

**2014 – 2015 PROCEEDINGS  
OF THE  
COUNTY BOARD OF SUPERVISORS  
OF  
PEPIN COUNTY, WISCONSIN**



**Bruce A. Peterson, Randy Weiss, Sean Scallon, Steve Anderson, Dorothy Thompson, Betty Bergmark, Gerald M. Bauer  
2<sup>nd</sup> Vice-Chair Jim Dawson, Chairman Peter Adler, 1<sup>st</sup> Vice-Chair Dwight Jelle  
(not pictured: James Kraft and Bill Ingram)**

**APRIL 15, 2014, MEETING  
MAY 21, 2014, MEETING  
JUNE 18, 2014, MEETING  
JULY 16, 2014, MEETING  
AUGUST 20, 2014, MEETING  
SEPTEMBER 17, 2014, MEETING  
OCTOBER 15, 2014, MEETING  
NOVEMBER 12, 2014, MEETING  
DECEMBER 17, 2014, MEETING  
FEBRUARY 18, 2015 MEETING  
MARCH 18, 2015, MEETING**

Compiled by

Marcia R. Bauer

**Pepin County Clerk**

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**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES  
TUESDAY, APRIL 15, 2014, 9:30 A.M.  
PEPIN COUNTY GOVERNMENT CENTER, DURAND, WI**

The Pepin County Board of Supervisors meeting was called to order by Peter Adler. This meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and is a legal meeting.

**ROLL CALL**

County Board Secretary Darlene Brunner called roll.

District # 1	Jim Dawson	present	District # 7	Bill Ingram	present
District # 2	Randy Weiss	present	District # 8	Sean Scallon	present
District # 3	James Kraft	present	District # 9	Dwight Jelle	present
District # 4	Peter Adler	present	District # 10	Bruce A. Peterson	present
District # 5	Gerald M. Bauer	present	District # 11	Kim A. Seipel	present
District # 6	Betty J. Bergmark	present	District # 12	Steven L. Anderson	present

All members present.

Others present: Darlene Brunner, Pamela DeWitt, Marcia R. Bauer, Monica Bauer, LeAnne Lesel, Nancy Richardson, Brian Nodolf, Maria Holl, Representative Kathy Bernier, Maureen Manore, and Paula Ashbeck.

**PLEDGE OF ALLEGIANCE**

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

**INTRODUCTION OF NEW COUNTY BOARD MEMBERS AND OATHS OF OFFICE**

New County Board members were introduced:

- Randy Weiss representing District #2
- Gerald M. Bauer representing District #5
- Betty J. Bergmark representing District #6
- Kim A. Seipel representing District #11
- Steven L. Anderson representing District #12

Each new member briefly addressed the Board.

County Clerk Marcia R. Bauer administered the oath of office. All County Board Supervisors stood and read in unison their oath of office.

**REORGANIZATION - ELECTION OF CHAIRMAN**

Nominations were taken from the floor for Chairman of the County Board. Gerald M. Bauer nominated Peter A. Adler for Chairman. Seconded by Dwight Jelle. Bill Ingram nominated James K. Kraft. There were no further nominations. Motion by Bauer and seconded by Dawson to close nominations. Motion carried. Votes were cast by ballot. Bill Ingram and Bruce Peterson were appointed as ballot clerks. County Clerk Marcia R. Bauer tallied votes. Total votes cast for Chairman were 12, of which Peter A. Adler received 9 and James K. Kraft received 3. Peter A. Adler was elected Chairman of the County Board.

**ELECTION OF 1<sup>ST</sup> VICE-CHAIRMAN**

Nominations were taken from the floor for 1<sup>st</sup> Vice-Chairman of the County Board. Peter Adler nominated Dwight Jelle. Bill Ingram nominated James K. Kraft. There were no further nominations. Motion by Bauer and seconded by Sean Scallon to close nominations. Motion carried. Votes were cast by ballot. Total votes cast for 1<sup>st</sup> Vice-Chairman were 12, of which

Dwight Jelle received 9, James K. Kraft received 2, and 1 write in for Jim Dawson. Dwight Jelle was elected 1<sup>st</sup> Vice-Chairman of the County Board.

**ELECTION OF 2<sup>ND</sup> VICE-CHAIRMAN**

Nominations were taken from the floor for 2<sup>nd</sup> Vice-Chairman of the County Board. Gerald M. Bauer nominated Kim A. Seipel. Bill Ingram nominated James K. Kraft. Dwight Jelle nominated Jim Dawson. There were no further nominations. Motion by Scallon and seconded by Jelle to close nominations. Motion carried. Votes were cast by ballot. Total votes cast for 2<sup>nd</sup> Vice-Chairman were 12, of which Kim A. Seipel received 2, James K. Kraft received 3, and Jim Dawson received 7. Jim Dawson was elected 2<sup>nd</sup> Vice-Chairman of the County Board.

**PUBLIC COMMENTS ON AGENDA ITEMS**

Helen Kees addressed the County Board. She objected to the Board taking any action on agenda item number seven, which is a resolution for Outdoor Recreation Aids and includes language regarding public acquisition of private property. She stated that the resolution came before the Finance Committee yesterday, and was listed on that agenda very generically with no specificity to provide the public sufficient detail of the content, and was therefore not properly before this Board for action.

There were no further public comments on agenda items.

**CONFIRM APPOINTMENT OF JAMES GOSS AS PEPIN/BUFFALO COUNTY VETERANS SERVICE OFFICER**

LeAnne Lesel, Veterans Service Office Assistant, informed the County Board that James Goss has been hired as the new Pepin/Buffalo County Veterans Service Officer, effective April 21, 2014. Pepin County shares the VSO with Buffalo County. The previous VSO Kevin Johnson, resigned in January to take a position in another county. LeAnne explained that when a new Veterans Service Officer is hired, the appointment must be confirmed by the County Board. Dwight Jelle said that he was a part of the interviewing group. He said six candidates were interviewed, and Jim Goss was selected. Mr. Goss had also worked in Buffalo County previously as the interim Veterans Service Officer for fourteen months during the previous VSO's deployment. LeAnne explained that Jim was unable to be at this meeting. She said that Jim is a Vietnam Veteran and just retired from the Minnesota National Guard as a Command Sergeant Major. Motion by James Kraft and seconded by Dwight Jelle to confirm the appointment of James Goss as Pepin/Buffalo County Veterans Service Officer. Motion carried.

**RESOLUTION NO. 7-14 (TABLED)  
OUTDOOR RECREATION AIDS**

**WHEREAS**, Pepin County is interested in acquiring or developing lands for public outdoor recreation purposes as described in the application for snowmobile trail aids; and

**WHEREAS**, financial aid is required to carry out the snowmobile trail maintenance project;

**THEREFORE, BE IT RESOLVED**, Pepin County has budgeted a sum sufficient to complete the project or acquisition; and

**HEREBY AUTHORIZES** Land Conservation Staff/Land Conservation Department to act on behalf of Pepin County to:

- Submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available;
- Submit reimbursement claims along with necessary supporting documentation within 6 months of project completion date;
- Submit signed documents; and
- Take necessary action to undertake, direct and complete the approved project.

**BE IT FURTHER RESOLVED** that Pepin County will comply with state or federal rules for the programs to the general public during reasonable hours consistent with the type of facility; and will obtain from the State of Wisconsin Department of Natural Resources or the National Park Service approval in writing before any change is made in the use of the project site.

**RESOLUTION TABLED**

RESOLUTIONS COMMITTEE

- /s/ Norman Murray
- /s/ Peter A. Adler
- /s/ Barbara J. Kallstrom
- /s/ Jim Dawson

Land Conservation Program Assistant Pat Poeschel was asked to read the resolution. She explained that the resolution is required by the State of Wisconsin confirming that Pepin County desires to be a recipient of snowmobile trail aids. Upon receipt of these aids, the County will be required to groom and maintain snowmobile trails developed on land receiving those aids. Pat said that each year the Land Conservation Department applies to the DNR for the aids, and that money is given to the snowmobile clubs of Pepin County to be used for brushing, mowing, and grooming the trails. There are 119.6 miles of snowmobile trails in Pepin County, which is all private land. Pat clarified that Pepin County is not acquiring any land. Following discussion, and because of concerns of public notice and the language in the resolution, a motion was made by Sean Scallon and seconded by Kim Seipel to table Resolution No. 7-14 and send it back to the committee for clarification. Motion carried.

**The 2013 Annual Report of the Land Conservation Department** was postponed to the May meeting.

**AMENDMENT NO. 104 TO ORDINANCE No. 179  
CHAPTER 6 EMERGENCY MANAGEMENT ORDINANCE**

**BE IT ORDAINED BY THE COUNTY BOARD OF SUPERVISORS OF PEPIN COUNTY:**

**Section 1.** Authority and Purpose. This ordinance is enacted under authority of Chapter 323 Wis. Statutes.

**Section 2.** That the Code of Ordinances of the County of Pepin be amended by rescinding and replacing all of Chapter 6 to read as follows:

6.01 PURPOSE

- 6.02 EMERGENCY MANAGEMENT COMMITTEE
- 6.03 EMERGENCY MANAGEMENT DIRECTOR
- 6.04 COSTS
- 6.05 DUTIES OF COUNTY DIRECTOR
- 6.06 OTHER EMERGENCIES
- 6.07 UTILIZATION OF EXISTING SERVICES AND FACILITIES
- 6.08 DECLARATION OF EMERGENCY
- 6.09 EMERGENCY REGULATIONS
- 6.10 PENALTIES

**6.01 PURPOSE**

1) Emergency management refers to the coordination of effective preparedness, response and recovery efforts related to natural and technological disasters and supporting the local communities and their citizens within the county to help minimize the loss of lives and property. Emergency Management shall include Homeland Security and all measures undertaken by or on behalf of Pepin County and its local units of government to be prepared for and minimize the effect of a disaster or the imminent threat of a disaster, to cope with emergencies that result from natural and man-made disasters, acts of terrorism, and make repairs to or restore infrastructure or critical systems that are destroyed or damaged by a disaster.

2) By reason of the increasing possibility of disaster of unprecedented size and destruction and the frequent occurrences of natural disasters, and to insure that plans and organizations shall be adequate to cope with such disasters and to provide for the common defense, to protect the public peace, health, safety, and general welfare, and economic stability, and to preserve the lives and property of residents and visitors of Pepin County, it is hereby declared necessary:

- a) To provide for an office of Emergency Management in Pepin County.
- b) To facilitate preparedness in Pepin County through actions to mitigate, prepare for, respond to, and recover from disasters through emergency management planning.
- c) To provide for the exercise of necessary powers during all hazards and/or disasters; hazards are identified in the Pepin County Hazard Mitigation Plan, disasters encompass the following definition: severe or prolonged, natural or human-caused, occurrence that threatens or negatively impacts life, health, property, infrastructure, the environment, the security of this state or a portion of this state, or critical systems, including computer, telecommunications, or agricultural systems.

This ordinance is enacted pursuant to the provisions of Chapter 323, and changes thereto, of the Wisconsin Statutes. Furthermore, this ordinance shall be subject to Chapter 66 Home Rule requirements when addressing emergency situations or disasters in local units of government.

**6.02 EMERGENCY MANAGEMENT COMMITTEE.**

(1) HOW CONSTITUTED. The Emergency Management Committee shall be the policy-making and rule making committee for the establishment and development of all programs

and plans necessary for an effective office of Emergency Management in and for Pepin County. The Law Enforcement Committee is hereby designated as the County Emergency Management Committee. Members of the County Board will be appointed by the County Board Chairman to serve on this committee.

- (2) DUTIES. The County Law Enforcement Committee shall be an advisory and planning group and shall advise the County Emergency Director, the County Board and all participating local units of government on all matters pertaining to emergency management.

#### **6.03 EMERGENCY MANAGEMENT DIRECTOR.**

- (1) APPOINTED. There is hereby created the office of Emergency Management Director. The Director shall hold the office of Emergency Management Director for the County in addition to other duties and responsibilities for each participating local unit of government as set forth in the Wisconsin Statutes.
- (2) COUNTY EMPLOYEE. The Law Enforcement Committee shall recommend to the County Board a qualified person to be appointed as Director. The Director so appointed shall be an employee of the County and will be considered to be an employee of the County under civil service and shall be entitled to all rights, privileges and benefits that County employees have.

#### **6.04 COSTS.**

- (1) The County Board shall provide the funds for operations of the County Emergency Management Program and shall include the costs thereof in the general County tax levy.
- (2) Costs of equipment and services shall be borne 100% by the municipal government requiring such procurement with federal matching funds procured by the County Emergency Management Director, when applicable. Federal matching fund reimbursements shall be returned to the treasurer of the municipality procuring the equipment or services.

#### **6.05 DUTIES OF COUNTY DIRECTOR.**

- (1) The Director, subject to the control and direction of the Law Enforcement Committee and under the general supervision of the County Board, shall:
  - (a) Assume all duties and responsibilities of the head of County Emergency Management as set forth in Section 323.15 of the Wisconsin Statutes.
  - (b) Develop and promulgate emergency management plans for the County consistent with state plan of emergency management, planning guidance documents, and policies.
  - (c) Coordinate and assist in the development of emergency management plans for local units of government within the County and integrate such plans with the County plan.
  - (d) Direct the County emergency management plan.
  - (e) Direct County-wide emergency management training programs and exercises.

- (f) Advise the Administrator of the Division of Emergency Management, through the regional director, of all emergency planning for the County and render such reports as may be required.
  - (g) In case of a state of emergency proclaimed by the Governor, direct the County emergency management activities and coordinate emergency management activities within local units of government in Pepin County.
  - (h) Coordinate County emergency management plans and programs with state and federal emergency plans and programs.
  - (i) Perform such other duties relating to emergency management as may be required by the County Board or Law Enforcement Committee.
- (2) In the absence or incapacity of the Emergency Management Director, an individual designated by the County Board shall assume full responsibilities and authority of the Director.

#### **6.06 OTHER EMERGENCIES**

If the Governor, the County Board Chairman or County Emergency Management Director determines an emergency exists growing out of a natural or man-made disaster, designated agencies (as noted in Pepin County Emergency Plans) shall cope with the problems of emergency within the County. Expenditures for such services rendered in participating local units of government shall be considered County expenditures.

#### **6.07 UTILIZATION OF EXISTING SERVICES AND FACILITIES**

- (1) **POLICY.** In preparing and executing the Emergency Management Program, the services, equipment, supplies and facilities of the existing departments and agencies of the County shall be utilized to the maximum extent practicable and the personnel of each department are to be included in the planning process of County emergency operations.
- (2) **CONTINUITY OF OPERATIONS.** In the event that the emergency prevents the utilization of existing county facilities, the County Board shall take actions to designate temporary locations for government operations.
  - (a) The County Board may meet at any place within or without the territorial limits of the county on the call of the County Board Chair or Vice Chair in the case of succession. The County Board shall establish and designate, by ordinance, resolution or other manner, alternate or substitute sites or places as the emergency temporary locations for regular government operations. If practicable, they shall utilize the sites or places designated as the emergency temporary locations of government in the current emergency management plan, such as the continuity of government/continuity of operations plan.
  - (b) While the public business is being conducted at an emergency temporary location, the County Board and other officers of the county shall have, possess and exercise, at such location, all of the executive, legislative, administrative and judicial powers and functions conferred upon the Board and officers under state law. All government

powers and functions, except judicial, may be exercised in light of the requirements of the emergency situation without regard to or compliance with time-consuming procedures and formalities prescribed by law and pertaining thereto. All acts of the County Board and officers shall be valid and binding as if performed within the territorial limits of their county, town or municipality.

#### **6.08 DECLARATION OF EMERGENCY**

An emergency shall be defined as a natural or man-made disaster that exceeds the capacity of the county to respond to in such a way as to save lives, preserve property, and to maintain social, ecological, economic, and political stability of Pepin County.

The County Board may declare, by resolution, a state of emergency for the County or any portion thereof in accordance with §323.11 of the Wisconsin Statutes. In the event an emergency occurs within Pepin County at a time when the County Board is unable to meet for the purpose of making such a declaration in order to access state emergency resources, fix liability for emergency response costs or authorize emergency repairs to county facilities, the following persons may declare a state of emergency:

- (a) County Board Chair
- (b) In the event the County Board Chair is unavailable, the First Vice-Chair of the County Board
- (c) In the event the County Board Chair and the First Vice-Chair are unavailable, the Second Vice-Chair of the County Board

Such declaration shall be confirmed by resolution of the County Board at its next regularly scheduled or special meeting. The duration of a declared state of emergency issued by a local authority may not exceed the length of time beyond which emergency conditions exist or 60 days unless extended by appropriate legislative action.

#### **6.09 EMERGENCY REGULATIONS**

Whenever necessary to meet a duly proclaimed emergency, the County Board may designate individuals to enact orders, rules, and regulations as deemed necessary to protect the public peace, health, and safety, preservation of lives and property, preserve economic stability, and ensure public cooperation. Such rules, regulations and orders shall be posted in three public places and may be changed, rescinded, or amended at any time by legislative action of the County Board.

#### **6.10 PENALTIES**

No person shall willfully obstruct, hinder or delay the Emergency Management Director or support staff in the implementation or enforcement of any order, rule, regulation or plan issued pursuant to this chapter or to any act forbidden by any order, rule, regulation or plan issued pursuant to the authority contained in this chapter. For a violation of any of the provisions of this chapter perpetrators shall forfeit not less than \$100 nor more than \$500 and, in default of payment thereof, shall be imprisoned in the County jail for a period not exceeding 90 days.

**Section 3.** Effective Date. This Amendment shall take effect upon publication of minutes of April 15, 2014 County Board meeting.

Adopted: April 15, 2014

ORDINANCE COMMITTEE

James K. Kraft

/s/ Norman Murray

/s/ Bill Ingram

/s/ William Mavity

ATTEST: /s/ Marcia R. Bauer

Marcia R. Bauer

Pepin County Clerk

Motion by Bill Ingram and seconded by Jim Dawson to bring Amendment No. 104-14 to the floor. Zoning/Emergency Government Director Maria Holl addressed the amendment. She stated that the amendments had been reviewed by Corporation Counsel, and the proper Public Hearings were held. Maria explained that the revisions to Chapter 6, Emergency Management, were made to update the 1994 ordinance to include current risks that are common in society today. Motion carried unanimously to adopt Amendment No. 104-14. Amendment adopted.

**AMENDMENT NO. 105 TO ORDINANCE No. 179  
REVISIONS TO CHAPTER 22 TELECOMMUNICATION TOWERS, ANTENNAS,  
AND RELATED FACILITIES ORDINANCE**

**BE IT ORDAINED BY THE COUNTY BOARD OF SUPERVISORS OF PEPIN COUNTY:**

**Section 1.** Authority and Purpose. This ordinance is enacted under authority of Section 59.69 Wis. Statutes.

**Section 2.** That the Code of Ordinances of the County of Pepin be amended by rescinding and replacing all of Chapter 22 to read as follows:

22.01 PURPOSE AND INTENT

22.02 DEFINITIONS

22.03 SITING AND CONSTRUCTION OF ANY NEW TELECOMMUNICATION TOWER, MOBILE SERVICE SUPPORT STRUCTURE, AND RELATED FACILITIES

22.04 CLASS 1 COLLOCATION

22.05 CLASS 2 COLLOCATION

22.06 SEVERABILITY

22.07 EXEMPT FROM COUNTY REVIEW

22.08 COMPLIANCE WITH ZONING REGULATIONS REQUIRED

22.09 INSPECTION

22.10 SECURITY FOR REMOVAL

22.11 PRE-EXISTING TELECOMMUNICATION TOWERS AND ANTENNAS

22.12 APPEAL PROCEDURES

## **22.01 PURPOSE AND INTENT**

The purpose of this ordinance is to regulate by zoning permit telecommunication towers, antennas, and related facilities. The regulations set forth by this ordinance apply to all telecommunication towers, antennas, and related facilities unless exempted specifically; including all of the following: (1) the siting and construction of any new mobile service support structure and facilities; (2) with regard to a class 1 collocation, the substantial modification of an existing support structure and mobile service facilities; and (3) with regard to a class 2 collocation, collocation on an existing support structure which does not require the substantial modification of an existing support structure and mobile service facilities.

The county board has the specific authority under §59.69 and §66.0404 Wis. Stats., to adopt and enforce this ordinance. It is intended that Pepin County shall apply the regulations of this chapter to accomplish the following:

- 1) Maintain and ensure that a nondiscriminatory, competitive and broad range of telecommunication services and high quality telecommunications infrastructure consistent with the Federal Telecommunications Act of 1996 are provided to serve the community, as well as serve as an important and effective part of the Pepin County police, fire and emergency response network.
- 2) Provide a process for obtaining necessary permits for telecommunication facilities while at the same time protecting the interests of Pepin County citizens.
- 3) Facilitate the development and future upgrades of telecommunication services available in Pepin County.

## **22.02 DEFINITIONS**

For the purposes of this chapter the following terms and phrases shall have the meaning ascribed to them in this section:

**ALTERNATIVE SUPPORT STRUCTURE** includes clock towers, steeples, silos, light poles, water towers, buildings or similar structures that may support telecommunication facilities.

**ANTENNA** means communications equipment that transmits and receives electromagnetic radio signals and is used in the provision of mobile services.

**APPLICATION** means an application for a permit under this section to engage in an activity specified for the siting and construction of a new mobile support structure and facilities; and, with regards to a class 1 collocation, the substantial modification of an existing support structure and mobile service facilities, or a class 2 collocation.

**BUILDING** means any structure having a roof that is supported by columns or walls and intended for the shelter, housing, or enclosure of any individual, animal, process, equipment, goods, or materials of any kind.

**BUILDING MOUNTED ANTENNA** means any antenna that is directly attached or affixed to a building or alternative support structure.

**BUILDING PERMIT** means a permit issued by a political subdivision that authorizes an applicant to conduct construction activity that is consistent with the political subdivision's building code.

**CLASS 1 COLLOCATION** means the placement of a new mobile service facility on an existing support structure such that the owner of the facility does not need to construct a free standing support structure for the facility but does need to engage in substantial modification.

**CLASS 2 COLLOCATION** means the placement of a new mobile service facility on an existing support structure such that the owner of the facility does not need to construct a free standing support structure for the facility or engage in substantial modification.

**COLLOCATION** means the location of more than one antenna or set of antennas on the same structure; this shall refer to class 1 or class 2 collocation or both.

**DISTRIBUTED ANTENNA SYSTEM** means a network of spatially separated antenna nodes that is connected to a common source via a transport medium and that provides mobile service within a geographic area or structure.

**EQUIPMENT COMPOUND** means an area surrounding or adjacent to the base of an existing support structure within which is located mobile service facilities.

**EXISTING STRUCTURE** means a support structure that exists at the time a request for permission to place mobile service facilities on a support structure is filed with a political subdivision.

**FALL ZONE** means the area over which a mobile support structure is designed to collapse.

**GROUND MOUNTED ANTENNA** means any antenna with its base placed directly on the ground.

**GUYED TOWER** means a telecommunications tower that is supported in whole or in part by guy wires and ground anchors or other means of support besides the superstructure of the tower itself.

**LATTICE TOWER** refers to a telecommunication tower that consists of vertical and horizontal supports and crossed metal braces.

**MOBILE SERVICE** has the meaning given in 47 USC 153 (33); a radio communication service carried on between mobile stations or receivers and land stations, and by mobile stations communicating among themselves, and includes:

1. both one-way and two-way radio communication services,
2. a mobile service which provides a regularly interacting group of base, mobile, portable, and associated control and relay stations (whether licensed on an individual, cooperative, or multiple basis) for private one-way or two-way mobile radio communications by eligible users over designated areas of operation, and
3. any service for which a license is required in a personal communications service established pursuant to the proceeding entitled "Amendment to the Commission's Rules to Establish New Personal Communication Services, or any successor proceeding.

**MOBILE SERVICE FACILITY** means the set of equipment and network components, including antennas, transmitters, receivers, base stations, power supplies, cabling, and associated equipment, that is necessary to provide mobile service to a discrete geographic area, but does not include the underlying support structure.

**MOBILE SERVICE PROVIDER** means a person who provides mobile service.

**MOBILE SERVICE SUPPORT STRUCTURE** means a freestanding structure that is designed to support a mobile service facility.

**MONOPOLE** means telecommunication tower of a single pole design.

**PERMIT** means a permit, other than a building permit, or approval issued by a political subdivision which authorizes any of the following activities by an applicant:

1. A class 1 collocation.

2. A class 2 collocation.
3. The construction of a mobile service support structure.

**POLITICAL SUBDIVISION** means a city, village, town, or county.

**PUBLIC UTILITY** has the meaning given in s. 196.01 (5).

**SEARCH RING** means a shape drawn on a map to indicate the general area within which a mobile service support structure should be located to meet radio frequency engineering requirements, taking into account other factors including topography and the demographics of the service area.

**SUBSTANTIAL MODIFICATION** means the modification of a mobile service support structure, including the mounting of an antenna on such a structure that does any of the following:

1. For structures with an overall height of 200 feet or less, increases the overall height of the structure by more than 20 feet.
2. For structures with an overall height of more than 200 feet, increases the overall height of the structure by 10 percent or more.
3. Measured at the level of the appurtenance added to the structure as a result of the modification, increases the width of the support structure by 20 feet or more, unless a larger area is necessary for collocation.
4. Increases the square footage of an existing equipment compound to a total area of more than 2,500 square feet.

**SUPPORT STRUCTURE** means an existing or new structure that supports or can support a mobile service facility, including a mobile service support structure, utility pole, water tower, building, or other structure.

**TELECOMMUNICATION FACILITY** means a facility, site, or location that contains one or more antennas, telecommunication towers, alternative support structures, satellite dish antennas, other similar communication devices, and support equipment which is used for transmitting, receiving, or relaying telecommunication signals, excluding those facilities exempted under §22.07.

**TELECOMMUNICATION SUPPORT FACILITY:** The telecommunication equipment buildings and equipment cabinets.

**TELECOMMUNICATIONS TOWER** means any structure that is designed and constructed primarily for the purpose of supporting one or more antennas, including lattice towers, guy towers, or monopole towers. This includes radio and television transmission towers, microwave towers, and common-carrier towers. It shall exclude alternative support structures and those facilities exempted under §22.07.

**UTILITY POLE** means a structure owned or operated by an alternative telecommunications utility, as defined in s. 196.01 (1d); public utility, as defined in s. 196.01 (5); telecommunications utility, as defined in s. 196.01 (10); political subdivision; or cooperative association organized under ch. 185; and that is designed specifically for and used to carry lines, cables, or wires for telecommunications service, as defined in s. 182.017 (1g) (cq); for video service, as defined in s. 66.0420 (2) (y); for electricity; or to provide light.

**UTILITY POLE MOUNTED ANTENNA** means an antenna attached, without regard to mounting, to or upon an existing or replacement electric transmission or distribution pole, street light, traffic signal, athletic field light, utility support structure or other similar structure approved by the Zoning Administrator.

**22.03 SITING AND CONSTRUCTION OF NEW TELECOMMUNICATION TOWER, MOBILE SERVICE SUPPORT STRUCTURE, AND RELATED FACILITIES**

Application process:

- 1) All telecommunication facilities, unless exempted by §22.07, are required to complete a telecommunication facility permit application for the siting and construction of any new structure or facility.
- 2) A written permit application must be completed by any applicant and submitted to the Pepin County Land Management Department. The application must contain the following information:
  - a. The name and business address of, and the contact individual for, the applicant.
  - b. The location of the proposed or affected support structure.
  - c. The location of the proposed telecommunication facility.
  - d. If the application is to substantially modify an existing support structure, a construction plan which describes the proposed modifications to the support structure and the equipment and network components, including antennas, transmitters, receivers, base stations, power supplies, cabling, and related equipment associated with the proposed modifications.
  - e. If the application is to construct a new mobile service support structure, a construction plan which describes the proposed mobile service support structure and the equipment and network components, including antennas, transmitters, receivers, base stations, power supplies, cabling, and related equipment to be placed on or around the new mobile service support structure.
  - f. If an application is to construct a new mobile service support structure, an explanation as to why the applicant chose the proposed location and why the applicant did not choose collocation, including a sworn statement from an individual who has responsibility over the placement of the mobile service support structure attesting that collocation within the applicant's search ring would not result in the same mobile service functionality, coverage, and capacity; is technically infeasible; or is economically burdensome to the mobile service provider.
- 3) A permit application will be provided by the county upon request to any applicant.
- 4) If an applicant submits to the county an application for a permit to engage in an activity described in this ordinance, which contains all of the information required under this ordinance, the county shall consider the application complete. If the county does not believe that the application is complete, the county shall notify the applicant in writing,

within 10 days of receiving the application, that the application is not complete. The written notification shall specify in detail the required information that was incomplete. An applicant may resubmit an application as often as necessary until it is complete.

5) Within 90 days of its receipt of a complete application, the county shall complete all of the following or the applicant may consider the application approved, except that the applicant and the county may agree in writing to an extension of the 90 day period:

a. Review the application to determine whether it complies with all applicable aspects of the political subdivision's building code and, subject to the limitations in this section, zoning ordinances.

b. Make a final decision whether to approve or disapprove the application.

c. Notify the applicant, in writing, of its final decision.

d. If the decision is to disapprove the application, include with the written notification substantial evidence which supports the decision.

6) The county may disapprove an application if an applicant refuses to evaluate the feasibility of collocation within the applicant's search ring and provide the sworn statement described under paragraph 2) f.

7) If an applicant provides the county with an engineering certification showing that a mobile service support structure, or an existing structure, is designed to collapse within a smaller area than the set back or fall zone area required in a zoning ordinance, that zoning ordinance does not apply to such a structure unless the county provides the applicant with substantial evidence that the engineering certification is flawed.

8) The fee associated with the telecommunication facility permit is \$1,000.00

## **22.04 CLASS 1 COLLOCATION**

### Application Process

1. A county land use permit is required for a class 1 collocation.

2. A written permit application must be completed by any applicant and submitted to the county. The application must contain the following information:

a. The name and business address of, and the contact individual for, the applicant.

b. The location of the proposed or affected support structure.

c. The location of the proposed mobile service facility.

d. If the application is to substantially modify an existing support structure, a construction plan which describes the proposed modifications to the support structure and the equipment and network components, including antennas, transmitters, receivers, base stations, power supplies, cabling, and related equipment associated with the proposed modifications.

e. If the application is to construct a new mobile service support structure, a construction plan which describes the proposed mobile service support structure and the equipment and network components, including antennas, transmitters, receivers, base stations, power supplies, cabling, and related equipment to be placed on or around the new mobile service support structure.

f. If an application is to construct a new mobile service support structure, an explanation as to why the applicant chose the proposed location and why the applicant did not choose collocation, including a sworn statement from an individual who has responsibility over the placement of the mobile service support structure attesting that collocation within the applicant's search ring would not result in the same mobile service functionality, coverage, and capacity; is technically infeasible; or is economically burdensome to the mobile service provider.

3. A permit application will be provided by the county upon request to any applicant.

4. If an applicant submits to the county an application for a permit to engage in an activity described in this section, which contains all of the information required under this ordinance, the county shall consider the application complete. If the county does not believe that the application is complete, the county shall notify the applicant in writing, within 10 days of receiving the application, that the application is not complete. The written notification shall specify in detail the required information that was incomplete. An applicant may resubmit an application as often as necessary until it is complete.

5. Within 90 days of its receipt of a complete application, the county shall complete all of the following or the applicant may consider the application approved, except that the applicant and the county may agree in writing to an extension of the 90 day period:

a. Review the application to determine whether it complies with all applicable aspects of the political subdivision's building code and, subject to the limitations in this section, zoning ordinances.

b. Make a final decision whether to approve or disapprove the application.

c. Notify the applicant, in writing, of its final decision.

d. If the decision is to disapprove the application, include with the written notification substantial evidence which supports the decision.

6. The county may disapprove an application if an applicant refuses to evaluate the feasibility of collocation within the applicant's search ring and provide the sworn statement described under paragraph 2.f.
7. If an applicant provides the county with an engineering certification showing that a mobile service support structure, or an existing structure, is designed to collapse within a smaller area than the set back or fall zone area required in a zoning ordinance, that zoning ordinance does not apply to such a structure unless the county provides the applicant with substantial evidence that the engineering certification is flawed.
8. Class 1 collocations are subject to the same fees as a land use permit.

## **22.05 CLASS 2 COLLOCATION**

### Application Process

1. A county land use permit is required for a class 2 collocation.
2. A written permit application must be completed by any applicant and submitted to the county. The application must contain the following information:
  - a. The name and business address of, and the contact individual for, the applicant.
  - b. The location of the proposed or affected support structure.
  - c. The location of the proposed mobile service facility.
3. A permit application will be provided by the county upon request to any applicant.
4. A class 2 collocation is subject to the same requirements for the issuance of a building permit to which any other type of commercial development or land use development is subject.
5. If an applicant submits to the county an application for a permit to engage in an activity described in this ordinance, which contains all of the information required under this ordinance, the county shall consider the application complete. If any of the required information is not in the application, the county shall notify the applicant in writing, within five (5) days of receiving the application, that the application is not complete. The written notification shall specify in detail the required information that was incomplete. An applicant may resubmit an application as often as necessary until it is complete.
6. Within 45 days of its receipt of a complete application, the county shall complete all of the following or the applicant may consider the application approved, except that the applicant and the county may agree in writing to an extension of the 45 day period:
  - a. Make a final decision whether to approve or disapprove the application.

- b. Notify the applicant, in writing, of its final decision.
- c. If the application is approved, issue the applicant the relevant permit.
- d. If the decision is to disapprove the application, include with the written notification substantial evidence which supports the decision.

7. Class 2 collocation is subject to the same fees as a land use permit.

## **22.06 SEVERABILITY**

If any provision of this ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

## **22.07 EXEMPT FROM COUNTY REVIEW**

The following shall be permitted without County approval:

1. The use of all television antennas, satellite dishes and receive-only antennas, provided that the primary use of the property is not a telecommunications facility and that the antenna use is accessory to the primary use of the property.
2. Amateur Radio. This chapter shall not govern the installation of any antenna and their supporting towers, poles and masts that is owned and/or operated by a federally licensed amateur radio operator or, is used exclusively for receive-only antennas.
3. Mobile services providing public information coverage of news events of a temporary or emergency nature.
4. Building mounted antennas attached to alternative support structures provided that the height of the antenna and its supporting tower, pole, or mast is 30 feet or less above the highest portion of the building or alternative support structure.
5. Ground mounted antennas provided that the height of the antenna and its support structures does not exceed a height of 45 feet above the original grade at the site of the installation.

## **22.08 COMPLIANCE WITH ZONING REGULATIONS REQUIRED**

Telecommunication towers, antennas, and related facilities shall be required to comply with state and federal laws concerning construction near or on wetlands, lakes, rivers, and streams. In the event that a telecommunication tower, antenna, or related facility is located in an area subject to floodplain, shoreland, and/or wetland zoning compliance with relevant regulations and additional permits shall be required.

## **22.09 INSPECTION**

At any time that the Zoning Department has reason to believe that an existing tower has become a safety risk or is structurally unsafe, it can require the tower owner to perform an inspection of the tower by a registered engineer and to provide a copy of the inspection results to the Department within 60 days of the Department's order to perform an inspection. The Zoning Department shall provide the owner of the tower with the information which formed the basis for the Department's belief that the tower was unsafe or a safety risk before ordering an inspection of the tower be performed.

## **22.10 SECURITY FOR REMOVAL**

Responsibility for removal of unused towers:

It is the express policy of Pepin County and this chapter that telecommunication facilities be removed once they are no longer in use and not a functional part of providing telecommunications service and that it is the telecommunications tower owner's responsibility to remove such facilities.

Security for removal:

The telecommunications tower owner shall provide to Pepin County, prior to the issuance of the permit, a performance bond in the amount of \$20,000.00 or a bond in such amount as a qualified tower removal contractor has estimated in writing upon request of the County as covering the cost of removal of a tower no longer in operation.

## **22.11 PRE-EXISTING TELECOMMUNICATION TOWERS AND ANTENNAS**

1. Owners of nonconforming and conforming telecommunication towers and facilities may modify existing tower and facilities by complying with all applicable requirements of §22.04 and §22.05 of this ordinance. Changes may be made upon review and approval by the Zoning Department. Routine maintenance and repair on telecommunication facilities is permitted.
2. All unused towers and antennas must be removed within 12 months of cessation of operation or use, unless a written exemption is provided by the Zoning Administrator. After the facilities are removed, the site shall be restored to its original or an improved condition, and anchoring elements shall be removed from the ground to within 8 feet of ground level. If removal and/or restoration is not completed, the County is authorized to complete the removal and site restoration and the cost shall be assessed against the property as a special assessment. Any addition or change to a preexisting tower or antenna shall comply with all applicable requirements of this subchapter.

## **22.12 APPEAL PROCEDURES**

Any person aggrieved by any decision of the Pepin County Zoning Administrator, regarding any decision made under this Code may be brought to the Board of Adjustment under §59.694, Wis. Stats.

**Section 3.** Effective Date. This Amendment shall take effect upon publication of minutes of April 15, 2014 County Board meeting.

Adopted: April 15, 2014

ORDINANCE COMMITTEE

James K. Kraft  
/s/ Norman Murray  
/s/ Bill Ingram  
/s/ William Mavity

ATTEST: /s/ Marcia R. Bauer  
Marcia R. Bauer  
Pepin County Clerk

Motion by Bill Ingram and seconded by James Kraft to bring Amendment No. 104-14 to the floor. Zoning/Emergency Government Director Maria Holl addressed the amendment, explaining that this revision incorporates new telecommunication regulations included in State Assembly Bill 40 and Act 20, which were enacted in July 2013. Major changes are primarily limitations to the standards set by local government units to regulate mobile tower siting regulations. This ordinance applies to towns in Pepin County only if they choose to adopt it. Motion carried unanimously to adopt Amendment No. 104-14. Amendment adopted.

#### **RECESS**

The Board recessed to provide the Chairman, 1<sup>st</sup> Vice-Chairman, and 2<sup>nd</sup> Vice-Chairman the opportunity to make committee appointments.

Meeting reconvened. Committee assignments were passed out as follows:

#### **COMMITTEE APPOINTMENTS**

FINANCE/PROPERTY COMMITTEE: Peter Adler, Jim Dawson, James Kraft, Dwight Jelle  
HIGHWAY COMMITTEE: Bruce Peterson, Randy Weiss, Steven L. Anderson, Jim Dawson  
HUMAN SERVICES BOARD: Dwight Jelle, Bill Ingram, Kim Seipel, Gerald M. Bauer  
BOARD OF HEALTH: Peter Adler, James Kraft, Betty Bergmark, Gerald M. Bauer  
LAND CONSERVATION: Bruce A. Peterson, Dwight Jelle, Sean Scallon, Randy Weiss  
PERSONNEL: Peter Adler, Jim Dawson, Kim Seipel, Gerald M. Bauer  
LAW ENFORCEMENT: James Kraft, Bill Ingram, Steven Anderson, Bruce Peterson  
U.W.EXTENSION: Sean Scallon, Steven Anderson, Betty Bergmark, Kim Seipel

WEST CAP: Bill Ingram  
SENIOR ADVISORY: Sean Scallon  
LEPC: Sean Scallon  
ADRC Board: To be appointed at a later date

Motion by Bill Ingram and seconded by Sean Scallon to approve the appointments to the County Board standing committees, as presented. Motion carried.

**APPOINTMENTS**

Chairman Adler made the following appointments:

Beth Anderson reappointed to serve as a citizen member of the Board of Health  
(3-year term to expire April 2017)

Dorothy Peterson reappointed to serve as a citizen member of the Human Services Board  
(3-year term to expire April 2017)

ADRC – Chairman Adler stated he would like a recommendation from the Human Services Board before making these appointments

Motion by Bill Ingram and seconded by James Kraft to approve the appointments of the Chairman.  
Motion carried.

**PUBLIC COMMENTS ON ISSUES OTHER THAN AGENDA ITEMS**

There were no public comments on issues other than agenda items.

**ANNOUNCEMENTS**

Chairman Adler reviewed upcoming seminars and trainings for County Board Supervisors. Several announcements were made regarding the process for agenda items, per diem vouchers, mail, etc.

**COMMITTEE REPORTS**

Members discussed if they wished to continue to have committee chairperson’s report on activities of importance within the departments they oversee at the end of County Board meetings.

**ADJOURN**

As there was no further business, motion by Jim Dawson and seconded by Bill Ingram to adjourn. Motion carried. Meeting adjourned at 11:35 a.m.

*Approval process for minutes of the meeting: Minutes will be mailed to all members within ten days of the meeting. Board members then have seven days to contact the County Board Secretary for any corrections or changes. The minutes will be considered approved after seven days. The County Board Chairman will then sign the minutes as final approval for the minutes to be published and incorporated into the official County Board Proceedings book.*

Submitted by,  
/s/ Darlene Brunner  
Darlene Brunner  
Secretary to the County Board

Approved by,  
/s/ Peter A. Adler  
Peter A. Adler, Chairman  
Pepin County Board of Supervisors

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES  
WEDNESDAY, MAY 21, 2014, 7:00 P.M.  
PEPIN COUNTY GOVERNMENT CENTER, DURAND, WI**

The Pepin County Board of Supervisors meeting was called to order by Chairman Peter Adler. This meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and is a legal meeting.

**ROLL CALL**

County Board Secretary Darlene Brunner called roll.

District # 1	Jim Dawson	present	District # 7	Bill Ingram	present
District # 2	Randy Weiss	present	District # 8	Sean Scallon	present
District # 3	James Kraft	present	District # 9	Dwight Jelle	present
District # 4	Peter Adler	present	District # 10	Bruce A. Peterson	present
District # 5	Gerald M. Bauer	present	District # 11	Kim A. Seipel	present
District # 6	Betty J. Bergmark	present	District # 12	Steven L. Anderson	present

All members present.

Others present: Darlene Brunner, Pamela DeWitt, Marcia R. Bauer, Monica Bauer, Chase Cummings, Marie Ritscher, Mary Wood, Brian Winnekins, 4-members and leaders, and members of the Pepin County ATV Club.

**PLEDGE OF ALLEGIANCE**

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

**PUBLIC COMMENTS ON AGENDA ITEMS**

There were no public comments on agenda items.

**RESOLUTION NO. 8-14  
COMMEMORATING THE 100<sup>th</sup> ANNIVERSARY OF WISCONSIN 4-H YOUTH  
DEVELOPMENT**

**WHEREAS:** Thomas L. Bewick was appointed Wisconsin's first State Leader of Boy's and Girl's 4-H Club Work with the new Cooperative Extension Service in July 1914 and organized the first 4-H club under Cooperative Extension in Walworth County in October 1914; and

**WHEREAS:** 2014 marks the 100<sup>th</sup> anniversary of this unique partnership between the counties of the state, and the University of Wisconsin-Extension and Wisconsin 4-H Youth Development; and

**WHEREAS:** this partnership of University of Wisconsin campuses, the University of Wisconsin-Extension and county-based 4-H Youth Development programs embodies the true meaning of the "Wisconsin Idea"—that the resources of the university shall be extended to the people of the state where they live and work; and

**WHEREAS:** Wisconsin 4-H youth Development's purpose is to help youth learn leadership, citizenship and life skills, develop new skills, become leaders and help shape their communities; and

**WHEREAS:** the vitality of today's Wisconsin 4-H Youth Development program as well as 4-H's national reputation as the largest out-of-school educational organization can be credited to the men and women of vision who accepted the challenge in 1914 to help grow 100 years of Wisconsin leaders:

**NOW, THEREFORE, BE IT RESOLVED:** that the Pepin County Board of Supervisors hereby commends Wisconsin 4-H Youth Development and the Pepin County 4-H Extension educators for their cooperation and support, which allows youth and families of Pepin County to apply the research and knowledge of the University of Wisconsin to their lives, homes and communities and help build strong leaders for tomorrow.

**UW-EXTENSION COMMITTEE**

/s/ James K. Kraft  
/s/ Sean Scallon  
/s/ Ron Weiss  
/s/ Dwight Jelle

**RESOLUTIONS COMMITTEE**

/s/ Jim Dawson  
/s/ Dwight Jelle  
/s/ Peter A. Adler  
/s/ James K. Kraft

Motion by Sean Scallon and seconded by Kim Seipel to bring Resolution No. 8-14 to the floor.

Resolution No. 8-14 was read by 4-H Member Sarah Heck. Motion carried to adopt Resolution No. 8-14.

**2013 ANNUAL REPORT – UWEX OFFICE** was presented by Family Living Agent Mary Wood and 4-H Youth Development Agent and Wisconsin Nutrition Education Leader Marie Ritscher. Chairman Adler acknowledged the County Board's receipt of the UWEX Office 2013 Annual Report.

**PRESENTATION ON THE PEPIN COUNTY ATV CLUB - Vic Komisar**

Vic Komisar and members of the Pepin County ATV Club were present. Mr. Komisar informed the County Board of their goals to acquire permission to travel an established route on specific roads within Pepin County with ATV/UTV's. He also inquired if Pepin County would like the ATV Club associated with tourism in Pepin County. The group is attending local meetings to begin development of local ordinances for specific routes of travel on a one-year trial basis. The group was guided to address this further with the Highway Committee to address travel on county roads, and the UWEX Committee to address being a part of Pepin County's tourism. The group was thanked for their appearance before the County Board.

**2013 ANNUAL REPORT – LAND CONSERVATION DEPARTMENT** was presented by Land Conservationist Chase Cummings. The Board acknowledged the recognition given recently to the Land Conservation Department, their programs, and Chase receiving Conservationist of the Year award. Chairman Adler acknowledged the County Board's receipt of the Land Conservation Department 2013 Annual Report.

**RESOLUTION NO. 9-14**  
**AUTHORIZATION FOR TEMPORARY INCREASE OF SUPPORT STAFF – HUMAN SERVICES DEPARTMENT**

**WHEREAS**, the Department of Human Services has a Program Assistant currently on medical leave, and

**WHEREAS**, there is a need for additional clerical assistance during this time, as detailed in Attachment A, and

**WHEREAS**, the Department of Human Services has sufficient funding in their current budget to fund the additional staffing, and

**WHEREAS**, the Human Services Board and the Personnel Committee have reviewed and recommend the staffing increase per Attachment A.

**NOW, THEREFORE, BE IT RESOLVED**, that the Pepin County Board of Supervisors does hereby authorize the increase in staffing hours per Attachment A during the Program Assistant medical leave.

**RESOLUTIONS COMMITTEE**

/s/ Jim Dawson, Chairman

/s/ Dwight Jelle, Vice-Chairman

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Sean Scallon and seconded by Steven Anderson to bring Resolution No. 9-14 to the floor. Human Services Board Chairman Dwight Jelle explained that this resolution authorizes increased staffing hours during the medical leave of an employee. There are sufficient funds in the current budget to fund this request. Motion carried to adopt Resolution No. 9-14.

**2013 ANNUAL REPORT – REGISTER OF DEEDS** was presented by Register of Deeds Monica Bauer. Chairman Adler acknowledged the County Board's receipt of the 2013 Annual Report of the Register of Deeds Office.

**2013 ANNUAL REPORT – DURAND COMMUNITY LIBRARY** was presented by Library Director Patty Blount. Chairman Adler acknowledged the County Board's receipt of the 2013 Annual Report of the Durand Community Library.

**2013 ANNUAL REPORT – PEPIN PUBLIC LIBRARY** was presented by Library Director Christy Rundquist. Chairman Adler acknowledged the County Board's receipt of the 2013 Annual Report of the Pepin Public Library.

**APPOINTMENTS**

**Pepin County Housing Authority** – Chairman Adler appointed Patrick Wayne to complete David Hayden’s term on the Pepin County Housing Authority, to expire June 30, 2015. Motion carried to affirm the appointment.

**ADRC Appointments (2)** – Chairman Adler appointed Bill Ingram and Betty Bergmark to the ADRC Board. Motion carried to affirm the appointments.

**PUBLIC COMMENTS ON ISSUES OTHER THAN AGENDA ITEMS**

There were no public comments on issues other than agenda items.

**ANNOUNCEMENTS**

Chairman Adler announced that the WCA has offered to have someone attend the June meeting to provide training on *Rules and Responsibilities* for the County Board. The Board training would be scheduled for 6:30 p.m. on June 18<sup>th</sup>, and would be followed by a regular County Board meeting starting at 7:30 p.m.

**COMMITTEE REPORTS**

Committee chairpersons reported on activities of importance within the departments they oversee.

**ADJOURN**

As there was no further business, motion by Jim Dawson and seconded by Bill Ingram to adjourn. Motion carried. Meeting adjourned at 9:55 p.m.

*Approval process for minutes of the meeting: Minutes will be mailed to all members within ten days of the meeting. Board members then have seven days to contact the County Board Secretary for any corrections or changes. The minutes will be considered approved after seven days. The County Board Chairman will then sign the minutes as final approval for the minutes to be published and incorporated into the official County Board Proceedings book.*

Submitted by,

/s/ Darlene Brunner  
Darlene Brunner  
Secretary to the County Board

Approved by,

/s/ Peter A. Adler  
Peter A. Adler, Chairman  
Pepin County Board of Supervisors

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES  
WEDNESDAY, JUNE 18, 2014, 7:30 P.M.  
PEPIN COUNTY GOVERNMENT CENTER, DURAND, WI**

The Pepin County Board of Supervisors meeting was called to order at 7:40 p.m. on Wednesday, June 18, 2014, by 1<sup>st</sup> Vice-Chairman Dwight Jelle. He announced that this meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and is a legal meeting.

**ROLL CALL**

County Board Secretary Darlene Brunner called roll.

District # 1	Jim Dawson	present	District # 7	Bill Ingram	present
District # 2	Randy Weiss	present	District # 8	Sean Scallon	present
District # 3	James Kraft	absent	District # 9	Dwight Jelle	present
District # 4	Peter Adler	absent	District # 10	Bruce A. Peterson	present
District # 5	Gerald M. Bauer	present	District # 11	Kim A. Seipel	present
District # 6	Betty J. Bergmark	present	District # 12	Steven L. Anderson	present

Ten members present. Two members absent: James Kraft and Peter Adler. (P.Adler arrived at 8:00 p.m.)

Others present: Darlene Brunner, Pamela DeWitt, Marcia R. Bauer, Mary Wood, Paula Ashbeck, Chase Cummings, Maria Holl, Jacki Danzinger, Christina Lindstrom, Dave Klein, Joel Wener, WCA Outreach Manager Jon Hochkammer, and WCA Chief of Staff Michael Blaska.

**PLEDGE OF ALLEGIANCE**

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

**PUBLIC COMMENTS ON AGENDA ITEMS**

There were no public comments on agenda items.

**PEPIN COUNTY FAIR ASSOCIATION**

Christina Lindstrom and Dave Klein, representing the Pepin County Fair Association, provided an overview of the Pepin County Fair and fair activities. A handout was presented on the social garden plans for the fair. Christina and Dave invited the County Board members to attend the fair, which is scheduled for July 25 – 27, 2014. Mary Wood expounded on the organization of the Pepin County Fair Association. She also addressed some of the insurance coverage issues they have been working through for the 2014 fair.

**RESOLUTION NO. 10-14  
OUTDOOR RECREATION AIDS**

**WHEREAS**, Pepin County is interested in participating in the state snowmobile trail aids; and

**WHEREAS**, financial aid is required to carry out the snowmobile trail maintenance;

**THEREFORE, BE IT RESOLVED**, Pepin County has budgeted a sum sufficient to complete the snowmobile trail aids program.

**HEREBY AUTHORIZES** Land Conservation Staff/Land Conservation Department to act on behalf of Pepin County to:

- Submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available;
- Submit reimbursement claims along with necessary supporting documentation within 6 months of project completion date;
- Submit signed documents; and
- Take necessary action to undertake, direct and complete the snowmobile trail aids program.

**BE IT FURTHER RESOLVED** that Pepin County will comply with state or federal rules for the programs to the general public during reasonable hours consistent with the type of facility; and will obtain from the State of Wisconsin Department of Natural Resources approval in writing before any change is made in the snowmobile trail aids program.

Adopted this 18<sup>th</sup> day of June, 2014.

**RESOLUTIONS COMMITTEE**

- /s/ Jim Dawson
- /s/ Dwight Jelle
- /s/ Peter A. Adler
- /s/ James K. Kraft

Motion by Sean Scallon and seconded by Jim Dawson to bring Resolution No. 10-14 to the floor. Land Conservationist Chase Cummings spoke to the resolution, explaining that the resolution authorizes the Land Conservation Department to submit an application to the State DNR for state snowmobile trail aids to carry out the snowmobile trail maintenance. There will be no budget impact, as the county receives the money from the State and the funds are given to the Snowmobile Club for trail maintenance.

Motion carried by voice vote to adopt Resolution No. 10-14.

Peter Adler arrived at 8:00 p.m., and took his seat as Chairman of the meeting.

The **2013 ANNUAL REPORT** of the **LAND MANAGEMENT OFFICE** was presented by Director/Zoning Administrator Maria Holl. Motion carried by voice vote to acknowledge receipt of the 2013 Annual Report of the Land Management Office.

The **2013 ANNUAL REPORT** of the **RECYCLING/SOLID WASTE/ECONOMIC DEVELOPMENT DEPARTMENT** was presented by Assistant Zoning Administrator Jackie Drier. Motion carried by voice vote to acknowledge receipt of the 2013 Annual Report of the Recycling/Solid Waste/Economic Development Department.

**RESOLUTION NO. 11-14**

**2014 BUDGET MODIFICATION – HEALTH DEPARTMENT GRANT AGREEMENTS**

**WHEREAS** the Pepin County Health Department receives various grants which change in amount from year to year, and

**WHEREAS** the Health Department has been notified that some of the 2014 grant amounts are different than the amounts included in the original 2014 Budget.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors authorizes the 2014 Budget to be modified as follows:

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>PRESENT BUDGET</u>	<u>INCREASE/ (DECREASE)</u>	<u>AMENDED BUDGET</u>
	<b>HEALTH DEPT. FUND:</b>			
230-00-43539-000	S/A Preparedness	17,342.00	6,678.00	24,020.00
230-00-43541-000	S/A Infrastructure	-	5,000.00	5,000.00
230-00-43544-000	S/A QI/Car Seats	-	1,400.00	1,400.00
230-00-43547-000	S/A WWWP Grant	7,697.00	(152.00)	7,545.00
230-00-43548-000	S/A CSHCN Grant	1,500.00	200.00	1,700.00
230-00-43549-000	S/A Public Health MCH	5,844.00	36.00	5,880.00
230-00-43553-000	S/A Reproductive Health	18,264.00	6,736.00	25,000.00
230-00-43555-000	S/A Prevention	-	1,369.00	1,369.00
	Total Revenues		21,267.00	
230-00-54111-109	Reproduction - Salary	8904.00	5234.00	14138.00
230-00-54111-161	Reproduction - Social Security	681.00	400.00	1081.00
230-00-54111-161	Reproduction - Retirement Co S	623.00	366.00	989.00
230-00-54111-340	Reproduction - Suppleis	3976.00	736.00	4712.00
230-00-54117-385	MCH - Agency Operations	878.00	36.00	914.00
230-00-54113-385	Prevention - Agency Operation	0.00	369.00	369.00
230-00-54113-235	Prevention - Consultants (AHE	0.00	1000.00	1000.00
230-00-54118-385	CSHCN - Agency Operations	106.00	200.00	306.00
230-00-54119-385	WWWP - Agency Operations	947.00	(152.00)	795.00
230-00-54124-385	QI/Car Seats - Supplies	0.00	1400.00	1400.00
230-00-54126-109	Infrastructure - Salary	0.00	4366.00	4366.00
230-00-54126-161	Infrastructure - Social Security	0.00	334.00	334.00
230-00-54126-385	Infrastructure - Agency Operati	0.00	300.00	300.00
230-00-54128-109	Preparedness - Salary	12000.00	400.00	12400.00
230-00-54128-161	Preparedness - Social Security	918.00	30.00	948.00
230-00-54128-162	Preparedness - Retirement Co S	840.00	28.00	868.00
230-00-54128-385	Preparedness - Agency Operati	2000.00	6178.00	8178.00
230-00-54128-814	Preparedness - Equipment	684.00	42.00	726.00
	Total Expenses		21,267.00	

**RESOLUTIONS COMMITTEE**

/s/ Jim Dawson  
/s/ Dwight Jelle  
/s/ Peter A. Adler  
/s/ James K. Kraft

Motion by Dwight Jelle and seconded by Bruce Peterson to bring Resolution No. 11-14 to the floor. Finance Director Pamela DeWitt explained that this resolution modifies the 2014 budget for an additional \$21,267.00 in grant revenues the Health Department will receive that were not included in the original 2014 budget. Roll call vote on Resolution No. 11-14. Yes 11. No 0. Absent 1. Resolution adopted.

**RESOLUTION NO. 12-14**  
**2014 BUDGET MODIFICATION – HUMAN SERVICES EQUIPMENT PURCHASES**

**WHEREAS** the Pepin County Finance Committee, at its May 8th meeting, approved the Human Services Fund to purchase two Dell tablets costing in total \$2,126 instead of one new laptop at a cost of \$2,000 to better meet the needs of the worker and supervisor, and

**WHEREAS** the Human Services Committee, at its February 24<sup>th</sup> meeting, recommended that funds be available from other Human Services accounts to allow the purchase of Oliver Trays equipment for the home delivered meals nutrition program, and

**WHEREAS** the spending was not budgeted as described above in the original 2014 Budget.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors authorizes the 2014 Budget to be modified as follows:

<u>Account Number</u>	<u>Account Description</u>	<u>Current Budget</u>	<u>Increase(Decrease)</u>	<u>Amended Budget</u>
<i>Human Services Fund:</i>				
211-00-54400-814	Allocated DHS - Equipment	\$ 0	\$ 1,063	\$ 1,063
211-00-54404-814	Youth Aids - Equipment	\$ 2,000	\$ (937)	\$ 1,063
211-00-54400-430	Allocated DHS – Other DHS Exp	\$ 122,163	\$ (126)	\$ 122,037
211-00-54603-558	Homebound Nutr - Equip	\$ 1,000	\$ 3,615	\$ 4,615
211-00-54605-558	Transportation - Equip	\$ 500	\$ (500)	\$ 0
211-00-54602-558	Congregate Nutr - Equip	\$ 3,000	\$ (3,000)	\$ 0
211-00-54603-569	Homebound Nutr - Supplies	\$ 7,145	\$ (115)	\$ 7,030

**RESOLUTIONS COMMITTEE**

/s/ Jim Dawson  
/s/ Dwight Jelle  
/s/ Peter A. Adler  
/s/ James K. Kraft

Motion by Kim Seipel and seconded by Jim Dawson to bring Resolution No. 12-14 to the floor. Finance Director Pamela DeWitt explained that this resolution transfers funds within the Human Services accounts to pay for computer purchases and equipment for the home delivered meals nutrition program. Roll call vote on Resolution No. 12-14. Yes 11. No 0. Absent 1. Resolution adopted.

Pamela DeWitt explained that there was no need to take action on the resolution listed on the agenda for Child Support expenses, because it is budget neutral within the Child Support account and does not require County Board action. It has been approved by the oversight committee.

**FINANCE DIRECTOR PAMELA DEWITT – 2015 BUDGET DIRECTIVES**

Pamela reviewed guidelines that will be used in the 2015 budget process. She also answered budget related questions from members of the County Board.

**APPOINTMENTS**

**Pepin County Housing Authority** – Chairman Adler did not have a name at this time for appointment to the Pepin County Housing Authority.

**Board of Adjustments** – Chairman Adler re-appointed Mary Anne Svoboda to the Pepin County Board of Adjustments for a three-year term, to expire June 30, 2017.

**MRRPC (Mississippi River Regional Planning Commission)** – Chairman Adler re-appointed Bruce Peterson to serve as the Board/Governor appointee to the Mississippi River Regional Planning Commission for a six-year term, to expire July 15, 2020.

Motion carried by voice vote to affirm the Chairman’s appointments.

**PUBLIC COMMENTS ON ISSUES OTHER THAN AGENDA ITEMS**

There were no public comments on issues other than agenda items.

**ANNOUNCEMENTS**

There were no announcements.

**COMMITTEE REPORTS**

Committee chairpersons reported on activities of importance within the departments they oversee.

**ADJOURN**

As there was no further business, motion by Sean Scallon and seconded by Jim Dawson to adjourn. Motion carried by voice vote. Meeting adjourned at 9:40 p.m.

*Approval process for minutes of the meeting: Minutes will be mailed to all members within ten days of the meeting. Board members then have seven days to contact the County Board Secretary for any corrections or changes. The minutes will be considered approved after seven days. The County Board Chairman will then sign the minutes as final approval for the minutes to be published and incorporated into the official County Board Proceedings book.*

Submitted by,  
/s/ Darlene Brunner  
Darlene Brunner  
Secretary to the County Board

Approved by,  
/s/ Peter A. Adler  
Peter A. Adler, Chairman  
Pepin County Board of Supervisors

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES  
WEDNESDAY, JULY 16, 2014, 7:00 P.M.  
PEPIN COUNTY GOVERNMENT CENTER, DURAND, WI**

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday, July 16, 2014, by Chairman Peter Adler. He announced that this meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and is a legal meeting.

**ROLL CALL**

County Board Secretary Darlene Brunner called roll.

District # 1	Jim Dawson	present	District # 7	Bill Ingram	present
District # 2	Randy Weiss	present	District # 8	Sean Scallon	absent (arrived at 7:03 p.m.)
District # 3	James Kraft	present	District # 9	Dwight Jelle	present
District # 4	Peter Adler	present	District # 10	Bruce A. Peterson	present
District # 5	Gerald M. Bauer	present	District # 11	Kim A. Seipel	present
District # 6	Betty J. Bergmark	present	District # 12	Steven L. Anderson	present

Eleven members present. One member absent: Sean Scallon (arrived at 7:03 p.m.)

**PLEDGE OF ALLEGIANCE**

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

**PUBLIC COMMENTS ON AGENDA ITEMS**

There were no public comments on agenda items.

Chairman Adler announced that agenda item #5, the resolution regarding State funding to the Circuit Court System, will be postponed to the August meeting at the request of Judge Duvall.

**RESOLUTION NO. 13-14  
2014 BUDGET MODIFICATION – LAND CONSERVATION  
HEALTH INSURANCE EXPENSE**

**WHEREAS** the Land Conservation Tech has applied for family coverage effective April 1, 2014 due to a qualifying event, and

**WHEREAS** the expense for a family coverage plan was not provided for in the Land Conservation 2014 Budget.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors authorizes the 2014 Budget to be modified as follows:

<u>Account Number</u>	<u>Account Description</u>	<u>Current Budget</u>	<u>Increase(Decrease)</u>	<u>Amended Budget</u>
	<i>General Fund:</i>			
100-00-56230-164	Land Cons - Health Ins	\$ 34,132.00	\$ 8,420.00	\$ 42,552.00
100-00-59100-390	Contingency Fund	48,716.00	(8,420.00)	40,296.00

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chairman

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Jim Dawson and seconded by Steven Anderson to bring Resolution No. 13-14 to the floor. It was explained that this resolution modifies the Land Conservation Department’s budget to cover additional costs due to an employee changing their health insurance coverage from a single plan to a family plan. Roll call vote on Resolution No. 13-14. Yes 12. No 0. Resolution adopted.

**RESOLUTION NO. 14-14  
2014 BUDGET MODIFICATION – FINANCE CONSULTING SERVICE**

**WHEREAS** the Finance/Property Committee has recommended a contract for financial consulting services be executed to assist with the transition plan for the County Finance Director position.

**WHEREAS** the expense for this contract was not provided for in the Finance Department 2014 Budget.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors authorizes the 2014 Budget to be modified as follows:

<u>Account Number</u>	<u>Account Description</u>	<u>Current Budget</u>	<u>Increase(Decrease)</u>	<u>Amended Budget</u>
<i>General Fund:</i>				
100-00-51510-415	Finance Office - Contracted Services	\$ 0.00	\$ 3,600.00	\$ 3,600.00
100-00-59100-390	Contingency Fund	40,296.00	(3,600.00)	36,696.00

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chairman

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Dwight Jelle and seconded by Jim Dawson to bring Resolution No. 14-14 to the floor. Jim Dawson explained that this resolution provides funds to contract for financial consulting services from the previous Finance Director, Larry Krcmar, to assist in the transition for the new Finance Director. Roll call vote on Resolution No. 14-14. Yes 12. No 0. Resolution adopted.

**RESOLUTION NO. 15-14**  
**2014 BUDGET MODIFICATION – ARKANSAW REC HALL DEMOLITION EXPENSE**

**WHEREAS** the Finance/Property Committee has accepted a bid for the demolition and removal of the building formerly known as the Arkansaw Rec Hall, and

**WHEREAS** a demolition inspection and permit will also be required, and

**WHEREAS** the expense for the inspection, permit, demolition and cleanup was not provided for in the 2014 Budget.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors authorizes the 2014 Budget to be modified as follows:

<u>Account Number</u>	<u>Account Description</u>	<u>Current Budget</u>	<u>Increase(Decrease)</u>	<u>Amended Budget</u>
	<i>General Fund:</i>			
100-00-51612-810	Arkansaw Property Demolition	– \$ 0.00	\$ 13,000.00	\$ 13,000.00
100-00-59100-390	Contingency Fund	36,696.00	(13,000.00)	23,696.00

RESOLUTIONS COMMITTEE  
/s/ Jim Dawson, Chairman  
/s/ Dwight Jelle  
/s/ Peter A. Adler  
/s/ James K. Kraft

Motion by Sean Scallon and seconded by Steven Anderson to bring Resolution No. 15-14 to the floor. Darlene Brunner explained that the Finance/Property Committee has accepted a bid of \$9,000.00 for the demolition of the building formerly known as the Arkansaw Rec Hall. A demolition permit is required before work can begin. CESA 10 would test the building for lead paint and asbestos, and they would assist in obtaining the demolition permit, at a cost not to exceed \$2,988.00. This budget modification provides funds for these expenses. If asbestos is found in the building, the issue of abatement would be brought back to the full County Board. Roll call vote on Resolution No. 15-14. Yes 10. No 2. Resolution adopted. Voting No were James Kraft and Bruce Peterson.

**RESOLUTION NO. 16-14**  
**2014 BUDGET MODIFICATION – VETERANS SERVICE DONATION**

**WHEREAS** the Pepin County Veterans Service Department has received a donation from a local group that sells “vet bugs” and donates the money to local veterans, and

**WHEREAS** a donation in the amount of \$700 has been received and must be used toward relief for veterans, and

**WHEREAS** some of the 2014 donation received will probably be unspent at the end of the calendar year, and

**WHEREAS** neither the donation revenue nor its related expenses were provided for in the original 2014 budget, and

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors does hereby designate the newly created account Vet Relief Vet Bug Donations account as a non-lapsing account, with any unspent funds at the end of the year being automatically reappropriated in the subsequent year.

**BE IT FURTHER RESOLVED** that the Pepin County Board of Supervisors authorizes the 2014 Budget to be modified as follows:

<u>Account Number</u>	<u>Account Description</u>	<u>Current Budget</u>	<u>Increase(Decrease)</u>	<u>Amended Budget</u>
<i>General Fund:</i>				
<i>Revenues:</i>				
100-00-46300-000-000	Veterans Service Donations	\$ 0.00	\$ 700.00	\$ 700.00
<i>Expenditures:</i>				
100-00-54710-371-045	Veterans Relief	\$ 0.00	\$ 700.00	\$ 700.00

RESOLUTIONS COMMITTEE  
 /s/ Jim Dawson, Chairman  
 /s/ Dwight Jelle  
 /s/ Peter A. Adler  
 /s/ James K. Kraft

Motion by Dwight Jelle and seconded by Kim Seipel to bring Resolution No. 16-14 to the floor. Dwight Jelle explained that this resolution sets up accounting for a \$700.00 donation to be used towards relief for veterans, which was received from a local group that sells “vet bugs”. Roll call vote on Resolution No. 16-14. Yes 12. No 0. Resolution adopted.

The **2013 ANNUAL REPORT** of the **PEPIN COUNTY TREASURER’S OFFICE** was presented by Treasurer Nancy Richardson. Nancy was thanked for presentation of the report.

The **2013 ANNUAL REPORT** of the **PEPIN COUNTY HEALTH DEPARTMENT** was presented by Director Heidi Stewart. Heidi was thanked for presentation of the report.

The **2013 ANNUAL REPORT** of the **PEPIN COUNTY HIGHWAY DEPARTMENT** was presented by Commissioner John Hanz. John was thanked for presentation of the report.

**THE PEPIN COUNTY MISSISSIPPI RIVER REGIONAL PLANNING COMMISSION’S ANNUAL REPORT** was included in the packet.

The **2013 ANNUAL REPORT** of the **PEPIN COUNTY CLERK'S OFFICE** was presented by Clerk Marcia R. Bauer. Marcia was thanked for presentation of the report.

The **2013 ANNUAL REPORT** of the **PEPIN COUNTY BOARD OF SUPERVISORS, PERSONNEL OFFICE, and GOVERNMENT CENTER** was presented by Darlene Brunner. Darlene was thanked for presentation of the report.

A **2015 BUDGET UPDATE REPORT** prepared by Finance Director Pamela DeWitt was presented to the County Board.

#### **APPOINTMENT**

Chairman Adler appointed Melissa Weber to the Pepin County Housing Authority for a term of five years, to expire June 30, 2019.

#### **PUBLIC COMMENTS ON ISSUES OTHER THAN AGENDA ITEMS**

There were no public comments on issues other than agenda items.

Board member Randy Weiss left the meeting at 9:28 p.m.

#### **ANNOUNCEMENTS**

Board member Kim Seipel informed fellow members that he has put in an offer to purchase a home, which has been accepted. Kim said that the home will be out of the district he currently represents, and will require him to resign from the County Board.

Sean Scallon announced that the 4-H Fair will be taking place July 24, 25, and 26, 2014.

Chairman Adler announced that a legislative liaison officer from Governor Walker's office will be in Pepin County at the Government Center on August 27, 2014 from 1:00 p.m. – 5:00 p.m. to hear from Board members and citizens about concerns of Pepin County.

Board members were reminded to register by August 1<sup>st</sup> if they intent to attend the WCA Conference to be held in September.

There were no further announcements.

#### **COMMITTEE REPORTS**

Committee chairpersons reported on activities of importance within the departments they oversee.

#### **ADJOURN**

As there was no further business, motion by Sean Scallon and seconded by Bruce Peterson to adjourn. Motion carried by voice vote. Meeting adjourned at 10:10 p.m.

Submitted by,  
/s/ Darlene Brunner  
Darlene Brunner  
Secretary to the County Board

Approved by the County Board of Supervisors  
on August 20, 2014.  
/s/ Peter A. Adler, Chairman  
Pepin County Board of Supervisors

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES  
WEDNESDAY, AUGUST 20, 2014, 7:00 P.M.  
PEPIN COUNTY GOVERNMENT CENTER, DURAND, WI**

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday, August 20, 2014, by Chairman Peter Adler. He announced that 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	Jim Dawson	present	District # 7	Bill Ingram	present
District # 2	Randy Weiss	present	District # 8	Sean Scallon	absent (arrived at 7:45 p.m.)
District # 3	James Kraft	present	District # 9	Dwight Jelle	present
District # 4	Peter Adler	present	District # 10	Bruce A. Peterson	present
District # 5	Gerald M. Bauer	present	District # 11	Kim A. Seipel	present
District # 6	Betty J. Bergmark	present	District # 12	Steven L. Anderson	present

Chairman Adler announced that Sean Scallon had made notification that he would be arriving late to this meeting. Eleven members present. One member absent: Sean Scallon (arrived at 7:45 p.m.)

**PLEDGE OF ALLEGIANCE**

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

**APPROVAL OF THE AGENDA**

There were no changes to the agenda.

**APPROVE MINUTES OF THE PREVIOUS MEETING – JULY 16, 2014**

Motion was made by Bill Ingram and seconded by Steve Anderson to approve the minutes of the July 16, 2014 meeting. Motion carried.

**PUBLIC COMMENTS ON AGENDA ITEMS**

There were no public comments on agenda items.

**RESOLUTION NO. 17-14  
AUTHORIZING THE USE OF ELECTION IMPROVEMENT REVENUES FOR  
STAFFING IN THE COUNTY CLERK'S OFFICE**

**WHEREAS**, the County Clerk's Office currently generates revenues from Pepin County Municipalities for State Voter Registration System (SVRS) maintenance and recording, and

**WHEREAS**, the revenues have been used for the County Clerk's Office to contract assistance for election training and additional workload added to the County Clerk's Office for elections, and

**WHEREAS**, it is anticipated that the County will continue to receive these revenues, and

**WHEREAS**, the Finance and Personnel Committees recommend that the revenues collected be used to fund staffing to assist with election work in the County Clerk's Office.

**NOW, THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors authorizes the County Clerk's Office to have additional staffing, up to the amount generated each year in election improvement revenues, for as long as the funding is available.

**BE IT FURTHER RESOLVED** that this resolution becomes effective August 20, 2014.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chairman

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James Kraft

Motion by Dwight Jelle and seconded by Kim Seipel to bring Resolution No. 17-14 to the floor. County Clerk Marcia R. Bauer addressed the resolution. She explained that revenues generated for State Voter Registration System (SVRS) maintenance and recording were previously used to contract assistance for the additional workload added to the County Clerk's Office for elections. This resolution places the funding in the proper accounts to provide additional staffing through payroll for the County Clerk, as long as the funding is available. There was a roll call vote on Resolution No. 17-14. Yes 11. No 0. Absent 1. Resolution adopted.

**RESOLUTION NO. 18-14 (as amended)**

**AUTHORIZING MAUREEN MANORE TO EXCEED 600 WORK HOURS ANNUALLY**

**WHEREAS**, Maureen Manore was hired as a part-time Deputy County Clerk authorized to work less than 600 hours annually, and

**WHEREAS**, once an employee exceeds 600 hours annually, they are required to participate in the Wisconsin Retirement System (WRS) with the County contributing a percentage of their wages, and they also become eligible for health insurance benefits, and

**WHEREAS**, Maureen Manore also works as a fill-in for several other offices on occasion, and

**WHEREAS**, additional revenues in the Clerk's Office are available for staffing, and

**WHEREAS**, the Finance and Personnel Committees have approved and are recommending that Maureen Manore be authorized to exceed 600 hours.

**NOW, THEREFORE BE IT RESOLVED**, that the Pepin County Board of Supervisors authorize Maureen Manore to exceed 600 work hours, but ~~not to exceed~~ **under** 1,000 hours, on an annual basis.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chairman

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James Kraft

Motion by Jim Dawson and seconded by Randy Weiss to bring Resolution No. 18-14 to the floor. Personnel Director Darlene Brunner asked that the resolution be amended, as recommended at the Finance Committee, to limit the authorized work hours to be under 1,000 hours. Motion by Dwight Jelle and seconded by Steven Anderson to amend the resolution to read “under” in place of “not to exceed”. Motion carried.

County Clerk Marcia R. Bauer addressed the resolution, which authorizes the current Deputy in the County Clerk’s Office to work more hours because of the additional revenues in the Clerk’s Office for staffing. There was a roll call vote on Resolution No. 18-14, as amended. Yes 11. No 0. Absent 1. Resolution adopted.

The **2013 ANNUAL REPORT** of the **PEPIN COUNTY CLERK OF CIRCUIT COURT** was presented by Clerk of Circuit Court, Audrey Lieftring. Audrey was thanked for presentation of the report.

The **2013 ANNUAL REPORT** of the **PEPIN COUNTY SHERIFF’S DEPARTMENT** was presented by Sheriff John Andrews. John was thanked for presentation of the report.

(Sean Scallon arrived at 7:45 p.m.)

A **2015 BUDGET UPDATE** was presented by Finance Director Pamela DeWitt. Her memo to Elected Officials, Department Heads, and Other Interested Parties was reviewed. Pam was thanked for her update.

#### **2014 RESOLUTIONS OF THE WISCONSIN COUNTIES ASSOCIATION**

Board members had received the listing of 2014 Resolutions of the Wisconsin Counties Association in their packet. Chairman Adler will be attending the WCA Conference and voting on the resolutions.

#### **DISCUSSION ON STRATEGIC PLANNING FOR PEPIN COUNTY**

Board member Dwight Jelle discussed strategic planning for Pepin County. Dwight provided a handout and discussed the process. He also addressed the budget impact this would have for a number of Board members to attend meetings for this. Board members indicated support to move forward. Dwight asked for those that are interested in participating to contact him. He will come back to the County Board meeting next month with a planning process.

#### **ANNOUNCEMENTS**

Chairman Adler announced that Cindy Polzin, Senior Director of Legislative and Local Affairs will be holding a listening session at the Government Center on August 27, 2014, from 1:00 p.m. to 5:00 p.m.

Kim Seipel addressed his resignation from the County Board because of his move out of the district he represented. The resignation will be officially presented to the Sheriff, as required by law.

#### **COMMITTEE REPORTS**

Committee chairpersons reported on activities of importance within the departments they oversee.

**PUBLIC COMMENTS ON ISSUES OTHER THAN AGENDA ITEMS**

Sean Scallon said that he wanted to go on record stating his opposition to the proposed referendum for the Durand School District. One part of the proposal is to completely gut the Arkansaw Elementary School building, leaving only the office and gymnasium. Sean said that this would impact the county because the county fair would no longer have the use of classrooms to host exhibits, and it may require the county to build a facility for the fair exhibits.

There were no further public comments on issues other than agenda items.

**ADJOURN**

As there was no further business, motion by Bruce Peterson and seconded by Jim Kraft to adjourn. Motion carried by voice vote. Meeting adjourned at 9:05 p.m.

Submitted by,  
/s/ Darlene Brunner  
Darlene Brunner

Approved by the County Board of Supervisors on  
September 17, 2014.  
/s/ Peter A. Adler  
Peter A. Adler, Chairman  
Pepin County Board of Supervisors

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES  
WEDNESDAY, SEPTEMBER 17, 2014, 7:00 P.M.  
PEPIN COUNTY GOVERNMENT CENTER, DURAND, WI**

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday, September 17, 2014, by Chairman Peter Adler. He announced that 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	Jim Dawson	absent	District # 7	Bill Ingram	present
District # 2	Randy Weiss	present	District # 8	Sean Scallon	absent (arrived at 7:10 p.m.)
District # 3	James Kraft	present	District # 9	Dwight Jelle	present
District # 4	Peter Adler	present	District # 10	Bruce A. Peterson	present
District # 5	Gerald M. Bauer	absent	District # 11	Dorothy Thompson	present
District # 6	Betty J. Bergmark	present	District # 12	Steven L. Anderson	present

Chairman Adler announced that Sean Scallon had made notification that he would be arriving late to this meeting. Jim Dawson and Gerald M. Bauer had made notification that they would not be at this meeting. Nine members present. Three members absent: Jim Dawson and Gerald M. Bauer. Sean Scallon arrived at 7:10 p.m.

**PLEDGE OF ALLEGIANCE**

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

**APPROVAL OF THE AGENDA**

There were no changes to the agenda.

**APPROVE MINUTES OF THE PREVIOUS MEETING**

Motion was made by Steve Anderson and seconded by Bill Ingram to approve the minutes of the August 20, 2014 meeting. Motion carried by voice vote.

**PUBLIC COMMENTS ON AGENDA ITEMS**

There were no public comments on agenda items.

**INTRODUCTION AND WELCOME TO NEW BOARD SUPERVISOR, DOROTHY THOMPSON**

Chairman Adler introduced new Board Supervisor, Dorothy Thompson, who he has appointed to represent District 11, replacing Kim Seipel, who recently resigned due to moving out of District 11.

**PEPIN COUNTY FAIR BOARD REPORT - Christina Lindstrom**

Christina Lindstrom presented the report of the Pepin County Fair, which was held July 25, 26, & 27, 2014. Christina thanked the Board for their support of the fair.

**RESOLUTION NO. 19-14  
RESCINDING RESOLUTION NO. 22-06  
AND APPROVING REVISED CSM REVIEW FEES**

**WHEREAS** Section 17.6 of Pepin County's Certified Survey Map (CSM) Code states "The subdivider shall pay the County all fees specified by resolution to defray administrative expenses", and

**WHEREAS** Resolution No. 22-06 originally established CSM review fees in accordance with Amendment #61 to Ordinance No. 179,

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors does hereby rescind Resolution No 22-06 effective January 1, 2015.

**BE IT FURTHER RESOLVED** that the Pepin County Board of Supervisors does hereby establish the following fees for review of Certified Survey Maps:

1. If the review is done by the Pepin County Surveyor, the review fee is \$200 for the first lot and \$25 for each additional lot.
2. If the applicant is willing to wait longer (20-30 days) for the review, at his/her option the review may be done by the Wisconsin Department of Administration at their established charge (currently \$50).

**BE IT FURTHER RESOLVED** that the fees established above may be changed from time to time by the motion of the County Surveyor's oversight committee (currently the Finance Committee).

**RESOLUTIONS COMMITTEE**

/s/ Peter Adler

/s/ Jim Dawson

/s/ Dwight Jelle

/s/ James Kraft

Motion by James Kraft and seconded by Dwight Jelle to bring Resolution No. 19-14 to the floor. Zoning/Emergency Management Director Maria Holl addressed the resolution, stating that the fees have not changed since 2006, and the cost of Certified Survey Maps has increased. The fees will increase effective January 1, 2015. Motion carried by voice vote to adopt Resolution No. 19-14. Resolution adopted.

**RESOLUTION # 20 - 14  
RESCINDING RESOLUTION NO. 32-2001  
AND APPROVING REVISED SCHEDULE OF FEES**

**WHEREAS** the Pepin County Law Enforcement Committee has recommended an increase in permit fees,

**WHEREAS** Resolution No. 32-2001 originally established fees for permits and hearings,

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors does hereby rescind Resolution No. 32-2001 effective January 1, 2015.

**BE IT FURTHER RESOLVED** that the following fees shall be assessed and collected by the appropriate office for the following:

Permits

General Zoning/Land Use Permits	\$50.00
Floodplain & Shoreland/Wetland Permits	\$50.00
Bluffland Zoning Permits	\$100.00
Sanitary Permit Fees	
Conventional/Holding Tank	\$300.00
Mound/At-Grade/In-ground	\$400.00
Reconnection	\$100.00
Privy	\$100.00
Composting/Incinerating Toilet	\$50.00
Transfer fee	\$50.00
On-Site Soil Verification	\$50.00

Permits/Appeals/Amendments requiring public hearings:

Conditional Use Permit	\$500.00
Variance Request	\$500.00
Administrative Appeals	\$500.00
Zoning Text or Map Amendment	\$500.00
Special Exception Permits	\$500.00

RESOLUTIONS COMMITTEE

/s/ Peter Adler  
/s/ Jim Dawson  
/s/ Dwight Jelle  
/s/ James K. Kraft

Motion by James Kraft and seconded by Bill Ingram to bring Resolution No. 20-14 to the floor. Maria Holl explained that the permit fees and hearing fees had not been changed since 2001. This resolution increases these fees effective January 1, 2015. Motion carried by voice vote to adopt Resolution No. 20-14. Resolution adopted.

**RESOLUTION NO. 21-14  
HIGHWAY DEPARTMENT – FILL-IN POSITION TITLE AND RATE OF PAY**

**WHEREAS**, the Pepin County Highway Department was previously authorized to employ two (2) “on-call” workers for up to six-hundred (600) hours per calendar year at a wage rate established at the start-step of Class 2, and

**WHEREAS**, this position should be titled “fill-in” rather than “on-call”, and

**WHEREAS** the Pepin County Highway Committee is recommending that that rate of pay for the fill-in positions be established at a rate on the wage schedule (Class 1, Class 2, or Class 3) equivalent to the experience of the employee hired in the fill-in position, and

**WHEREAS**, these two (2) fill-in positions were previously only authorized to work up to six-hundred (600) hours per calendar year based on eligibility requirements for the Wisconsin Retirement System (WRS), which were changed following the adoption of Act 32.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors authorize the Highway Department's fill-in positions be paid at a rate on the wage schedule of the class of hiring, as determined by the Highway Commissioner and Highway Committee.

**BE IT FURTHER RESOLVED** that employees hired in the fill-in position be authorized to work up to six hundred (600) hours per calendar year if the employee has previously worked for a WRS employer prior to July 1, 2011; or authorized to work up to twelve-hundred (1,200) hours per calendar year if the employee has not previously worked for a WRS employer, or began that employment after July 1, 2011.

**BE IT FURTHER RESOLVED**, that this resolution becomes effective upon adoption, and shall sunset on December 31, 2014.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chairman

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James Kraft

Motion by Bill Ingram and seconded by Steven Anderson to bring Resolution No. 21-14 to the floor. The Board was informed that the Highway Committee has recommended the title change from "on call" positions to "fill-in" positions for the two positions authorized to work up to 600 hours per year as additional staffing. This resolution gives authorization to the Highway Committee and Commissioner to place a fill-in employee on the pay scale at a rate equivalent to the experience of the employee hired into the position.

There was a roll call vote on Resolution No. 21-14. Yes 10. No 0. Absent 2. Resolution adopted.

#### **RESOLUTION NO. 22-14**

#### **2014 BUDGET MODIFICATION – FUND BALANCE TRANSFER**

**WHEREAS** Resolution No. 1-2001 established a Pepin County fund balance policy which calls for transfers of excess funds in the special revenue funds to the general fund, and

**WHEREAS** the fund balance policy and the Pepin County Finance Director's 2013 calculation of excess funds is attached, and

**WHEREAS** the transfer of excess funds was not provided for in the original 2014 Budget.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors authorizes the 2014 Budget to be modified as follows:

<u>Account Number</u>	<u>Account Description</u>	<u>Current Budget</u>	<u>Increase(Decrease)</u>	<u>Amended Budget</u>
	<i>General Fund:</i>			
100-00-49200-000	Transfers from Other Funds	\$ 3,369.00	\$ 84,243.00	\$ 87,612.00
100-00-49300-000	Surplus Applied	415,416.19	(84,243.00)	331,173.19
	<i>Health Dept Fund:</i>			
230-00-49300-000	Surplus Applied	0.00	60,119.00	60,119.00
230-00-59200-390	Transfers to Other Funds	0.00	60,119.00	60,119.00
	<i>Co. Trunk Hwy Fund:</i>			
240-00-49300-000	Surplus Applied	0.00	24,124.00	24,124.00
240-00-59200-390	Transfers to Other Funds	0.00	24,124.00	24,124.00

**RESOLUTIONS COMMITTEE**

/s/ Jim Dawson, Chairman  
 /s/ Dwight Jelle  
 /s/ Peter A. Adler  
 /s/ James Kraft

Motion by Dwight Jelle and seconded by Bill Ingram to bring Resolution No. 22-14 to the floor. Finance Director Pamela DeWitt explained that Pepin County has adopted a fund balance policy which establishes limits of 3% of the latest available audited expenditures for special revenue funds, with excess funds transferred to the General Fund. This resolution transfers \$60,119.00 from the Health Department Fund and \$24,124.00 from the County Trunk Highway Fund to the General Fund.

Following discussion, there was a roll call vote on Resolution No. 22-14. Yes 6. No 3. Absent 2. Abstaining was Dorothy Thompson. Voting No were Bruce Peterson, Steven Anderson, and James Kraft. The Board was informed that the resolution fails to pass, because State Statutes require approval by a vote of two-thirds of the members-elect to of the board for budget modifications, which would require eight yes votes for this resolution to be approved.

Following further explanation of the fund balance policy and discussion by the Board, a motion was made by Steven Anderson and seconded by Bruce Peterson for reconsideration of Resolution No. 22-14, and to revote on the resolution. A re-vote was taken. Yes 10. No 0. Absent 2. Resolution No. 22-14 was adopted.

**RESOLUTION NO. 23-14  
 2014 BUDGET MODIFICATION – HUMAN SERVICES FUND TRANSFER**

**WHEREAS** the Pepin County Human Services Fund final 2013 audited revenues and expenditures show that the 2013 Human Services Fund is carrying over a deficit balance of \$79,128 into 2014,

**WHEREAS** the Pepin County Finance Director recommends transferring \$79,128 to the Human Services Fund, and

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors authorizes the 2014 Budget to be modified as follows:

<u>Account Number</u>	<u>Account Description</u>	<u>Current Budget</u>	<u>Increase(Decrease)</u>	<u>Amended Budget</u>
<i>General Fund:</i>				
100-00-49300-000	Surplus Applied	\$ 331,173.19	\$ 79,128.00	\$ 410,301.19
100-00-59200-390	Transfers to Other Funds	0.00	79,128.00	79,128.00
<i>Human Services Fund:</i>				
211-00-49200-000	Transfers from Other Funds	0.00	79,128.00	79,128.00
211-00-43561-107	S/A-HS SS Contract	706,084.00	(79,128.00)	626,956.00

**RESOLUTIONS COMMITTEE**

- /s/ Jim Dawson, Chairman
- /s/ Dwight Jelle
- /s/ Peter A. Adler
- /s/ James Kraft

Motion by Bill Ingram and seconded by Sean Scallon to bring Resolution No. 23-14 to the floor. Pamela DeWitt explained that the Human Services Fund final 2013 audited balance shows the department carrying over a deficit balance of \$79,128.00 into 2014. This resolution transfers \$79,128.00 to the Human Services Fund to allow them to start the year 2014 at an even balance. Pam added that the deficit is largely due to mental placements, which the County has no control over but are mandated to pay for. There was a roll call vote on Resolution No. 23-14. Yes 10. No 0. Absent 2. Resolution adopted.

**RESOLUTION NO. 24-14  
2014 BUDGET MODIFICATION – ARKANSAW REC HALL  
DEMOLITION EXPENSE MODIFICATION**

**WHEREAS** the Finance/Property Committee and County Board approved a Budget Modification in Resolution No. 15-14 for the demolition expenses (including the inspection, permit, demolition and cleanup) for the building formerly known as the Arkansaw Rec Hall in the amount of \$13,000.00, which was not provided for in the 2014 Budget, and

**WHEREAS** during the demolition inspection, asbestos and lead paint were identified and bids were modified to include proper disposal of these materials, adding \$5,488.00 to the demolition costs, and

**WHEREAS** this additional expense was not provided for in the original Budget Modification.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors authorizes the 2014 Budget to be modified as follows:

<u>Account Number</u>	<u>Account Description</u>	<u>Current Budget</u>	<u>Increase(Decrease)</u>	<u>Amended Budget</u>
<i>General Fund:</i>				
100-00-51612-810	Arkansaw Property Demolition	– \$ 13,000.00	\$ 5,488.00	\$ 18,488.00
100-00-59100-390	Contingency Fund	23,696.00	(5,488.00)	18,208.00

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chairman

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James Kraft

Motion by Sean Scallon and seconded by Steven Anderson to bring Resolution No. 24-14 to the floor. The resolution modifies the budgeted amount for the Arkansaw Rec Hall demolition by \$5,488.00 to include the added expense to properly dispose of the asbestos and lead painted materials. James Kraft stated that he would be voting no on this resolution because of the expense involved in demolishing a building that has been there for many years. He added that if the County waited until spring to do the demolition, there was a possibility of obtaining an Ag Star Grant to apply towards the demolition. There was a roll call vote on Resolution No. 24-14. Yes 9. No 1. Absent 2. Resolution adopted. Voting no was James Kraft.

**RESOLUTION NO. 25-14**

**APPROVING 2014 OFFICE OF AGING VAN DRIVER & MEAL SITE MANAGER WAGE SCHEDULE ADJUSTMENTS**

**WHEREAS**, the Pepin County Courthouse and Human Services Employees (former AFSCME Local 1946A) did not file an annual certification petition, and therefore AFSCME has ceased to be the collective bargaining representative of these employees, and

**WHEREAS**, the Pepin County Department of Human Services has eleven employees in the van driver positions, of which three regular driver positions are on the 2014 former union wage schedule and eight fill-in van driver positions are on the non-union wage schedule, and

**WHEREAS**, the Pepin County Department of Human Services also has two meal site manager positions (Pepin and Durand) each authorized to work up to 73% time, which are currently paid on the 2014 former union wage schedule, and

**WHEREAS**, the van drivers also fill-in at the meal sites during meal site manager’s time off or during vacancies, and the van drivers are currently paid at their higher rate of pay when filling in at the meal site, and

**WHEREAS**, the Human Services Board and the Personnel Committee are recommending merging the wage schedules at this time with two vacant van driver positions, and

**WHEREAS**, the recommendation is also to place the fill-in drivers on the same wage schedule, with movement up steps based on hours worked for these positions, and to also place the meal site managers on the same wage schedule allowing for interchanging of these positions when the need arises.

**NOW, THEREFORE BE IT RESOLVED**, that there is one wage schedule for all Department of Human Services van driver and meal site manager positions, as follows:

Regular	Start	6 mo.	1 year	18 mo.	2 year	4 year	6 year
Fill-in		1,000 hr.	+1,000 hr.	+1,000 hr.	+1,000 hr.	+4,000 hr.	+4,000 hr.
	\$9.68	\$10.09	\$10.62	\$11.18	\$11.76	\$12.39	\$13.04

**BE IT FURTHER RESOLVED** that the hours required for fill-in drivers and meal site managers to move up the scale begin accruing retroactive to January 1, 2014, and the van drivers and meal site managers placed on the scale as follows based on their current hourly wage:

Glen Hurlburt, fill-in van driver @ 4-year rate  
Rita Shaw, fill-in van driver @ 1-year rate  
Mary Borchardt, Meal Site Manager @ 18-month  
Sara Yoder, Meal Site Manager @ Start  
All other van drivers @ Start

**BE IT FURTHER RESOLVED**, that this resolution becomes effective with the start of the first payroll following adoption (September 28, 2014).

**RESOLUTIONS COMMITTEE**

/s/ Jim Dawson, Chairman  
/s/ Dwight Jelle  
/s/ Peter A. Adler  
/s/ James Kraft

Motion by Bill Ingram and seconded by Sean Scallon to bring Resolution No. 25-14 to the floor. Personnel Director Darlene Brunner explained the adjustments being made for these positions. There was a roll call vote on Resolution No. 25-14. Yes 10. No 0. Absent 2. Resolution adopted.

**RESOLUTION NO. 26-14**  
**RECYCLING/SOLID WASTE DEPARTMENT FILL-IN "SUBSTITUTE" SITE**  
**ATTENDANT STAFFING AND RATE OF PAY**

**WHEREAS** the Pepin County Recycling/Solid Waste Department is currently authorized to have three fill-in "substitute" site attendant positions, and

**WHEREAS** the Department has requested authorization to have one additional fill-in "substitute" site attendant position to expand the pool of part-time help available to work when necessary due to staff shortages and vacancies, and

**WHEREAS** the Law Enforcement Committee and Personnel Committee have recommended that the County Board authorize the Recycling/Solid Waste Department to have one additional fill-in "substitute" site attendant position to utilize under the current funds available in the budget.

**NOW, THEREFORE BE IT RESOLVED**, that the Pepin County Board of Supervisors hereby authorizes one additional fill-in "substitute" site attendant position, for a total of four authorized fill-in "substitute" site attendant positions.

**BE IT FURTHER RESOLVED**, that the fill-in "substitute" site attendant rate of pay be established at the starting rate on the Solid Waste Site Attendant schedule, and that the hours required for the fill-in "substitute" site attendants to move up the scale begin accruing retroactive to January 1, 2014.

Start	6 mo.	1 year	18 mo.	2 year	4 year	6 year
Fill-in substitute	1,000 hr.	+1,000 hr.	+1,000 hr.	+1,000 hr.	+4,000 hr.	+4,000 hr.
\$10.10	\$10.63	\$11.19	\$11.78	\$12.40	\$13.05	\$13.74

RESOLUTIONS COMMITTEE

Jim Dawson, Chairman

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James Kraft

Motion by Sean Scallon and seconded by Steven Anderson to bring Resolution No. 26-14 to the floor. Darlene explained the need for an additional substitute site attendant position and how the substitute positions would be paid on the wage schedule. There was a roll call vote on Resolution No. 26-14. Yes 10. No 0. Absent 2. Resolution adopted.

**RESOLUTION NO. 27-14**  
**HUMAN SERVICES DEPARTMENT – HUMAN SERVICES SPECIALIST**  
**HOURS OF WORK**

**Whereas**, in Resolution No. 13-13, it was stated that the Human Services Specialist’s position current assigned work duties include child care authorization for which this employee is trained, and

**Whereas**, in Resolution No. 13-13, it was anticipated that the Monroe County Department of Human Services would contract work duties of child care authorization from the Pepin County Department of Human Services, and

**Whereas**, Resolution No. 13-13 also stated that the Pepin County Department of Human Services has also added additional duties of Wisconsin Heating and Energy Assistance Program (WHEAP) to the Human Services Specialist position and there was WHEAP funding available to cover the cost of these additional duties added to the Human Services Specialist workload; and

**WHEREAS**, the Human Services Specialist, was authorized to work 80% (4/5<sup>th</sup>s) of full-time prior to Resolution No. 13-13 authorizing the position to work 100% (full-time) for as long as the funding from Monroe County Department of Human Services and WHEAP were available; and

**WHEREAS**, Monroe County Department of Human Services did not contract work duties of child care authorization from the Pepin County Department of Human Services, and WHEAP funds are not available to fund the position at full-time, and

**WHEREAS**, the Human Services Board and the Personnel Committee recommend reducing the hours of the Human Services Specialist back to 80% (4/5<sup>th</sup>s), as it was prior to the adoption of Resolution No. 13-13.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors reduce the hours of work for the Human Services Specialist from full-time to 80% (4/5<sup>th</sup>s), effective October 1, 2014.

**RESOLUTIONS COMMITTEE**

/s/ Jim Dawson, Chairman

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James Kraft

Motion by Bill Ingram and seconded by Dwight Jelle to adopt Resolution No. 27-14. Human Services Director Paula Ashbeck explained that the department no longer has revenues to fund the position without additional tax levy. The position will be evaluated again by the Personnel Committee in December to determine if data shows the one day of allocated time for financial work is justified. There was a roll call vote on Resolution No. 27-14. Yes 10. No 0. Absent 2. Resolution adopted.

**RESOLUTION NO. 28-14**

**AUTHORIZING PEPIN COUNTY TO DESIGNATE CHIPPEWA COUNTY AS THE LEAD COUNTY IN A MULTI-COUNTY CONTRACT FOR COORDINATED SERVICES TEAM AS PART OF THE WESTERN REGION RECOVERY & WELLNESS CONSORTIUM-CORE SERVICES REGIONAL PROJECT**

**WHEREAS**, Buffalo, Chippewa, and Pepin Counties have received a three year grant from the State of Wisconsin, Department of Health Services, Division of Mental Health and Substance Abuse Services to regionalize 30 core mental health and substance abuse services; and

**WHEREAS**, the name of the regional mental health and substance abuse project is Western Region Recovery & Wellness Consortium (WRRWC); and

**WHEREAS**, the grant requires that one county be designated as Lead County within the WRRWC and that Chippewa County has been designated as the lead county; and

**WHEREAS**, one of the 30 CORE services mandated by the grant is Coordinated Services Team (CST); and

**WHEREAS**, each of the three counties already have a CST program and that the counties need to develop a regional model; and

**WHEREAS**, as a regional model the Wisconsin Department of Health Services, Mental Health and Substance Abuse Services will create one contract for the WRRWC upon approval of Pepin County Board designating Chippewa County as Lead Agency for the CST contract; and

**WHEREAS**, one contract for the three county consortium (WRRWC) for Coordinated Services Team will integrate the paperwork, CST planning, financial and outcome reporting into one documents and reduce the time spent on individual county reporting; and

**WHEREAS**, the vision of CST is to implement a practice change and system transformation by having a strength-based coordinated system of care, driven by a shared set of core values, that is reflected and measured in the way we interact with and deliver supports and services for families involved in multiple systems of care, such as; substance abuse, mental health, child welfare, juvenile justice and special education; and

**WHEREAS**, county agencies including the Department of Human Services are committed to high quality public services and will work cooperatively in the best interests of our customers with CST programming.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors, County of Pepin, authorizes Western Region Recover & Wellness Consortium (WRRWC) to designate Chippewa County as Lead County in the Coordinated Services Team (CST) contract, planning, financial, and outcome reporting for the three county consortium.

**RESOLUTIONS COMMITTEE**

/s/ Jim Dawson, Chairman

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James Kraft

Motion by Bill Ingram and seconded by Steven Anderson to bring Resolution No. 28-14 to the floor. Human Services Director Paula Ashbeck provided an explanation of the resolution. Motion carried by voice vote to adopt Resolution No. 28-14. Resolution adopted.

**RESOLUTION NO. 29-14  
AMENDMENT NO. 7 TO  
PEPIN COUNTY EMPLOYEE HANDBOOK**

**WHEREAS**, the Pepin County Personnel Committee recommends the following changes to the Employee Handbook: *(changes are highlighted in yellow)*

**2.1.1 DRUG & ALCOHOL PROHIBITIONS**

**DRUG AND ALCOHOL TESTING:** **Pre-employment drug testing will be required for employees in testing-designated positions (such as CDL) to be completed prior to their first day of work.** The County may conduct drug and alcohol testing based on reasonable suspicion that the employee is under the influence of alcohol or illegal drugs and may conduct testing for employees in testing-designated positions (such as CDL). Any such testing will be done in accordance with established procedures.

**3.2.1 JOB VACANCIES AND POSTING**

3. (b) Selection Process.

- vii. New hires shall be hired in at the starting wage rate, unless a higher starting rate is approved by the oversight committee. **or their designee.** Employees may not be accelerated through the wage steps without

Personnel Committee approval, upon the recommendation of the oversight committee.

### 3.1.2 OVERTIME AND COMPENSATORY TIME

6. Except as set forth in 6(a), 6(b), ~~and 6(c), and 6(d)~~, at the end of each calendar quarter, all accumulations of compensatory time in excess of 37.5 hours per employee may at the request of the department head be paid to the employee at that employee's regular rate of pay on the last day of the calendar quarter. Such payment of excess (greater than 37.5 hours) compensatory time shall only be made upon receipt, in the Personnel Office, of a written explanation of the reasons for the compensatory time earned and approved from the employee's supervisor or oversight committee.

~~(a) Human Services and Courthouse Union employees:~~

~~After an employee has accumulated thirty (30) hours of compensatory time during a calendar month, he/she shall be paid the additional time at their regular rate of pay.~~

~~(b a)~~ Highway Union employees:

After an employee has accumulated thirty-two (32) hours of compensatory time during a calendar month, he/she shall be paid the additional time. The accumulated balance of compensatory time as of 12/31 of each year shall be paid on the first pay check of the following January. Compensatory time off requests shall either be approved or denied by the Highway Commissioner.

~~(eb)~~ Sheriff's Department's Communications/Corrections Officers and Jail Lieutenant:

For all hours worked in excess of 160 hours per 28-day period shall be paid or taken as compensatory time off at one and one-half times the employee's regular rate of pay. All claims for overtime must be approved by the Sheriff. An employee shall be allowed to accumulate up to 48 hours at the end of each 28-day pay period, with any excess accumulation (over 48 hours), to be paid at that time. In the event an employee takes a compensatory time day off, his/her replacement must receive cash compensation. For the purpose of this section, vacation, sick leave, and compensatory time shall not be counted as hours worked.

~~(dc)~~ Government Center Maintenance Technician and Assistant Maintenance Technician:

Government Center Maintenance staff shall earn compensatory time at one and one-half times for all hours worked on Saturdays, Sundays and holidays.

**3.2.10 SEPARATION FROM EMPLOYMENT**

**RESIGNATIONS.** Department Heads shall give the County a thirty day notice of resignation. All other employees shall give the County a two-week notice of resignation. The employee shall not be allowed to use vacation or compensatory time during the final two weeks unless approved by the Department Head. The last working day of employment that the employee is physically present shall normally be used to calculate fringe benefit payouts, if any. The employee must be physically present on their last day of employment to receive any payout of fringe benefits. This provision may be waived or changed by the oversight committee at the discretion of the County.

**The Department Head and the Personnel Office shall complete all items on the *Exit Interview Checklist*.**

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

**RESOLUTIONS COMMITTEE**

/s/ Jim Dawson, Chairman

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James Kraft

Motion by Steven Anderson and seconded by Dorothy Thompson to bring Resolution No. 29-14 to the floor. Darlene Brunner reviewed the language changes being made to the Employee Handbook. James Kraft suggested additional language be considered requiring automatic drug/alcohol testing for employees involved in an accident. Motion carried by voice vote to adopt Resolution No. 29-14. Resolution adopted.

**STRATEGIC PLANNING PROCESS UPDATE – DWIGHT JELLE**

Board member Dwight Jelle updated the Board on the strategic planning process for Pepin County. He said that Buffalo County UWEX Agent Carl Duley will be attending the September 24<sup>th</sup> meeting of Department Heads to discuss strategic planning. Dwight has had numerous members express an interest in participating in this process. Dwight will report on the process next month.

**APPOINTMENT OF DWIGHT JELLE AND STAN RIDGEWAY TO THE PEPIN COUNTY CORE SERVICES COORDINATING COMMITTEE**

Chairman Adler appointed Dwight Jelle and Stan Ridgeway to the Pepin County Core Services Coordinating Committee.

**ANNOUNCEMENTS**

Chairman Adler spoke of a contact he had received from Momentum Chippewa Valley, which is now Chippewa Valley West.

**COMMITTEE REPORTS**

Committee chairpersons reported on activities of importance within the departments they oversee.

**PUBLIC COMMENTS ON ISSUES OTHER THAN AGENDA ITEMS**

Brian Winnekins of WRDN Radio brought the Board up-to-date on changes to the FCC Rules on AM broadcasting. He asked that letters of support be written.

There were no further public comments on issues other than agenda items.

**FUTURE AGENDA ITEMS AND MEETING DATE:** *Wednesday, October 15, 2014 at 7:00 p.m.*

**ADJOURNMENT**

As there was no further business, motion by Sean Scallon and seconded by Steven Anderson to adjourn. Motion carried by voice vote. Meeting adjourned at 9:05 p.m.

Submitted by,  
/s/ Darlene Brunner  
Darlene Brunner

Approved by the County Board of Supervisors on October 15, 2014.  
/s/ Peter A. Adler  
Pepin Peter A. Adler, Chairman  
County Board of Supervisors

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES  
WEDNESDAY, OCTOBER 15, 2014, 7:00 P.M.  
PEPIN COUNTY GOVERNMENT CENTER, DURAND, WI**

The Pepin County Board of Supervisors meeting was called to order at 7:10 p.m. on Wednesday, October 15<sup>th</sup>, 2014, by 2<sup>nd</sup> Vice Chairman, Jim Dawson. He announced that 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	Jim Dawson	Present	District # 7	Bill Ingram	Present
District # 2	Randy Weiss	Present	District # 8	Sean Scallon	Absent (arrived at 7:25)
District # 3	James Kraft	Present	District # 9	Dwight Jelle	Absent
District # 4	Peter Adler	Absent (arrived at 7:15)	District #10	Bruce A. Peterson	Present
District # 5	Gerald M. Bauer	Present	District #11	Dorothy Thompson	Present
District #6	Betty J. Bergmark	Present	District#12	Steven L. Anderson	Present

Nine members present. Three members absent. Absent were Chairman Peter Adler, First Vice Chairman, Dwight Jelle and Sean Scallon. Dwight Jelle had previously notified Chairman Adler that he would not be in attendance.

**PLEDGE OF ALLEGIANCE**

The Board honored the flag by reciting the Pledge of Allegiance

**APPROVAL OF THE AGENDA**

2<sup>nd</sup> Vice Chairman, Jim Dawson, asked for approval of the agenda as presented. Motion by Steve Anderson, seconded by Bruce Peterson, to approve the agenda. Motion carried by voice vote.

**APPROVE MINUTES OF THE PREVIOUS MEETING – SEPTEMBER 17, 2014**

Motion was made by Bruce Peterson and seconded by Dorothy Thompson to approve the minutes of the September 17, 2014, meeting. Motion carried by voice vote.

**PUBLIC COMMENTS ON AGENDA ITEMS**

2<sup>nd</sup> Vice Chairman Jim Dawson announced that all comments on the UTV-ATV use of county roads can be made when that agenda item comes up for discussion.

*(Chairman Peter Adler now present. 7:15 p.m.)*

**UTV-ATV USE OF COUNTY ROADS – VIC KOMISAR**

Vic Komisar gave an update as to what progress the ATV-UTV Club has made so far in regard to developing ATV/UTV trails in Pepin County. Mr. Komisar would like to get consent and thoughts from the County Board as far as ATVs and UTVs using county highways in Pepin County. It was noted that Dunn and Pierce Counties already have an ordinance in place regarding ATV/UTVs using county highways in their counties. *(Sean Scallon now present 7:25 p.m.)* Chairman Peter Adler stated the Club should go to all the municipalities involved, have them pass a resolution stating specifically which town roads their township would allow

ATV/UTVs to use, develop a route and take this plan to the Highway Committee and have the Highway Committee bring this information to the full County Board for discussion and action. Members of the public spoke on the dangers of allowing 12 year olds to drive ATV/UTVs on busy highways, the possibility of legal liability, safety issues of the sand mine trucks using the same highways as ATV/UTVs and the high speeds at which some of the ATV/UTV can reach.

**RESOLUTION 30-14  
BUDGET MODIFICATION – INFORMATION TECHNOLOGY 9IT0 MANAGED  
SERVICES CONTRACT**

**WHEREAS** the Finance/Property Committee has identified the need to improve the Information Technology structure currently in place in the government center to ensure it is stabilized and standardized, and

**WHEREAS** it has been determined that contracting with a managed service company would be in Pepin County’s best interest to achieve this goal, and

**WHEREAS** initially the transition was planned with a start date which would be budget neutral to the 2014 Budget due to other IT structure savings achieved earlier in 2014 and included in the 2015 budget. However, due to staff turnover with the current computer consultant service utilized, efficient processes would support a change to be made effective November 1, 2014, and

**WHEREAS** the additional expense was not provided for in the 2014 Budget.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors authorizes the 2014 Budget to be modified as follows:

<u>Account Number</u>	<u>Account Description</u>	<u>Current Budget</u>	<u>Increase(Decrease)</u>	<u>Amended Budget</u>
<i>General Fund:</i>				
100-00-51516-415	Computer Consultant- Contracted Services	\$ 28,000.00	\$ 8,000.00	\$ 36,000.00
100-00-51515-380	Internet and E-mail Costs – Internet Line Charge	\$ 13,000.00	(\$ 3,500.00)	\$ 9,500.00
100-00-59100-390	Contingency Fund	\$ 18,208.00	(\$ 4,500.00)	13,708.00

RESOLUTIONS COMMITTEE

/s/ Jim Dawson  
/s/ Dwight Jelle  
/s/ Peter A. Adler  
/s/ James K. Kraft

Motion by Steven Anderson, seconded by Jim Kraft, to bring Resolution 30-14 to the floor. Finance Director, Pam DeWitt spoke to this resolution stating the Finance/Property Committee identified the need to improve the information technology structure currently in place in the government center. Initially the transition to the new consultants was planned to begin December first, but due to the resignation of an employee from our present consultants, Chestnut Consulting will begin their services November 1<sup>st</sup>. The additional expense was not provided for

in the 2014 Budget and this resolution will authorize the modification. There was a roll call vote on Resolution 30-14. Yes-11. No-0. Absent-1. Resolution adopted.

**RESOLUTION 31-14 AMENDMENT NO. 8 TO EMPLOYEE HANDBOOK – COUNTY SHARE OF EMPLOYEE’S HEALTH INSURANCE \* see page 55**

Motion by Jim Kraft, seconded by Jim Dawson, to bring Resolution 31-14 to the floor. The County Board may change the Health Insurance carrier, plan and/or the elements of insurance plan design, including deductibles, copays and co-insurance, as its discretion. The Pepin County Personnel Committee recommends that the county share of health insurance for full time employees be changed from 88% to 72.5% in 2015, and that the percentages shall be applied to the least costly qualified plan available in Pepin County. There was a roll call vote on Resolution 31-14. Yes-11. No-0. Absent -1. Resolution adopted.

**ANNOUNCEMENTS**

Wisconsin County Mutual Insurance Corporation is seeking elected and appointed county officials to serve on their advisory committees. Chairman Adler stated that there are four advisory committees; Claims, Investments, Underwriting, and Loss Prevention and Workers’ Compensation. If any County Board member is interested in serving on any of these committees they should fill out a nomination form and submit it to Wisconsin County Mutual as soon as possible.

Chairman Adler also announced that all County Board members are invited by the Pepin County Historical Society Board of Directors to attend the unveiling ceremony of the “Helen Parkhurst-World Famous Educator” exhibit at the Old Courthouse Museum in Durand at 10:30 a.m. on Saturday, October 18, 2014.

Gerald M. Bauer mentioned that Terry Mesch, Manager of the Old Courthouse Museum and retired County employee, has a weekly talk show on the local radio station where he speaks about the history of Pepin County. Supervisor Bauer stated that Mr. Mesch’s show is very informative and well worth listening to.

Chairman Adler announced the next County Board meeting, which will be held Wednesday, November 12<sup>th</sup>, will be a day meeting and will begin at 9:30 a.m. This meeting will be the public hearing to adopt the 2015 Proposed Budget.

**COMMITTEE REPORTS**

Committee Chairpersons reported on activities of importance within the departments they oversee.

**PUBLIC COMMENTS ON ISSUES OTHER THAN AGENDA ITEMS**

There were no public comments at this time.

**FUTURE AGENDA ITEMS AND MEETING DATE**

As previously mentioned the next County Board Meeting will be held Wednesday, November 12, 2014 at 9:30 a.m.

**ADJOURNMENT**

Chairman Adler stated as there was no further business, the meeting was adjourned. Time: 8:35 p.m.

Approved by the County Board of Supervisors on November 12, 2014.

/s/ Peter A. Adler

Peter A. Adler, Chairman

Pepin County Board of Supervisors

Submitted by: Marcia R. Bauer, Pepin County Clerk

Certified this 25<sup>th</sup> day of February, 2015.

/s/ Marcia R. Bauer

Marcia R. Bauer

Pepin County Clerk

\* **RESOLUTION NO. 31-14  
AMENDMENT NO. 8 TO  
PEPIN COUNTY EMPLOYEE HANDBOOK**

**WHEREAS**, the Pepin County Personnel Committee recommends the following changes to the Employee Handbook:

**4.4 HEALTH INSURANCE AND COBRA**

**1. HEALTH INSURANCE**

The County Board may change the Health Insurance carrier, plan, and/or the elements of insurance plan design, including deductibles, co-pays and co-insurance, at its discretion.

- (a) Currently, the County will pay the percentages shown on the following table for its employees' group health insurance premiums (the County will pay 100% of the premium of the lowest cost qualified HMO Plan available in Pepin County, in the case of 2 spouses who both are current employees of the County):

<u>Employee Group</u>	<u>Single Policy</u>	<u>Family Policy</u>
Working less than 600 hours annually (1,200 hours annually for employees hired after 7/1/11)	Not Eligible	Not Eligible
Working > 600 hours to < 4/5's annually (1,200 hours annually for employees hired after 7/1/11)	prorated <b>% of full-time</b>	prorated <b>% of full-time</b>
Working four-fifths to < full-time annually	90% <b>of full-time %</b>	90% <b>of full-time %</b>
Working full-time annually	88% <b>72.5%</b>	88% <b>72.5%</b>

**\*\* The percentages shown for all part-time employees will be applied to the amounts calculated for full-time employees.**

As long as Pepin County is a participant in the Wisconsin Public Employers' Group Health Insurance Program, the above percentages shall be applied to the least costly **qualified** plan available in Pepin County. ~~or 50% (25% for part time) of the least costly qualified plan in Pepin County for full time employees, whichever is greater.~~ If any employees elect to enroll in any other available HMO plan or the State's Standard Plan, the county will pay the dollar amount calculated by using the above percentages applied to the least costly **qualified** plan available in Pepin County up to the total premium for that plan.

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**NOW THEREFORE BE IT RESOLVED** that the Employee Handbook be amended per changes stated above, to be effective for the premiums for January 2015 Health Insurance coverage (deductions to be made in December 2014).

PEPIN COUNTY RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chairman

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES  
WEDNESDAY, NOVEMBER 12, 2014, 9:30 A.M.  
PEPIN COUNTY GOVERNMENT CENTER, DURAND, WI**

The Pepin County Board of Supervisors meeting was called to order at 9:30 a.m. on Wednesday, November 12, 2014, by Chairman Peter Adler. He announced that 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	Jim Dawson	present	District # 7	Bill Ingram	present
District # 2	Randy Weiss	absent (arrived at 10:20 a.m.)	District # 8	Sean Scallon	present
District # 3	James Kraft	absent	District # 9	Dwight Jelle	present
District # 4	Peter Adler	present	District # 10	Bruce A. Peterson	present
District # 5	Gerald M. Bauer	present	District # 11	Dorothy Thompson	present
District # 6	Betty J. Bergmark	present	District # 12	Steven L. Anderson	present

Ten members present and two members absent. Absent were: James Kraft and Randy Weiss.  
(R. Weiss arrived at 10:20 a.m.)

**PLEDGE OF ALLEGIANCE**

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

**APPROVAL OF THE AGENDA**

There were no changes to the agenda.

**APPROVE MINUTES OF THE PREVIOUS MEETING**

Motion was made by Steve Anderson and seconded by Dorothy Thompson to approve the minutes of the October 15, 2014 meeting. Motion carried by voice vote.

**PUBLIC COMMENTS ON AGENDA ITEMS**

There were no public comments on agenda items.

**PUBLIC HEARING ON THE PEPIN COUNTY PROPOSED BUDGET FOR THE YEAR 2015**

County Board Chairman Peter Adler announced the opening of the Public Hearing on the Pepin County proposed budget for the year 2015.

Finance Director Pamela DeWitt presented the 2015 budget. She stated that the 2015 budget provides for a total levy increase of \$76,773.00, or 2.03%. Total expenditures for 2015 are \$12,360,968.24, with the proposed levy \$3,863,819.00, and a mill rate of \$7.18. DeWitt recommended one correction to the proposed budget regarding bridge aid, for a final proposed levy of \$3,870,119.00, and corrected mill rate of \$7.19. DeWitt summarized significant changes in various accounts within the budget from 2014 to 2015. She said that there is no new debt incurred in the 2015 budget. There is \$250,000.00 of General Fund Surplus used to balance the proposed 2015 budget, which falls within the current fund balance policy of Pepin County.

**ADJOURNMENT OF BUDGET HEARING**

Following the presentation and discussion of the budget, Chairman Adler declared the Budget Hearing closed at 10:50 a.m. The Board took a brief recess.

Meeting reconvened.

**RESOLUTION NO. 32-14**  
**RATIFICATION OF TENTATIVE SETTLEMENT WITH PEPIN COUNTY LAW**  
**ENFORCEMENT ASSOCIATION**

**WHEREAS** the Pepin County Personnel Committee recommends approval of the wages, fringe benefits, and contract changes as set forth in the attached Tentative Settlement between Pepin County and the Pepin County Law Enforcement Association, and

**WHEREAS** the Tentative Settlement includes a wage increase effective January 1, 2015 of 2%, and Pepin County's contribution for health insurance at a dollar amount equal to 72.5% of the lowest cost qualified plan available for single or family coverage.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors hereby approve the attached wage, fringe benefit and contract changes for the Pepin County Law Enforcement Officers Association for a duration of January 1, 2015 through December 31, 2015.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson

/s/ Dwight Jelle

/s/ Peter A. Adler

James K. Kraft

Motion by Bill Ingram and seconded by Steven Anderson to bring Resolution No. 32-14 to the floor. The Board was informed that this one-year contract for the Law Enforcement Association provides for a 2% wage increase and establishes the county contribution towards health insurance at 70% of the lowest cost qualified plan available for single or family coverage. The lesser percentage of contribution towards health insurance relates to the Wisconsin Retirement Fund contribution difference for employees in this bargaining unit. There was a roll call vote on Resolution No. 32-14. Yes – 11. No – 0. Absent – 1. Resolution adopted.

**RESOLUTION NO. 33-14**  
**RATIFICATION OF TENTATIVE SETTLEMENT WITH PEPIN COUNTY**  
**COMMUNICATIONS/CORRECTIONS OFFICERS ASSOCIATION**

**WHEREAS** the Pepin County Personnel Committee recommends approval of the wages, fringe benefits, and contract changes as set forth in the attached Tentative Settlement between Pepin County and the Pepin County Communications/Corrections Officers Association, and

**WHEREAS** the Tentative Settlement includes a wage increase effective January 1, 2015 of 2%, and Pepin County's contribution for health insurance at a dollar amount equal to 72.5% of the lowest cost qualified plan available for single or family coverage.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors hereby approve the attached wage, fringe benefit and contract changes for the Pepin County Communications/Corrections Officers Association for a duration of January 1, 2015 through December 31, 2015.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson

/s/ Dwight Jelle

/s/ Peter A. Adler

James K. Kraft

Motion by Bill Ingram and seconded by Gerald M. Bauer to bring Resolution No. 33-14 to the floor. The Board was informed that this one-year contract for the Communications/Corrections Officers Association provides for a 2% wage increase and establishes the county contribution towards health insurance at 72.5% of the lowest cost qualified plan available for single or family coverage. There was a roll call vote on Resolution No. 33-14. Yes – 11. No – 0. Absent – 1. Resolution adopted.

**RESOLUTION NO. 34-14  
APPROVING NON-UNION (NON-ELECTED) WAGES/SALARIES  
FOR 2015**

**WHEREAS** the Pepin County Personnel Committee has reviewed non-union employees wages and department head salaries (excluding elected officials), and

**WHEREAS** the Pepin County Personnel Committee recommends that all non-union employees and department heads (excluding elected officials) receive a 2% wage/salary increase effective January 1, 2015.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors does hereby approve a 2% wage/salary increase for all non-union (non-elected) positions effective January 1, 2015.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson

/s/ Dwight Jelle

/s/ Peter A. Adler

James K. Kraft

Motion by Bill Ingram and seconded by Steven Anderson to bring Resolution No. 34-14 to the floor. This resolution provides for a 2% wage/salary increase for all non-union (non-elected) positions effective January 1, 2015. There was a roll call vote on Resolution No. 34-14. Yes – 11. No – 0. Absent – 1. Resolution adopted.

**APPROVAL OF COUNTY AID BRIDGE PETITION**

Motion by Dorothy Thompson and seconded by Betty Bergmark to approve the County Aid Bridge Petition from the Town of Lima for the Don Bauer Lane culvert and end wall Replacement Bridge, with the County Aid share to be \$12,600.00. Pamela DeWitt explained that she originally placed \$6,300.00 in the proposed budget, which will require an amendment to the budget to be adopted. There was a roll call vote on Petition with city and village members not allowed to vote on this petition. Yes – 6. No – 0. Abstaining - 5. Absent – 1. Motion carried and petition approved.

**RESOLUTION NO. 35-14**  
**AUTHORIZING COUNTY CLERK'S OFFICE ADDITIONAL SUPPORT STAFF**  
**HOURS**

**WHEREAS**, the County Clerk's Office is currently authorized up to seven hundred fifty (750) hours of support staff annually, and

**WHEREAS**, the Finance and Personnel Committees recommend that the County Clerk's Office be authorized to have up to nine hundred ninety-nine (999) hours of support staff, and

**WHEREAS**, funding for this increase in support staff for the County Clerk is included in the proposed 2015 Pepin County budget.

**NOW, THEREFORE BE IT RESOLVED**, that the Pepin County Board of Supervisors authorize the County Clerk's Office to have up to nine hundred ninety-nine (999) hours of support staff annually, effective January 1, 2015.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson

/s/ Dwight Jelle

/s/ Peter A. Adler

James K. Kraft

Motion by Bill Ingram and seconded by Sean Scallon to bring Resolution No. 35-14 to the floor. This resolution authorizes up to 999 hours of support staff annually for the County Clerk's Office, to become effective January 1, 2015. There was a roll call vote on Resolution No. 35-14. Yes – 11. No – 0. Absent – 1. Resolution adopted.

**RESOLUTION NO. 36-14**  
**SPECIALIZED TRANSPORTATION ASSISTANCE PROGRAM GRANT**

**WHEREAS** Section 85.21 of the Wisconsin Statutes authorizes the Wisconsin Department of Transportation to make grants to the counties of Wisconsin for the purpose of assisting them in providing specialized transportation services to the elderly and the disabled, and

**WHEREAS** each grant must be matched with a local share of not less than 20% of the amount of grant, and

**WHEREAS** this body considers that the provision of specialized transportation services would improve and promote the maintenance of human dignity and self-sufficiency of the elderly and the disabled.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors on this 12th day of November 2014, authorizes the Human Services Department to prepare and submit to the Wisconsin Department of Transportation an application for assistance during 2015 under Section 85.21 of the Wisconsin Statutes, in conformance with the requirements issued by that Department and also authorizes the obligation of county funds in the amount of \$13,623 in order to provide the required local match.

**BE IT FURTHER RESOLVED** that the Pepin County Board of Supervisors authorizes the Pepin County Finance Director to execute a state aid contract with the Wisconsin Department of Transportation under Section 85.21 of the Wisconsin Statutes on behalf of Pepin County.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson  
/s/ Dwight Jelle  
/s/ Peter A. Adler  
James K. Kraft

Motion by Dorothy Thompson and seconded by Steven Anderson to bring Resolution No. 36-14 to the floor. This resolution authorizes the Finance Director to execute a state aid contract with the Wisconsin Department of Transportation for a grant for specialized transportation services to the elderly and disabled. There is a required County match of not less than 20% of the amount of the grant, which is \$13,623.00 and has been included in the 2015 budget. There was a roll call vote on Resolution No. 36-14. Yes – 11. No – 0. Absent – 1. Resolution adopted.

**RESOLUTION NO. 37-14**

**ESTABLISHING THE 2014 PEPIN COUNTY TAX LEVY AND ADOPTING THE 2015 PEPIN COUNTY BUDGET As amended**

**WHEREAS** the Pepin County Finance Director has reviewed, with the County Board, the 2015 Pepin County Budget at a public hearing today.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors, assembled in annual session, does hereby levy and assess upon all the taxable property in Pepin County, the sum of \$3,870,119.00 as county taxes for the year 2014, with the \$3,870,119.00 to be apportioned by the County Clerk as provided by law and in accordance with the 2014 County Apportionment Report published by the Wisconsin Department of Revenue.

**BE IT FURTHER RESOLVED** that the Pepin County Board of Supervisors does hereby adopt the 2015 Pepin County Budget as presented at the public hearing.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson  
/s/ Dwight Jelle  
/s/ Peter A. Adler  
James K. Kraft

Motion by Jim Dawson and seconded by Steven Anderson to bring Resolution No. 37-14 to the floor.

Motion by Sean Scallon and seconded by Dwight Jelle to amend Resolution No. 37-14 to correct the dollar amount to \$3,870,119.00, which includes the corrected amount for the County Aid Bridge. There was a roll call vote on the motion to amend. Yes – 11. No – 0. Absent – 1. Motion carried.

There was a roll call vote on Resolution No. 37-14 as amended. Yes – 10. No – 1. Absent – 1. Resolution adopted. Voting no was Bill Ingram.

**PUBLISHED DECEMBER 2014**

The **2013 ANNUAL REPORT of the PEPIN COUNTY HUMAN SERVICES DEPARTMENT** was presented by Director Paula Ashbeck.

Chippewa County Human Services Director Larry Winters and Operations Administrator Jill Chaffee made a presentation to the County Board on the **WESTERN REGION RECOVERY AND WELLNESS CONSORTIUM**. Chippewa County Department of Human Services is the lead agency for the Western Region Recovery & Wellness Consortium Mental Health Redesign. Larry and Jill were thanked for their presentation.

**RESOLUTION NO. 38-14  
2014 BUDGET MODIFICATION – SECURITY WINDOWS**

**WHEREAS** the Pepin County Finance Committee, at its September 18th meeting, approved the Clerk of Court and Human Services Department to install security windows in their departments, and

**WHEREAS** the Human Services and the Circuit Court Judge departments earned additional unbudgeted revenue in the amount of \$2,500 per department through their efforts to complete projects meeting a Health Department grant requirement to earn grant funds, and

**WHEREAS** both Human Services and the Circuit Court Judge departments desire to transfer funds as noted below to the Facility department to pay for the cost of installing security windows in the Human Services and Clerk of Court departments, and

**WHEREAS** the spending was not budgeted as described above in the original 2014 Budget.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors authorizes the 2014 Budget to be modified as follows:

<u>Account Number</u>	<u>Account Description</u>	<u>Current Budget</u>	<u>Increase(Decrease)</u>	<u>Amended Budget</u>
<i>Human Services Fund:</i>				
211-00-59200-390	Transfers to other funds	\$ 0	\$ 2,500	\$ 2,500
211-00-46661-000	HS – Local Collections	\$ 195,252	\$ 2,500	\$ 197,752
<i>General Fund:</i>				
100-00-49200-000	Transfers from other funds	\$ 3,369	\$ 2,500	\$ 5,869
100-00-48080-000	Misc General Revenue	\$ 4,200	\$ 2,500	\$ 6,700
100-00-51610-461	Facility – Security Expenses	\$ 0	\$ 5,000	\$ 5,000

**RESOLUTIONS COMMITTEE**

/s/ Jim Dawson, Chairman

/s/ Dwight Jelle

/s/ Peter A. Adler

James K. Kraft

Motion by Sean Scallon and seconded by Steven Anderson to bring Resolution No. 38-14 to the floor. There was a roll call vote on Resolution No. 38-14. Yes – 11. No – 0. Absent – 1. Resolution adopted.

**STRATEGIC PLANNING PROCESS UPDATE - Dwight Jelle**

Board member Dwight Jelle updated the Board on the strategic planning process. He reported that a steering coordinating committee is being formed in a pre-planning process that will take planning to the next step. A power point developed for Wisconsin Counties Association has been made available to the county, and Jelle said he hopes to share it with the County Board at a future meeting. Jelle reported that members of the coordinating committee will include Peter Adler, Jim Dawson, and himself, and anyone is welcome to attend the meetings.

**ANNOUNCEMENTS**

There were no announcements.

**COMMITTEE REPORTS**

Committee chairpersons reported on activities of importance within the departments they oversee.

**PUBLIC COMMENTS ON ISSUES OTHER THAN AGENDA ITEMS**

Donna Juleff addressed the Board saying that the Salvation Army Kettle Campaign is looking for volunteers. Anyone willing to assist should contact Donna.

Gerald M. Bauer commented on the lack of attendance at the schools Veterans Day program.

There were no further public comments at this time.

**FUTURE AGENDA ITEMS AND MEETING DATE: *Wednesday, December 17, 2014 at 7:00 p.m.***

**ADJOURNMENT**

Chairman Adler stated as there was no further business, the meeting was adjourned. Time: 12:40 p.m.

Submitted by,

/s/ Darlene Brunner  
Darlene Brunner

Approved by the County Board of Supervisors on December 17, 2014.

/s/ Peter A. Adler  
Peter A. Adler, Chairman  
Pepin County Board of Supervisors

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES  
WEDNESDAY, DECEMBER 17, 2014, 7:00 P.M.  
PEPIN COUNTY GOVERNMENT CENTER, DURAND, WI**

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday, December 17, 2014, by Chairman Peter Adler. He announced that 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*. He also announced that the meeting will adjourn to closed session per Wisconsin Statutes Section 19.85(1)(g) to confer with legal counsel with respect to legal issues regarding Bechel haul route. The meeting will reconvene to open session.

**ESTABLISH QUORUM - ROLL CALL**

District # 1	Jim Dawson	present	District # 7	Bill Ingram	present
District # 2	Randy Weiss	present	District # 8	Sean Scallon	absent (arrived 7:03 p.m.)
District # 3	James Kraft	present	District # 9	Dwight Jelle	present
District # 4	Peter Adler	present	District # 10	Bruce A. Peterson	present
District # 5	Gerald M. Bauer	present	District # 11	Dorothy Thompson	present
District # 6	Betty J. Bergmark	present	District # 12	Steven L. Anderson	present

Eleven members present and one member absent. Absent was Sean Scallon (arrived at 7:03 p.m.).

**PLEDGE OF ALLEGIANCE**

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

**APPROVAL OF THE AGENDA**

There were no changes to the agenda.

**APPROVE MINUTES OF THE PREVIOUS MEETING**

Motion was made by Steve Anderson and seconded by Jim Dawson to approve the minutes of the November 12, 2014 meeting. Motion carried by voice vote.

**PUBLIC COMMENTS ON AGENDA ITEMS**

There were no public comments on agenda items.

**RESOLUTION NO. 39-14  
RECOMMENDATION FROM THE BOARD OF HEALTH TO PHASE OUT AND  
TERMINATE THE PEPIN COUNTY HOME CARE PROGRAM BY JULY 1, 2015**

**TO THE HONORABLE SUPERVISORS OF THE COUNTY BOARD OF THE COUNTY OF PEPIN:**

**WHEREAS**, Pepin County has long recognized the value of assisting residents in obtaining health care services that enable them to remain in their own homes, and

**WHEREAS**, Pepin County has directly provided and subsidized such home care services to residents for over 45 years, and

**WHEREAS**, at the time the program was created there were few if any alternatives to a publicly-funded home care program, and

**WHEREAS**, in the past several years a number of outside providers have entered into the home care field resulting in a duplication of and often direct competition with services provided by the County program, and

**WHEREAS**, other counties within the State and Region have made the determination that outside providers can adequately meet the need for such services and have ended their publicly-funded home care programs, and

**WHEREAS**, based on evidence obtained by the Pepin County Board of the Health it appears that these outside providers will meet all or nearly all of the demand for home care services in Pepin County, and

**WHEREAS**, limitations to tax levy increases and rising costs of a variety county expenditures have caused the County to operate annually with the use of Fund Balance surplus dollars and or new debt, and

**WHEREAS**, the County has identified a need to establish a sustainable operating plan, and

**WHEREAS**, for economic reasons it has become increasingly necessary to reduce expenditures for non-mandated programs to continue to fund mandated programs and services, and

**WHEREAS**, the Pepin County Home Care Program is a non-mandated program, and

**WHEREAS**, it is possible to both assure current home care clients that their services in Pepin County will continue uninterrupted should Pepin County phase out this program, and

**WHEREAS**, the County is able to monitor the future need for home care services and may intervene again in this market should a role for the County be determined, and

**WHEREAS**, a careful transition from public to private provision of home care services in Pepin County is both possible and warranted, and

**WHEREAS**, the Pepin County Board of Health, at the December 5<sup>th</sup> meeting, recommended to the County Board that Pepin County phase out and close the Pepin County Home Care Program by July 1, 2015.

**THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors directs the Pepin County BOARD of HEALTH to phase out the Pepin County Home Care Program in completion by July 1, 2015, assuring that no current client of this program may be denied services as a result of this change, making monthly reports to the Pepin County Board of Supervisors.

Dated this 17<sup>th</sup> day of December, 2014.

**RESOLUTIONS COMMITTEE**

/s/ Jim Dawson

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Gerald M. Bauer and seconded by Bill Ingram to adopt Resolution No. 39-14. Peter Adler, Chair of the Board of Health, and Health Director Heidi Stewart addressed the resolution and answered questions from members of the Board. Following discussion, there was a roll call vote on Resolution No. 39-14. Yes - 12. No - 0. Resolution adopted.

**RESOLUTION NO. 40-14  
2014 BUDGET MODIFICATION – LAND CONSERVATION DAM REPAIR  
(WATERSHED PROGRAM)**

**WHEREAS** repair on the Bogus Creek #2 Pepin County watershed dam needs to be completed this year, and

**WHEREAS** the estimated cost of the repairs (\$7,235) was not provided for in the original 2014 Budget, and

**WHEREAS** the 2014 County Cost Share budget line item has unspent funds remaining that can be utilized to provide for the shortfall in the 2014 Watershed Program budget to fund the repairs.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors authorizes the 2014 Budget to be modified as follows:

<u>Account Number</u>	<u>Account Description</u>	<u>Current Budget</u>	<u>Increase(Decrease)</u>	<u>Amended Budget</u>
	<i>General Fund:</i>			
100-00-56220-412	Watershed Program	\$ 2,250.00	\$ 6,377.00	\$ 8,627.00
100-00-56230-417	Land Conservation County Cost Share	– \$ 30,000.00	(\$ 6,377.00)	\$ 25,564.00

**RESOLUTIONS COMMITTEE**

/s/ Jim Dawson  
/s/ Dwight Jelle  
/s/ Peter A. Adler  
/s/ James K. Kraft

Motion by James Kraft and seconded by Randy Weiss to adopt Resolution No. 40-14. County Conservationist Chase Cummings addressed the resolution and answered questions. Roll call vote was taken on Resolution No. 40-14. Yes - 12. No - 0. Resolution adopted.

**RESOLUTION NO. 41 – 14  
TO APPROVE INTERGOVERNMENTAL AGREEMENT TO JOIN THE WOODLAND  
COMMISSION IN CLARK COUNTY**

Resolved by the Board of Supervisors of Pepin County, Wisconsin:

**WHEREAS**, prior to 2011, Clark County owned and operated a facility known as Clark County Health Care Center (“CCHCC”), which, among other things, contains a skilled nursing facility and facility for the developmentally disabled; and,

**WHEREAS**, in 2011, Clark County and other counties executed an Intergovernmental Cooperation Agreement, a copy of which is attached hereto, whereby they created an intergovernmental commission pursuant to Wis. Stat. § 66.0301(3) to be known as Woodland Enhanced Health Services Commission (hereinafter referred to as the “Commission”); and,

**WHEREAS**, in accordance with the provisions of the Intergovernmental Cooperation Agreement, Clark County contracts with the Commission for the purposes of (1) leasing a portion of CCHCC to the Commission and, (2) providing for the administration, maintenance and operation of the leased portion of CCHCC, a copy of which is provided herewith; and,

**WHEREAS**, Pepin County anticipates a need to place Pepin County residents in CCHCC for the foreseeable future; and,

**WHEREAS**, pursuant to Wis. Stat. § 49.49(7), the Commission allows counties that are members of the Commission to contribute to the costs associated with CCHCC without violating the Medicaid regulations relating to supplementation; and,

**WHEREAS**, the creation of the Commission allows CCHCC to continue its operations with funding provided from all of the counties that are members of the Commission; and,

**WHEREAS**, the legal authority and goals of the Commission are set forth in the Intergovernmental Cooperation Agreement, as amended, a copy of which is provided herewith; and,

**WHEREAS**, the goals of the Commission as set forth in the Intergovernmental Cooperation Agreement are in accordance with the philosophy and public policy objectives of Pepin County; and,

**WHEREAS**, the Intergovernmental Cooperation Agreement provides for the addition of counties as Members of the Commission by action of the county board of the county wishing to join and action from the designated representatives of the counties that are current Members of the Commission; and,

**WHEREAS**, in the past, the Commission has taken action adding Barron County, Bayfield County, Oneida County and Rock County as Members of the Commission by virtue of those counties passing resolutions authorizing the joining and the Commission adopting, by unanimous consent, amendments to the Intergovernmental Cooperation Agreement; and,

**WHEREAS**, if Pepin County passes this Resolution authorizing Pepin County to join the Commission, the Commission will consider and act upon Amendment Number 5 to the Intergovernmental Cooperation Agreement, which if passed unanimously will add Pepin County as a Member of the Commission; and,

**WHEREAS**, it is the intent of this Resolution to authorize Pepin County to become a Member of the Commission and authorize the County Board Chair in accordance with Pepin County rules and procedures to execute Amendment Number 5 to the Intergovernmental Cooperation Agreement that is substantially similar to the draft Amendment provided herewith.

**NOW, THEREFORE, BE IT RESOLVED** by the Pepin County Board of Supervisors that Amendment Number 5 to the Intergovernmental Cooperation Agreement, a copy of which is attached hereto, is approved and the Board hereby authorizes and directs the County Board Chair to sign such document; and,

**BE IT FURTHER RESOLVED**, that the Chair of the Pepin County Board of Supervisors is hereby directed to appoint a board supervisor to act as Pepin County's representative on the Commission and to otherwise take all action necessary to effectuate the intent of this Resolution; and,

**BE IT FURTHER RESOLVED** that once the Amendment has been executed by all signatories thereto, Pepin County is authorized to expend funds related to the placement of persons in CCHCC and otherwise comply with the terms and conditions of the Intergovernmental Cooperation Agreement, as amended; and,

**BE IT FINALLY RESOLVED** that the County is hereby authorized to pay the Commission's initial membership fee of \$5,000.

**RESOLUTIONS COMMITTEE**

/s/ Jim Dawson

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Bill Ingram and seconded by Steve Anderson to adopt Resolution No. 41-14. Human Services Director Paula Ashbeck addressed the resolution and answered questions. Motion carried to adopted Resolution No. 41-14. Resolution adopted.

**RESOLUTION NO. 42 – 14**  
**REQUEST TO CARRY OVER ADDITIONAL VACATION HOURS**  
**– Human Services Fiscal Manager**

**WHEREAS**, Pepin County Human Services Department's Fiscal Manager, Chris Chouinard, will be unable to reduce his vacation balance to the ten days allowed in the Employee Handbook by December 31, 2014; and

**WHEREAS**, some vacation hours that were requested to be used in 2014 were denied; and

**WHEREAS**, the Pepin County Human Services Board and the Pepin County Personnel Committee are recommending to authorize Chris Chouinard to carry an additional 78.5 hours of vacation into 2015, for a total of 153.5 hours of vacation carried forward to 2015; and

**WHEREAS**, Chris Chouinard would be required to use the additional 78.5 hours of vacation within the first three months of 2015.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors hereby authorizes Chris Chouinard to carryover an additional 78.5 hours of vacation at the end of 2014, for a total of 153.5 hours of vacation carried forward to 2015.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Bill Ingram and seconded by Dorothy Thompson to adopt Resolution No. 42-14. Paula Ashbeck addressed the resolution providing an explanation for the request. Motion carried to adopt Resolution No. 42-14. Voting No was Gerald M. Bauer. Resolution adopted.

**RESOLUTION NO. 43 – 14**

**AMENDMENT #9 TO EMPLOYEE HANDBOOK – New Employee Eligibility for Health Insurance Coverage (clarification language)**

**WHEREAS**, language regarding effective date of health insurance coverage for new employees which was included in the Personnel Code was inadvertently deleted when adopting the Pepin County Employee Handbook, and

**WHEREAS**, the Pepin County Personnel Committee recommends the following changes to the Pepin County Employee Handbook:

**3.2.9 PROBATIONARY PERIOD**

1. A new employee employed in a regular position shall serve a probationary period of one (1) year. New employees may use accrued vacation time after six (6) months of employment, and shall be entitled to all fringe benefits, for which they are eligible, after six (6) months of employment, retroactive to the original date of employment, except sick leave days and holidays, which will be taken as they occur. New eligible employees may participate in the group health insurance provided these employees make application for coverage within thirty (30) days of initial employment, **and their coverage will be effective on the first of the month following thirty (30) days of employment.** ~~— and their coverage will be effective upon approval of the insurance carrier.~~ New employees making application for coverage after thirty (30) days from their initial employment shall be subject to a coverage determination by the insurance company.

**NOW, THEREFORE BE IT RESOLVED**, that the Pepin County Employee Handbook be amended per changes stated above.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Steve Anderson and seconded by Randy Weiss to adopt Resolution No. 43-14. Personnel Director Darlene Brunner addressed the resolution. Motion carried to adopt Resolution No. 43-14. Resolution adopted.

**RESOLUTION NO. 44 – 14** (Referred back to Personnel Committee)

**RECLASSIFYING SHERIFF’S DEPARTMENT PROGRAM ASSISTANT TO ADMINISTRATIVE ASSISTANT and MODIFICATION FOR SHERIFF’S DEPARTMENT 2015 BUDGET**

**WHEREAS**, the Pepin County Law Enforcement and Personnel Committees have recommended that the duties of the Sheriff’s Department Program Assistant justify that the position be reclassified as an Administrative Assistant, and

**WHEREAS**, the Sheriff’s Department has agreed that the funding for the reclassification come from within their 2015 budget.

**NOW, THEREFORE BE IT RESOLVED**, that the Pepin County Board of Supervisors hereby approves that the Sheriff’s Department Program Assistant be reclassified as an Administrative Assistant effective January 1 2015, and per the Employee Handbook, placed in the salary step of the new classification nearest her former salary without suffering a loss of salary.

**BE IT FURTHER RESOLVED** that the 2015 Sheriff’s Department budget be modified at a future meeting to fund this reclassification from within the Sheriff Department’s 2015 Budget.

**RESOLUTIONS COMMITTEE**

- /s/ Jim Dawson
- /s/ Dwight Jelle
- /s/ Peter A. Adler
- /s/ James K. Kraft

Motion by Jim Dawson and seconded by Gerald M. Bauer to refer the resolution back to the Personnel Committee. Dawson stated that several of the committee members have contacted him saying they had misunderstood some of the issues, and they requested that the reclassification be reviewed again by the committee. Dawson further explained that, at the Personnel Committee meeting, numerous issues were being addressed regarding merging wage schedules, reclassifying Program Assistants, and defining the Administrative Assistant classification, prior to addressing this request. Motion carried by voice vote to refer Resolution No. 44-14 back to the Personnel Committee.

**RESOLUTION NO. 45 – 14**  
**2014 BUDGET MODIFICATION – UNIFORM NUMBERING EXPENSE**

**WHEREAS** new road signs were needed due lapsing maintenance of signage throughout the county, and

**WHEREAS** the 2014 budget had insufficient funding to pay for additional signage that was identified and directed to be ordered by the Highway Department as necessary for county road signs, and

**WHEREAS** it has been determined by the Highway and Law Enforcement Committees that due to a miscommunication between the Departments in this situation the cost for the signs will be paid for by the county out of the Uniform Numbering expense budget, and

**WHEREAS** the cost of future signage will be paid for by towns on intersections involving town roads and the county highway department will pay for signage on intersections involving two county roads, county roads and state highways, and two state highways, and

**WHEREAS** the cost of the additional signage was not provided for in the original 2014 Budget, and

**WHEREAS** the Zoning department identified funds in the 2014 Pierce County Contract budget line item that will remaining unspent in 2014 which could be utilized to provide for the shortfall in the 2014 Uniform Numbering expense budget to fund the signage.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors authorizes the 2014 Budget to be modified as follows:

<u>Account Number</u>	<u>Account Description</u>	<u>Current Budget</u>	<u>Increase(Decrease)</u>	<u>Amended Budget</u>
	<i>General Fund:</i>			
100-00-52612-390	Uniform Numbering	\$ 1,500.00	\$ 2,000.00	\$ 3,500.00
100-00-56430-235	Zoning – Pierce County Contract	\$ 2,000.00	(\$ 2,000.00)	\$ 0.00

**RESOLUTIONS COMMITTEE**

- /s/ Jim Dawson
- /s/ Dwight Jelle
- /s/ Peter A. Adler
- /s/ James K. Kraft

Motion by Sean Scallon and seconded by Jim Dawson to adopt Resolution No. 45-14. Finance Director Pam DeWitt addressed the resolution and answered questions from members of the Board. Following discussion, there was a roll call vote on Resolution No. 45-14. Yes - 12. No - 0. Resolution No. 45-14 adopted.

**Chairman Adler acknowledged and expressed appreciation to retiring Sheriff John C. Andrews. Sheriff Andrews thanked the Board.**

**STRATEGIC PLANNING PROCESS UPDATE - Dwight Jelle**

Board member Dwight Jelle updated the Board on the strategic planning process. Mary Wood from the UWEX Office presented a slide show on the concepts and processes of strategic planning.

Mary informed the County Board that Bob Kazmierski, Polk County Community Resource and Economic Development Agent, will be facilitating the process for Pepin County.

**CLOSED SESSION PER WISCONSIN STATUTES SECTION 19.85(1)(g) TO CONFER WITH LEGAL COUNSEL WITH RESPECT TO LEGAL ISSUES REGARDING BECHEL HAUL ROUTE**

Motion by Bruce Peterson and seconded by Sean Scallon to adjourn to closed session per Wisconsin Statutes Section 19.85(1)(g) to confer with legal counsel with respect to legal issues regarding Bechel haul route. Roll call vote was taken. Yes – 12. No – 0. Motion carried.

**RECONVENE TO OPEN SESSION**

Motion by James Kraft and seconded by Sean Scallon to reconvene to open session. Roll call vote was taken. Yes – 12. No – 0. Motion carried.

**RESOLUTION NO. 46-14  
2014 BUDGET MODIFICATION – CORPORATE COUNSEL EXPENSE**

**WHEREAS** the Pepin County Highway Committee has an Agreement with Greg Bechel Trucking and Excavating, LLC, requiring Bechel to make certain payments for necessary maintenance on the haul route used by Bechel to transport frac sand, and

**WHEREAS** Bechel has defaulted on a required payment to the fund established by the Agreement in the amount of \$236,977.44, and

**WHEREAS** the Pepin County Highway Committee at its November 14, 2014 meeting retained the law firm of Robins Kaplan Miller & Ciresi to assist with legal issues pertaining to Bechel's default, and

**WHEREAS** the estimated legal costs to handle the matter are estimated and were approved by the Finance Committee up to a dollar amount of \$30,000, and

**WHEREAS** not all the estimated total legal expense for this issue will be incurred in 2014, and

**WHEREAS** an estimated amount of \$15,000 may be incurred in November and December of 2014, and

**WHEREAS** \$12,000 was appropriated in the original 2014 Budget for Corporation Counsel expenses of which up to \$2,000 is estimated to be spent in 2014, and

**WHEREAS** the remainder of the total expense for this legal issue will be incurred in 2015 up to the estimated total dollar amount. To the extent that the additional expense was not provided for in the 2015 Budget, it will be addressed in a future 2015 Budget Modification, if necessary.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors authorizes the 2014 Budget to be modified as follows:

<u>Account Number</u>	<u>Account Description</u>	<u>Current Budget</u>	<u>Increase(Decrease)</u>	<u>Amended Budget</u>
	<i>General Fund:</i>			
100-00-51322-219	Corporation Counsel	\$ 12,000.00	\$ 5,000.00	\$ 17,000.00
100-00-59100-390	Contingency Fund	\$ 13,708.00	(\$ 5,000.00)	\$ 8,708.00

**RESOLUTIONS COMMITTEE**

/s/ Jim Dawson  
/s/ Dwight Jelle  
/s/ Peter A. Adler  
/s/ James K. Kraft

Motion by Steve Anderson and seconded by Bruce Peterson to adopt Resolution No. 46-14. Roll call vote was taken for Resolution No. 46-14. Yes - 12. No - 0. Resolution adopted.

**ANNOUNCEMENTS**

There were no announcements.

**COMMITTEE REPORTS**

Committee chairpersons reported on activities of importance within the departments they oversee.

**PUBLIC COMMENTS ON ISSUES OTHER THAN AGENDA ITEMS**

There were no public comments at this time.

**FUTURE AGENDA ITEMS AND MEETING DATE: *Wednesday, January 21, 2015 at 7:00 p.m.***

**ADJOURNMENT**

Motion by Dorothy Thompson and seconded by Bruce Peterson that the meeting adjourn. Motion carried. Meeting adjourned at 9:20 p.m.

Submitted by,

/s/ Darlene Brunner  
Darlene Brunner

Approved by the County Board of Supervisors on February 18, 2014.

/s/ Peter A. Adler  
Peter A. Adler, Chairman  
Pepin County Board of Supervisors

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES  
WEDNESDAY, FEBRUARY 18, 2015, AT 7:00 P.M.  
PEPIN COUNTY GOVERNMENT CENTER, DURAND, WI**

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday, February 18, 2015, by Chairman Peter Adler. He announced that 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	Jim Dawson	present	District # 7	Bill Ingram	absent
District # 2	Randy Weiss	absent	District # 8	Sean Scallon	present
District # 3	James Kraft	present	District # 9	Dwight Jelle	present
District # 4	Peter Adler	present	District # 10	Bruce A. Peterson	present
District # 5	Gerald M. Bauer	absent	District # 11	Dorothy Thompson	present
District # 6	Betty J. Bergmark	present	District # 12	Steven L. Anderson	present

Nine members present and three members absent. Absent were Randy Weiss, Gerald M. Bauer and Bill Ingram.

**PLEDGE OF ALLEGIANCE**

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

**APPROVAL OF THE AGENDA**

Chairman Adler explained that Item #8- Resolution -2015 Budget Modification-Pepin County Fair Association will not be presented at this meeting. This resolution was sent back to the oversight committee for revision.

**APPROVE MINUTES OF THE PREVIOUS MEETING**

Motion was made by Steve Anderson and seconded by Jim Dawson to approve the minutes of the December 17, 2014 meeting. Motion carried by voice vote.

**PUBLIC COMMENTS ON AGENDA ITEMS**

There were no public comments on agenda items.

**RESOLUTION NO. 1-15  
ESTABLISHMENT OF THE BUFFALO PEPIN CRIMINAL JUSTICE  
COORDINATING COUNCIL**

**WHEREAS**, in order to provide the coordinated leadership necessary to establish and foster innovative, effective corrections programs for adult offenders and to effectively qualify for state and federal and private grants to fund such program, a Buffalo Pepin Criminal Justice Coordinating Council (CJCC) should be established, and;

**WHEREAS**, the principal mission of the CJCC would be to enhance public safety through community collaboration by ensuring offender accountability, providing effective

rehabilitation programs and supporting the rights and needs of victims, and;

**WHEREAS**, the initial membership of CJCC would consist of:

- Judge
- County Board Representative from each county
- Sheriff from each county, or designee
- District Attorney from each county
- State Public Defender from each county
- Clerk of Circuit Court from each county
- Probation Supervisor, or designee
- Director of Department of Human Services from each county or designee
- Victim Witness Coordinator from each county
- Citizen representative from each county, appointed by the CJCC Board, and;

**WHEREAS**, the CJCC would have such other authority is granted by its Bylaws, and;

**WHEREAS**, the CJCC shall report annually, or more often as needed, to the Law Enforcement Committee of each County;

**NOW THEREFORE BE IT RESOLVED**, that the Pepin County Board of Supervisors, in conjunction with the Buffalo County Board of Supervisors, hereby establishes the Buffalo Pepin Criminal Justice Coordinating Council with the mission and initial membership as described above.

**FURTHER RESOLVED**, Pepin County will serve as the fiscal agent for the Buffalo Pepin Criminal Justice Coordinating Council.

RESOLUTIONS COMMITTEE  
/s/ Jim Dawson, Chairman  
/s/ Dwight Jelle  
/s/ Peter A. Adler  
/s/ James K. Kraft

Motion by Sean Scallon and seconded by Jim Dawson to adopt Resolution No. 1-15. Judge James Duvall addressed the resolution and answered questions from members of the Board. Motion carried by voice vote to adopt Resolution No. 1-15. Resolution adopted.

**RESOLUTION-2015 BUDGET MODIFICATION-PEPIN COUNTY FAIR ASSOCIATION**  
As stated this resolution will not be presented.

**2014 ANNUAL REPORT-LAND CONSERVATION DEPARTMENT** was presented by Chase Cummings, County Conservationist. Motion by Sean Scallon and seconded by Bruce Peterson to accept the Land Conservation annual report. Mr. Cummings was thanked for his presentation.

**RESOLUTION NO. 2-15**  
**ESTABLISHING PART-TIME HIGHWAY ACCOUNT CLERK POSITION**  
**(Up to Two Days per Week)**

**WHEREAS**, the Finance Director was given the task of making sure departments have coordinated backup of the financial duties, and

**WHEREAS**, the fill-in employee previously assisting the Highway Department has retired as of December 31, 2014, and the Highway Department does not have such an individual that is cross-trained for the administrative assistant position, and

**WHEREAS**, the Highway Committee and Personnel Committee are recommending the creation of a part-time (up to two days per week) account clerk position for backing-up the financial duties and assisting the Highway Department, and

**WHEREAS**, funding for this increase in support staff for the Highway Department would be budget neutral from within existing staff..

**NOW, THEREFORE BE IT RESOLVED**, that the Pepin County Board of Supervisors authorize establishing a part-time Highway Account Clerk position that is authorized to work up to two days per week.

**RESOLUTIONS COMMITTEE**

/s/ Jim Dawson, Chairman

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Bruce Peterson and seconded by Dwight Jelle to adopt Resolution No. 2-15. Pamela DeWitt, Administrative Coordinator, addressed this resolution and answered questions from members of the Board. Following discussion, there was a roll call vote on Resolution No. 2-15. Yes – 9 No – 0 Absent - 3. Resolution adopted.

**RESOLUTION NO. 3-15**  
**RESCINDING RESOLUTION NO. 20-2013**

**WHEREAS** the Pepin County Board of Supervisors approved participation with other participating counties and communities in the Mississippi River Regional Planning Commission Region to form a Western Wisconsin Community Development Block Grant (CDBG) Regional Revolving Loan Fund (RLF) called the Western Wisconsin Economic Development Fund; and

**WHEREAS** Resolution No. 20-2013 originally approved participation and is attached to this resolution for reference; and

**WHEREAS** the initiative to consolidate the local RLF's into a regionalized RLF has not been successful to date; and

**WHEREAS** the WI Department of Administration has taken over responsibility of the local RLF's and is not actively supporting the initiative as was previously supported by the Wisconsin Economic Development Corporation; and

**WHEREAS** Pepin County still has control of their local CDBG-RLF funds and did not assign any outstanding loans to the WWEDC.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors does hereby rescind Resolution No. 20-2013 effective January 1, 2015; and

**BE IT FURTHER RESOLVED** that Pepin County will still maintain and offer its local CDBG-RLF program for Pepin County economic development purposes as it was in place prior to Resolution No. 20-2013.

**RESOLUTIONS COMMITTEE**

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Dwight Jelle and seconded by Steve Anderson to adopt Resolution No.3-15. Pamela Dewitt addressed this resolution and answered questions. Motion carried by voice vote to adopt Resolution No. 3-15. Resolution adopted.

**2013 AUDIT PRESENTATION – FINANCE DIRECTOR PAMELA DEWITT** presented the 2013 Audit which was completed by WIPILI, LLP- CPAs and Consultants.

**STRATEGIC PLANNING PROCESS UPDATE – DWIGHT JELLE** has been working on the strategic planning process with the University of Wisconsin Extension-Local Government Center. Further updates will be reported as the plan is developed.

**ANNOUNCEMENTS**

The 2015 Regional Legislative Meeting will be held in Menomonie on March 12, 2015 from 9:00 – 12:00. The Wisconsin Counties Association holds these legislative briefings across the state to educate members on legislative issues affecting counties.

**COMMITTEE REPORTS**

Committee chairpersons reported on activities of importance within the department they oversee.

**PUBLIC COMMENTS ON ISSUES OTHER THAN AGENDA ITEMS**

There were no public comments on issues other than agenda items at this time.

**FUTURE AGENDA ITEMS AND MEETING DATE**

Future agenda items may include discussion on whether Pepin County wants to be a part of “Discover Wisconsin” and how County Board Members are paid for attending committee meetings and County Board meetings in the same day.

The next County Board meeting will be held Wednesday, March 18, 2015 at 7:00 p.m.

**ADJOURNMENT**

Motion by Bruce Peterson, seconded by Sean Scallon, to adjourn the meeting. Motion carried. Meeting adjourned at 9:43 p.m.

*(Resolutions and Annual Reports are on file for public inspection in the County Clerk’s Office.)*

Submitted by

/s/ Marcia Bauer

Marcia Bauer, Pepin County Clerk

Approved by the County Board of Supervisors on March 18, 2015.

/s/ Dwight Jelle, Vice-Chairman

Pepin County Board of Supervisors

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES  
WEDNESDAY, MARCH 18, 2015, AT 7:00 P.M.  
PEPIN COUNTY GOVERNMENT CENTER, DURAND, WI**

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday, March 18, 2015, by Vice-Chairman Dwight Jelle. He announced that 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	Jim Dawson	present	District # 7	Bill Ingram	present
District # 2	Randy Weiss	present	District # 8	Sean Scallon	absent (arrived at 7:15)
District # 3	James Kraft	present	District # 9	Dwight Jelle	present
District # 4	Peter Adler	absent	District # 10	Bruce A. Peterson	present
District # 5	Gerald M. Bauer	absent	District # 11	Dorothy Thompson	present
District # 6	Betty J. Bergmark	present	District # 12	Steven L. Anderson	present

Nine members present and three members absent. Absent were: Gerald M. Bauer, Peter A. Adler and Sean Scallon. (Scallon arrived at 7:15 p.m.)

**PLEDGE OF ALLEGIANCE**

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

**APPROVAL OF THE AGENDA**

There were no changes to the agenda.

**PUBLIC COMMENTS ON AGENDA ITEMS**

There were no public comments on agenda items.

**APPROVE MINUTES OF THE PREVIOUS MEETING**

Motion was made by Jim Dawson and seconded by Jim Kraft to approve the minutes of the February 18, 2015 meeting. Motion carried by voice vote.

**RESOLUTION NO. 4-15  
RESOLUTION TO RESCIND RESOLUTION #21-13 AND  
ABOLISH THE PEPIN COUNTY FAIR ASSOCIATION**

**WHEREAS**, the Pepin County Agriculture and Education Extension Committee recognizes the recent incorporation of the Pepin County Fair Association, Inc., thereby creating a need to terminate an oversight relationship with the Pepin County Fair Association special committee and rescind resolution #21-13 described below; and

**WHEREAS** the Pepin County Fair Association, was established as a special committee, under the oversight of the Pepin County Agriculture and Education Extension Committee and adopted by the Pepin County Board by resolution #21-13 in July, 2013;

**NOW, THEREFORE, BE IT RESOLVED** that the Pepin County Board of Supervisors rescinds Resolution #21-13 and abolishes the Pepin County Fair Association as a special committee under the oversight of the Pepin County Agriculture and Education Extension Committee.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chairman

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Steve Anderson and seconded by Jim Kraft to adopt Resolution No. 4-15.titled “Resolution to Rescind #21-13 and Abolish the Pepin County Fair”. Motion carried by voice vote to adopt Resolution No. 4-15. Resolution adopted.

**RESOLUTION NO. 5-15  
2015 BUDGET MODIFICATION – PEPIN COUNTY FAIR ASSOCIATION**

**WHEREAS**, the Pepin County Treasurer is listed as co-signer with the Pepin County Fair Association Treasurer, supervising the Pepin County Fair Association Checking Account which is funded solely by community donations to support the Pepin County Fair; and

**WHEREAS**, the newly-established Pepin County Fair Association, Inc. has requested transfer of the funds from the above referenced checking account to the newly formed corporation; and

**WHEREAS**, the additional expense for the funds transfer was not provided for in the 2015 Budget.

**NOW, THEREFORE BE IT RESOLVED** that the Pepin County Fair Association special committee funds, balance of \$9,841.24 as of December 31, 2014, be transferred to the Pepin County Fair Association, Inc. and the existing account be closed; and

**BE IT FINALLY RESOLVED** that the Pepin County Board of Supervisors authorizes the 2015 Budget to be modified as follows:

<u>Account Number</u>	<u>Account Description</u>	<u>Current Budget</u>	<u>Increase(Decrease)</u>	<u>Amended Budget</u>
	<i>General Fund:</i>			
100-00-55144-404	Fair Checking Expenses	\$ 5,000.00	\$ 4,842.00	\$ 9,842.00
100-00-48504-000	Fair Checking Donations	\$ 5,000.00	(\$ 5,000.00)	\$ 0.00
100-00-59100-390	Contingency Fund	\$ 39,365.00	(\$ 9,842.00)	\$ 29,523.00

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chairman

/s/ Dwight Jelle

Peter A. Adler

/s/ James K. Kraft

Motion by Dorothy Thompson and seconded by Steve Anderson to adopt Resolution 5-15 titled “2015 Budget Modification-Pepin County Fair Association”. Motion carried by voice vote, with Bill Ingram abstaining, to adopt Resolution 5-15. Resolution adopted.

**RESOLUTION NO. 6-15  
2015 BUDGET MODIFICATION – SHERIFF DEPARTMENT DRUG ENFORCEMENT**

**WHEREAS** per court order filed Jan 13, 2015 on case 2013 CF 37, Pepin County received a forfeiture of money, and

**WHEREAS** the funds originated from a Pepin County Sheriff’s Department seizure, and

**WHEREAS** the Pepin County Sheriff’s Department would like to utilize the net funds received per the court order towards drug enforcement efforts/education and the related expenses, and

**WHEREAS** the revenue and expenses as described above were not included in the 2015 Budget.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors authorizes the 2015 Budget to be modified as follows:

<u>Account Number</u>	<u>Account Description</u>	<u>Current Budget</u>	<u>Increase(Decrease)</u>	<u>Amended Budget</u>
<i>General Fund:</i>				
<b>Circuit Court:</b>				
100-00-46142-000	Fees & Costs	\$ 16,000.00	\$ 1,956.00	\$ 17,956.00
<b>Sheriff:</b>				
100-00-52120-230	Drug Enforcement	\$ 0.00	\$ 1,956.00	\$ 1,956.00

RESOLUTIONS COMMITTEE  
/s/ Jim Dawson, Chairman  
/s/ Dwight Jelle  
/s/ Peter A. Adler  
/s/ James K. Kraft

Motion by Jim Kraft and seconded by Bruce Peterson to adopt Resolution 6-15 titled “2015 Budget Modification – Sheriff Department Drug Enforcement”. Motion carried by voice vote to adopt Resolution 6-15. Resolution adopted.

**RESOLUTION NO. 7-15  
2015 BUDGET MODIFICATION – UWEX COVER CROPS GRANT**

**WHEREAS** the Pepin County UWEX has been selected in 2015 to participate in the National Wildlife Federation’s Cover Crop Champions program in order to provide education and communications to advance a common interest in promoting cover crops, and

**WHEREAS** the current year grant in the amount of \$7,300 has been awarded to cover the costs of achieving the goals of the grant, and

**WHEREAS** neither the 2015 grant revenue nor its related expenses were provided for in the original 2015 budget.

**WHEREAS** \$ 5,189.28 of the Cover Crop Champions program grant funds received in 2014 were unspent as December 31, 2014, and

**WHEREAS** some of the 2015 grant funds and subsequent year grant funds will probably be unspent at the end of the calendar year.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors does hereby designate the UWEX Grant Expense account as a non-lapsing account, with any unspent funds at the end of the year being automatically reappropriated in the subsequent year, and

**AND BE IT FURTHER RESOLVED** that the Pepin County Board of Supervisors authorizes the 2015 Budget to be modified as follows:

<u>Account Number</u>	<u>Account Description</u>	<u>Current Budget</u>	<u>Increase(Decrease)</u>	<u>Amended Budget</u>
	<i>General Fund:</i>			
	<i>Revenues:</i>			
100-00-43575-000	S/A- UWEX Grant	\$ 0.00	\$ 7,300.00	\$ 7,300.00
	<i>Expenditures:</i>			
100-00-55620-575	UWEX – Grant Expense	\$ 0.00	\$ 7,300.00	\$ 7,300.00

**RESOLUTIONS COMMITTEE**  
 /s/ Jim Dawson, Chairman  
 /s/ Dwight Jelle  
 /s/ Peter A. Adler  
 /s/ James K. Kraft

Motion by Steve Anderson and seconded by Randy Weiss to adopt Resolution No. 7-15., titled “2015 Budget Modification-2015 Cover Crop Grant”. Motion carried by voice vote to adopt Resolution 7-15. Resolution adopted.

**RESOLUTION NO. 8-15  
 REAUTHORIZATION OF SELF-INSURANCE**

**WHEREAS** the County of Pepin is a qualified political subdivision of the State of Wisconsin, and

**WHEREAS** the Wisconsin Worker’s Compensation Act (Act) provides that employers covered by the Act either insure their liability with worker’s compensation insurance carriers authorized to do business in Wisconsin, or to be exempted (self-insured) from insuring liabilities with a

carrier and thereby assuming the responsibility for its own worker's compensation risk and payment; and

**WHEREAS** the State and its political subdivisions may self-insure worker's compensation without a special order from the Department of Workforce Development (Department) if they agree to report faithfully all compensable injuries and agree to comply with the Act and the rules of the Department, and

**WHEREAS** the Pepin County Finance Committee, at its March 12, 2015 meeting, approved the continuation of the self-insured worker's compensation program, in compliance with Wisconsin Administrative Code DWD 80.60(3).

**NOW THEREFORE BE IT RESOLVED** that the Board of Supervisors of the County of Pepin does ordain as follows:

- (1) Provide for the continuation of the self-insured worker's compensation program that is currently in effect.
- (2) Authorize the Pepin County Finance Director, Pamela DeWitt, to forward certified copies of this resolution to the Worker's Compensation Division, Wisconsin Department of Workforce Development.

**RESOLUTIONS COMMITTEE**

/s/ Jim Dawson, Chairman

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Jim Kraft and seconded by Bruce Peterson to adopt Resolution No.8-15 titled "2015 Budget Modification-Reauthorization of Self-Insurance". Motion carried by voice vote to adopt Resolution No. 8-15. Resolution adopted.

**RESOLUTION NO. 9-15**

**2015 BUDGET MODIFICATION – FINANCE/PERSONNEL MATERNITY LEAVE STAFFING**

**WHEREAS** the Pepin County Personnel Office and Finance office share Administrative Assistant staffing, and

**WHEREAS** a notice has been received regarding an upcoming maternity leave request for 8 weeks of leave for the 4 day per week position (2 days per week per office), and

**WHEREAS** no additional staffing expense is provided in the Personnel Office or Finance Office in the 2015 Budget to provide maternity leave staffing equivalent to the number of hours the current employee will be on leave, and

**WHEREAS** the Personnel/Finance Office Administrative Assistant had elected family health insurance coverage effective January 1, 2015 but rescinded the request prior to the calendar year, and

**WHEREAS** the Personnel Director has given notice of retirement effective December 31, 2015 and payouts for sick and vacation time are anticipated, and

**WHEREAS** the above changes require the original 2015 Budget to be modified to fund the Personnel/Finance office staffing.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors authorizes the 2015 Budget to be modified as follows:

<u>Account Number</u>	<u>Account Description</u>	<u>Current Budget</u>	<u>Increase(Decrease)</u>	<u>Amended Budget</u>
<b>General Fund:</b>				
<b>Personnel:</b>				
100-00-51430-111	Deputy Salary	\$ 16,070.00	\$ 2,745.00	\$ 18,815.00
100-00-51430-116	Sick Payout	100.00	9,134.00	9,234.00
100-00-51430-161	Social Security	5,531.00	210.00	5,741.00
100-00-51430-162	Retirement-Co. Share	4,909.00	186.00	5,095.00
100-00-51430-164	Health Insurance	28,408.00	(7,732.00)	20,676.00
100-00-51430-167	Workmen's Compensation	625.00	<u>24.00</u>	649.00
	Total Personnel		<u>4,567.00</u>	
<b>Finance:</b>				
100-00-51510-111	Deputy Salary	16,070.00	2,745.00	18,815.00
100-00-51510-161	Social Security	7,656.00	210.00	7,866.00
100-00-51510-162	Retirement-Co. Share	6,677.00	186.00	6,863.00
100-00-51510-164	Health Insurance	28,478.00	(7,732.00)	20,746.00
100-00-51510-167	Workmen's Compensation	962.00	<u>24.00</u>	986.00
	Total Finance		<u>(4,567.00)</u>	

**RESOLUTIONS COMMITTEE**

/s/ Jim Dawson, Chairman

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Dorothy Thompson and seconded by Jim Dawson to adopt Resolution No.9-15 titled "2015 Budget Modification-Finance/Personnel Departments Maternity Leave Staffing". Motion carried by voice vote to adopt Resolution No. 9-15. Resolution adopted.

**RESOLUTION NO. 10-15  
ADOPTING OUTDOOR RECREATIONAL PLAN**

**WHEREAS**, the County of Pepin has participated in a county-wide Outdoor Recreation Planning Program covering both unincorporated and incorporated areas of Pepin County; and

**WHEREAS**, said planning program has been conducted by Pepin County through the Mississippi Regional Planning Commission in conjunction with the Pepin County Land Conservation Department, Pepin County Land Management and Pepin County Economic Development Office; and

**WHEREAS**, said planning document reflects community and county recreational needs in light of goals, objectives and generally accepted recreational planning standards.

**NOW THEREFORE BE IT RESOLVED**, the County of Pepin does hereby adopt the Pepin County Outdoor Recreational Plan 2015-2019 as its guide to future recreation facility improvements in the County of Pepin.

**RESOLUTIONS COMMITTEE**

/s/ Jim Dawson, Chairman

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Sean Scallon and seconded by Steve Anderson to adopt Resolution No.10-15 titled “2015 Budget Modification-Approval of Recreational Plan”. Maria Holl addressed this resolution and answered questions. Motion carried by voice vote to adopt Resolution No. 10-15. Resolution adopted.

**APPOINTMENTS**

**Aging Advisory Committee**

Sean Scallon and Jim Kraft’s term on the Aging Advisory Committee expire in April, 2015. County Board Vice - Chair Dwight Jelle appointed Betty Bergmark, who accepted the appointment. The Board confirmed this appointment. Another appointee will be sought.

**Board of Health**

County Board Vice Chair Dwight Jelle re-appointed Steven Johnson for a three year term to serve on the Board of Health. The Board confirmed this appointment.

**Human Services Board**

County Board Vice- Chair, Dwight Jelle appointed Betty Bergmark to serve on the Human Services Board to replace Gerald M. Bauer, who has requested to be removed from this Committee. The Board confirmed this appointment

**STRATEGIC PLANNING PROCESS UPDATE-DWIGHT JELLE**

Mary Wood presented information about the Strategic Planning Process. She stated that the Coordinating Committee will meet to prepare a draft assessment on April 13<sup>th</sup> from 1:00 p.m. to 3:00 p.m.

**ANNOUNCEMENTS**

There were no announcements made.

## **COMMITTEE REPORTS**

Committee chairpersons reported on activities of importance within the department they oversee.

## **PUBLIC COMMENTS ON ISSUES OTHER THAN AGENDA ITEMS**

Dan Richardson, Town of Waterville Supervisor and Secretary/Treasurer of the Pepin County Towns Association spoke about the County Assessment proposal. He requested that the County Board consider a resolution opposing county-wide assessment.

## **FUTURE AGENDA ITEMS AND MEETING DATE**

Future agenda items may include setting up a tour of the jail for County Board members, correction of wording on “Concealed Weapons” sign and Strategic Planning Process assessment. The next County Board meeting will be held Wednesday, April 15, 2015 at 6:00 p.m.

## **ADJOURNMENT**

Motion by Bruce Peterson, seconded by Sean Scallon, to adjourn the meeting. Motion carried. Meeting adjourned at 8:35 p.m.

*(Resolutions and Annual Reports are on file for public inspection in the County Clerk’s Office.)*

Submitted by,

/s/ Marcia Bauer

Marcia Bauer, Pepin County Clerk

Approved by the County Board of Supervisors on April 15, 2015.

/s/ Dwight Jelle, Vice-Chairman

Pepin County Board of Supervisors