00	.00	23.52	23.48	50	46.80
50220	Contracted Expenses	.00	.00	.00	.00	.00	1,434.09	(1,434.09)	+++	.00
50221	Water and Sewer	.00	.00	.00	.00	.00	129.64	(129.64)	+++	.00
50222	Electric	.00	.00	.00	.00	.00	335.90	(335.90)	+++	.00
50224	Heating Fuels	.00	.00	.00	.00	.00	194.97	(194.97)	+++	.00
50225	Telephone	500.00	.00	500.00	.00	.00	433.56	66.44	87	1,105.02
50226	Hardware/Software	.00	.00	.00	.00	.00	.00	.00	+++	823.17
50227										
50227-308	Internet - Email	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	.00
50227 - Totals		\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0%	\$0.00
50241	Repairs/Maintenance-Vehicles	500.00	.00	500.00	.00	.00	740.53	(240.53)	148	445.68
50270	Insurance Claim	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
50311	Postage	200.00	.00	200.00	.00	.00	7.23	192.77	4	52.01
50312	Office Supplies	900.00	.00	900.00	.00	.00	128.02	771.98	14	481.68
50313	Printing	2,600.00	.00	2,600.00	.00	.00	943.12	1,656.88	36	2,436.08
50329	Subscriptions	650.00	.00	650.00	.00	.00	.00	650.00	0	120.00
50335	Meal Expenses	100.00	.00	100.00	.00	.00	.00	100.00	0	.00
50339	Travel	300.00	.00	300.00	.00	.00	.00	300.00	0	.00
50343	Boards & Commissions	150.00	.00	150.00	.00	.00	.00	150.00	0	102.50
50349										
50349-342	Flags	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
50349 - Totals		\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0%	\$0.00



Budget Performance Report

Fiscal Year to Date 06/01/23

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 100 - General Fund										
EXPENSE										
Department 57 - Veteran's Administration										
State Account 54720 - Veteran's Office										
50351	Vehicle Fuel	2,000.00	.00	2,000.00	.00	.00	818.77	1,181.23	41	1,728.30
50515	Indirect Cost	.00	.00	.00	.00	.00	1,136.67	(1,136.67)	+++	.00
State Account 54720 - Veteran's Office Totals		\$152,795.00	\$0.00	\$152,795.00	\$0.00	\$0.00	\$41,005.38	\$111,789.62	27%	\$83,278.00
State Account 54730 - Care of Veteran's Graves										
50220	Contracted Expenses	7,000.00	.00	7,000.00	.00	.00	.00	7,000.00	0	6,696.00
State Account 54730 - Care of Veteran's Graves Totals		\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$0.00	\$7,000.00	0%	\$6,696.00
Department 57 - Veteran's Administration Totals		\$164,795.00	\$0.00	\$164,795.00	\$0.00	\$0.00	\$41,192.92	\$123,602.08	25%	\$90,974.00
EXPENSE TOTALS		\$164,795.00	\$0.00	\$164,795.00	\$0.00	\$0.00	\$41,192.92	\$123,602.08	25%	\$90,974.00
Fund 100 - General Fund Totals										
REVENUE TOTALS		10,300.00	.00	10,300.00	.00	.00	675.00	9,625.00	7%	950.00
EXPENSE TOTALS		164,795.00	.00	164,795.00	.00	.00	41,192.92	123,602.08	25%	90,974.00
Fund 100 - General Fund Totals		(\$154,495.00)	\$0.00	(\$154,495.00)	\$0.00	\$0.00	(\$40,517.92)	(\$113,977.08)		(\$90,024.00)
Fund 213 - Veteran's Service Grant										
REVENUE										
Department 00 - General										
43565	State Aid/Veteran's Grant	9,350.00	.00	9,350.00	.00	.00	14,228.00	(4,878.00)	152	9,350.00
49300	Use of Prior Years' Fund Balance	748.00	.00	748.00	.00	.00	.00	748.00	0	.00
Department 00 - General Totals		\$10,098.00	\$0.00	\$10,098.00	\$0.00	\$0.00	\$14,228.00	(\$4,130.00)	141%	\$9,350.00
REVENUE TOTALS		\$10,098.00	\$0.00	\$10,098.00	\$0.00	\$0.00	\$14,228.00	(\$4,130.00)	141%	\$9,350.00
EXPENSE										
Department 00 - General										
State Account 54700 - Veteran's Grant Expenses										
50111	Regular Salaries	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	5,740.85
50226	Hardware/Software	1,298.00	.00	1,298.00	.00	.00	253.41	1,044.59	20	449.00
50247	Repairs-Buildings	.00	.00	.00	.00	.00	.00	.00	+++	1,718.71
50313	Printing	300.00	.00	300.00	.00	.00	80.00	220.00	27	.00
50325	Registration Fees	1,200.00	.00	1,200.00	.00	.00	400.00	800.00	33	.00
50329	Subscriptions	650.00	.00	650.00	.00	.00	20.00	630.00	3	175.00
50335	Meal Expenses	350.00	.00	350.00	.00	.00	.00	350.00	0	180.00
50336	Lodging	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	898.00
50339	Travel	300.00	.00	300.00	.00	.00	.00	300.00	0	.00
50351	Vehicle Fuel	300.00	.00	300.00	.00	.00	.00	300.00	0	188.44
50805	Capital Outlay-Small Equipment (1000 - 5000)	1,200.00	.00	1,200.00	.00	.00	.00	1,200.00	0	.00
State Account 54700 - Veteran's Grant Expenses Totals		\$10,098.00	\$0.00	\$10,098.00	\$0.00	\$0.00	\$753.41	\$9,344.59	7%	\$9,350.00
Department 00 - General Totals		\$10,098.00	\$0.00	\$10,098.00	\$0.00	\$0.00	\$753.41	\$9,344.59	7%	\$9,350.00
EXPENSE TOTALS		\$10,098.00	\$0.00	\$10,098.00	\$0.00	\$0.00	\$753.41	\$9,344.59	7%	\$9,350.00



Budget Performance Report

Fiscal Year to Date 06/01/23

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
	Fund 213 - Veteran's Service Grant Totals									
	REVENUE TOTALS	10,098.00	.00	10,098.00	.00	.00	14,228.00	(4,130.00)	141%	9,350.00
	EXPENSE TOTALS	10,098.00	.00	10,098.00	.00	.00	753.41	9,344.59	7%	9,350.00
	Fund 213 - Veteran's Service Grant Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,474.59	(\$13,474.59)		\$0.00
	Fund 214 - Veteran's Relief Fund									
	REVENUE									
	Department 00 - General									
43565	State Aid/Veteran's Grant	.00	.00	.00	.00	.00	9,350.00	(9,350.00)	+++	.00
	Department 00 - General Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,350.00	(\$9,350.00)	+++	\$0.00
	REVENUE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,350.00	(\$9,350.00)	+++	\$0.00
	Fund 214 - Veteran's Relief Fund Totals									
	REVENUE TOTALS	.00	.00	.00	.00	.00	9,350.00	(9,350.00)	+++	.00
	EXPENSE TOTALS	.00	.00	.00	.00	.00	.00	.00	+++	.00
	Fund 214 - Veteran's Relief Fund Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,350.00	(\$9,350.00)		\$0.00
	Fund 411 - Veteran's Transportation Grant									
	REVENUE									
	Department 00 - General									
43566	Veterans' Trans. Grant	7,000.00	.00	7,000.00	.00	.00	.00	7,000.00	0	9,137.70
	Department 00 - General Totals	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$0.00	\$7,000.00	0%	\$9,137.70
	REVENUE TOTALS	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$0.00	\$7,000.00	0%	\$9,137.70
	EXPENSE									
	Department 00 - General									
	State Account 54725 - Capital Outlay/Van Purchase									
59210	Transfer to General Fund	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	.00
	State Account 54725 - Capital Outlay/Van Purchase Totals	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0%	\$0.00
	Department 00 - General Totals	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0%	\$0.00
	EXPENSE TOTALS	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0%	\$0.00
	Fund 411 - Veteran's Transportation Grant Totals									
	REVENUE TOTALS	7,000.00	.00	7,000.00	.00	.00	.00	7,000.00	0%	9,137.70
	EXPENSE TOTALS	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0%	.00
	Fund 411 - Veteran's Transportation Grant Totals	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00		\$9,137.70
	Grand Totals									
	REVENUE TOTALS	27,398.00	.00	27,398.00	.00	.00	24,253.00	3,145.00	89%	19,437.70
	EXPENSE TOTALS	178,893.00	.00	178,893.00	.00	.00	41,946.33	136,946.67	23%	100,324.00
	Grand Totals	(\$151,495.00)	\$0.00	(\$151,495.00)	\$0.00	\$0.00	(\$17,693.33)	(\$133,801.67)		(\$80,886.30)

Human Resource Report June 8, 2023

2023 Turnover

5/1/2023	Jeff Schultz	Highway	Retired
5/1/2023	James Schoonover	Highway	FT
5/2/2023	Patrick McDermott	Sheriff	FT
5/2/2023	Layne Martin	Highway	FT
5/8/2023	Tysa Marlow	Human Services	FT
5/8/2023	Elizabeth Hartel	Sheriff	PT
5/11/2023	Patricia Simonson	Sheriff	PT
5/15/2023	Charles Hayes	Highway	Rehire PT
5/15/2023	Richard Jelek	Highway	Rehire PT
5/16/2023	Mark Gritzmacher	Ambulance	Rehire PT
5/18/2023	Beth Stone	DA	Term
5/21/2023	Nicholas Nelson	Ambulance	Term
5/22/2023	Denise Kannegiesser	Sheriff	PT
5/30/2023	Michelle Makinia	Human Services	FT

Hired Youth Justice caseworker
Hired Paramedic position
Hired Victim Witness Coordinator
Hired two Driver/Operator positions
Hired Foster Care/Kinship Care caseworker
Hired CPS Ongoing caseworker
Hired Summer LTE employees at highway

Recruiting Driver/Operators at Highway
Recruiting Court Services Deputy - Huber
Recruiting Long Term Care Unit Director
Recruiting Children, Youth and Family Services Supervisor
Recruiting for EMS positions
Recruiting for Dispatch/Jail/Road positions
Recruiting for Family Services Facilitator
Recruiting for Public Health Assistant
Recruiting Mental Health Therapist

TRAVEL AND EXPENSE REIMBURSEMENT

1. Purpose. To establish a uniform system for determining county responsibility for expenses incurred by employees and officers while performing official county business.
2. Definitions.
 - a. Authorizing Party - The County Administrator with respect to Department Directors and the Department Directors with respect to subordinate employees
 - b. Budgeted - Appropriated by the county board or otherwise allocated in the department budget.
 - c. Person - All public officials and employees of the county.
 - d. Vehicles - All motor drive surface forms of transportation.
 - e. Personal Automobile Insurance - All county employees who drive their personal vehicles on county business will be required to maintain, at a minimum, personal automobile insurance in the amount of \$100,000/\$300,000/\$50,000 or \$300,000 combined single limit auto coverage.
 - o The employee will provide their insurance documentation verifying such insurance amounts annually to their Department Director.
 - o Mileage will not be reimbursed to any employee who has not provided the current insurance documentation.
 - o Sawyer County Insurance Coverage can be excluded if you are engaged in gross or willful negligence.
 - o Sawyer County coverage is considered secondary coverage when an employee is driving their personal vehicles on county business.
3. General Travel Policy. Each person will be reimbursed for reasonable, necessary and actual travel expenses incurred in the performance of authorized official duties as long as reimbursement requests are made on the appropriate county forms and receipts must be shown and attached for all expenses, excluding alcoholic beverages.

Department Directors will determine departmental travel and training needs and authorize expenditures.

All out of county travel at county expense must have the prior approval of the Department Director.

4. Hotel/Motel Registration and Lodging Expense. When registering in hotels or motels or signing for any official purposes, persons will use their business address.

The choice of lodging will be based primarily on cost with consideration given to accessibility in conducting business. When traveling alone, a person will make use of a single room rate. Only travel expenses for the authorized person will be reimbursed, and at the rate for a single room.

- Lodging at convention, seminar, or meeting sites will be fully paid for by the County up to the state rate currently in effect or an amount pre-approved based on the seminar or meeting arrangements.
- All lodging expenses will be supported by the original receipts.

5. Transportation Expenses. Employees are eligible for mileage reimbursement for any position related duties and conference or training that they are required and/or allowed to attend per policy. Employees using their personal vehicle will be reimbursed mileage from home or their worksite whichever is closer.

~~Transportation should~~ Employees are encouraged first be to use a County Fleet vehicle before attempting personal owned vehicles or the next most economical type or route.

Employees will follow all state and local traffic laws at all times whether a County or Personal Vehicle while on County business.

- a. Fleet Car Rate will be ~~\$.10 less the current county rate~~ 80% of the IRS Rate per mile for official county use, chargeable against the requisitioning department, and the state rate for incidental personal use.
- b. Private Vehicle Mileage Rate - County employees ~~will~~ are encouraged to use a fleet car, if available. Reimbursement of the use of a personal vehicle will be 80% of the IRS Rate per mile.
- c. Employees ~~should~~ will request a fleet car once they become aware of the need for travel.
- d. If travel is related to a medical assistance program, a county fleet car will be used.

~~Privately owned automobiles may be used when fleet cars are not available. Employee will receive a signed form stating a fleet vehicle was unavailable and the employee will be reimbursed at County mileage rate.~~

6. Meals. Employees will be reimbursed for meals if the employee is attending an approved meeting, convention or seminar.

The claim for meals will represent actual, reasonable and necessary costs expended for meals as established by the County Board.

Paid under the following guidelines:

- a. Breakfast – the employee must leave before 6:00 a.m.
- b. Lunch – the employee must leave prior to 11:30 a.m. and return after 1:30 p.m.
- c. Supper – the employee must leave prior to 4:30 p.m. and return after 6:00 p.m.
- d. Expenses may be paid in aggregate of a maximum daily total of ~~\$25~~ \$35. If the employee is required to purchase one meal while on county business, they will be limited to the amount stated per meal. If more than one meal is purchased, the employee will be allowed the total of these meals with the total being split among the meals at the employee's option.

- e. County Credit Card(s) or purchase cards cannot be used to pay for employee meals.
 - f. Receipts are required for all meal reimbursement requests.
 - g. No reimbursement will be made for the cost of alcoholic beverages.
 - h. No meal advancements will be made except for Sheriff Department training for five or more consecutive days.
7. Claiming Reimbursement of Authorized Expenditures. All claims for reimbursement of authorized expenses must be submitted within 30 days on a Travel and/or Meal Expense Reimbursement Form provided by the Accounting Department.

**County Clerk Department
Monthly Report
May 31 2023**



County Clerk Desk Activity/Revenue YTD:

Activity	Number of Licenses/Permits	Total Revenue (including amounts sent to the State of Wisconsin)
Dog Licenses	300	\$3,300.00
Work Permits	18	\$180.00
Marriage Licenses	16	\$1,600.00
Plat Books		\$574.86
Election MOU Reimbursement	2/21/23 Election Invoice	\$3,998.39
	4/4/23 Election Invoice	\$14,870.00

Elections Update:

- The Wisconsin Elections Commission has redesigned both the inner and out absentee ballot envelopes. All old stock will need to be discarded and new stock ordered in August 2023 unless a WEC committee decision is made to allow towns to use up existing stock. A subgrant should be available to help offset replacing stock that is being discarded.
- Materials from the 2020 general election were finally destroyed; required retention period is 22 months but we kept for much longer due to high records requests at the time.

General:

- The Department of Workforce Development has informed us that we will no longer be able to issue work permits as of 6/30/23. They have built an online application process for parents/guardians to use and will collect all fees then mail a permit to the employer only. We have updated our Clerk webpage to indicate this change, and I have created a press release for both area newspapers advising the public of the change.
- Hangar lease letters were sent out for Mersel, Korn, and Pinewood LLC; a new lease under the new terms (approved last month) was sent to David Hermel for signing.

Resolution 2023- _____

RESOLUTION IN SUPPORT OF THE LCO vs EVERS DECISION

WHEREAS, In August of 2022 the Federal Court of Appeals in LCO v Evers ruled that lands owned by tribal members on reservation are not taxable, regardless of the chain of custody. This decision settled a decades long claim that tribal members were not subject to property tax on reservation lands; and,

WHEREAS, this decision overturned a long-standing practice of Tribal Land taxation as established by the Wisconsin Department of Revenue. This has had significant tax implications for the Counties with these tribal lands for the five years before the 2022 decision. Going forward it will create structural taxation challenges for local governments; and,

WHEREAS, the LCO V. Evers Tribal Taxation decision is not a town, school district or county issue. Rather it is an issue created by state and federal governments; and,

WHEREAS, the Court of Appeals held the 1854 treaty between the Chippewa Indians of Lake Superior and the Federal Government guaranteed reservation lands to tribal members in exchange for millions of acres of land in Northern Wisconsin. The court held that taxes conflicted with the treaty as originally agreed; and,

WHEREAS, as a result of the decision by the Court of Appeals, both the Federal and State Governments wholly reversed their position on the taxability of tribal lands. The State and Federal Government should now take ownership of the difficult position they have placed the counties, towns, schools, and technical colleges in; and,

WHEREAS, by state law, counties guarantee annual taxes to taxing entities (towns, cities, schools, counties, and technical colleges) regardless of payment by property owners. This is known as the settlement process. When taxes are not paid, counties make taxing entities whole. This ensures sufficient operational funds for the coming year for these entities. These out-of-pocket county payments are recouped after the tax delinquent property is sold by the County. The LCO v. Evers decision prohibits the county from taking ownership, meaning no tax sale, leaving counties unreimbursed for settlements. Of the five Wisconsin counties impacted by the decision, \$3.6 million was paid to taxing entities by counties between 2015 and 2022. The counties of Ashland, Bayfield, Iron, Sawyer and Vilas will not be reimbursed for these payments as a result of the decision. Counties are bearing the financial consequences of enforcing a tax policy created by the State that was found to be illegal. The State should be responsible for the policy created and enforced on municipalities and counties to follow.

WHEREAS, Tribal properties removed from the tax roll because of this decision substantially impacts the local tax base. In Bayfield County this represents approximately 25% reduction in total valuation in the Town of Russell, and in Ashland County the Town of Sanborn, an approximate 80% reduction. This means local government operational costs will be spread over a smaller tax base and a reduced number of property owners. The impact will be increases in local mill rates; and,

47 **WHEREAS**, Across the five counties the reduction in tax collections due to the court decision is
48 anticipated to be over \$900,000 annually or approximately \$1.8 million over the next two years.
49 This amount is expected to increase as additional parcels are removed from the tax roll; and,
50
51 **WHEREAS**, Communities, schools, roads, and other infrastructure were planned and built based on
52 the financial viability and stability of the established tax structure. The recent court decision has
53 changed the situation dramatically for communities with Indian reservations. The Federal
54 Government currently pays local governments payments in lieu of taxes for Federal Forest
55 lands/parks. We request the Federal Government do the same for properties no longer subject to
56 tax but still in need of tax-funded assistance; and,
57
58 **WHEREAS**, the Sawyer County Board of Supervisors, assembled this 15th day of June 2023 respects
59 the decision of the Federal Court on this long-standing tribal taxation argument. In accordance with
60 the court decision and direction from the Wisconsin Department of Revenue, Sawyer County
61 promptly acted implementing the court's action in 2022; and,
62
63 **WHEREAS**, that Sawyer County understands that this is a major change impacting the lives of those
64 living on the Lac Courte Oreilles reservation in many ways. Sawyer County is committed to
65 understanding and listening to the interests of all parties on this matter. The County also
66 understands this is a complex issue impacting Tribal members, the LCO Tribe, non-tribal members
67 on the reservation, the Towns of Hayward and Bass Lake, and taxing entities; and,
68
69 **WHEREAS**, that the County urges patience and respect and commits to hearing out all those
70 impacted.
71
72 **NOW THEREFORE MAY IT BE RESOLVED**, Sawyer County asks of the Wisconsin Counties Association
73 to assist with legislation providing:
74
75 1. That the State of Wisconsin reimburse counties for un-recoupable settlement payments
76 (\$3.6 million) made in accordance with state law, between 2015 and November 2022.
77
78 2. That the State of Wisconsin makes aid payments over the next two years equal to the tax on
79 the valuation lost as a result of the decision in the amount of \$1.8 million, until a permanent
80 solution can be developed.
81
82
83 Recommended for adoption by the Sawyer County Board of Supervisors at its meeting on June 15,
84 2023, by this Sawyer County Administrative Committee May 8, 2023.
85
86
87 _____
88 Tweed Shuman, Chair
89
90 _____
91 Ron Kinsley, Member
92
93 _____
94 Tom Duffy, Member

_____	_____
Ron Buckholtz, Vice Chair	
_____	_____
Dale Schleeter, Member	

95 This Resolution is hereby adopted by the Sawyer County Board of Supervisors this 15th day of June,
96 2023.

97

98

99 _____
Tweed Shuman, Chair, Sawyer County Board of Supervisors

Lynn Fitch, County Clerk