

**Minutes of the June 13, 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: Ron Kinsley
- ☒ Vice Chair: Ron Buckholtz
- ☒ Tom Duffy
- ☒ John Righeimer
- ☒ Stacey Hessel

Others Present:

Andy Albarado
Lynn Fitch
Gary Elliott
Rose Lillyroot
Mike Coleson – virtual @
10:14 am
Linda Zillmer

Call to Order –Chair Ron Kinsley 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: May 13, 2024

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

Second by: Ms. Hessel

Appointment Adjustments -

Several committee appointments were recommended for consideration. Ms. Hessel made a motion to approve the appointment adjustments; second by Mr. Righeimer and forward to full County Board. Motion carried without negative vote.

Veterans Service Department Report -

A written report with the budget was provided and reviewed by Mr. Elliott. The office submitted 87 claims to date and received retroactive payments in the amount of \$144,268.81. Outreach efforts/events included Coffee and Conversation with Gary and Nicole, the NWVMC Memorial Day Ceremony and the county Memorial Day Ceremony.

Information Technology Department Report -

A written report was provided. Mr. Coleson advised they are working on the new door controls and jail cameras.

Human Resources Report -

A written report was provided and reviewed. They will be making an offer for the Assistant Zoning & Conservation Administrator today.

Bug Tussel Project --

Having been reviewed at the Finance meeting with all in attendance, the project was not reviewed again in Administration.

NWCEP Request for Assistance -

NWCEP is requesting a \$5000 advance but due to them having additional planning meetings, the request not moved forward at this time.

County Clerk Department Report -

A written report was provided of counter activity and general office updates. With the recent resignation of the Deputy Clerk, Ms. Horton, Liz Klein has been brought in to learn the deputy duties. The NextRequest software is being used in the background with a “going live” date of July 1st.

Public Records Request Update – A written report was provided.

Board Room Layout for the Public -

The management of public traffic in the board room before and after meetings is being reviewed.

Kroger Settlement Resolution -

This is another opioid settlement with The Kroger Co. to be divided within the state. Once settled, a payment will be determined. This resolution accepts the Kroger settlement and makes it become part of the original opioid terms. A motion was made by Mr. Buckholtz to approve the resolution and forward to the Board; second by Ms. Hessel. Motion carried without negative vote.

Board Room Layout for the Public --

Layout of the room for both board members and the public was reviewed. Options will be evaluated and brought forward.

Resolution to Present to WCA -

Resolution 2023-27 on Enhanced Wake Regulations was one that could be recommended to the WCA committee for consideration at their annual business meeting. No action was taken

Outside Committee Updates -

Mr. Albarado provided an overview of the purpose of this new agenda item.

County Administrator's Report –

Mr. Albarado advised that we have been seeing several staff separations and have been actively interviewing and we seem to be getting a good mix of qualified applicants. No update on the grievance issue in the Sheriff's Dept. The short-term rental agenda item is back at the Ad Hoc Committee level for further review. The Town of Round Lake has requested a permanent ambulance base in the Town; under review and assessment. Additional BEAD funding will likely be available at the end of this year which would require comparisons of potentially competing bids. There has been movement with the joint MOU with LCO on the CJCC committee. Future budgets will need to consider the increase in costs associated with juvenile calls/activities.

Future Agenda Items –

Correspondence, reports from conferences and meetings

Adjournment – 10:57 m

Next Meeting: July 11, 2024 **Time:** 10:00 am **Location:** Board Room

Minutes recorded by Lynn Fitch, County Clerk