

**ADMINISTRATION COMMITTEE**  
**Douglas County Board of Supervisors**  
**Thursday, September 2, 2021, 9:30 a.m., Government Center, Boardroom 201**  
**1316 North 14<sup>th</sup> Street, Superior, Wisconsin**

Meeting called to order by Chair Alan Jaques.

**ROLL CALL:** Present – Alan Jaques, Mary Lou Bergman, Mark Liebaert, Samuel Pomush, Nick Baker, Pat Ryan, Rosemary Lear, Joseph Moen. Absent – Scott Luostari. Others present – Shelley Nelson (remote), Linda Corbin, Dave Sletten, Candy Holm Anderson, Carol Jones, Ann Doucette, Carolyn Pierce, Tracy Middleton, Tracy Ruppe, Jerry Moe, Kaci Lundgren (Committee Clerk).

**APPROVAL OF MINUTES:** Motion by Pomush, second Ryan, to approve August 5, 2021, minutes. Motion carried.

**DEPARTMENTAL FINANCIAL REPORTS AND GOALS/OBJECTIVES FOR 2021:**  
**Administration/Human Resources:** Sheriff's Department is only large budget increase for 2022; recruiting multiple positions throughout county. **Buildings and Grounds:** Short staffed; temporary worker contracted. Working on HVAC system in Jail and ongoing elevator maintenance. **Corporation Counsel:** Hired new paralegal due to departmental transfer. **County Clerk:** Updates emailed. **Finance/Information Services:** AS400 system failures; reviewing generational differences in departments to potentially implement changes for retention. **Register of Deeds:** Recruiting for one position. **Treasurer:** Article in Superior Telegram regarding pilot Revolving Loan Program for deficient taxes.

**ACTION ITEMS/REFERRALS:**

**Departmental Requested 2022 Budgets - County Board:** No changes; two vacant supervisor positions.

**ACTION (REFERRAL):** Motion by Bergman, second Lear, to approve proposed 2022 County Board budget as presented and refer to 2022 budget session. Motion carried.

**Administration:** Increase due to personnel costs.

**ACTION (REFERRAL):** Motion by Lear, second Bergman, to approve proposed 2022 Administration budget as presented and refer to 2022 budget session. Motion carried.

**Buildings and Grounds:** Decrease due to health insurance changes.

**ACTION (REFERRAL):** Motion by Ryan, second Lear, to approve proposed 2022 Buildings and Grounds budget as presented and refer to 2022 budget session. Motion carried.

**Corporation Counsel:** Budget will decrease to reflect new hire.

**ACTION (REFERRAL):** Motion by Ryan, second Lear, to approve proposed 2022 Corporation Counsel budget as presented and refer to 2022 budget session. Motion carried.

**County Clerk:** Increase due to personnel costs.

**ACTION (REFERRAL):** Motion by Baker, second Pomush, to approve proposed 2022 County Clerk budget as presented and refer to 2022 budget session. Motion carried.

**Central Supply:** No significant changes.

**ACTION (REFERRAL):** Motion by Baker, second Bergman, to approve proposed 2022 Central Supply budget as presented and refer to 2022 budget session. Motion carried.

**Finance:** Increase due to personnel costs and contractual services.

**ACTION (REFERRAL):** Motion by Baker, second Ryan, to approve proposed 2022 Finance budget as presented and refer to 2022 budget session. Motion carried.

**Information Services:** Increase due to personnel costs and service contracts.

**ACTION (REFERRAL):** Motion by Ryan, second Pomush, to approve proposed 2022 Information Services budget as presented and refer to 2022 budget session. Motion carried.

**Register of Deeds:** Increase due to maintenance agreement.

**ACTION (REFERRAL):** Motion by Ryan, second Bergman, to approve proposed 2022 Register of Deeds budget as presented and refer to 2022 budget session. Motion carried.

**Treasurer:** Decrease due to personnel costs.

**ACTION (REFERRAL):** Motion by Ryan, second Pomush, to approve proposed 2022 Treasurer budget as presented and refer to 2022 budget session. Motion carried.

**Debt Service 2022 Budget:** .29% increase; no significant changes.

**ACTION (REFERRAL):** Motion by Lear, second Baker, to approve proposed 2022 Debt Service budget as presented and refer to 2022 budget session. Motion carried.

**Worker's Compensation 2022 Budget:** No significant changes.

**ACTION (REFERRAL):** Motion by Baker, second Pomush, to approve proposed 2022 Worker's Compensation budget as presented and refer to 2022 budget session. Motion carried.

**Health Insurance 2022 Budget:** Proposal of 3% increase in premiums for 2022.

**ACTION (REFERRAL):** Motion by Bergman, second Ryan, to approve proposed 2022 Health Insurance budget as presented and refer to 2022 budget session. Motion carried.

**FUTURE AGENDA ITEMS:** County Board Supervisor wages.

**ADJOURNMENT:** Motion by Pomush, second Moen, to adjourn. Motion carried. Adjourned 10:05 a.m.

Submitted by,

Kaci Jo Lundgren  
Committee Clerk