

Draft

Minutes of the May 9, 2019, Administration Committee Meeting, Sawyer County Board of Supervisors

Members present: Brian Bisonette, Kathy McCoy, Ron Kinsley, Dale Schleeter

Others present: Tom Hoff, Carol Williamson, Gary Elliott, Mike Coleson, Linda Zillmer

Motion by McCoy, 2nd by Bisonette, to approve the minutes from the March 14, 2019 meeting. Motion carried

Veteran's Service Officer Gary Elliott provided a written report to the Committee for March and April. The Veteran's Service Office did 750 phone calls, 396 office visits and 61 counseling appointments in March. In April, they had 732 phone calls, 434 visits, and 45 counseling appointments.

Information Technology Director Mike Coleson provided three bids submitted to provide service and support on printing and scanning devices within the county. Bids received from EO Johnson, Loffler, and Marco. Coleson's recommendation is to go with Loffler due to lower monthly fees. Motion by McCoy, 2nd by Bisonette, to approve Coleson's recommendation and go with Loffler for the new print management contract. Motion carried

Human Resource Coordinator Rose Lillyroot provided written reports for March and April employee changes and work list.

Administrator Hoff provided his written report from April and his May report.

Motion by Kinsley, 2nd by McCoy, to convene into Closed Session. Motion carried Unanimous

Motion by Bisonette, 2nd by McCoy, to reconvene in Open Session. Motion carried

Meeting adjourned 10:43 am

Minutes prepared by Carol Williamson