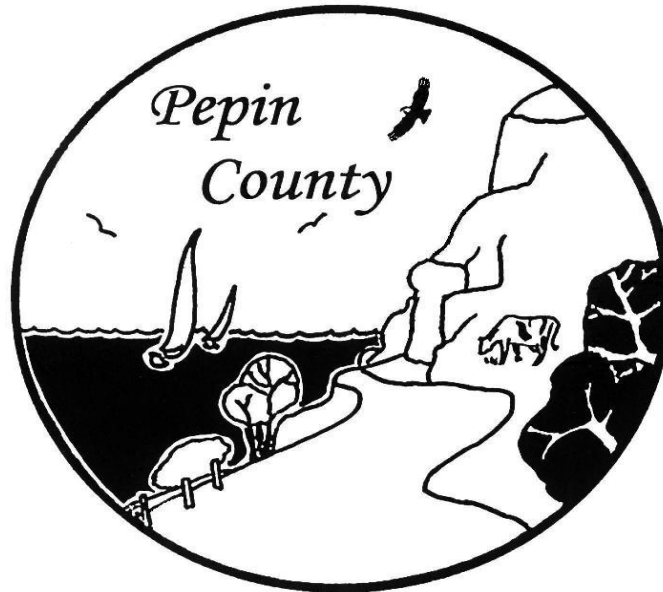


**2015 – 2016 PROCEEDINGS
OF THE
COUNTY BOARD OF SUPERVISORS
OF
PEPIN COUNTY, WISCONSIN**



**APRIL 15, 2015, MEETING
MAY 20, 2015, MEETING
JUNE 17, 2015, MEETING
JULY 15, 2015, MEETING
AUGUST 19, 2015, MEETING
SEPTEMBER 9, 2015, MEETING
OCTOBER 21, 2015, MEETING
NOVEMBER 10, 2015, MEETING
DECEMBER 16, 2015, MEETING
MARCH 16, 2016, MEETING**

Compiled by

Marcia R. Bauer

Pepin County Clerk

APRIL 15, 2015

<u>RESOLUTIONS</u>	<u>PAGE</u>
11-15 Authorizing Submission of Grant Application to the Wisconsin Department of Natural Resources Recreational Trails Program	2
12-15 To Re-establish State Aid for Funding Conservation Staffing Grants	3
13-15 Outstanding Checks to be cancelled	4
14-15 Classifying Prevention Specialist as Coordinated Services Team Initiative Program Specialist (CST) Coordinator and Establishing Wage Scale	4-5
15-15 Opposing Changes to Wisconsin’s Current Long-term Care System-Family Care, IRIS, Partnership, and Aging & Disability Resource Centers of Buffalo, Pepin and Clark Counties	5-7
16-15 2015 Budget Modification – Authorizing the Conversion of Pepin County Handicapped van into a meal Delivery Van	7-8
17-15 Amendment No. 10 to the Pepin County Handbook	8-10
18-15 Opposing the County Wide Assessment Initiative Contained in the Proposed State Budget	11-12
19-15 Communicable Disease Funding Support	12-13
20-15 Pepin County Highway Committee’s Authority to Exercise the County’s Statutory Right to Sue	13-14

2014 ANNUAL REPORTS

Pepin County Register of Deeds – Monica Bauer	1
---	---

APPOINTMENTS

Human Services Board	
Donna Juleff, three year term (April 2015-2018)	14

DISCUSSIONS AND ACTIONS

• Establish Quorum	1
• Approval of the Agenda	1
• Approval of Minutes of the Previous Meeting	1
• Public Comments on Agenda Items	1
• Strategic Planning Process Update – Dwight Jelle	1
• Announcements	14
• Committee Reports	14
• Public Comments on Issues other than Agenda Items	14
Sean Scallon-not seeking re-election	
• Future Agenda Items and Meeting Date: <i>Wednesday, May 20, 2015 at 7:00 p.m.</i>	14

MAY 20, 2015

<u>RESOLUTIONS</u>	<u>PAGE</u>
21-15 Resolution to Set Coroner’s Fees	17
22-15 Create and Fill Social Worker I-III Position in the Department of Human Services	17-18
23-15 Creating and Filling an Account Clerk Position in the Department of Human Services	18-19
24-15 Eliminating Human Services Specialist Position in the Human Services Department	19-20
25-15 Authorizing Temporary Increase in Program Assistant Work Hours- Human Services Department	20
26-15 2015 Budget Modification – Human Services Staffing	20-21
27-15 2015 Budget Modification – Corporation Counsel	21-22

2014 ANNUAL REPORTS

Pepin Public Library – Christy Rundquist	16
Durand Community Library – Patty Blount	16
Land Management – Maria Holl	16
Pepin County Treasurer – Nancy Richardson	16

DISCUSSIONS AND ACTIONS

• Establish Quorum	16
• Approval of the Agenda	16
• Approval of Minutes of the Previous Meeting	16
• Public Comments on Agenda	16
• Announcements	22
• Committee Reports	22
• Public Comments on Issues other than Agenda Items	22
• Future Agenda Items and Meeting Date: <i>Wednesday, June 17, 2015 at 7:00 p.m.</i>	22

JUNE 17, 2015

<u>RESOLUTIONS</u>	<u>PAGE</u>
28-15 2015 Budget Modification - University of Wisconsin Extension Innovative Programming Grant	24
29-15 2015 Budget Modification - University of Wisconsin Extension AgStar Grant	25
30-15 To Support the Land Acquisition by the Department of Natural Resources for the Tiffany Wildlife Area in Pepin County	25-26
31-15 2015 Budget Modification - Local Emergency Planning Committee (LEPC) Equipment Grant	26-27
32-15 2015 Budget Modification - Health Department Grant Agreements	27-28
33-15 Health Department Staffing	28-29

34-15 2015 Budget Modification - Accounting Services	29-30
--	-------

2014 ANNUAL REPORTS

Circuit Court Judge – Judge Jamie Duvall	23
Clerk of Courts – Audrey Lieffring	23
Recycling/Solid Waste/Economic Development & Tourism – Jacki Drier	23
UW Extension – Mary Wood	24

APPOINTMENTS

Pepin County Housing Authority:	30
Vicky Asher <i>(to complete the term to expire June 30, 2015 and for a new term to expire June 30, 2020)</i>	
Katherine Hall <i>(to complete the term to expire June 30, 2019)</i>	
Larry Krcmar <i>(to complete the term to expire June 30, 2018)</i>	
Gene Kirchner <i>(to complete the term to expire June 30, 2017)</i>	

DISCUSSIONS AND ACTIONS

• Establish Quorum	23
• Approval of the Agenda	23
• Approval of Minutes of the Previous Meeting	23
• Public Comments on Agenda	23
• Full Time District Attorney State Budget Discussion/Action	23
• Pepin County Strategic Planning Self-Assessment Summary Report	24
• Announcements	30
• Committee Reports	30
• Public Comments on Issues other than Agenda Items	30
• Future Agenda Items and Meeting Date: <i>Wednesday, July 15, 2015 at 7:00 p.m.</i>	30

JULY 15, 2015

RESOLUTIONS

	<u>PAGE</u>
35-15 2015 Budget Modification – Pepin County Sheriff’s Office Traffic Safety Mobilization Grant	31-32
36-15 Authorizing Temporary Assistance for the Elderly Benefit Specialist for Medicare Part D - Human Services Department	32-33
37-15 Pepin County Support Staff Job Classifications and Wages and 2015 Budget Modification	33-34
38-15 Resolution Authorizing Submission of the Application for Community Development Block Grant Funds on Behalf of the West Central Wisconsin Community Development Block Grant Housing Region	35
39-15 Resolution Authorizing \$120,000.00 Security Financial Bank Loan for the Purposes of Financing the County Sheriff’s Department Software Replacement <i>(no action taken)</i>	35

2014 ANNUAL REPORTS

Pepin County Clerk – Marcia Bauer	31
---	----

APPOINTMENTS

Pepin County Housing Authority: 36
Charles Weber (to complete the term to expire June 30, 2016)
County Board of Adjustments:
Larry Dekan (for a three year term to expire June 30, 2018)
Dennis Prissel (for a three year term to expire June 30, 2018)

DISCUSSIONS AND ACTIONS

- Establish Quorum 31
- Approval of the Agenda 31
- Approval of Minutes of the Previous Meeting 31
- Public Comments on Agenda 31
- Pepin County Strategic Planning Update 31
- Announcements 36
- Committee Reports 36
- Public Comments on Issues other than Agenda Items 36
- Future Agenda Items and Meeting Date: *Wednesday, August 19, 2015 at 7:00 p.m.* 36

AUGUST 19, 2015

RESOLUTIONS

PAGE

39-15 Resolution Authorizing \$120,000.00 Security Financial Bank Loan 38
40-15 2015 Budget Modification – Corporation Counsel 39
41-15 Pepin County as a Dementia Friendly Business 40
42-15 2015 Budget Modification – Home Care Phase Out Adjustments 40-41
43-15 Updating Administrative Coordinator Position 42
44-15 Establishing .6 FTE Finance Department Account Clerk Position and
2015 Budget Modification 43
45-15 Filling Personnel Director Position with Personnel/Payroll/Benefits Manager
and Establishing Wage Scale 43-44
46-15 Amendment No. 11 to Pepin County Employee Handbook 44-45

2014 ANNUAL REPORTS

Sheriff’s Department – Greg Balow 37
Highway Department – John Hanz 38
Health Department – Heidi Stewart 39

DISCUSSIONS AND ACTIONS

- Establish Quorum 37
- Approval of the Agenda 37
- Approval of Minutes of the Previous Meeting 37
- Public Comments on Agenda 37
- Pepin County Strategic Planning Update 37
- Finance Director Pamela DeWitt – Addressed Resolution 39-15 38

- Attorney William Mavity – Addressed Resolution 40-15 39
- Health Director Heidi Stewart – Addressed Resolutions 41-15 and 42-15 40
- Finance Director Pamela DeWitt – Addressed Resolutions 43-15 and 44-15 42
- 2016 Budget Goals 45
- Announcements 45
- Committee Reports 45
- Public Comments on Issues other than Agenda Items 45
- Future Agenda Items and Meeting Date: *Special County Board Meeting Wednesday, September 9, 2015 at 6:00 p.m., Regular County Board Meeting Wednesday, September 16, 2015 at 7:00 p.m.* 45

SEPTEMBER 9, 2015

<u>DISCUSSIONS AND ACTIONS</u>	<u>PAGE</u>
• Establish Quorum	46
• Approval of the Agenda	46
• Approval of Minutes of the Previous Meeting	46
• Public Comments on Agenda	46
• Process Pepin County Strategic Planning Self-Assessment Results	46
• Announcements	46
• Committee Reports	46
• Public Comments on Issues other than Agenda Items	46
• Future Agenda Items and Meeting Date: <i>Special County Board Meeting Wednesday, September 9, 2015 at 6:00 p.m., Regular County Board Meeting Wednesday, September 16, 2015 at 7:00 p.m. (September 16 meeting was cancelled).</i>	46

OCTOBER 21, 2015

<u>RESOLUTIONS</u>	<u>PAGE</u>
47-15 Creating a Non-Lapsing Fund for the Pepin County Visitor’s Guide	72-73
48-15 To Support Restoring Mississippi River Valley Dry Bluff Prairies In West Central Wisconsin	73-74
49-15 Creation of an Economic Support Specialist Position in the Pepin County Department of Human Services	74-75
50-15 Child Support Coordinator Wage Scale	75-76
51-15 2015 Budget Modification – Veteran’s Service Officer Loss of Grant Funding ..	76-77
52-15 Order Issuance of Deed to Pepin County on Properties Subject to Tax Certificate	77-79
53-15 2015 Budget Modification – Sheriff’s Department Speed Enforcement Grant	79-80
54-15 Establishing Fill-In Deputy Wage	80
55-15 Existing Employer Option Selection Resolution Wisconsin Public Employers’ Group Health Insurance Program	80-82

56-15	Amendment No. 12 to Employee Handbook	82-83
57-15	2015 Budget Modification – Finance/Personnel Health Insurance Expense	83

AMENDMENT NO. 106 TO ORDINANCE NO. 179

Chapter 15	Sanitary Ordinance	48-60
------------	------------------------------	-------

AMENDMENT NO. 107 TO ORDINANCE NO. 179

Chapter 30	Recycling/Solid Waste Ordinance	60-72
------------	---	-------

APPOINTMENTS

Local Emergency Planning Commission	84
Sheriff Joel Wener to replace John Andrews	
Angela Johnson to represent the Chippewa Valley Hospital	

DISCUSSIONS AND ACTIONS

• Establish Quorum	47
• Approval of the Agenda	47
• Approval of Minutes of the Previous Meeting	47
• Public Comments on Agenda	47
• County Board Members Attendance at County Board Committee meetings	47
• Land Management Assistant Director Jackie Drier – Addressed Amendment 106/107 and Resolution 47-15	48,60,70
• Pepin County Conservationist Chase Cummings – Addressed Resolution 48-15	73
• Human Services Director Paula Winter – Addressed Resolution 49-15/50-15	74,75
• Finance Director Pamela DeWitt – Addressed Resolutions 51-15/57-15	76,83
• Pepin County Treasurer Nancy Richardson – Addressed Resolution 52-15	77
• Chief Sheriff’s Deputy Greg Balow – Addressed Resolution 53-15/54-15	79,80
• Personnel Director Darlene Brunner – Addressed Resolution 55-15/56-15	80,82
• Announcements	84
• Committee Reports	84
• Public Comments on Issues other than Agenda Items	84
• Future Agenda Items and Meeting Date: <i>Tuesday, November 10, 2015 at 9:30 a.m.</i>	84

NOVEMBER 10, 2015

RESOLUTIONS

	<u>PAGE</u>	
58-15	2015 Budget Modification – Fund Balance Transfer	86
59-15	Land Conservation Planner/Technician Position Wage Scale Adjustment	86-87
60-15	Health Department Program Assistant Position	87-88
61-15	Approving Non-Union (Non-Elected) Wages/Salaries for 2016	88
62-15	Authorizing \$222,000 Security Financial Bank Loan	88-89
63-15	Establishing the 2015 Pepin County Tax Levy and Adopting the 2016 Pepin County Budget	89-90
64-15	Combining the Duties of the Deputy Treasurer with a Newly Created GIS Specialist Position Establishing Wage Scale	90-91

65-15	2015 Budget Modification - \$120,000 Security National Bank Loan	91
66-15	2015 Budget Modification – Benefit Payout to Retiring Employee	91-92
67-15	Purchase Equipment for the Economic Support Worker and to Approve a Budget Modification to the 2015 Budget	92-93

PUBLIC HEARING

Public Hearing on the 2016 Proposed Budget	85
--	----

DISCUSSIONS AND ACTIONS

- Establish Quorum 85
- Approval of the Agenda 85
- Approval of Minutes of the Previous Meeting 85
- Public Comments on Agenda 85
- Introduction of New Personnel/Payroll/Benefits Manager 85
- Resolution-County Clerk-Additional 250 Hours of Election Part-Time Help . . . 87
- Approval of County Aid Bridge Petition 89
- Finance Director Pamela DeWitt – Addressed Resolutions 65-15/66-15 91/92
- Resolution-Request to Carryover Additional Vacation Hours for the
Pepin County Finance Department 92
- Resolution-2015 Budget Modification-Roof Repairs 93
- April 5, 2016 Election for County Board Packets 93
- Announcements 93
- Committee Reports 94
- Public Comments on Issues other than Agenda Items 94
- Future Agenda Items and Meeting Date: *Wednesday, December 16, 2015 at 7:00 p.m.* 94

DECEMBER 16, 2015

INDEX

<u>RESOLUTIONS</u>	<u>PAGE</u>
68-15 2016 Budget Modification – Mississippi River Regional Planning Committee . . .	95-96
69-15 Resolution for Pepin County to Become a Member of the Western Region Recovery and Wellness Consortium	97
70-15 Human Services Department Social Worker/Coordinated Team (CST) Coordinator Wage Scale	98
71-15 Home Services Department Economic Worker Wage Scale	99
72-15 Human Services Department Home Teacher/Coordinator Wage Scale	99-100
73-15 2015 Budget Modification – Human Services Coordinated Services Team (CST) Revenue and Volunteer Driver Expense	100-101
74-15 2015 Budget Modification – Human Services Family Caregiver Support Program	101
75-15 2015 Budget Modification – Human Services Transportation Health Insurance Expense	102

76-15	2015 Budget Modification – Human Services Allocated Admin Health Insurance Expense	103
77-15	2015 Budget Modification – Land Conservation Department Conservation Aid Program	103-104
78-15	2015- Budget Modification – Land Conservation Dam Repair (Watershed Program)	104
79-15	2015 Budget Modification – Personnel/Payroll/Benefits Manager Training	105
80-15	2016 Budget Modification – Affordable Care Act Contract Services	105-106
81-15	Request to Carryover Additional Vacation Hours for the Pepin County Finance Department	106-107
82-15	Sheriff Department – Ratifying Deputy 2016 Contract	107
83-15	Sheriff Department – Ratifying Communications/Corrections Officers Contract	108
84-15	Work Group Classifications (Former Human Services Manager and Health Department Secretary)	108-109
85-15	Resolution to Rescind Resolution No. 51-87 Gopher and Mole Bounties	109

2014 ANNUAL REPORTS

Veteran’s Service Officer	96
Human Services	97

2014 FINANCIAL AUDIT REPORT 97

APPOINTMENTS

Veteran’s Service Commission – Robert Hovland (term to expire December 2018)	110
Indianhead Federated Library System – Mary Fayerweather (term to expire Dec. 2018)	110

DISCUSSIONS AND ACTIONS

- Establish Quorum 95
- Approval of the Agenda 95
- Approval of Minutes of the Previous Meeting, 95
- Public Comments on Agenda 95
- Mississippi River Regional Planning Commission Presentation 95
- Discover Wisconsin Presentation (Greg Smith/Jacki Drier) 96
- Resolution – 2016 Budget Modification – Social Worker III/Coordinator Services Team Coordinator Wage Scale (agenda item cancelled) 99
- Human Services Director Paula Winter – Addressed Resolutions 69/70/71/73/74/75/76-15 (refer to Resolutions above)
- Personnel Director Micci Weiss – Addressed Resolutions 79/80/82/83-15
- Finance Director Pamela Dewitt – Addressed Resolutions 81-15, 84-15 107/109
- Announcements 110
- Committee Reports 110
- Public Comments on Issues other than Agenda Items 110
- Future Agenda Items and Meeting Date: *Wednesday, January 20, 2016 at 7:00 p.m.* 110



MARCH 16, 2016

INDEX

<u>RESOLUTIONS</u>	<u>PAGE</u>
1-16 Authorizing the Initiating of the Social Security Income/Social Security Disability Income (SSI/SSDI) Outreach, Access and Recovery (SOAR) Program in Pepin County Using the Community Development Block Grant (CDBG)	111-112
2-16 Hiring Veterans Service Officer and Establishing 2016 Wage Scale	112-113
3-16 Establishing Total Annual Compensation for County Elected Officials Pursuit to Wis. Stat. 59.22	113-114
4-16 To Approve Loan to West Central Wisconsin Regional Community Development Block Grant Revolving Loan Fund Account	114-115
5-16 2016 Budget Modification – Pre-Disaster Mitigation Grant	116
6-16 2016 Budget Modification – Hearing Test	117
7-16 2016 Budget Modification – Cedar Corporation Building Assessment	117-118

DISCUSSIONS AND ACTIONS

• Establish Quorum	111
• Approval of the Agenda	111
• Approval of Minutes of the Previous Meeting	111
• Public Comments on Agenda	111
• Recognition of Out-going County Board Members	111
• Finance Director Pamela DeWitte – Addressed Resolutions 1-15, 7-16	112/118
• Personnel Director Micci Weiss – Addressed Resolutions 2-16, 6-16	113/117
• Emergency Government Director Maria Holl Addressed Resolution 5-16	116
• Revision of Pepin County Ordinance – Chapter 2 – The Governing Body – Rules of the County Board	118
• Announcements	119
• Committee Reports	119
• Public Comments on Issues other than Agenda Items	119
• Future Agenda Items and Meeting Date: <i>Wednesday, April 19, 2016 at 7:00 p.m.</i>	119

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES
WEDNESDAY, APRIL 15, 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, April 15, 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	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	Dorothy Thompson	present
District # 6	Betty J. Bergmark	absent	District # 12	Steven L. Anderson	absent

Eight members present and four members absent. Absent were: James Kraft, Peter A. Adler, Betty Bergmark and Steven Anderson.

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 Bruce Peterson to approve the minutes of the March 18, 2015 meeting. Motion carried by voice vote.

STRATEGIC PLANNING UPDATE – DWIGHT JELLE

Dwight Jelle talked about the Strategic Planning process. The first step involves planning for the plan which includes a questionnaire that will go out to the County Board Supervisors, Department Heads, Elected Officials and staff. The questionnaire will contain open-ended questions, welcome comments and be confidential.

2014 ANNUAL REPORT – PEPIN COUNTY REGISTER OF DEEDS

Monica Bauer, the Pepin County Register of Deeds, presented her Annual Report to the Board. The Board accepted the report and thanked her for the very thorough job compiling it.

RESOLUTION NO. 11-15

AUTHORIZING SUBMISSION OF GRANT APPLICATION TO THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES RECREATIONAL TRAILS PROGRAM

WHEREAS, Pepin County is interested in maintaining its public outdoor recreational facilities and, in particular, that portion of the Chippewa River State Trail operated by Pepin County as described in the County’s application to the Wisconsin Department of Natural Resources Recreational Trail Program; and

WHEREAS, financial assistance is required to carry out the project;

NOW THEREFORE BE IT RESOLVED, the Pepin County Board of Supervisors will budget a sum sufficient to complete the project and **HEREBY AUTHORIZES** John Hanz, Commissioner-Pepin County Highway 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 six months of project completion date;
- Submit signed documents; and
- Take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED, Pepin County will comply with state or federal rules for the programs; may perform force account work; will maintain the completed project in an attractive, inviting and safe manner; will keep the facilities open 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.

RESOLUTIONS COMMITTEE

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

Motion by Sean Scallon and seconded by Dorothy Thompson to adopt Resolution No. 11-15 titled “Authorizing Submission of Grant Application to the Wisconsin Department of Natural Resources Recreational Trails Program”. Motion carried by voice vote to adopt Resolution No. 11-15. Resolution adopted.

**RESOLUTION 12-15
PEPIN COUNTY BOARD OF SUPERVISORS
TO RE-ESTABLISH STATE AID FOR FUNDING CONSERVATION STAFFING
GRANTS**

WHEREAS, the County Land Conservation Department is the necessary local delivery mechanism for a wide range of natural resource management programs; and

WHEREAS, County Land Conservation staff play a critical role to our local economy by assisting landowners obtain needed state and federal funds to help implement nonpoint source pollution control best management practices for their operations; and

WHEREAS, County Land Conservation staff supported by state grants have decreased since the program began, and,

WHEREAS, the Governor's budget has not requested maintenance of the staff funding allocations that were included in the 2013-15 biennial budget, thus reducing the funding to \$8 million annually in the 2015-17 budget, down from the 2001 to 2011 average of \$9.3 million; and

WHEREAS, the Wisconsin Counties Association (WCA), the Wisconsin Farm Bureau Federation and the Wisconsin Board of Agriculture, Trade and Consumer Protection recognize and support the value of the work County Land Conservation Departments provide to farmers and all Wisconsin citizens; and

WHEREAS, the inability to adequately fund local, voluntarily accepted farm conservation practices has led to environmental problems and increasing citizen suits and court decisions against farmers; now

THEREFORE, BE IT RESOLVED, that the Pepin County Board of Supervisors do hereby urge the Governor of the State of Wisconsin and all elected representatives in the Wisconsin State Legislature to return to the \$9.3 million appropriation for state aid to counties, recognizing the invaluable service that county conservation employees provide in helping Wisconsin farmers grow our state's agriculture while preserving the state's land and water resources for future generations; and

BE IT FURTHER RESOLVED, that the County Clerk is directed to send a copy of this resolution to Governor Walker, the Joint Finance Committee of the Wisconsin Legislature, and the legislators of Pepin County.

Respectfully Submitted,

PEPIN COUNTY BOARD OF SUPERVISORS

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

Motion by Dorothy Thompson and seconded by Sean Scallon to adopt Resolution 12-15 titled “To Re-establish State Aid for Funding Conservation Staffing Grants”. Motion carried by voice vote to adopt Resolution 12-15. Resolution adopted.

**RESOLUTION NO. 13-15
OUTSTANDING CHECKS TO BE CANCELLED**

WHEREAS, the following 2012 and 2013 checks are outstanding and

WHEREAS, the payees have been written to as far as known address could be ascertained, and

WHEREAS, payees either did not respond or felt they had received payment due them.

NOW THEREFORE BE IT RESOLVED, that the Pepin County Board of Supervisors cancel the following checks.

<u>DATE</u>	<u>CHECK No#</u>	<u>PAYEE</u>	<u>AMOUNT</u>
02-09-12	70422	Lisa M. Wormhoudt	17.91
05-02-12	71265	Joni Soderstrom Ives	11.53
11-15-12	73375	Tiffany Anderson	15.51
03-20-13	74771	National Symbols Cache	30.00
08-07-13	76042	Adia Hardt	8.00
11-18-13	77153	Justin D. Odegard	30.30
11-18-13	77164	Susan Mary Trotterchaud	27.75

Dated 03-27-15

Nancy M. Richardson, Treasurer

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chairman

/s/ Dwight Jelle

Peter A. Adler

/s/ James K. Kraft

Motion by Randy Weiss and seconded by Gerald M. Bauer to adopt Resolution 13-15 titled “Outstanding Checks to be Cancelled”. Motion carried by voice vote to adopt Resolution 13-15. Resolution adopted.

**RESOLUTION NO. 14-15
CLASSIFYING PREVENTION SPECIALIST AS COORDINATED SERVICES TEAM
INITIATIVE PROGRAM COORDINATOR (CST Coordinator) and ESTABLISHING
WAGE SCALE**

WHEREAS, the Pepin County Human Services Board and Personnel Committee have approved the request of the Human Services Department to change the job title and duties of the Prevention Specialist position to become the Coordinated Services Team Initiative Program Coordinator (job description attached), and

WHEREAS, the duties of the position include coordination of a three county program with a higher degree of responsibility than the previous position. Included in these duties is maintain a 3 county budget; training and supporting activities of county staff and community members; working with a three county Coordinating Committee; reporting data and completing reports/documentation for the 3 county consortium; evaluating and monitoring the outcomes of the initiative.

WHEREAS, the recommended pay scale for the CST Coordinator would be equivalent to the current Social Worker III pay scale, with the funding for the position and the increase of wage being fully reimbursed by the Western Region Recovery and Wellness Consortium (WRRWC). Which is verified in the attached letter from the lead county of WRRWC.

WHEREAS, the Personnel Committee recommends that the current employee in this position, Ann Bates, be placed at the 6-year step of the new CST Coordinator pay scale retroactive to March 1, 2015.

NOW, THEREFORE BE IT RESOLVED, that the Pepin County Board of Supervisors hereby approves the Prevention Specialist position to be changed to Coordinated Services Team Initiative Program Coordinator (CST Coordinator) and placed on the Human Services (and Program Assistants) Wage Schedule at the 6-year step of the new CST Coordinator classification.

(hourly rates)	Start	1 year	2 year	3 year	4 year	5 year	6 year
CST Coordinator	22.13	22.79	23.42	24.09	24.76	25.42	26.05

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

Motion by Dorothy Thompson and seconded by Bill Ingram to adopt Resolution No. 14-15 titled “Classifying Prevention Specialist as Coordinated Services Team Initiative Program Coordinator (CST Coordinator) and Establishing Wage Scale”. Motion carried by voice vote to adopt Resolution 14-15. Resolution adopted.

RESOLUTION NO. 15-15
A RESOLUTION OPPOSING CHANGES TO WISCONSIN’S CURRENT LONG-TERM CARE SYSTEM – FAMILY CARE, IRIS, PARTNERSHIP, AND AGING & DISABILITY RESOURCE CENTERS OF BUFFALO, PEPIN & CLARK COUNTIES

WHEREAS, Governor Walker’s 2015-2017 budget proposal would dismantle Wisconsin’s nationally admired long-term care (LTC) system currently serving nearly 55,000 older adults and individuals with disabilities, and substantially reduce legislative oversight of the LTC system, and

WHEREAS, the governor’s budget would eliminate IRIS; radically change Family Care and replace all 8 existing regional, homegrown long-term care managed care organizations (MCOs)

with statewide for-profit health insurance companies providing both health care and LTC services (using a no-bid process); and give authority to the Department of Health Services (DHS) to eliminate county-run Aging & Disability Resource Centers (ADRCs) by contracting out many of their functions, and

WHEREAS, this massive upheaval was initiated with no input from people receiving long term care services or their families, aging or disability advocates, local officials, MCOs, ADRCs, provider agencies, the State Long Term Care Advisory Council, or legislators, and

WHEREAS, the current long-term care system was the outgrowth of four years of intensive Long-Term Care reform planning involving long-term care consumers and families, aging and disability advocates, providers, counties and state officials, resulting in strong bi-partisan support for a long-term care-only version of Family Care which now enjoys very high customer satisfaction ratings, and

WHEREAS, the hoped-for reforms have actually been produced by the current system: reducing nursing home utilization, “bending the curve” on Medicaid spending, reducing the portion of Medicaid spent on LTC, and creating locally-based ADRCs to provide prevention and one-stop information on LTC for all citizens, and

WHEREAS, the ADRC of Buffalo, Clark and Pepin Counties has regionally provided prevention, options counseling, information and assistance and benefit services to citizens of its three counties, and

WHEREAS, the current system of Family Care, IRIS, Partnership and ADRCs has created huge savings for taxpayers while maintaining quality; reducing the Medicaid portion of the budget from 53% in 2002 to 43% in 2011, reducing the nursing home population by 11,000 people, keeping administrative costs for Family Care down to 4.2%, and limiting MCO surpluses to 2%, and

WHEREAS, the IRIS program was started in 2008 to provide a non-managed care, free market alternative for people who want to self-direct all of their services and this popular, unique and flexible program has grown rapidly to its current enrollment of 11,500 people, and

WHEREAS, ADRCs have become a nationally recognized model and one of the most important roles of county government to meet a variety of needs and reduce the costs of growing LTC population, and

NOW THEREFORE BE IT RESOLVED by the Pepin County Board of Supervisors that Wisconsin should retain its existing successful and cost effective models of Family Care, IRIS, Partnership and ADRCs, and the current level of legislative oversight; should make other models available in all counties to eliminate waiting lists, sustain quality, and achieve further savings; and should resume previous joint efforts of all stakeholders to continually pursue new opportunities to improve the long-term care system.

BE IT FURTHER RESOLVED, that the County Clerk is directed to send a copy of this resolution to Governor Walker, the Joint Finance Committee of the Wisconsin Legislature, and the legislators of Pepin County.

ATTEST:

/s/ Dwight Jelle
County Board Vice-Chair

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

Motion by Bruce Peterson and seconded by Bill Ingram to adopt Resolution No.15-15 titled “A Resolution Opposing Changes to Wisconsin’s Current Long-term Care System – Family Care, IRIS, Partnership, and Aging & Disability Resource Centers of Buffalo, Pepin & Clark Counties”. Motion carried by voice vote to adopt Resolution No. 15-15. Resolution adopted.

RESOLUTION NO. 16- 15
2015 BUDGET MODIFICATION - RESOLUTION AUTHORIZING THE
CONVERSION OF PEPIN COUNTY
HANDICAPPED VAN INTO A MEAL DELIVERY VAN

WHEREAS, the 1998 Ford Van has 137,050 miles and has cost the County in repairs for calendar years 2013 and 2014 \$4,059. And, it is currently needing monthly maintenance to maintain oil levels and the weather stripping is hanging outside of the door which can no longer be fixed and needs replacing and has caused the van to have dead batteries due to the doors not closing tightly, and

WHEREAS, the 2011 Chevy Braun handicapped van, was purchased through the Wisconsin Department of Transportation 53.10 Federal Grant and Wisconsin Department of Transportation has stated that the handicapped van has reached its “useful” life and is not being used on a regular basis for transporting consumers, and can be used for other purposes due to reaching its useful life, and

WHEREAS, the handicapped van can be converted into a meal van if shelving units are installed and the department has received a quote from CC by Triple T’s, a custom cabinet company, to build and install shelving units, and the cost of building and installing the shelving units is quoted at \$800, and

WHEREAS, the 1998 Ford Van is being sold to the public and the revenue received from the sale of the van will be placed in the general funds, and

WHEREAS, the revenue from the sale of the van will be transferred from the general funds to the DHS Budget to be used for the conversion of the handicapped van into a meal delivery van.

NOW THEREFORE BE IT RESOLVED by the Pepin County Board of Supervisors, that Pepin County Human Services shall convert the 2011 handicapped van into a meal van by expending \$800 to CC by Triple T's to build and install shelving units and to pay for the conversion from the sale of the 1998 Ford van.

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>				
100-00-48610-000	Sale of County Property	\$ 8,700	\$ 800	\$ 9,500
<i>Expenditures:</i>				
100-00-59200-000	Transfers to Other Funds	\$ 0	\$ 800	\$ 800
<i>Human Services Fund:</i>				
<i>Revenues:</i>				
211-00-49200-000	Transfers from other funds	\$ 0	\$ 800	\$ 800
<i>Expenditures:</i>				
211-00-54602-000	Congregate Nutrition	\$ 81,623	\$ 5,073	\$ 86,696
211-00-54603-000	Homebound Nutrition	\$ 147,520	\$ 9,422	\$ 156,942
211-00-54605-000	Transportation	\$ 293,310	\$ (13,695)	\$ 279,615

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

Motion by Randy Weiss and seconded by Dorothy Thompson to adopt Resolution No.16-15 titled “2015 Budget Modification – Resolution Authorizing the Conversion of Pepin County Handicapped Van into a Meal Delivery Van”. Motion carried by voice vote to adopt Resolution No. 16-15. Resolution adopted.

**RESOLUTION NO. 17-15
 AMENDMENT NO. 10 TO
 PEPIN COUNTY EMPLOYEE HANDBOOK**

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

3.2.5 MEDICAL EXAMS AND VERIFICATION OF ILLNESS

1. MEDICAL EXAMINATIONS. Employees may be required to pass a physical examination prior to starting employment, prior to returning to employment or as a condition of continued employment, when physical standards are bona fide requirement for a job. Such exams shall measure an individual's physical or mental capabilities in terms of the job to be performed. They shall be conducted by a licensed physician at the employee's expense, **except**

for pre-employment exams requested by Pepin County, which shall be at the County's expense. In the event the County should require a specific physician or a second exam, such exam would be at the County's expense.

3.2.12 TRAVEL, LODGING AND MEAL POLICY

1. AUTOMOBILE TRANSPORTATION.

- (a) Mileage allowance for use of privately owned vehicles on County business shall be compensated to the driver of the vehicle at the rate set by the County Board.
- (b) Charges for parking, road and bridge tolls and like expenses are reimbursable.
- (c) Charges for repairs, tow service, citations, lubrication, parking tickets and other traffic violations are the employee's responsibility and are not reimbursable.
- (d) The starting point and destination shall be stated daily on the travel expense report. An explanation shall be required for mileage in excess of normal map mileage.

The starting point for trips would normally be an employee's Pepin County main worksite location, unless actual mileage from an alternate starting point and to/from your destination is less, then only actual mileage driven will be paid.

- (e) Personal use of County owned vehicles shall be compensated to the County at the rate set by the County Board.

3. HOTEL AND MOTEL EXPENSES.

- (a) The choice of lodging shall be based on cost with consideration given to accessibility in conducting business. Maximum reimbursement to the traveler is limited to the single rate or a single room.
- (b) The daily rate for hotels or motels is set by County Board resolution. When traveling alone, an employee shall stay in a single hotel or motel room at a reasonable rate for the community. Employees of the same sex traveling together are encouraged, wherever feasible, to share lodging.
- (c) Prior approval of the Finance Committee is necessary before exceeding the maximum. Maximums may be exceeded only when it is determined that unavoidable additional expenses would be incurred by trying to adhere to the maximums (i.e., high transportation costs incurred when staying at an economical hotel/motel at the edge of the city instead of staying downtown.)
- (d) Employees shall observe posted hotel checkout hours in order to avoid a charge for the day of departure. An employee who is required to remain in one location for an extended period of time is expected to find lodging at reasonable weekly and/or monthly rates.

(e) All lodging expenses shall be supported by the original receipts. A photocopy of the receipt, the hotel or motel statement or credit card receipt is not considered an acceptable substitute, unless a written explanation is attached to the travel expense report.

(f) Expenses for lodging at homes of relatives or friends are not reimbursable.

(g) When registering in hotels or motels, County employees shall ask for government discounts.

(h) A reasonableness test will be applied to those instances where a travel claims reimbursement for lodging when a business meeting is attended during normal working hours and requires traveling of only a relatively short distance. Except for extenuating circumstances, a traveler will be expected to travel to and from such meetings during the same day.

4. EXPENSE REIMBURSEMENT

(a) Employees are encouraged to book and pay for work-related expenses using the county credit card and in instances where that cannot be done; employees would pay and submit an expense report.

(b) Reimbursement for approved expenses incurred for travel, lodging, meals and related items should be requested on an employee travel expense report form. If necessary and with sufficient notice, a request for an expense advance can be requested to be submitted by a department head and approved by the Finance Director if an expense advance is needed. The request must be supported by estimated expense documentation, and an employee travel expense report form will need to be submitted with all appropriate receipts after the expenses are incurred.

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, Chair

/s/ Dwight Jelle

Peter A. Adler

/s/ James K. Kraft

Motion by Bruce Peterson and seconded by Gerald M. Bauer to adopt Resolution No.17-15 titled "Amendment No. 10 to Pepin County Employee Handbook". Motion carried by voice vote to adopt Resolution No. 17-15. Resolution adopted.

RESOLUTION 18-15
PEPIN COUNTY BOARD OF SUPERVISORS
RESOLUTION OPPOSING THE COUNTY WIDE ASSESSMENT
INITIATIVE CONTAINED IN THE PROPOSED STATE BUDGET

WHEREAS, Assessments of property values are currently undertaken by the individual municipalities wherein the properties are contained; and

WHEREAS, Contained within the State Budget as proposed by Governor Walker is a change in the law which would impose a system of county assessment for all but cities and of first and second classes; and

WHEREAS, Under this proposal property assessments would be handled at the county level for all of Pepin County; and

WHEREAS, Despite an increase in responsibility and duties, including a requirement for annual assessments, no additional monies are allocated in the proposed State Budget for these services; and

WHEREAS, The proposal instead suggests that these new responsibilities be funded by the county billing the municipalities an amount no greater than 95% of what the municipality paid to conduct its own assessments in 2015; and

WHEREAS, Not all municipalities conduct yearly assessments and therefore may not have included in their 2015 budgets funds sufficient to support this program nor planned to conduct any assessments in 2015; and

WHEREAS, Such a program could therefore result in a mandated program without a sufficient means for funding it; and

WHEREAS, the proposal establishes that the State determines the salary, budget, number of personnel, qualifications, certifications, maximum number of parcels any assessor may assess per year, standards and procedures for sales verification, and continuing education requirements with limited knowledge of county budget and programming; and

NOW THEREFORE BE IT RESOLVED, That the County Board of Supervisors does formally oppose any plan which would impose new requirements upon Pepin County without an accompanying credible and sufficient means for funding it; and

BE IT FURTHER RESOLVED that the County Clerk is directed to send a copy of this resolution to Governor Walker, the Joint Finance Committee of the Wisconsin Legislature, and the legislators for Pepin County.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

Peter A. Adler

/s/ James K. Kraft

Motion by Bill Ingram and seconded by Randy Weiss to adopt Resolution No.18-15 titled “Resolution Opposing the County Wide Assessment Initiative Contained in the Proposed State Budget”. Motion carried by voice vote to adopt Resolution No. 18-15. Resolution adopted.

**RESOLUTION # 19-15
COMMUNICABLE DISEASE FUNDING SUPPORT**

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

WHEREAS, According to Trust For America's Health, Wisconsin ranks 46th in the nation for state public health funding for local health departments. The median nationally is \$27.49 per capita, but Wisconsin invests only \$13.10 per capita.

WHEREAS, Supporting a strong public health infrastructure is paramount with the continuing occurrences of natural disasters, terrorist attacks and infectious diseases, such as tuberculosis, whooping cough, H1N1 influenza and Ebola.

WHEREAS, Infectious disease control is one of the ten essential functions of public health, and with adequate funding, local health departments across Wisconsin will be equipped with the necessary resources and expertise to protect individuals, communities and the entire state from infectious diseases.

WHEREAS, Wisconsin currently has no dedicated, stable funding source for communicable disease control and prevention; and as a result, local health departments rarely have sufficient resources, including adequate staff and expertise to support effective communicable disease efforts.

THEREFORE BE IT RESOLVED that the Pepin County Board of Supervisors supports an increase in communicable disease funding in the 2015-2017 state budget bill to assure a more robust public health infrastructure in Wisconsin and to help prevent the spread of communicable diseases.

BE IT FURTHER RESOLVED, that the County Clerk is directed to send a copy of this resolution to Governor Walker, the Joint Finance Committee of the Wisconsin Legislature, the legislators of Pepin County and all County Clerks in Wisconsin.

Dated this 15th day of April, 2015.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

Peter A. Adler

/s/ James K. Kraft

Motion by Sean Scallon and seconded by Gerald M. Bauer to adopt Resolution No.19-15 titled “Communicable Disease Funding Support”. Motion carried by voice vote to adopt Resolution No. 19-15. Resolution adopted.

RESOLUTION-HEALTH DEPARTMENT STAFFING

This resolution was not presented.

CLOSED SESSION PER WISCONSIN STATUTE SECTION 19.85(1)(e) TO DISCUSS LEGAL ISSUES REGARDING BECHEL TRUCKING HAUL ROUTE

Motion by Sean Scallon and seconded by Jim Dawson to go into closed session as per Wisconsin Statute 19.85(1)(e) to discuss legal issues regarding Bechel Trucking haul route. A roll call vote was taken the results as follows; Jim Dawson – yes, Randy Weiss – yes, James Kraft – absent. Peter Adler – absent, Gerald M. Bauer – yes, Betty Bergmark – absent, Bill Ingram – yes, Sean Scallon – yes, Bruce Peterson – yes, Dorothy Thompson – yes, Steven Anderson – Absent. The motion carried and the Board moved into closed session.

RECONVENE TO OPEN SESSION-ACTION FROM CLOSED SESSION

The Board reconvened to open session. There was no action taken.

RESOLUTION NO. 20-15

PEPIN COUNTY HIGHWAY COMMITTEE’S AUTHORITY TO EXERCISE THE COUNTY’S STATUTORY RIGHT TO SUE

WHEREAS the Pepin County Highway Committee has an Agreement with Greg Bechel Trucking and Excavating, LLC, requiring Bechel to make certain payments for improvements and maintenance to 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 Board of Supervisors believes that the statutory authority provided to the Highway Committee to enter into contracts in the name of the county, pursuant to Wis. Stat. § 83.015(2), authorizes the Highway Committee to enforce its contracts related to highway issues, and permits the Highway Committee to initiate litigation in the name of the county, if necessary, to enforce said contracts, and

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

WHEREAS the Pepin County Board of Supervisors at its December 17, 2014 meeting conferred in closed session with legal counsel with respect to legal issues regarding the haul route used by Bechel. It was the Pepin County Board of Supervisors’ intent to fully support the Pepin County Highway Committee’s efforts to enforce the Agreement with Bechel, including litigation against Bechel on behalf of the County if necessary. To that extent, the Pepin County Board of Supervisors voted unanimously to modify the budget to make funds available to the Pepin

County Highway Committee for its anticipated legal expenses incurred related to the litigation with Bechel, and

WHEREAS the Resolution Committee of the Pepin County Board of Supervisors at its December 17, 2014 meeting executed Resolution No. 46-14, 2014 Budget Modification—Corporate Counsel, which reallocated funds from the Contingency Fund to the Corporate Counsel Fund for the Pepin County Highway Committee’s anticipated legal fees related to the litigation with Bechel, and

WHEREAS the Pepin County Board of Supervisors Resolution No. 46-14 does not address the Pepin County Highway Committee’s authority to exercise the County’s statutory right to sue and be sued, and

WHEREAS the Pepin County Board of Supervisors desires to explicitly authorize the Pepin County Highway Committee to sue in the County’s name, and to maintain the current and ongoing litigation, related to the Agreement with Bechel, should such authority become necessary in the future or should it be determined that the Highway Committee does not otherwise have a statutory right to sue under Wis. Stat. § 83.015(2) or other applicable statutes.

NOW THEREFORE BE IT RESOLVED that the Pepin County Board of Supervisors authorizes the Pepin County Highway Committee to exercise the County’s right to sue, pursuant to Wisconsin Statute § 59.01 et seq., related to the Agreement with Bechel and the ongoing dispute.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

Peter A. Adler

/s/ James K. Kraft

Motion by Sean Scallon and seconded by Bill Ingram to adopt Resolution No.20-15 titled “Pepin County Highway Committee’s Authority to Exercise the County’s Statutory Right to Sue”. Motion carried by voice vote to adopt Resolution No. 20-15. Resolution adopted.

APPOINTMENTS

Human Services Board-Donna Juleff-term expires April 2015

Donna Juleff was re-appointed to the Human Services Board for a three year term.

ANNOUNCEMENTS

Because of a promotion at work, Sean Scallon announced that he will not be seeking re-election as a County Board Supervisor in District 8 in 2016.

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.

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, May 20, 2015 at 6:00 p.m.

ADJOURNMENT

Motion by Sean Scallon, seconded by Dorothy Thompson, 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 May 20, 2015

/s/ Dwight Jelle, 1st Vice-Chair

Pepin County Board of Supervisors

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES
WEDNESDAY, MAY 20, 2015, AT 7:00 P.M.
PEPIN COUNTY GOVERNMENT CENTER, DURAND, WI**

CALL TO ORDER

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday, May 20, 2015, by Chairman Pete 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	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	Dorothy Thompson	absent
District # 6	Betty J. Bergmark	present	District # 12	Steven L. Anderson	present

Eleven members present and one member absent. Absent was: Dorothy Thompson

PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE AGENDA

Agenda item #17, Resolution to Set Coroner Fees, was moved to immediately follow agenda item #10, County Treasurer's Annual Report.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments on agenda items.

APPROVE MINUTES OF THE PREVIOUS MEETING – April 15, 2015

Motion was made by Jim Dawson and seconded by Steve Anderson to approve the minutes of the April 15, 2015 meeting. Motion carried by voice vote.

PEPIN LIBRARY 2014 ANNUAL REPORT

Christy Rundquist, Pepin Library Director, presented the Pepin Library Annual Report. The County Board thanked her.

DURAND LIBRARY 2014 ANNUAL REPORT

Patty Blount, Durand Library Director, presented the Durand Library Annual Report. The County Board thanked her.

LAND MANAGEMENT 2014 ANNUAL REPORT

Maria Holl, Land Management Director, presented the Land Management Department Annual report. The County Board thanked her.

COUNTY TREASURER'S 2014 ANNUAL REPORT

Nancy Richardson, Pepin County Treasurer, presented County Treasurer's Annual Report. The County Board thanked her.

**RESOLUTION NO. 21-15
RESOLUTION TO SET CORONER FEES**

WHEREAS Section 59.36, Wisconsin Statutes allows the County Board to set the fees for all services rendered by the Coroner, and

WHEREAS the County Board has determined that the expenses related to Coroner services require a fixed amount reasonably related to the actual and necessary cost of providing the services.

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

1. Death Certificate. Pursuant to Wis. Stat. §§ 59.36 and 69.18(2)(d)3, the fee charged by the Coroner for providing a medical certification of death shall be One Hundred Dollars (\$100.00), except the fee shall be waived for death of an indigent.
2. Cremation Permit. Pursuant to Wis. Stat. §§ 59.36 and 979.10, the fee charged by the Coroner for each cremation permit issued shall be One Hundred Fifty Dollars (\$150.00), except the fee shall be waived for persons deemed eligible in accordance with Medicaid eligibility for funeral expense assistance as established under Wis. Stat. § 49.785.
3. Disinterment and Reinterment Permit. Pursuant to Wis. Stat. §§ 59.36 and 69.18(4), the fee charged by the Coroner for each disinterment and reinterment permit issued shall be One Hundred Fifty Dollars (\$150.00).

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Bill Ingram and seconded by Steve Anderson to adopt Resolution No. 21-15 titled "Resolution to Set Coroner's Fee". Motion carried by voice vote, with no negative votes, to adopt Resolution No. 21-15. Resolution adopted.

**RESOLUTION NO. 22-15
CREATE AND FILL A CHILDREN WITH DISABILITIES SOCIAL WORKER I-III
POSITION IN THE DEPARTMENT OF HUMAN SERVICES**

Whereas, the Department of Human Services has a vacancy in the Human Services Specialist Position, and

Whereas, the Human Services Specialist Position is assigned duties in both the financial unit and the social services unit, and

Whereas, the Human Services Board and Personnel Committee have reviewed the duties and recommend splitting the duties between two different positions; Account Clerk and Social Worker, and

Whereas, the Certification of Medicaid Programs through the Western Recovery and Wellness Consortium (WRRWC) and other CORE Services has brought new services; new funding; and new requirements of Social Workers within the Department of Human Services, and

Whereas, the Pepin County Department of Human Services have experienced an increase in need for children’ mental health, Alcohol and other Drug, and disability services, and the current Social Worker staff cannot fulfill the additional duties along with their current case loads, and

Whereas, the Human Services Board and Personnel Committee have reviewed the duties from the Human Services Specialist Position in conjunction with the new Social Work services needed and recommend the creation of a .8 FTE Social Worker I-III position, based on qualified applicants, and

Whereas, the Department of Human Services has sufficient funding in their current budget to fund the .8 FTE Social Worker I-III position due to the increase in revenue with the WRRWC services along with a decrease in expenses for positions that had been previously paid partially by county tax levy, and are being fully funded by WRRWC, and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors, County of Pepin, authorizes the creation and filling of a .8 FTE Social Worker I-III Position within the Department of Human Services.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Steve Anderson and seconded by Bill Ingram to adopt Resolution No. 22-15 titled “Create and Fill Social Worker I-III Position in the Department of Human Services”. The Board discussed the title of the resolution. Motion by Dwight Jelle and seconded by Steve Anderson to amend the resolution title to read “Create and Fill Children with Disabilities Social Worker I-III Position in the Department of Human Services”. Motion carried by voice vote. Vote was held on first motion to adopt Resolution No. 22-15 as amended, carried by voice vote, with two negative votes (Gerald M. Bauer and Jim Kraft). Resolution adopted.

**RESOLUTION NO. 23-15
CREATE AND FILL AN ACCOUNT CLERK POSITION
IN THE DEPT OF HUMAN SERVICES**

Whereas, the Department of Human Services has a vacancy in the Human Services Specialist Position, and

Whereas, the Human Services Specialist Position is assigned duties in both the financial unit and the social services unit, and

Whereas, the Human Services Specialist duties align with duties that are currently assigned to Account Clerks within Pepin County, and

Whereas, the Human Services Board and Personnel Committee have reviewed the duties and recommend splitting the duties between two different positions; Account Clerk and Social Worker, and

Whereas, the Department of Human Services does not currently have a position titled Account Clerk, and

Whereas, the Human Services Board and Personnel Committee have reviewed the duties in conjunction with the needed hours per work week and salary, and

Whereas, the Department of Human Services has sufficient funding in their current budget to fund the Account Clerk position, and

Whereas, the Human Services Board and Personnel Committee have reviewed and recommended the creation and filling of a .6 FTE Account Clerk within the Department of Human Services, and

Whereas, the Human Services Board and Personnel Committee have recommended that the Account Clerk Position be evaluated by October 30, 2015 to determine if .6 FTE is sufficient to complete the necessary duties to assist the department in a efficient and effective financial unit, and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors, County of Pepin, authorizes the creation and filling of a .6 FTE Account Clerk Position within the Department of Human Services.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Steve Anderson and seconded by Bill Ingram to adopt Resolution 23-15 titled "Create and Fill an Account Clerk Position in the Department of Human Services". Motion carried by voice vote, with one negative vote (Gerald M. Bauer), to adopt Resolution 23-15. Resolution adopted.

**RESOLUTION NO. 24-15
ELIMINATION OF THE HUMAN SERVICES SPECIALIST POSITION IN THE
DEPARTMENT OF HUMAN SERVICES**

Whereas, the Human Services Specialist Position is currently vacant due to a resignation of Misty Berg, Dept. of Human Services employee, and

Whereas, the Human Services Specialist Position had been created by taking two different types of duties to create on position, and

Whereas, the Human Services Board and Personnel Committee have reviewed and recommended replacing the Human Services Specialist Position with two separate positions titled Social Worker and Account Clerk, and

Whereas, the Department of Human Services has sufficient funding in their current budget to fund the positions, and

Whereas, the filling of a Social Worker and a Account Clerk will eliminate the need to have a Human Services Specialist Position within the Department of Human Services, and

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors, County of Pepin hereby authorize the elimination of the .8 FTE Human Services Specialist Position within the Department of Human Services.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Bill Ingram and seconded by Steve Anderson to adopt Resolution No. 24-15 titled “Elimination of the Human Services Specialist Position in the Department of Human Services”. Motion carried by voice vote to adopt Resolution 24-15. Resolution adopted.

**RESOLUTION NO. 25-15
AUTHORIZING TEMPORARY INCREASE IN PROGRAM ASSISTANT
WORK HOURS-HUMAN SERVICES DEPARTMENT**

Whereas, the Department of Human Services has a vacant Human Services Specialist Position, and

Whereas, there is a need for Human Services Specialist duties to be filled, and

Whereas, there is not another Human Services Specialist within the department, and

Whereas, the Program Assistant has been assigned temporary duties of the Human Services Specialist, and

Whereas, the Program Assistant Position is currently 27.5 hour work week, and

Whereas, the Program Assistant Position could be increased up to a 37.5 hour work week without creating overtime, and

Whereas, the Human Service Board and the Personnel Committee have reviewed and recommended the staffing increase up to 37.5 hours per work week until the duties have been trained and reassigned, and

Now, THEREFORE, BE IT RESOLVED, that the Pepin County Board of Supervisors does hereby authorize the increase in staffing hours up to 37.5 hours per week for the Program Assistant until duties of the Human Services Specialist have been trained and reassigned

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Bill Ingram and seconded by Steve Anderson to adopt Resolution No. 25-15 titled “Authorizing Temporary Increase in Program Assistant Work Hours – Human Services Department”. Motion carried by voice vote, with one negative vote (Gerald M. Bauer), to adopt Resolution No. 25-15. Resolution adopted.

**RESOLUTION NO. 26-15
2015 BUDGET MODIFICATION – HUMAN SERVICES STAFFING**

WHEREAS the Pepin County Human Services department has had a staffing change, that resulted the current position being reevaluated, and

WHEREAS Resolution No. 22-15 authorized the Human Services Department to create and fill a social worker position and addressed new revenue sources and levy impact, and

WHEREAS Resolution No. 23-15 authorized the Human Services Department to create and fill an account clerk position, and

WHEREAS Resolution No.24-15 authorized the Human Services Department to eliminate the Human Services Specialist position, and

WHEREAS Resolution No. 25-15 authorized a temporary increase in the program assistant work hours, and

WHEREAS the staffing changes and the need for \$2,218 to fund the temporary increase in the program assistant work hours was not provided for in the 2015 original 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>Human Services Fund:</i>			
211-00-46661-000	Local Collections	\$ 92,521	30,959	\$ 123,480
211-00-43113-000	WRRWC Revenue	0	18,172	18,172
211-00-54400-000	Allocated Expense	0	(47,557)	(47,557)
211-00-54402-000	Dept of Children&Families	302,820	<u>(5,284)</u>	297,568
			\$ (52,841)	
211-00-54400-000	Allocated Expense	(47,557)	\$ 35,811	(11,746)
211-00-55407-000	Department of Health Services	719,128	63,943	783,071
211-00-54400-000	Allocated Expense	(11,746)	\$ 2,218	(9,528)

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

Motion by Bill Ingram and seconded by Steve Anderson to adopt Resolution No.26-15 titled “2015 Budget Modification – Human Services Staffing”. Roll Call Vote: Yes -10, No-1, Absent 1. Voting no was Gerald M. Bauer. Motion carried. Resolution No. 26-15 adopted.

**RESOLUTION NO. 27-15
 2015 BUDGET MODIFICATION – CORPORATION COUNSEL**

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 was originally estimated and approved by the Finance Committee up to a dollar amount of \$30,000, and

WHEREAS legal costs incurred to date are \$36,781 with \$27,318 incurred in 2015, and

WHEREAS the Pepin County Highway Committee is requesting that an additional \$30,000.00 be allocated for anticipated expenses to be incurred.

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>			
100-00-51322-219	Corporation Counsel	\$ 12,000.00	\$ 57,318.00	\$ 69,318.00
100-00-59100-390	Contingency Fund	\$ 29,523.00	(\$ 29,523.00)	\$ 0.00
100-00-49300-000	Surplus	\$ 250,000.00	\$ 27,795.00	\$ 277,795.00

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Sean Scallon and seconded by Bruce Peterson to adopt Resolution No. 27-15 titled “2015 Budget Modification – Corporation Counsel”. Roll Call Vote: Yes-11, No-0, Absent-1. Motion carried. Resolution 27-15 adopted.

ANNOUNCEMENTS

The Wisconsin Department of Natural Resources is buying land in the Town of Pepin. Pete Adler will contact the Town Chair and ask if the Town of Pepin wants the Pepin County Board to pass a resolution approving the sale.

Pete Adler announced that last week all five members of the Pepin County Housing Authority Board resigned. Adler will appoint people to fill in the unexpired terms and the County Board can vote to confirm the appointments at the June County Board meeting.

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.

FUTURE AGENDA ITEMS AND MEETING DATE

Future agenda items may include County Board pictures, County Board agenda submissions deadline, 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, June 17, 2015, at 7:00 p.m.**

ADJOURNMENT

Motion by Sean Scallon, seconded by Bruce Peterson, to adjourn the meeting. Motion carried. Meeting adjourned at 9:25 p.m.

Submitted by,

/s/ Marcia Bauer

Marcia Bauer, Pepin County Clerk

Approved by the County Board of Supervisors on June 17, 2015

/s/ Peter A. Adler, Chair

Pepin County Board of Supervisors

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES
WEDNESDAY, JUNE 17, 2015, AT 7:00 P.M.
PEPIN COUNTY GOVERNMENT CENTER, DURAND, WI**

CALL TO ORDER

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday, June 17, 2015, by Chairman Pete 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	present	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: Jim Kraft and Bill Ingram

PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE AGENDA

The agenda was approved as presented.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments on agenda items.

APPROVE MINUTES OF THE PREVIOUS MEETING – May 20th, 2015

Motion was made by Steve Anderson and seconded by Dwight Jelle to approve the minutes of the May 20th, 2015 meeting. Motion carried by voice vote.

JUDGE JAMIE DUVALL- CIRCUIT COURT JUDGE 2014 ANNUAL REPORT

Judge Duvall supplemented the Clerk of Courts annual report, distributed information and answered all questions asked by Board members.

FULL TIME DISTRICT ATTORNEY STATE BUDGET DISCUSSION/ACTION

District Attorney, Jon Seifert, discussed with the Board his opinion on whether to keep the current Pepin County District Attorney position a part-time position or change it to a full time position as is presently planned for in the State budget. A positive/negative chart on the proposal for increasing the District Attorney position from .8 FTE to full-time for Pepin County was distributed.

AUDREY LIEFFRING – CLERK OF COURTS 2014 ANNUAL REPORT

Audrey Lieffring, Clerk of Courts, presented the Clerk of Courts 2014 Annual Report. The report was accepted and the County Board thanked her and Judge Duvall for their presentations.

JACKI DRIER-RECYCLING/SOLID WASTE/ECONOMIC DEVELOPMENT & TOURISM 2014 ANNUAL REPORT

Jacki Drier presented the Recycling/Solid Waste/Economic Development & Tourism Annual Report. The report was accepted and the County Board thanked her for her presentation.

Further discussion on keeping the District Attorney part-time or making it full time was held. Motion by Sean Scallon, seconded by Steve Anderson, to prepare a resolution to be sent to the State to support keeping the District Attorney an eighty percent (80%) position. Roll Call Vote: Yes -4, No-4, Absent-2, Abstain-2. Voting yes were Randy Weiss, Sean Scallon, Dwight Jelle, Steven Anderson. Voting no were Jim Dawson, Gerald M. Bauer, Betty Bergmark, Bruce A. Peterson. Absent were Jim Kraft and

Bill Ingram. Abstaining were Dorothy Thompson and Chairman Peter Adler. A tie vote; no action will be taken.

MARY WOOD-UW EXTENSION 2014 ANNUAL REPORT

Mary Wood, University of Wisconsin Family Living Agent, presented the University of Wisconsin Extension 2014 Annual report. The County Board accepted the report and Ms. Wood was thanked.

PEPIN COUNTY STRATEGIC PLANNING SELF-ASSESSMENT SUMMARY REPORT

Mary Wood, University of Wisconsin Extension Family Living Agent, presented the Pepin County Government Self-Assessment Survey Summary Report. The survey is a step in the Pepin County Strategic Planning process.

**RESOLUTION 28-15
2015 BUDGET MODIFICATION –UNIVERSITY OF WISCONSIN EXTENSION
INNOVATIVE PROGRAMMING GRANT**

WHEREAS the Pepin County University of Wisconsin Extension has been selected in 2015 to receive funding for UW-Extension programs via the 2015 District Resource Management Innovative grant, and

WHEREAS the current year Innovative Grant in the amount of \$2,100 has been awarded for Innovative Programming called Starting Out Strong – Parenting and Co-Parenting Young Children, and

WHEREAS the 2015 Innovative Grant funding period is through December 31, 2015 and grant funds must be spent by the end of the calendar year, and

WHEREAS neither the 2015 Innovative Grant revenue nor its related expenses were provided for in the original 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>			
	<i>Revenues:</i>			
100-00-43577-000	S/A- UWEX Grant – Innovative Programming	\$ 0.00	\$ 2,100.00	\$ 2,100.00
	<i>Expenditures:</i>			
100-00-55620-577	UWEX – Innovative Programming Grant Expense	\$ 0.00	\$ 2,100.00	\$ 2,100.00

RESOLUTIONS COMMITTEE

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

Motion by Sean Scallon and seconded by Dorothy Thompson to adopt Resolution No. 28-15 titled University of Wisconsin Extension Innovative Programming Grant. Roll Call Vote: Yes -10, No-0, Absent-2. Motion carried. Resolution No. 28-15 adopted.

RESOLUTION NO. 29-15
2015 BUDGET MODIFICATION – UNIVERSITY OF WISCONSIN EXTENSION
AgSTAR GRANT

WHEREAS the Pepin County University of Wisconsin-Extension has been selected in 2015 to receive a grant from the AgStar Fund for Rural America, and

WHEREAS the current year AgSTAR Grant in the amount of \$3,000 has been awarded with “Funds to be used for: basic upgrades which include: running electrical service to the livestock arena and exhibit areas, upgrading electrical service and wiring for the well pump, pressure tank and vacuum pump in the livestock barn, ventilation fans and animal pen repairs.”, and

WHEREAS the 2015 AgSTAR Grant period is through December 31, 2015 and grant funds must be spent by the end of the calendar year, and

WHEREAS neither the 2015 AgSTAR Grant revenue nor its related expenses were provided for in the original 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>			
	<i>Revenues:</i>			
100-00-43576-000	S/A- UWEX Grant - AgStar	\$ 0.00	\$ 3,000.00	\$ 3,000.00
	<i>Expenditures:</i>			
100-00-55140-830	UWEX–Fair Improvements	\$ 0.00	\$ 3,000.00	\$ 3,000.00

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

Motion by Sean Scallon and seconded by Steve Anderson to adopt Resolution No. 29-15 titled 2015 Budget Modification – University of Wisconsin Extension AgSTAR Grant. Roll Call Vote: Yes -10, No-0, Absent-2. Motion carried. Resolution No. 29-15 adopted.

RESOLUTION 30-15
TO SUPPORT THE LAND ACQUISITION BY THE DEPARTMENT OF NATURAL
RESOURCES FOR THE TIFFANY WILDLIFE AREA IN PEPIN COUNTY

WHEREAS, the Tiffany Wildlife Area is a unique and highly valued property and contains the largest contiguous floodplain forest in the upper Midwest as well as the highest number of rare species (125) of any area of comparable size in Wisconsin; and

WHEREAS, the Wisconsin Department of Natural Resources has the option to purchase 273.57 acres of land from Potter’s Swamp Trust for the Tiffany Wildlife Area in Pepin County; and

WHEREAS, the Potter parcel offers a variety of high-quality recreational opportunities for hunting, fishing, trapping, cross-country skiing, hiking and other outdoor recreation; and

WHEREAS, the Tiffany Wildlife Area has received enthusiastic support from local, state, and national organizations, including the Nelson Rod & Gun Club, Pepin Sportsman’s Alliance, Durand Sportsmen’s Club, Lower Chippewa River Alliance, Chippewa Valley Motor Car Association, the Natural Resource Foundation of Wisconsin, and The Prairie Enthusiasts, due to its many recreational assets and ecological significance; now

THEREFORE, BE IT RESOLVED, that the Pepin County Land Conservation Committee do hereby support the purchase and acquisition of this property by the Wisconsin Department of Natural Resources; and

BE IT FURTHER RESOLVED, that the County Clerk is directed to send a copy of this resolution to Governor Walker, the Joint Finance Committee of the Wisconsin Legislature, the DNR Secretary Stepp and the legislators of Pepin County.

Respectfully Submitted,

PEPIN COUNTY LAND CONSERVATION COMMITTEE

June 8, 2015

/s/ Dwight Jelle
/s/ Bruce Peterson
/s/ Randy Weiss
/s/ Ardyce Johnson

RESOLUTION COMMITTEE

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

Motion by Bruce Peterson and seconded by Steve Anderson to adopt Resolution No. 30-15 titled Resolution to Support the Land Acquisition by the Department of Natural Resources for the Tiffany Wildlife Area in Pepin County. Motion carried by voice vote, with no negative votes, to adopt Resolution 30-15. Resolution adopted.

**RESOLUTION NO. 31-15
2015 BUDGET MODIFICATION – LOCAL EMERGENCY PLANNING COMMITTEE
(LEPC) EQUIPMENT GRANT**

WHEREAS, Pepin County’s identification card printer and software are no longer functioning and therefore needs to be replaced in order to produce identification badges, and

WHEREAS, Pepin County staff are highly recommended to wear identification badges, especially when attending conferences and meetings, and

WHEREAS, the State of Wisconsin advocates that all response personnel at the scenes of emergencies and/or disasters have an identification badge for response activities denoting an individual’s affiliation and capabilities, and

WHEREAS, the State of Wisconsin is providing Pepin County Emergency Management Department with a grant of up to \$6,000 to cover 80% of the expense associated with replacement equipment to provide identification badges, and

WHEREAS, the \$2,000 was originally budgeted for 2015 is insufficient to purchase the identification card printer, and

WHEREAS, the State of Wisconsin will provide reimbursement for the purchase that will be deposited into the S/A SARA Grant account to offset the expense of purchasing the equipment;

WHEREAS, the additional 2015 S/A SARA Grant Revenue, nor the additional expenses as described within were provided for in the original 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>			
100-00-43526-000	S/A Sara Grant	\$ 5,200	\$ 3,000	\$ 8,200
100-00-52611-814	Local Emergency Planning - Equipment	\$ 2,000	\$ 3,000	\$ 5,000

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

Motion by Steve Anderson and seconded by Bruce Peterson to adopt Resolution No. 31-15 titled 2015 Budget Modification-Local Emergency Planning Committee Equipment Grant. Roll Call Vote: Yes -10, No-0, Absent-2. Motion carried. Resolution No. 31-15 adopted.

**RESOLUTION NO. 32-15
2015 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 2015 grant amounts are different than the amounts included in the original 2015 Budget, and

WHEREAS the Health Department is continually seeking additional program resources and funding opportunities, and

WHEREAS the Health Department has been awarded additional funding for a variety of projects which support health improvement and disease prevention in Pepin County.

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>PRESENT BUDGET</u>	<u>INCREASE/ (DECREASE)</u>	<u>AMENDED BUDGET</u>
HEALTH DEPT. FUND:				
230-00-43539-000	S/A Preparedness	22,145	372	22,517
230-00-43545-000	S/A Immunization	4,353	(51)	4,302
230-00-43547-000	S/A WWWP Grant	3,772	(453)	3,319
230-00-43549-000	S/A Public Health MCH	5,880	59	5,939
230-00-43555-000	S/A Prevention	2,700	553	3,253
230-00-43560-000	S/A EBOLA	-	9,716	9,716
230-00-43561-000	S/A BRACE Grant	-	1,100	1,100
230-00-43562-000	S/A GYT	-	1,000	1,000
230-00-43563-000	S/A CHIA	-	2,200	2,200
230-00-43564-000	S/A Healthy Brain	-	2,000	2,000
	Total Revenues		16,496	
230-00-54128-000	Preparedness	22,145	372	22,517
230-00-54120-000	Immunization	4,353	(51)	4,302
230-00-54119-000	WWWP	3,772	(453)	3,319
230-00-54117-000	MCH	5,880	59	5,939
230-00-54113-000	Prevention	2,700	553	3,253
230-00-54112-000	EBOLA	-	9,716	9,716
230-00-54129-000	BRACE Grant	-	1,100	1,100
230-00-54130-000	GYT	-	1,000	1,000
230-00-54131-000	CHIA	-	2,200	2,200
230-00-54132-000	Healthy Brain	-	2,000	2,000
	Total Expenses		16,496	

RESOLUTIONS COMMITTEE

Jim Dawson, Chair

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Bruce Peterson and seconded by Steve Anderson to adopt Resolution No. 32-15 titled Health Department Grant Agreements. Roll Call Vote: Yes-10, No-0, Absent-2. Motion carried. Resolution No. 32-15 adopted.

**RESOLUTION NO. 33-15
HEALTH DEPARTMENT STAFFING**

WHEREAS, Pepin County has voted to phase out the Home Care Program effective July 1, 2015, and

WHEREAS, the Board of Health and Personnel Committee have reviewed staffing of the Health Department upon elimination of home care services.

NOW, THEREFORE, BE IT RESOLVED, that the Pepin County Board of Supervisors does hereby establish the following authorized staffing positions for the Health Department effective July 1, 2015:

Health Director	1 @ full-time
Deputy Director/PHRN	1 @ 65% time
PHRN – Community Health Nurse	1 @ full-time
PHRN – Jail Nurse	1 @ 30% time
Health Dept. Administrative Assistant	1 @ 50% time
Health Dept. Secretary	1 @ 50% time

BE IT FURTHER RESOLVED that on-call pay for the Health Department RN staff is eliminated effective July 1, 2015, and the following positions that were previously authorized for the Health Department are eliminated effective July 1, 2015:

- Home Health Aides
- Supportive Home Care Workers
- Personnel Care Workers
- Home Care Coordinator
- Full-time Home Care RN
- Public Health part-time RN

BE IT FURTHER RESOLVED that the Health Department Administrative Assistant and Secretary are authorized to work part-time in other offices that currently have funds budgeted for fill-in/part-time help (due to the retirement of the previous part-time worker) to maintain their full-time status, providing sufficient hours and funds are available to maintain their full-time status. The work in other departments will be at the pay scale of the position they are filling in for, and fringe benefits will be prorated to departments based on actual work hours in that department.

RESOLUTIONS COMMITTEE

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

Motion by Randy Weiss and seconded by Dorothy Thompson to adopt Resolution No. 33-15 titled Health Department Staffing. Motion carried by voice vote, with no negative votes, to adopt Resolution No. 33-15. Resolution adopted.

**RESOLUTION NO. 34-15
2015 BUDGET MODIFICATION – ACCOUNTING SERVICES**

WHEREAS the Finance/Property Committee has recommended an increase in the amount of services included in the Engagement Letter from Wipfli for the independent audit services for the year ending December 31, 2014, and

WHEREAS it is common in most counties for an audit firm to also prepare the Financial Statements and Federal and State Single Audit Reports due to the highly technical nature of these reports, and

WHEREAS due to the involvement in projects coordinated by the Finance Director, the related workload and current staffing constraints, it will be essential to contract for the additional assistance at a cost of \$6,750 to achieve completion of the named reports by the reporting deadlines to ensure avoiding any negative impact on funding received by the county, and

WHEREAS the original engagement agreement with Wipfli included a 1.7% or \$400 increase and the additional cost of services was not provided for in the original 2015 Budget, and

WHEREAS a portion of the cost of the audit and accounting engagement is allocated to the Human Services Department due to their funding sources requirements for the reports, and

WHEREAS the additional expense for the cost increase and additional services needed was not provided for in the Finance Department Accounting & Auditing 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>				
100-00-51511-220	Auditing & Accounting	\$ 16,030	\$ 5,005	\$ 21,035
100-00-59200-390	Transfer to Other Funds	0	2,145	2,145
100-00-59100-390	Contingency Fund	15,000	(7,150)	7,850
<i>Human Services Fund:</i>				
211-00-49200-390	Transfers from Other Funds	0	2,145	2,145
211-00-54400-430	Allocated Exp	(9,528)	2,145	(7,383)

RESOLUTIONS COMMITTEE

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

Motion by Steve Anderson and seconded by Jim Dawson, to adopt Resolution No. 34-15 titled 2015 Budget Modification – Accounting Services. Roll Call Vote: Yes-10, No-0, Absent-2. Motion carried. Resolution No. 34-15 adopted.

APPOINTMENTS

Pepin County Housing Authority:

Vicky Asher *(to complete the term to expire June 30, 2015 and for a new five-year term to expire June 30, 2020)*

Katherine Hall *(to complete the term to expire June 30, 2019)*

Larry Krcmar *(to complete the term to expire June 30, 2018)*

Gene Kirchner *(to complete the term to expire June 30, 2017)*

ANNOUNCEMENTS

The electronic recycling event will take place at the Pepin High School in Pepin on July 11, 2015.

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.

FUTURE AGENDA ITEMS AND MEETING DATE

The next County Board meeting will be held **Wednesday, July 15, 2015, at 7:00 p.m.**

ADJOURNMENT

Motion by Sean Scallon, seconded by Bruce Peterson, to adjourn the meeting. Motion carried. Meeting adjourned at 9:45 p.m.

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

/s/ Marcia Bauer

Submitted by Marcia Bauer, Pepin County Clerk

Approved by the County Board of Supervisors on July 15, 2015

/s/ Pete Adler, Chair

Pepin County Board of Supervisors

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES
WEDNESDAY, JULY 15, 2015, AT 7:00 P.M.
PEPIN COUNTY GOVERNMENT CENTER, DURAND, WI**

CALL TO ORDER

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday, July 15, 2015, by Chairman Pete 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
District # 3	James Kraft	present	District # 9	Dwight Jelle	present
District # 4	Peter Adler	present	District # 10	Bruce A. Peterson	absent
District # 5	Gerald M. Bauer	present	District # 11	Dorothy Thompson	present
District # 6	Betty J. Bergmark	present	District # 12	Steven L. Anderson	absent

Eight members present and four members absent. Absent were: Steve Anderson, Jim Dawson, Bruce Peterson and Sean Scallon.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE AGENDA

Jim Kraft made a motion to move the agenda item addressing the resolution Authorizing \$120, 000.00 Security Financial Bank Loan to come after the resolution for the Community Development Block Grant Funds. Dorothy Thompson seconded and the motion carried by voice vote with no negative votes.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments on agenda items.

APPROVE MINUTES OF THE PREVIOUS MEETING – June 17, 2015

Motion was made by Dwight Jelle and seconded by Dorothy Thompson to approve the minutes of the June 17, 2015 meeting. Motion carried by voice vote with no negative votes.

PEPIN COUNTY STRATEGIC PLANNING UPDATE

Updated information on the Pepin County Strategic Plan will be presented at a future County Board meeting.

COUNTY CLERK 2014 ANNUAL REPORT

Marcia Bauer, Pepin County Clerk presented the Annual Report for the County Clerk's Office. The report was accepted and the County Board thanked her for her presentation.

RESOLUTION NO. 35-15

**2015 BUDGET MODIFICATION-PEPIN COUNTY SHERIFF'S OFFICE TRAFFIC SAFETY
MOBILIZATION GRANT**

WHEREAS the Pepin County Sheriff's Office has been selected in 2015 to receive funding for the 2015 Traffic Safety Mobilization Grant, and

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

WHEREAS the 2015 Mobilization Grant funding period is through July 31, 2015 and grant funds must be spent by the end of the calendar year, and

WHEREAS the 2015 Mobilization Grant money will be used for traffic safety lights, siren, and installation of items in the Sheriff’s squad, and

WHEREAS neither the 2015 Mobilization Grant revenue nor its related expenses were provided for in the original 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>			
	<i>Revenues:</i>			
100-00-43527-000	S/A- Sheriff Office Grants	\$ 40,000.00	\$ 4,000.00	\$ 44,000.00
	<i>Expenditures:</i>			
100-00-55120-352	Sheriff – Car Expense	\$ 1,400.00	\$ 4,000.00	\$ 5,400.00

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

Motion by Bill Ingram and seconded by Jim Kraft to bring Resolution No. 35-15 titled 2015 Budget Modification – Mobilization Grant to the floor. Roll Call Vote: Yes-8, No-0, Absent-4. Motion carried. Resolution No. 35-15 adopted.

**RESOLUTION NO. 36-15
AUTHORIZING TEMPORARY ASSISTANCE FOR THE ELDERLY BENEFIT
SPECIALIST FOR MEDICARE PART D-HUMAN SERVICES DEPARTMENT**

WHEREAS, the Elderly Benefit Specialist is required to assist Pepin County citizens with Medicare Part D, and

WHEREAS, there is a need for assistance with the duties related to Medicare Part D enrollments, and

WHEREAS, there is only one Elderly Benefit Specialist within the Department, and

WHEREAS, in 2014 the Elderly Benefit Specialist accrued Compensation Time during the Medicare Part D enrollment period in order to meet the needs of Pepin County citizens, and

WHEREAS, the Pepin County Floating Secretary is interested in assisting with Medicare Part D enrollment duties, and

WHEREAS, the Pepin County Floating Secretary has the availability in her work week for these additional duties, and

WHEREAS, the Pepin County Human Services 2015 Budget has revenue within the budget for salary and benefit expenses and will not need a budget modification or additional revenues to fund the Pepin County Floating Secretary salary and benefits, and

WHEREAS, the Human Service Board and the Personnel Committee have reviewed and recommended that up to \$5062.00 State Health Insurance Assistance Program (SHIP) grant be used to authorize the Elderly Benefit Specialist to utilize the Pepin County Floating Secretary for assistance with Medicare Part D duties,

NOW THEREFORE, BE IT RESOLVED, that the Pepin County Board of Supervisors does hereby authorize using up to \$5062.00 for the Pepin County Floating secretary to assist with the Medicare Part D duties in 2015.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Bill Ingram and seconded by Dorothy Thompson to bring Resolution No. 36-15 titled Authorizing Temporary Assistance for the Elderly Benefit Specialist for Medicare Part D – Human Services Department to the floor. Motion carried by voice vote with no negative votes. Resolution No. 36-15 adopted.

**RESOLUTION NO. 37-15
PEPIN COUNTY SUPPORT STAFF JOB CLASSIFICATIONS AND WAGES AND
2015 BUDGET MODIFICATION**

WHEREAS, the Personnel Committee, at their December 2014 meeting, requested that the Department Directors form a Job Description Workgroup to categorize support staff positions based on specific job duties and requirements, and

WHEREAS, the group has analyzed job duties for the Pepin County support staff positions listed below, and

WHEREAS, the final recommended position classifications have been reviewed and approved by the Personnel Committee, and

WHEREAS the additional expense for the cost impact of the changes recommended was not provided for in the 2015 Budget.

NOW, THEREFORE BE IT RESOLVED, that the Pepin County Board of Supervisors approve the recommendations of the Job Description Working Group and the Personnel Committee and approve the classifications of positions as follows:

<u>New Classification</u>	<u>Current Wage Scale</u>	<u>Current Job Title</u>
Program Assistant	11.95-17.52	HS Program Assistant – Transportation HS Program Assistant *Nursing Secretary Health Dept. (update pending) *Human Services Office Manager (update pending)
Administrative Specialist	13.33-18.14	Conservation Program Specialist **UWEX Program Assistant **Sheriff’s Dept. Program Assistant **Sheriff’s Dept. Admin. Assist. (updated job description)
Administrative Manager		None
Accounting Clerk	13.33-18.14	Human Services Account Clerk Highway Accounting Clerk
Accounting Specialist	17.14-23.32	Administrative Assistant- Finance/Personnel Administrative Assistant – Health Dept. Administrative Assistant – Highway Dept. Fiscal Manager – Human Services Dept.
Accounting Manager		None

*Freeze in current wage until pay scale catches up to employee or updates are completed and classification reassessed
 **Pay Change for current employee

BE IT FURTHER RESOLVED, that the wage adjustments for the two positions that were categorized into the Administrative Specialist classification (former Program Assistant classifications) be approved to be effective July 5, 2015, 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>			
100-00-55620-000	UWEX	\$ 146,045.00	\$ 1,716.00	\$ 147,861.00
100-00-52120-000	Sheriff	\$ 1,716,180.00	\$ 688.00	\$ 1,716,868.00
100-00-59100-390	Contingency Fund	\$ 7,850.00	(\$ 2,404.00)	\$ 5,446.00

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

Motion by Bill Ingram and seconded by Randy Weiss to bring Resolution No. 37-15 titled Pepin County Support Staff Job Classifications and Wages and 2015 Budget Modifications to the floor. Roll Call Vote: Yes-8, No-0, Absent-4. Resolution 37-15 adopted.

RESOLUTION NO. 38-15
RESOLUTION AUTHORIZING SUBMISSION OF THE APPLICATION FOR
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS ON BEHALF OF THE WEST
CENTRAL WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT HOUSING
REGION

WHEREAS, Federal monies are available under the Wisconsin Community Development Block Grant (CDBG) Housing Program, administered by the State of Wisconsin, Department of Administration, Division of Housing, for the purpose of housing activities; and

WHEREAS, Pepin County is one of ten counties that are part of the West Central Wisconsin Community Block Grant Housing Region; and

WHEREAS, Chippewa County is designated as the lead agency for the West Central Wisconsin Community Block Grant Housing Region; and

WHEREAS, it is necessary for all ten counties to approve the filing of an application for the West Central Wisconsin CDBG Housing Region to receive funds for the owner occupied rehabilitation assistance and homebuyer assistance program; and

WHEREAS, the Pepin County Board has reviewed the need for the proposed projects and the benefits to be gained therefrom;

NOW, THEREFORE, BE IT RESOLVED, that the Pepin County Board approves the filing of an application for the owner occupied rehabilitation assistance and homebuyer assistance program; and

BE IT FURTHER RESOLVED, that the Pepin County Board approves Chippewa County, Chippewa County Housing Authority, to take necessary steps to prepare and file the appropriate application for funds under this program in accordance with this resolution.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Dorothy Thompson and seconded by Betty Bergmark to bring Resolution No. 38-15 titled Resolution Authorizing Submission of the Application for Community Development Block Grant Funds on Behalf of the West Central Wisconsin Community Development Block Grant Housing Region to the floor. Motion carried by voice vote with no negative votes. Resolution No. 38-15 adopted.

RESOLUTION NO. A 39-15 - RESOLUTION AUTHORIZING \$120,000.00 SECURITY FINANCIAL BANK LOAN FOR THE PURPOSES OF FINANCING THE COUNTY SHERIFF'S DEPARTMENT SOFTWARE REPLACEMENT.

Motion by Jim Kraft and seconded by Randy Weiss to bring Resolution No. 39-15 titled Authorizing \$120,000.00 Security Financial Bank Loan for the Purposes of Financing the County Sheriff's Department Software Replacement to the floor. This resolution was discussed but no action was taken. A resolution authorizing a loan to be taken needs three fourths of the board members present to vote on this type of resolution. This loan request will again be presented at the August County Board meeting.

APPOINTMENTS

Pepin County Housing Authority:

Charles Weber (*to complete the term to expire June 30, 2016*)

County Board of Adjustments:

Larry Dekan (*for a three year term to expire June 30, 2018*)

Dennis Prissel (*for a three year term to expire June 30, 2018*)

ANNOUNCEMENTS

There will be a Wisconsin Counties Association Annual Conference in La Crosse on September 20-22, 2015. All County Board members are invited to attend.

A thank you card from Pamela DeWitt was read, thanking the County Board for their gift in remembrance of her Mother.

COMMITTEE REPORTS

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

PUBLIC COMMENTS ON ISSUES OTHER THAN AGENDA ITEMS

There were no public comments.

FUTURE AGENDA ITEMS AND MEETING DATE

Future agenda items include 2016 Budget, Loan for Sheriff's Department and Employee Health Insurance.

The next County Board meeting will be held **Wednesday, August 19, 2015, at 7:00 p.m.**

ADJOURNMENT

Motion by Dorothy Thompson, seconded by Jim Kraft, to adjourn the meeting. Motion carried. Meeting adjourned at 8:25 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 August 19, 2015

/s/ Peter A. Adler, Chair

Pepin County Board of Supervisors

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES
WEDNESDAY, AUGUST 19, 2015, AT 7:00 P.M.
PEPIN COUNTY GOVERNMENT CENTER, DURAND, WI**

CALL TO ORDER

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday, August 19, 2015, by Chairman Pete 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
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.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE AGENDA

The wording of the agenda item listed as “Resolution – Security Financial Bank Loan for Sheriff Department Operations” should have read “Resolution - Authorizing \$120, 000.00 Security Financial Bank Loan. The agenda was approved with this minor change.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments on agenda items.

APPROVE MINUTES OF THE PREVIOUS MEETING – July 15, 2015

Motion was made by Supervisor Ingram and seconded by Supervisor Thompson to approve the minutes of the July 15, 2015 meeting. Motion carried by voice vote with no negative votes.

PEPIN COUNTY STRATEGIC PLANNING UPDATE

Mary Wood, Pepin County Family Living Agent, reviewed the recent Self Assessment Survey results. The County Board members were given a Self Assessment Survey Themes questionnaire to complete and hand back to her at a later date. The County Board decided that a separate meeting was needed to discuss Strategic Planning. This meeting was set for September 9th at 6:00 p.m.

2014 ANNUAL REPORT – SHERIFF’S DEPARTMENT

Greg Balow, Pepin County Chief Deputy Sheriff, presented the Sheriff’s Department 2014 Annual Report. Chairman Adler thanked Chief Deputy Balow for the report.

RESOLUTION NO. 39-15
AUTHORIZING \$120,000 SECURITY FINANCIAL BANK LOAN

WHEREAS Pepin County, Wisconsin (“County”) is presently in need of funds up to a maximum aggregate amount of one hundred and twenty thousand dollars (\$120,000) for the purposes of financing the County Sheriff’s Department software replacement which supports primarily the Computer Aided Dispatch System (CAD), Records Management System (RMS), Jail Management System (JMS), Mobile Computer System (MCS) and for no other purpose, and

WHEREAS the County Board of Supervisors deems it necessary and in the best interest of the County that, pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, the sum of up to one hundred and twenty thousand dollars (\$120,000) be borrowed for such purposes from time to time upon the terms and conditions hereinafter set forth.

NOW, THEREFORE BE IT RESOLVED, that for the purposes hereinabove set forth the County, by its Chairperson of the County Board and County Clerk, pursuant to Section 67.12(12), Wisconsin Statutes, borrow from Security Financial Bank, Durand, Wisconsin (“Lender”), from time to time, in one or more advances, a maximum aggregate amount of \$120,000 or if less, the aggregate principal amount of all advances as may be required to meet the above-stated purposes.

BE IT FURTHER RESOLVED that each such advance be requested in writing by the County Clerk or County Finance Director which request may be conclusively relied upon by the lender.

BE IT FURTHER RESOLVED that there shall be raised and there is levied upon all taxable property within the County, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

BE IT FURTHER RESOLVED that to evidence such indebtedness, said Chairperson of the County Board and County Clerk shall make, execute and deliver to the Lender for and on behalf of the County the promissory note of the County to be dated August 21, 2015 in said principal amount with interest at the rate of three percent (3.0%) per annum and payable as follows:

In 2016, a payment of interest only due on amounts as advanced for the period prior to first equal quarterly payment due date, and

In 2016, 2017, 2018, 2019 and 2020 equal quarterly payments of principal and interest.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Pamela DeWitt, Pepin County Finance Director, presented information pertaining to this resolution. Supervisor Kraft made a motion to adopt Resolution No. 39-15 titled Authorizing \$120,000.00 Security Financial Bank Loan, seconded by Supervisor Anderson. Roll Call Vote: Yes-11, No-0, Absent-1. Motion carried. Resolution No. 39-15 adopted.

2014 ANNUAL REPORT – HIGHWAY DEPARTMENT

John Hanz, Pepin County Highway Commissioner, presented the Pepin County Highway Department 2014 Annual Report. Chairman Adler thanked Commissioner Hanz for the report.

RESOLUTION NO. 40-15
2015 BUDGET MODIFICATION – CORPORATION COUNSEL

WHEREAS the Pepin County Highway Committee had an Agreement which was in dispute 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 the Agreement also called for any legal fees necessary to defend the Agreement would be recouped by Pepin County, and

WHEREAS a settlement has been reached where legal fees necessary to defend the Agreement will be recouped by Pepin County, and

WHEREAS the additional funds approved in RESOLUTION NO. 27-15 - 2015 BUDGET MODIFICATION – CORPORATION COUNSEL for anticipated legal expenses to be incurred will no longer be needed.

NOW THEREFORE BE IT RESOLVED that the Pepin County Board of Supervisors reverses RESOLUTION NO. 27-15 - 2015 BUDGET MODIFICATION – CORPORATION COUNSEL and 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>			
100-00-51322-219	Corporation Counsel	\$ 69,318	\$ (57,318)	\$ 12,000
100-00-59100-390	Contingency Fund	\$ 5,446	\$ 14,523	\$ 19,969
100-00-49300-000	Surplus	\$ 292,795	\$ (42,795)	\$ 250,000

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Supervisor Dawson and seconded by Supervisor Anderson to adopt Resolution No. 40-15 titled 2015 Budget Modification – Corporation Counsel. Roll Call Vote: Yes-11, No-0, Absent-1. Motion carried. Resolution No. 40-15 adopted. Attorney William Mavity was present and updated the Board with what was happening with the Bechel Haul Route. Attorney Mavity was thanked for the great job he did concerning the settlement reached with Greg Bechel Trucking and Excavating LLC.

2014 ANNUAL REPORT – HEALTH DEPARTMENT

Heidi Stewart, Pepin County Health Department Director, presented the 2014 Annual Report for the Pepin County Health Department. Chairman Adler thanked Director Stewart for her report.

RESOLUTION NO. 41-15
PEPIN COUNTY AS A DEMENTIA FRIENDLY BUSINESS

TO THE HONORABLE PEPIN COUNTY BOARD OF SUPERVISORS:

WHEREAS, As the population in the United States ages, the number of individuals with Alzheimer's Disease and other dementias is expected to increase as well. Current estimates predict those with dementia will double by 2030 and triple by 2050. The number of people whose lives are altered by dementia, combined with the social, economic and health care issues faced by families and communities, supports the importance of considering dementia a public health priority;

WHEREAS, Dementia can affect anyone regardless of age, culture, gender, income status and education and a diagnosis of dementia doesn't mean a person has lost their dignity, nor should it mean that they give up those daily routines or practices that make their life fulfilling;

WHEREAS, A dementia-friendly community is a place where individuals with dementia are able to live good lives, have the ability to live as independently as possible, continue to be part of their community, are met with understanding and are given support where necessary;

WHEREAS, Dementia-friendly communities build infrastructure to support and take responsibility for enlarging the beneficial effect of services for individuals with dementia and their caregivers;

WHEREAS, The Wisconsin Healthy Brain Initiative has provided a Dementia Friendly Toolkit and other resources to assist communities and businesses in leading the campaign to build dementia-friendly communities;

WHEREAS, the Pepin County Health Department has secured funding to support this effort locally, along with the assistance of the Pepin County Aging Program as well as the Aging and Disability Resource Center of Buffalo, Clark and Pepin Counties;

THEREFORE BE IT RESOLVED that the Pepin County Board of Supervisors supports the Pepin County Government Center offices and employees in becoming a dementia-friendly business.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Heidi Stewart, Pepin County Health Department Director, addressed Pepin County being a Dementia Friendly Business and talked to the Resolution. Motion by Supervisor Ingram and seconded by Supervisor Peterson to adopt Resolution No. 41-15 titled Pepin County as a Dementia Friendly Business. Motion carried by voice vote with no negative votes. Resolution No. 41-15 adopted.

RESOLUTION NO. 42-15

2015 BUDGET MODIFICATION- HOME CARE PHASE OUT ADJUSTMENTS

WHEREAS, the Pepin County Board of Supervisors approved the 2015 Health Department Budget based on an entire year of Home Health programming and its associated revenues and expenses, and

WHEREAS, in December 2014 the Pepin County Board of Supervisors approved Resolution #39-14 to direct the Board of Health to phase out the Home Care Program with a completion date of July 1, 2015, and

WHEREAS, the Pepin County Board of Health has completed the Home Care Program phase out as directed, and

WHEREAS, an amount of expenses that were allocated to Home Health will remain in the Health Department as Public Health expense, and

WHEREAS, the Home Care Program phase out was not reflected in the original 2015 Health Department Budget, and

NOW THEREFORE BE IT RESOLVED that the 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>
Health Fund:				
Revenues:				
230-00-43241-000	Veteran’s Admin – HH	\$ 4,000	\$ 3,500	\$ 7,500
230-00-43550-000	Medicaid Home Health	\$ 120,000	(\$ 104,500)	\$ 15,500
230-00-43551-000	S/A Medicare HH	\$ 60,000	(\$ 60,000)	\$ 0
230-00-46510-000	Local Collections HH	\$ 55,000	<u>(\$ 46,425)</u>	\$ 8,575
			(\$ 207,425)	
Expenditures:				
230-00-54108-000	Home Health	\$ 433,808	(\$ 317,564)	\$ 116,244
230-00-54109-000	Public Health	\$ 211,115	\$ 44,101	\$ 228,269
230-00-59200-000	Transfers To Other Funds	\$ 0	<u>\$ 66,038</u>	\$ 66,038
			(\$ 207,425)	
General Fund:				
Revenues:				
100-00-49200-000	Transfer From Other Funds	\$ 3,369	\$ 66,038	\$ 69,407
Expenditures:				
100-00-59100-390	Contingency Fund	\$ 5,613	\$ 66,038	\$ 71,651

RESOLUTIONS COMMITTEE

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

Heidi Stewart, Pepin County Health Department Director and Pamela DeWitt, Pepin County Finance Director addressed this resolution. Motion by Supervisor Ingram and seconded by Supervisor Anderson to adopt Resolution No. 42-15 titled 2015 Budget Modification – Home Health Care Phase Out Adjustments.

Roll Call Vote: Yes-11, No-0, Absent-1. Motion carried. Resolution No. 42-15 adopted.

RESOLUTION NO. 43-15
UPDATING ADMINISTRATIVE COORDINATOR POSITION

WHEREAS, Resolution 45-96 designated the County Controller as Pepin County's Administrative Coordinator per their authority in Section 1.10 (5) of the Pepin County Code of Ordinances, and

WHEREAS, the County Controller title has changed to Pepin County Finance Director, and

WHEREAS, the assigned duties for the Administrative Coordinator's position have been reviewed and detailed per the attached job description, and

WHEREAS, the Finance and Personnel Committees have recommended assigning the Administrative Coordinator position at .6 FTE, with the position remaining in the Finance Director's job description.

NOW, THEREFORE BE IT RESOLVED, that the Pepin County Board of Supervisors recognize the title change and continues the designation of the Finance Director as Pepin County's Administrative Coordinator at .6 FTE, with duties outlined in Administrative Coordinator job description, as attached.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Pamela DeWitt, Pepin County Finance Director, addressed this resolution. Motion by Supervisor Kraft and seconded by Supervisor Dawson to adopt Resolution No. 43-15 titled Updating Administrative Coordinator Position. Motion carried by voice vote with two negative votes and one abstaining. Voting no were Supervisor Jelle and Supervisor Anderson. Supervisor Peterson abstained. Resolution No. 43-15 adopted.

RESOLUTION NO. 44-15
ESTABLISHING .6 FTE FINANCE DEPARTMENT ACCOUNT CLERK POSITION AND
2015 BUDGET MODIFICATION

WHEREAS, the Finance and Personnel Committees have recommended establishing the Administrative Coordinator position at .6 FTE, and the position remains in the Finance Director's job description, and

WHEREAS, there is a need of a .6 FTE Account Clerk to back-fill for financial duties to be able to allocate time to Administrative Coordinator duties.

NOW, THEREFORE BE IT RESOLVED, that the Pepin County Board of Supervisors authorize establishing a .6 FTE Finance Department Account Clerk, 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>			
100-00-51510-000	Finance	\$ 148,311.00	\$ 14,356.00	\$ 162,667.00
100-00-59100-390	Contingency Fund	\$ 19,969.00	(\$ 14,356.00)	\$ 5,613.00

BE IT FURTHER RESOLVED that this resolution becomes effective upon adoption.

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

Pamela DeWitt, Pepin County Finance Director, addressed this resolution. Motion by Supervisor Ingram and seconded by Supervisor Thompson to adopt Resolution No. 44-15 titled Establishing .6 FTE Finance Department Account Clerk Position and 2015 Budget Modification. Roll Call Vote: Yes-10, No-1, Absent-1. Voting no was Steve Anderson. Motion carried. Resolution No. 44-15 adopted.

**RESOLUTION NO. 45-15
 FILLING PERSONNEL DIRECTOR POSITION WITH
 PERSONNEL/PAYROLL/BENEFITS MANAGER
 AND ESTABLISHING WAGE SCALE**

WHEREAS, the Personnel Director will be retiring at the end of 2015, and

WHEREAS, many administrative duties of the Personnel Director position are being transferred to the Administrative Coordinator, and

WHEREAS, it is the recommendation of the Personnel Committee that the Personnel Director position be filled as Personnel/Payroll/Benefits Manager (job description attached) at the following pay scale:

	<u>Start</u>	<u>6 month</u>	<u>1 year</u>	<u>18 month</u>	<u>2 year</u>	<u>4 year</u>	<u>6 year</u>
Hourly	19.38	20.40	21.47	22.60	23.79	25.04	26.36

NOW, THEREFORE BE IT RESOLVED that the Pepin County Board of Supervisors hereby approves filling the Personnel Director position as Personnel/Payroll/Benefits Manager at the pay scale established above.

BE IT FURTHER RESOLVED that the position be advertised and filled with a starting date of November 1, 2015, to provide for a transition/training period, with the required budget modification to fund the 2015 hours to be acted on at a future meeting.

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

Motion by Supervisor Thompson and seconded by Supervisor Bergmark to adopt Resolution No. 45-15 titled Filling Personnel Director Position with Personnel/Payroll/Benefits Manager and Establishing Wage Scale. Motion carried by voice vote with no negative votes. Resolution No. 45-15 adopted.

**RESOLUTION NO. 46-15
AMENDMENT NO. 11 TO
PEPIN COUNTY EMPLOYEE HANDBOOK**

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

3.1.2 OVERTIME AND COMPENSATORY TIME

1. Authorized hours for professional, executive and administrative personnel as defined by the FLSA, excluding full-time department heads, in excess of their respective hourly and weekly schedules shall be considered compensatory time and earned on a straight time basis. Full-time department heads shall be salaried employees, and do not earn compensatory time. Remaining employees shall earn compensatory time at the rate of time and 1/2 for all hours authorized by the department head worked in excess of 40 per week. All paid benefit time (vacation, holiday, sick, compensatory time, etc.) will not be considered as hours worked for purposes of determining overtime hours and pay. Authorized hours worked in excess of 37.5 but less than 40 per week, shall be earned on a straight time basis. Compensatory time off shall be taken prior to the last working day of employment, or will be paid on the last paycheck.

2. Full-time department heads shall be salaried employees, and do not earn compensatory time. Timesheets for full-time salaried department heads shall be completed showing actual hours worked or use of vacation, sick leave, or holiday hours. **Time sheets should total the expected number of hours worked in a two-week pay period. On occasion, when there have been sufficient hours worked, a work day may be left with no hours.**

3.2.8 PERSONNEL RECORDS AND PAYMENT OF WAGES

1. RECORDS AND REPORTING.

(a) All department heads shall submit biweekly time sheets for each employee in their department in conformance with standards established by the Personnel/Payroll Supervisor. **Nutrition Meal Site Managers and drivers** Employees of the Human Services Department working less than 1,000 hours annually (1,200 hours annually for employees hired after 7/1/11) shall submit time sheets on a monthly basis, per Human Services Department policy.

2. PAYMENT OF WAGES.

(b) Pay Period and Pay Day. County employees shall be paid biweekly on Friday with one week in arrears. **Nutrition Meal Site Managers and drivers** Employees of the Human Services Department working less than 1,000 hours annually (1,200 hours annually for employees hired after 7/1/11) shall be paid monthly, per Human Services Department policy. This payment shall be on the second payroll of each month.

Section 3.2.13 EMPLOYEE MEMBERSHIPS OR SERVING AS OFFICERS ON OUTSIDE JOB RELATED ORGANIZATIONS

Employees requesting memberships or serving as officers on outside work-related group or organizations must obtain approval of their department head, the department's oversight committee, and the Personnel Committee prior to accepting membership or office, regardless of funding source.

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, Chair

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Supervisor Ingram and seconded by Supervisor Dawson to adopt Resolution 46-15 titled Amendment #11 to Pepin County Employee Handbook. Motion by Supervisor Anderson to amend Resolution 46-15 Section 3.2.13 to include the words “during work hours” right after “organizations” seconded by Supervisor Peterson. Motion carried to amend Resolution No. 46-15 by voice vote with one negative vote. Voting no was Supervisor Bauer. Chairman Adler restated the original motion adding “with the amendments” and called for a vote. Motion carried by voice vote with two negative votes. Voting no were Supervisor Bauer and Supervisor Kraft. Resolution No. 46-15 adopted.

2016 BUDGET GOALS

Pamela DeWitt, Pepin County Finance Director, presented information on property tax levy limits, mill rates and debt as relating to the 2016 County Budget. She asked the Board for their goals for the 2016 Budget.

ANNOUNCEMENTS

2015 Wisconsin Counties Association resolutions are in the County Clerk’s Office.

The Wisconsin Counties Association magazine contains a segment titled Call to Order which goes over rules and procedures for running meetings.

COMMITTEE REPORTS

The Law Enforcement Committee report was given.

PUBLIC COMMENTS ON ISSUES OTHER THAN AGENDA ITEMS

There were no public comments.

FUTURE AGENDA ITEMS AND MEETING DATE

A Special County Board meeting on Strategic Planning will be held on **September 9th, 2015, at 6:00 p.m.**

The regular monthly County Board meeting will be held **Wednesday, September 16, 2015, at 7:00 p.m.**

ADJOURNMENT

Motion by Supervisor Anderson, seconded by Supervisor Peterson, to adjourn the meeting. Motion carried. Meeting adjourned at 10:52 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 September 9, 2015

/s/ Peter A. Adler, Chair

Pepin County Board of Supervisors

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES
WEDNESDAY, SEPTEMBER 9, 2015, AT 6:00 P.M.
PEPIN COUNTY GOVERNMENT CENTER, DURAND, WI**

CALL TO ORDER

The Pepin County Board of Supervisors meeting was called to order at 6:03p.m. on Wednesday, September 9, 2015, by Chairman Pete 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	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	absent
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 was: Randy Weiss and Bruce Peterson.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE AGENDA

The agenda was approved.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments on agenda items.

APPROVE MINUTES OF THE PREVIOUS MEETING – August 19th, 2015

Motion was made by Supervisor Ingram and seconded by Supervisor Anderson to approve the minutes of the August 19, 2015 meeting. Motion carried by voice vote with no negative votes.

PROCESS THE PEPIN COUNTY STRATEGIC PLANNING SELF-ASSESSMENT SUMMARY RESULTS

The Board discussed the results of Strategic Planning Survey covering the topics of planning, transparency, trust building/positive culture, administrative structure, County Board effectiveness and public awareness.

ANNOUNCEMENTS

The County Board meeting scheduled for September 16, 2015, is cancelled.

PUBLIC COMMENTS ON ISSUES OTHER THAN AGENDA ITEMS

There were no public comments.

FUTURE AGENDA ITEMS AND MEETING DATE

The regular monthly County Board meeting will be held **Wednesday, October 21, 2015**.

ADJOURNMENT

Motion by Supervisor Jelle, seconded by Supervisor Scallon, to adjourn the meeting. Motion carried. Meeting adjourned at 8:45 p.m.

Submitted by,

/s/ Marcia Bauer

Marcia Bauer, Pepin County Clerk

Approved by the County Board of Supervisors on October 21, 2015

/s/ Peter A. Adler, Chair

Pepin County Board of Supervisors

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES
WEDNESDAY, OCTOBER 21, 2015, AT 7:00 P.M.
PEPIN COUNTY GOVERNMENT CENTER, DURAND, WI**

CALL TO ORDER

The Pepin County Board of Supervisors meeting was called to order at 7:02 p.m. on Wednesday, October 21, 2015, by Chairman Pete 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	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	Dorothy Thompson	present
District # 6	Betty J. Bergmark	present	District # 12	Steven L. Anderson	present

All twelve members were present.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE AGENDA

Item 22, Resolution Creating a Non-Lapsing Fund for the Pepin County Visitor's Guide, was moved to follow item 9, Amendment 107 to Ordinance 179, as the same person is addressing both items. Item 14, Resolution- 2015 Budget- Modification Health Department Community Engagement non-Lapsing Fund and Item 15, Resolution-Health Department Program Assistant Position, will not be presented. The agenda was approved with the changes.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments on agenda items.

APPROVE MINUTES OF THE PREVIOUS MEETING – *September 9th, 2015*

Motion was made by Supervisor Thompson and seconded by Supervisor Anderson to approve the minutes of the September 9, 2015 meeting. Motion carried by voice vote with no negative votes.

COUNTY BOARD MEMBERS ATTENDANCE AT COUNTY BOARD COMMITTEE MEETINGS

Members were reminded to notify the Committee Chairman or a Department Head if they are going to be absent from a committee meeting as soon as possible so the meeting can be rescheduled if the quorum requirements are not met.

AMENDMENT NO. 106 TO ORDINANCE NO. 179
CHAPTER 15
SANITARY ORDINANCE

15.01 TITLE, AUTHORITY, AND EFFECTIVE DATE

(1) **TITLE**

This ordinance shall be known as, referred to and cited as the "Pepin County Sanitary Ordinance."

(2) **AUTHORITY**

This ordinance is enacted by the County Board under the authority granted in Wis. Stats. §§ 59.70(1), 59.70(5), 145.04, 145.19, 145.20, 145.245.

(3) **REPEAL AND EFFECTIVE DATE**

After public hearing, adoption by the County Board and publishing or posting as required by law, this ordinance shall be effective. The existing sanitary provisions for the County shall be repealed effective on the date of the enactment of this ordinance.

15.02 PURPOSE

The purpose of this ordinance is to promote the health, safety, prosperity, aesthetics and general welfare of the people and communities within the County. The general intent of this ordinance is to regulate the location, design, installation, alteration, construction, inspection, and management of all private water supply and private onsite wastewater treatment systems and non-plumbing sanitation systems, and to assure the timely repair and or replacement of failing private onsite wastewater treatment systems so as to protect the environment and the health of Pepin County residents and visitors.

15.03 INTERPRETATION

(1) **ABROGATION**

It is not intended by this ordinance to repeal, annul, impair, or interfere with any existing easements, covenants, deed restrictions, agreements, rules or permits previously adopted or issued pursuant to law.

(2) **LIBERAL CONSTRUCTION**

In their interpretation and application, the provisions of this ordinance shall be held to be minimum requirements and shall be liberally construed in favor of the County and shall not be deemed a limitation or repeal of any other power granted by the Wisconsin Statutes and related administrative codes.

(3) **SEVERABILITY AND LIABILITY.**

- a) If any section, clause, provision or portion of this ordinance be determined unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected thereby, and to this end the provisions of this ordinance are severable.
- b) This ordinance shall not create a liability on the part of or a cause of action against the County or any employee thereof for any private onsite wastewater treatment system which may not function as designed. There shall be no liability or warranty for any site which is approved or denied. The issuance of a sanitary permit and the final inspection of such a system does not warrant the system's function, nor is there a guarantee that the system is free of defects or that all aspects of the system comply to Wisconsin Statute or Administrative Code requirements.

(4) **APPLICABILITY**

The requirements of this ordinance shall apply to all geographic areas of the County.

15.04 DEFINITIONS

The following terms shall have the meanings indicated in this section.

Administrator. A person employed by Pepin County in the Land Management Department to administer and enforce this ordinance.

Buildings. See Structure.

Conventional Private Sewage System. A private sewage system consisting of a septic tank and an in-ground soil absorption component with gravity distribution of effluent.

Department. The Pepin County Land Management Department.

Failing Non-Plumbing Sanitation System. A non-plumbing sanitation system is one which causes or results in the discharge of human wastes or excrement:

- a. into surface water or groundwater;
- b. into zones of bedrock; or
- c. to the surface of the ground.

Failing Private Sewage System. Also referred to as a “failing private onsite wastewater treatment system” or “failing POWTS”, has the meaning specified under Wis. Stat. § 145.245(4).

A private sewage system which discharges sewage to the ground surface, including intentional discharges and discharges caused by neglect, shall be considered a failing private sewage system.

Human Habitation. The act of occupying a structure as a dwelling or sleeping place, whether intermittently, seasonally, or as a principal residence.

Minor Repairs. A minor repair to a private sewage system includes the replacement or repair of any of the following:

- a. manhole covers;
- b. manhole risers;
- c. septic tank baffles;
- d. effluent pumps and related controls or wiring;
- e. other components as determined by the Department.

Modification in Wastewater Flow or Contaminant Load. A modification in wastewater flow or contaminant load shall be considered to occur:

- a. in public buildings, facilities, or places of employment, when there is a proposed change in the occupancy of the structure; or the proposed modifications affects either the type or number of plumbing appliances, fixtures, or devices discharging to the system; and
- b. in dwellings, when there is an increase or decrease in the number of bedrooms.

Non-plumbing Sanitation System. Sanitation systems and devices within the scope of SPS 391, Wisconsin Administrative Code, which are alternatives to water carried waste plumbing fixtures and drain systems; including, but not limited to incinerating toilets, composting toilets, and privies.

Occupancy. Pertains to and is the purpose for which a building is used or intended to be used. A change of occupancy is not intended to include a change of tenants or proprietors.

Plumber. A person licensed by the State as a Master Plumber or Master Plumber-Restricted Service.

Portable Restroom. A self-contained portable unit that includes fixtures, incorporating holding tank facilities, designed to receive human excrement.

Private Sewage System. Also referred to as a “Private On-site Wastewater Treatment System” or “POWTS”, has the meaning given under Wis. Stat. § 145.01(12).

Privy. An enclosed non-portable toilet into which nonwater-carried human wastes are deposited.

Privy-Pit. A privy with a subsurface storage chamber which is not watertight.

Privy-Vault. A privy with a subsurface storage chamber that is watertight.

Rebuilt. The construction which takes place after a structure is demolished or damaged to the extent of fifty percent (50%) of its current equalized assessed value.

Sanitary Permit. The term “sanitary permit”, as used by this ordinance shall mean a County Sanitary Permit, a State Sanitary Permit, or both.

Sanitary Permit – County. A permit issued by the Department for the reconnection or modification of a private sewage system or for the installation of a non-plumbing sanitation system, pursuant to Wis. Stats. §§ 59.70 and 145.05.

Sanitary Permit – State. A permit issued by the Wisconsin Department of Safety and Professional Services for the installation or modification of a private sewage system, pursuant to Wis. Stats. §§ 145.135 and 145.19.

Septic Tank. An anaerobic treatment tank.

Soil and Site Evaluation Application. An application submitted for the purpose of requesting verification of a Soil and Site Evaluation Report.

State. The Wisconsin Department of Safety and Professional Services.

Structure. Anything constructed or erected, the use of which requires a location in or on the premises, or any other attachment to something having a permanent location on the ground, which includes, but is not limited to, objects such as buildings, factories, sheds and cabins, manufactured homes, commercial gas or liquid storage tanks, bridges, culverts, and decks.

Transfer of Property. Any conveyance of ownership of a parcel of land for which a real estate transfer fee is collected.

15.05 WATER SUPPLY

- (1) PUBLIC WATER SUPPLY. All plumbing fixtures shall be served by a public water supply system, where available. Where such public water system is not available, a private water supply may be used.
- (2) PRIVATE WATER SUPPLY.
 - a) Well Construction Standards. Well construction and materials shall be as specified in Chs. SPS 382 and NR 812, Wis. Admin. Code, hereby incorporated by reference, as amended from time to time.

- b) Required Reports. The well installer or contractor shall submit construction data to the Department of Natural Resources and well water samples to the State Laboratory of Hygiene. The laboratory reports shall be submitted to the Department of Natural Resources and well owner as specified in Ch. NR 812, Wis. Admin. Code. Where feasible, wells shall not be located between private sewage disposal facilities and a watercourse but shall be upslope from disposal facilities.

15.06 WASTE DISPOSAL

No person shall permit the discharge of liquid wastes into any surface waters which would constitute a nuisance or be in violation of the Wisconsin Statutes of this ordinance:

- (1) **INDUSTRIAL WASTE TREATMENT.** Industrial waste treatment disposal systems shall be subject to approval by the Department of Natural Resources prior to the construction pursuant to Chs. 144 and 147, Wis. Stats., and applicable portions of the Wisconsin Administrative Code.
- (2) **RUBBISH IN NAVIGABLE WATERS.** No person shall throw, discard or discharge into any navigable water any can, bottle or rubbish.
- (3) **SOLID WASTE DISPOSAL.** Junkyards, dumps and sanitary landfills are allowed only as provided for in the applicable zoning section. No permit shall be issued for such use unless the applicant has first obtained all State permits required under Ch. 144, Wis. Stats.

15.07 GENERAL REQUIREMENTS FOR PRIVATE SEWAGE SYSTEMS

(1) **COMPLIANCE**

All domestic wastewater shall enter a POWTS unless otherwise exempted by this ordinance. All structures or premises in Pepin County that are permanently, seasonally, or intermittently intended for human habitation or occupancy, which are not serviced by a public sewer shall have a system for holding or treatment and dispersal of domestic wastewater which complies with the provisions of this ordinance.

(2) **INCORPORATION OF PROVISIONS BY REFERENCE**

This ordinance incorporates by reference the following rules, regulations, and laws as set forth in the Wisconsin Statutes and the Wisconsin Administrative Code governing the location, construction, and use of private sewage systems: Wis. Stat. §59.70(5), Chs. 145, 281.48 and 968.10, Wis. Stats.; Chs. SPS 381, SPS 382, SPS 383, SPS 384, SPS 385, SPS 387, SPS 391, NR 113, and NR 116 Wis. Admin. Code. These rules, regulations, and laws shall apply until amended or renumbered and then shall apply as amended or renumbered.

(3) **LIMITATIONS**

- a) All domestic wastewater shall enter a private onsite wastewater treatment system unless otherwise exempted by the State or this ordinance
- b) Where available, domestic wastewater and plumbing fixtures shall be connected to a public sanitary sewer system.
- c) No stormwater, roof drains, footing drains or clear water drains shall discharge into a private disposal system.
- d) A non-plumbing sanitation system may be permitted only when the structure or

premises served by the non-plumbing sanitation system is not provided with an indoor plumbing system. If plumbing is installed in the structure or running water is supplied to the structure an acceptable method of sewage disposal other than, or in addition to, a non-plumbing sanitation system must be provided.

- e) Any private onsite wastewater treatment system, or portion(s) thereof, installed within a floodplain shall comply with all the applicable requirements of NR 116, Wis. Admin. Code and the Pepin County Code of Ordinances, Chapter 20 Floodplain Zoning Code.
- f) Installation of a holding tank is prohibited if nonpressurized in-ground systems, pressurized in-ground systems, at-grade systems, or mound systems can be installed. A sanitary permit for a holding tank, or which designates a holding tank as a replacement system, shall not be issued unless a soil and site evaluation determines that the property is unsuitable for those systems designated.
- g) When a failing private onsite wastewater treatment system is identified, it shall be brought into compliance with current code requirements, replaced with a code compliant system, or its use discontinued within that period of time required by Department order. Unlawfully modified private onsite wastewater treatment systems, a private onsite wastewater treatment system that has sewage bypassing the system, or a holding tank which is discharging sewage into the ground, onto the ground's surface, or into surface waters may be ordered by the Zoning Administrator(s) to be corrected or replaced with a code compliant system.

(4) ABANDONMENT OF PRIVATE ONSITE WASTEWATER TREATMENT SYSTEMS

- a) Abandonment of the disconnected POWTS and/or components shall be done in accordance with the provisions of SPS 383, Wis. Admin. Code.
- b) The components of an existing POWTS that are not part of the approved design of a replacement system shall be abandoned at the time of the installation of that replacement system per SPS 383, Wis. Admin. Code.

(5) COMMON SYSTEMS

- a) Plans for a POWTS which is to serve more than one structure or building, other than two one- or two- family dwellings and their accessory buildings located on a single parcel of land, shall be accompanied by information that does all of the following:
 - i. Describes the legal entity, public or private, that has responsibility for the operation and maintenance of the POWTS.
 - ii. Includes a copy of a recorded legal document that identifies all the parties that ownership rights and are responsible for the operation and maintenance of the POWTS.

(6) CONSTRUCTION AFFECTING WASTEWATER FLOW OR CONTAMINANT LOAD

- a) Construction affecting existing structures when the proposed construction will modify the wastewater flow or contaminant load, or both, to an existing POWTS shall be in conformance with SPS 383.25(2), Wis. Admin. Code. For purposes of this section, a modification in wastewater flow or contaminant load shall be considered to occur:

- i. For existing dwellings, when there is an increase or decrease in the number of bedrooms.
 - ii. For existing commercial facilities, public buildings, and places of employment, when there is a proposed change in the occupancy of the structure; or the proposed modification affects either the type or number of plumbing appliances, fixtures or devices discharging into the system.
- b) A sanitary permit for construction modifying wastewater flow or contaminant load, or both, shall be required. The sanitary permit shall require documentation to verify whether the size of the existing private sewage system can accommodate the increased wastewater. Documentation shall comply with SPS 383.25(2)(d) and (e), Wis. Admin. Code.
 - c) No permit for construction involving modified wastewater flow or contaminant load, or both, shall be issued unless the existing system is approved according to Subsection B of this section by recording a signed per capita flow statement or covenant in the Register of Deeds office or the existing system is modified to comply with this chapter.

(7) RECONNECTIONS

- a) Before any structure intended for human habitation is connected to an existing sanitary system, the owner or his acting agent shall obtain a county sanitary permit.
- b) A complete evaluation of the existing private sewage system is required to ensure that the existing system is properly functioning and code compliant.
- c) The following are exempt from this requirement:
 - i. Manufactured home parks and campgrounds that are licensed by the State of Wisconsin
 - ii. Structures constructed after the septic system is installed, when the sanitary permit is still valid.

15.08 NON-PLUMBING SANITATION SYSTEMS

(1) PRIVIES

- a) Privies shall be constructed and maintained in the manner described in SPS 391.12, Wis. Admin. Code.
- b) Setback requirements shall be as follows:
 - i. Twenty-five feet from dwellings.
 - ii. Twenty-five feet from lot lines.
 - iii. Twenty-five feet from any 12% slope at the edge of a watercourse.
 - iv. Fifty feet from any well or other source water supply used for domestic purposes.
 - v. Fifty feet from the high watermark of a watercourse.
- c) The bottom of open pits shall be 3' above (any creviced) bedrock and the high groundwater level.
- d) Applicants for privies shall record a signed privy installation agreement in the Register of Deeds office, those with vault privies shall also be required to have a holding tank servicing contract signed, notarized, and filed with the issuing agent prior to issuance of the sanitary permit.

- e) A privy shall not be installed in the floodway. A privy installed in the flood-fringe shall comply with flood-proofing and other applicable floodplain ordinance standards.
- f) All privies shall be properly vented and rodent resistant, have a self-closing door and be kept in a nuisance-free condition.

(2) **CHEMICAL, COMPOSTING, OR INCINERATING TOILETS**

- a) The design, construction, and installation of a chemical, composting, or incinerating toilet must conform to the standards set in SPS 391.10 and 391.11, Wis. Admin. Code.
- b) Prior to utilization of a chemical, organic, or other nonwater-using toilet, a property owner shall obtain a county sanitary permit for the toilet and pay the applicable fee.
- c) Prior to the issuance of the sanitary permit, the property owner must sign a nonwater-using toilet agreement and have it recorded in the Register of Deed's office.
- d) All properties where nonwater-using toilets are utilized may be inspected periodically by the Zoning Administrator(s) with the permission of the property owner, to assure there is no plumbing in the structure and that no other type of sanitary system exists. Denying the right to inspect the premises shall result in a revocation of the permit and invoke the requirement that another code complying private onsite wastewater treatment system be installed on the property.

15.09 SOIL AND SITE EVALUATION

- a) Soil and site evaluations shall comply with SPS 383, SPS 385, and SPS 391, Wis. Admin. Code, and this ordinance.
- b) Soil test pits shall be constructed which allow adequate visual observation of the soil profile in place.
- c) The Soil and Site Evaluation Report shall contain information on the recommended elevation and recommended loading rate.
- d) Department review of a Soil and Site Evaluation Report is required to determine the suitability of a lot for a private sewage system. Requests for additional information, clarification, or verification will be made at the discretion of the Administrator and will be made prior to the issuance of the sanitary permit in accordance with SPS 385.50, Wis. Admin. Code.
- e) A certified soil tester may request Department verification of the soil and site conditions before a complete Soil and Site Evaluation Report or sanitary permit application is submitted. An original copy of the Soil and Site Evaluation Report shall be filed with the Department prior to such verification.
- f) On-site soil verifications as required or requested under this section shall be subject to fees approved by resolution of the Pepin County Board.

15.10 SANITARY PERMITS

- a) Every private sewage system shall require a separate application and sanitary permit.

- b) A sanitary permit shall be obtained by the property owner, his agent or contractor, in the name of the property owner, prior to the installation, establishment or construction of any structure which requires a private sewage system or non-plumbing sanitation system. Any property owner, his agent or contractor, who starts construction prior to obtaining a sanitary permit is in violation and may be subject to the penalties provided in this ordinance.
- c) A sanitary permit shall be obtained by the property owner, his agent or contractor, before any private sewage system or part thereof may be installed, replaced, repaired, reconnected, or modified. A sanitary permit is not required for minor repairs.
- d) A county sanitary permit shall be obtained prior to constructing or installing a non-plumbing sanitation system or performing reconnections.
- e) If any part of a private sewage system has failed or requires replacement or modification, the entire system shall be evaluated for code compliance prior to sanitary permit issuance. This shall include a soil and site evaluation for those components that utilize in situ soil for treatment or dispersal, unless a Soil and Site Evaluation Report verify that the vertical separation distance between the infiltrative surface of the existing treatment or dispersal component and estimated high groundwater and/or bedrock complies with SPS 383, Wis. Admin. Code and was submitted to and approved by the Department after July 1, 1980.

If any part of the system is found to be defective or not in conformance with the applicable provisions of this ordinance, the sanitary permit application shall include specifications for repair, renovation, replacement, or removal of that part.

- f) Any sanitary permit provisions, stipulations, or conditions of approval shall have the same authority as any provision of this ordinance.
- g) The following information shall be furnished on forms required by the State and/or Department along with applicable fees:
 - i. The name of the property owner and the legal description of the site;
 - ii. Estimated daily wastewater flow and design wastewater flow
 - iii. Soil and Site Evaluation Report
 - iv. A detailed plot plan (site plan), dimensioned or drawn to scale, on paper no smaller than 8 ½ inches by 11 inches in size. The plot plan shall delineate the lot size and location of all existing and proposed: private sewage system components; building sewers; private interceptor main sewers; wells; water mains or water services; buildings; lot lines; swimming pools; navigable waters; and the benchmark established on the Soil and Site Evaluation report. Adjoining properties shall be checked to insure that the horizontal setback parameters in SPS 383.43, Wis. Admin. Code, are complied with. All separating distances and dimensions shall be clearly shown on the plot plan.
 - v. System plans that details and configuration layouts depicting how the system is to be constructed.
 - vi. Original copies of official State action when required prior to issuance of a sanitary permit.

- vii. A management plan for the proposed system, and when required by this ordinance, appropriate agreements and contracts for system management and maintenance, including copies of recorded documents.
- viii. A description of a contingency plan in the event that the proposed private sewage system fails and cannot be repaired.
- ix. Sufficient supporting information to determine whether the proposed design, installation and management of the proposed private sewage system or modification to an existing system complies with this ordinance.

15.11 INSPECTIONS

- a) The installing plumber must give notice for final inspection to the Department for all POWTS installed, modified or reconnected in accordance with the requirements of SPS 383, Wis. Admin. Code.
- b) All POWTS shall be inspected by the Department for compliance with SPS 382, 383, 384, and 391, Wis. Admin. Code and other appropriate Wisconsin Statutes and Administrative Codes and this ordinance.
- c) When a POWTS is ready for inspection, the plumber in charge shall make arrangements to enable the inspector to inspect all parts of the system. The plumber shall provide the proper apparatus, equipment and necessary assistance to make a proper inspection.
- d) Mound and at-grade installations shall be inspected at the time the ground surface is plowed and before back filling. Other inspections may be necessary to inspect holding or treatment component installations.
- e) POWTS may be inspected periodically, after the initial installation inspection(s) and/or after the system is operative, as deemed necessary by the inspector.
- f) All non-plumbing sanitary systems installed shall be inspected for compliance with SPS 391, Wis. Admin Code and this ordinance; the property owner or installer shall notify the Department immediately after the non-plumbing sanitary system has been constructed or installed.

15.12 MAINTENANCE PROGRAM

- a) All properties in Pepin County that are serviced by a POWTS shall be entered into an inventory which shall be utilized as part of a comprehensive POWTS maintenance program as required by SPS 383.255, Wis. Admin. Code.
- b) New applicants for a State or County sanitary permit shall be provided written notices by the County Zoning Administrator as to the maintenance program requirements at the time application is made for the above mentioned permits. The records of this notification shall be maintained by the Zoning Administrator. Upon sale of the property, the owner shall provide written notification of the maintenance program to the buyer.
- c) The owner of the property subject to the maintenance program shall return a certification form signed by either a licensed master plumber or master plumber restricted sewer, a certified septage servicing operator in accordance with

NR114, Wis. Admin. Code, a POWTS inspector, or POWTS maintainer certifying that:

- i. The on-site wastewater disposal system is in proper operating condition.
 - ii. The septic tank is less than 1/3 full of sludge and scum. The certification shall be made no later than 2 years after the installation of the system and every 3 years thereafter. The certification form shall be provided by the Zoning Administrator. Records shall be maintained by the Zoning Administrator, who shall notify the owners when their certification form is due at least 30 days prior to the due date.
- d) The owner of a property without a sanitary permit on file within the Department shall be required to participate in Pepin County's inventory program and maintenance program as required by SPS 383.255, Wis. Admin. Code.

15.13 HOLDING TANK MAINTENANCE AGREEMENT

- a) The owner of each holding tank shall sign a Maintenance Agreement which documents maintenance requirements for the holding tank system, including owner's responsibility to main a servicing contract, to have the system serviced, and to provide servicing reports in accordance with this ordinance. The Maintenance Agreement shall be binding upon the owner, the heirs of the owner and assignees of the owner. The Maintenance Agreement shall be filed with the register of deeds and shall be recorded in a manner which will permit the existence of the agreement to be determined by reference to the property where the holding tank is installed.
- b) The owner or agent shall submit a copy of the holding tank Maintenance Agreement when plans are submitted to the Department for review.
- c) The owners of property serviced by a holding tank shall submit an annual report due on each anniversary of the tank's installation. This report shall name the sewerage pumper, the pumper's license number, dates of pumping, quantity removed and shall describe the disposal of the tank's contents.
- d) Pumping and disposal of holding tank and septic tank contents shall be done in compliance with Ch. NR 113, Wis. Admin. Code, and all other applicable codes and statutes.
- e) The Department may require the owner of a holding tank violating the Maintenance Agreement to replace the holding tanks with a soil absorption system or, if the parcel is unsuitable for any type of soil absorption system, to hire a plumber to install a water meter and evaluate the holding tank(s) for code compliance and sign a new Service Contract which requires the certified septage servicing operator to report water meter readings at each pumping.

15.14 ADMINISTRATION, PROCEDURES, AND DUTIES

(1) ADMINISTRATION

The Pepin County Zoning Administrator shall be responsible for the administration and enforcement of this ordinance. The responsibilities of the Zoning Administrator may be delegated by him/her to personnel employed by or assigned to the Department.

(2) PROCEDURES.

a) Sanitary Permits.

- i. A State of Wisconsin sanitary permit shall be obtained by a licensed master plumber prior to the installation of any private onsite wastewater treatment system. A State uniform permit application shall include the owner's name and address, site and soil evaluation report, location and system design.
 - ii. A Pepin County sanitary permit shall be obtained prior to the installation of alternative sewage disposal systems that are recognized by this ordinance, and reconnections of existing systems.
- b) Inspections. No private sewage system may be covered or used unless it is inspected by the Zoning Administrator or other inspectors. All inspections shall be conducted no later than the end of the next workday, excluding Saturdays, Sundays and holidays, after receiving 24 hour notice from the plumber in charge.
- c) Fees. All required fees shall be paid prior to the issuance of State or County permits. Fees shall be as set from time to time by resolution of the County Board and the schedule of current fees shall be on file in the office of the County Zoning Administrator.

(3) POWERS AND DUTIES

The Zoning Administrator shall have the following powers and duties:

- a) Delegate duties to and supervise employees to assure full and complete compliance with this ordinance and related Wisconsin Statutes and the Administrative Code.
- b) Issue sanitary permits and inspect properties for compliance with this ordinance and related Wisconsin Statutes and the Administrative Code.
- c) Advise the applicants as to the provisions of this ordinance and assist them in preparing permit applications.
- d) Review and approve or deny plans for POWTS as authorized through agent status by the State.
- e) Keep records of all site and soil evaluation reports, sanitary permits issued, inspections made, work approved, and other official actions.
- f) Have access to any premises for the purpose of performing official duties. Application for a sanitary permit is considered for the purposes of this ordinance as the owner's consent to allow the Zoning Administrator or designated staff to enter the premises.
- g) Upon reasonable cause or question as to proper compliance, the Zoning Administrator may revoke or suspend any sanitary permit and issue cease and desist orders requiring the cessation of any construction, alteration or use of a structure which is in violation of the provisions of this ordinance, until compliance with this ordinance or applicable Wisconsin Statutes and the Wisconsin Administrative Code is obtained.
- h) Issue and enforce orders to plumbers, pumpers, property owners, owners of a common system, their agents or contractors or the responsible party to assure proper compliance with all provisions of this ordinance.

- i) In the event that an owner fails to service his or her holding tank or septic tank in accordance with the management plan or design, the Zoning Administrator may assess the owner of a POWTS for costs related to the pumping of a septic or holding tank. The assessment shall be processed under Wis. Stats. §§ 145.20(4) and 66.0703.
- j) Apply for and distribute grants obtained through the Wisconsin Fund Grant Program.
- k) Perform other duties regarding the POWTS program as considered appropriate by the Department or the State.
- l) Investigate, prepare reports, report and enforce violations of this ordinance and SPS 382 through 387, Wis. Admin. Code, to the Zoning Committee, District Attorney and the appropriate State agencies.

15.15 ENFORCEMENT

(1) PROCEDURES

- a) The Zoning Administrator may initiate any appropriate action or proceeding against violators of this ordinance as provided by law or this ordinance, including issuing citations [Pepin County Code of Ordinances – Chapter 25 – Construction and Effect of Ordinances] or commencing a lawsuit seeking forfeitures and/or injunctive relief.
- b) In general, the Zoning Administrator shall use the following, in the order listed, to address violations of this ordinance:
 - i. Issue a notice of violation and order that specifies the corrective action to be taken.
 - ii. Issue a citation for a violation.
 - iii. Refer the matter to legal counsel for evaluation and commencement of a lawsuit when the violation merits such action.
- c) The Zoning Administrator is not mandated to follow the order of possible action if, in the Zoning Administrator’s discretion, a situation requires different action.

(2) PENALTIES

Any person who violates any provisions of this ordinance shall, upon conviction of such violation, be subject to a penalty as described in §25.04 of the Pepin County Code of Ordinances.

(3) APPEALS

- a) All administrative decisions shall be in writing.
- b) Any person aggrieved by a written administrative decision made by the Zoning Administrator, or his/her designee, or the oversight committee may appeal the decision to the Board of Adjustment.

(4) PROCEDURE FOR APPEAL

- a) An aggrieved person may appeal a decision to the Board of Adjustment within 30 days of the date of a written decision.
- b) An appeal of a decision shall be in writing and shall be made on a form provided by the Department and shall be filed with the Land Management Department.
- c) The Department will prepare notices and schedule the appeal with the Board of Adjustment.

ORDINANCE COMMITTEE:

/s/ James K. Kraft

/s/ Bill Ingram

/s/ Steven Anderson

/s/ Bruce Peterson

Jacki Drier, Pepin County Land Management Assistant Director, addressed this amendment to Pepin County Code of Ordinance 179. The general intent of this ordinance is to regulate the location, design, installation, alteration, construction, inspection, and management of all private water supply and private wastewater treatment systems so as to protect the environment and the health of Pepin County residents and visitors.

Supervisor Kraft made a motion to adopt Amendment 106 to Pepin County Code of Ordinances No. 179, Chapter 15 –Sanitary Ordinance, seconded by Supervisor Ingram. Motion carried by voice vote with no negative votes. Amendment No. 106 adopted.

**AMENDMENT NO. 107 TO ORDINANCE NO. 179
CHAPTER 30
RECYCLING / SOLID WASTE ORDINANCE**

30.01 TITLE, AUTHORITY, AND EFFECTIVE DATE

(1) **TITLE**

This Ordinance shall be known as, referred to and cited as the "Pepin County Recycling / Solid Waste Ordinance."

(2) **AUTHORITY**

This Ordinance is adopted as authorized under Wis. Stats. §§ 287.03 and 59.02 and Wisconsin Administrative Code, Ch. NR 544.

(3) **REPEAL AND EFFECTIVE DATE**

After public hearing, adoption by the County Board and publishing or posting as required by law, this Ordinance shall be effective. The existing recycling / solid waste provisions for the County shall be repealed effective on the date of the enactment of this Ordinance.

30.02 PURPOSE

The purpose of this Ordinance is to promote recycling, composting, and resource recovery through the administration of an effective recycling program as provided in Wis. Stat. § 287.11 and Wis. Admin. Code, Ch. NR 544. This Ordinance will provide regulation for the implementation of recycling in the responsible unit areas.

30.03 ABROGATION AND GREATER RESTRICTIONS

It is not intended by this ordinance to repeal, abrogate, annul, impair or interfere with any existing rules, regulations, ordinances or permits previously adopted or issued pursuant to law.

However, whenever this ordinance imposes greater restrictions, the provision of this Ordinance shall apply.

30.04 INTERPRETATION

In their interpretation and application, the provisions of this Ordinance shall be held

to be the minimum requirements and shall not be deemed a limitation or repeal of any other power granted by the Wisconsin Statutes. Where any terms or requirements of this Ordinance may be inconsistent or conflicting, the more restrictive requirements or interpretation shall apply. The provisions of this Ordinance shall be interpreted in a manner consistent with the Wisconsin Statutes and standards established at Wis. Admin. Code, Ch. NR 544. The statutes and regulations in effect at the time of adoption of this Ordinance shall control subject to the express exception that amendments to this Ordinance shall be governed by the statutes and regulations in existence at the time such amendments are adopted.

30.05 **SEVERABILITY**

Should any portion of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, the remaining provisions of this ordinance shall nevertheless continue in full force and effect.

30.06 **APPLICABILITY**

This Ordinance shall be in effect and enforced in those Pepin County municipalities in which the local unit of government has designated Pepin County as the responsible unit and has not retained the municipality's status as a responsible unit pursuant to Wis. Stats. § 287.09(1)(c).

30.07 **ADMINISTRATION**

The provisions of this Ordinance shall be administered by the Pepin County Recycling/Solid Waste Coordinator and designated committee.

30.08 **DEFINITIONS**

The following definitions shall apply to this Ordinance, unless the context dictates otherwise:

Aluminum container: All aluminum beverage cans.

Bi-metal container. A container for carbonated or malt beverages that is made primarily of a combination of steel and aluminum.

Brush site: Site designated where residents may drop off brush, shrubs, branches and other tree waste meeting criteria established by the committee.

Collection site. Any site designated by the County as the location to which generators and haulers shall transport solid waste and recyclables for disposal or collection purposes.

Container board. Corrugated paperboard used in the manufacture of shipping containers and related products.

Demolition and construction waste. Waste materials resulting from construction, demolition or razing of buildings, roads and other structures and are limited to the following materials: concrete, bricks, mortar, bituminous concrete, wood, glass, masonry, plaster, gypsum board, polystyrene bead board, styrofoam, urethane foam, fiberglass insulation, siding, flashing, shingles and roofing materials, particle board, wafer board, plywood, wiring and electrical materials, PVC and plumbing materials, nails, screws and other construction hardware.

Disposal. The burial, burning, destruction or orderly transformation or placement of solid waste.

Dumpster. A container of varying dimensions utilized customarily within the solid waste industry for the disposal of solid wastes by generators and trans-shipment or transfer there from of such solid waste to disposal units or trucks or directly to solid waste disposal facilities.

Electronics. Electronics are only allowed to be recycled on Electronics Recycling Event days which are scheduled throughout the year. Fees apply to many of the electronic items.

Foam polystyrene packaging. Packaging made primarily from foam polystyrene that satisfies one of the following criteria:

- a) Is designed for serving food or beverages
- b) Consists of loose particles intended to fill space and cushion the packaged article in a shipping container.
- c) Consists of rigid materials shaped to hold and cushion the packaged article in a shipping container.

Generators. Any residents, commercial businesses, industries, farms, institutions, governmental agencies and other persons who produce solid waste.

Glass: Unbroken, clear, brown or green glass containers in which food or beverages are sold. Drinking glasses, crystal, stoneware, ceramic and window glass are not included.

Hauler. A person whose business is, in part or in whole, to collect solid waste or recyclables from generators which they produce for purposes of transportation thereof to and disposal at solid waste disposal facilities.

Hazardous waste. Waste as defined by Wis. Stat. § 291.01(7) which are dangerous or potentially harmful to our health or the environment. Hazardous wastes can be liquids, solids, gases or sludges. They can be discarded commercial products such as cleaning fluids or pesticides or the by-products of manufacturing processes.

HDPE. High density polyethylene, labeled Code #2 by the Society of Plastics Industry.

Household waste: Material, including garbage, trash, and sanitary wastes in septic tanks, derived from households, including single and multiple residences, hotels and motels, bunkhouses, ranger stations, crew quarters, campgrounds, picnic grounds and day use recreation areas.

LDPE. Low density polyethylene, labeled code #4 by Society of Plastics Industry.

Litter. Any un-containerized solid waste, garbage, refuse and yard waste deposited other than in a proper receptacle which tends to create a danger to the health, safety, and welfare or impair the environment.

Littering. The depositing of litter or allowing litter to be deposited on any property except in authorized waste receptacles. Littering includes discharge of litter from vehicles or spillage from litter containers.

Magazines. Glossy periodicals and other materials printed on similar paper.

Major appliances. Residential or commercial air conditioners and furnaces, boilers, dehumidifiers, water heaters, clothes dryers, clothes washers, dishwashers, freezers, microwave ovens, ovens, refrigerators and stoves.

Multiple family dwelling. A property containing five or more household units in one or more contiguous structures of single ownership and management residential including those occupied seasonally, recreation vehicle park and mobile home parks.

Newspaper. Newspaper and other materials printed on newsprint.

Nonresidential facilities and properties. Commercial, retail, industrial, institutional and governmental facilities and properties. This term does not include multiple-family dwellings.

Office paper. High grade printing and writing papers from offices in nonresidential facilities and properties. Printed white ledger and computer printout are examples of office paper generally accepted as high grade. This term does not include industrial process waste.

Other resins or multiple resins. Plastic resins labeled #7 by the Society of Plastics Industry.

Owner: An individual, corporation, partnership, association, or local government unit, as defined in Wis. Stat. § 66.0301. State agency or authority or federal agency.

Participating municipalities. Those towns, villages and cities within the County which agree either by adoption of an appropriate resolution or by entry into a contract with the county under Wis. Stat. § 66.0301 and Wis. Stats. § 287.09(1) to direct solid waste and recyclables produced within their boundaries into the County solid waste management system.

Person. Includes all natural persons, partnerships, associations and bodies, politic or corporate.

PETE. Polyethylene terephthalate, labeled Code#1 by the Society of Plastics Industry.

Pharmaceuticals. Medicine of or relating to drugs or pharmacy. Medical substance used in the diagnosis, treatment or prevention of disease and for restoring, correcting or modifying organic functions.

Plastic container. An individual, separate, rigid plastic bottle, can, jar or carton, except for a blister pack that is originally used to contain a product that is the subject of a retail sale.

Postconsumer waste. Solid waste other than solid waste generated in the production of goods, hazardous waste, as defined in Wis. Stat. § 291.01(7), waste from construction and demolition of structures, scrap automobiles, or high volume industrial waste as defined in Wis. Stat. § 289.01(17).

PP. Polypropylene labeled by the SPC Code #5 by the Society of Plastics Industry.

PS. Polystyrene labeled by the SPC Code #6 by the Society of Plastics Industry.

PVC. Polyvinyl chloride labeled by the SPC Code #3 by the Society of Plastics Industry.

Recyclable materials. Includes lead acid batteries; major appliances; waste oil; waste

oil filters; waste anti-freeze; yard wastes; aluminum containers; corrugated paper or other container board; glass containers; magazines; newspaper; office paper; rigid plastic containers, including those made of PETE, HDPE, LDPE, PP, PS, PVC and other resins or multiple resins; steel containers; waste tires; bi-metal containers; electronics and those items or types of solid waste as are designated from time to time by the county Solid Waste / Recycling Committee which are capable of being reused or converted into usable materials or products.

Recycling facility. A state licensed facility for collection, processing and/or marketing of recyclable materials.

Refuse. All matters produced from industrial or community life, subject to decomposition, not defined as sewage, excluding recyclable materials.

Residence and Residential. A real property improvement containing one through four residential household units.

Solid waste. Garbage, debris from construction and demolition activities, refuse, sludge from a water supply treatment plant or a contaminant treatment facility, nonhazardous medical waste or other discarded waste materials and sludges, in solid, semisolid, liquid or contained gaseous form, resulting from residential, industrial, commercial, mining or agriculture operations or from community activities, but does not include hazardous waste; un-rinsed or partially filled pesticide containers; animal waste used as fertilizer; clean fill, sewage sludge, solid or dissolved material in domestic sewage or other common pollutants in water resources such as silt, dissolved or suspended solids or suspended solids in industrial wastewater effluents or discharges which are point sources subject to permits under Section 402 of the Federal Water Pollution Control Act, as amended; dissolved materials in irrigation return flows; or source material, special nuclear material or by-product material as defined by the Atomic Energy Act of 1954, as amended, and any other radioactive material.

Solid waste disposal facility. An operation for the discharge, deposit, injection, combustion, dumping or placing of any solid waste into or on any land, water or air in a manner which may permit the solid waste or any constituent of the solid waste to be emitted into the air, to be discharged into any waters of the state or otherwise to enter into the environment. "Solid waste disposal facility" does not include the transportation, storage or intermediate treatment of solid waste.

Solid waste treatment. Any method, technique or process designed to change the physical, chemical or biological character or composition of solid waste, including incineration.

Steel Containers. A steel food or beverage container commonly referred to as a 'tin can'.

Used Oil Absorbent Materials. Material that has been used to absorb waste oil.

Used Oil Filters. A filter that has been used for automotive engine oil.

Waste Oil. Any petroleum-derived or synthetic oil that has been used or spilled.

Waste Tires. A tire no longer suitable for its original purpose due to wear, damage or defect which has been removed from a vehicle.

Yard Waste. Leaves, grass clippings, yard and garden debris and brush, including

clean woody vegetative material no greater than 4" in diameter. Yard waste does not include stumps, roots or shrubs with intact root balls.

30.09

RECYCLABLE MATERIALS

Occupants of single family and two to four unit residences, multiple-family dwellings and nonresidential facilities and properties shall separate the following materials from postconsumer waste:

- (1) Lead acid batteries.
- (2) Major appliances.
- (3) Waste oil & waste oil filters.
- (4) Waste anti-freeze.
- (5) Foam polystyrene packaging
- (6) Yard waste.
- (7) Aluminum containers.
- (8) Bi-metal containers.
- (9) Corrugated paper or other container board.
- (10) Glass bottles and jars.
- (11) Magazines.
- (12) Newspaper.
- (13) Office paper.
- (14) Rigid plastic containers made of PETE, HDPE, PVC, LDPE, and other resins or multiple resins.
- (15) Steel containers.
- (16) Waste tires.
- (17) Electronics

30.10

SEPARATION REQUIREMENTS EXEMPTED

The separation requirements of §30.09 of this Ordinance do not apply to the following:

- (1) Occupants of single family and two to four unit residences, multiple-family dwellings and nonresidential facilities and properties that send their postconsumer waste to a processing facility licensed by the Wisconsin Department of Natural Resources (DNR) that recovers the materials specified in §30.09 of this Ordinance from solid waste in as pure a form as is technically possible.
- (2) Solid waste which is burned as a supplemental fuel at a facility if less than 30% of the heat input to the facility is derived from solid waste burned as supplemental fuel.
- (3) A recyclable material specified in §30.09 (7) through (17) of this Ordinance for which a variance has been granted by the Department of Natural Resources under Wis. Stat. § 287.11(2m) or Wis. Admin. Code, NR § 544.14.

30.11

CARE OF SEPARATED RECYCLABLE MATERIALS

To the greatest extent practicable, the recyclable materials shall be clean and kept free of contaminants such as food or product residue, oil or grease, household hazardous waste, medical waste or other non-recyclable materials and shall be cared for in such manner as to protect the materials' greatest potential marketability.

30.12

MANAGEMENT OF LEAD ACID BATTERIES, APPLIANCES, OIL,

FILTERS, ANTI-FREEZE, YARD WASTE, WASTE TIRES AND ELECTRONICS

Occupants of single-family and two to four unit residences, multiple-family dwellings and nonresidential facilities and properties shall manage lead acid batteries, major appliances, and waste oil and oil filters, waste anti-freeze, yard waste and waste tires as follows:

- (1) Lead acid batteries shall be taken to any area retail business which sells automotive batteries, to any local business which is licensed to accept lead acid batteries or to a County recycling collection site during the days and hours of operation.
- (2) Major appliances shall be taken to any area appliance retailer or appliance recycling facility which accepts, with or without a fee, such appliances for repair, reuse, resale or recycling or shall be, placed in the designated receptacle at a County collection site during the days and hours of operation for eventual transport to a processing facility certified to remove refrigerants, ballasts, switches and other hazardous materials prior to the appliances being recycled.
- (3) Waste oil, oil filters, oil absorbent materials and anti-freeze shall be taken to any area automotive repair business which accepts used oil, filters or anti-freeze for recycling or shall be placed in the waste oil collection container at a County collection site during the days and hours of operation.
- (4) Yard waste shall be to the greatest extent possible used on-site where it is generated or placed in the yard waste compost pile or in the brush pile at a County collection site during the days and hours of operation.
- (5) Waste tires shall be returned to any business which accepts the same, with or without a fee, or shall be taken, for a fee, to a County collection site during the days and hours of operation.
- (6) Electronics shall be returned to any business which sells and accepts recyclable electronics. Pepin County will only accept non-broken electronics to be recycled on scheduled Electronics Recycling Event days which are held throughout the year. Fees apply to many of the electronic items.

30.13

PREPARATION AND COLLECTION OF RECYCLABLE MATERIALS

Except as otherwise directed by the County Recycling/Solid Waste Committee, occupants of single family and two to four unit residences and all other persons using the County Solid Waste Management system for disposal of recyclable materials shall utilize single stream recycling for all materials considered recyclable and prior to delivery of those materials into the county system, to the following:

- (1) Aluminum cans shall be rinsed clean of product residue, well drained and placed in the designated receptacle at a County collection site during the days and hours of operation.
- (2) Bi-metal containers shall be rinsed clean of product residue, well drained and placed in the designated receptacle at a County collection site during the days and hours of operation.
- (3) Corrugated paper and other container board shall be free of debris, flattened and placed in the designated container at a County collection site during the days and hours of operation.

- (4) Clear, brown and green glass bottles and jars shall be rinsed clean of product residue, well drained and placed in the designated container at a County collection site during the days and hours of operation.
- (5) Magazines shall be clean, free of debris and non-paper items and placed in the designated container at a County collection site during the days and hours of operation.
- (6) Newspaper, including all inserts and stuffers, shall be clean, free of debris and non-paper and placed in the designated container at a County collection site during the days and hours of operation.
- (7) Office paper, including junk mail and school papers, white, brown and manila envelopes shall be clean, free of debris, metal clips, wire bindings and other non-paper items and placed in the designated container at a County collection site during the days and hours of operation.
- (8) Rigid plastic containers clearly marked with SPI letter and number codes including PETE, HDPE, PVC, LDPE, or OTHER shall be free of debris, rinsed clean of product residue, well drained, and placed in the designated container at a County collection site during the days and hours or operation.
- (9) Steel food and beverage containers shall be rinsed clean of product residue, well drained and placed in the designated container at a County collection site during the days and hours of operation. All other steel containers, caps, lids and scrap metal intended for recycling shall be empty, dry, free of debris and placed in the designated container at a County collection site during the days and hours of operation.
- (10) Waste tires shall be returned to any area business which sells tires and accepts waste tires with or without a fee. The waste tires can also be taken to the County collection site during the days and hours of operation for a fee based on size and placed in the designated area.
- (11) Electronics shall be returned to any business which sells and accepts recyclable electronics. Pepin County will only accept non-broken Electronics to be recycled on scheduled Electronics Recycling Event days which are held throughout the year. Fees apply to many of the electronic items.

30.14

RESPONSIBILITIES OF OWNERS OR AGENTS OF MULTIPLE-FAMILY DWELLINGS.

- (1) Owners or designated agents of multiple-family dwellings shall do all the following to recycle the materials designated in §30.09 (7) through (17) of this Ordinance:
 - (a) Provide adequate, separate containers for the recyclable materials.
 - (b) Notify tenants in writing at the time of renting or leasing the dwelling and at least semi-annually thereafter about the established recycling program.
 - (c) Provide for the collection of the materials separated from the solid waste by the tenants and the delivery of the materials to a County Collection Site.

- (d) Notify tenants of reasons to reduce and recycle solid waste, which materials are collected, how to prepare the materials in order to meet the processing requirements, collection methods and sites, locations and hours of operation and a contact person or company, including a name, address and telephone number.
- (2) The requirements specified in sub. (1) do not apply to the owners or designated agents of multi-family dwellings if the postconsumer waste generated within the dwelling is treated at a recycling, processing or disposal facility licensed by the DNR that recovers for recycling the materials specified in §30.09 (7) through (17) of this Ordinance from solid waste in as pure a form as is technically feasible.

30.15 RESPONSIBILITIES OF OWNERS OR AGENTS OF NONRESIDENTIAL FACILITIES AND PROPERTIES

- (1) Owners or designated agents of nonresidential facilities or properties shall do all the following to recycle materials specified in §30.09 (7) through (17) of this Ordinance:
- (a) Provide adequate, separate containers for recyclable materials.
 - (b) Notify in writing, at least semi-annually, all users, tenants and occupants of the properties about the established recycling program.
 - (c) Provide for the collection of the materials separated from the solid waste by the users, tenants and occupants and the delivery of the materials to a recycling collection center during the days and hours of operation.
 - (d) Notify users, tenants and occupants of reasons to reduce and recycle, which materials are collected, how to prepare materials in order to meet the processing requirements, collection method or sites, locations and hours of operation, and a contact person or company, including a name, address and telephone number.
- (2) The requirements specified in sub. (1) do not apply to the owners or designated agents of nonresidential facilities or properties if the postconsumer waste generated within the facility or property is treated at a processing facility licensed by the Department of Natural Resources that recovers for recycling the materials specified in §30.09 (7) through (17) of this Ordinance from solid waste in as pure a form as is technically feasible.

30.16 REGULATION OF DELIVERY TO COLLECTION SITE

Except as otherwise directed by the County Recycling / Solid Waste Committee or its successor, all solid waste delivered to a County collection site shall be subject to payment of tipping fees specified in §30.17 of this Ordinance. Both generators and haulers may deliver solid waste to a County collection site, which solid waste shall be delivered as follows:

- (1) Solid waste may be delivered to a County collection site in bags supplied by the County. The County shall make such bags available in appropriate quantities and at locations

throughout the County, to the greatest extent possible, within the participating municipalities.

- (2) Recyclable materials, yard waste, solid waste not contained in a County supplied bag, solid waste materials too large to be contained in a bag and demolition and construction waste shall be carried within an enclosed vehicle or, if delivered in a trailer or open truck bed, covered or securely confined so as to prevent littering from occurring.
- (3) Waste oil shall be contained in a leak-proof container of 5 gallons or less and which container shall be securely confined in the delivery vehicle so as to prevent spilling.
- (4) Major appliances and lead acid batteries shall be securely confined in the delivery vehicle to prevent spilling or damage due to tipping, bumping, sliding or ejection from the vehicle.

30.17

FEE ASSESSMENT

The County Recycling / Solid Waste Committee or its successor is hereby granted the authority to establish and amend, from time to time, each type of fee required under this section. Such fees, sufficient in amount to cover the cost to the County for operating the recycling / solid waste management system, shall be assessed for the disposal of solid waste and recyclable materials, as follows:

- (1) A per bag fee shall be collected at the time of sale at various locations throughout the County for the purchase of a County supplied solid waste bag.
- (2) A fee shall be assessed at the time of delivery for solid waste delivered to a County collection site and which solid waste is not contained in a County supplied solid waste bag or is too large to be contained in a bag.
- (3) A per cubic yard fee shall be assessed at the time of delivery for demolition and construction waste to a County collection site.
- (4) A per pound fee for each pound of solid waste deposited in a dumpster shall be assessed against the vendor or hauler who owns, leases or services a dumpster located within the County.

30.18

TITLE TO SOLID WASTE AND RECYCLABLE MATERIALS

Title to solid waste and recyclable materials delivered to and placed in designated collection containers at a county's collection sites shall rest in the County as soon as it has been placed for collection.

30.19

COUNTY AUTHORITY TO INSPECT AND REFUSE SOLID WASTE AND RECYCLABLE MATERIAL

- (1) To determine whether persons subject to the provisions of this chapter are in compliance therewith, the County, acting through its designated agents and employees, reserves the right to inspect recyclable materials separated for recycling, postconsumer waste intended for disposal, recycling collection sites and facilities, collection vehicles, collection areas of multiple family dwellings and nonresidential facilities and properties, together with any records relating to recycling activities. To the extent that proprietary information is involved, any records reviewed by the County shall be kept confidential. Before engaging in

any such search and inspection the County's agents and employees shall seek permission from the owner or authorized representative thereof for access for purposes of the inspection. Each such agent or employee shall present to the owner or his agent appropriate credentials, identifying him as a representative of the County for these purposes. If an owner or agent refuses access to any authorized employee or agent of the County for inspection purposes, application for a special inspection warrant under Wis. Stat. § 66.0119 may be made. For purposes of fulfilling the inspection responsibilities hereunder the County's designated agents and employees for implementation of this Ordinance shall be deemed to be peace officers of the County.

- (2) The County, acting through its designated agent and employees, reserves the right to reject acceptance of any solid waste or recyclable materials which do not comply with this chapter.

30.20

PROHIBITIONS AND VIOLATIONS

- (1) No person shall dispose of in a solid waste disposal facility or burn in a solid waste treatment facility any of the materials specified in §30.09 (7) through (17) of this Ordinance which have been separated for recycling, except waste tires and waste oil may be burned with energy recovery in a solid waste treatment facility.
- (2) No person shall place, bury, deposit, abandon or dump any solid waste on any street, sidewalk or other public or private property in the County other than property which is owned by the person in question.
 - (a) Subject to environmental laws / regulations, the nuisance law and applicable municipal regulations, this section shall not prohibit the disposal of solid waste generated by a single family or a household on the property where it has been generated nor shall it prohibit the spreading of nonhazardous sludge used for soil conditioners or as nutrients on agricultural land in accord with Wis. Stat. § 289.44(7)(d).
- (3) The following shall constitute a violation of this Ordinance:
 - (a) The attempted removal or actual removal from a County collection site by persons not employees or designated agents of the County of any recyclable materials which are deposited therein by generators or haulers.
 - (b) Littering, whether on public or private property, by any person contrary to sub. (2) of this section. No person shall deposit solid waste, litter, garbage, refuse or yard waste on any property, roadway, right-of-way or in the waste receptacles belonging to others except in parks and waysides where the disposal of an item is immediately incidental to the use of said park or wayside or unless the receptacle is expressly authorized and appropriately labeled as such, for public use.
 - i. Any litter which contains the name or other identification of the generator thereof shall be retrieved by the generator within 24 hours after receiving notification. Failure to timely retrieve and properly dispose of said litter is a violation of this Ordinance.

- ii. No person shall accumulate on land subject to his or her ownership or control or allow a third person to accumulate any municipal solid waste, which accumulations violates this ordinance or which creates an unsanitary condition, nuisance or health or fire hazard.
 - (c) The disposal or attempted disposal of solid waste or recyclable materials at a county collection site by any person, which solid waste or recyclable materials is not confined or contained at the time of delivery.
 - (d) The depositing, placing, leaving or abandoning of any solid waste or recyclable materials at a county collection site or left at the gate by any person at times other than those when the collection site is open for disposal purposes.
 - (e) The failure of any person to obey directives related to proper disposal, separation and preparation of solid waste and recyclable materials or related to safety and health as may be issued by the County's designated agent or employee in charge of a County collection sites.
 - (f) The disposal by any person of non-recyclable materials into a container designated for specific recyclable materials.
 - (g) The failure to pay, upon demand, any fee assessments in accordance with §30.17 of this Ordinance.
- (4) No person shall deposit Hazardous Waste or Pharmaceuticals upon any property, roadway, right-of way or waste container belonging to others. Hazardous Waste shall be properly disposed of only in accordance with applicable Wisconsin Statutes and at County Clean-Sweeps scheduled twice a year with the County.

30.21

ENFORCEMENT AND PENALTIES

- (1) Any person who violates a provision of this Ordinance may be issued a citation by the Sheriff or his/her deputy. The issuance of a citation shall not preclude proceeding under any other chapter, Ordinance or law relating to the same or any other matter. Proceeding under any other chapter, Ordinance or law relating to the same or any other matter shall not preclude the issuance of a citation under this section.
- (2) Any person, upon conviction for violating any provisions of this chapter, shall be subject to assessment of penalties as follows:
 - (a) Any person convicted of violating §30.20 (1) of this Ordinance may be required to forfeit \$50 for a first violation, \$200 for a second violation and not more than \$2,000 for a third or subsequent violation, together with the costs of prosecution, and in default of payment of such forfeiture and costs of prosecution, may be imprisoned in the County Jail until such forfeiture and costs are paid, but not exceeding 30 days for a first offense and not exceeding 6 months for a second or subsequent offense.
 - (b) Any person convicted of violating a provision of this Ordinance, except §30.20 (1) of this Ordinance may be required to forfeit not less than \$25 nor more than \$500 for each such offense, together with the costs of prosecution, and in default of payment of such forfeiture and costs of

prosecution, may be imprisoned in the County Jail until such forfeiture and costs are paid, but not exceeding 30 days.

(c) Any person convicted of violating any provision of this Chapter, except §30.20 (1) of this Ordinance, who has previously been convicted of a violation of any provision of this Ordinance within one year, may be required to forfeit not less than \$50 or more than \$1,000 for each such offense, together with the costs of prosecution, and in default of payment of such forfeiture and costs of prosecution, may be imprisoned in the County Jail until such forfeiture and costs are paid, but not exceeding 6 months.

(3) Each violation and each day a violation continues or occurs shall constitute a separate offense.

(a) Nothing in this Ordinance shall preclude the County from invoking any legal or equitable rights, including but not limited to seeking injunctions to prevent any person from violating the provisions of this Ordinance.

(4) Citations may be issued for violations of this chapter as provided in §25.04(4) of this Code of Ordinances.

ORDINANCE COMMITTEE:

/s/ James K. Kraft

/s/ Bill Ingram

/s/ Steven Anderson

/s/ Bruce Peterson

Jacki Drier, Pepin County Recycling Director, explained the intent of this ordinance is to provide regulation for the implementation of recycling in the responsible unit areas.

Supervisor Scallon made a motion, seconded by Supervisor Anderson, to add the regulation of burn barrel use to the amendment. After some discussion Supervisor Scallon withdrew the motion.

Supervisor Anderson made a motion to adopt Amendment 107 to Pepin County Code of Ordinance No. 179 Creation of Chapter 30 – Recycling/Solid Waste Ordinance, seconded by Supervisor Thompson. Motion carried by voice vote with no negative votes. Amendment No. 107 adopted.

RESOLUTION NO. 47-15

CREATING A NON-LAPSING FUND FOR THE PEPIN COUNTY VISITORS GUIDE

WHEREAS, the Pepin County Economic Development Office within the Land Management Department is developing a visitor’s guide to promote tourism and economic development within Pepin County, and

WHEREAS, the State of Wisconsin’s Department of Tourism estimated that in 2014 Pepin County generated \$5.7 million in direct visitor spending, \$10.1 million in total business sales, and \$700,000 in state and local taxes, and

WHEREAS, promoting tourism will allow Pepin County to capitalize on its natural amenities while increasing tax revenues and supporting local businesses, and

WHEREAS, advertisements from local businesses will be used to cover the expense of designing, printing, and distributing the visitor’s guide rather than money from the general fund, and

WHEREAS, it is possible that funds generated from advertisement sales may exceed the cost of designing, printing, and distributing the visitor’s guide and will be retained for costs of producing future editions of the visitor’s guide, and

NOW, THEREFORE, BE IT RESOLVED, that the Pepin County Board of Supervisors authorizes the creation of a revenue line devoted to advertisement sales and an expense line to pay for the expenses incurred by the development of the visitor’s guide.

BE IT FURTHER RESOLVED, that the unspent funds at the end of the year be automatically appropriated to the visitor’s guide accounts in the subsequent years.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chairman

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Jacki Drier, Pepin County Economic Development and Tourism Assistant Director, addressed this resolution. This fund, once established, will be used for Pepin County Visitors Guide. Motion by Supervisor Kraft to approve Resolution 47-15 titled Creating a Non-Lapsing Fund for the Pepin County Visitors Guide, seconded by Supervisor Scallon. Motion carried by voice vote with no negative votes. Resolution 47-15 adopted.

**RESOLUTION NO. 48-15
PEPIN COUNTY BOARD OF SUPERVISORS
TO SUPPORT RESTORING MISSISSIPPI RIVER VALLEY DRY BLUFF PRAIRIES IN
WEST CENTRAL WISCONSIN**

WHEREAS, Dry Bluff Prairies; also known as goat prairies, hill prairies, or dry prairies, are dry grassland communities that usually occur on steep south or west facing slopes at the summits of river bluffs with sandstone or dolomite bedrock near the surface; and

WHEREAS, Dry Bluff Prairies are globally rare ecosystems found along the Mississippi and Chippewa Rivers and are hosts to numerous rare, threatened and endangered species of both plants and animals; and

WHEREAS, Dry Bluff Prairies are being lost to non-native and invasive plant species, and the lack of natural and controlled fires, and without the help of concerned citizens the dry bluff prairies will no longer exist within 30 years or less; and

WHEREAS, An application for USDA-Natural Resource Conservation Service (NRCS) Regional Conservation Partnership Program (RCPP) funds is being submitted to provide an opportunity for landowners to restore and maintain these dry prairies; and

WHEREAS, the RCPP application is in cooperation with Buffalo County, Trempealeau County, UW-Extension Buffalo County, the Department of Natural Resources, UW-Platteville, National

Eagle Center, The Prairie Enthusiasts, Lower Chippewa River Alliance, US Fish & Wildlife Service, and the Durand Sportsmen's Club; and

WHEREAS, Pepin County, through its Land Conservation Committee and the existing County Cost Share Program, will support this effort by contributing a total of 15,000 dollars in matching funds, 10,000 dollars in-kind technical assistance, and 1,000 dollars in-kind administrative assistance over the next 5 years; now

THEREFORE, BE IT RESOLVED, that the Pepin County Board of Supervisors do hereby support this partnership to restore the Mississippi River Valley Dry Bluff Prairies through the Regional Conservation Partnership Program (RCP).

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chairman

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Chase Cummings, Pepin County Conservationist, explained that the Dry Bluff Prairies are a globally rare ecosystem and there is an opportunity to support landowners in maintaining them. Supervisor Jelle made a motion to adopt Resolution 48-15 titled To Support Restoring Mississippi River Valley Dry Bluff Prairies in West Central Wisconsin, seconded by Supervisor Dawson. Motion carried by voice vote with no negative votes. Resolution 48-15 adopted.

RESOLUTION NO. 49-15

CREATION OF AN ADDITIONAL ECONOMIC SUPPORT SPECIALIST POSITION IN THE PEPIN COUNTY DEPARTMENT OF HUMAN SERVICES

WHEREAS, the Pepin County Department of Human Services has received a request to fill a third Economic Support Specialist position for the Western Region Economic Assistance (WREA) Consortium, and

WHEREAS, the Western Region Economic Assistance (WREA) Consortium, fully reimburses the Pepin County for all costs associated with the position, and

WHEREAS, the Western Region Economic Assistance (WREA) Consortium Management Team, has recognized a need for three Economic Support Specialists in Pepin County to assist in depth of services, walk in assistance, and training new employee's when vacancies arise, and

WHEREAS, the position is fully funded, which supports the department in areas of administrative overhead reimbursement, which reduces overhead costs in units that are supported by tax levy, and

WHEREAS, the Western Region Economic Assistance (WREA) Consortium Management Team has expressed great appreciation for the positive work environment; current employee's work ethic and customer service skills and believe that additional employee's from Pepin County would bring the same characteristics, and

WHEREAS, the revenues and expenses for the position will be part of the 2016 budget presented to the County Board and a budget modification will not be needed,

NOW, THEREFORE BE IT RESOLVED, that Pepin County Board of Supervisors hereby approves the hiring of an additional Economic Support Specialist position within the Department of Human Services, effective January 1, 2016, as long as the position is fully funded by the Western Region Economic Assistance Consortium (WREA).

RESOLUTIONS COMMITTEE

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

Paula Winter, Human Services Director, addressed this resolution stating that the position will be funded by the consortium.

Supervisor Jelle made a motion to adopt Resolution 49-15 titled Creation of an Additional Economic Support Specialist Position in the Pepin County Department of Human Services, seconded by Supervisor Bergmark. Motion carried by voice vote with no negative votes. Resolution 49-15 adopted.

**RESOLUTION NO. 50-15
CHILD SUPPORT COORDINATOR WAGE SCALE**

WHEREAS, the Department of Human Services Child Support Coordinator position is currently vacant, and

WHEREAS, it is the intent of Pepin County to transition positions on the former Human Services Department/Courthouse Employees Union wage schedule into steps on the regular County wage scale.

NOW THEREFORE BE IT RESOLVED that the Pepin County Board of Supervisors establish the current 2015 hourly rate of pay for the Child Support Coordinator position on the regular County wage scale as follows:

NEW: County hourly wage scale:

Start	6 month	12 month	18 month	2 year	4 year	6 year
16.25	17.11	18.01	18.96	19.96	21.01	22.12

Delete position on Human Services (former union) hourly wage scale:

Start	1 Year	2 Year	3 Year	4 Year	5 Year	6 Year
18.78	19.29	19.87	20.41	20.99	21.52	22.12

RESOLUTIONS COMMITTEE

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

Paula Winter, Human Services Director, and Darlene Bruner, Personnel Director, both addressed this resolution. This position is being placed into the non-union wage scale. Supervisor Thompson made a motion to adopt Resolution 50-15 titled Child Support Coordinator Wage Scale, seconded by Supervisor Anderson. Motion carried by voice vote with no negative votes. Resolution 50-15 adopted.

RESOLUTION NO. 51-15
2015 BUDGET MODIFICATION – VETERANS SERVICE OFFICER LOSS OF GRANT FUNDING

WHEREAS Pepin County contracts with Buffalo County to provide staffing of its Veterans Service Office, and

WHEREAS the contracted services agreement which commenced on August 1, 2012 and continues through December 31, 2016 is still in effect, and

WHEREAS overall the agreement will continue to save Pepin County money over its term while still providing Pepin County veterans the same level of service that they have been receiving despite the loss of the grant funding, and

WHEREAS the Pepin County Human Services Board was authorized to act on behalf of the County in fulfilling the contracted services agreement and in any negotiations regarding possible renewal of the agreement, and

WHEREAS the Pepin County Human Services Board determined that the contracted services agreement with Buffalo County should be continued despite the loss of the grant funding for both counties and the adjusted expense amount due to the loss of the grant funding, and

WHEREAS neither the loss of the 2015 VSO Grant revenues for Pepin or Buffalo County nor its related expense increases were provided for in the original 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>			
	<i>Revenues:</i>			
100-00-43564-000	S/A- Veterans Service Office	\$ 8,500	(\$ 8,500)	\$ 0
	<i>Expenditures:</i>			
100-00-54720-000	Veterans Service Office	\$ 57,891	\$ 4000	\$ 61,891
100-00-59100-000	Contingency Fund	\$ 64,317	(\$ 12,500)	\$ 51,817

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

Pamela Dewitt, Finance Director, addressed this resolution. She suggested that one of our legislators should be contacted and be made aware of the loss of the grant funding.

Supervisor Dawson made a motion to adopt Resolution No. 51-15 titled 2015 Budget Modification – Veterans Service Officer Loss of Grant Funding, seconded by Supervisor Dawson. Motion carried by roll call vote with no negative votes. Resolution 51-15 adopted.

RESOLUTION – 2015 BUDGET MODIFICATION – HEALTH DEPARTMENT COMMUNITY ENGAGEMENT NON-LAPSING FUND

This item was not presented.

RESOLUTION – HEALTH DEPARTMENT PROGRAM ASSISTANT PROGRAM

This item was not presented.

RESOLUTION NO. 52.15

ORDER ISSUANCE OF DEED TO PEPIN COUNTY ON PROPERTIES SUBJECT TO TAX CERTIFICATE

WHEREAS, pursuant to WI STATS 75.14 (1) the following described real property has been subject to tax certificate for unpaid real estate taxes:

RANDY NELSON

Description	Year of Tax	Year of Sale	Cert. Date	Cert. Number	Cert. Amount
PARCEL 006-00043-0002					
PRT OF SW 1/4 OF SW	2008	2009	9/2/2009	#27	1,215.31
	2009	2010	9/1/2010	#17	1,221.34
	2010	2011	9/6/2011	#27	1,297.85
	2011	2012	9/4/2012	#20	1,305.80
	2012	2013	9/3/2013	#24	1,246.90

Description	Year of Tax	Year of Sale	Cert. Date	Cert. Number	Cert. Amount
PARCEL 006-00046-0000					
PRT OF S 1/2 G.L.3	2009	2010	9/1/2010	#18	4,874.66
	2010	2011	9/6/2011	#29	5,163.72
	2011	2012	9/4/2012	#21	5,731.22
	2012	2013	9/3/2013	#25	4,955.50

Description	Year of Tax	Year of Sale	Cert. Date	Cert. Number	Cert. Amount
PARCEL 006-00246-0000					
PRT OF G.L.9 BNG S 15 A.	2012	2013	9/3/2013	#38	150.96

Description	Year of Tax	Year of Sale	Cert. Date	Cert. Number	Cert. Amount
PARCEL 006-00246-0002					
PRT OF G.L.9	2012	2013	9/3/2013	#39	1,433.08

Description	Year of Tax	Year of Sale	Cert. Date	Cert. Number	Cert. Amount
PARCEL 006-00043-0001					
PRT OF SW 1/4 OF SE 1/4 OF SW 1/4	2012	2013	9/3/2013	#23	72.97

GEIB FAMILY TRUST

Description	Year of Tax	Year of Sale	Cert. Date	Cert. Number	Cert. Amount
010-00064-0000					
PRT NW ¼ OF NE ¼ BNG	2010	2011	9/6/2011	#60	1554.24
THE WEST 80' OF NORTH	2011	2012	9/4/2012	#56	1569.42
198'	2012	2013	9/3/2013	#72	1572.01

LARRY & LAURA WRYCZA

Description	Year of Tax	Year of Sale	Cert. Date	Cert. Number	Cert. Amount
014-00149-0000					
PRT OF NE 1/4 OF SE 1/4	2011	2012	9/4/2012	#105	556.25
BNG E 8 RDS OF S 10 RDS	2012	2013	9/3/2013	#104	735.09
SEC 9-25-14					

ROBERT J HUBBARD

Description	Year of Tax	Year of Sale	Cert. Date	Cert. Number	Cert. Amount
216-00382-0000					
NLY 1/2 OF L.1 & 2	2010	2011	9/6/2011	#208	807.73
BLK.3 R.6E OF BASE LN	2011	2012	9/4/2012	#173	847.23
CITY OF DURAND	2012	2013	9/3/2013	#185	1,062.05

TIMOTHY WOOD & MICHELLE BRANTNER

Description	Year of Tax	Year of Sale	Cert. Date	Cert. Number	Cert. Amount
216-00784-0000					
L. 145 BNG W 82 1/2', EX	2010	2011	9/6/2011	#225	983.28
NLY 100', & L.146	2011	2012	9/4/2012	#195	
CITY ADDITION-CITY OF	2012	2013	9/3/2013	#204	1,030.78
DURAND					996.56

DAVID L BAUER

Description	Year of Tax	Year of Sale	Cert. Date	Cert. Number	Cert. Amount
014-00658-0000					
L.5 BLK.10 VILLAGE OF	2011	2012	9/4/2012	#115	252.02
ARKANSAW	2012	2013	9/3/2013	#115	998.99

REMY CECI & MELISSA SMITH

Description	Year of Tax	Year of Sale	Cert. Date	Cert. Number	Cert. Amount
171-00133-0000					
L.3 EX S 50' OF E 60' & L.4,	2011	2012	9/4/2012	#128	802.56
BLK.16	2012	2013	9/3/2013	#140	1,736.97
VILLAGE OF PEPIN					

DEAN & WANDA ABBOTT

Description	Year of Tax	Year of Sale	Cert. Date	Cert. Number	Cert. Amount
216-00464-0000					
L.9 & 10, BLK.5	2011	2012	9/4/2012	#181	3,473.68
BURGESS ADDITION	2012	2013	9/3/2013	#189	3,356.02
CITY OF DURAND					

WHEREAS, the redemption period is two years from the date that said Tax Certificates were issued listing all of the tax years identified above as being unpaid;

WHEREAS, the county is entitled to take a tax deed to said properties on or after September 1st, two years after issuance of said Tax Certificates, if all of the procedures of WI STATS Chapters 74 and 75 are followed;

WHEREAS; WI STATS 75.14 (1) requires that the County Board order issuance of Deeds;

NOW THEREFORE BE IT RESOLVED, that the Pepin County Board of Supervisors hereby grants authorization to the County Clerk of Pepin County to issue Tax Deeds in favor of the County after approval by the Pepin County Finance Committee and the Pepin County Treasurer.

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

Nancy Richardson, Pepin County Treasurer, addressed this resolution. Supervisor Scallon made a motion to adopt Resolution 52-15 titled Order Issuance of Deed to Pepin County on Properties Subject to Tax Certificate, seconded by Supervisor Jelle. Motion carried by voice vote with no negative votes. Resolution 52-15 adopted.

**RESOLUTION NO. 53-15
 2015 BUDGET MODIFICATION-SHERIFF’S DEPARTMENT
 SPEED ENFORCEMENT GRANT**

WHEREAS the Pepin County Sheriff’s Office has been selected in 2015 to receive funding for the 2015 traffic safety Speed Enforcement Grant, and

WHEREAS the current year Speed Enforcement Grant in the amount of \$10,000 has been awarded for the Mobilization of traffic safety, and must be used for traffic safety equipment and overtime reimbursement to promote or protect in the execution of traffic safety, and

WHEREAS the 2015 Speed Enforcement Grant funding period is through June 1st, 2015 thru September 30th 2015 and grant funds must be spent by the end of the calendar year, and

WHEREAS the 2015 Speed Enforcement Grant money will be used for two in squad radar units, and overtime payment of extra deputies assigned to work the hours of the grant, and

WHEREAS neither the 2015 Speed Enforcement Grant revenue nor its related expenses were provided for in the original 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>			
	<i>Revenues:</i>			
100-00-43527-000	S/A- Sheriff Office Grants	\$ 44,000	\$ 10,000	\$ 54,000
	<i>Expenditures:</i>			
100-00-55120-000	Sheriff Dept	\$ 1,720,868	\$ 10,000	\$ 1,730,868

RESOLUTIONS COMMITTEE

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

Greg Balow, Chief Deputy for the Sheriff’s Department, addressed this resolution. Supervisor Kraft made a motion to adopt Resolution 53-15 titled 2015 Budget Modification – Sheriff’s Department Speed Enforcement Grant, seconded by Supervisor Anderson. Motion carried by roll call vote. 12 voting Yes, 0 voting no. Resolution 53-15 adopted.

**RESOLUTION NO. 54-15
ESTABLISHING FILL-IN DEPUTY WAGE**

WHEREAS, the Sheriff’s Department has three (3) fill-in Deputy positions, and

WHEREAS, the 2015 rate of pay for the fill-in Deputy position is currently \$13.74 per hour, and

WHEREAS, the Law Enforcement Committee has recommended increasing the hourly rate of pay for the fill-in the deputy positions.

NOW, THEREFORE BE IT RESOLVED, that the rate of pay for the fill-in deputy positions be established at the \$15.00 per hour effective January 1, 2016.

RESOLUTIONS COMMITTEE

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

Greg Balow, Chief Deputy for the Sheriff’s Department, addressed this resolution. Supervisor Ingram made a motion to amend the resolution to read \$17.73 per hour instead of \$15.00 per hour for fill-in Deputy position, seconded by Supervisor Kraft. Motion defeated by roll call vote, ten voting no. Voting yes were Supervisor Ingram and Supervisor Kraft. Supervisor Kraft made a motion to adopt Resolution 54-15 titled Establishing Fill-in Deputy Wage, seconded by Supervisor Ingram. Motion carried by roll call vote. 12 voted yes, 0 voted no. Resolution 54-15 adopted.

RESOLUTION NO. 55-15

Wisconsin Department of Employee Trust Funds (ETF)

EXISTING EMPLOYER

OPTION SELECTION RESOLUTION

WISCONSIN PUBLIC EMPLOYERS' GROUP HEALTH INSURANCE PROGRAM

RESOLVED, by the Pepin County Board of Supervisors of the County of Pepin that pursuant to the provisions of Wis. Stat. § 40.51 (7) hereby determines to offer the Wisconsin Public Employers (WPE) Group Health Insurance program to eligible personnel through the program of the State of Wisconsin Group Insurance Board (Board), and agrees to abide by the terms of the program as set forth in the contract between the Board and the participating health insurance providers.

All participants in the WPE Group Health Insurance program will need to be enrolled in a program option. An employer may elect participation in program options listed below, **with each program option to be offered to different employee classifications (pursuant to collective bargaining). Individual employees cannot choose between program options.**

We choose to participate in the: (check applicable options)

- Traditional HMO-Standard PPO W/Dental, P02
- X Deductible HMO-Standard PPO W/ Dental, P04**
- Coinsurance HMO-Standard PPO W/ Dental, P06
- High Deductible Health Plan HMO-Standard HDHP PPO W/ Dental, P07
- Traditional HMO-Standard PPO W/O Dental, P12
- Deductible HMO-Standard PPO W/O Dental, P14
- Coinsurance HMO-Standard PPO W/O Dental, P16
- High Deductible Health Plan HMO-Standard HDHP PPO, P17

The resolution must be received by the Department of Employee Trust Funds (ETF) ~~no later than October 1~~ before January 1, 2016 for coverage to be effective ~~the following~~ January 1, 2016. The proper officers are herewith authorized and directed to take all actions and make salary deductions for premiums and submit payments required by the Board to provide such Group Health Insurance.
 Certification

I hereby certify that the foregoing resolution is a true, correct and complete copy of the resolution duly and regularly passed by the above governing body on the 21st day of October, year 2015 and that said resolution has not been repealed or amended, and is now in full force and effect.

Dated this 21st day of October, year 2015.

I understand that Wis. Stat § 943.395 provides criminal penalties for knowingly making false or or fraudulent statements, and hereby certify that, to the best of my knowledge and belief, the above information is true and correct.

Pamela DeWitt Finance Director
 Employer Representative Title

740 7th Avenue West, P.O. Box 39
 Durand, WI 54736

 Mailing Address

Pepin County

 Employer County

pdewitt@co.pepin.wi.us

 Email Address

Number of eligible employees 83

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Darlene Brunner, Personnel Director, explained that Dental Coverage for 2016 is separate from the Health Care Plan and this resolution allows the County to opt in for Dental Coverage.

Supervisor Scallon made a motion to adopt Resolution 55-15 titled Existing Employer Option Selection Resolution – Wisconsin Public Employers’ Group Health Insurance Program, seconded by Supervisor Thompson. Motion carried by voice vote with no negative votes. Resolution 55-15 adopted.

**RESOLUTION NO. 56-15
AMENDMENT NO. 12 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 **dollar amounts 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 % of full-time	prorated % of full-time
Working four-fifths to < full-time annually	90% of full-time \$ %	90% of full-time \$ %
Working full-time annually	\$645.50	\$1,609.00

As long as Pepin County is a participant in the Wisconsin Public Employers’ Group Health Insurance Program, the above **dollar amounts shall be paid towards the health plan selected (with or without dental).**

~~percentages shall be applied to the least costly qualified plan available in Pepin County. 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.~~

NOW THEREFORE BE IT RESOLVED that the Employee Handbook be amended per changes stated above, to be effective for the premiums for January 2016 Health Insurance coverage (deductions to be made in December 2015).

RESOLUTIONS COMMITTEE

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

Darlene Brunner, Personnel Director, addressed this resolution. Supervisor Anderson made a motion to adopt Resolution 56-15 titled Amendment No. 12 to Pepin County Employee Handbook, seconded by Supervisor Dawson. Motion carried by voice vote with no negative votes. Resolution 56-15 adopted.

**RESOLUTION NO. 57-15
2015 BUDGET MODIFICATION – FINANCE/PERSONNEL HEALTH INSURANCE
EXPENSE**

WHEREAS the Accounting Specialist has applied for family coverage effective September 1, 2015 due to a qualifying event, and

WHEREAS the expense for a family coverage plan is not provided for in the current Finance or Personnel 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>			
	Personnel:			
100-00-51430-164	Health Insurance	\$ 20,676	\$ 3,667	\$ 24,343
	Finance:			
100-00-51430-164	Health Insurance	\$ 20,746	\$ 3,667	\$ 24,413
100-00-59100-000	Contingency Fund	\$ 71,651	\$ (7,334)	\$ 64,317

RESOLUTIONS COMMITTEE

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

Pam DeWitt, Finance Director, addressed this resolution. Supervisor Kraft made a motion to adopt Resolution 57-15 titled 2015 Budget Modification – Finance/Personnel Health Insurance Expense, seconded by Supervisor Thompson. Motion carried. 12-Voted Yes, 0-Voted No. Resolution 57-15 adopted.

APPOINTMENTS

County Board Chair Adler appointed the following people to the Local Emergency Planning Commission:

Joel Wener to replace John Andrews

Angela Jacobson to represent the Chippewa Valley Hospital

The appointments were confirmed by the County Board with no negative votes.

ANNOUNCEMENTS

Mark Rasmussen, DNR Property Manager for the Tiffany Wildlife Area, sent the Board a thank you letter for their support of the acquisition of 273 acres in Pepin County to be added to the Tiffany Wildlife Area.

Thank you cards were received from the Bergmark family and the Ingram family.

COMMITTEE REPORTS

The following County Board Committees gave their reports: Finance/Property, Health, Highway, Human Services, Land Conservation, Law Enforcement, Personnel, UW Extension/Solid Waste.

PUBLIC COMMENTS ON ISSUES OTHER THAN AGENDA ITEMS

There were no public comments.

FUTURE AGENDA ITEMS AND MEETING DATE

The Pepin County Budget Hearing will be held on November 10, 2015 at 9:30 a.m.

The regular monthly County Board meeting will be held **Wednesday, November 10, 2015, following the Budget Hearing**

ADJOURNMENT

Motion by Supervisor Scallon, seconded by Supervisor Ingram, to adjourn the meeting. Motion carried. Meeting adjourned at 8:30 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 September 11, 2015.

/s/ Peter A. Adler, Chair

Pepin County Board of Supervisors

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES
TUESDAY, NOVEMBER 10, 2015, AT 9:30 A.M.
PEPIN COUNTY GOVERNMENT CENTER, DURAND, WI**

CALL TO ORDER

The Pepin County Board of Supervisors meeting was called to order at 9:32 a.m. on Tuesday, November 10, 2015, by Chairman Pete 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	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	Dorothy Thompson	present
District # 6	Betty J. Bergmark	present	District # 12	Steven L. Anderson	present

Eleven members were present. Absent was Bill Ingram

PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE AGENDA

Motion was made by Supervisor Kraft and seconded by Supervisor Thompson to approve the agenda. Motion carried by voice vote with no negative votes.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments on agenda items.

APPROVE MINUTES OF THE PREVIOUS MEETING – *October 21, 2015*

Motion was made by Supervisor Anderson and seconded by Supervisor Dawson to approve the minutes of the October 21, 2015 meeting. Motion carried by voice vote with no negative votes.

INTRODUCTION OF THE NEW PERSONNEL/PAYROLL/BENEFITS MANAGER, MICHELLE “MICCI” WEISS

Chairman Adler introduced Micci Weiss to the County Board and those attending the meeting.

PUBLIC HEARING ON THE PEPIN COUNTY 2016 PROPOSED BUDGET

Motion was made by Supervisor Bauer, and seconded by Supervisor Thompson, to go into the Public Budget Hearing. Motion carried by voice vote with no negative votes. The hearing was called to order at 9:35 a.m.

Finance Director Pamela DeWitt presented the proposed 2016 budget summary. Pepin County equalized values increased 3.36% to \$555,990,600.00. The proposed levy is \$3,968,447.00, a 2.54 % increase from 2014. The mill rate for this levy is \$7.14, a .70% decrease from 2014.

Following the presentation and discussion of the budget, Supervisor Anderson made a motion to adjourn the Public Budget Hearing, seconded by Supervisor Jelle. Motion carried by voice vote with no negative votes. The hearing was adjourned at 11:12 a.m.

Chairman Adler called for a break. The meeting resumed at 11:25 a.m.

RESOLUTION NO. 58-15
2015 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 2014 calculation of excess funds is attached, and

WHEREAS the transfer of excess funds was not provided for in the original 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>			
100-00-49200-000	Transfers from Other Funds	\$ 3,369	\$ 223,091	\$ 226,460
100-00-49300-000	Surplus Applied	250,000	(223,091)	26,909
	<i>Human Services Dept Fund:</i>			
211-00-49300-000	Surplus Applied	0	81,164	81,164
211-00-59200-390	Transfers to Other Funds	0	81,164	81,164
	<i>Health Dept Fund:</i>			
230-00-49300-000	Surplus Applied	0	76,751	76,751
230-00-59200-390	Transfers to Other Funds	66,038	76,751	142,789
	<i>Co. Trunk Hwy Fund:</i>			
240-00-49300-000	Surplus Applied	0	65,176	65,176
240-00-59200-390	Transfers to Other Funds	0	65,176	65,176

RESOLUTIONS COMMITTEE

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

The information in this resolution was explained during the Public Budget Hearing.

Motion by Supervisor Anderson to approve Resolution 58-15 titled 2015 Budget Modification – Fund Balance Transfer, seconded by Supervisor Thompson. Motion carried by roll call vote. 11 voting yes, 0 voting no, 1 absent. Resolution 58-15 adopted.

RESOLUTION NO. 59-15
LAND CONSERVATION PLANNER/TECHNICIAN POSITION WAGE SCALE
ADJUSTMENT

WHEREAS, the current wage scale for the Land Conservation Planner/Technician position is as follows:

<u>Start</u>	<u>6 months</u>	<u>1 Year</u>	<u>18 months</u>	<u>2 Year</u>	<u>4 Year</u>	<u>6 Year</u>
15.23	16.03	16.87	17.76	18.69	19.67	20.71

WHEREAS, the Land Conservation Committee have recommended the pay scale for the Land Conservation Planner/Technician be adjusted based on the skills, educational requirements of the position, and to be more in line with other county positions with a similar level of job duties and responsibilities, and

NOW THEREFORE BE IT RESOLVED that the Pepin County Board of Supervisors establish the wage scale for the Land Conservation Planner/Technician position as follows:

Start	6 months	1 Year	18 months	2 Year	4 Year	6 Year
17.14	18.04	18.99	19.99	21.04	22.15	23.32

BE IT FURTHER RESOLVED that the current employee, Travis Drier, be placed on the new wage scale at the 3-year step (\$21.04/hr) effective January 3, 2016.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Supervisor Kraft to approve Resolution 59-15 titled Land Conservation Planner/Technician Position Wage Scale Adjustment, seconded by Supervisor Scallon. Motion carried by roll call vote. 11 voting yes, 0 voting no, 1 absent. Resolution 59-15 adopted.

RESOLUTION – COUNTY CLERK – ADDITIONAL 250 HOURS OF ELECTION PART-TIME HELP

This agenda item was cancelled due to the decision during the budget discussion to supply the Clerk’s office with 250 hours of extra help from the Land Conservation Office.

RESOLUTION NO. 60-15

HEALTH DEPARTMENT PROGRAM ASSISTANT POSITION

WHEREAS, Pepin County Health Department Program Assistant position has been decreased from 1.0 to 0.5 full time equivalent effective July 1, 2015 following the phase out of the Home Care Program per Resolution #33-15, and

WHEREAS, the Board of Health has reviewed current grant project funding and staffing levels, as well as staffing estimates of the time needed to support the Health Department program and department goals, and

WHEREAS, it has been determined that there is a need for an increase in Program Assistant staffing to support the Health Department grant project and program goals.

NOW, THEREFORE, BE IT RESOLVED, that the Pepin County Board of Supervisors does hereby authorize the Health Department Program Assistant position to be established as a 0.6 full time equivalent position effective January 1, 2016.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Supervisor Weiss to approve Resolution 60-15 titled Health Department Program Assistant Position, seconded by Supervisor Thompson. Motion carried by roll call vote. 11 voting yes, 0 voting no, 1 absent. Resolution 60-15 adopted.

**RESOLUTION NO. 61-15
APPROVING NON-UNION (NON-ELECTED) WAGES/SALARIES
FOR 2016**

WHEREAS the Pepin County Finance and Personnel Committees have reviewed non-union employees wages and department head salaries (excluding elected officials), and recommends that all non-union employees and department heads (excluding elected officials) receive a 1.5% wage/salary increase effective January 1, 2016.

NOW THEREFORE BE IT RESOLVED that the Pepin County Board of Supervisors does hereby approve a 1.5% wage/salary increase for all non-union (non-elected) positions effective January 3, 2016.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Supervisor Dawson to approve Resolution 61-15 titled Approving Non-Union (Non-Elected) Wages/Salaries for 2016, seconded by Supervisor Anderson. Motion carried by roll call vote. 10 voting yes, negative vote by Supervisor Bauer, 1 absent. Resolution 61-15 adopted.

**RESOLUTION NO. 62-15
AUTHORIZING \$222,000 SECURITY FINANCIAL BANK LOAN**

WHEREAS Pepin County, Wisconsin (“County”) is presently in need of funds up to a maximum aggregate amount of two hundred and twenty two thousand dollars (\$222,000) for the purposes of financing the capital equipment needs in the 2016 Budget year and for no other purpose, and

WHEREAS the County Board of Supervisors deems it necessary and in the best interest of the County that, pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, the sum of up to two hundred and twenty two thousand dollars (\$222,000) be borrowed for such purposes from time to time upon the terms and conditions hereinafter set forth.

NOW, THEREFORE BE IT RESOLVED, that for the purposes hereinabove set forth the County, by its Chairperson of the County Board and County Clerk, pursuant to Section 67.12(12), Wisconsin Statutes, borrow from Security Financial Bank, Durand, Wisconsin (“Lender”), from time to time, in one or more advances, a maximum aggregate amount of \$222,000 or if less, the aggregate principal amount of all advances as may be required to meet the above-stated purposes.

BE IT FURTHER RESOLVED that each such advance be requested in writing by the County Clerk or County Finance Director which request may be conclusively relied upon by the lender.

BE IT FURTHER RESOLVED that there shall be raised and there is levied upon all taxable property within the County, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

BE IT FURTHER RESOLVED that to evidence such indebtedness, said Chairperson of the County Board and County Clerk shall make, execute and deliver to the Lender for and on behalf of the County the promissory note of the County to be dated December 11, 2015 in said principal amount with interest at the rate of three percent (3.0%) per annum and payable as follows:

In 2016 three equal quarterly payments of principal and interest plus additional interest due based on the timing of the draws, and

In 2017, 2018, 2019 and 2020 equal quarterly payments of principal and interest, and

In 2021, the remaining quarterly payment of principal and interest.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Supervisor Kraft to approve Resolution 62-15 titled Authorizing \$222,000 Security Financial Bank Loan, seconded by Supervisor Anderson. Motion carried by roll call vote. 11 voting yes, 0 voting no, 1 absent. Resolution 62-15 adopted.

APPROVAL OF COUNTY AID BRIDGE PETITION

Motion by Supervisor Scallon to approve the Bridge Petition from the Town of Pepin, seconded by Supervisor Dawson. Motion carried by roll call vote with 7 voting yes, 0 voting no, 3 members from the City of Durand and 1 member from the Village of Pepin abstaining and 1 absent. The Bridge Petition passed.

RESOLUTION NO. 63-15

**ESTABLISHING THE 2015 PEPIN COUNTY TAX LEVY
AND ADOPTING THE 2016 PEPIN COUNTY BUDGET**

WHEREAS the Pepin County Finance Director has reviewed, with the County Board, the 2016 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 \$3,968,447 as county taxes for the year 2015, with the \$3,968,447 to be apportioned by the County Clerk as provided by law and in accordance with the 2015 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 2016 Pepin County Budget as presented at the public hearing.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Supervisor Jelle to amend the published budget to include the changes made at the November 5, 2015 Finance Committee meeting, seconded by Supervisor Bergmark. Motion carried by voice vote with no negative votes.

Motion by Supervisor Anderson to approve Resolution 63-15 titled Establishing the 2015 Pepin County Tax Levy and Adopting the 2016 Pepin County Budget, seconded by Supervisor Dawson. Motion carried by roll call vote. 9 voting yes, 2 negative votes by Supervisor Kraft and Supervisor Bauer and 1 absent. Resolution 63-15 adopted.

**RESOLUTION NO. 64-15
COMBINING THE DUTIES OF THE DEPUTY TREASURER WITH A NEWLY
CREATED GIS SPECIALIST POSITION ESTABLISHING WAGE SCALE**

WHEREAS, the Treasurer’s Office expressed an interest in being involved in the computer parcel mapping during the Pepin County Land Information Council Meeting, and

WHEREAS, the Pepin County Land Information Council has identified a need for a skilled GIS professional that can assist in providing computerized mapping services to benefit the public and the departments within the Pepin County Government Center, and

WHEREAS, the Pepin County Land Information Council unanimously agreed to commit \$20,000 annually of Wisconsin Land Information Grant money towards wages for a full-time GIS Specialist/Deputy Treasurer position if the individual hired possesses GIS skills that would benefit the county, and

WHEREAS, this decision should reduce redundancy and increase efficiency in current government operations by combining these functions, and

WHEREAS, the Pepin County Finance and Personnel Committees have approved the joint request of the Treasurer’s Office and Land Information Officer to change the job title and duties of the .8 Deputy Treasurer position by adding a 0.2 GIS Specialist to become the GIS Specialist/Deputy Treasurer (job descriptions attached), and

WHEREAS, the recommended pay scale for the GIS Specialist/Deputy Treasurer would be based upon the current Specialist pay scale, and

WHEREAS, this joint position is contingent upon Wisconsin Land Information Program grant funding. If there is a loss of the grant funding, the Deputy Treasurer position will revert back to a .8 FTE Deputy Treasurer position on the deputy wage schedule.

NOW, THEREFORE BE IT RESOLVED, that the Pepin County Board of Supervisors hereby approves the Deputy Treasurer position to be merged with the GIS Specialist position, creating the new full-time position of GIS Specialist/Treasurer, and placed on the Specialist Wage Schedule according to the 6-year step schedule below.

(hourly rates)	Start	6 months	1 year	18 months	2 year	4 year	6 year
Specialist Wage	17.14	18.04	18.99	19.99	21.04	22.15	23.32

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

Motion by Supervisor Thompson to approve Resolution 64-15 titled Combining the Duties of the Deputy Treasurer with a Newly Created GIS Specialist Position Establishing Wage Scale, seconded by Supervisor Weiss. Motion carried by roll call vote. 10 voting yes, negative vote by Supervisor Bauer, 1 absent. Resolution 64-15 adopted.

RESOLUTION NO. 65-15
2015 BUDGET MODIFICATION – \$120,000 SECURITY FINANCIAL BANK LOAN

WHEREAS Pepin County Board approved RESOLUTION NO. 39-15 - AUTHORIZING \$120,000 SECURITY FINANCIAL BANK LOAN for the purpose of financing a County Sheriff’s Department software replacement, and

WHEREAS neither the loan proceeds revenue nor the related software equipment expenses were provided for in the original 2015 budget.

NOW THEREFORE BE IT RESOLVED that the Pepin County Board of 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>			
100-00-49600-000	Loan Proceeds	\$ 0	\$ 120,000	\$ 120,000
100-00-52120-000	Sheriff Dept	\$ 1,729,411	\$ 120,000	\$ 1,849,411

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

Pamela DeWitt, Pepin County Finance Director, addressed this resolution stating that the purpose of this resolution was to modify the 2015 budget to include the loan proceeds and the related software equipment expenses.

Motion by Supervisor Anderson to approve Resolution 65-15 titled 2015 Budget Modification - \$120,000 Security Financial Bank Loan, seconded by Supervisor Peterson. Motion carried by roll call vote. 11 voting yes, 0 voting no, 1 absent. Resolution 65-15 adopted.

RESOLUTION NO. 66-15
2015 BUDGET MODIFICATION – BENEFIT PAYOUT TO RETIRING EMPLOYEE

WHEREAS the Personnel Director, Darlene Brunner, will be retiring December 31, 2015 after over 41 years of service and has requested to receive payment of all wages and benefits due through December 31, 2015, and

WHEREAS section 3.2.8 (2) of the Pepin County Employee Handbook states that “For those employees retiring/terminating employment at the end of a calendar year, all wages and benefits due that employee shall be paid on the final paycheck of that year, at the request of the employee.”, and

WHEREAS the retiree has requested the payout in 2015 as per the policy, and

WHEREAS a portion of the anticipated payout expense was provided for in Resolution 9-15 with the additional expense now being reasonably estimable;

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>				
100-00-51430-000	Personnel	\$ 123,316	\$ 2,634	\$ 125,950
100-00-59100-000	Contingency Fund	\$ 51,817	\$ (2,634)	\$ 49,183

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

Pamela DeWitt, Pepin County Finance Director, addressed this resolution stating that a request has been made by a retiring employee to receive payment of all wages and benefits due through December 2015 as per the Pepin County Employee Handbook.

Motion by Supervisor Kraft to approve Resolution 66-15 titled 2015 Budget Modification – Benefit Payout to Retiring Employee, seconded by Supervisor Weiss. Motion carried by roll call vote. 11 voting yes, 0 voting no, 1 absent. Resolution 66-15 adopted.

RESOLUTION– REQUEST TO CARRYOVER ADDITIONAL VACATION HOURS FOR THE PEPIN COUNTY FINANCE DEPARTMENT

No action was taken on this agenda item at this time. This resolution will be presented to the Personnel Committee and if passed, will come forward at the next County Board meeting.

**RESOLUTION NO. 67-15
 RESOLUTION TO PURCHASE EQUIPMENT FOR THE ECONOMIC SUPPORT
 WORKER AND TO APPROVE A BUDGET MODIFICATION TO THE 2015 BUDGET**

WHEREAS, the Pepin County Board of Supervisors approved resolution number 49-15 to fill a new Economic Support Position within the department of Human Services as of January 1, 2016, and

WHEREAS, the position is new and the department does not have equipment available for the new position, and

WHEREAS, the individual starting January 1, 2016 will need to have equipment to begin employment prior to the 2016 budget, and

WHEREAS, Pepin County was not aware of Western Region Economic Assistance (WREA) Consortium request to fill an additional position when developing the 2015 budget, and

WHEREAS, the cost of the position and equipment is reimbursed by WREA, upon submitting receipts of purchase, and

WHEREAS, the department has received estimates for the equipment needed to include a desktop computer, LCD monitors, desk, desk chair, and office partitions and the total cost of the equipment shall not exceed, \$3,600, and

WHEREAS neither the 2015 revenue from WREA for reimbursement of the equipment nor its related expenses were provided for in the original 2015 budget.

NOW IT THERFORE BE RESOLVED, that Pepin County Board of Supervisors authorizes the purchase of the equipment as noted and 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>Human Services Fund:</i>			
	Revenues:			
211-00-43561-103	S/A- IM Contract	\$ 208,783	\$ 3,600	\$ 212,383
	Expenditures:			
211-00-54403-000	IM Contract	\$ 236,236	\$ 3,600	\$ 239,836

RESOLUTIONS COMMITTEE

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

Supervisor Dawson made a motion to adopt Resolution 67-15 titled Resolution to Purchase Equipment for the Economic Support Worker and to Approve a Budget Modification to the 2015 Budget, seconded by Supervisor Thompson. Motion carried by roll call vote. 11 voting yes, 0 voting no, 1 absent. Resolution 67-15 adopted.

RESOLUTION – 2015 BUDGET MODIFICATION – ROOF REPAIRS

No action was taken on this agenda item for the reason that the roof repairs will now be part of the 2016 budget.

APRIL 5, 2016 ELECTION FOR COUNTY BOARD PACKETS

Marcia Bauer, Pepin County Clerk, handed out election packet to the County Board members and explained the timeline for running again for County Board Supervisor and what procedure must be followed if any member decided not to run for office again.

ANNOUNCEMENTS

The Government Center employee Christmas party will be held on December 11th.

Chairman Adler appointed Dan Richardson to the Housing Authority to replace Katherine Hall who has resigned.

There will be a Pepin County Government Center Dementia Friendly Business Training for all employees on November 20th, 2015.

There will be a suicide prevention training program, Question-Persuade-Refer (QTR), held by the Pepin County Health Department and Sacred Heart Hospital on December 9th in the Village of Pepin from 5:30 p.m. to 7:00 p.m. with a soup supper beginning at 5:00 p.m. This training will also be held on December 14 at the Pepin County Government Center at the same times.

COMMITTEE REPORTS

The following County Board Committees gave their reports: Finance/Property, Human Services, Land Conservation, Personnel and UW Extension/Solid Waste.

PUBLIC COMMENTS ON ISSUES OTHER THAN AGENDA ITEMS

There were no public comments.

FUTURE AGENDA ITEMS AND MEETING DATE

The next regular monthly County Board meeting will be held **Wednesday, December 16, 2015, 7:00 p.m.**

ADJOURNMENT

Motion by Supervisor Thompson, seconded by Supervisor Scallon, to adjourn the meeting. Motion carried. Meeting adjourned at 12:10 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 December 16, 2015

/s/ Peter A. Adler, Chair

Pepin County Board of Supervisors

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES
WEDNESDAY, DECEMBER 16, 2015, AT 7:00 P.M.
PEPIN COUNTY GOVERNMENT CENTER, DURAND, WI**

CALL TO ORDER

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday, December 16, 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	absent
District # 2	Randy Weiss	present	District # 8	Sean Scallon	present
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	present	District # 11	Dorothy Thompson	present
District # 6	Betty J. Bergmark	present	District # 12	Steven L. Anderson	present

Ten members were present. Absent were Peter Adler and Bill Ingram

PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE AGENDA

Item 15, 2015 Budget Modification – Social Worker III/Coordinator Services Team Coordinator Wage Scale, was eliminated and will not be presented. Item 35, Future Meeting Date, was corrected to read January 20th instead of January 19th. The agenda was approved with the changes.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments on agenda items.

APPROVE MINUTES OF THE PREVIOUS MEETING – November 10, 2015

Motion was made by Supervisor Anderson and seconded by Supervisor Thompson to approve the minutes of the November 10, 2015 meeting. Motion carried by voice vote with no negative votes.

MISSISSIPPI RIVER REGIONAL PLANNING COMMISSION (MRRPC) (a planning and economic development service) PRESENTATION BY GREG FLOGSTAD, DIRECTOR

Greg Flogstad, MRRPC Staff Director, gave a presentation covering the history of the Mississippi River Regional Planning Commission, areas served and services available.

**RESOLUTION NO. 68-15
2016 BUDGET MODIFICATION – MISSISSIPPI RIVER REGIONAL PLANNING
COMMISSION (MRRPC)**

WHEREAS, the Mississippi River Regional Planning Commission (MRRPC) is a Commission of nine counties located along the Mississippi River in Western Wisconsin. The Commission was organized in 1964 under Wisconsin State Statutes to plan for the physical, social and economic development of the Region. Other authorized functions include providing advisory services on regional issues to local governments and other public and private agencies, acting as a coordinating agency for programs and activities and contracting with local units of government to make studies and offer advice on land use, thoroughfares, community facilities, public improvements, and encouragement of economic and other developments.

Specific examples of services include: comprehensive plans, zoning and subdivision ordinances, grant writing, geographic information system map production, revolving loan fund administration, economic development planning, economic data collection and dissemination and advocating public policy positions on issues affecting our Region.

WHEREAS, Pepin County has been a member of MRRPC since its inception in 1964 and desires to continue its membership in 2016 so the County and all local units of government and businesses in the county can utilize its services, and

WHEREAS, Pepin County desires to continue its membership in the MRRPC and pay the 2016 Pepin County Contribution, and

WHEREAS, the expense for 2016 Pepin County Contribution to the MRRPC was not provided for in the original adopted 2016 Pepin County Budget.

NOW THEREFORE BE IT RESOLVED that the Pepin County Board of Supervisors authorizes the 2016 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>			
100-00-56410-000	Regional Planning Comm	\$ 0	\$ 3,479	\$ 3,479
100-00-59100-000	Contingency Fund	54,837	(3,479)	51,358

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

Peter A. Adler

/s/ James K. Kraft

Motion was made by Supervisor Scallon, and seconded by Supervisor Peterson, to adopt Resolution 68-15 titled “2016 Budget Modification – Mississippi River Regional Planning Commission (MRRPC)”. Motion carried by roll call vote. 8 voting yes, 2 negative votes by Supervisors Bauer and Kraft, 2 absent. Resolution 68-15 adopted.

DISCOVER WISCONSIN (a media network program) PRESENTATION BY GREG SMITH/REVIEW AND POSSIBLE APPROVAL OF CONTRACT

Greg Smith gave a presentation explaining that Discover Wisconsin is the longest running travel program in the nation and presented a proposal for Pepin County to join a partnership with the Menomonie Tourism Commission. The partnership would be marketed together by television, radio, website and trade shows.

Jacki Drier explained that the total cost for Pepin County’s half of the payment is \$22,000.00. This will be made in 3 annual payments. The 2016 payment of \$7,300.00 has been budgeted for in the 2016 Budget.

Motion by Supervisor Scallon that the Board approve the contract between Pepin County and Discover Wisconsin with the change in the contract partnership between Pepin County and the Menomonie Tourism Commission, seconded by Supervisor Bergmark. Motion carried by roll call vote. 10 voting yes, 0 voting no, 2 absent.

2014 ANNUAL REPORT – VETERANS SERVICE OFFICER

The 2014 Annual Report for the Veterans Service Officer was included in the packet for review. No presentation was given.

2014 ANNUAL REPORT – HUMAN SERVICES

Paula Winter, Human Services Director, presented the Annual Report for the Human Services Department. The report was accepted and the County Board thanked her for her presentation.

2014 FINANCIAL AUDIT REPORT

Pamela DeWitt, Finance Director, presented the 2014 Financial Audit which was completed by WIPILI, LLP- CPAs and Consultants.

RESOLUTION NO. 69-15

RESOLUTION FOR PEPIN COUNTY TO BECOME A MEMBER OF THE WESTERN REGION RECOVERY AND WELLNESS CONSORTIUM

WHEREAS, pursuant to Wis. Stats. 51.001, certain duties and responsibilities related to the administration of mental health and substance abuse services are delegated to counties; and

WHEREAS, pursuant to Wis. Stats. 51.03, the Wisconsin State Department of Health Services (DHS) shall develop and implement a comprehensive strategy to involve counties in the delivery of mental health and substance abuse services and promote responsible stewardship of human and fiscal resources in the provision of such services; and

WHEREAS, it is the intent of Pepin County Department of Human Services to join up to eight counties in the Western Region Recovery and Wellness Consortium (WRRWC), which may include Barron, Buffalo, Chippewa, Dunn, Pierce, Polk, and Rusk Counties; and

WHEREAS, Chippewa County Department of Human Services is the lead administrative agency for the WRRWC; and

WHEREAS, the vision of the WRRWC is to provide equal access to high quality mental health and substance abuse services throughout the region; and

WHEREAS, the mission of the WRRWC will be to strive to provide results-driven, person-centered, comprehensive and accessible mental health and substance abuse services; and

WHEREAS, DHS has awarded a four year grant ending on December 31, 2016 to WRRWC in the amount of \$800,000 to implement system redesign; and

WHEREAS, Buffalo, Chippewa and Pepin County have implemented 30 CORE services as mandated in the DHS Grant requirements; and

WHEREAS, the intent of this resolution is to authorize the Pepin County Board Chairman to enter into any and all contracts or other documents necessary to create, form, authorize or operate, that have been previously approved by the Human Services Board, the multi-county consortium of which Pepin County is a member; and

NOW THEREFORE BE IT RESOLVED that Pepin County Board of Supervisors does hereby declare its intent to join the multi-county Western Region Recovery and Wellness Consortium (WRRWC) for mental health and substance abuse services.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

Peter A. Adler

/s/ James K. Kraft

Paula Winter, Human Service Director, addressed this resolution explaining the benefits of being part of the consortium. Motion by Supervisor Thompson to adopt Resolution 69-15 titled “Resolution to Become a Member of the Western Wisconsin Wellness Consortium (WRRWC) for Mental Health and Mental Abuse”, seconded by Supervisor Scallon. Motion carried by voice vote. 9 voting yes, 1 negative vote by Supervisor Bauer, 2 absent. Resolution 69-15 adopted.

RESOLUTION NO. 70-15
HUMAN SERVICES DEPARTMENT SOCIAL WORKER/COORDINATED TEAM (CST)
COORDINATOR WAGE SCALE

WHEREAS, the Department of Human Services Social Worker (SW) position is currently recruiting, and

WHEREAS, it is the intent of Pepin County to transition positions on the former Human Services Department/Courthouse Employees Union wage schedule into steps on the regular County wage scale.

NOW THEREFORE BE IT RESOLVED that the Pepin County Board of Supervisors establish the current 2015 hourly rate of pay for the Social Worker /CST Coordinator positions on the regular County wage scale as follows:

BE IT FURTHER RESOLVED that the wage adjustments for these positions be approved to be effective January 3, 2016, and

NEW: County hourly wage scale:

SW1

Start	6 month	12 month	18 month	2 year	4 year	6 year
16.25	17.11	18.01	18.96	19.96	21.01	22.12

Delete position on Human Services (former union) hourly wage scale:

Start	1 Year	2 Year	3 Year	4 Year	5 Year	6 Year
18.78	19.29	19.87	20.41	20.99	21.52	22.12

SW2

Start	6 month	12 month	18 month	2 year	4 year	6 year
18.10	19.05	20.05	21.10	22.21	23.38	24.61

Delete position on Human Services (former union) hourly wage scale:

Start	1 Year	2 Year	3 Year	4 Year	5 Year	6 Year
20.91	21.50	22.15	22.77	23.39	24.00	24.61

SW3/ CST Coordinator ***

Start	6 month	12 month	18 month	2 year	4 year	6 year
19.14	20.15	21.21	22.33	23.51	24.75	26.05

Delete position on Human Services (former union) hourly wage scale:

Start	1 Year	2 Year	3 Year	4 Year	5 Year	6 Year
22.13	22.79	23.42	24.09	24.76	25.42	26.05

***The employee in the current Child Protection Social Worker III position remains on the former DHS and Courthouse Union Schedule through April 2016.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

Peter A. Adler

/s/ James K. Kraft

Paula Winter, Human Service Director, addressed this resolution which moves the Human Services pay scale to be in line with the Pepin County pay scale with the exception of the Child Protection Social Worker III, who will be aligned on the anniversary date in 2016.

Motion by Supervisor Thompson to adopt Resolution 70-15 titled “Social Worker/CST Coordinator Wage Scale”, seconded by Supervisor Anderson. Motion carried by voice vote. 11 voting yes, 0 voting no, 2 absent. Resolution 70-15 adopted.

RESOLUTION – 2016 BUDGET MODIFICATION–SOCIAL WORKER III/ COORDINATOR SERVICES TEAM COORDINATOR WAGE SCALE

This agenda item was canceled and was not presented.

**RESOLUTION NO. 71-15
HOME SERVICES DEPARTMENT ECONOMIC WORKER WAGE SCALE**

WHEREAS, the Department of Human Services Economic Support Worker position is currently recruiting, and

WHEREAS, it is the intent of Pepin County to transition positions on the former Human Services Department/Courthouse Employees Union wage schedule into steps on the regular County wage scale.

NOW THEREFORE BE IT RESOLVED that the Pepin County Board of Supervisors establish the current 2015 hourly rate of pay for the Economic Support Worker position on the regular County wage scale as follows:

NEW: County hourly wage scale:

Start	6 month	12 month	18 month	2 year	4 year	6 year
14.78	15.56	16.38	17.24	18.15	19.10	20.10

Delete position on Human Services (former union) hourly wage scale:

Start	1 Year	2 Year	3 Year	4 Year	5 Year	6 Year
15.17	16.01	16.82	17.65	18.47	19.27	20.10

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

Peter A. Adler

/s/ James K. Kraft

Paula Winter, Human Service Director, addressed this resolution and the next resolution which moves this Human Services pay scale to be in line with the Pepin County wage scale.

Motion by Supervisor Dawson to adopt both Resolution 71-15 titled “Human Services Department Economic Support Worker Wage Scale” and Resolution 72-15 titled Human Services Department Home Teacher/Coordinator Wage Scale”, seconded by Supervisor Thompson. Motion carried by voice vote. 10 voting yes, 0 negative votes, 2 absent. Resolution 71-15 and 72-15 adopted.

**RESOLUTION NO. 72-15
HUMAN SERVICES DEPARTMENT HOME TEACHER/COORDINATOR WAGE SCALE**

WHEREAS, the Department of Human Services Home Teacher/Coordinator position it is the intent to transition to the County Wage scale and

WHEREAS, it is the intent of Pepin County to transition positions on the former Human Services Department/Courthouse Employees Union wage schedule into steps on the regular County wage scale.

NOW THEREFORE BE IT RESOLVED that the Pepin County Board of Supervisors establish the current 2015 hourly rate of pay for the Home Teacher/ Coordinator positions on the regular County wage scale as follows:

NEW: County hourly wage scale:

Start	6 month	12 month	18 month	2 year	4 year	6 year
18.41	19.38	20.40	21.47	22.60	23.79	25.04

Delete position on Human Services (former union) hourly wage scale:

Start	1 Year	2 Year	3 Year	4 Year	5 Year	6 Year
21.26	21.90	22.52	23.16	23.79	24.40	25.04

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

Peter A. Adler

/s/ James K. Kraft

This resolution was passed in the preceding agenda item.

RESOLUTION NO. 73-15

2015 BUDGET MODIFICATION – HUMAN SERVICES COORDINATED SERVICES TEAM (CST) REVENUE AND VOLUNTEER DRIVER EXPENSE

WHEREAS, Human Services belongs to the Western Region Recovery & Wellness Consortium (WRRWC), and

WHEREAS, included in the original 2015 Human Services Budget was \$50,000 in State Aid for the CST program. Those funds were transferred to WRRWC upon joining the consortium and will then be reimbursed to Pepin County by WRRWC with other CST program expenses, and

WHEREAS, the CST Coordinator salary and fringes were allocated to DCF and Supportive Services and will be transferred to DHS. In addition, Pepin County will be reimbursed for administrative and indirect expenses already incurred in the department thus creating additional revenue, and

WHEREAS, the increase in DHS Budget is a result from the CST Coordinator salary & fringes being reallocated to DHS along with a salary adjustment after the original budget was created, and

WHEREAS, all of the expenses for the CST program including the CST Coordinator will be reimbursed by WRRWC.

WHEREAS, the original 2015 Budget included \$55,000 of unidentified savings in the Transportation program and the Volunteer Drivers line item in the Transportation budget was reduced by \$55,000 to temporarily assign the savings to a line item in the 2015 Budget, and

WHEREAS, the additional revenue from WRRWC will cover the CST expenses and other department administrative and indirect expenses that were previously paid with levy dollars and those levy dollars will now be allocated towards the \$55,000 of expense reduction applied to the 2015 Budget for the Transportation program.

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>Human Services Fund:</i>			
211-00-43113-000	WRRWC Revenue	\$ 0	\$ 110,218	\$ 110,218
211-00-43561-000	DHS Contract	\$ 724,256	<u>(\$ 50,000)</u>	\$ 674,256
			\$ 60,218	
211-00-54402-000	DCF	\$ 297,568	(\$ 36,981)	\$ 260,587
211-00-54604-000	Supportive Services	\$ 28,855	(\$ 1,118)	\$ 27,737
211-00-54407-000	DHS	\$ 770,876	\$ 43,317	\$ 814,193
211-00-54605-000	Transportation	\$ 280,342	<u>\$ 55,000</u>	\$ 335,342
			\$ 60,218	

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

Peter A. Adler

/s/ James K. Kraft

Paula Winter, Human Service Director, addressed this resolution which moves funds that were needed for the CST Coordinator to the Transportation line item. The CST Coordinator wage funds will be provided by the Wisconsin Department of Health Services.

Motion by Supervisor Thompson to adopt Resolution 73-15 titled “2015 Budget Modification – Human Services Coordinated Services Team (CST) Revenue and Volunteer Driver Expense”, seconded by Supervisor Anderson. Motion carried by roll call vote. 10 voting yes, 0 negative votes and 2 absent. Resolution 73-15 adopted.

RESOLUTION NO. 74-15

2015 BUDGET MODIFICATION – HUMAN SERVICES FAMILY CAREGIVER SUPPORT PROGRAM

WHEREAS, the 2015 budget included expenses for the Family Caregiver Support Program in the Department of Health Services (DHS) budgeted program, and

WHEREAS, separating the programs will allow better monitoring of the Family Caregiver Support Program.

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>Human Services Fund:</i>			
211-00-54607-000	Family Caregiver Support	\$ 0	\$ 5,468	\$ 5,468
211-00-54407-000	Dept of Health Services	\$ 777,071	(\$ 5,468)	\$ 771,603

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

Peter A. Adler

/s/ James K. Kraft

Paula Winter, Human Service Director, addressed this resolution which splits funding that was co-mingled on the County side into separate account lines to allow for better tracking. Motion by Supervisor Thompson to adopt Resolution 74-15 titled “2015 Budget Modification – Human Services Family Caregiver Support Program”, seconded by Supervisor Weiss. Motion carried by roll call vote. 10 voting yes, 0 negative votes, 2 absent. Resolution 74-15 adopted.

RESOLUTION NO. 75-15
2015 BUDGET MODIFICATION – HUMAN SERVICES TRANSPORTATION HEALTH INSURANCE EXPENSE

WHEREAS, the Human Services Specialist position was vacant for a period of time, and

WHEREAS, the Transportation Program Assistant covered by doing some fiscal duties for that time period, and

WHEREAS, during this coverage period, the Transportation Program Assistant hours were increased, and

WHEREAS, the related health insurance benefit was also increased proportionately, and

WHEREAS, there is an estimated surplus in the Department of Health Services (DHS) budget that could be utilized to cover the additional expense.

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>Human Services Fund:</i>			
211-00-54605-000	Transportation	\$ 279,615	\$ 727	\$ 280,342
211-00-54407-000	Dept of Health Services	\$ 771,603	(\$ 727)	\$ 770,876

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

Peter A. Adler

/s/ James K. Kraft

Paula Winter, Human Service Director, addressed this resolution which moves money from the Department of Health Services line item to the Transportation line item to cover an increase in health insurance expense.

Motion by Supervisor Thompson to adopt Resolution 75-15 titled “2015 Budget Modification – Human Services Transportation Health Insurance Expense”, seconded by Supervisor Scallon. Motion carried by roll call vote. 10 voting yes, 0 voting no, 2 absent. Resolution 75-15 adopted.

RESOLUTION NO. 76-15
2015 BUDGET MODIFICATION – HUMAN SERVICES ALLOCATED ADMIN HEALTH INSURANCE EXPENSE

WHEREAS, the previous Program Assistant in Human Services held a single coverage plan for health insurance, and

WHEREAS, the current Program Assistant is enrolled in a family coverage health insurance plan, and

WHEREAS, the 2015 budget only included expense for a single coverage health plan, and

WHEREAS, there is an estimated surplus in the Department of Health Services (DHS) budget that could be utilized to cover the additional expense.

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>Human Services Fund:</i>			
211-00-54400-000	Allocated Expense	(\$ 7,383)	\$ 6,000	(\$ 1,383)
211-00-54407-000	Dept of Health Services	\$ 783,071	(\$ 6,000)	\$ 777,071

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

Paula Winter, Human Service Director, addressed this resolution which moves money from the Department of Health Services line item to the Allocated Expense line item to cover the cost of a change from a single coverage health plan to a family coverage plan.

Motion by Supervisor Thompson to adopt Resolution 76-15 titled “2015 Budget Modification – Human Services Allocated Admin Health Insurance Expense”, seconded by Supervisor Dawson. Motion carried by roll call vote. 10 voting yes, 0 voting no, 2 absent. Resolution 76-15 adopted.

RESOLUTION NO. 77-15
2015 BUDGET MODIFICATION – LAND CONSERVATION DEPARTMENT CONSERVATION AID PROGRAM

WHEREAS, Pepin County participates in the county fish and game projects (conservation aids) pursuant to provision of s.23.09(12) of the Wisconsin Statutes, and

WHEREAS, the estimated cost of a grant contract for vegetation control of invasive species (\$3,123.00) was not provided for in the original 2015 Budget, and

WHEREAS, the grant contract was amended with the Department of Natural Resources which covers 50% of the costs, and

WHEREAS, the 2015 County Cost Share budget line item has unspent funds remaining that can be utilized to provide for some of the shortfall in the 2015 Conservation Aid line item to fund the work, and

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>			
100-00-43582-000	S/A Conservation Aids	\$ 634	\$ 928	\$ 1,562
100-00-56230-000	Land Conservation	\$ 308,878	\$ 928	\$ 309,806

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

Peter A. Adler

/s/ James K. Kraft

Supervisor Dawson made a motion to adopt Resolution 77-15 titled “2015 Budget Modification – Land Conservation Conservation Aid Program”, seconded by Supervisor Weiss. Motion carried by roll call vote. 10 voting yes, 0 voting no, 2 absent. Resolution 77-15 adopted.

RESOLUTION NO. 78-15

2015 BUDGET MODIFICATION – LAND CONSERVATION DAM REPAIR (WATERSHED PROGRAM)

WHEREAS, repairs and maintenance is required on the Pepin County PL-566 Watershed Structures (dams), and

WHEREAS, the estimated cost of the repairs (\$16,650) was not provided for in the original 2015 Budget, and

WHEREAS, the 2015 County Cost Share budget line item has unspent funds remaining that can be utilized to provide for some of the shortfall in the 2015 Watershed Program budget to fund the repairs, and

WHEREAS, the remainder of the required repairs will be completed in 2016 with appropriately allocated funds.

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>			
100-00-56220-000	Watershed Program	\$ 2,300	\$ 6,000	\$ 8,300
100-00-56230-000	Land Conservation	\$ 314,878	(\$ 6,000)	\$ 308,878

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

Peter A. Adler

/s/ James K. Kraft

Supervisor Peterson made a motion to adopt Resolution 78-15 titled “2015 Budget Modification – Land Conservation Dam Repair (Watershed Program)”, seconded by Supervisor Weiss. Motion carried by roll call vote. 10 voting yes, 0 voting no, 2 absent. Resolution 78-15 adopted.

RESOLUTION NO. 79-15
2015 BUDGET MODIFICATION – PERSONNEL/PAYROLL/ BENEFITS MANAGER TRAINING

WHEREAS, Resolution 45-15 adopted August 19, 2015 authorized Personnel/Payroll/Benefits Manager position to be filled with a starting date of November 1, 2015 to provide for a transition/training period, with the required budget modification to fund the 2015 hours to be acted on at a future meeting, and

WHEREAS, the Personnel Committee amended the starting date to October 26, 2015, and

WHEREAS, the additional expense was not provided for in the 2015 Personnel Department budget, and

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> Expenditures:			
100-00-51430-000	Personnel	\$ 125,950	\$ 11,613	\$ 137,563
100-00-59100-000	Contingency Fund	\$ 49,183	\$ (11,613)	\$ 37,570

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

Peter A. Adler

/s/ James K. Kraft

Micci Weiss, Personnel/Payroll/Benefits Manager, addressed this resolution which covers the added expense of having the out-going Personnel Director train the in-coming Personnel/Payroll/Benefits Manager. Supervisor Dawson made a motion to adopt Resolution 79-15 titled “2015 Budget Modification – Personnel/Payroll/Benefits Manager Training”, seconded by Supervisor Thompson. Motion carried by roll call vote. 10 voting yes, 0 voting no, 2 absent. Resolution 79-15 adopted.

RESOLUTION NO. 80-15
2016 BUDGET MODIFICATION – AFFORDABLE CARE ACT CONTRACT SERVICES

WHEREAS, the Affordable Care Act is applicable to large employers effective with the year-ending December 31, 2015, and

WHEREAS, either new software and staff training or contracted services will be necessary to fulfill the reporting requirements imposed by the ACA for ongoing annual reporting, and

WHEREAS, the Personnel Committee agrees with the Personnel Manager’s recommendation to contract for these services due to the complexity of the ACA requirements and consulting firm’s expertise and efficiency in providing ACA services for clients, and

WHEREAS, the additional expense for the ACA Contract Services was not included in the 2016 Personnel Department Budget.

NOW THEREFORE BE IT RESOLVED that the Pepin County Board of Supervisors authorizes the 2016 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>			
100-00-51430-000	Personnel	\$ 109,253	\$ 4,000	\$ 113,253
100-00-59100-000	Contingency Fund	51,358	(4,000)	47,358

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

Micci Weiss, Personnel/Payroll/Benefits Manager addressed this resolution which covers the expense of contracting services for reporting medical insurance plan data as required by the Affordable Care Act. Supervisor Kraft made a motion to adopt Resolution 80-15 titled “2016 Budget Modification – Affordable Care Act Contract Services”, seconded by Supervisor Dawson. Motion carried by roll call vote. 10 voting yes, 0 voting no, 2 absent. Resolution 80-15 adopted.

**RESOLUTION NO. 81-15
 REQUEST TO CARRYOVER ADDITIONAL VACATION HOURS FOR THE
 PEPIN COUNTY FINANCE DEPARTMENT**

WHEREAS, Pepin County Finance Director, Pamela DeWitt, will be unable to reduce her vacation balance to the ten days allowed in the Employee Handbook by December 31, 2015; and

WHEREAS, Pepin County Accounting Clerk who also serves as the Health Department Accounting Specialist, Penny Bauer, will be unable to reduce her vacation balance to the ten days allowed in the Employee Handbook by December 31, 2015; and

WHEREAS, work completion requirements and deadlines, special projects and a department maternity leave during 2015 have made remaining vacation time difficult to schedule while meeting needs of Pepin County; and

WHEREAS, the Pepin County Finance Committee and the Pepin County Personnel Committee are recommending to authorize Pamela DeWitt to carry an additional 52.5 hours of vacation into 2016, for a total of 127.5 hours of vacation carried forward to 2016; and

WHEREAS, the Pepin County Finance Committee and the Pepin County Personnel Committee are recommending to authorize Penny Bauer to carry an additional 37.5 hours of vacation into 2016, for a total of 112.5 hours of vacation carried forward to 2016; and

WHEREAS, Pamela DeWitt and Penny Bauer would be required to use the additional carryover amount of hours of vacation within the first three months of 2016.

NOW THEREFORE BE IT RESOLVED that the Pepin County Board of Supervisors hereby authorizes Pamela DeWitt to carryover an additional 52.5 hours of vacation at the end of 2015, for a total of 127.5 hours of vacation carried forward to 2016 and Penny Bauer to carryover an additional 37.5 hours of vacation at the end of 2015, for a total of 112.5 hours of vacation carried forward to 2016.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

Peter A. Adler

/s/ James K. Kraft

Pamela DeWitt, Finance Director, addressed this resolution explaining that due to increased responsibility and an increased workload and changing responsibilities, neither Pam DeWitt nor Penny Bauer have had the chance to use all their vacation days.

Supervisor Dawson made a motion to adopt Resolution 81-15 titled "Request to Carryover Additional Vacation Hours for the Pepin County Finance Department", seconded by Supervisor Kraft. Motion carried by voice vote. 10 voting yes, 0 voting no, 2 absent. Resolution 81-15 adopted.

RESOLUTION NO. 82-15

SHERIFF DEPARTMENT – RATIFYING DEPUTY 2016 CONTRACT

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 3, 2016 of 1.5%, and establishes Pepin County's contribution for health insurance 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 Association for a duration of January 1, 2016 through December 31, 2016.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

Peter A. Adler

/s/ James K. Kraft

Micci Weiss, Personnel/Payroll/Benefits Manager, addressed this resolution explaining that the same pay raise and health insurance rates as the rest of the County employees were agreed upon.

Supervisor Kraft made a motion to adopt Resolution 82-15 titled "Ratification of Tentative Settlement with Pepin County Law Enforcement Association", seconded by Supervisor Anderson. Motion carried by voice vote. 10 voting yes, 0 voting no, 2 absent. Resolution 82-15 adopted.

RESOLUTION NO. 83-15
SHERIFF DEPARTMENT – RATIFYING COMMUNICATIONS/ CORRECTIONS
OFFICERS 2016 CONTRACT

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 3, 2016 of 1.5%, and establishes Pepin County’s contribution for health insurance 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, 2016 through December 31, 2016.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

Peter A. Adler

/s/ James K. Kraft

Micci Weiss, Personnel/Payroll/Benefits Manager, addressed this resolution explaining that the same pay raise and health insurance rates as the rest of the County employees were agreed upon. Supervisor Kraft made a motion to adopt Resolution 83-15 titled “Ratification of Tentative Settlement with Pepin County Communications/Corrections Officers Association”, seconded by Supervisor Anderson. Motion carried by voice vote. 10 voting yes, 0 voting no, 2 absent. Resolution 83-15 adopted.

RESOLUTION NO. 84-15
WORK GROUP CLASSIFICATIONS (FORMER HUMAN SERVICES MANGER
AND HEALTH DEPARTMENT SECRETARY)

WHEREAS, the Personnel Committee, at their December 2014 meeting, requested that the Department Directors form a Job Description work group to categorize support staff positions based on specific job duties and requirements, and

WHEREAS, at the time that Resolution No. 37-15 (attached) was adopted in July 2015, there were updated job descriptions pending for the Nursing Secretary and the Human Services Office Manager positions that had been reviewed and approved by the respective oversight and Personnel committee prior to being analyzed by the Job Description work group, and

WHEREAS, the Job Description work group has now analyzed the updated job duties for those positions which were pending at the time the original analyzations were done, and

WHEREAS, these recommended position classifications have been reviewed and approved by the Personnel Committee, and

WHEREAS, there will be no cost impact of these position classification changes.

NOW, THEREFORE BE IT RESOLVED, that the Pepin County Board of Supervisors approve the recommendations of the Job Description work group and the Personnel Committee and approve the classifications of positions as follows:

<u>New Classification</u>	<u>Wage Scale</u>	<u>Current Job Title</u>
Administrative Specialist	13.33-18.14	Program Assistant–Health Department
Administrative Manager	14.89 -20.23	Program Assistant – Human Services Dept.

BE IT FURTHER RESOLVED, that the new classification for these two positions that were pending updated job descriptions are approved to be effective immediately.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

Peter A. Adler

/s/ James K. Kraft

Pamela DeWitt, Finance Director, explained that this resolution finished two pending items from Resolution 37-15, consolidating like-kind jobs into consistent job descriptions.

Supervisor Thompson made a motion to adopt Resolution 84-15 titled “Pepin County Job Description Work Group Classifications (Former Human Services Manager and Health Department Secretary)”, seconded by Supervisor Peterson. Motion carried by voice vote. 10 voting yes, 0 voting no, 2 absent. Resolution 84-15 adopted.

**RESOLUTION NO. 85-15
RESOLUTION TO RESCIND RESOLUTION NO. 51-87
GOPHER AND MOLE BOUNTIES**

WHEREAS, Pepin County Resolution No. 51-87 established reimbursement to towns, villages and cities if they paid a bounty for gophers and moles in their municipality.

WHEREAS, Pepin County has been paying a bounty for pocket gophers, striped gophers and moles and;

WHEREAS, currently the bounty is set at \$.50 for pocket gophers and moles and \$.25 for striped gophers, if the towns, villages and cities pay a minimum of \$1.00 on pocket gophers and moles and \$.50 on striped gophers, and;

WHEREAS, fewer bounties have been paid every year, and;

NOW, THEREFORE BE IT RESOLVED that the Pepin County Board of Supervisors authorizes the discontinuation of the Pepin County Gopher and Mole Bounty.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

Peter A. Adler

/s/ James K. Kraft

Supervisor Scallon made a motion to adopt Resolution 85-15 titled “To Rescind Resolution No. 51-87 Gopher and Mole Bounties”, seconded by Supervisor Weiss. Motion carried by voice vote. 10 voting yes, 0 voting no, 2 absent. Resolution 85-15 adopted.

APPOINTMENTS

Veteran Service Commission:

Robert Hovland – three year term to expire in December 2018

Indianhead Federated Library System:

Mary Fayerweather - three year term to expire in December 2018

ANNOUNCEMENTS

There will be a retirement potluck for Darlene Brunner at the Government Center on December 29th at noon.

COMMITTEE REPORTS

The following County Board Committees gave their reports: Finance/Property, Health, Highway, Human Services, Land Conservation, Personnel and UW Extension/Solid Waste.

PUBLIC COMMENTS ON ISSUES OTHER THAN AGENDA ITEMS

There were no public comments.

FUTURE AGENDA ITEMS AND MEETING DATE

Tentative future agenda items include Roles and Responsibilities of the County Board, Program Budgeting and Contract Procedure.

The next regular monthly County Board meeting will be held **Wednesday, January 20, 2015, 7:00 p.m.**

ADJOURNMENT

Motion by Supervisor Peterson, seconded by Supervisor Scallon, to adjourn the meeting. Motion carried. Meeting adjourned at 9:35 p.m.

(Resolutions 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 16, 2016

/s/ Peter A. Adler, Chair,

Pepin County Board of Supervisors

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES
WEDNESDAY, MARCH 16, 2016, AT 7:00 P.M.
PEPIN COUNTY GOVERNMENT CENTER, DURAND, WI**

CALL TO ORDER

The Pepin County Board of Supervisors meeting was called to order at 7:03 p.m. on Wednesday, March 16, 2016, by Chairman Pete 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	District # 8	Sean Scallon	absent
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

Ten members were present. Absent was Randy Weiss. 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

Motion was made by Supervisor Anderson and seconded by Supervisor Peterson to approve the agenda. Motion carried by voice vote.

PUBLIC COMMENTS ON AGENDA ITEMS

Nancy Richardson and Monica Bauer asked to be allowed to comment on the resolution concerning County Elected Officials annual compensation. The request was approved by the Chairman.

APPROVE MINUTES OF THE PREVIOUS MEETING – *December 16th, 2015*

Motion was made by Supervisor Thompson and seconded by Supervisor Dawson to approve the minutes of the December 16, 2015 meeting. Motion carried by voice vote with no negative votes.

RECOGNITION OF OUT-GOING COUNTY BOARD MEMBERS

Plaques were presented to the outgoing County Board members that were present; Betty Bergmark, Jim Dawson, Sean Scallon and Pete Adler. They were thanked for their many years of service.

RESOLUTION NO. 1-16

AUTHORIZING THE INITIATING OF THE SOCIAL SECURITY INCOME/SOCIAL SECURITY DISABILITY INCOME (SSI/SSDI) OUTREACH, ACCESS, AND RECOVERY (SOAR) PROGRAM IN PEPIN COUNTY USING THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

WHEREAS, WEST CAP Inc. has received Federal monies under the CDBG program, administered by the Wisconsin Department of Administration (DOA) and Division of Housing (DOH) for the purpose of the provision of SOAR services; and

WHEREAS, SOAR is a program for individuals who are homeless or at risk of being homeless and helps them apply for SSI/SSDI.

WHEREAS, WEST CAP, Inc. is a private, non-profit corporation, with one or more staff members who have been certified by the Substance Abuse and Mental Health Services Administration of the U.S. Department of Health Services as having successfully completed training in the SOAR model; and

WHEREAS, it is necessary for the Pepin County Board to approve initiating the program in the county, as well as approve the usage of SOAR funding; and

WHEREAS, Pepin County Department of Human Services as authorized by the Pepin County Board of Supervisors through this resolution and WEST CAP, Inc. will work together to provide SOAR services to eligible recipients within a DOH SOAR program service area; and

WHEREAS, The Pepin County Human Services Department will work with WEST CAP Inc. on initiating the project within the county; and

WHEREAS, Pepin County acknowledges, understands and agrees that WEST CAP, Inc. may use CDBG grant funds received from DOH to provide SOAR services to eligible recipients present in Pepin County up to the amount of available grant funds.

THEREFORE, BE IT RESOLVED, that the Pepin County Board of Supervisors does hereby approve and authorize the preparation of initiating the above-named project

RESOLUTIONS COMMITTEE

Jim Dawson, Chair

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Supervisor Jelle and Pamela DeWitt, Pepin County Finance Director, addressed this resolution stating that it was a new service provided for by a grant.

Motion was made by Supervisor Ingram, and seconded by Supervisor Peterson, to adopt Resolution 1-16 titled “Authorizing the Initiating of the Social Security Income/Social Security Disability Income (SSI/SSDI) Outreach, Access and Recovery (SOAR) Program in Pepin County Using the Community Development Block Grant (CDBG)”. Motion carried by voice vote. Resolution 1-16 adopted.

RESOLUTION NO. 2-16

HIRING VETERANS SERVICE OFFICER AND ESTABLISHING 2016 WAGE SCALE

WHEREAS, Resolution 22-2012 approved contracting with Buffalo County to provide it staffing of its Veterans Service Office, and

WHEREAS, the contract states that should there be a staff change in the Buffalo County Veterans Service Office, the agreement may also be terminated upon a 90 day notice given by either party, and

WHEREAS, as a result of a staffing change which has occurred, Buffalo County has discussed terminating the Contracted Services Agreement Between Buffalo County and Pepin County and we anticipate receiving a termination letter in the near future, and

WHEREAS, the Pepin County Human Services Board also recommends terming the Contracted Services agreement due to the staff change in Buffalo County and re-establishing the Pepin County

Veterans Service Officer position at 0.6 FTE (full time equivalent) (job description attached) based on support needed for the number of Pepin County Veterans to be served, and

WHEREAS, it the recommendation of the Personnel Committee that the position be filled at the following pay scale (salaried position at a 0.6 FTE):

	<u>Start</u>	<u>6 Month</u>	<u>1 Year</u>	<u>18 Month</u>	<u>2 Year</u>	<u>4 Year</u>	<u>6 Year</u>
VSO	\$17.84	\$ 18.78	\$19.77	\$20.82	\$21.92	\$23.07	\$24.29

NOW, THEREFORE BE IT RESOLVED, that the Pepin County Board of Supervisors hereby approves reestablishing the Veterans Service Officer position as a 0.6 FTE at the above pay scale.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Micci Weiss, Pepin County Personnel Director, addressed this resolution stating that due to Buffalo County terminating the contract which provided for sharing a Veteran’s Service Officer between the two counties Pepin County needed to hire a Veteran’s Service Officer. She also explained how the proposed wage scale was calculated. The position will be a 0.6 full time equivalent position based on support needed for the number of Pepin County Veterans to be served.

Motion was made by Supervisor Anderson, and seconded by Supervisor Bergmark, to adopt Resolution 2-16 titled “Hiring Veterans Service Officer and Establishing 2016 Wage Scale”. Motion carried by voice vote. Resolution 2-16 adopted.

**RESOLUTION NO. 3-16
ESTABLISHING TOTAL ANNUAL COMPENSATION FOR
COUNTY ELECTED OFFICIALS PURSUANT TO WIS. STAT. § 59.22**

WHEREAS, pursuant to Wis. Stat. § 59.22(1), the Board must establish the total annual compensation for services to be paid to county elected officials (other than supervisors and circuit judges) prior to the earliest time for filing nomination papers for the county elective office; and

WHEREAS, the Board desires to establish the total annual compensation for county elected officials, which is separate and distinct from the fringe benefits offered by the County to elected officials, and which fringe benefits are subject to increase or decrease during the officer’s term at the discretion of the Board and in accordance with state and federal law; and

WHEREAS, as part of the County’s fringe benefit program, county elected officials may participate in the Wisconsin Retirement System in accordance with state law; and

WHEREAS, as part of the County’s fringe benefit program, county elected officials may elect to receive health insurance coverage under the same terms and conditions as the health insurance coverage offered to non-represented managerial county employees who are not law enforcement managerial employees or non-represented managerial employees described in Wis. Stat. §111.70(1)(mm)2;

NOW, THEREFORE, BE IT RESOLVED by the Pepin County Board of Supervisors, that the total annual compensation for county elected officers under Wis. Stat. § 59.22(1) shall be as follows, effective on the first day of a term of office that begins after the date of this Resolution:

Elected Official:	Total Annual Compensation:			
	2017	2018	2019	2020
County Clerk	\$ 51,204.00	\$ 52,228.00	\$ 53,273.00	\$ 54,338.00
Register of Deeds	\$ 51,204.00	\$ 52,228.00	\$ 53,273.00	\$ 54,338.00
County Treasurer	\$ 51,204.00	\$ 52,228.00	\$ 53,273.00	\$ 54,338.00

BE IT FURTHER RESOLVED that the aforementioned county elected official is entitled to participate in the Wisconsin Retirement System in accordance with law and the County shall pay only the county’s share of contributions required by law; and

BE IT FURTHER RESOLVED that the aforementioned county elected official is entitled to participate in the County’s health insurance program subject to the terms and conditions of the program, which may be modified from time to time, under the same terms and conditions as the health insurance coverage offered to non-represented managerial county employees who are not law enforcement managerial employees or non-represented managerial employees described in Wis. Stat. §111.70(1)(mm)2.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Supervisor Kraft made a motion to amend this resolution to increase the annual compensation from 2% per year to 3% per year. There was no second.

Several people addressed this resolution discussing the impact to the budget and taxes and comparing the current wages to surrounding counties.

Motion by Supervisor Bauer to adopt Resolution 3-16 titled “Establishing Total Annual Compensation for County Elected Officials Pursuant to Wis. Stat. § 59.22”, seconded by Supervisor Kraft. Motion by Supervisor Jelle to amend the resolution to increase the wages by 2%, for 2017 and 2018 and 1.5% for 2019 and 2020. There was no second. Motion by Supervisor Bauer carried by roll call vote. 10 voting yes, 1 negative vote by Supervisor Jelle, 1 absent. Resolution 3-16 adopted.

RESOLUTION NO. 4-16

**RESOLUTION TO APPROVE LOAN TO WEST CENTRAL WISCONSIN REGIONAL
COMMUNITY DEVELOPMENT BLOCK GRANT REVOLVING LOAN FUND
ACCOUNT**

WHEREAS Chippewa County has received CDBG Housing funds from the State of Wisconsin as the Lead County and on behalf of the West Central Wisconsin Community Development Block Grant (CDBG) Region; and

WHEREAS Chippewa County has appointed Chippewa County Housing Authority as the Grant Administrator for the CDBG Regional Grant; and

WHEREAS the State of Wisconsin has established a payment system for the grant funds that is not responsive to the needs of the program because it prohibits the grant administrator from making timely payments to contractors; and

WHEREAS the delays in making payments to contractors is causing small business contractor to withdraw from program because they cannot operate their business with the state imposed payment delays; and

WHEREAS limiting the number of contractors who can or are willing to participate in the Regional CDBG Housing will cause the cost of the home repairs to go higher due to limited competition resulting in financial harm to the low income participants of the program who will pay higher costs for the repairs to their homes; and

WHEREAS the Grant Administrator has requested several times since July of 2015 that the State improve the CDBG grant's payment system so that it is responsive to the operations of the program, but the State has not made changes to improve the payment process; and

WHEREAS having local funds available to pay contractors as soon as their rehabilitation work has been inspected and approved would improve the quality of the program for contractors and maintain a larger pool of contractors who are willing to participate; and

WHEREAS the Grant Administrator would request the grant funds from the State as soon as the local funds have been disbursed to contractors and these grant funds would reimburse the local funds.

WHEREAS Chippewa County as the Lead County for the Region has requested that the other nine counties in the Region assist equally in the financial burden of providing local cash flow funds for this purpose and that Chippewa County's loan to the Region will be reduced when member counties make their contributions.

NOW THEREFORE BE IT RESOLVED that the Pepin County Board of Supervisors authorizes payment of \$5,000 to be deposited to the West Central Wisconsin Regional CDBG Revolving Loan Fund (RLF) Account to supply cash flow to the program so that contractors can be paid in a timelier basis.

BE IT FURTHER RESOLVED that the Grant Administrator and the County Finance Department track the local funds as a loan to Chippewa County for the West Central Wisconsin CDBG Region to be repaid within 30 days at any time the County requests repayment.

RESOLUTIONS COMMITTEE

/s/ Jim Dawson, Chair

/s/ Dwight Jelle

/s/ Peter A. Adler

/s/ James K. Kraft

Motion by Supervisor Anderson to adopt Resolution 4-16 titled "Resolution to Approve Loan to West Central Wisconsin Regional Community Development Block Grant Revolving Loan Fund Account", seconded by Supervisor Scallon. Motion carried by voice vote. Resolution 4-16 adopted.

**RESOLUTION NO. 5-16
2016 BUDGET MODIFICATION – PRE-DISASTER MITIGATION GRANT**

WHEREAS the Pepin County Land Management Department applied for and was awarded the FY15 Pre-Disaster Mitigation Program grant be utilized over the next 18 months to update the Pepin County Multi-Hazards Mitigation Plan, and

WHEREAS the grant adds total value of benefits provided to the county over the grant period of \$50,028 including the local match requirement, and

WHEREAS the Land Management Department will leverage the Land Information Officer salary and benefits as well as community volunteer efforts to provide a required local match valued at \$13,142, and

WHEREAS updating the Multi-Hazards Mitigation Plan will require utilization of staff in the Zoning and Land Conservation Departments and related expense from those departments may be reclassified over the grant period to the Pre Disaster Planning Grant expense providing overall cost savings to the county, and

WHEREAS Pepin County will receive net reimbursement for up to \$36,886 from the Federal Emergency Management Agency to revise and update the Pepin County Multi-Hazards Mitigation Plan with input from community members, and

WHEREAS neither the grant revenue nor its related expenses were provided for in the original 2016 budget.

NOW THEREFORE BE IT RESOLVED that the Pepin County Board of Supervisors authorizes the 2016 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>				
100-00-43523-000	S/A Pre Disaster Plan Grant	\$ 0	\$ 36,886	\$ 36,886
<i>Expenditures:</i>				
100-00-52613-000	Pre Disaster Planning Grant	\$ 0	\$ 36,886	\$ 36,886

RESOLUTIONS COMMITTEE

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

Maria Holl, Pepin County Emergency Government Director, addressed this resolution stating that it is required by law that the Pepin County Multi-Hazards Mitigation Plan be updated every five years. This grant will cover the costs of updating the plan.

Motion by Supervisor Scallon to adopt Resolution 5-16 titled “2016 Budget Modification – Pre-Disaster Mitigation Grant”, seconded by Supervisor Ingram. Motion carried by roll call vote.

11 voting yes, 0 negative votes and 1 absent. Resolution 5-16 adopted.

**RESOLUTION NO. 6-16
2016 BUDGET MODIFICATION – HEARING TESTING**

WHEREAS the Pepin County employees in positions exposed at or exceeding an 8-hour time-weighted average of 85 decibels are recommended that for risk management purposes baseline hearing tests and routine hearing monitoring should be performed, and

WHEREAS American Industrial Medical has provided a quote for completing the necessary testing for \$732.00, and

WHEREAS the Personnel Committee recommends accepting the quote to complete the hearing tests in 2016, and

WHEREAS this was an unanticipated expense increase which was not included in the 2016 Pepin County Risk Management budget.

NOW THEREFORE BE IT RESOLVED that the Pepin County Board of Supervisors authorizes the 2016 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>			
	Expenditures:			
100-00-51580-000	Risk Management	\$ 1,600	\$ 400	\$ 2,000
100-00-59100-000	Contingency Fund	\$ 47,358	(\$ 400)	\$ 46,958

RESOLUTIONS COMMITTEE

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

Micci Weiss, Personnel Director, addressed this resolution stating that certain departments experience exposure to a high decibel level and that the County needs to be proactive in screening for hearing loss. This resolution would cover the increase in cost for on-site testing.

Motion by Supervisor Jelle to adopt Resolution 6-16 titled “2016 Budget Modification – Hearing Test”, seconded by Supervisor Anderson. Motion carried by roll call vote. 11 voting yes, 0 negative votes, 1 absent. Resolution 6-16 adopted.

**RESOLUTION NO. 7-16
2016 BUDGET MODIFICATION – CEDAR CORPORATION BUILDING ASSESSMENT**

WHEREAS the Pepin County Government Center main building is an aging building and all government functions except the Highway department are located within this building, and

WHEREAS to maintain an aging building annual maintenance and repairs should be planned and must be completed, and

WHEREAS strategically planning necessary building maintenance is the most cost effective way to ensure maintenance is completed in a manner that will attempt to maximize the life of the current facility, and

WHEREAS the Finance and Property Committee recommends accepting the quote from Cedar Corporation to provide Pepin County professional, architectural & engineering services for a Pepin County Government Center Facility Condition Assessment with \$8,000 allocated to completion of an overall study and an additional \$4,000 allocated to focusing on resolving the building air handling issues, and

WHEREAS this expense was not included in the 2016 Pepin County Government Center budget.

NOW THEREFORE BE IT RESOLVED that the Pepin County Board of Supervisors authorizes the 2016 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>			
	Expenditures:			
100-00-51610-000	Government Center	\$ 264,187	\$ 12,000	\$ 276,187
100-00-59100-000	Contingency Fund	\$ 46,958	(\$ 12,000)	\$ 34,958

RESOLUTIONS COMMITTEE

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

Supervisor Peterson abstained from any discussion on this subject.

Pamela DeWitt, Pepin County Finance Director, addressed this resolution stating that the Finance Committee has determined that a comprehensive evaluation of the Government Center Building overall condition and priority projects is needed.

Motion by Supervisor Dawson to adopt Resolution 7-16 titled “2016 Budget Modification – Cedar Corporation Building Assessment”, seconded by Supervisor Anderson. Motion carried by roll call vote. 10 voting yes, 0 negative votes, 1 abstain by Supervisor Peterson, 1 absent. Resolution 7-16 adopted.

REVISION OF PEPIN COUNTY ORDINANCE – CHAPTER 2 – THE GOVERNING BODY - RULES OF THE COUNTY BOARD

Supervisor Jelle addressed this amendment with a power point presentation showing the proposed changes and explaining the reasons for these changes.

Motion by Supervisor Scallon to adopt Amendment No. 108 to the Pepin County Code of Ordinance No. 179 titled “Chapter 2 The Governing Body”, seconded by Supervisor Dawson. Motion carried by roll call vote. 10 voting yes, 1 negative vote by Supervisor Bauer and 1 absent. Amendment No. 108 to Pepin County Ordinance No.179 adopted.

ANNOUNCEMENTS

None

COMMITTEE REPORTS

The following County Board Committees gave their reports: Finance/Property, Health, Highway, Human Services, Land Conservation, Law Enforcement, Personnel and UW Extension/Solid Waste.

PUBLIC COMMENTS ON ISSUES OTHER THAN AGENDA ITEMS

Supervisor Bauer introduced Jeff Fregine who is a registered write-in candidate for County Board Supervisory District 2.

FUTURE AGENDA ITEMS AND MEETING DATE

Tentative future agenda items include citizen appointments to Human Services Board and to the Board of Health.

The next County Board meeting will be held **Wednesday, April 19, 2016, 9:30 a.m.**

ADJOURNMENT

Chairman Adler adjourned the meeting at 9:25 p.m.

(Resolutions 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 19, 2016

/s/ Dwight Jelle, 1st Vice- Chair

Pepin County Board of Supervisors