

**Minutes of the January 9, 2025 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
Liz Klein
Nicole Clapero
Rose Lillyroot
Mike Coleson

Call to Order –Chair Ron Kinsley called the meeting to order at 10:00 am.

Certification of Compliance with the open meeting law was skipped. Roll Call taken; quorum was met.

Meeting Agenda – Set

Public Comments – Linda Zillmer

Minutes from the previous meeting dated: December 12, 2024

Motion to approve with correction- Mr. Duffy was present- made by: Ms. Hessel Second by: Mr. Duffy
Motion carried without negative vote.

Appoint Board Member for Vacancy of District 15 –

Mr. Kinsley reported that no one has stepped forward for consideration.

Veterans Honor Park –

No updates since last meeting. It was discussed that the name, vision, and location of the monument need further consideration and exploration by an ad hoc committee and input from the larger community of various Veterans groups, the City of Hayward, and other potential stakeholders before taking action.

Motion to table to a future date by: Mr. Buckholtz Second by: Mr. Duffy

Motion carried with negative vote by Ms. Hessel.

Veterans Service Department Report -

A written report of department activity and budget were provided and reviewed by Ms. Clapero. There were 489 phone calls, 777 letters/emails/faxes and 202 office visits reported. The end of year numbers are 5,769 calls, 7,722 letters and 2,561 office visits- an increase over 2023.

The Veterans Service Department is collecting Valentines for Veterans in nursing homes and welcomes community support.

Information Technology Department Report -

A written report was provided; Mr. Coleson reviewed completed and ongoing projects. 2024 projects included cameras, security technology, a server upgrade project, software rollouts and Sheriff dispatch and jail management system upgrades. 80% of staff time was spent on support requests.

Human Resources Report -

A written report was provided and reviewed by Ms. Lillyroot regarding staff turnover and hiring. An update was provided on Ryan Schick- he will repay \$2000.00 up front and make restitution payments of \$300.00 per month at 4% interest.

County Clerk Report -

Written reports were provided and reviewed by Ms. Klein. Next Request public records software is working well to track staff time and expenses but efficiency could possibly be improved. YTD staff cost was \$4,133.02; dollars collected \$509.00, with the majority of requests made to the Sheriff's Department.

Dog license sales have increased at the beginning of the year, partly due to municipalities opting not to sell tags. 2025 plat books are now available for \$30.00 each.

County Administrator's Report –

Mr. Albarado provided reports from committees and departments. Staffing is good. LWFR approved the Lake District Report, Findings of Fact and made a recommendation to forward to the County Board with removal of one parcel. Airport has nothing new to report. Highway is brushing and Maintenance is completing small construction projects in the Court House. Mr. Albarado and Mr. Froemel will meet with several towns on January 14 to discuss ambulance coverage. The EDC endorsed a Norvado BEAD broadband project in January, in addition to a December BEAD endorsement of Mosaic and noted that after these projects are completed about 2000 rooftops will remain without broadband in Sawyer County. Public Safety and the Economic Development Committees met jointly on the emergency communications coverage and Bug Tussel has one month to provide a tower proposal; GenComm will continue to work on the radio network in the county. CJCC is very active. The new elected officials transition is going well. All departments will be asked to provide year end summary reports with goals for the coming year. Several county departments will offer Winter-area service hours at the WALDO Center soon. Cameras are being installed throughout the county for security highway operations.

Board Appointed Committee Updates –

Ms. Hessel has been in Madison working with other counties to establish mental health facilities in northern Wisconsin.

Future Agenda Items – None

Correspondence, reports from conferences and meetings - None

Adjournment – 10:54 am

Next Meeting: February 13, 2025 **Time:** 10:00 am **Location:** Board Room
Minutes recorded by Liz Klein, County Clerk