The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday, August 21, 2019 by Chairman Steven Anderson. The meeting was held at the County Board Room at the Pepin County Government Center, 740 7th Ave W, Durand, WI. This meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and complies with Sections 19.81 – 19.90, Open Meeting Law.

ESTABLISH QUORUM - ROLL CALL

District #1  Michael Wright       present       District # 7  Bill Ingram       present
District #2  Jean Dougherty       present       District #8  Tom Milliren       present
District #3  Chris Kees Winkler   present       District #9  John C. Andrews       present
District #4  Tessa King          present       District #10  Bruce A. Peterson   present
District #5  Michelle Pittman     present       District #11  Irene Wolf       absent
District #6  Frank E. Milliren    absent *       District #12  Steven L. Anderson present

The Pepin County Board of Supervisors had ten members present at the time of the roll call. *Arriving at 7:03 pm was Frank Milliren. Absent from the meeting was Irene Wolf.

PLEDGE OF ALLEGIANCE

The Board honored the flag by reciting the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Changes made to the agenda included to remove the approval of the Safety Apparel and Boots allowance Policy and Procedure. This item is not needed due to that it is included in the Amendment No. 35 Pepin County Employee Handbook that will be presented later in the meeting.
Also, Chairman Anderson suggested to move item - Resolution authorizing Entry into an Intergovernmental Participation in the Investment Programs of the Fund up under the business item of - Approval of the County Investment Policy since Sara Schnoor from PMA Securities is attending our meeting to provide information on this topic. The County Board members agreed with these changes.

PUBLIC COMMENTS

Dan Langlois- 854 E. Madison St Durand
Dan voiced his opinion that he recommends the property of Larry Webb for the new Highway facility.

Dan Richardson – Town of Waterville
Dan informed the County Board members that they have Constitutional responsibilities. Dan Richardson suggest that the Highway Facility topic be tabled and re-visit and start again.

Marcia Bauer – W7453 County Road NN, Arkansaw, WI
Marcia voiced her opinion to oppose the Highway Facility location on County Road N & NN.
She went out into Supervisor’s Milliren township, Town of Waterville, and received 29 signatures opposing moving the Highway facility to County Road N & NN with only one signature in favor of it. She asked the County Board to buy the Tappe land or the Webb land instead of the proposed land on County Road N & NN.

James Keeler – 302 7th Ave E. Durand WI
James voiced his concerns of where the proposed highway facility location of County Road N & NN. He informed the County Board that people do use the park and he has wildlife concerns if the Highway would be at that proposed location.

CONSENT AGENDA
Approval of the July 17, 2019 County Board Minutes
Motion was made by Supervisor T. Milliren, seconded by Supervisor Peterson, to approve the Consent Agenda as presented. Voice vote taken, all in favor. Motion carried.

REPORTS:

County Board Committee Reports
The following County Board Committee Chairs/Vice Chairs gave their reports: Land Conservation, Planning/Extension Pepin County, Board of Health, Board of Human Services, Law Enforcement, Administrative Committee and Highway Committee.

County Treasurer’s 2018 Annual Report
Treasurer Patty Scharr presented past Treasurer Nancy Richardson’s 2018 Annual Report to the County Board Supervisors.

Judge’s Office 2018 Annual Report along with CJS Annual Report
Judge Tom Clark presented his 2018 Annual Report to the County Board Supervisors. Afterwards Brenda Berning, Case Manager of the Buffalo/Pepin County Community Justice Services gave her 2018 CJS Annual Report.

Highway Department 2018 Annual Report
Highway Commissioner Kris Quandt presented his 2018 Annual Report to the County Board Supervisors.

2020 Budget timeline review
Finance Director Pam Hansen explained the 2020 Budget timeline for upcoming months.

BUSINESS ITEMS:
Durand Community Library 2018 Annual Report and 2020 Proposed Budget
Durand Public Library Director Patti Blount presented her 2018 Annual report to the County Board Supervisors. The proposed budget for the Durand Community Library for 2020 was given, asking for $41,932.58 from Pepin County to help balance their budget.

Pepin Public Library 2018 Annual Report and 2020 Proposed Budget
Pepin Public Library Director Christy Rundquist presented her 2018 Annual report to the County Board Supervisors. The proposed budget for the Pepin Public Library for 2020 was given, asking for $19,000 from Pepin County to help balance their budget.
Approval of the County Investment Policy
Treasurer Patty Scharr presented the County Investment Policy to the County Board. This policy allows the County to conduct investment-related activities as needed. Motion was made by Supervisor Peterson, Seconded by Supervisor T. Milliren, to approve the Pepin County Investment Policy. Voice vote was taken, all in favor. Motion carried.

Resolution:

RESOLUTION NO. 23-19
RESOLUTION TO PARTICIPATE IN THE FUND
A RESOLUTION AUTHORIZING ENTRY INTO AN INTERGOVERNMENTAL
COOPERATION AGREEMENT RELATING TO THE “WISCONSIN INVESTMENT
SERIES COOPERATIVE” AND AUTHORIZING PARTICIPATION IN THE
INVESTMENT PROGRAMS OF THE FUND

WHEREAS, Wisconsin school districts, technical college districts, cities, villages, counties and towns may invest their monies as authorized by Wisconsin Statutes, Section 66.0603 (1m); and

WHEREAS, Wisconsin Statutes, Section 66.0301 (the “Intergovernmental Cooperation Act”) provides, among other things, that municipalities may contract with other municipalities for the joint exercise of any power or duty required or authorized by law, including investment of their monies; and

WHEREAS, the Wisconsin Investment Series Cooperative (formerly known as the Wisconsin School District Liquid Asset Fund) (the “Fund”) was formed as of June 23, 1988 pursuant to the Intergovernmental Cooperation Act by the adoption of an Intergovernmental Cooperation Agreement relating to the Wisconsin School District Liquid Asset Fund by Oregon School District and Sheboygan Area School District, as the initial participants of the Fund, which Agreement was amended as of July 15, 1994 and July 12, 2002 (the “Intergovernmental Cooperation Agreement’); and

WHEREAS, the Fund is governed by the Wisconsin Investment Series Cooperative Commission (the “Commission”) in accordance with the terms of the Intergovernmental Cooperation Agreement; and

WHEREAS, the Intergovernmental Cooperation Agreement has been presented to this governing body (the “Governing Body”); and

WHEREAS, the Intergovernmental Cooperation Agreement authorizes municipalities to adopt and enter into the Intergovernmental Cooperation Agreement and become participants of the Fund; and

WHEREAS, this Governing Body deems it to be advisable for this Municipality (the “Municipality”) to adopt and enter into the Intergovernmental Cooperation Agreement and become a participant of the Fund for the purpose of exercising jointly with other municipalities the power to invest their monies, so as to enhance the investment earnings accruing to each; and
WHEREAS, this Governing Body deems it to be advisable for this Municipality to make use from time to time, in the discretion of the officials of the Municipality identified in Section 2 of this Resolution, of the Fixed Rate Investment Program available to participants of the Fund; and

WHEREAS, this Governing Body deems it advisable for this Municipality to make use of, from time to time, the services provided by PMA Financial Network, Inc., PMA Securities, Inc., U. S. Bank National Association, and/or their affiliates and successors, in connection with the Municipality’s utilization of the Fund.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

Section 1. This Municipality shall join with other Wisconsin municipalities in accordance with the Intergovernmental Cooperation Act by becoming a participant of the Fund and adopting and entering into the Intergovernmental Cooperation Agreement. A copy of the Intergovernmental Cooperation Agreement shall be filed in the minutes of the meeting at which this Resolution was adopted. The Chairperson and the County Treasurer (Investment Officer) are authorized to take such actions and execute any and all such documents as they may deem necessary and appropriate to effectuate the entry of this Municipality into the Intergovernmental Cooperation Agreement and to utilize Fund programs through PMA Financial Network, Inc., PMA Securities, Inc. U. S. Bank National Association, and/or their affiliates and successors.

Section 2. This Municipality is authorized to invest its available monies from time to time and to withdraw such monies from time to time in accordance with the provisions of the Intergovernmental Cooperation Agreement, including investment in the fixed-income program of the Fund through the intermediaries PMA Financial Network, Inc. and PMA Securities, Inc. The following officers and officials of this Municipality and their respective successors in office each are designated as "Authorized Officials" with full power and authority to effectuate the investment and withdrawal of monies of this Municipality from time to time in accordance with the Intergovernmental Cooperation Agreement and pursuant to the Fixed Rate Investment Program available to participants of the Fund: Officials authorized to invest and withdraw monies in and from the Fund and pursuant to the Fixed Rate Investment Program.

Name: Patricia A. Scharr Position: Pepin County Treasurer Signature: [Signature]
Name: Michelle M. Renderman Position: Deputy Pepin County Treasurer Signature: [Signature]

The County Clerk shall advise the Commission of any changes in Authorized Officials in accordance with procedures established by the Commission.

Section 3. Members of this Governing Body and officials of this Municipality are authorized to serve as Commissioners of the Commission from time to time if selected as such pursuant to the provisions of the Intergovernmental Cooperation Agreement.

Section 4. This Municipality may open depository accounts, enter into wire transfer agreements, safekeeping agreements, and lockbox agreements, or other applicable or related documents with U. S. Bank National Association, and any other institutions participating in the Fund programs or programs of PMA Financial Network, Inc. and
PMA Securities, Inc., pursuant to Wisconsin Statutes, Section 34.05, Wisconsin Statutes, Section 120.12(7) (if applicable) and, when directed by one of the Authorized Officials, Wisconsin Statutes, Section 66.0603. PMA Financial Network, Inc. and/or PMA Securities, Inc. are authorized to act on behalf of this Municipality as its agent with respect to such accounts and agreements.

Section 5. Credit unions, banks, savings banks, trust companies and savings and loan associations authorized to transact business in the State of Wisconsin which qualify as depositories under Wisconsin law and are included on a list approved and maintained for such purpose by the Administrator of the Fund are designated as depositories of this Municipality pursuant to Wisconsin Statutes, Section 120.12(7) (if applicable) and Wisconsin Statutes, Section 34.05. Monies of this Municipality may be deposited in such depositories, from time to time in the discretion of the Authorized Officials, pursuant to the Fixed Rate Investment Program available to participants of the Fund through the intermediary PMA Financial Network, Inc.

It is hereby certified that Pepin County duly adopted this Resolution at a duly convened meeting of the Governing Body of the Municipality held on the 21st day of August 2019, and that such Resolution is in full force and effect on this date, and that such Resolution has not been modified, amended, or rescinded since its adoption.

/s/ Audrey Bauer 08/21/2019
Signature of Clerk (Secretary) Date

It is only necessary to adopt this resolution for the first account (master account) opened by your entity.

FISCAL IMPACT REVIEWED – Becoming a participant of the Fund for the purpose investing County monies should provide additional investment opportunities for the County and enhance the investment earnings options.

/s/ Pamela Hansen
Finance Director

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:
COMMITTEE MEMBERS VOTE
/s/ Steven L. Anderson
Committee Chair

COUNTY BOARD ACTION:

X ADOPTED by the Pepin County Board of Supervisors on this 21st day of August 2019

DEFEATED

TABLED

In favor – 10  Oppose – 0  Absent – 1  Abstain – 1

/s/ Audrey Bauer  /s/ Steven L. Anderson
County Clerk  County Board Chair
Treasurer Patty Scharr presented this resolution to the County Board of Supervisors. Sara Schnoor from PMA Securities informed the County Board on how the investment process would work. One change made since the Administrative Committee meeting to this resolution was removing Finance Director Pamela Hansen’s name as an Official authorized to invest and withdraw monies from the Fund due to her audit duties. Motion was made by Supervisor Andrews, seconded by Supervisor Ingram, to approve Resolution 23-19 titled, “Resolution authorizing Entry into an Intergovernmental Cooperation Agreement relating to the “Wisconsin Investment Series Cooperative” and Authorizing Participation in the Investment Programs of the Fund”. Roll call vote was taken, Bill Ingram-yes, Tom Milliren-yes, John Andrews-yes, Bruce Peterson-yes, Steven Anderson-yes, Michael Wright-yes, Jean Dougherty-yes, Chris Kees Winkler-yes, Tessa King-abstained, Michelle Pittman-yes, Frank Milliren-yes. Ten votes to adopt, with one abstained vote by Supervisor King. Motion carried.

2020 Budget priorities decision and action
Finance Director Pamela Hansen informed the County Board of the need to discuss the priorities of the upcoming 2020 Budget. Wages and fringe benefits, Health Insurance are just a few issues. Other issues included the Human services placement costs of adult and youth has increased to approximately $130,000. Priority & goals include the Wage & Salary Compensation Study costing approximately $30,000 and the Land Conservation Department possibilities of adding additional staff. Overall the County Board directed Finance Director Pamela Hansen to prioritize budget items the same as last year and bring to the Board to discussion.

Update on purchase of land for new Highway Facility location
Finance Director Pamela Hansen informed the County Board Supervisors that she delivered paperwork to Larry Webb offering the said amount that the County Board members agreed upon in Closed session. Mr. Webb did not counteroffer at that time. Since than Mr. Webb has contacted Pamela Hansen stating that he has reconsidered his price to $18,000 per acre. Other property that could be considered:
1. Tappe land on Highway 85
2. Current Supervisor’s had offered to sell land
3. City of Durand owned land at the Recycling center near Eau Galle which has been a dump site with unstable land
4. Mike Teigen in the Albany area

Supervisor Dougherty stated that the Webb property was the most ideal site for the building of a new Highway facility.

Potential Park Conversion of Use Process
Chairman Steve Anderson read the overview process that Chase Cummings put together, since he was unable to attend this meeting on how the park conversion of use process would take place if the County Board would decide to go in this direction.

Highway Facility site location
Discussion took place among the County Board Supervisors on the location for the Highway Facility. Motion was made by Supervisor King, seconded by Supervisor Andrews, to make an offer to purchase 20 acres from the Webb property for $18,000
per acre. Roll call vote was taken, Tom Milliren-yes; John Andrews-yes; Bruce Peterson-no; Steven Anderson-no; Michael Wright-yes; Jean Dougherty-yes; Chris Kees Winkler-no; Tessa King-yes; Michelle Pittman-no; Frank Milliren-yes; Abstaining was Supervisor Ingram. Absent included Irene Wolf. Total of votes were yes votes-six (6), no votes – four (4), one abstain, and one absent. Motion adopted.

Modified plan of financing for upcoming capital projects
Finance Director Pam Hansen informed the County Board Supervisors that the Administrative Committee has agreed to approve example 1 of the modified plan of financing using capital market bonds as the source of funds.

Resolutions:

RESOLUTION NO. 24-19
2019 BUDGET MODIFICATION-Mobilization Grant

WHEREAS, the Pepin County Sheriff’s Office has been selected in 2019 to receive funding for the 2019 traffic safety Mobilization Grant; and

WHEREAS, the current year Mobilization Grant in the amount of $4,000 has been awarded for the Mobilization of traffic safety, and must be used for traffic safety equipment to promote or protect in the execution of traffic safety; and

WHEREAS, the 2019 Mobilization Grant funding period is through July 31, 2019 and grant funds must be spent by the end of the calendar year; and

WHEREAS, the 2019 Mobilization Grant money will be used for traffic safety cones, portable radio, and preliminary breath test machine; and

WHEREAS, neither the 2019 Mobilization Grant revenue nor its related expenses were provided for in the original 2019 budget.

NOW, THEREFORE BE IT RESOLVED that the Pepin County Board of Supervisors authorizes the 2019 Budget to be modified as follows:

<table>
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<tr>
<th>Account Number</th>
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<td>100-00-43527-000</td>
<td>S/A- Sheriff Office Grants</td>
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<td>100-00-52120-000</td>
<td>Sheriff Office</td>
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RECOMMENDED BY THE PEPIN COUNTY LAW ENFORCEMENT COMMITTEE:
COMMITTEE MEMBERS VOTE

/s/ Steven Anderson
Committee Chair

3 In favor 0 Oppose 2 Absent 0 Abstain
FISCAL IMPACT: All expenses as noted to be incurred above within the grant amount will be reimbursed by the Mobilization Grant. Thus, there will be no net financial impact to Pepin County as a result of participation in this program.

/s/ Pamela Hansen
Finance Director

COUNTY BOARD ACTION:

X ADOPTED by the Pepin County Board of Supervisors on this 21st day of August 2019

DEFEATED

TABLED In favor - 11 Oppose - 0 Absent - 1 Abstain - 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Pepin County Sheriff’s office has been selected to receive funding for the 2019 Traffic Safety Modification Grant. This grant money will be used for traffic safety cones, portable radios, and preliminary breath test machines. A budget modification is needed since these funds were not included in the original 2019 budget.

Motion made by Supervisor Andrews, seconded by Supervisor T. Milliren, to adopt Resolution 24-19 titled, “2019 Budget Modification- Mobilization Grant”. Roll call vote was taken, John Andrews-yes; Bruce Peterson-yes; Steven Anderson-yes; Michael Wright-yes; Jean Dougherty-yes; Chris Kees Winkler-yes; Tessa King-yes; Michelle Pittman-yes; Frank Milliren-yes; Bill Ingram-yes and Tom Milliren-yes. Motion carried.

RESOLUTION NO. 25-19
ESTABLISHING COMPENSATION FOR THE PEPIN COUNTY CONDEMNATION COMMISSIONERS

WHEREAS, The Circuit Court Judge of Pepin County, Wisconsin appoints six (6) Condemnation Commission members, pursuant to Sec. 32.08 Stats; and

WHEREAS, upon petitions to the Condemnation Commissioners it is mandatory that said commissioners hold a hearing thereon, take testimony, view the premises, sit down in banc and make determinations of fact and awards; and

WHEREAS, Sec. 32.08(4) Stats., provides that the Commissioners shall receive no salary but shall be compensated for actual service at an hourly rate to be fixed by the County Board of the County and commissioners shall also receive mileage at a rate fixed by the county board for necessary and direct round trip travel from their homes to the place where the condemnation commission conducts its hearings. The hourly rate as fixed by this body is the sum of $30.00 per hour and mileage at the same rate paid county board members; and

WHEREAS, Sec. 32.08(6)(b) provides that the Commissioners following its determination shall file with the Clerk of Court a sworn voucher for the compensation due each member which sum upon approval by the Circuit Judge shall be paid by the Condemnor and not Pepin County.
NOW, THEREFORE, BE IT RESOLVED, that the hourly rate for the Commissioners of Condemnation for Pepin County, Wisconsin, be and is hereby fixed at $30.00 per hour. This resolution shall take effect upon passage.

BE IT FURTHER RESOLVED, Commissioners of Condemnation shall receive mileage at the same rate paid county board members for the necessary and direct round trip travel from their homes to the place where the condemnation commission conducts its hearings.

RECOMMENDED BY THE PEPIN COUNTY LAW ENFORCEMENT COMMITTEE:

Committee Members Vote
/s/ Steven L. Anderson
Committee Chair

FISCAL IMPACT REVIEWED – Commissioners expense is paid by the Condemnor not Pepin County, thus there is no fiscal impact to the county for the hourly rate or mileage paid to the commissioners.

/s/ Pamela Hansen
Finance Director

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

Committee Members Vote
/s/ Steven L. Anderson
Committee Chair

COUNTY BOARD ACTION:

X ADOPTED by the Pepin County Board of Supervisors on this 21st day of August 2019

DEFEATED

TABLED

In favor – 11  Oppose – 0  Absent – 1  Abstain – 0

/s/ Audrey Bauer  /s/ Steven L. Anderson
County Clerk  County Board Chair

Earlier in the meeting, Judge Tom Clark presented a brief review on what and why there is a need for Condemnation Commissioners. In the past, we never needed these Commissioners, but now NSP is building lines through the Town of Waterville, and they have the authority to condemn property. They need to offer the landowner the value of the easement. If the landowner doesn’t agree of the value of the easement, then the Condemnation Commissioners that were appointed by the Judge would meet and decide on a value of the easement. The compensation for the Commissioners would be paid by an hourly fixed rate of $30.00 per hour and be paid by the Condemner and not costing Pepin County.

Motion was made by Supervisor Andrews, seconded by Supervisor King, to adopt Resolution 25-189 titled, Establishing Compensation for the Pepin County Condemnation Commissioners”. Voice vote was taken, all in favor. Motion carried.
WHEREAS, the Pepin County Administrative Committee recommends the following changes to the Employee Handbook:

3.1.6  **LEAVES – EMERGENCY CONDITIONS**

1. **WEATHER CONDITIONS:** The County Board Chairperson or Vice Chairperson, in concurrence with the Highway Commissioner and/or Sheriff may close the government center following communication with the Circuit Court Judge in the case of extremely bad weather. If closed before noon, employees will be paid for actual time worked. If closed after noon, employees will be paid for the whole workday. If closed prior to opening for the day, the employee may charge lost time to accumulated vacation time, compensatory time or time off without pay. The department head may allow the employee to make up lost time within the same pay period. Lost time may not be charged to sick leave.

2. **OTHER CONDITIONS:** In conjunction with local health and/or public safety authorities, the County may decide to close a work site or take other emergency measures in order to safeguard the health and welfare of employees and the public and/or because a situation exists affecting the ability of employees to perform their job. Examples of emergency conditions might include power outages, a natural disaster, or a quarantine imposed by health officials. Under such circumstances, the County may authorize paid leave status for employees.

3.2.14 **UNIFORM AND TOOL ALLOWANCE (HIGHWAY DEPARTMENT)** The County shall provide three (3) sets of coveralls for the employees which shall be kept in the shop. The County shall pay, upon timely presentation of a receipt, up to $150 per calendar year toward the purchase of safety shoes for the Mechanics and Parts man. All other employees shall not be required to wear safety shoes, however, the County will pay up to a $50.00 reimbursement per calendar year for the purchase of safety shoes by employees who voluntarily want to wear them. Such employees shall wear safety shoes for the entire year during all hours of work. This Departmental Policy will provide a safe work environment for all employees by providing allowances for safety apparel and boots requiring all Highway Department personnel under this policy to wear safety apparel, and boots as directed by the employee handbook, and department policy.

The Highway Department will annually provide the following: All Employees, except Highway Commissioner, Highway Accounting Specialist and Clerk, Seasonal, or LTE Positions, up to $150 for ANSI approved safety boots. **ALL** Highway Department Employees under this policy are required to wear the safety apparel, and safety boots as directed by the Department. Seasonal, and LTE employees are not provided an allowance but are expected to wear ANSI approved boots year-round, however, it is the discretion of the Highway Commissioner to allow employees to deviate from this policy only during certain winter tasks, and winter boots would be required. The Highway Department would strongly recommend that its employees would take advantage of this policy and purchase winter boots that meet the ANSI safety boot standards. Excess funds...
at the yearend would not carry over to the subsequent years and will not be transferable, or directly payable to any employee at any time.

Additionally, the Highway Department will provide an allowance of up to $150 annually for safety clothing to the following: All Employees, except Highway Commissioner, Highway Accounting Specialist and Clerk and Mechanic. The safety clothing options will be selected and ordered through the Department to ensure uniformity and appropriateness. Items in this category would include tee-shirts, sweatshirts, and jackets, etc. Employees will be able to purchase needed safety clothing periodically through the Department. The Highway Department would maintain a purchase record to ensure employees would not exceed the allowed annual amount. These purchases would not be for Personal Protective Equipment (PPE’s). PPE’s are and continue to be provided by the Highway Department at the Department expense.

Seasonal, and LTE Employees may be issued safety clothing at the discretion of the Highway Commissioner, employee length of service, season, assigned task, etc. would be consideration in providing, at the Department expense, safely clothing to seasonal and LTE employees.

Highway Department will provide, to those holding the title of Mechanic, nine (9) uniforms at no cost to the employee. The County Shall provide three (3) sets of coveralls for the employees which shall be kept in the shop. Mechanics shall receive an annual tool allowance of one hundred dollars ($100.00).

This policy shall be monitored and enforced by the Highway Commissioner and Working Foremen.

**REIMBURSEMENT PROCEDURE:**
Employees who have purchased a reimbursable item must complete a County Expense Reimbursement Form, attach applicable original receipts and submit to their Supervisor for approval. Once the Supervisor approves the Expense Reimbursement Form, it will be submitted to the Finance Department for processing with the next check run after approval is received. Items must be purchased in the calendar year for which reimbursement is being requested and any reimbursements for a calendar year must be submitted within 30 days of any calendar year end.

**NOW THEREFORE BE IT RESOLVED** that the Employee Handbook be amended per changes stated above, to be effective upon adoption.

**RECOMMENDED BY THE PEPIN COUNTY HIGHWAY COMMITTEE:**

/s/ Tom Milliren  
Committee Vice-Chair

<table>
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<tr>
<th>COMMITTEE MEMBERS VOTE</th>
<th>4</th>
<th>0</th>
<th>1</th>
<th>0</th>
<th>In favor</th>
<th>Oppose</th>
<th>Absent</th>
<th>Abstain</th>
</tr>
</thead>
</table>

**RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:**

/s/ Steve L. Anderson  
Committee Chair

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<tr>
<th>COMMITTEE MEMBERS VOTE</th>
<th>3</th>
<th>1</th>
<th>1</th>
<th>0</th>
<th>In favor</th>
<th>Oppose</th>
<th>Absent</th>
<th>Abstain</th>
</tr>
</thead>
</table>

11
FISCAL IMPACT REVIEWED – Providing uniforms as noted is current practice and would cause no additional cost to be incurred. Safety Clothing has been provided in the past also as PPE, so no additional cost will be incurred over what is current practice. Thus, an annual financial impact of $1,800 at current staffing levels would be incurred as a result of increasing the safety shoes reimbursement from $50 to $150 per year.

/s/ Pamela Hansen
Finance Director

/X/ recommend Not Recommended

COUNTY BOARD ACTION:

__X__ ADOPTED by the Pepin County Board of Supervisors on this 21st day of August 2019

_____ DEFEATED

_____ TABLED

In favor – 10 Oppose – 0 Absent – 1 Abstain – 1

/s/ Audrey Bauer /s/ Steven L. Anderson
County Clerk County Board Chair

Personnel Director Michelle Weiss presented Amendment No. 35 to the County Board. These changes to the Employee Handbook include the Leaves-Emergency Conditions to communicate with the Circuit Court Judge when considering closing the government center in extremely bad weather. Another amendment to the Employee Handbook is the Highway Uniform and Tool Allowance. The Highway Department would allow up to $150 annually for safety clothing for all employees except the Highway Commissioner, Highway Accounting Specialist, Clerk and the Mechanics. The reimbursement procedure was also included in the amendment. Motion was made by Supervisor Peterson, seconded by Supervisor Dougherty, to adopt Resolution 26-19 titled, “Amendment No. 35- Pepin County Handbook-Leaves/Emergency Conditions and Highway Uniform and Tool Allowance”. Voice vote was made, ten yes votes with one abstain vote by Supervisor King. Motion carried.

Business:
Consideration of Motion to Convene into Closed Session Per S. 19.85 (1) (e)
Deliberating or Negotiating the Purchasing of Public Properties, the Investing of Public Funds, or Conducting Other Specified Public Business Whenever Competitive or Bargaining Reasons Require a Closed Session – Kwik Trip offer of purchase Highway Facility Land update and action

Motion by Supervisor T. King, seconded by Supervisor T. Milliren, to move into closed session, consideration to motion to convene into closed session per S. 19.85 (1) (e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session – Kwik Trip offer of purchase Highway Facility Land update and action.

A roll call vote was called, the results as follows: Micheal Wright–yes, Jean Dougherty –yes; Chris Kees Winkler – yes; Tessa King – yes; Frank Milliren – yes; Bill Ingram – yes; Tom Milliren – yes; Bruce Peterson – yes; Steve Anderson – yes. Motion carried. The
Board went into closed session at 9:20 p.m. Others that attended the Closed Session included County Clerk Audrey Bauer, Highway Commissioner Kris Quandt and Finance Director Pam Hansen.

**Reconvene to Open Session/ Action from Closed Session**
Motion by Supervisor King, seconded by Supervisor Pittman, to adjourn the closed session. Motion carried with no negative votes. The Board moved back into open session at 10:00 p.m.

Motion was made by Supervisor Andrews, seconded by Supervisor King, to agree to move forward with suggested recommendations from our Corp Council. Voice vote was made, all in favor. Motion carried.

**Communications:**
- Jean Dougherty suggested that the Board should be more forward thinking. A comprehensive plan was suggested to be put into place to help with future plans.
- Finance Director Pamela Hansen also added that she has tried to ask the Department Heads and Board members about future issues but received different answers. Sometimes it just depends on the County Board members on how these issues are handled.
- Chairman Steve Anderson informed that the Employee Appreciation is planned for September 19th starting at noon in the County Board Room. Each Supervisor is being asked to donate $20.00 to offset the cost of the pizzas for the meal. All Supervisors are asked to attend to show their appreciation.

**Agenda Items and Next Meeting Date**
- Next meeting date set for September 18, 2019 -7:00 p.m. in the County Board room

**Adjournment**
Meeting adjourned by Chairman Steven L. Anderson at 10:05 p.m.

*(Resolutions and Ordinances are on file for public inspection in the County Clerk’s office.)*

Submitted by Audrey Bauer, Pepin County Clerk

Approved by the County Board of Supervisors on September 18, 2019.

/s/ Steven L. Anderson  
Pepin County Board of Supervisors Chair