

**Minutes of the March 14, 2024 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**
- ☒ Vice Chair: Ron Buckholtz
- ☒ Tom Duffy
- ☒ Ron Kinsley
- ☒ Dale Schleeter

Others Present:

Andy Albarado	Mike Coleson-virtual
Lynn Fitch	Stacey Hessel
Gary Elliott	

Call to Order –Chair Shuman called the meeting to order at 10:02 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: February 8, 2024

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

Second by: Mr. Kinsley

Minutes from the previous meeting dated: February 20, 2024

Motion to approve made by: Mr. Buckholtz
Motion carried without negative vote.

Second by: Mr. Kinsley

Veterans Service Department Report -

A written report was provided and reviewed by Mr. Elliott. Office activity was highlighted. 34 disability claims to date have been submitted, and they have received retroactive payment of \$55,282.84 in Veterans' favor. Staff visited with American Legion Post 303 of Winter to entertain questions and introduce office staff.

Information Technology Department Report -

Mr. Coleson provided a verbal update. They are finishing up the ITV upgrades now.

Human Resources Report -

A written report was provided. Mr. Albarado reported that the Sheriff's Department has been hiring and training. Great feedback was received by staff who attended the March 6th Training Day. Admin Committee heard a grievance was heard and attorneys intend to move toward arbitration.

County Clerk Department Report -

A written report was provided of counter activity and elections materials. Ballots have arrived and been delivered to municipalities for the April 2nd election. The change in maps due to Governor Evers' revised maps will result in Sawyer County going from two Senate and Assembly districts to only one but I've received conflicting information as to which numbers we will finally land. As to how this will affect the remaining elections in 2024, this is still under debate and no clear answers are available yet, as representatives are in mid-term during this change.

Public Records Request Update – A written report was provided showing a total of 78 recorded records request in the past two months. We are in the beginning stages of investigating software programs to assist with this process.

Economic Interest Statement -

A draft revised form was provided for consideration. Mr. Albarado reviewed the proposed form that would gather more information regarding potential conflicts of interest of key staff, elected officials and board members. A motion was made by Mr. Buckholtz to approve the conflict of interest form and forward to County Board; second by Mr. Duffy. Motion carried without negative review.

WALDO Center in Winter -

Chair Shuman and Mr. Buckholtz made a visit to Winter to hear concerns. Laurie Martin and John Suralski requested a one-time \$25,000 donation for the Center which would require a budget amendment. The WALDO Center is open to individuals of all ages and provides a wide variety of services. They have approximately 20 volunteers. Committee requested that legal counsel review available options, and Mr. Albarado will meet with WALDO representatives.

Elected Officials Wage Review -

A resolution proposing the next term of wages for elected officials was presented by Mr. Albarado. The proposed 2025 base wage for the County Clerk, Treasurer and Register of Deeds is set at \$70,491, 2026 is \$72,253, 2027 is \$74,060 and 2028 is \$75,911. A motion was made by Mr. Buckholtz to approve the resolution and forward to County Board; second by Mr. Duffy. Motion carried without negative vote.

County Administrator's Report –

Mr. Albarado advised that the courthouse project is completed except for some IT work. There is a ribbon cutting ceremony on May 16th at 5:00 pm. Staff training was held on March 6th and was well attended. The Tourist Rooming House ordinance continues to develop the draft ordinance that will be presented to the ad hoc committee before going to HHS and Zoning Committees. The CJCC committee has been very active with programs and diversion court. A new radio system for EMS is being investigated under the new radio contract.

Future Agenda Items – WALDO Center

Correspondence, reports from conferences and meetings

Adjournment – 11:18 am

Next Meeting: April 11, 2024 **Time:** 10:00 am **Location:** Board Room
Minutes recorded by Lynn Fitch, County Clerk