

**Minutes of the April 13<sup>th</sup> meeting of the Sawyer County  
Administration Committee  
Of the Sawyer County Board of Supervisors  
Assembly Room; Sawyer County**



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

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

**Others Present:**

Andy Albarado                      Linda Zillmer  
Lynn Fitch  
Gary Elliott  
Mike Coleson  
Rose Lillyroot

**Call to Order** –Chair Shuman 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 from the previous meeting dated: March 9, 2023**

Motion to approve made by: Mr. Duffy                      Second by: Mr. Kinsley  
Motion carried without negative vote.

**Veterans Service Department Report -**

A written report was provided. Mr. Elliott reviewed his report; training is ongoing with the new administrative assistant. Mr. Elliott will attend national training in Madison in May.

**Information Technology Department Report -**

Mr. Coleson advised they have been busy working on getting the new building set up with equipment. Current estimate for equipment is anticipated to be above budget.

**Human Resources Report -**

A written report was provided. Ms. Lillyroot has been interviewing for numerous positions. Mr. Albarado reported that Julia Lyons has been recommended to be appointed as the new Human Services Director. Dan Ploeger, our land information officer and county surveyor, has also submitted his letter of retirement.

**Female Jail Population Update -**

Mr. Albarado reported that there are three interviews today for female jailers; hope is that successful interviews could allow us to fill staffing positions and bring female inmates back to our county.

**County Clerk Department Report -**

A written report was provided. An election review was provided by Clerk Fitch.

**County Administrator's Report –**

Mr. Albarado has been spending time with Human Services department in staffing. The transition to the new building has been delayed by two weeks but we hope to be using the new rooms in May. He will be meeting with the project manager to review budget issues as the project is finished. He will be working with legal counsel to move our board policies to ordinances. Temporary rooming houses is a new topic that is under review in the HHS Board meetings.

**Future Agenda Items**

**Correspondence, reports from conferences and meetings**

**Adjournment – 10:45 am**

**Next Meeting:** May 11, 2023      **Time:** 10:00 am      **Location:** Assembly Room  
Minutes recorded by Lynn Fitch, County Clerk

DRAFT