

**Minutes of the April 10, 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- Virtual
- ☒ Stacey Hessel

Andy Albarado
Liz Klein
Gary Elliot
Mike Markgren
Rose Lillyroot

Others Present:

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 met. Roll Call taken; quorum was met.

Meeting Agenda – Set

Public Comments – Linda Zillmer

Minutes from the previous meeting dated: March 13, 2025

Motion to approve by: Mr. Duffy

Second by: Mr. Righeimer

Motion carried without negative vote.

County Clerk Report-

Ms. Klein summarized the NextRequest public records requests report and stated Ms. Velazquez is doing a great job handling numerous Sheriff's Department requests.

163 dog licenses and 8 marriage licenses were issued in March, 15 plat books sold. Act 235 may require redactions in plat books on hand and WEC changes to judges' information required on election documents. Election MOUs will be updated with municipal clerks.

Veterans Service Office Report -

Mr. Elliot provided a written report of department activity including \$93,411 received in disability claims on behalf of veterans. Mr. Elliot and Ms. Clapero will attend required training in May and the office will be closed those days.

Information Technology Department Report -

Mr. Coleson provided a written report. IT has been working on setting up online permits, TRH data in Novus, and a new phone system.

Human Resources Report -

A written report was provided. Ms. Lillyroot updated the committee on an offer made and department staffing.

County Administrator Report—

Mr. Albarado reported that the Strategic Plan will be pushed back to allow the new administrator to have input. Forward Analytics will provide demographics and statistics at the County Board meeting April 15. A Resolution to change the county Ordinance on Tax-Deeded Lands will be considered April 15, prompted by the statewide class-action lawsuits filed based on Tyler v. Hennepin. Open Public Records requests include a G.O.A.T. DEI request and Callahan Dam and Lake District requests. The Callahan Lake District formation paperwork is nearing completion and will be provided to the Lake District petitioner and Town of Round Lake. Act 235 judicial shielding is being reviewed by departments. Airport construction will begin on May 5 when the road bans are lifted.

The County Administrator and Department Head Succession Policy was approved for recommendation to the County Board on a motion by: Mr. Righeimer Second by: Ms. Hessel
Motion carried without negative vote.

**Update on County Administrator Recruitment--
Closed Session**

At 10:30 am, a motion to enter closed session pursuant to Wis. Stat. § 19.85(1)(e), “[d]eliberating 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, for purposes of considering the appointment and compensation of an Interim County Administrator, was made by: Mr. Duffy Second by: Mr. Buckholtz.

Roll call vote taken: Mr. Kinsley aye, Mr. Buckholtz aye, Mr. Duffy aye, Mr. Righeimer aye, Ms. Hessel aye; motion carried.

At 10:48 am the committee reconvened in open session on a motion by: Mr. Righeimer Second by: Mr. Duffy
Motion carried without negative vote.

Open session—

Ms. Hessel moved to recommend the appointment of Mike Markgren and Rose Lillyroot as Joint Interim County Administrators with compensation set at \$50.00/hr for Administrative work, for final consideration by the County Board on April 15.

Second by: Mr. Buckholtz

Motion carried without negative vote.

Board Appointed Committee Updates –

Mr. Buckholtz referred the Northern Waters Library director to give a report to the Economic Development & UW Extension Committee.

Set a special Admin meeting for Mr. Albarado’s exit interview on April 17 at 11:00am.

Correspondence, reports from conferences and meetings –

Future Agenda Items- Continue recruitment process for new County Administrator, Continue discussion of Veteran’s memorial

Adjournment – 10:55pm

Next Meeting: May 8, 2025

Time: 10:00 am

Location: Board Room

Minutes recorded by Liz Klein, County Clerk