

## AGENDA



Committee on Administration  
Tuesday, July 29, 2025, 6:30 p.m.

Government Center (721 Oxford Ave, Eau Claire, WI)  
Room 1301/1302

1. Call meeting to order and confirm meeting notice
2. Roll Call
3. Public Comment
4. United Way Day Off with Pay, request by Charity Zich – Chair of the United Way Committees & Airport Director – **Discussion/Action**
5. File No. 25-26/042: Resolution confirming the appointment of Jon Johnson as County Administrator effective on September 8, 2025; affirming the County Board Chair and Jon Johnson entering into an employment contract appointing Jon Johnson to serve as County Administrator for Eau Claire County. Said Contract is contingent on approval by the Eau Claire County Board of Supervisors – **Discussion/Action**
6. Adjourn

Prepared by: Samantha Kraegenbrink – Executive Office Administrator

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through sign language, interpreters, remote access, or other auxiliary aids. Contact the clerk of the committee or Administration for assistance at (715) 839-5106. For additional information on ADA requests, contact the County ADA Coordinator at (715) 839-7335, (FAX) (715) 839-1669, TTY: use Relay (711) or by writing to the ADA Coordinator, Human Resources, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.

FACT SHEET

TO FILE NO. 25-26/042

CONFIRMING THE APPOINTMENT OF JON JOHNSON AS COUNTY ADMINISTRATOR EFFECTIVE ON SEPTEMBER 8, 2025; AFFIRMING THE COUNTY BOARD CHAIR AND JON JOHNSON ENTERING INTO AN EMPLOYMENT CONTRACT APPOINTING JON JOHNSON TO SERVE AS COUNTY ADMINISTRATOR FOR EAU CLAIRE COUNTY. SAID CONTRACT IS CONTINGENT ON APPROVAL BY THE EAU CLAIRE COUNTY BOARD OF SUPERVISORS

The Committee on Administration retained Public Administration Associates (PAA) to conduct a nationwide research to replace retiring County Administrator Kathryn Schauf. PAA received 34 applications for the position and narrowed the list to the top six (6) candidates. The Committee on Administration narrowed the field to four finalists and interviewed those finalists on July 17, 2025. The Committee on Administration unanimously chose Jon Johnson, currently the Eau Claire County Highway Commissioner, as the best qualified candidate for the position of county administrator. This resolution confirms Jon Johnson's appointment as County Administrator and affirms the County Administrator contract.

Respectfully submitted,

Sharon McIlquham, Interim County Administrator and Corporation Counsel

RESOLUTION

File No. 25-26/042

CONFIRMING THE APPOINTMENT OF JON JOHNSON AS COUNTY ADMINISTRATOR EFFECTIVE ON SEPTEMBER 8, 2025; AFFIRMING THE COUNTY BOARD CHAIR AND JON JOHNSON ENTERING INTO AN EMPLOYMENT CONTRACT APPOINTING JON JOHNSON TO SERVE AS COUNTY ADMINISTRATOR FOR EAU CLAIRE COUNTY. SAID CONTRACT IS CONTINGENT ON APPROVAL BY THE EAU CLAIRE COUNTY BOARD OF SUPERVISORS.

WHEREAS, the Committee on Administration retained Public Administration Associates (PAA) to conduct a nationwide research to replace retiring County Administrator Kathryn Schauf; and

WHEREAS, PAA received 34 applications for the position and narrowed the list to the top six (6) candidates; and

WHEREAS, the Committee on Administration narrowed the field to four finalists and interviewed those finalists on July 17, 2025; and

WHEREAS, the Committee on Administration unanimously chose Jon Johnson, currently the Eau Claire County Highway Commissioner, as the best qualified candidate for the position of county administrator; and

WHEREAS, an employment contract was negotiated, with terms authorized by the Committee on Administration, which is contingent on approval of the appointment of Jon Johnson as County Administrator by the County Board of Supervisors. The contract was signed by both Jon Johnson and County Board Chair Nancy Coffey.

NOW, THEREFORE, BE IT RESOLVED that the Eau Claire County Board of Supervisors hereby confirms the appointment of Jon Johnson as Eau Claire County Administrator, effective on September 8, 2025, and affirms the employment contract signed by Jon Johnson and County Board Chair Nancy Coffey.

**Committee on Administration**

	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Nancy Coffey	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Connie Russell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gerald Wilkie	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Steve Chilson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Katherine Schneider



Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

ATTEST:

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Sharon McIlquham – Interim County Administrator/Corporation Counsel

Resolution 25-26/042