

**Minutes of the April 15th 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: Dale Schleeter
- James Schlender
- Ron Kinsley
- Tom Duffy

Others Present:

Tom Hoff
Lynn Fitch
Mike Coleson
Dianne Ince – Virtual
Rose Lillyroot
Linda Zillmer - Virtual

Call to Order – Vice Chair Schleeter 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 were heard by Linda Zillmer.

Minutes from the previous meeting – A motion was made by Mr. Kinsley to approve the minutes of the March 11th, 2021, meeting; second by Mr. Duffy. Motion carried without negative vote.

Veterans Service Department Report – A written report was provided. Mr. Elliot advised that a retroactive payment of \$65,037.28 has been received for 33 disability/pension claims decided in the veteran's favor. Mr. Hoff advised the committee of an update given at Public Works meeting showing the Veterans' Services building deficiencies. Mr. Elliot provided a list of requirements and desires for a new building, should that happen in our construction phases. The following would be requested: handicap accessibility, a waiting room for clients, a room for counseling, a flat screen TV set up for telehealth purposes, and two offices for staff privacy to meet with clients.

Information Technology Department Report – A written report was provided. A lease with Loffler Print Management to lower the monthly costs was made available for information only.

Human Resources Report – A written report was provided. Ms. Lillyroot received a paramedic resignation this week. The position is already posted and there is a candidate interested. A CCS facilitator has been hired. The TimeClock Plus system is still in test stage but they will add additional departments next payroll.

County Administrator's Report – A written report was provided. Mr. Hoff provided an update on the American Rescue Plan Act. He is awaiting administrative guidance on what expenses will be allowed and the County will coordinate plans with state-directed projects for additional state funding expected to arrive.

He advised that a senate bill is pending that could allow a refund of property taxes. If this bill gets passed, the County would have to distribute the funds to all tax payers which would be administratively burdensome to complete.

Other legislation contemplated includes a sales tax holiday that would allow counties to not collect sales tax from bars and restaurants over the summer. This could result in a loss of sales tax income to counties, and there is no provision to reimburse Counties for lost revenue.

An overview of the courthouse project was provided. An RFP is out for the construction manager at risk position; it is due back on April 22nd. Creation of an ad hoc committee to oversee the process of hiring has been recommended to go before County Board in April. Interviews to hire the manager will take place on May 6 and 7th and construction is expected to start in spring of 2022. Soil borings have been done and a survey is yet to be conducted.

Meeting Date/Time – The next meeting of the Administration Committee will be Thursday, May 13, at 10:00 am in the Assembly Room.

Meeting adjourned at 10:42 am

Minutes recorded by Lynn Fitch, County Clerk

DRAFT