

**Minutes of the July 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
- ☒ Stacey Hessel

Others Present:

Mike Markgren
Liz Klein
Gary Elliot
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: June 12, 2025

Motion to approve by: Mr. Righeimer

Second by: Mr. Duffy

Motion carried without negative vote.

County Clerk Report-

Ms. Klein provided a written department report. WEC officials spoke at the WCCA conference June 22-25 in New Glarus: towns using ICX machines will be upgrading to ICE due to decertification of the machines following an Executive Order on election security. Command Central will swap the machines for free, just the cost of delivery will be charged. Ms. Klein filed the MOE for Village of Couderay, saving them \$11,000 next year. Records requests and a lawsuit are consuming department time.

Ms. Klein provided the NextRequest report. Discussion followed about the value of NextRequest for tracking where requests are coming from, pros and cons of the software. The contract is due for renewal at a cost of \$5,000 plus additional software and set up fees to pay online of about \$4,300. The Sheriff's Department has concerns about statutory privacy laws, and other departments do not like using the program. Only \$902.60 has been paid of \$3,661.57 in invoices.

Mr. Coleson agreed that the software does not do what the county had hoped it would do.

The committee agreed to let the contract run out in December and track requests in house.

Veterans Service Office Report -

Mr. Elliot provided a written report of June 2024 and 2025 department activity: 479 phone calls, 789 letters/emails/faxes sent and 251 office visits. 88 disability claims were filed and \$239,457.47 was awarded in Veterans' favor. Training is up to date.

Information Technology Department Report -

Mr. Coleson provided a written IT report.

Human Resources Report -

A written report was provided. Mr. Markgren reported that more applications have been coming in for open county positions.

Sawyer County Housing Authority Appointment—

The committee recommended the appointment of Mike Stamps to a five year term from July 20, 2025 to July 19, 2030 on the Sawyer County Housing Authority for confirmation by the county board on a motion by: Mr. Buckholtz

Second by: Ms. Hessel

Motion carried without negative vote.

County Administrator Report—

Mr. Markgren updated the committee on recent activity. Department head meetings will feature professional development, a policy and forms for evaluations. An economic development meeting with NWRPC focused on tourism and housing. Strategic planning meetings are in progress. The airport runway is completed except grooving and painting. The Veterans' Tribute is waiting for environmental testing. Some contracts for services with external entities have been signed. Meetings with the ambulance director have been productive. There will be a GenComm update soon. Mr. Buckholtz asked to get a commitment for the WOJB tower in writing. There is no update on carbon credits.

Board Appointed Committee Updates – None**Correspondence, reports from conferences and meetings –**

People have signed up for WCA Conference at Kalahari in September

Future Agenda Items- Strategic Planning Update**Adjournment – 10:46 am**

Next Meeting: August 14, 2025

Time: 10:00 am

Location: Board Room

Minutes recorded by Liz Klein, County Clerk