

**Minutes of the April 11, 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 - excused

Others Present:

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

Call to Order –Chair Shuman called the meeting to order at 10:00 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 dated: March 14, 2024

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

WALDO Center Update -

Mr. Albarado provided an update, stating that he met with Laurie from the WALDO Center. Per statute, aging senior services are the only area that the County can legally contribute to. Funding two struggling senior centers (WALDO and the Senior Resource Center) should be carefully considered prior to committing. This will remain on the agenda for next month

Veterans Service Department Report -

A written report was provided identifying payments of \$62,641.54 paid out for claims decided in veterans' favor. A State training is scheduled for April 15th through 19th. Mr. Elliot is scheduled to speak at an April 13th VFW District 10 annual convention regarding vet benefits/needs/issues within Northern Wisconsin. The federal department started using AI to funnel claims which is causing problems in claim fulfillment; they will continue to watch and try to fine tune this process for better accuracy. We just lost both van drivers for our facility. He reviewed the 100% disabled vet property tax reimbursement program.

Information Technology Department Report -

A written report was provided. Video surveillance cameras at the Highway Department have been upgraded. A time-tracking tool for IT has been put in place to assist with incoming IT requests, and a list of pending projects was included. The zoning department would like to automate their permit request process and will investigate this.

Human Resources Report -

A written report was provided. The department is recruiting and interviewing for several positions, and continues to work through various disciplinary issues. The tentative date of arbitration with the Sawyer County Deputy Sheriff's Associations is May 6th regarding the deputy Ryan Schick grievance. We are short paramedics at this time.

County Clerk Department Report -

A written report was provided of counter activity and general office updates. More than 100 dog licenses were sold at the weekend rabies clinics but this is down from the previous year. There is continued turnover in the municipal

clerk positions and the Town of Spider Lake is currently without a person in that position. We are in the process of investigating software programs to help track records requests. Registrations have been sent to Clerks statewide as well as to vendors for the June WCCA conference to be held in Hayward.

Public Records Request Update – A written report was provided showing 57 requests to date for the general county departments and 78 to date for the Sheriff's Department; to date we have recovered \$154.45 in fees for time spent developing request documentation and over 62 hours of documented time performing the research.

County Administrator's Report –

The September WCA Conference is coming up and they are asking for resolutions to be considered at the State level and then forward to legislators. Possibilities to submit include the DAV veterans funding for transportation and the wakeboarding resolutions. This will be mentioned at our April board meeting, as well. He recommended reviewing the board policy of length of time to read public comments into record at committee meetings. We are working on orientation training materials for next week. May 16th is the ribbon cutting and short ceremony before the regular board meeting. He will be meeting with GenCom radio group next week to hear their recommendations. We will start the budget project in May/June. The ATV/UTV route requests will come before the board next month. The Tourist Rooming House ad hoc as forwarded the draft ordinance to committee levels for review in May along with a public hearing. The next Airport Master Plan public meeting will take place this fall.

Future Agenda Items – Senior Center Update, VA Update on Transportation

Correspondence, reports from conferences and meetings

Adjournment – 11:19 am

Next Meeting: May 9, 2024 **Time:** 10:00 am **Location:** Board Room
Minutes recorded by Lynn Fitch, County Clerk