



# Sawyer County

## Agenda

**Administration Committee Meeting  
Monday, March 7, 2022 @ 5:30 PM  
Assembly Room/Virtual Meeting**

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### **1. CALL TO ORDER**

- a. The public is **strongly encouraged** to access the public meeting remotely due to public health and safety concerns. To view or participate in the **virtual meeting** from a computer, iPad, or Android device please go to <https://zoom.us/j/92546130740>. You can also use the dial in number for listening only at 1-312-626-6799 with the Webinar ID: 925 4613 0740. If additional assistance is needed please contact the County Clerk's Office at 715-634-4866 prior to the meeting. If you are on a computer, click the "Raise Hand" button and wait to be recognized. If you are on a telephone, dial \*9 and wait to be recognized.

### **2. ROLL CALL**

### **3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW**

### **4. MEETING AGENDA**

### **5. PUBLIC COMMENTS**

- a. At this time, members of the public will be given the opportunity to address the Committee on items not on the agenda. Please adhere to the following when addressing the Committee:
  - Comments will be limited to 3 minutes or less per individual.
  - Comments should be directed to the Committee as a whole and not directed to individual Committee members.
  - The Committee cannot respond to your comments during this time.
  - Please sign in and fill out a public comment sheet if you wish to speak on an item.

### **6. APPROVAL OF MINUTES FROM PREVIOUS MEETING**

- a. [2.3.22 Ad Hoc Recruitment Minutes DRAFT](#)

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**7. REVIEW OF FINAL CANDIDATES**

- a. Pursuant to Wisconsin Statutes 19.85(1)(c) enter closed session to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

**8. OPEN SESSION**

- a. Candidate Selection (discussion and possible action)

**9. FUTURE AGENDA ITEMS**

**10. CORRESPONDENCE, REPORTS FROM CONFERENCES AND MEETINGS, OTHER MATTERS FOR DISCUSSION ONLY**

**DISCLAIMER:**

*A quorum of the County Board of Supervisors or of any of its committees may be present at this meeting to listen and observe. Neither the Board nor any of the committees have established attendance at this meeting as an official function of the Board or committee(s) or otherwise made a determination that attendance at the meeting is necessary to carry out the Board or committee's function. The only purpose for other supervisors attending the meeting is to listen to the information presented. Neither the Board nor any committee (other than the committee providing this notice and agenda) will take any official action with respect to this noticed meeting.*

*Copy sent via email to: County Clerk and News Media. Note: Any person wishing to attend whom, because of a disability, requires accommodation should call the Sawyer County Clerk's Office (715.634.4866) at least 24 hours before the scheduled meeting so appropriate arrangements can be made.*

**Minutes of the February 3<sup>rd</sup> meeting of the Sawyer County  
Ad Hoc Recruitment Committee  
Of the Sawyer County Board of Supervisors  
Assembly Room; Sawyer County**



**Voting Committee Members (X) Present:**

- Chair: **Ron Kinsley**
- Vice Chair: Dale Schleeter
- Tweed Shuman
- Ron Buckholtz
- Tom Duffy

**Others Present:**

- |                     |                         |
|---------------------|-------------------------|
| Tom Hoff            | Alex Butterfield        |
| Lynn Fitch          | Rose Lillyroot          |
| David Bretl-Virtual | Linda Zillmer – Virtual |
|                     | John Hochheimer-virtual |

**Call to Order** –Chair 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** – A motion was made by Mr. Buckholtz; second by Mr. Duffy to approve the minutes of the January 20, 2022, meeting. Motion carried without negative vote.

**Administrator Job Description Review** – The new job description was reviewed. A motion was made by Mr. Schleeter; second by Mr. Shuman to approve the job description as presented. Motion carried without negative vote.

**Closed Session** – At 10:07 am a motion was made by Mr. Shuman; second by Mr. Buckholtz to enter closed session pursuant to Wis. Statutes § 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. A roll call vote was taken and passed without negative vote; “aye” votes from Kinsley, Schleeter, Shuman, Buckholtz and Duffy.

**Open Session** – A motion was made at 10:49 am to return to open session by Mr. Shuman; second by Mr. Buckholtz. Motion carried without negative vote.

**Meeting Date/Time** – The next meeting of the Ad Hoc Recruitment Committee will be Monday, March 7, at 5:30 pm in the Assembly Room.

Meeting adjourned at 10:50 am  
Minutes recorded by Lynn Fitch, County Clerk