

**Minutes of the October 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:

Others Present:

- | | |
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| ☒ Chair: Ron Kinsley | |
| ☒ Vice Chair: Ron Buckholtz | Liz Klein |
| ☒ Tom Duffy | Gary Elliot |
| ☒ John Righeimer | Nicole Clapero- Virtual |
| ☒ Stacey Hessel | |

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: September 11, 2025

Motion to approve by: Mr. Buckholtz

Second by: Mr. Duffy

Motion carried without negative vote.

County Clerk Report-

Ms. Klein provided a written department report on training conferences attended and September revenues. Towns with ICX voting machines are communicating with Command Central and working on changing to ICE machines- a \$9,000 value for \$400 delivery, set up and training. These use 100% paper ballots that could be hand counted if the towns do not wish to use the electronic tabulator feature.

NextRequest-- The public records requests report was reviewed; discussion on NextRequest and whether to continue using it will be on the November agenda.

Veterans Service Office Report -

Mr. Elliot provided a written report of September department activity: 517 phone calls, 902 letters/emails/faxes sent and 262 office visits. 130 disability claims were filed to date and \$461,405.25 was awarded in Veterans' favor. The department is co-hosting counseling sessions at La Crosse Vet Center, hosting Coffee & Conversation, and the social media engagements are increasing. The office will be closed October 20-24 for Fall Conference training in Eau Claire. The 2024 annual report numbers will be shared in November.

Information Technology Department Report -

Mr. Coleson provided a written IT report. Email has been migrated, encrypted email is being rolled out to staff, and a cloud-based printing feature is pending. Alex and Mike attended a conference in Superior on September 25.

Human Resources Report -

A written report was provided on staffing and recruiting for open positions within the county.

County Administrator Report—

Ms. Ehn updated the committee on Mr. Markgren's Administrator items: a Department Head meeting is set for Oct 15; went to Madison to represent the county on the Forestry Revitalization Act; attended the Economic

Development Corporation mixer; set up strategic planning with department heads; the Airport FBO transfer is completed, no update on Master Plan; the public safety radio system plan is coming along with GenComm.

Establish County Board of Supervisors 2026-2027 term salary—

Motion to keep the 2026-2027 County Board of Supervisors salary per diem at its current rate for recommendation to the County Board by: Ms. Hessel Second by: Mr. Righeimer

Motion carried without negative vote.

Veterans Tribute update—

Phase 2 of the environmental study is a \$7,500 soil core sample.

Discussion about the environmental study Phase 1 and Phase 2 and whether the cost and findings of Phase 2 are a contingency.

Motion to approve Phase 2 of the environmental study by: Ms. Hessel

Second by: Mr. Righeimer

Motion carried without negative vote.

No update on design or materials until the lot is secured.

Board Appointed Committee Updates – None

Correspondence, reports from conferences and meetings—

Ms. Hessel reported that benches honoring fallen officers and K-9s will be dedicated today; paid for by donations.

Mr. Buckholtz stated that the County Board Bylaws require Supervisors to notify the County Clerk or Chair if they will appear by zoom and that is for emergencies; Supervisors are expected to attend meetings in person.

Future Agenda Items- Veterans Tribute, Recording/posting of meetings on YouTube, NextRequest/records request policy

Adjournment – 10:30 am

Next Meeting: November 6, 2025

Time: 10:00 am

Location: Board Room

Minutes recorded by Liz Klein, County Clerk