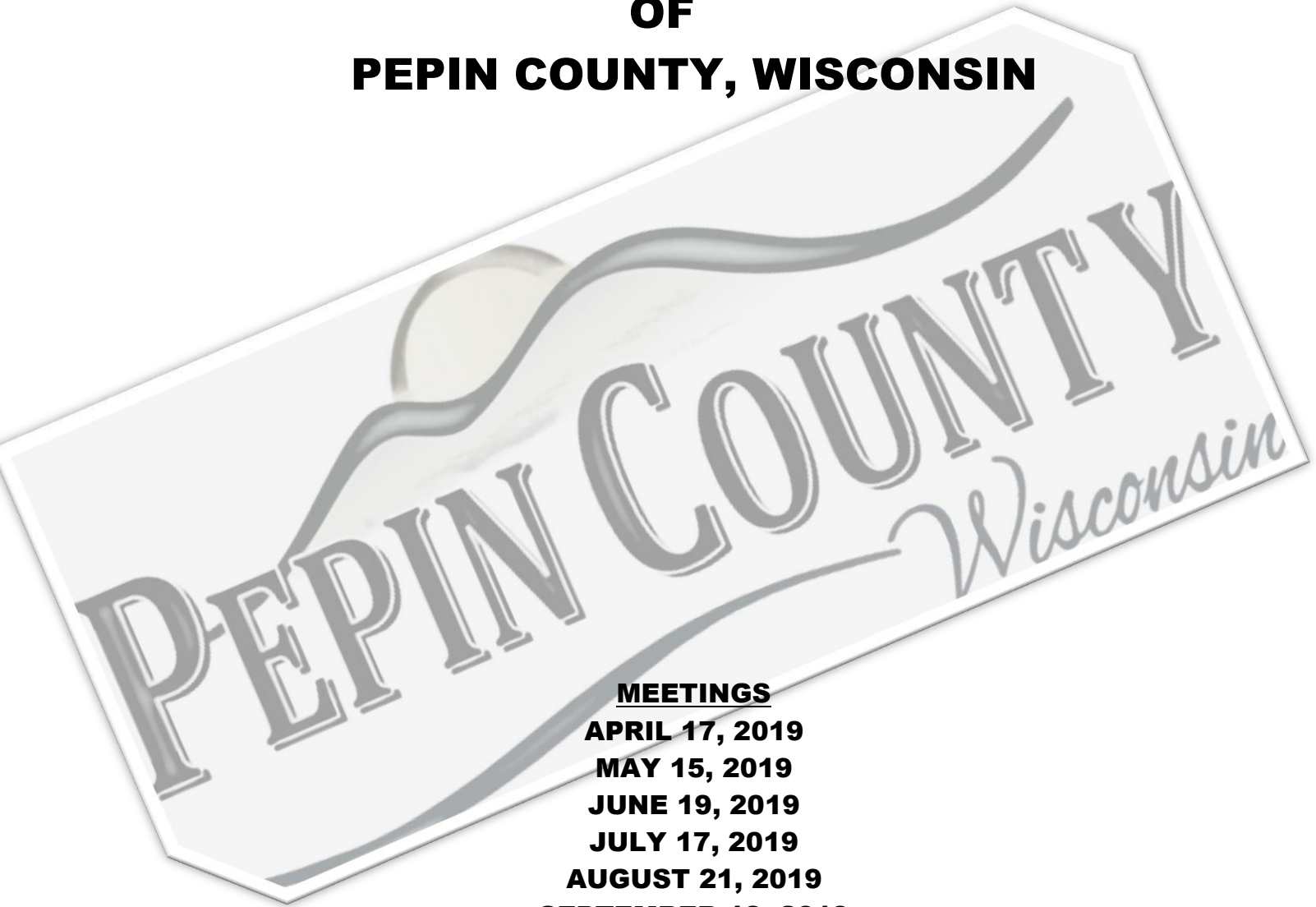


**2019 – 2020
PROCEEDINGS OF THE
COUNTY BOARD OF SUPERVISORS
OF
PEPIN COUNTY, WISCONSIN**



MEETINGS

APRIL 17, 2019

MAY 15, 2019

JUNE 19, 2019

JULY 17, 2019

AUGUST 21, 2019

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PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES

April 17, 2019

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday, April 17, 2019 by Chairman Steven Anderson. The meeting was held at the County Board Room at the Pepin County Government Center, 740 7th Ave W, Durand, WI. This meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and complies with Sections 19.81 – 19.90, *Open Meeting Law*.

ESTABLISH QUORUM - ROLL CALL

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

The Pepin County Board of Supervisors had ten members present at the time of the roll call. Supervisor that was absent was Jean Dougherty. District 1- vacant at the time of roll call.

PLEDGE OF ALLEGIANCE

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

APPOINT COUNTY BOARD SUPERVISOR FOR DISTRICT 1- TOWN OF ALBANY

Dustin Mueller resigned from the Board of Supervisors, leaving the County Board Chairman to appoint someone to fill out the remainder of the term. An ad was placed in the Durand Courier Wedge and the Star Shopper asking for written letters of Interest from interested candidates. Michael Wright and Randall Keys submitted letters of interest and Chairman Anderson was contacted by one other person. After consideration, Chairman Anderson has appointed Michael Wright as a representative for Town of Albany, District one. The Board confirmed appointment. Michael Wright will finish out the remainder of the term ending in April 2020.

OATH OF OFFICE FOR NEWLY APPOINTED SUPERVISOR

The Oath of Office was given by County Clerk Audrey Bauer to newly appointed Supervisor Michael Wright for Pepin County Board of Supervisor- Town of Albany, District One.

Presentation from State Conservation Speaking Contest winner- Bailey Weisenbeck, “Life below the Soil”

Administrative & Outreach Specialist, Kevin Trushenski, introduced to the County Board Bailey Weisenbeck as the State Conservation Speaking Contest winner. She presented her speech titled, “Life below the soil.” Everyone enjoyed her presentation and congratulated her for a well-done job.

APPROVAL OF THE AGENDA

County Board members approved the agenda. There were no changes made.

PUBLIC COMMENTS

Dan Langlois, 854 E. Madison St. Durand
Marcia Bauer, W7453 County Road NN, Arkansaw WI
Karl Morsbach, Ella, WI
Daniel Richardson, N6279 N. Prescott, Arkansaw, WI

James Keeler, 307 Ave E, Durand, WI
Sara Nicholson, N5335 Plummer Road, Arkansaw, WI

Different comments included:

They all had concerns of the possible location site for the new highway facility.

Noise and traffic changes will occur if the facility is built at this location.

Loss of wildlife, hunting and beauty of the area.

Public not informed of this location.

Concerns of lower property values in the neighboring area if construction occurs at that location.

Concerns of the flood conditions of the site location. If this has been looked at.

Concerns that no other locations have been looked at for the Highway facility.

Wondering how donated property can be used for a different purpose than what it had been donated for?

After the public comments were voiced, Chairman Anderson informed the public that the Highway facility project hasn't been hidden from the public. The Administrative Committee has studied this project and has recommended approval by the full County Board for the final decisions. There isn't a lot of property that is for sale that would fit our needs for the Highway facility project. The existing site of the Highway is too small and is not up to code so something different needs to be done. All meetings that are held are open to the public to attend.

CONSENT AGENDA

Approval of the March 20, 2019 County Board Minutes

Motion was made by Supervisor Kees Winkler, seconded by Supervisor T. Milliren, to approve the Consent Agenda as presented. Voice vote taken, all in favor. Motion carried.

REPORTS:

County Board Committee Reports

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

Correspondence letter from the Shooting Range Committees - County Highway facility

Chairman Anderson read the letter that was received from Rick Hagness, a Shooting Range Committee member, about the possible location of the County Highway facility. The letter was to inform the County Board that the proposed location for the new Highway facility would be constructed on a parcel next to the range. They were not intending to show support for or against this construction but expecting that this location should not negatively impact the operation of the range.

Proposed Highway Building Site Update-Summary of both the Geotechnical Evaluation and Phase II Environmental Site Assessment reports

Highway Commissioner Kris Quandt summarized the Geotechnical Evaluation and Phase II Environmental Site assessment to the County Board. These reports were included in the mailed packets to the County Board members for viewing ahead of time. For the Geotechnical evaluation: no ground water was found, recommending stripping the site of 12-18 inches of the top soil and replace with decent material compacted which was already in the plans of Barrientos. Conclusion of the March 2019 investigation, elevated VOC and PAH impacts are not present within the soils investigated at the site.

The Environmental Site assessment reports show that Selenium concentrations within the soil did exceed the groundwater pathway contaminant levels. The DNR will need to be notified and submit a report to the State of Wisconsin along with this phase II Environmental Site Assessment. A follow up was done with the testing service on the concerns of the raised level of Selenium. They stated that this level was within the normal, natural level of existing soils and no extreme amount detected, but just a little higher for reporting purposes.

Update on Government Center Facility Project

Chairman Anderson informed the County Board members that at the April 3rd Administrative Committee meeting a motion was made to complete a program study for the entire Government Center as well as a preliminary design for Administrative building remake with jail repair versus a design for a whole new Government center. Waiting for additional reports back from Wendel before any decisions can be made.

Business Items:

Resolutions:

**RESOLUTION NO. 13-19
RESOLUTION IN SUPPORT OF INCREASED COUNTY CHILD SUPPORT FUNDING**

WHEREAS, Pepin County Human Services administers the Child Support Enforcement Program on behalf of the state, providing services to Pepin County residents including paternity establishment, obtaining child support and health insurance orders for children, and enforcing and modifying those orders; and

WHEREAS, our children’s well-being, economic security and success in life are enhanced by parents who provide financial and emotional support; and

WHEREAS, Pepin County Human Service’s Child Support Agency ensures that parents take responsibility for the care and well-being of their children, supports the involvement of parents in their children’s lives and provides services to both custodial and noncustodial parents; and

WHEREAS, the Child Support Enforcement Program is an effective investment in Wisconsin’s future as child support increases self-sufficiency, reduces child poverty, and has a positive effect on children’s well-being; and

WHEREAS, Wisconsin’s Child Support Enforcement Program is ranked 2nd in the nation for collecting current support; and

WHEREAS, Wisconsin’s Child Support Enforcement Program is incredibly cost-effective, collecting an average of \$5.56 in support for every dollar invested in the program; and

WHEREAS, county child support agencies collected \$934 Million in child support during 2017, 95% of which went directly to families while 5% reimbursed public assistance programs; and

WHEREAS, Child Support agencies help save taxpayer dollars by establishing health insurance orders for 97% of cases, which reduces state Medicaid costs by moving children from public assistance to private insurance; and

WHEREAS, State funding for county child support services has failed to keep up with county agency costs, which have steadily increased due to growing caseloads, inflation and new federal regulations; and

WHEREAS, Wisconsin’s strong performance in child support is at risk without additional state funding. Diminished performance would result in reduced federal funding to Wisconsin; and

WHEREAS, decreased federal funding would lead to less funding for Pepin County Human Service’s child support agency. This could lead to reductions in child support enforcement staff and services and reduced child support collections; and

WHEREAS, new state investments in child support are amplified by a generous federal match. Every \$1 of state GPR invested in the Child Support Program generates \$2 in federal matching funds.

BE IT FURTHER RESOLVED, that the Pepin County Board of Supervisors respectfully requests that state funding for county child support agencies be increased by \$1.5 million GPR in each fiscal year of the 2019-21 Wisconsin state budget, which will generate approximately \$3 million in additional federal funding each year. This investment will ensure that counties can continue to effectively provide economic support to our children.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded by the County Clerk to the Governor of the State of Wisconsin, State Senators and State Representatives representing Pepin County, the Secretary of the Wisconsin Department of Administration, and the Wisconsin Counties Association for consideration.

RECOMMENDED BY THE PEPIN COUNTY HUMAN SERVICES COMMITTEE:

/s/ Irene Wolf
Committee Chairperson

COMMITTEE MEMBERS VOTE
5 0 2 0
In favor Oppose Absent Abstain

FISCAL IMPACT REVIEWED – The estimated impact of the proposed changes to the state budget would increase Pepin County funding an additional total of \$7,200 each year in state and federal dollars.

/s/ Pamela Hansen
Finance Director

X
Recommend Not Recommended

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

/s/ Steven L. Anderson
Committee Chairperson

COMMITTEE MEMBERS VOTE
5 0 0 0
In favor Oppose Absent Abstain

COUNTY BOARD ACTION:

X ADOPTED by the Pepin County Board of Supervisors on this 17th day of April 2019
 DEFEATED
 TABLED In favor - 11 Oppose - 0 Absent - 1 Abstain - 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Human Services Director Paula Winter informed the County Board that this resolution is asking Governor Evers, State Senators and State Representatives to include this support of increased County Child Support funding in the State Budget. Every \$1 of state GPR invested in the Child Support Program generates \$2 in federal matching funds. This investment will ensure that counties can continue to effectively provide economic support to our children.

Motion was made by Supervisor Wolf, seconded by Supervisor T. King, to adopt Resolution 13-19 titled, "Resolution in Support of Increase County Child Support Funding". Voice vote was taken, all in favor. Motion carried.

RESOLUTION NO. 14-19
PEPIN COUNTY SNOWMOBILE TRAIL RECREATION AIDS PROGRAM

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

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

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

BE IT FURTHER RESOLVED that the Pepin County Land Conservation and Planning Department is authorized 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; and

Submit reimbursement claims along with necessary supporting documentation within 6 months of project completion date; and

Submit signed documents; and

Take necessary action to undertake, direct and complete the snowmobile trail aids program.

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

**RECOMMENDED BY THE PEPIN COUNTY LAND CONSERVATION, PLANNING/
EXTENSION PEPIN COUNTY COMMITTEE**

/s/ Tom Milliren
Committee Chair

COMMITTEE MEMBERS VOTE			
<u>4</u>	<u>0</u>	<u>1</u>	<u>0</u>
In favor	Oppose	Absent	Abstain

FISCAL IMPACT: All funds received will be utilized to pay expenses incurred for Pepin County snowmobile trail maintenance. Thus, there will be no net financial impact to Pepin County as a result of participation in this program.

/s/ Pamela Hansen
Finance Director

<u>X</u>	<u> </u>
Recommended	Not Recommended

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors this 17th day of April 2019

 DEFEATED

 TABLED

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

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Administrative & Outreach Specialist Kevin Trushenski informed the County Board that Land Conservation has been involved in the Snowmobile trail recreation aids program in the past. This

partnership allows funds received from the grant to pass through the county to the snowmobile association for the maintenance and upkeep of trails and signage. This resolution is needed to allow the county to participate in the snowmobile trail recreations aid grant program through the DNR.

Motion was made by Supervisor T. Milliren, seconded by Supervisor J. King, to adopt Resolution 14-19 titled, "Pepin County Snowmobile Trail Recreation Aid Programs". Voice vote was taken, all in favor. Motion carried.

**RESOLUTION NO. 15-19
INITIAL RESOLUTION AUTHORIZING NOT TO EXCEED
\$9,000,000 GENERAL OBLIGATION BONDS OR PROMISSORY NOTES
FOR HIGHWAY FACILITY PROJECT**

WHEREAS, Pepin County, Wisconsin (the "County") is in need of an amount not to exceed \$9,000,000 for the public purpose of financing the building of a new Highway Department Facility (the "Project"); and

WHEREAS, it is desirable to authorize the issuance of general obligation bonds or promissory notes in an amount not to exceed \$9,000,000 to pay costs of the Project pursuant to Chapter 67 of the Wisconsin Statutes.

NOW, THEREFORE, BE IT RESOLVED by the Pepin County Board of Supervisors that the County borrow an amount not to exceed \$9,000,000 by issuing its general obligation bonds or promissory notes for the public purpose of financing the building of a new Highway Department Facility. There be and there hereby is levied on all the taxable property in the County a direct, annual irrevocable tax in such years and in such amounts as are sufficient to pay when due the principal and interest on such bonds or notes.

RECOMMENDED BY THE PEPIN COUNTY HIGHWAY COMMITTEE:

/s/ Bruce Peterson
Committee Chair

COMMITTEE MEMBERS VOTE
4 0 1 0
In favor Oppose Absent Abstain

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

/s/ Steven L. Anderson
Committee Chair

COMMITTEE MEMBERS VOTE
5 0 0 0
In favor Oppose Absent Abstain

FISCAL IMPACT REVIEWED – Additional Debt will increase the total levy as debt service which is an allowable increase to base levy. The estimated levy increase will be an average increase of \$0.95 to the annual mill rate for the 20 year life of the debt as a result of the estimated debt service.

/s/ Pamela Hansen
Finance Director

_____ _____ X
Recommend Not Recommended Neither

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 17th day of April 2019
 DEFEATED
 TABLED In favor - 11 Oppose - 0 Absent - 1 Abstain - 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Finance Director Pam Hansen informed the County Board that this initial resolution is authorizing debt up to \$9,000,000 for the Highway facility project and also the authorization to sell the current highway property.

Motion made by Supervisor Peterson, seconded by Supervisor T. Milliren, to adopt Resolution 15-19 titled, "Initial Resolution authorizing not to exceed \$9,000,000 General Obligation Bonds or Promissory Notes for Highway Facility Project". Roll call vote was taken, Frank Milliren-yes, Bill Ingram-yes, Tom Milliren-yes, John Andrews-yes, Bruce Peterson-yes, Irene Wolf-yes, Steven Anderson-yes, Michael Wright-yes, Chris Kees Winkler-yes, Tessa King-yes and Jamey King-yes. Absent was Jean Dougherty. Voting yes were eleven members. Motion adopted.

Appointment:

Re-appoint Lacey Richardson as a citizen member of the Board of Health, 3-year term ending April 2022

Chairman Anderson asked for County Board approval to reappoint Lacey Richardson as a citizen member of the Board of Health for a three-year term ending in April 2022.

Motion was made by Supervisor Peterson, seconded by Supervisor T. Milliren, to reappoint Lacey Richardson as a citizen member of the Board of Health. Voice vote was taken, all in favor. Motion carried.

Communication:

Chairman Anderson announced a letter of resignation was received from Jamey King. He has decided to resign as Pepin County Supervisor due to other commitments. His last day as Supervisor will be April 30, 2019.

Agenda Items and Next Meeting Date

- Next meeting date set for May 15, 2019 -7:00 p.m.

Adjournment

Meeting adjourned by Chairman Steven L. Anderson at 8:15 p.m.

Submitted by,

/s/ Audrey Bauer
Pepin County Clerk

Approved by the County Board of Supervisors on May 15, 2019.

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

PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES

May 15, 2019

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday, May 15, 2019 by Chairman Steven Anderson. The meeting was held at the County Board Room at the Pepin County Government Center, 740 7th Ave W, Durand, WI. This meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and complies with Sections 19.81 – 19.90, *Open Meeting Law*.

ESTABLISH QUORUM - ROLL CALL

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

The Pepin County Board of Supervisors had eleven members present at the time of the roll call. District 5- vacant at the time of roll call.

PLEDGE OF ALLEGIANCE

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

APPOINT COUNTY BOARD SUPERVISOR FOR DISTRICT 5- City of Durand

Jamey King resigned from the Board of Supervisors, leaving the County Board Chairman to appoint someone to fill out the remainder of the term. An ad was placed in the Durand Courier Wedge and the Star Shopper for written letters of Interest from interested candidates. Michelle Pittman and Mark Gilles submitted letters of interest. After consideration, Chairman Anderson has appointed Michelle Pittman as a representative for City of Durand, District 5. The Board confirmed appointment. Michelle Pittman will finish out the remainder of the term ending in April 2020.

OATH OF OFFICE FOR NEWLY APPOINTED SUPERVISOR

The Oath of Office was given by County Clerk Audrey Bauer to newly appointed Supervisor, Michelle Pittman as Pepin County Board of Supervisor - City of Durand, District 5.

APPROVAL OF THE AGENDA

County Board Chairman Anderson made one change to remove agenda item, "Approve to fill Deputy Clerk of Court position on limited term with retired Deputy Clerk of Court and/or Contracted staff from another County." This issue has been resolved so no need to discuss it any further. The agenda was approved with the change.

PUBLIC COMMENTS

Dan Langlois, 854 E. Madison St. Durand

James Keeler, 307 Ave E, Durand, WI

Presented pictures of trash and debris on the land that is being considered for the new Highway facility.

James Kallstrom, W7471 County Road NN, Arkansaw

David Kallstrom, W7455 County Road NN, Arkansaw
John Walsh, 218 E Main Street, Durand

Concerns of the location site for the new highway facility were given: Water flooding concerns, the Highway facility should be closer to a highway, affects on the surrounding properties in the area, showing objection to building on the proposed site of County N and NN.

Darrell Komro, Back County ATV group representative

Evan Mercer, N6402 Stewart Lane, Arkansaw – President of local ATV group

Darrell and Evan presented the need to pass the ATV/UTV amendment that is on the agenda. This amendment will just be connecting routes that have been already approved previously.

Helen Kees, W6754 Simpson Ln, Durand

Helen presented her reasons why we need to hire a grant writer for a possible grant worth up to 10 million over 5 years that could be available for County use with our water issues. A letter of intent needs to be submitted by June 4th, so time limits exist.

CONSENT AGENDA

Approval of the April 17, 2019 County Board Minutes

Motion was made by Supervisor Peterson, seconded by Supervisor Andrews, to approve the Consent Agenda as presented. Voice vote taken, all in favor. Motion carried.

REPORTS:

County Board Committee Reports

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

Register of Deeds 2018 Annual Report

Register of Deeds Monica J. Bauer presented her 2018 Annual Report to the County Board of Supervisors.

Extension Pepin County 2018 Annual Report

Area Extension Director Patricia Malone presented the Extension's 2018 Annual Report to the County Board of Supervisors.

BUSINESS ITEMS:

Discuss, modify and approve plan of financing for upcoming capital projects

Finance Director Pam Hansen discussed the plan of finance for the upcoming Communication/Remodeling project and the Highway Building project. A timeline of action was discussed and showed the upcoming schedule for upcoming meetings. Also discussed was the projected debt service for the County, showing the breakdown of bonds that will occur over the next couple of years. The County debt service mill rate and equalized value was presented over 20 years. Motion was made by Supervisor Ingram, seconded by Supervisor T. Milliren, to approve the financing for upcoming capital projects. Roll call vote was taken, Bill Ingram-yes, Tom Milliren-yes, John Andrews-no, Bruce Peterson-yes, Irene Wolf-yes, Steven Anderson-yes, Michael Wright-yes, Jean Dougherty-yes, Chris Kees Winkler-yes, Tessa King-yes, Michelle Pittman-yes and Frank Milliren-yes. Eleven votes-yes. One negative vote by John Andrews. Motion carried.

Presenting Information with possible approval on hiring a grant application writer for the USDA Sustainable Agriculture System Grant, this is recommended by the Land Conservation, Planning, Extension Pepin County Committee

Area Extension Director Patricia Malone presented information on if Pepin County would be eligible for funding under this grant. She informed everyone that after checking into it further with Michael Travis, the Agriculture and Natural Resource Educator, that Pepin County would not be eligible to apply for this specific grant. Eligible for this grant would be Colleges, Universities, 1994 Land Grant Institutions, and Hispanic Serving Agricultural Colleges and Universities. An idea to partner with a University was suggested for possible future grants. Patricia continued to inform the County Board that there may be other grants available in the future.

RESOLUTIONS:

RESOLUTION NO. 16-19

Resolution to Purchase One (1) used 2015 Walk and Roll Compact Roller

WHEREAS, the Pepin County Highway Department has realized a need to purchase one (1) used 2015 Walk and Roll Compact Roller and determined the equipment purchases in the 2019 budget for maintaining the highway system in Pepin County; and

WHEREAS, the Pepin County Highway Committee has accepted the auction bid price for one (1) used 2015 Walk and Roll Compact Roller.

NOW, THEREFORE BE IT RESOLVED the Pepin County Board of Supervisors hereby grant authorization to expend up to \$10,533.60 of the Highway Department Equipment Fund balance for the purpose of acquiring one (1) used 2015 Walk and Roll Compact Roller to maintain the highway system.

RECOMMENDED BY THE PEPIN COUNTY HIGHWAY COMMITTEE:

COMMITTEE MEMBERS VOTE			
<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>
In favor	Oppose	Absent	Abstain

/s/ Bruce Peterson, Chair

FISCAL IMPACT REVIEWED – See above for total dollar amount to be funded from the Highway Department Equipment Fund. Reduction of labor and equipment time while making highway repairs should be realized.

/s/ Pamela Hansen
Finance Director

<u>X</u>	<u> </u>
Recommend	Not Recommended

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

COMMITTEE MEMBER VOTE			
<u>3</u>	<u>1</u>	<u>1</u>	<u>0</u>
In favor	Oppose	Absent	Abstain

/s/ Steven L. Anderson, Chair

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 5th day of May 2019
 DEFEATED
 TABLED In favor – 12 Oppose – 0 Absent – 0 Abstain – 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Highway Commissioner Kris Quandt presented this resolution to the County Board. The Highway Department located a used compact roller for sale on the Wisconsin Surplus website. The price of this used roller is \$10,533.60 which is a third of the price of a new roller. Mailed in the packets were supporting documents to show the cost savings and it explained the need for this piece of equipment along with the resolution. This purchase was not included in the equipment purchase Highway fund at budget time.

Motion was made by Supervisor Peterson, seconded by Supervisor Dougherty, to adopt Resolution 16-19 titled, "Resolution to Purchase one (1) used 2015 Walk and Roll Compact Roller". Voice Vote was taken, all in favor. Motion carried.

RESOLUTION NO. 17-19
RESOLUTION TO REQUEST STATE AND FEDERAL FUNDS
FOR A PEPIN COUNTY WATER TESTING AND PUBLIC EDUCATION PROGRAM

WHEREAS, the 2015 census reported 7290 people living in Pepin County with approximately 3400 served by municipal water systems, leaving approximately 3900 to be served by over 1600 private wells. Well water is groundwater, and the well is the window to the aquifer, an access point to bring the groundwater into the home; and

WHEREAS, residents serviced by a municipal system have the assurance that the water is safe, it is tested frequently and is up to the municipal standards. Residents utilizing private well systems are not required to test regularly nor are they required to take corrective actions when a finding is present; and

WHEREAS, there are multiple indicators of water quality. Components, or contaminants, which may impact health and can be measured including those which come from human influence (pathogens/ bacteria, sodium, nitrates, copper, lead, pesticides, zinc) and those which are natural (sulfate, arsenic, fluoride, strontium); and

WHEREAS, Nitrate is Wisconsin's most widespread groundwater contaminant and is increasing in extent and severity in the state. Since 2014, the WI Department of Natural Resources has received 55,000 sample results, arguable the least biased large data set available in WI. Results analyzed in the spring of 2018, indicated nitrate levels exceeding the standard of 10 mg/L in 7.6% of the Statewide samples. This Statewide rate is alarming, but the Pepin County rate exceeds the Statewide rate, with over 20% of wells above the standard; and

WHEREAS, Nitrate is a public health concern because of the potential harmful effects of exposure in contaminated drinking water. The illness methemoglobinemia occurs when infants ingest excessive nitrate. Also known as "Blue Baby Syndrome", excess nitrate interferes with the oxygen-carrying capacity of the blood creating an oxygen deficiency which can be fatal. The federal drinking water standard of 10 mg/ml of nitrate-nitrogen was established in 1977 because of this condition; and

WHEREAS, all health effects of chronic nitrate exposure are not well understood, epidemiological studies have identified associations between consumption of water with high nitrate levels and other adverse human health outcomes including thyroid dysfunction, diabetes and birth defects among children of mothers exposed during pregnancy. During a recent Wisconsin State Lab of Hygiene presentation, possible correlations to cancer of the bladder and gastrointestinal systems,

thyroid dysfunction, and non-Hodgkin's lymphoma, central nervous system malformation in utero, and adolescent diabetes were mentioned; and

WHEREAS, the Wisconsin Groundwater Coordinating Council Report, 2018, estimates that over 20% of wells in Pepin County have a nitrate level greater than 10 mg/L. Beginning in 1990, the Pepin County Land Conservation Department began a well monitoring program that has continued through 2015. This monitoring program has provided county average nitrate trending that indicates an increase from 4.24 mg/L to 6.58 mg/L over the 25-year time frame and predicts average levels greater than 10 mg/L by 2035; and

WHEREAS, a more recent well monitoring program conducted in Pepin County Townships by the Land Conservation and Planning Department in 2017 and 2018 have resulted in 33% of the wells tested in Durand Township; 15% of the wells tested in Frankfort Township; 45% of wells tested in Lima Township; and 40% of wells tested in Stockholm Township have exceeded the health standard for nitrate of 10 mg/L; and

WHEREAS, each private well is unique; the location, surrounding land use, construction, depth, and age all have a potential impact of the quality. Because of this, ground water data is sporadic and inconsistent; and

WHEREAS, current water sampling and analysis varies greatly from well to well, county to county and statewide. Testing is available via at home kits, private certified non-commercial or commercial laboratories, and the Wisconsin State Lab of Hygiene. Testing a well water sample can include screening for one component or contaminant costing \$30, up to 21 components or contaminants costing over \$300. Most of the current screening only includes nitrates and total coliform bacteria; and

WHEREAS, the Wisconsin State Lab of Hygiene testing costs are as follows: Homeowner Package (Total Coliform, Nitrate, Nitrate+Nitrite, Nitrite, Fluoride, Metals Screen, Hardness, VOC's Screen, Atrazine Screen) \$309; Bacteria \$30; Arsenic \$30, Nitrate \$30, and Metals Screen (Aluminum, Arsenic, Cadmium, Calcium, Chromium, Cobalt, Copper, Iron, Magnesium, Manganese, Nickel, Strontium, Vanadium, Zinc, and Hardness) \$79; and

WHEREAS, a survey of 205 Pepin County residents completed in 2018 suggested the need to focus on educating the residents about the health risks of elevated nitrates as well as encouraging a comprehensive testing campaign; and

WHEREAS, Pepin County surface water resources are also threatened. Of the 21 assessed water bodies, such as lakes, streams and rivers, 52% of them are now listed on the State's and Environmental Protection Agency's Impaired Water List; and other water bodies are expected to be listed in the future; and

WHEREAS, agriculture is the largest land use in Pepin County and has a significant impact on the quality of our water resources; and

WHEREAS, agriculture accounts for an estimated \$170 million in economic activity, provides 30% of the County's workforce, and is a standard of living that many citizens build their livelihood around; and

WHEREAS, an ounce of prevention is worth a pond of cure. Education, outreach and other activities related to agriculture land use management, such as improved nutrient management planning of all nutrient sources, including fertilizer; alternative manure handling practices, including manure composting; and diversifying agricultural markets are needed to truly address the water quality impairments and restore the quality of water within Pepin County; and

WHEREAS, on March 21, 2018, the Pepin County Board of Supervisors enacted an ordinance imposing a moratorium on Expansion and Creation of Large-Scale Livestock Facilities of 500 or more animal units with a purpose to investigate the impacts of large-scale livestock facilities on groundwater, surface water, air quality and public health and safety. The report generated from this moratorium provided eight key recommendations, one of which was increased education and outreach to all sectors of the public and the others focused on advocating for stronger policy, rules, regulations and enforcement around nutrient management planning, land use management planning, livestock licensing and county-wide zoning; and

WHEREAS, to adequately implement the necessary testing, education, outreach and policy implementation to properly address our water quality problems, a significant increase in staffing capacity is needed; and

WHEREAS, Governor Tony Evers has declared in his State of the State address 2019 the “Year of Clean Drinking Water” and has proposed funding to address water issued in the 2019-2021 State Biennial Budget proposal; and

WHEREAS, 2019 Assembly Bill 21 includes a proposal for the provision of grants to local units of government for testing of private wells with a priority to the regions where a significant number of private wells contain nitrate contamination above specified levels that exceed the applicable standards for health and 2019 Senate Bill 137 requires the Department of Health Services to distribute up to a total of \$500,000 to counties that apply to participate in a water testing program for reimbursement of the costs of administering the testing and completing the reporting requirements; and

WHEREAS, 2019 Assembly Bill 21 also includes a provision to increase the family income limit for Wisconsin’s Well Compensation Program, increasing the number of private well owners who will meet the income eligibility threshold of \$100,000. In 2017 the average household income in Pepin County was \$51,000, which would indicate that of the 320 contaminated private wells, all would qualify for replacement under the program, costing approximately \$10,000 per well and over \$3,200,000 county wide; and

WHEREAS, replacement of a private well is not the only solution for an individual to obtain a safe water supply, some may choose a water treatment system or use of bottled water. Average costs for a reverse osmosis system with one access point are \$1,000 installation and \$200 annually. The National Academia of Science, Engineering and Medicine suggests an average daily intake of 105-125 oz. of water. An annual supply of bottled water to meet this intake recommendation could cost over \$1,000 per person; and

WHEREAS, Governor Ever’s 2019-2021 State Biennial Budget allocates \$10.4 million annually for county land conservation staffing and cost-sharing grants statewide. Of interest to Pepin County is an increase in grant funding for county conservation staff to support land and water activities; however, this proposed increase falls short of the staff and support needed to address Pepin County water quality issues: and

WHEREAS, Governor Ever’s 2019-2021 State Biennial Budget also proposes to increase funding to the University of Wisconsin – Extension providing an additional 20 full-time county-based agricultural agents. Current staffing for the Pepin County Ag/Natural Resources Agent is 60% of on full-time equivalent. Having an additional, state funded agricultural agent available to meet the water quality and agricultural needs of Pepin County is essential; and

WHEREAS, a comprehensive testing program for our private well network would cost approximately \$496,000 per year; and a comprehensive surface water monitoring program would cost approximately \$10,000 per year. In order to implement these monitoring programs as well as proving education and outreach activities, implementation of land use management practices and administration of water quality improvement policies, a minimum increase in administrative costs would be approximately \$80,000 per year for staffing, \$2,000 per year for travel, \$1,000 per year for press releases, literature and advertising, \$1,000 per year for promotional booths at local festivals. A five-year plan is needed to effectively and efficiently execute the initial step for water quality restoration in Pepin County; and

NOW, THEREFORE, BE IT RESOLVED by the Pepin County Board of Supervisors, that in order to protect the public health, safety and welfare of the residents of Pepin County, both protecting and preventing the contamination of ground and other waters in Pepin County is a priority.

BE IT FURTHER RESOLVED by the Pepin County Board of Supervisors, that a comprehensive water testing and public education program be executed within in Pepin County and the State of Wisconsin along with an improved land use management system directly related to best management practices and policy changes.

BE IT FURTHER RESOLVED by the Pepin County Board of Supervisors that Pepin County request \$2,950,000 in State and Federal Funds for the testing all Pepin County water resources and implementation of land use management practices that will improve our degraded water quality within the County.

BE IT FINALLY RESOLVED that the County Clerk is directed to send a copy of this resolution to Governor Evers and the legislators of Pepin County.

RECOMMENDED BY THE PEPIN COUNTY LAND CONSERVATION, PLANNING/EXTENSION PEPIN COUNTY COMMITTEE

/s/ Tom Milliren, Chair

COMMITTEE MEMBERS VOTE
5 0 0 0
In favor Oppose Absent Abstain

RECOMMENDED BY THE PEPIN COUNTY BOARD OF HEALTH

/s/ Tessa King, Chair

COMMITTEE MEMBERS VOTE
5 0 2 0
In favor Oppose Absent Abstain

FISCAL IMPACT: All funds received will be utilized to pay expenses incurred for Pepin County water testing, water quality public education programs and implementation of land use practices. Thus, there should be no net financial impact to Pepin County as a result of participation in this

(3) ROUTES. The following roads are designated as ATV/UTV routes. (Am. #119- 05/15/2019)

Town of Albany: (A)

- A1. County Road T from intersection of Albany E to County Road H. (2.8 miles)
- A2. County Road W from intersection of County Road R to Albany Y (4.1 miles)
- A3. County Road R from intersection County Rd W to Albany E. (0.3 mile)
- ~~A4. County Road H from County Rd T to Albany I. (0.8 mile)~~
- A5. County Road R from County Road H and L Poeschel Road
- A6. County Road H in its entirety

Town of Durand: (D)

- D1. County Road F in its entirety
- D2. County Road FF in its entirety

Town of Frankfort (F)

- F1. County Rd N between County Rd D and Byington Rd
- F2. County Rd N between Boyd Springs Rd and Plum Valley Rd
- F3. County Rd SS in its entirety

Town of Lima: (L)

- L1. County Road T from intersection of Brantner Road to L Poeschel Road. (0.5 miles)
- L2. County Road R from intersection of L Poeschel Road to County Rd BB (1.0 miles)
- L3. County Road BB from intersection of County Road R to Prissel Road. (2.4 miles)
- L4. County Road M from intersection West County Line Rd to Rustic Rd. (0.4 mile)
- L5. County Road BB from Prissel Road to County Road B
- L6. County Road B in its entirety

Town of Pepin: (P)

- P1. County Road CC from intersection of Lost Creek Road to Elberg Road. (1.0 miles)
- P2. County Road CC from Intersection of County Road I to County Road SS. (1.9 miles)
- P3. County Road I in its entirety. (4.3 miles)
- P4. County Road N from Trail Road into the Village of Pepin. (0.1 miles)
- P5. County Road N from intersection of County Road I to Pepin Hill Road. (0.3 miles)
- P6. County Road N from Back Valley Road to Big Hill Road (0.7 miles)
- P7. County Road SS from County Road CC to Pierce County. (0.6 miles)
- P8. County Road CC between Lost Creek Road and Sand Ridge Road

Town of Waterville: (WV)

- WV1. County Road D from Holden Road to County Road Y (0.6 miles)
- WV2. County Road D from County Road Y to Semple Road. (2.5 miles)
- WV3. County Road Y in its entirety. (2.0 miles)
- WV4. County Road D between Holden Rd and County Rd N
- WV5. County Road. N between intersection of County Road D to US Hwy 10

- WV6. County Road NN in its entirety
- WV7. County Road O between County Road P and County Road D
- WV8. County Road P between County Road N and Silver Birch Road
- WV9. County Road Z in its entirety
- WV10. County Road X in its entirety
- WV11. County Road XX in its entirety
- WV12. County Road ZX in its entirety

Town of Waubeek: (WK)

- WK1. County Road D from Semple Road to South Prairie Lane

- (4) CONDITIONS. The operation of ATV's and UTV's on any portion of a Pepin County Trunk Highway designated as an ATV/UTV route shall be subject to the following:
- A. Operation shall be subject to all provisions of § 23.33, Wis. Stats., which is adopted as part of this ordinance by reference to § 23.33(11), Wis. Stats.
 - B. All ATV/UTV operators shall observe a speed limit of not more than 35 MPH or the posted roadway speed limit, whichever is lower.
 - C. All ATV/UTV operators shall ride single file on the extreme righthand portion of road. (Not the ditch)
 - D. All ATV/UTV operators shall maintain liability insurance for their ATV/UTV in the amount established by the State of Wisconsin for motor vehicle operation and by utilizing any ATV/UTV, agrees to fully indemnify and hold harmless Pepin County for all liability arising from use or non-use of ATV and/or UTVs on Pepin County Trunk Highways.
 - E. All ATV/UTV operating on town or county roads must be equipped with a functioning headlamp and tail lamp which must be turned on at all times when operating.
 - F. All ATV/UTV operators born on or after January 1, 1988 shall possess a valid DNR issued ATV Safety Certificate.
 - G. All ATV/UTV operators shall observe a night time curfew and shall not operate their ATV/UTV for the period of 60 minutes after sunset to 60 minutes before sunrise.
 - H. ATV/UTV routes will be open for use from April 1 through December 1.
 - I. On all roads shared with another jurisdiction the most restrictive ordinance shall apply.
 - J. All ATV/UTV drivers must have valid driver license.
 - K. The Pepin Co. ATV/UTV Club is responsible for purchasing and paying for maintenance of signage. Pepin County is responsible for installing signs at the Club's expense.

L. All operators under the age of 18 must wear helmets as required by § 23.33, Wis. Stats. The County, as the unit of government that designates the routes, is responsible by statute to post the proper route signs. Route signage must be clearly understandable. The Pepin County Highway Dept., as the maintaining authority of the highway's designated ATV/UTV routes, shall initially install the legally required signage.

(5) **ENFORCEMENT.** This ordinance shall be enforced by any law enforcement officer authorized to enforce the laws of the State of Wisconsin.

This ordinance or designated routes may be cancelled at any time by a majority decision of the Pepin County Board. The Pepin County Highway Committee will annually review each November the addition or deletion of any ATV/UTV routes if requested by any individual.

(6) **PENALTIES.** The State of Wisconsin All-Terrain Vehicle penalties as found in § 23.33 (13) (a) Wis. Stats., are adopted by reference.

(7) **SEVERABILITY.** The provision of this ordinance shall be deemed severable and it is expressly declared that the County would have passed the other provisions of this ordinance irrespective of whether or not one or more provisions may be declared invalid. If any provision of this ordinance or the application to any person or circumstances is held invalid, the remainder of the ordinance and the application of such provisions to other person's circumstances shall not be deemed affected.

(8) **EFFECTIVE DATE.** This ordinance becomes effective upon the passage by the County Board of Supervisors and publication by the County Clerk as required by § 59.14, Wis. Stats.

Date of Publication: May 23, 2019

RECOMMENDED BY THE PEPIN COUNTY HIGHWAY COMMITTEE:

	COMMITTEE MEMBERS VOTE			
<u>/s/ Bruce Peterson</u>	<u>2</u>	<u>2</u>	<u>0</u>	<u>1</u>
Highway Committee Chair	In favor	Oppose	Absent	Abstain

COUNTY BOARD ACTION:

X **ADOPTED** by the Pepin County Board of Supervisors on this 15th day of May 2019
 DEFEATED
 TABLED In favor – 8 Oppose – 3 Absent – 0 Abstain – 1

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

This amendment to the ATV/UTV Ordinance is to add additional county roads in the County and to update the map to match. Discussion took place earlier in the meeting from the public on this topic under public comments.

Motion was made by Supervisor T. Milliren, seconded by Supervisor Ingram, to adopt Amendment 119 to Ordinance No. 179-Chapter 7.07- All Terrain/Utility Task Vehicle Routes (ATV/UTV)- *Amending Section 7.07 (3) ATV/UTV Routes and Map. Roll call vote was taken, Tom Milliren-yes, John Andrews-yes, Bruce Peterson-no, Irene Wolf-no, Steven Anderson-yes, Michael Wright-no, Jean Dougherty-yes, Chris Kees Winkler-abstained, Tessa King-yes, Michelle Pittman-yes, Frank Milliren-yes and Bill Ingram-yes. There were eight yes votes, three no votes, and one abstained. Motion carried. List of approved roads and map can be found at the County Clerk's office and at the Highway Department.

Agenda Items and Next Meeting Date

- Next meeting date set for June 19, 2019 -7:00 p.m. in the County Board room

Communications:

*Supervisor Frank Milliren, Representative of West Cap informed that our investment of \$1,000 has provided Pepin County in 2018 with \$262,824.00 in services to our community.

*Request by Supervisor Andrews to have more discussion on different locations for the new Highway facility.

*Upcoming joint meeting of Highway Committee and Administrative Committee is being planned for May 29th, at 2:00 p.m. in the County Board Room -Agenda is to discuss and possible action and on the Highway facility design and discuss related budgets by Miron Construction and Barrientos Design and Consulting

Adjournment

Meeting adjourned by Chairman Steven L. Anderson at 9:00 p.m.

Submitted by,

/s/ Audrey Bauer

Pepin County Clerk

Approved by the County Board of Supervisors on June 19, 2019.

/s/ Steven L. Anderson

Pepin County Board of Supervisors Chair

PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES

June 19, 2019

The Pepin County Board of Supervisors meeting was called to order at 7:04 p.m. on Wednesday, June 19, 2019 by Chairman Steven Anderson. The meeting was held at the County Board Room at the Pepin County Government Center, 740 7th Ave W, Durand, WI. This meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and complies with Sections 19.81 – 19.90, *Open Meeting Law*.

ESTABLISH QUORUM - ROLL CALL

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

The Pepin County Board of Supervisors had nine members present at the time of the roll call. Absent at time of roll call included Michael Wright, John C. Andrews and Bruce Peterson.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE AGENDA

County Board Chairman Anderson informed the Board that the Resolution providing for the sale of \$10,000,000 General Obligations Corporate Purpose Bonds would be discussed but no action taken at this meeting due to the need to bring forward a different resolution for this purpose.

PUBLIC COMMENTS

Brian Winnekin, from WRDN, thanked Human Services Director Paula Winter, Health Director Heidi Stewart and Agriculture and Natural Resources Educator Michael Travis on a well job done with their support on the Farm Crisis Town Hall meeting that was held on May 29th at Weiss Family Farms. Concerning farming issues were discussed and how to deal with such problems was the major topic.

James Keeler, a concerned citizen, about the highway facility building location. Was wondering if there were any luck on the request to purchase land for the new highway facility. He suggested some areas that may be an option, but unsure if the owner would be willing to sell the land.

Chairman Steven Anderson informed everyone that no land had been located at this time. If anyone had or knew of someone that would sell at least 15 acres, should contact Pam Hansen, Finance Director.

CONSENT AGENDA

Approval of the June 19, 2019 County Board Minutes

Motion was made by Supervisor Kees Winkler, seconded by Supervisor T. Milliren, to approve the Consent Agenda as presented. Voice vote taken, all in favor. Motion carried.

REPORTS:

County Board Committee Reports

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

Health Department 2018 Annual Report

Health Director Heidi Stewart presented her 2018 Annual Report to the County Board of Supervisors.

Supervisor Bruce Peterson arrived at the meeting at 7:30 p.m.

Veteran Service 2018 Annual Report

Veteran Service Officer Sheri Peterson presented her 2018 Annual Report to the County Board of Supervisors.

Human Services Board 2018 Annual Report

Human Services Director Paula Winter presented her 2018 Annual Report to the County Board of Supervisors. Included in her report, she showed a 3-minute video on Child Protection Crisis Impact to the Board.

The Chair changed the order of the agenda to make Appointments the next item. There were no objections.

APPOINTMENTS

Reappoint Terry Mesch as a Citizen Member of the Board of Adjustment, Term Ending June 30, 2022

Motion by Supervisor Peterson, seconded by Supervisor Dougherty, to reappoint Terry Mesch as a citizen member of the Board of Adjustment. Motion carried with no negative votes.

Reappoint Maureen Manore as a Citizen Member of the Board of Adjustment, Term Ending June 30, 2022

Motion by Supervisor T. Milliren, seconded by Supervisor Peterson, to reappoint Maureen Manore as a citizen member of the Board of Adjustment. Motion carried with no negative votes.

Reappoint Irene Wolf as a Citizen Member of the Pepin County Housing Authority, Term Ending June 30, 2024

Motion by Supervisor F. Milliren, seconded by Supervisor T. Milliren, to reappoint Irene Wolf as a citizen member of the Pepin County Housing Authority. Motion carried with no negative votes.

BUSINESS ITEMS:

RESOLUTIONS:

RESOLUTION NO. 18-19

Resolution to Purchase iPads for Time Reporting System Project

WHEREAS, the Pepin County Highway Department has realized a need to purchase five (5) Apple iPad 32GB Wifi (latest model) and one (1) Apple iPad Wifi+Cellular 32GB (latest model) with ancillary items, and determined the equipment purchases in the 2019 budget for providing cost control for the highway department in Pepin County; and

WHEREAS, the Pepin County Highway Committee has accepted the quotation price for five (5) Apple iPad 32GB Wifi (latest model) and one (1) Apple iPad Wifi+Cellular 32GB (latest model) with ancillary items.

NOW, THEREFORE BE IT RESOLVED, the Pepin County Board of Supervisors hereby grant authorization to expend up to \$2,777.14 of Highway Department Equipment Replacement Fund funds for the purpose of acquiring five (5) Apple iPad 32GB Wifi (latest model) and one (1) Apple iPad Wifi+Cellular 32GB (latest model) with ancillary items to provide cost control for the highway system.

RECOMMENDED BY THE PEPIN COUNTY HIGHWAY COMMITTEE:

	COMMITTEE MEMBERS VOTE			
<u>/s/ Bruce Peterson</u>	<u>4</u>	<u>0</u>	<u>1</u>	<u>0</u>
Highway Committee Chair	In favor	Oppose	Absent	Abstain

FISCAL IMPACT REVIEWED – See above for total dollar amount to be funded from the Highway Department Equipment Fund. An electronic time reporting system is being implemented for all staff and these devices are needed to facilitate the project.

<u>/s/ Pamela Hansen</u>	<u>X</u>	_____
Finance Director	Recommend	Not Recommended

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

	COMMITTEE MEMBER VOTE			
<u>/s/ Steven L. Anderson</u>	<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>
Administrative Committee Chair	In favor	Oppose	Absent	Abstain

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 19th day of June 2019
 DEFEATED
 TABLED In favor – 10 Oppose – 0 Absent – 2 Abstain – 0

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

Supervisor Peterson presented information for this resolution explaining that the iPads are part of a time management system and were not included as part of the budget.

Motion by Supervisor Peterson, seconded by Supervisor T. Milliren, to approve Resolution 18-19 titled "Resolution to Approve iPads for Time Reporting System Project". Motion carried with no negative votes.

RESOLUTION NO. 19-19

Resolution to Purchase Two (2) new WT 2019 Chevrolet Silverado 2500HD (CK25753) 4WD Double Cab Trucks

WHEREAS, the Pepin County Highway Department has realized a need to purchase two (2) new WT 2019 Chevrolet Silverado 2500HD(CK25753) 4WD Double Cab to be utilized as Foreman trucks. The existing Foreman trucks will be rotated into the truck fleet to replace two current vehicles two (2) 2001 Dodge Pickups which would be sold at auction or out right; and

WHEREAS, it is determined the equipment purchases should be added to the 2019 budget for maintaining the highway system in Pepin County; and

WHEREAS, the Pepin County Highway Committee has accepted the State bid price for two (2) new WT 2019 Chevrolet Silverado 2500HD(CK25753) 4WD Double Cab.

NOW, THEREFORE BE IT RESOLVED, the Pepin County Board of Supervisors hereby grant authorization to expend up to \$74,515.00 of Highway Department Equipment Replacement Fund funds for the purpose of acquiring two (2) new WT 2019 Chevrolet Silverado 2500HD(CK25753) 4WD Double Cab to maintain the highway system.

BE IT FURTHER RESOLVED, the two (2) 2001 Dodge Pickups which would be sold at auction or out right to obtain the most advantageous selling price.

RECOMMENDED BY THE PEPIN COUNTY HIGHWAY COMMITTEE:

	COMMITTEE MEMBERS VOTE			
<u>/s/ Bruce Peterson</u>	<u>4</u>	<u>0</u>	<u>1</u>	<u>0</u>
Highway Committee Chair	In favor	Oppose	Absent	Abstain

FISCAL IMPACT REVIEWED – See above for total dollar amount to be funded from the Highway Department Equipment Fund. An electronic time reporting system is being implemented for all staff and these devices are needed to facilitate the project.

<u>/s/ Pamela Hansen</u>	<u>X</u>	_____
Finance Director	Recommend	Not Recommended

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

	COMMITTEE MEMBER VOTE			
<u>/s/ Steven L. Anderson</u>	<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>
Administrative Committee Chair	In favor	Oppose	Absent	Abstain

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 19th day of June 2019
 DEFEATED
 TABLED In favor – 10 Oppose – 0 Absent – 2 Abstain – 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Supervisor Peterson presented information for this resolution stating that the Highway Department usually replaces one truck every year, finding that a three-year rotation is optimal. Because this pattern was interrupted, the Highway Department is requesting to purchase two ¾ ton pickups with plows for the foremen. Having the plows would allow the foremen to take care of problem areas while out on patrol, increasing efficiency.

Motion by Supervisor T. Milliren, seconded by Supervisor Peterson, to approve Resolution 19-19 titled “Resolution to Purchase Two (2) New WT 2019 Chevrolet Silverado 2500HD 4WD Double Cab Trucks”. Motion carried with no negative votes.

Resolution Providing for the Sale of \$10,000,000 General Obligation Corporate Purpose Bonds

Finance Director Pamela Hansen provided details concerning the timing of bond issuance, bond rating and the process of authorizing of the debt. This resolution was not acted on at the June Administrative meeting. Bringing forward instead at a future meeting would be a Parameter Resolution which would provide greater flexibility, allowing for more control at the time of debt issuance. No action taken at this time.

AMENDMENTS:

**AMENDMENT NO. 002 TO PEPIN COUNTY ORDINANCE NO. 182
Imposing a Moratorium on Expansion and Creation of Large-Scale Livestock Facilities
Pepin County, Wisconsin**

The Pepin County Board of Supervisors does ordain as follows:

This ordinance was enacted by the Pepin County Board of Supervisors on March 21, 2018 and published on March 29, 2018. As described in this ordinance Section 7. Duration of Moratorium:

“This moratorium shall be in effect for a period of twelve (12) months from the date this ordinance is passed by the County Board of Supervisors unless the County Board of Supervisors rescinds this moratorium at an earlier date. This moratorium may be extended for up to twelve (12) months by a majority vote of the Pepin County Board of Supervisors.”

On January 14, 2019 the Pepin County Land Conservation & Planning, Extension Pepin County Committee voted to recommend that the Pepin County Board of Supervisors extend the moratorium for an additional 6 (six) months from the date the initial adoption was to expire, to allow more time to assess the intended options stated in the Ordinance.

Now on May 13, 2019 the Pepin County Land Conservation & Planning, Extension Pepin County Committee voted to recommend that the Pepin County Board of Supervisors extend the moratorium for a final 6 (six) months to allow more time to assess the intended options stated in the Ordinance.

Therefore, the Pepin County Board of Supervisors hereby amends the Moratorium on Expansion and Creation of Large-Scale Livestock Facilities Ordinance to extend the duration for a final six (6) months ending March 21, 2020.

Enacted by the Pepin County Board of Supervisors this 19th day of June 2019

Enacted on: 06-19-2019

OFFERED BY THE LAND CONSERVATION &
PLANNING / EXTENSION PEPIN COUNTY

Published on: 06-27-2019

/s/ Tom Milliren
Land Conservation & Planning/Extension
Committee Chair

ATTEST:

COUNTERSIGNED:

/s/ Audrey Bauer
Audrey Bauer, County Clerk

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

Land Conservation and Planning Director Chase Cummings spoke on behalf of the Land Conservation, Planning and Extension Committee. This moratorium was enacted in order to conduct research and develop rules and policies needed to address water quality and other resource concerns. This amendment would extend the moratorium an additional six months making the moratorium period a full two years expiring on March 21, 2020.

Motion by Supervisor F. Milliren, seconded by Supervisor T. Milliren, to accept Amendment No. 002 to Pepin County Ordinance No. 182. Motion carried with no negative votes.

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

Motion by Supervisor T. Milliren, seconded by Supervisor Peterson, to move into closed session per S. 19.85 (1) (e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session – Kwik Trip offer to purchase Highway facility land. A roll call vote was called, the results as follows: Supervisor Dougherty – yes; Supervisor Kees Winkler – yes; Supervisor King – yes; Supervisor Pittman – yes; Supervisor F. Milliren – yes; Supervisor Ingram – yes; Supervisor T. Milliren – yes; Supervisor Peterson – yes; Supervisor Wolf – yes; Chair Anderson – yes. Motion carried, the Board went into closed session at 8:30 p.m.

Reconvene to Open Session/ Action from Closed Session

Motion by Supervisor T. Milliren, seconded by Supervisor Peterson, to adjourn the closed session. Motion carried with no negative votes. The Board moved back into open session at 9:43 p.m.

Motion by Supervisor T. Milliren, seconded by Supervisor Peterson, to extend the deadline of the search for potential equivalent sites or new sites for the Highway facility to July 3rd. Motion carried with no negative votes.

Communications:

None

Agenda Items and Next Meeting Date

- Next meeting date set for July 17, 2019 -7:00 p.m. in the County Board room

Adjournment

Meeting adjourned by Chairman Steven L. Anderson at 9:45 p.m.

Submitted by,

/s/ Audrey Bauer
Pepin County Clerk

Approved by the County Board of Supervisors on July 17, 2019.

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

PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES

July 17, 2019

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday, July 17, 2019 by Chairman Steven Anderson. The meeting was held at the County Board Room at the Pepin County Government Center, 740 7th Ave W, Durand, WI. This meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and complies with Sections 19.81 – 19.90, *Open Meeting Law*.

ESTABLISH QUORUM - ROLL CALL

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

The Pepin County Board of Supervisors had ten members present at the time of the roll call. Absent from the meeting included Michelle Pittman and John C. Andrews.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE AGENDA

County Board members approved the agenda as stated. No changes needed.

PUBLIC COMMENTS

Marcia Bauer - W7453 County Road NN, Arkansaw, WI

Voiced her opinion on the location of the proposed new Highway facility location on County Road N & NN. She stated her concerns of money wasted by back tracking and the need to slow down on decision making.

CONSENT AGENDA

Approval of the June 19, 2019 County Board Minutes

One correction on the minutes was pointed out. On the top of 2nd page, Motion should read as, "Motion was made by Supervisor Kees Winkler, seconded by Supervisor T. Milliren, to approve the Consent Agenda as presented. (draft minutes read, seconded by T. Andrews)

Motion was made by Supervisor T. Milliren, seconded by Supervisor J. Dougherty to approve the June 19, 2019 County Board Minutes with the amendment. Voice vote taken, all in favor. Motion carried.

REPORTS:

County Board Committee Reports

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

Sheriff's Department 2018 Annual Report

Sheriff Joel Wener presented his 2018 Annual Report to the County Board Supervisors.

Land Conservation and Planning & Emergency Management Department 2018 Annual Report
Land Conservationist Chase Cummings presented his Land Conservation and Planning 2018 Annual Report to the County Board of Supervisors. Immediately following Maria Nelson presented her Emergency Management 2018 Annual Report to the County Board Supervisors.

BUSINESS ITEMS:

Approval of the Service Animal Policy

Personnel Director Michelle Weiss presented the Service Animal Policy to the County Board Supervisors for approval. A policy needs to be in place to avoid to any potential discrimination practices. Presented in the policy is the procedure on what questions you can ask to make certain that the animal is a service animal.

Motion made by Supervisor Ingram, seconded by Supervisor King, to approve the Service Animal Policy as presented. Voice vote was taken, all in favor. Motion carried.

Approval of the Revised Performance Evaluation Procedure and Form

Personnel Director Michelle Weiss presented the revised performance procedure and evaluation form to the County Board Supervisors. She informed the Board that discussion took place at the Department Heads meeting on the current performance evaluation form which had only a few choices to evaluate employees. The revised performance evaluation form has five (5) ratings, with "5" being the best. A "3" rating would be considered satisfactory.

Motion was made by Supervisor Ingram, seconded by Supervisor Dougherty, to approve the revised performance evaluation procedure and form. Voice vote was taken, all in favor. Motion carried.

Approval of the Aging, Disability Resource Center (ADRC) Integrated Business Plan

Human Services Director Paula Winter presented the ADRC Integrated Business Plan to the County Board Supervisors. The plan involves Buffalo and Pepin Counties joining together the aging units with the regional ADRC. The two counties will be working together with many services offered. The Aging and ADRC funds need to remain separate due to state funding streams which is done behind the scenes. The service to the consumers will be seamless. Pepin County will be the lead county for the integrated ADRC. The detailed ADRC of Buffalo and Pepin Counties - Integration of Aging and ADRC Business Plan can be found at the Human Services office or at the County Clerk's office for viewing.

Motion made by Supervisor F. Milliren, seconded by Supervisor Wolf, to approve the Aging, Disability Resource Center (ADRC) Integrated Business Plan. Voice vote was taken, all in favor. Motion carried.

RESOLUTIONS:

RESOLUTION NO. 20-19

**2019 BUDGET MODIFICATION - HEALTH DEPARTMENT GRANT
AGREEMENTS, CONTRACTS and SUPPLEMENTAL FUNDING**

WHEREAS, the Pepin County Board of Supervisors approved the 2019 Health Department Budget based on grant and contract information available in the Fall of 2018; and

WHEREAS, the Health Department is continually seeking additional resources to support staffing, projects, programs and training opportunities related to the Community Health Improvement Process, non-funded mandates and other public health priorities such as environmental health and water quality efforts; and

WHEREAS, it is understood that the need for tax levy supported non-funded mandates and public health priorities may present itself in future budgets and that the short-term limited funding opportunities are isolated; and

WHEREAS, the Health Department was awarded with \$4,500 to complete a Community Conversation project and other community health assessment work under the direction of the Wisconsin Department of Health Services Healthy Wisconsin Team; and

WHEREAS, the Health Department was awarded with \$11,000 in Title X for staff training related to the new data collection and reporting requirements, training and completion of the 2018 Medicaid Family Planning Only Service billing and other department needs related to the implementation of Title X programming; and

WHEREAS, additional 2018-2019 Preparedness funding was awarded in the amount of \$3,100 for a new campaign with a focus on Promoting Inclusive Risk Planning for the Whole Community; and

WHEREAS, additional 2018-2019 Preparedness funding was awarded in the amount of \$2,975 for the Health Officer to attend the 2019 National Preparedness Summit and the 2019 WPHA/WALHDAB Annual Conference or similar trainings; and

WHEREAS, additional 2018-2019 Preparedness funding was awarded in the amount of \$4,800 for additional work on Opioid Prevention such as building resiliency, positive parenting and medication safety education; and

WHEREAS, additional 2019 GYT funding was awarded in the amount of \$700 to complete additional outreach events at least bi-monthly for increasing public information on the importance of sexually transmitted disease risk awareness and testing.

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

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>APPROVED BUDGET AMOUNT</u>	<u>INCREASE/ (DECREASE)</u>	<u>AMENDED BUDGET AMOUNT</u>
HEALTH DEPT. FUND:				
230-00-43539-000	S/A Preparedness	21,588	10,875	32,463
230-00-43553-000	S/A Reproductive Health	25,000	2,313	27,313
230-00-43561-000	S/A Title X	-	11,000	11,000
230-00-43562-000	S/A GYT	800	700	1,500
230-00-43556-000	S/A Community Conversation		4,500	4,500
	Totals	47,388	29,388	76,776
230-00-54128-000	Preparedness	22,747	10,875	33,622
230-00-54111-000	Reproductive Health	25,000	2,313	27,313
230-00-54129-000	Title X	-	11,000	11,000
230-00-54130-000	GYT	826	700	1,526
230-00-54116-000	Community Conversation	-	4,500	4,500
	Totals	48,573	29,388	77,961

1. Participate in community health assessments; collect, review and analyze data on community health; and undertake case-finding to identify population groups, families and individuals at high risk of illness, injury, disability or premature death.
 2. Participate and provide collaborative public health nursing expertise in the development of community plans that include identification of community health priorities, goals and objectives to address current and emerging threats to the health of individuals, families, vulnerable population groups and the community as a whole, and contribute to planning efforts that support community strengths and assets.
 3. Participate in the development of programs and services for vulnerable population groups that are based on evaluation of surveillance data and other factors that increase actual or potential risk of illness, disability, injury or premature death.
 4. Provide or arrange for the availability of services and actions to promote, maintain or restore health and prevent disease and injury that are directed at current and emerging needs of the community, vulnerable population groups and families and individuals referred by physicians and other health care providers, health maintenance organizations and other sources for health education or follow-up care.
 5. Document and evaluate the responses of the community or vulnerable population groups to public health nursing services and actions directed at the community or those groups.
 6. Provide or arrange for continuity of health care for individuals and families requesting or referred for nursing services and provide them with or otherwise arrange for the availability of timely, cost-effective and quality nursing and clinical preventive services through all of the following:
 - a. Assessment of their current and emerging health care needs.
 - b. Development of effective, efficient and equitable nursing plans of care for families and individuals who will be receiving services for a period of time.
 - c. Implementation of nursing plans of care and collaboration with other agencies and organizations, as necessary, to achieve goals included in the plans of care.
 - d. Documentation and evaluation of the responses of families and individuals to public health nursing services and actions, in order to provide evidence of professional nursing services provided, determine progress toward goal achievement for a particular family or individual and provide a basis for updating that family's or individual's nursing plan of care.
- (b) Services to prevent and control communicable disease.**
1. Activities required of local health departments under ch. [DHS 144](#), relating to immunization of students.
 2. Activities required of local health officers under ch. [DHS 145](#), relating to control of communicable diseases, including the conduct of epidemiological investigations as directed by the department and measures taken to prevent, exercise surveillance over and control diseases transmitted by animals and insects.
 3. Maintenance of a surveillance system for communicable diseases reportable under ch. [DHS 145](#).
- (c) Services to prevent other diseases.** Development and delivery of services to reduce the incidence or prevalence of the chronic diseases or injuries that are the leading causes of disability and premature death in the jurisdiction of the local health department, the chronic diseases or injuries for which resources are available to the

local health department from the department or the chronic diseases or injuries identified through a community needs assessment under s. [251.04 \(6\) \(a\)](#), Stats., as priority public health problems, or by the regular and systematic collection of information on the health of the community as required under s. [251.05 \(3\) \(a\)](#), Stats. These services shall include all of the following:

1. Informing local elected officials, educators and the general public about the incidence and prevalence of these diseases and injuries in the community.
2. Disseminating department-endorsed prevention guidance related to these diseases and injuries, including information about behaviors known to reduce the risk of contracting them, and training interested members of the public in department-endorsed prevention techniques.
3. Arranging screening, referral and follow-up for population groups for which these activities are recognized by the department as effective in preventing chronic diseases and injuries.
4. Implementing measures or programs designed to promote behavior that is known to prevent or delay the onset of chronic disease or prevent or ameliorate injuries.

(d) Services to promote health. Disseminate information to the community or ensure that information is disseminated to the community about the causes, nature and prevention of diseases and health conditions prevalent in the community or for which the incidence could become significant in the community, and about how to maintain and improve health.

(e) Abatement or removal of human health hazards.

1. Pursuant to s. [251.06 \(3\) \(f\)](#), Stats., investigate and supervise the sanitary conditions of all premises within the local health department's jurisdictional area.
2. Pursuant to s. [254.59](#), Stats., order the abatement or removal of human health hazards found on private premises and, if an owner or occupant fails to comply, enter the premises and abate or remove or contract for the abating or removal of the human health hazard. As permitted under s. [254.593](#), Stats., the local health department may declare that specified housing that is dilapidated, unsafe or unsanitary is a human health hazard and proceed in accordance with s. [254.59](#), Stats., to have the human health hazard abated or removed.

(f) Services to prevent the future incidence of occupational disease, environmental disease and human health hazard exposure. Reporting and investigation of occurrences of occupational disease, environmental disease or exposure to a human health hazard, as required by any rules the department may promulgate under ss. [250.04 \(7\)](#) and [254.02 \(5\)](#), Stats.

DHS 140.05 Level II local health department.

(a) Provide or arrange for provision of all services required a level I local health department.

(b) Provide or arrange for the provision of services that address at least one objective from each section of sections 2 to 8 of *Healthier People in Wisconsin: A Public Health Agenda for the Year 2000*, published in February 1990 by the Wisconsin division of health. A level II local health department shall show evidence of all of the following:

1. That each objective has been selected through a process which is based on assessed need, incorporates the views of citizens and leaders from the public and private sectors of the community, and formally recognizes that the objective is a public health priority for the community.
2. That the local health department has identified resources or services which it will commit to achieving the objectives.

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Health Director Heidi Stewart presented this resolution to the County Board of Supervisors. This resolution is the request to create a limited term public health specialist position to help with additional projects, programs and training opportunities. This position would be a limited term funded with isolated grants when they are available. The fiscal impact to Pepin County would remain zero as this position would only be utilized with the current approved Health Department annual budget. The wage scale would match the current Public Health Nurse.

Motion was made by Supervisor Ingram, seconded by Supervisor T. Milliren, to approve Resolution 21-19 titled, "Resolution to Create a Limited Term Employment (LTE) Public Health Specialist position and Establish wage". Voice vote was taken, Nine voting yes, with one negative vote by Supervisor Kees Winkler. Motion carried.

RESOLUTION NO. 22-19
RESOLUTION TO INCREASE LAW ENFORCEMENT/JAIL SERVICE FEES

WHEREAS, the Pepin County Sheriff's Office charges fees for numerous services provided to the public at the public's request; and

WHEREAS, the Pepin County Law Enforcement Committee recommends that the increase in fees be effective as of August 1, 2019; and

WHEREAS, pursuant to §814.705(1)(a), a county board may establish a higher rate of fees collected by the sheriff.

THEREFORE, BE IT RESOLVED that Pepin County Board of Supervisors hereby grant an increase to service fees as set forth in attached ADDENDUM. Said fees are hereby established pursuant to this Resolution and subject to amendment, from time to time, upon County Board approval. Set fees are as follows:

RECOMMENDED BY THE PEPIN COUNTY LAW ENFORCEMENT COMMITTEE:

/s/ Steven L. Anderson
Committee Chairperson

COMMITTEE MEMBERS VOTE			
<u>4</u>	<u>0</u>	<u>1</u>	<u>0</u>
In favor	Oppose	Absent	Abstain

FISCAL IMPACT REVIEWED – Fees revenues from the changes are estimated to increase by \$2,500 for the remainder of 2019 and have a positive financial impact of \$5,000 annually.

/s/ Pamela Hansen
Finance Director

<u>X</u>	_____
Recommend	Not Recommended

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 17th day of July 2019

 DEFEATED

 TABLED In favor – 10 Oppose – 0 Absent – 2 Abstain – 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

ADDENDUM
PEPIN COUNTY SHERIFF'S OFFICE FEE SCHEDULE

The Pepin County Sheriff's Office shall charge for the service of civil process, legal notices and other actions as allowed by law. There are exceptions, including, but not limited to:

- INDIGENCY: An indigent person must have an Order Of Waiver of Fees

from the court of jurisdiction.

- **TEMPORARY RESTRAINING ORDERS (TRO'S) and INJUNCTIONS:**
May be exempt from fees, depending upon the basis of the court order.

The Pepin County Board, pursuant to Wis. Stat. §814.705(a) and approved County Resolution establishes fees as follows:

(If self-addressed envelope is not included to return documents, postage will be charged in addition to service fees)

Paper Service - \$60.00 per service (includes up to 3 attempts and mileage)

Paper Service, Additional Defendant at same address - \$30.00

Paper Service, Additional Defendant at different address - \$60.00 per service (includes up to 3 attempts and mileage)

Paper Service (Each Attempt OVER 3 Attempts) - \$30.00

Writs of Assistance, Restitution & Replevin- \$60.00 (includes mileage)

Evictions - \$60.00 (includes mileage)

Sheriff's Sales - \$75.00 for posting, \$75.00 for held sale (no return of fees upon cancellation)

Paper Copies Accident/Incident Reports - \$3.00, \$.25 after 12th page plus postage; Large records requests - \$.25 per page plus postage

CDs - \$10.00

DVDs - \$25.00

Dispatch Audio Recordings - \$40.00 minimum

Fingerprinting - \$15.00

GED Enrollment Fee - \$25.00

Drug Tests – NON ORDERED - \$15.00

Huber Fees (In County) - \$18.00/day

Huber Fees (Out of County) - \$20.00/day

P.B.T. (Alcohol) - \$5.00

Escorts or Standby of Deputy - \$50.00 per squad, plus over-time (including benefits) per hour at current pay rate of deputy (minimum of 2-hour)

Sheriff Joel Wener presented this resolution to the County Board of Supervisors. Currently the Sheriff's office charges fees for numerous services provided to the public at the public's requests. The addendum that is attached to the resolution shows the recommended service fees descriptions and amounts. The Law Enforcement Committee has recommended the fees be increased effective August 1, 2019.

Motion was made by Supervisor Peterson, seconded by Supervisor Dougherty, to approve Resolution 22-19 titled, "Resolution to Increase Law Enforcement/Jail Service Fees". Voice vote was taken, all in favor. Motion carried.

Appointment:

Chairman Anderson informed the County Board of Supervisors that he would like to recommend appointing Lori Miller as a Citizen Member of the Pepin County Housing Authority, term ending June 30, 2022. She would be replacing Lynn Peterson, if approved.

Motion was made by Supervisor Wolf, seconded by Supervisor Kees Winkler, to appoint Lori Miller as a Citizen Member of the Pepin County Housing Authority. Voice vote was taken, all in favor. Motion carried.

Business Items:

Review and approve Highway Site Selection/Alternate Park Designation Sites

Finance Director Pam Hansen informed the County Board Supervisors that recently the County has been notified that the Highway site selection on County Road N & NN was purchased with federal funds back in the 1970's as a park and must remain so or have parkland provided elsewhere in the County. With this being the situation, the County is looking for different land to be used as an alternate for the Highway facility or an alternate park land. Ads were placed in the newspaper and post cards were mailed to landowners in the central part of Pepin County to inform residents of Pepin County that land was needed for this purpose.

Results from the ad and post cards were the following:

1. Gail Caturia- 9.5-acre parcel and a 19.95-acre parcel located on Highway 10 and Bordered by Kirk Road and Anthony Lane. These parcels are zoned Residential in the Town of Waubeek. Fair market value is what she is asking for the price per acre be considered. Many residents live in this area that surround these parcels.
2. Larry Webb- 40 acre parcel out on Highway 25 and County Road D near Black's Valley Ag and County Diesel. It is currently zoned General Industrial in the Town of Waubeek. He would sell either 20 or 40 acres at a price of \$20,000 per acre.
3. Steven White- 5.0-acre parcel and a 5.83- acre parcel which are the former Arkansaw school sites with the existing ball fields and a building on it. The school contacted us about the soft ball field on this property, that they would like to partner with the County, if we purchased it. He would sell both parcels for \$240,000 and could be negotiable. Many residents live in this area that surround these parcels.

Discussion took place about these pieces of property and what other options the County Board could take. The County Board will go into closed session to discuss and present guidance with action to negotiate purchasing property for the Highway facility or park land following this discussion.

Consideration of Motion to Convene into Closed Session Per S. 19.85 (1) (e) Deliberating or Negotiating the Purchasing of Public Properties, the Investing of Public Funds, or Conducting Other Specified Public Business Whenever Competitive or Bargaining Reasons Require a Closed Session – Guidance and Action to negotiate purchasing property for Highway/Park land

Motion by Supervisor T. Milliren, seconded by Supervisor Kees Winkler, to move into closed session, Consideration to motion to convene into Closed session per S. 19.85 (1) (e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session – Guidance and Action to negotiate purchasing property for Highway/Park land A roll call vote was called, the results as follows: Supervisor Wright-yes, Supervisor Dougherty – yes; Supervisor Kees Winkler – yes; Supervisor King – yes; Supervisor F. Milliren – yes; Supervisor Ingram – yes; Supervisor T. Milliren – yes; Supervisor Peterson – yes; Supervisor Wolf – yes; Chair Anderson – yes. Motion carried. The Board went into closed session at 8:55 p.m. Others that attended the Closed Session included County Clerk Audrey Bauer, Land Conservationist Chase Cummings and Finance Director Pam Hansen.

Reconvene to Open Session/ Action from Closed Session

Motion by Supervisor Wolf, seconded by Supervisor Peterson, to adjourn the closed session. Motion carried with no negative votes. The Board moved back into open session at 10:00 p.m.

Motion was made by Supervisor Peterson, seconded by Supervisor T. Milliren, to make an offer to Larry Webb that was discussed in closed session and allow the Administrative Coordinator and Board Chair to negotiate up to the maximum limit. Voice vote was taken, with Supervisor Ingram abstaining, Motion carried.

Mississippi River Regional Planning Commission Annual Report

County Clerk Audrey Bauer included in the packets that were mailed to the County Supervisors, the Mississippi River Regional Planning Commission Annual Report. County Clerk Audrey Bauer noted that the consideration of being more active with this Commission would be needed in the future. Appointed to this Commission is Bruce Peterson, Irene Wolf and James Kraft. Present at the meeting was James Kraft. He informed the Board that there are good opportunities for Economic development with low interest loans are available and other services to our County.

Communications:

None

Agenda Items and Next Meeting Date

- Next meeting date set for August 21, 2019 -7:00 p.m. in the County Board room

Adjournment

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

Submitted by,

/s/ Audrey Bauer

Pepin County Clerk

Approved by the County Board of Supervisors on August 21, 2019.

/s/ Steven L. Anderson

Pepin County Board of Supervisors Chair

PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES

August 21, 2019

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

ESTABLISH QUORUM - ROLL CALL

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

The Pepin County Board of Supervisors had ten members present at the time of the roll call.

*Arriving at 7:03 pm was Frank Milliren. Absent from the meeting was Irene Wolf.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE AGENDA

Changes made to the agenda included to remove the approval of the Safety Apparel and Boots allowance Policy and Procedure. This item is not needed due to that it is included in the Amendment No. 35 Pepin County Employee Handbook that will be presented later in the meeting.

Also, Chairman Anderson suggested to move item - Resolution authorizing Entry into an Intergovernmental Participation in the Investment Programs of the Fund up under the business item of - Approval of the County Investment Policy since Sara Schnoor from PMA Securities is attending our meeting to provide information on this topic. The County Board members agreed with these changes.

PUBLIC COMMENTS

Dan Langlois- 854 E. Madison St Durand

Dan voiced his opinion that he recommends the property of Larry Webb for the new Highway facility.

Dan Richardson – Town of Waterville

Dan informed the County Board members that they have Constitutional responsibilities.

Dan Richardson suggest that the Highway Facility topic be tabled and re-visit and start again.

Marcia Bauer – W7453 County Road NN, Arkansaw, WI

Marcia voiced her opinion to oppose the Highway Facility location on County Road N & NN.

She went out into Supervisor's Milliren township, Town of Waterville, and received 29 signatures opposing moving the Highway facility to County Road N & NN with only one signature in favor of it.

She asked the County Board to buy the Tappe land or the Webb land instead of the proposed land on County Road N & NN.

James Keeler – 302 7th Ave E. Durand WI

James voiced his concerns of where the proposed highway facility location of County Road N & NN, He informed the County Board that people do use the park and he has wildlife concerns if the Highway would be at that proposed location.

CONSENT AGENDA

Approval of the July 17, 2019 County Board Minutes

Motion was made by Supervisor T. Milliren, seconded by Supervisor Peterson, to approve the Consent Agenda as presented. Voice vote taken, all in favor. Motion carried.

REPORTS:

County Board Committee Reports

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

County Treasurer's 2018 Annual Report

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

Judge's Office 2018 Annual Report along with CJS Annual Report

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

Highway Department 2018 Annual Report

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

2020 Budget timeline review

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

BUSINESS ITEMS:

Durand Community Library 2018 Annual Report and 2020 Proposed Budget

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

Pepin Public Library 2018 Annual Report and 2020 Proposed Budget

Pepin Public Library Director Christy Rundquist presented her 2018 Annual report to the County Board Supervisors. The proposed budget for the Pepin Public Library for 2020 was given, asking for \$19,000 from Pepin County to help balance their budget.

Approval of the County Investment Policy

Treasurer Patty Scharr presented the County Investment Policy to the County Board. This policy allows the County to conduct investment-related activities as needed.

Motion was made by Supervisor Peterson, Seconded by Supervisor T. Milliren, to approve the Pepin County Investment Policy. Voice vote was taken, all in favor. Motion carried.

Resolution:

RESOLUTION NO. 23-19

RESOLUTION TO PARTICIPATE IN THE FUND

A RESOLUTION AUTHORIZING ENTRY INTO AN INTERGOVERNMENTAL COOPERATION AGREEMENT RELATING TO THE “WISCONSIN INVESTMENT SERIES COOPERATIVE” AND AUTHORIZING PARTICIPATION IN THE INVESTMENT PROGRAMS OF THE FUND

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

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

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

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

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

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

WHEREAS, this Governing Body deems it to be advisable for this Municipality (the “Municipality”) to adopt and enter into the Intergovernmental Cooperation Agreement and become a participant of the Fund for the purpose of exercising jointly with other municipalities the power to invest their monies, so as to enhance the investment earnings accruing to each; and

WHEREAS, this Governing Body deems it to be advisable for this Municipality to make use from time to time, in the discretion of the officials of the Municipality identified in Section 2 of this Resolution, of the Fixed Rate Investment Program available to participants of the Fund; and

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

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

Section 1. This Municipality shall join with other Wisconsin municipalities in accordance with the Intergovernmental Cooperation Act by becoming a participant of the Fund and adopting and

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

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

Name: Patricia A. Scharr Position: Pepin County Treasurer Signature: /s/ Patty Scharr

Name: Michelle M. Renderman Position: Deputy Pepin County Treasurer Signature: /s/ Michelle Renderman

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

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

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

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

It is hereby certified that ***Pepin County*** duly adopted this Resolution at a duly convened meeting of the Governing Body of the Municipality held on the 21st day of August 2019, and that such

Resolution is in full force and effect on this date, and that such Resolution has not been modified, amended, or rescinded since its adoption.

/s/ Audrey Bauer

08/21/2019

Signature of Clerk (Secretary)

Date

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

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

/s/ Pamela Hansen

Finance Director

 X
Recommend Not Recommended

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

COMMITTEE MEMBERS VOTE

/s/ Steven L. Anderson

Committee Chair

 4 0 1 0
In favor Oppose Absent Abstain

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 21st day of August 2019
 DEFEATED
 TABLED In favor – 10 Oppose – 0 Absent – 1 Abstain – 1

/s/ Audrey Bauer

County Clerk

/s/ Steven L. Anderson

County Board Chair

Treasurer Patty Scharr presented this resolution to the County Board of Supervisors. Sara Schnoor from PMA Securities informed the County Board on how the investment process would work. One change made since the Administrative Committee meeting to this resolution was removing Finance Director Pamela Hansen’s name as an Official authorized to invest and withdraw monies from the Fund due to her audit duties.

Motion was made by Supervisor Andrews, seconded by Supervisor Ingram, to approve Resolution 23-19 titled, “Resolution authorizing Entry into an Intergovernmental Cooperation Agreement relating to the “Wisconsin Investment Series Cooperative” and Authorizing Participation in the Investment Programs of the Fund”. Roll call vote was taken, Bill Ingram-yes, Tom Milliren-yes, John Andrews-yes, Bruce Peterson-yes, Steven Anderson-yes, Michael Wright-yes, Jean Dougherty-yes, Chris Kees Winkler-yes, Tessa King-abstained, Michelle Pittman-yes, Frank Milliren-yes. Ten votes to adopt, with one abstained vote by Supervisor King. Motion carried.

2020 Budget Priorities Decision and Action

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

Update on purchase of land for new Highway Facility location

Finance Director Pamela Hansen informed the County Board Supervisors that she delivered paperwork to Larry Webb offering the said amount that the County Board members agreed upon in Closed session. Mr. Webb did not counteroffer at that time.

Since than Mr. Webb has contacted Pamela Hansen stating that he has reconsidered his price to \$18,000 per acre.

Other property that could be considered:

1. Tappe land on Highway 85
2. Current Supervisor's had offered to sell land
3. City of Durand owned land at the Recycling center near Eau Galle which has been a dump site with unstable land
4. Mike Teigen in the Albany area

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

Potential Park Conversion of Use Process

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

Highway Facility site location

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

Modified plan of financing for upcoming capital projects

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

Resolutions:

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

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

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

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

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

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

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

<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	\$0.00	\$ 4,000	\$ 4,000
<i>Expenditures:</i>				
100-00-52120-000	Sheriff Office	\$ 949,070	\$ 4,000.00	\$ 953,070

**RECOMMENDED BY THE PEPIN COUNTY LAW ENFORCEMENT COMMITTEE:
COMMITTEE MEMBERS VOTE**

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

<u>/s/ Pamela Hansen</u> Finance Director	<u>X</u> Recommend	<u> </u> Not Recommend
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COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 21th day of August 2019
 DEFEATED
 TABLED In favor - 11 Oppose- 0 Absent - 1 Abstain - 0

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

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

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

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

Commissioners would be paid by an hourly fixed rate of \$30.00 per hour and be paid by the Condemner and not costing Pepin County.

Motion was made by Supervisor Andrews, seconded by Supervisor King, to adopt Resolution 25-189 titled, Establishing Compensation for the Pepin County Condemnation Commissioners". Voice vote was taken, all in favor. Motion carried.

**RESOLUTION NO. 26-19
AMENDMENT NO. 35 TO
PEPIN COUNTY EMPLOYEE HANDBOOK**

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

3.1.6 LEAVES – EMERGENCY CONDITIONS

1. **WEATHER CONDITIONS:** The County Board Chairperson or Vice Chairperson, in concurrence with the Highway Commissioner and/or Sheriff may close the government center following communication with the Circuit Court Judge in the case of extremely bad weather. If closed before noon, employees will be paid for actual time worked. If closed after noon, employees will be paid for the whole workday. If closed prior to opening for the day, the employee may charge lost time to accumulated vacation time, compensatory time or time off without pay. The department head may allow the employee to make up lost time within the same pay period. Lost time may not be charged to sick leave.
2. **OTHER CONDITIONS:** In conjunction with local health and/or public safety authorities, the County may decide to close a work site or take other emergency measures in order to safeguard the health and welfare of employees and the public and/or because a situation exists affecting the ability of employees to perform their job. Examples of emergency conditions might include power outages, a natural disaster, or a quarantine imposed by health officials. Under such circumstances, the County may authorize paid leave status for employees.

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

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

yearend would not carry over to the subsequent years and will not be transferable, or directly payable to any employee at any time.

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

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

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

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

REIMBURSEMENT PROCEDURE:

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

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

RECOMMENDED BY THE PEPIN COUNTY HIGHWAY COMMITTEE:

/s/ Tom Milliren
Committee Vice-Chair

COMMITTEE MEMBERS VOTE
4 0 1 0
In favor Oppose Absent Abstain

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

/s/ Steve L. Anderson
Committee Chair

COMMITTEE MEMBERS VOTE
3 1 1 0
In favor Oppose Absent Abstain

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

/s/ Pamela Hansen
Finance Director

X _____
Recommend Not Recommended

COUNTY BOARD ACTION:

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

 DEFEATED

 TABLED

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

/s/ Audrey Bauer

County Clerk

/s/ Steven L. Anderson

County Board Chair

Personnel Director Michelle Weiss presented Amendment No. 35 to the County Board. These changes to the Employee Handbook include the Leaves-Emergency Conditions to communicate with the Circuit Court Judge when considering closing the government center in extremely bad weather. Another amendment to the Employee Handbook is the Highway Uniform and Tool Allowance. The Highway Department would allow up to \$150 annually for safety clothing for all employees except the Highway Commissioner, Highway Accounting Specialist, Clerk and the Mechanics. The reimbursement procedure was also included in the amendment.

Motion was made by Supervisor Peterson, seconded by Supervisor Dougherty, to adopt Resolution 26-19 titled, "Amendment No. 35- Pepin County Handbook-Leaves/Emergency Conditions and Highway Uniform and Tool Allowance". Voice vote was made, ten yes votes with one abstain vote by Supervisor King. Motion carried.

Business:

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

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

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

Reconvene to Open Session/ Action from Closed Session

Motion by Supervisor King, seconded by Supervisor Pittman, to adjourn the closed session. Motion carried with no negative votes. The Board moved back into open session at 10:00 p.m.

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

Communications:

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

Agenda Items and Next Meeting Date

- Next meeting date set for September 18, 2019 -7:00 p.m. in the County Board room

Adjournment

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

Submitted by

/s/ Audrey Bauer

Pepin County Clerk

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

/s/ Steven L. Anderson

Pepin County Board of Supervisors Chair

PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES

September 18, 2019

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday, September 18, 2019 by Chairman Steven Anderson. The meeting was held at the County Board Room at the Pepin County Government Center, 740 7th Ave W, Durand, WI. This meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and complies with Sections 19.81 – 19.90, *Open Meeting Law*.

ESTABLISH QUORUM - ROLL CALL

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

The Pepin County Board of Supervisors had eleven members present at the time of the roll call.

*Arriving at 7:05 pm was Chris Kees Winkler.

Others attending included Herb Schneider, Nan Setterlund, David Kallstrom, Jim Kallstrom, Brian Winnekin's from WRDN, Steve Carlson from the Courier Wedge, Dan Langlois, Mark Gilles, Joan Huppert, Sheriff Joel Wener, John Walsh, and Marcia Bauer.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE AGENDA

Changes made to the agenda included to move the Business item- Report with possible action-Highway Facility Update-Webb property offer to the end of all of the Resolutions. The first resolution to be presented to the County Board will be the "Resolution for Regional Emergency Detention Bed Need" to allow Sheriff Joel Wener time to present the resolution. Another change was to move the future agenda items before adjournment of the meeting. The County Board Supervisor all agreed with the changes that were made to the agenda.

PUBLIC COMMENTS

Herb Scheidner- 1119 Jerry Ave Durand -member of the Durand City Counsel

Herb voiced his concerns of the overuse of the taxpayers with the funding of the land for the County Highway facility location. Advised by Herb going forward to use the money of the taxpayers wisely.

Supervisor Chris Kees Winkler arrives to meeting.

Dan Langlois- 854 E. Madison St Durand

Presented the information that since the last meeting, a 2/3 vote was needed to pass the final approval was required. Our group that have been attending these meetings would be prepared to assist and to finance the difference in the price of the land offer from \$16,500 and \$18,000 (paying the \$30,000 difference). Dan Langlois and others attended the Waubeek Town meeting on locating the Highway facility on the Webb property. No one showed concerns of placing the highway facility on the Webb property. The Floyd and Janet Holden wishes of the park need to be considered.

Marcia Bauer – W7453 County Road NN, Arkansaw, WI

Marcia Bauer thanked the Board for their hard work. Marcia read a letter that she received from the DNR on the parkland on County Road N and NN. She mentioned her concerns of the highway shop location.

David Kallstrom –W7455 County Road NN, Arkansaw, WI

David inform the County Board his concerns of the Silver Birch’s wildlife and fishing if the highway facility would be placed at that location.

CONSENT AGENDA

Approval of the August 21, 2019 County Board Minutes

Motion was made by Supervisor Kees Winkler, seconded by Supervisor T. Milliren, to approve the Consent Agenda as presented. Voice vote taken, all in favor. Motion carried.

REPORTS:

County Board Committee Reports

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

County Clerk 2018 Annual Report

County Clerk Audrey Bauer presented her 2018 Annual Report to the full County Board of Supervisors.

Clerk of Circuit Court 2018 Annual Report

Clerk of Circuit Court presented her 2018 Annual Report to the full County Board of Supervisors.

Coroner’s 2018 Annual Report

Coroner Joan Huppert presented her 2018 Annual Report to the full County Board of Supervisors.

District Attorney/Victim Witness 2018 Annual Report

The County Board Supervisors received the District Attorney/Victim Witness’s 2018 Annual report in with their packets before the meeting. District Attorney Jon Seifert did not attend the meeting to present his report.

Kwik Trip Offer Update

Finance Director Pam Hansen presented information on the Kwik Trip offer. At the Administrative Committee meeting, she had not received a reply back at that time from Kwik Trip. But since then, she received back the contract from Kwik Trip with the requested changes made and will be having the Corp Council to verify the document before final approval is made.

BUSINESS ITEMS:

Resolutions:

**RESOLUTION NO. 27-19
REGIONAL EMERGENCY DETENTION BED NEED RESOLUTION**

WHEREAS, St. Croix County Community Justice Collaborating Council has established a Mental Health Subcommittee that prioritizes a work plan to focus on secure regional emergency detention beds needs; and

WHEREAS, work of the Mental Health Subcommittee of the Community Justice Collaborating Council included collection of local, regional and state data related to the availability of emergency detention beds, including Wisconsin Counties utilization of Winnebago and Mental Health Institute; and

WHEREAS, the Mental Health Subcommittee of the Community Justice Collaborating Council concluded that the trend toward increasing usage of the Winnebago Mental Health Institute was mainly due to the loss of local resources (hospital beds) over the years; and

WHEREAS, meetings were conducted with current regional emergency detention providers Mayo Clinic Health Systems and Hospital Sisters Health Systems, both located in Eau Claire, Wisconsin, and found that increasing capacity for secure emergency detention services is not part of either of their current planning; and

WHEREAS, after review of financial information related to the operation of a secure emergency detention facility in a hospital setting it was concluded that Medical Assistance reimbursement rates are insufficient; and

WHEREAS, information the subcommittee reviewed indicated the operational loss for a 10-bed secure emergency detention facility in a hospital setting is approximately one million dollars annually; and

WHEREAS, it is unlikely that hospitals would develop or expand this service due to the significant financial loss, which is largely due to overall low reimbursement rates, including reimbursement rates from Wisconsin Medical Assistance; and

WHEREAS, Pepin County is concerned about any additional closure of hospital secure emergency detention facilities due to the low reimbursement rates; and

WHEREAS, a meeting with the Division Administrator, Division of Care and Treatment Services-Wisconsin Department of Health Services, was held to discuss regional needs for emergency detention bed needs; and

WHEREAS, the Division Administrator, Division of Care and Treatment Services-Wisconsin Department of Health Services reported that the state was in the process of completing a bed need study, but the focus of that study was not on regional emergency detention bed need, but focused on the state mental health institutes, which includes Winnebago Mental Health Institute; and

WHEREAS, increased bed capacity at Winnebago Mental Health Institute would not fully meet regional needs due to distance from Pepin County with the round-trip estimate to be approximately 7 hours; and

WHEREAS, a trip of this distance not only creates additional expense for law enforcement, but also requires adjustments and challenges for law enforcement to cover community safety while officers are out of county; and

WHEREAS, this extended transport time for an individual with mental health needs only exacerbates the situation as they are handcuffed and transported in a squad car; and

WHEREAS, the utilization of Winnebago Mental Health Institute creates a situation where the individual can feel isolated from their families and support systems due to the distance from home; and

WHEREAS, the St. Croix County Sheriff's Office Data Analyst identified law enforcement transportation costs along with emergency detention data related to trips and costs of Winnebago

**RESOLUTION NO. 28-19
2019 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 and is governed by Wisconsin State Statute 66.0309. 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; and

WHEREAS, Pepin County decided not to continue its membership in the MRRPC and removed the 2019 MRRPC service charge from the 2019 Pepin County Budget. However, correct withdrawal procedures were not followed according to Wisconsin State Statute 66.0309(16); and

WHEREAS, Pepin County is required to pay the 2019 MRRPC service charge to remain compliant with Wisconsin State Statute 66.0309.

NOW, THEREFORE BE IT RESOLVED that the Pepin County Board of Supervisors authorizes the 2019 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	\$ 3,466	\$ 3,466
100-00-59100-000	Contingency Fund	\$ 33,348	\$ (3,466)	\$ 29,882

**RECOMMENDED BY THE PEPIN COUNTY LAND CONSERVATION, PLANNING/
EXTENSION PEPIN COUNTY COMMITTEE**

<u>/s/ Tom Milliren</u> Committee Chair	COMMITTEE MEMBERS VOTE			
	<u>3</u> In favor	<u>0</u> Oppose	<u>2</u> Absent	<u>0</u> Abstain

FISCAL IMPACT: Annual financial impact of membership fees is as noted above.

<u>/s/ Pamela Hansen</u> Finance Director	<u> X </u>	<u> </u>
	Recommended	Not Recommended

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors this 18th day of September 2019
 DEFEATED
 TABLED In favor – 12 Oppose – 0 Absent – 0 Abstain - 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Finance Director Pam Hansen reminded the Board that during the 2019 budget time, the County Board had decided not to continue its membership in the MRRPC and remove the service charge from the 2019 budget. The correct withdrawal procedures were not followed according to the Wisconsin State Statutes 66.0309 (16). Pepin County is required to pay the 2019 service charge fee of \$3,466 to remain compliant with the Wisconsin Statutes, so a budget modification is needed to modify the 2019 budget.

Motion was made by Supervisor Ingram, seconded by Supervisor Andrews, to approve Resolution 28-19 titled, "2019 Budget Modification- Mississippi River Regional Planning Commission (MRRPC)". Roll call vote was taken, Bruce Peterson-yes, Irene Wolf-yes, Steven Anderson-yes, Michael Wright-yes, Jean Dougherty-Yes, Chris Kees Winkler-yes, Tessa King-yes, Michelle Pittman-yes, Frank Milliren-yes, Bill Ingram-yes, Tom Milliren-yes, John Andrews-yes. All in favor with no negative votes. Motion carried.

RESOLUTION NO. 29-19
2019 BUDGET MODIFICATION – WEATHER RADIO GRANT

WHEREAS, the Federal Emergency Management Agency and the State of Wisconsin has approved Pepin County's Emergency Management Department Hazard Mitigation Grant application to purchase and distribute NOAA weather radios with a grant of up to \$2,600; and

WHEREAS, the Federal Emergency Management Agency is providing 75 percent of the funds (\$1,950), Wisconsin Emergency Management is providing 12.5 percent of the funds (\$325) and the remaining balance of 12.5 percent (\$325) is required to be matched locally by Pepin County; and

WHEREAS, the State of Wisconsin approved funding of an additional 5 percent for administration of the grant (\$130) if Pepin County staff can document their time/activities associated with carrying out the project; and

WHEREAS, this was an unplanned source of revenue and expenditure as Pepin County's Emergency Management Director applied for this grant in 2017 and the State of Wisconsin and the Federal Emergency Management Agency approved the project for implementation during the summer of 2019; and

WHEREAS, the State of Wisconsin has awarded Pepin County a grant and will provide reimbursement for the purchase that will be deposited into the S/A Pre-Disaster Grant account to offset the expense of purchasing the weather radios; and

WHEREAS, Pepin County can either utilize volunteer time or existing supply accounts to provide the required 12.5 percent grant match; and

WHEREAS, neither the additional 2019 S/A Pre-Disaster Grant Revenue, nor the additional expenses as described within were provided for in the original 2019 budget.

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

WHEREAS, creating custom maps that are aesthetically pleasing and that contain all of the features requested by individuals is a time-consuming process which takes time away from other core responsibilities of the Land Conservation & Planning Department; and

WHEREAS, the Large Format Printing Policy and Fee Schedule needs to be updated to reflect the staff time and supply expenses associated with providing services to other departments, municipalities, and the public.

NOW THEREFORE BE IT RESOLVED, that the Pepin County Board of Supervisors authorizes the Pepin County Land Conservation & Planning Department to implement the following fee schedule and policies related to custom mapping and printing services:

Mapping & Printing Services

Custom Mapping Services	\$50.00/hour
Large Format Printing/Specialty Map Printing (colored)	
ANSI E 34 x 44 inches	\$10.00 each
ANSI D 22 x 34 inches	\$7.50 each
ANSI C 17 x 22 inches	\$5.00 each
ANSI B 11 x 17 inches	\$2.50 each
ANSI A 8.5 x 11 inches	\$0.25 each
Copies of files (black and white)	\$0.10 per page
Digital Copies of existing files (PDF's)	Free
Copies of existing GIS files	Free*

Policies Related to Mapping Services

- Custom mapping requests must be submitted at least two weeks prior to the anticipated deadline, Pepin County Land Conservation & Planning staff may modify the deadline based on our availability to complete the project.
- The Land Conservation and Planning staff reserve the right to refuse requests for custom mapping in order to perform state mandated duties, prioritized county projects, and ordinary work-related tasks.
- To create new layers, the Land Conservation & Planning staff must be provided detailed information that outlines the features to be created or modified; documentation such as resolutions, ordinances, and/or hand drawn maps help us to create accurate data layers.
- A map request form must be submitted describing the features to be displayed in the custom map or attributes to be created within new GIS files that need to be created.
- Pepin County Land Conservation & Planning Department can charge Custom Mapping Service Fees to other departments within Pepin County, municipalities, and the public for the development of new GIS layers or specialty maps that do not exist and/or fees for any map or large-format printing services.
- Free distribution of copies of GIS files is limited to sharing that does not require the county to incur additional expenses. Pepin County may charge the requestor fees associated with providing external hard drives, jump drives, discs, or other format

and postage associated with disseminating the requested files to the requesting party

- Staff will attempt to provide most accurate data possible, however we will not modify or reformat data in existing data layers when providing data to other organizations; all data will be transferred “as is”.
- Pepin County will not share any GIS layers that have restricted access, these files primarily include files shared by private companies for use by Pepin County for public safety purposes.

RECOMMENDED BY THE PEPIN COUNTY LAND CONSERVATION, PLANNING AND EXTENSION PEPIN COUNTY COMMITTEE:

/s/ Tom Milliren
Committee Chairperson

COMMITTEE MEMBERS VOTE
3 0 2 0
In favor Oppose Absent Abstain

FISCAL IMPACT: The fee schedule for these services is estimated to result in an additional \$500 in related revenues which will offset the cost of the department providing these services.

/s/ Pamela Hansen
Finance Director

X _____
Recommend Not Recommended

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 18th day of September 2019
 DEFEATED
 TABLED In favor – 12 Oppose – 0 Absent – 0 Abstain – 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Emergency Management Director Maria Nelson presented this resolution to the County Board. In 2015, the Pepin County Finance Committee approved a large format printing policy and fee schedule that would allow the Land Management department to charge for printing and mapping services. At this time, the large format printing policy and fee schedule needs to be updated to reflect the expenses associated with providing these services.

Motion was made by Supervisor Kees Winkler, seconded by Supervisor Dougherty, to approve Resolution 30-19 titled, “Resolution Establishing Fee Schedule for Custom Mapping and Printing Services”. Voice vote was taken, all in favor. Motion carried.

**RESOLUTION NO. 31-19
RESCINDING RESOLUTION NO. 20-2014 AND
APPROVING REVISED SCHEDULE FOR PERMIT FEES**

WHEREAS, Pepin County has tasked the Zoning Administrator with increasing permit fees and reviewing payment for other services provided by the Land Conservation and Planning Department to help minimize the expenses of the county for providing zoning services that are primarily funded by the tax levy; and

WHEREAS, over the past five years, zoning related revenues have been less than one quarter of the expenses associated with providing zoning services to the public on an annual basis; and

WHEREAS, the Zoning Administrator has utilized time tracking to evaluate and revise the permit fees based on staff time carrying out the responsibilities associated with administration of zoning ordinances adopted by Pepin County; and

WHEREAS, the fee schedule has also been revised to provide additional clarification to the public regarding policies related to permits established by the Land Conservation & Planning Department; and

WHEREAS, Resolution No. 20-2014 previously established fees for permits and hearings.

NOW THEREFORE BE IT RESOLVED, that the Pepin County Board of Supervisors does hereby rescind Resolution No. 20-2014 effective January 1, 2020.

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

Land Use Permits Fees

Highway Setback Ordinance

Land Use Permits \$100.00

Sign Permits \$50.00

Bluffland, Great River Road Preservation, Floodplain & Shoreland Protection Ordinances

Primary Structures \$200.00

Non-enclosed Accessory Structures \$100.00

Grading/Filling/Paving Related Activities \$100.00

Site Inspection before obtaining permit \$50.00

Land Use Permit fees are not cumulative, property owners pay the highest fee based upon the applicable zoning districts that apply to the property and their proposed activities.

Sanitary Permit Fees

Conventional \$350.00

Holding Tank \$400.00

Mound/At-Grade/Pressurized \$450.00

Adding Filter or Treatment System \$150.00

Reconnection \$150.00

Privy \$100.00

Composting/Incinerating Toilet \$100.00

Transfer \$50.00

Renewal/Revision to existing permit \$50.00

Fire Numbers

New Address Assignment \$75.00

Replacement Sign \$25.00

Permits/Appeals/Amendments Requiring Public Hearings:

Conditional Use Permit \$500.00

Variance Request \$500.00

Administrative Appeals \$500.00

Zoning Text or Map Amendment \$500.00

Special Exception Permits \$500.00

Policies Related to Permit Fees:

- Permit fees are non-refundable.
- Renewals must be requested prior to the expiration date on the original permit.
- Floodplain permits can only be renewed once per FEMA regulations.
- Under State law, a sanitary permit is required before individuals can obtain a building or land use permit for structures that require a septic system, connect to an existing sanitary system, or that alters the flow or contaminant load entering a system.
- All applications missing information required by an ordinance or state law must be completed within 30 days of being notified by zoning staff that additional information is needed. If the additional information is not provided within this timeframe, a new application and permit fee will need to be turned in when all required materials have been compiled.
- Fees are established base rate fees. Additional fees can be charged at prescribed hourly rate in circumstances where the service costs incurred by Pepin County exceed the base rate.
- After the fact permits will be assessed a fee that is twice amount of the original fee when permit is not obtained prior to starting development activities.

RECOMMENDED BY THE PEPIN COUNTY Land Conservation, Planning and Extension Pepin County Committee: as amended to add second last bullet point under Policies Related to Permit Fees.

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren
Committee Chairperson

<u>3</u>	<u>0</u>	<u>2</u>	<u>0</u>
In favor	Oppose	Absent	Abstain

FISCAL IMPACT: The updated fee schedule is estimated to result in an additional \$5,000 to \$7,000 in related zoning revenues which will offset zoning department expenditures.

/s/ Pamela Hansen
Finance Director

<u>X</u>	<u> </u>
Recommend	Not Recommended

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 18th day of September 2019

 DEFEATED

 TABLED In favor – 12 Oppose – 0 Absent – 0 Abstain – 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Zoning Administrator Maria Nelson presented this resolution to the County Board. She Informed them that back in 2014, Resolution 20-2014 had been established for fees for permits and hearings. Updates are needed to the schedules for permit fees so it is requested to rescind resolution 20-14 and approve the revised schedule for permit fees as presented in this resolution. This would take effect as January 1, 2020.

Motion was made by Supervisor T. Milliren, seconded by Supervisor F. Milliren, to approve Resolution 31-19 titled, "Rescinding Resolution No. 20-2014 and Approving Revised Schedule for Permit Fees". Voice vote was taken, all in favor. Motion carried.

**RESOLUTION NO. 32-19
2019 BUDGET MODIFICATION – CORONER EXPENSE**

WHEREAS, the adopted 2019 Budget was based on an estimate using prior years actual expenses as a basis; and

WHEREAS, the revenues received, and expense incurred in the Coroner’s budget are based on number of deceased that need autopsies, transport, hospital pathology, cremation permits, and death certificates which are unpredictable/uncontrollable issues; and

WHEREAS, the autopsy expense, hospital pathology and transportation expense line items are projected to exceed the adopted budgeted amounts due to the increase in unforeseen circumstances contributing to the cause of death (i.e. not aging population related natural causes) if the current year trend continues; and

WHEREAS, the increased expenses are estimated to be \$12,895 based on the number of cases that have exceeded and are projected for the rest of the year; and

WHEREAS, the Coroner Fee revenues are not expected to increase as a result of the Pepin Manor closing which will decrease the Cremation Permit revenue received; and

WHEREAS, the increased estimated expense resulting from the issues noted above was not provided for in the adopted 2019 Budget.

NOW THEREFORE BE IT RESOLVED, that the Pepin County Board of Supervisors authorizes the 2019 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>				
100-00-46160-000	Coroner Fees	\$ 4,200	\$ 0	\$ 4,200
100-00-51260-000	Coroner Expenses	\$ 23,759	\$ 12,895	\$ 34,654
100-00-59100-000	Contingency Fund	\$ 29,882	(\$ 12,895)	\$ 16,987

RECOMMENDED BY THE PEPIN COUNTY LAW ENFORCEMENT COMMITTEE:

COMMITTEE MEMBERS VOTE

<u>/s/ Steven L. Anderson</u> Committee Chairperson	<u>4</u>	<u>0</u>	<u>1</u>	<u>0</u>
	In favor	Oppose	Absent	Abstain

FISCAL IMPACT REVIEWED – The estimated expense for the remainder of the 2019 is as noted above.

<u>/s/ Pamela Hansen</u> Finance Director	<u> X </u>	_____
	Recommend	Not Recommended

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 18th day of September 2019
 DEFEATED
 TABLED In favor – 12 Oppose – 0 Absent – 0 Abstain – 0

<u>/s/ Audrey Bauer</u> County Clerk	<u>/s/ Steven L. Anderson</u> County Board Chair
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Pepin County Coroner Joan Huppert informed the County Board that a budget modification is needed to cover the Coroner expenses for 2019. An increase in expenses is estimated to be \$12,895 based on the number of cases that have exceeded and are projected for the rest of the year.

Motion was made by Supervisor Andrews, seconded by Supervisor Peterson, to approve Resolution 32-19 titled, "2019 Budget Modification- Coroner Expense". Roll call vote was taken, Steven Anderson-yes, Michael Wright-yes, Jean Dougherty-Yes, Chris Kees Winkler-yes, Tessa King-yes, Michelle Pittman-yes, Frank Milliren-yes, Bill Ingram-yes, Tom Milliren-yes, John Andrews-yes, Bruce Peterson-yes and Irene Wolf-yes All in favor with no negative votes. Motion carried.

Amended RESOLUTION NO. 33-19
RESOLUTION TO ADJUST THE DEPARTMENT OF HUMAN SERVICES WAGE SCALES

WHEREAS, the Pepin County Human Services Committee have reviewed the wage scales for comparable counties in the for the Economic Support Specialist (ESS), Elder Benefit Specialist (EBS), and Disability Benefit Specialist (DBS) positions and found that Pepin County has the lowest starting wage for ESS and DBS and the second lowest for EBS; and

WHEREAS, the Pepin County Department of Human Services has experienced seven vacancies in these positions within the past 1.5 years and has invested \$153,364 in training and advertising alone, (this includes one vacancy due to retirement), this does not include the cost of employee’s time to train new staff; and

WHEREAS, the ESS and DBS positions are funded through the Department of Health Services allocation with 50% portion of Administrative Management and Support Overhead (AMSO) funding for the ESS position provided by Pepin County; and

WHEREAS, the adjustment to wage scale for the EBS is accounted for in the 2020 Department of Human Services recommended budget, with cost reductions in other ADRC staffing patterns.

NOW, THEREFORE BE IT RESOLVED, that the below 2020 wage scale adjustments be effective January 1, 2020, and

2019 Wage Scale	Start	6 months	Year One	18 Months	Year Two	Year Four	Year Six
ESS	\$15.86	\$16.70	\$17.58	\$18.51	\$19.48	\$20.50	\$21.58
Lead ESS	\$16.86	\$17.70	\$18.58	\$19.51	\$20.48	\$21.50	\$22.58
DBS	\$17.44	\$18.37	\$19.33	\$20.35	\$21.42	\$22.55	\$23.74
EBS	\$17.44	\$18.37	\$19.33	\$20.35	\$21.42	\$22.55	\$23.74
2020 Wage Scale for EBS, DBS	\$19.56	\$20.70	\$21.84	\$22.98	\$24.12	\$25.26	\$26.37
2020 Wage Scale for ESS	17.97	18.61	19.54	20.52	21.55	22.63	23.76
2020 Wage Scale for Lead ESS	\$18.97	19.61	20.54	21.52	22.55	23.63	24.76

RECOMMENDED BY THE PEPIN COUNTY HUMAN SERVICES COMMITTEE:

COMMITTEE MEMBERS VOTE

/s/ John C. Andrews
Committee Vice Chairperson

6 0 1 0
In favor Oppose Absent Abstain

FISCAL IMPACT REVIEWED – The annual impact of the Salary and Fringe increase for EBS position of \$858 will be offset by reductions in staffing time and costs for Durand Meal Site which are both paid by levy. The Salary and Fringe annual impact from the increase for DBS Position of \$835 will be funded by additional revenue from the ADRC grant. The Salary and Fringe annual impact from the increase for ESS Positions \$10,760.26 covered by additional funding from WREA.

/s/ Pamela Hansen
Finance Director

 X _____
Recommend Not Recommended

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

COMMITTEE MEMBERS VOTE

/s/ Steven L. Anderson
Committee Chairperson

4 0 1 0
In favor Oppose Absent Abstain

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 18th day of September 2019
 DEFEATED
 TABLED In favor – 10 Oppose – 2 Absent – 0 Abstain – 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Personnel Director Michelle Weiss presented this resolution to the County Board. The Pepin County Human Services Committee has reviewed wage scales of the Economic Support Specialist, Elder Benefit Specialist and Disability Benefit Specialist positions with comparable counties. This comparison showed that wage adjustments are needed. The Human Service Board has recommended these adjustments. Since the Human Services Board meeting, the resolution has been amended to be a better fit to the positions and is being presented for Board approval. Motion was made by Supervisor Andrew, seconded by Supervisor Dougherty, to approve the amended Resolution 33-19 titled, “Resolution to Adjust the Department of Human Services Wage Scales.” Voice vote was taken, ten yes votes, with 2 negative votes by Supervisor Kees Winkler, and Supervisor Ingram. Motion carried.

**RESOLUTION NO. 34-19
RESOLUTION TO PURCHASE A SCANNER FOR WESTERN REGION ECONOMIC SUPPORT
(WREA) PAPERWORK AND TO APPROVE A 2019 BUDGET MODIFICATION**

WHEREAS, the WREA Consortium has determined it best to replace the scanner used for scanning WREA paperwork; and

WHEREAS, the WREA Leadership Team has requested and approved the purchase of a replacement scanner; and

WHEREAS, La Crosse County, WREA Lead Agency, has authorized the reimbursement to Pepin County, of \$1,512 from the 2019 WREA approved budget, if such scanner were purchased.

RESOLUTION NO. 35-19

REQUEST ELIMINATION OF THE 0% LEVY CAP IMPOSED ON WISCONSIN COUNTIES

WHEREAS, in 2012 the State of Wisconsin imposed limits on town, village and county property tax levies under Wisconsin Statute § 66.0602; and

WHEREAS, Wisconsin Statute § 66.0602 limits that increase to the local property levy to no more than the greater of (a) 0% of last year’s actual levy or (b) a percentage equal to the percentage change in equalized value due to new construction less improvements removed; and

WHEREAS, the percentage of net new construction in Pepin County used to calculate the increase in the operating levy allowance has significantly lagged the Consumer Price Index for All Urban Consumers (CPI-U) over this period; and

WHEREAS, as a result Pepin County has been forced to absorb inflationary increases in normal operating expenditures with no offsetting increase in revenues; and

WHEREAS, unexpected increases in the expenditures for certain items, particularly unfunded mandates such as the cost of Child Protective Services, had compounded this issue; and

WHEREAS, Pepin County has taken measures to curb spending by cutting costs, eliminating positions, limiting employee wage increases, reducing program offerings and postponing necessary work on highway infrastructure; and

WHEREAS, to continue to provide essential services to County citizens, Pepin County has resorted to using debt to fund qualified expenditures previously funded in its operating levy resulting in a higher cost to the Pepin County taxpayers; and

WHEREAS, Pepin County will be unable to continue to retain staff, maintain highways and provide essential services without additional levy funding.

NOW, THEREFORE BE IT RESOLVED, that the Pepin County Board of Supervisors requests the complete elimination of the current 0% tax levy cap or replacing it with a levy allowance that adequately reflects the increases in everyday costs incurred by Wisconsin Counties.

BE IT FURTHER RESOLVED that the County Clerk is directed to send a copy of this resolution to Governor Evers, the Joint Finance Committee of the Wisconsin Legislature, the state legislators for Pepin County and the Wisconsin Counties Association (WCA) for consideration at the WCA annual business meeting to become part of the WCA platform.

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

	COMMITTEE MEMBERS VOTE			
<u>/s/ Steven L. Anderson</u>	<u>4</u>	<u>0</u>	<u>1</u>	<u>0</u>
Committee Chair	In favor	Oppose	Absent	Abstain

FISCAL IMPACT REVIEWED – Impact and challenges are noted above.

<u>/s/ Pamela Hansen</u>	<u>X</u>	_____
Finance Director	Recommend	Not Recommended

COUNTY BOARD ACTION:

X ADOPTED by the Pepin County Board of Supervisors on this 18th day of September 2019
 _____ DEFEATED
 _____ TABLED In favor – 12 Oppose – 0 Absent – 0 Abstain – 0

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

Chairman Steve Anderson presented the need for this resolution to the County Board. The State of Wisconsin has imposed limits on town, village and county property tax levies under the Wisconsin Statute 66.0602. This resolution is to inform our State officials of the need to eliminate the 0% levy cap imposed on Wisconsin Counties. Motion was made by Supervisor King, seconded by Supervisor Dougherty, to approve Resolution 35-19 titled, "Request Elimination of the 0% Levy Cap Imposed on Wisconsin Counties". Voice vote was taken, all in favor. Motion carried.

RESOLUTION NO. 36-19
Wisconsin Department of Employee Trust Funds
EXISTING EMPLOYER UPDATE RESOLUTION
WISCONSIN PUBLIC EMPLOYERS' GROUP HEALTH INSURANCE PROGRAM

RESOLVED, by the Supervisors of the Pepin County Board of Supervisors
(Governing Body) (Employer Legal Name)

that pursuant to the provisions of Wis. Stat. § 40.51 (7) hereby determines to continue in the Wisconsin Public Employers (WPE) Group Health Insurance program that is offered 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 *Local Employer Health Insurance Standards, Guidelines and Administration Manual* (ET-1144).

We will continue to participate in the program option in which we are currently enrolled. If we wish to elect a new program option for 2020 we will file a separate resolution to do so.

All participants in the WPE Group Health Insurance program need to be enrolled in a program option. Individual employees cannot choose between program options.

The resolution must be received by the Department of Employee Trust Funds as soon as possible, but no later than October 1, in order to continue participation without lapse. If more time is needed, contact ETF.

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 18th day of September, year 2020 and that said resolution has not been repealed or amended, and is now in full force and effect.

Dated this 18th day of September, year 2020.

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

39-6005728

Federal tax identification number (FEIN/TIN) signature

Authorized employer representative

69-036-0037000

ETF employer identification number

Steven L. Anderson

Authorized employer representative printed name

Number of eligible employees: 87

Pepin County Board of Supervisors Chair

Authorized representative title

Pepin County
Employer county

mweiss@co.pepin.wi.us
Employer benefit contact email address

PO Box 39, Durand WI 54736
Mailing address

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

/s/ Steven L. Anderson
Committee Chair

COMMITTEE MEMBERS VOTE
4 0 1 0
In favor Oppose Absent Abstain

COUNTY BOARD ACTION:

X ADOPTED by the Pepin County Board of Supervisors on this 18th day of September 2019
 DEFEATED
 TABLED In favor – 11 Oppose – 1 Absent – 0 Abstain – 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Personnel Director Michelle Weiss presented this resolution to the County Board. Each year the County needs to determine if the participants will continue with the Wisconsin Public Employers’ Group Health Insurance program or not. Insurance options that are being offered for 2020 includes a new plan, Prevea 360 which would include our local clinics and hospital that was not an option in 2019. The Administrative Committee has recommended that the portion of what the County would participate towards the premium would remain the same as 2019 leaving the deductible for the employees at \$500 single and \$1000 for family. Discussion took place on if the County should change the employee deductible amounts to save the County’s portion.

Motion was made by Supervisor Andrews, seconded by Supervisor F. Milliren, to approve Resolution 36-19 titled, “Existing Employer Update Resolution Wisconsin Public Employers’ Group Health Insurance Program”. Voice vote was taken, Eleven yes votes, with one negative vote by Supervisor Kees Winkler. Motion carried.

Report with possible action- Highway Facility Update- Webb property offer

Chairman Steve Anderson inform the County Board that at the August 21st County Board meeting, a motion and second was made, voted on to make an offer to purchase 20 acres from the Webb property for \$18,000 per acre. Roll call vote was taken. Six (6) yes votes, four (4) no votes with one abstain. After this meeting, a draft was drawn up by Finance Director Pam Hansen. During this time, more research was done, finding out that a 2/3 vote is necessary. Our County rules, Chapter 2, The Governing Body, 2.03 (20) talks about roll call votes. The August 21st vote did not met this requirement of 2/3 vote as needed for adoption. All resolutions or ordinance involving an unbudgeted appropriation or transfer of funds shall be decided by roll call vote with 2/3 vote (eight (8) votes needed) of the entire membership of the County Board necessary for approval. There has not been any resolution brought forward on how this purchase of land would be paid for at this point either. At this point, no offer has been made to the Webbs. There is no budget expenditure for the land at this time.

Motion was made by Supervisor King, seconded by Supervisor Dougherty to ask the County Board to add a resolution to the next month’s County Board agenda titled, “2019 Budget Modification to offer to purchase property for the use of a new highway facility, where the earnest money would come from the contingency fund and the offer to purchase would include a contingency that we would not close until the final project expenditure budget be approved by the

Board". Roll call vote was taken, Jean Dougherty-yes, Chris Kees Winkler-no, Tessa King-yes, Michelle Pittman-yes, Frank Milliren-yes, Bill Ingram-no, Tom Milliren-no, John Andrews-Yes, Bruce Peterson-no, Irene Wolf-yes, Steven Anderson-no and Michael Wright-yes. Seven (7) yes votes, five (5) no votes, motion fails. (needed 2/3 vote- 8 votes needed to pass)

Motion was made by Chairman Anderson, seconded by Supervisor T. Milliren to rescind the motion of August 21, 2019 regarding the offer to purchase 20 acres of the Webb property for \$18,000 per acre. Chairman did notify all of the County Board members before this meeting. Voice vote was taken, all in favor. Motion carried.

With no other motions to move forward for any additional land, the highway facility would continue to move forward with the County Road N and NN site.

Communications:

None

Agenda Items and Next Meeting Date

- Next meeting date set for October 16, 2019 -7:00 p.m. in the County Board room

Adjournment

Meeting adjourned by Chairman Steven L. Anderson at 9:07 p.m.

Submitted by,

/s/ Audrey Bauer

Pepin County Clerk

Approved by the County Board of Supervisors on October 16, 2019.

/s/ Steven L. Anderson

Pepin County Board of Supervisors Chair

PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES

October 16, 2019

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday, October 16, 2019 by Chairman Steven Anderson. The meeting was held at the County Board Room at the Pepin County Government Center, 740 7th Ave W, Durand, WI. This meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and complies with Sections 19.81 – 19.90, *Open Meeting Law*.

ESTABLISH QUORUM - ROLL CALL

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

The Pepin County Board of Supervisors had eleven members present at the time of the roll call. Absent from the meeting is Supervisor Irene Wolf.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE AGENDA

Changes made to the agenda is to remove the Resolution titled, 2019 Budget Modification- Fund Budget Transfer. This is be presented at the next County Board meeting.

PUBLIC COMMENTS

Mark Gilles- 212 Country Lane Durand, WI

Mark Gilles informed the County Board that as a taxpayer of Pepin County, he has attended many of the Administrative and County Board meetings in the past. He pointed out the cost already spent on the County Road N/NN location, and the cost of if purchasing different land and where cuts would be needed if this is done. He suggested to the County Board to vote to the best interest of Pepin County as a whole and not as a special interest group.

CONSENT AGENDA

Approval of the September 18, 2019 County Board Minutes

Motion was made by Supervisor Dougherty, seconded by Supervisor Ingram, to approve the Consent Agenda as presented. Voice vote taken, all in favor. Motion carried.

REPORTS:

County Board Committee Reports

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

BUSINESS ITEMS:

Resolutions:

**RESOLUTION NO. 37-19
A RESOLUTION TO REDUCE THE NUMBER OF PEOPLE
WITH MENTAL ILLNESS IN JAILS**

WHEREAS, counties routinely deal with the treatment needs of the estimated two (2) million people with serious mental illnesses booked into jail each year; and

WHEREAS, prevalence rates of serious mental illnesses in jails are three to six times higher than for the general public; and

WHEREAS, almost three-quarters of adults with serious mental illnesses in jails have co-occurring substance use disorders; and

WHEREAS, adults with mental illnesses tend to stay longer in jail and, upon release, are at a higher risk of recidivism than people without these disorders; and

WHEREAS, county jails spend two to three times more time and money on adults with mental illnesses that require interventions compared to those without these treatment needs; and

WHEREAS, without the appropriate treatment and services, people with mental illnesses continue to cycle through the criminal justice system, often resulting in tragic outcomes for these individuals and their families; and

WHEREAS, this County and all counties take pride in their responsibility to protect and enhance the health, welfare, and safety of its residents in efficient and cost-effective ways; and

WHEREAS, the Buffalo Pepin Criminal Justice Collaborating Council (CJCC) is working to develop services such as the Community Justice Services (CJS) program, which helps people stay out of jail by coordinating and referring to mental health and substance use disorder treatment services; and

WHEREAS, the Stepping Up Initiative is a group of judges, law enforcement officers, mental health professionals and other community members working together on a national level to reduce the number of people with mental illnesses in jails; and

WHEREAS, through Stepping Up, the National Association of Counties, The Council of State Governments Justice Center, and the American Psychiatric Association Foundation are encouraging public, private, and nonprofit partners to reduce the number of people with mental illnesses in jails.

NOW, THEREFORE, BE IT RESOLVED that the Pepin County Board of Supervisors do hereby applaud the efforts of the Stepping Up Call to Action to reduce the number of people with mental illnesses and substance abuse in our county jail, commit to sharing lessons learned with other counties in Wisconsin and across the country to support a national initiative; and

BE IT FURTHER RESOLVED that Pepin County acknowledges the criminal behavior causative factors associated with mental illness and substance abuse issues and supports continued joint efforts among counties and with the state to reduce recidivism by bringing needed services to offenders; and

BE IT FURTHER RESOLVED that Pepin County urges that the State of Wisconsin provide counties access to funding of treatment and services for jail inmates suffering from serious mental illnesses and/or substance use disorders; and

BE IT FINALLY RESOLVED, that the Pepin County Clerk is instructed to send a copy of this resolution to Governor Evers, and the Assembly and Senate Legislators serving Pepin Counties.

RECOMMENDED BY THE PEPIN COUNTY LAW ENFORCEMENT COMMITTEE:

COMMITTEE MEMBERS VOTE

/s/ Steven L. Anderson
Committee Chairperson

3 0 2 0
In favor Oppose Absent Abstain

FISCAL IMPACT: All proactive efforts in these areas are meant to increase community safety and address mental health and substance use issues in a more appropriate, cost-effective manner by using preventative strategies and resources to reduce the higher costs of serious mental health and substance abuse treatment and longer jail stays in the future.

/s/ Pamela Hansen
Finance Director

X _____
Recommend Not Recommended

COUNTY BOARD ACTION:

X ADOPTED by the Pepin County Board of Supervisors on this 16th day of October 2019
____ DEFEATED
____ TABLED In favor – 11 Oppose – 0 Absent – 1 Abstain – 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Chairman Steve Anderson informed the County Board that due to the shortage of beds in hospitals and financial cutbacks, many people with mental illnesses end up in jails instead and Pepin County does not have the staff to give them the appropriate attention. This is also a financial burden on the County. This resolution is asking that the State of Wisconsin to provide counties access to funding for treatment and services for jail inmates suffering from mental illness and or substance use disorders.

Motion was made by Supervisor Kees Winkler, seconded by Supervisor Ingram, to adopt Resolution 37-19 titled, "To Reduce the Number of People with Mental Illness in Jails". Voice vote was taken, all in favor. Motion carried.

**RESOLUTION NO. 38-19
COUNTY AID FOR TOWN BRIDGES AND CULVERTS -
SECTION 82.08 OF THE STATUTES**

WHEREAS, under Section 82.08 of the Statutes, the Towns hereinafter named, have filed the following petitions with the Pepin County Highway Commissioner pursuant to this Statute; and

TOWNSHIP	PROJECT	TOWN SHARE	COUNTY SHARE	TOTAL COST
PEPIN	BACK VALLEY ROAD and BEAVER ROAD INTERSECTION BRIDGE	\$6,250.00	\$6,250.00	\$12,500.00

WHEREAS, under Section 82.08 (2), the Pepin County Board will levy a tax for the County's share of this appropriation; and

WHEREAS, under Section 82.08 (7), these petitions shall not authorize the levy of a tax upon the property in any city or village required to maintain its own bridges; and

NOW, THEREFORE, BE IT RESOLVED, that Pepin County Board of Supervisors does hereby levy this special tax to meet said appropriations.

RECOMMENDED BY THE PEPIN COUNTY HIGHWAY COMMITTEE:

<u>/s/ Bruce Anderson</u> Committee Chair	COMMITTEE MEMBERS VOTE			
	<u>4</u> In favor	<u>0</u> Oppose	<u>1</u> Absent	<u>0</u> Abstain

FISCAL IMPACT REVIEWED – Special tax to be added to the 2019 Levy for the 2020 Budget as noted above.

<u>/s/ Pamela Hansen</u> Finance Director	<u>X</u>	_____
	Recommend	Not Recommended

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

<u>/s/ Steven L. Anderson</u> Administrative Committee Chair	COMMITTEE MEMBER VOTE			
	<u>5</u> In favor	<u>0</u> Oppose	<u>0</u> Absent	<u>0</u> Abstain

COUNTY BOARD ACTION:

X ADOPTED by the Pepin County Board of Supervisors on this 16th day of October 2019
 DEFEATED
 TABLED In favor – 11 Oppose – 0 Absent – 1 Abstain – 0

<u>/s/ Audrey Bauer</u> County Clerk	<u>/s/ Steven L. Anderson</u> County Board Chair
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Supervisor/Chair of Highway Committee Bruce Peterson informed the County Board that per Statutes, Townships of Pepin County can file a petition for County Aid for Town Bridges. Town of Pepin has requested for the Back-Valley Road and Beaver Road Intersection Bridge costing \$12,500 be split with County Aid. The County share would be half, totaling \$6,250 levying this special tax on the 2020 Budget Motion was made by Supervisor King, seconded by Supervisor Ingram, to adopt Resolution 38-19 titled, "County Aid for Town Bridges and Culverts- Section 82.08 of the Statutes". Voice vote was taken, all in favor. Motion carried.

RESOLUTION NO. 39-19
PEPIN COUNTY AGING AND DISABILITY RESOURCE CENTER (ADRC) CREATION OF
POSITIONS AND WAGE SCALES

WHEREAS, the Pepin County Board of Supervisors approved the ADRC of Buffalo and Pepin Counties Business Plan on July 17, 2019, which provided the elements of the integrated regional Aging and ADRC structure further known as ADRC of Buffalo and Pepin Counties; and

WHEREAS, the ADRC of Buffalo and Pepin Counties Business Plan outlined the advantages of moving Buffalo County ADRC positions/employees into Pepin County positions/employees with a strategic process to include the Information and Assistance (I & A) Specialist I, II, Senior; Lead I & A Specialist; Elder Benefit Specialist; and Community Services Specialist; and

WHEREAS, Buffalo County employee's, JN and SH, who are assigned I & A duties will be placed on Pepin County wage scale at the nearest wage without going under per Pepin County Employee Handbook, will be placed on the wage scale as designated below; and

WHEREAS, current Pepin County ADRC job descriptions for the ADRC Manager and Nutrition Program Coordinator have been updated to reflect integration of Buffalo and Pepin Aging into the regional ADRC of Buffalo and Pepin Counties; and

WHEREAS, upon retirement of the current ADRC Manager, as indicated in the Business Plan, the two county aging units will be fully integrated into the ADRC and multiple duties of the Aging Program Manager, including supervision of the aging programs, will be removed from the Aging Program Manager's job description. The Aging Program Manager position will be eliminated and replaced with a Nutrition Program Coordinator; and

WHEREAS, the revenue and expenses for the below wage scales for ADRC positions have been included in the Pepin County 2020 draft budget and will be contingent upon its approval; and

WHEREAS, the wage scale below will be effective January 1, 2020 and Pepin County employees will be placed on the wage scale in the same years of service in which they are currently under and Buffalo County employees who become Pepin County employees will be placed on the wage scale at closest wage to their current wage without reducing their wage; and

WHEREAS, the filling of the above positions will be set in accordance with the available funding along with estimated retirement of current employees within two of the positions on January 1, 2020 or after, based on the timeline designated in the ADRC Business Plan; and

WHEREAS, Pepin County current wage scales do not reflect the changes of the approved job descriptions, therefore the following wage scale adjustments will be made; and

WHEREAS, the Lead I & A Specialist position includes special assignments and additional duties of backup to the ADRC Manager, therefore, the employee assigned this position will receive fifty cents an hour increase ~~which will be adjusted with the annual Cost of Living Adjustment (COLA)~~ based on the Pepin County Board of Supervisors authorized adjustments; and

Title	Start	6 Months	1 Year	18 Months	2 Years	4 Years	6 Years
I & A Specialist I	\$23.04	\$23.62	\$24.21	\$24.81	\$25.43	\$26.70	\$28.04
I & A Specialist II	\$24.98	\$25.60	\$26.24 (JN)	\$26.90	\$27.57	\$28.95	\$30.39
Senior I & A Specialist	\$26.14	\$26.80	\$27.47	\$28.15	\$28.86	\$30.30 (SH)	\$31.81
Lead I & A Specialist	.50 Adjusts with COLA	.50 Adjusts with COLA	.50 Adjusts with COLA	.50 Adjusts with COLA	.50 Adjusts with COLA	.50 Adjusts with COLA	.50 Adjusts with COLA
Community Services Specialist	\$19.56	\$20.70	\$21.84	\$22.98	\$24.12	\$25.26	\$26.37
Aging Program Manager	\$20.80	\$21.90	\$23.05	\$24.26	\$25.54	\$26.88	\$28.29
Nutrition Program Coordinator	\$15.86	\$16.70	\$17.58	\$18.51	\$19.48	\$20.50	\$21.58
ADRC Manager	\$25.22	26.37	27.58	28.85	30.20	31.61	33.10
ADRC Manager Salary	28.00 \$54,810	28.65 \$59,082.38	29.32 \$57,393.90	30.00 (CCD) \$58,725.	30.71 \$60,114.83	32.15 \$62,933.63	33.66 (PH) \$65,889.45

**Black indicates current positions and wage. Red indicates new position and wage.

WHEREAS, the ADRC Business Plan transitions the lead county for the ADRC of Buffalo and Pepin Counties from Buffalo County to Pepin County on January 1, 2021.

THEREFORE BE IT FURTHER RESOLVED, that the Pepin County Board of Supervisors approves the creation and filling of an ADRC I & A Specialist I, II, Senior; an I & A Specialist Lead; an Elder Benefit Specialist; a Community Services Specialist and a Nutrition Program Coordinator and eliminate the Aging Program Manager position upon the retirement of the current ADRC Manager, in accordance with the timeline outlined in the ADRC Business Plan.

BE IT FURTHER RESOLVED, that the Pepin County Board of Supervisors approves the above wage scales for the I&A Specialist; the I&A Specialist Lead, the Community Services Specialist, ADRC Manager, and the Nutrition Program Coordinator position including the I & A wage scale step designated above for JN and SH, and all of the listed wage scales will be effective January 1, 2020 ~~except for the Nutrition Program Manager.~~

BE IT FURTHER RESOLVED, that the Aging Program Manager position will remain in effect until the current ADRC Manager retires at which time the Aging Program Manager will become the ADRC Manager. And, upon transition from the Aging Program Manager position to the ADRC Manager Position the employee (CCD) will be placed on the 18-month wage scale.

BE IT FURTHER RESOLVED, that on January 1, 2021 Pepin County will become the lead county for the ADRC of Buffalo and Pepin Counties.

RECOMMENDED BY THE PEPIN COUNTY HUMAN SERVICES COMMITTEE:

/s/ John C. Andrews
Committee Vice Chair

COMMITTEE MEMBERS VOTE
7 0 0 0
In Favor Oppose Absent Abstain

FISCAL IMPACT REVIEWED – Due to the new business model being implemented by the ADRC of Pepin and Buffalo Counties, the sharing of the cost of the Nutrition Coordinator Position

and the other changes in positions being made will have a net effect of saving Pepin County \$35,000 in expenses previously paid by Pepin County levy. \$16,000 of Title III-B money that can be allocated to EBS will replace levy and \$19,000 of levy savings will come from the Nutrition Program.

/s/ Pamela Hansen
Finance Director

 X
Recommend

Not Recommended

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

The approved changes are shown by areas strikethrough on this resolution at the October 10, 2019 Administrative Committee.

/s/ Steven L. Anderson
Administrative Committee Chairperson

COMMITTEE MEMBERS VOTE
 5 0 0 0
In Favor Oppose Absent Abstain

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 16th day of October 2019
 DEFEATED
 TABLED In Favor – 11 Oppose – 0 Absent – 1 Abstain – 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Human Services Director Paula Winter and ADRC Director Paul Hoch informed the County Board that the ADRC of Buffalo and Pepin Counties Business Plan was approved by the Pepin County Board of Supervisors in July 2019. Job positions since then have been filled using the designated ADRC business plan. Pepin County current wage scales do not reflect the changes of the approved job descriptions; therefore, wage scale adjustments are necessary which will be effective as of January 1, 2020. Amendments were suggested by the Administrative Committee to strikethrough the adjusts with COLA for the Lead I & A Specialist position and to strikethrough at the end of the sentence under the second Be it Further Resolved, “except for the Nutrition Program Manager”. The resolution for job titles and wage scale will show the recommended changes.

Motion was made by Supervisor Andrews, seconded by Supervisor Peterson, to adopt Resolution 39-19 titled, “Pepin County Aging and Disability Resource Center (ADRC) Creation of Positions and Wage Scales”. Voice vote was taken, all in favor. Motion carried.

**RESOLUTION NO. 40-19
NEW COUNTY HIGHWAY FACILITY LOCATION**

WHEREAS, the present Pepin County Highway facility is inadequately sized and in need of major repairs or replacement; and

WHEREAS, Pepin County has been offered one million dollars for the existing County Highway facility site by Kwik Trip, Inc; and

WHEREAS, the Pepin County Board of Supervisors has preliminarily approved the sale of bonds in the amount of \$9 million dollars (Resolution 15-19 on April 17, 2019) for the construction of a new County Highway facility, including those costs associated with vacating the existing and

equipping the new facility; to be used in addition to the net proceeds of the Kwik Trip, Inc. offer; and

WHEREAS, the original proposed County-owned location for the new Pepin County Highway facility is desired to remain as parkland, as it is currently used if possible; and

WHEREAS, potential alternate sites have been identified as acceptable locations for the new County Highway facility; and

WHEREAS, Pepin County Ordinance 179, Chapter 2.04 (5) (c) (4) (h) states that the Administrative Committee shall "Have jurisdiction over the acquisition and disposal of all County property consistent with law".

NOW, THEREFORE, BE IT RESOLVED that the Administrative Committee, in conjunction with the County Administrative Coordinator, be directed to negotiate the purchase of land for the location of a new County Highway facility for a sum not to exceed three-hundred and sixty thousand dollars.

BE IT FURTHER RESOLVED that those funds be procured from the original proposed funding of the new County Highway facility, including such costs associated with required escrow funds and required environmental and geotechnical surveys.

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

The Administrative Committee amended this resolution adding "if possible" to the 4th Whereas

COMMITTEE MEMBERS VOTE

/s/ Steven L. Anderson
Committee Chair

5 0 0 0
In favor Oppose Absent Abstain

FISCAL IMPACT REVIEWED – As per above, all project construction and other costs will be financed with the \$9 million debt financing and net proceeds of Kwik Trip, Inc offer. County board has been made aware of impact of debt on the Pepin County Mill Rate due to the debt service from the sale of bonds.

/s/ Pamela Hansen
Finance Director

- Defer to County Board and Committee
Recommend/Not Recommended

COUNTY BOARD ACTION:

 X ADOPTED the Pepin County Board of Supervisors on this 16th day of October 2019
 DEFEATED
 TABLED In favor – 9 Oppose – 2 Absent – 1 Abstain – 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Chairman Steve Anderson informed the County Board that he is presenting this resolution to the County Board for approval. This Board needs to come to an agreement on the new Highway facility location so things can move on. The Board has preliminarily approved the sale of bonds in the amount 9 million dollars for the construction of a new highway facility, plus we have been offered one million dollars for the existing County Highway facility site by Kwik Trip. This resolution would give the Administrative Committee authority, along with the Finance Coordinator, to be directed to negotiate

the purchase of land for the location of a new County Highway facility for a sum not to exceed \$360,000.

Motion was made by Supervisor Andrews, seconded by Supervisor Dougherty, to adopt Resolution 40-19 titled, "New County Highway Facility Location Resolution". Needing a 2/3 vote to pass. Roll call vote was taken, Chris Kees Winkler-no, Tessa King-yes, Michelle Pittman-yes, Frank Milliren-yes, Bill Ingram-yes, Tom Milliren-yes, John Andrews-yes, Bruce Peterson-no, Steve Anderson-yes, Michael Wright-yes, Jean Dougherty-yes. Nine yes votes, two no votes. Motion carried.

Supervisor Milliren informed the County Board that he has been looking for different land for the highway facility, Supervisor Milliren has a couple of possible spots that he will continue to pursue now that this resolution passed by the County Board.

Communications:

Acknowledge Thank You card from Employee's Appreciation Lunch

Chairman Steve Anderson informed the County Board that the employees appreciated the pizza lunch that was put on by the County Board Supervisors. A Thank You card was signed by the County employees showing their appreciation.

Discuss and schedule time of the November 12th, 2019 County Board of Supervisor meeting

The next County Board meeting is scheduled for November 12th. Discussion took place on what time the Supervisors wanted to schedule this meeting to start. After discussion among the Board, the decision was made to change this meeting time to 6:30 pm from the usually 9:30 am meeting time in the past. This will allow the public to attend if they wish.

Agenda Items and Next Meeting Date

- Next meeting date set for November 12, 2019 – 6:30 p.m.

Adjournment

Meeting adjourned by Chairman Steven L. Anderson at 8:10 p.m.

Submitted by,

/s/ Audrey Bauer

Pepin County Clerk

Approved by the County Board of Supervisors on November 12, 2019.

/s/ Steven L. Anderson

Pepin County Board of Supervisors Chair

PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES

November 12, 2019

The Pepin County Board of Supervisors meeting was called to order at 6:30 p.m. on Tuesday, November 12, 2019 by Chairman Steven Anderson. The meeting was held at the County Board Room at the Pepin County Government Center, 740 7th Ave W, Durand, WI. This meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and complies with Sections 19.81 – 19.90, *Open Meeting Law*.

ESTABLISH QUORUM - ROLL CALL

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

The Pepin County Board of Supervisors had eleven members present at the time of the roll call. Absent from the meeting is Supervisor Michael Wright.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE AGENDA

No changes made to the agenda.

PUBLIC COMMENTS

Comments will be allowed at time of discussion of certain topics.

CONSENT AGENDA

Approval of the October 16, 2019 County Board Minutes

Motion was made by Supervisor Wolf, seconded by Supervisor Milliren, to approve the Consent Agenda as presented. Voice vote taken, all in favor. Motion carried.

REPORTS:

County Board Committee Reports

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

Public Hearing on the Pepin County 2020 Proposed Budget

Chair Anderson opened the Public Hearing of the Pepin County 2020 Proposed Budget to the public at 6:50 p.m. asking for any public input. Hearing none, Finance Director Pamela Hansen presented the proposed 2020 Budget summary as published in the official newspaper, The Courier Wedge, to the County Board Supervisors. The green folder of the 2020 budget reports were handed out and explained in detail page by page by Pamela Hansen. After going through the budget, she answered questions that were asked on the proposed budget. Public hearing was adjourned at 7:42 p.m.

The County Board took a five-minute break.

Approval of the Use of County Vehicle for Commuting Policy & Procedure

Highway Commissioner Kris Quandt presented this Use of County Vehicle for Commuting Policy and Procedure to the County Board. He explained that the policy was needed to comply with IRS regulations regarding Fringe Benefits and General Valuation Rule. This policy and procedure have been recommended approved by the Highway and the Administrative Committees authorizing employee operating a county vehicle for the purpose of commuting shall have \$1.50 each way included in their taxable income as set by the IRS under the Commuting Rules. This policy and procedure will take effect as of January 1, 2020.

Motion was made by Supervisor Ingram, seconded by Supervisor Peterson, to approve of the Use of County Vehicle for Commuting Policy and Procedure. Voice Vote was taken, all in favor. Motion carried.

Approval of the On-Call Procedure and Compensation for the Commissioner and Working Foreman

Highway Commissioner Kris Quandt presented this On Call Procedure and Compensation for the Commissioner and Working Foreman to the County Board. Recommended by both the Highway and Administrative Committees was to increase the on-call rates from \$80 to \$90 per week rate for a total of 26 weeks on-call period for the On-Call Procedure and Compensation for the Highway Commissioner and two working Foreman.

Motion was made by Supervisor Peterson, seconded by Supervisor Milliren, to approve the On-Call procedure and Compensation for the Commissioner and working Foreman.

Voice vote was taken, with one negative vote by Supervisor Kees Winkler. Motion carried.

Resolutions:

**RESOLUTION NO. 41-19
2019 BUDGET MODIFICATION-BENEFIT PAYOUT TO RETIRING EMPLOYEE**

WHEREAS, the Chief Sheriff Deputy, Gregory Balow, will be retiring December 30, 2019 after 30 years of service and has requested to receive payment of all wages and benefits due through December 31, 2019; and

WHEREAS, the Pepin County Board of Supervisors wish to recognize Chief Deputy Balow for his 30 years of service and wish him well in his retirement; 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 2019 as per the policy.

THEREFORE, BE IT RESOLVED, that the Pepin County Board of Supervisors hereby thank Chief Deputy Balow for his commitment and dedication to his co-workers and the residents of Pepin County.

BE IT FURTHER RESOLVED that the Pepin County Board of Supervisors authorizes the 2019 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>
	General Fund:			
100-00-52120-000	Sheriff	\$ 953,070	\$ 7,459	\$ 960,529
100-00-59100-000	Contingency Fund	\$ 16,987	\$ (7,459)	\$ 9528

**RECOMMENDED BY THE PEPIN COUNTY LAW ENFORCEMENT COMMITTEE:
COMMITTEE MEMBERS VOTE**

<u>/s/ Steven L. Anderson</u> Committee Chairperson	<u>5</u> In favor	<u>0</u> Oppose	<u>0</u> Absent	<u>0</u> Abstain
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FISCAL IMPACT REVIEWED – The total expense to be paid out to the retiree is \$18,399 of which \$10,940 will be covered by unused Sheriff’s Office Part-Time Help and Overtime unused Budget expense. The remainder of the expense totaling \$7,459 will be transferred to the Sheriff’s office from the Contingency Fund.

<u>/s/ Pamela Hansen</u> Finance Director	<u>X</u> Recommend	<u> </u> Not Recommended
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COUNTY BOARD ACTION:

X ADOPTED by the Pepin County Board of Supervisors on this 12th day of November 2019
 DEFEATED
 TABLED In favor – 11 Oppose – 0 Absent – 1 Abstain – 0

<u>/s/ Audrey Bauer</u> County Clerk	<u>/s/ Steven L. Anderson</u> County Board Chair
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Sheriff Joel Wener informed the County Board that Chief Balow is retiring on December 30th after 30 years of service and has requested to receive payments for all wages and benefits due thru December 31st as is allowed in the Employee Handbook. Money from the Sheriff’s Part-time and Overtime accounts, \$10,940, will be used to cover this expense as well as \$7,459 from the Contingency Fund. Motion was made by Supervisor Pittman, seconded by Supervisor Ingram, to approve Resolution 41-19 titled, “2019 Budget Modification-Benefit Payout to Retiring Employee”. Roll call vote was taken. Tessa King-yes; Michelle Pittman-yes; Frank Milliren-yes; Bill Ingram-yes; Tom Milliren-yes; John Andrews-yes; Bruce Peterson-yes; Irene Wolf-yes; Steven Anderson-yes; Jean Dougherty-yes; Chris Kees Winkler-yes. Eleven in favor and one absent, motion carried.

**RESOLUTION NO. 42-19
RESOLUTION TO CHANGE PROGRAM ASSISTANT POSITION
FROM LTE TO FTE TO ENSURE CONTINUATION OF INCREASED
YOUTH AND FAMILY EDUCATIONAL PROGRAMMING**

WHEREAS, the Pepin County Land Conservation, Planning and Extension Pepin County Committee has identified increased youth and family education as a priority for the county; and

WHEREAS, Extension cannot increase the funding it has available to support increased youth and family education; and

WHEREAS, the Committee has determined that to meet this priority issue a Program Assistant Position will provide support to the 4-H/Youth Development Educator and Human Development and Relationship (HDR) Educator to increase their programming time; and

WHEREAS, the program assistant position has accomplished the following in its time as an LTE position:

- 4-H Food Smart Families, a youth nutrition and leadership program, has increased from 4 teaching events with 60 contacts to 10 teaching events with 180 contacts,
- All current 4-H charters were completed, signed, and submitted with all necessary documents in a timely manner,
- Alternative programming for younger children has reached 500 youth in the county,
- Shooting sports SPIN club implemented more age appropriate activities for participants, and

WHEREAS, the position will be a .30 FTE providing approximately 11.25 hours per week; and

WHEREAS, the proposed 2020 budget includes \$9,157 or either continuation of the LTE or the change to an FTE position.

NOW, THEREFORE, BE IT RESOLVED that the Pepin County Board of Supervisors approve and change the Extension Program Assistant from a .30 LTE to a .30 FTE position.

BE IT FURTHER RESOLVED that the Board of Supervisors approve and authorize the appropriate county employees to move forward with transferring this position to FTE from its current LTE designation effective 1/1/20 at the current wage scale for the Floating Program Assistant for no more than 585 hours annually.

RECOMMENDED BY THE PEPIN COUNTY LAND CONSERVATION, PLANNING AND EXTENSION PEPIN COUNTY COMMITTEE

/s/ Tom Milliren
Committee Chair

COMMITTEE MEMBERS VOTE
5 0 0 0
 In favor Oppose Absent Abstain

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE

/s/ Steven L. Anderson
Committee Chair

COMMITTEE MEMBERS VOTE
5 0 0 0
 In favor Oppose Absent Abstain

FISCAL IMPACT REVIEWED – The LTE/FTE dollars were included in the 2020 proposed budget. There is no difference in cost to Pepin County due to the difference in status for the two part-time positions.

/s/ Pamela Hansen
Finance Director

 X _____
 Recommend Not Recommended

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 12th day of November 2019

 DEFEATED

 TABLED

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

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Area Extension Director Patricia Malone presented this resolution to the County Board. This resolution transitions the Program Assistant position from LTE to FTE. The 2020 proposed budget

includes the funding of \$9,157 for either continuation as LTE or changing to a FTE position. Both the Pepin County Land Conservation, Planning and Extension Committee and the Administrative Committee has recommended this change to FTE.

Motion was made by Supervisor Andrews, seconded by Supervisor F. Milliren, to approve Resolution 42-19 titled, "Resolution to Change Program Assistant Position from LTE to FTE to Ensure Continuation of Increase Youth and Family Educational Programming". Voice vote was taken, all in favor. Motion carried.

RESOLUTION NO. 43-19

RESOLUTION ESTABLISHING PARAMETERS FOR THE SALE OF NOT TO EXCEED \$3,460,000 GENERAL OBLIGATION COMMUNICATIONS PROJECT BONDS

WHEREAS, on December 20, 2017, the County Board of Supervisors of Pepin County, Wisconsin (the "County") adopted an initial resolution, by a vote of at least 3/4 of the members-elect, authorizing the issuance of general obligation bonds or promissory notes in an amount not to exceed \$6,000,000 for the public purpose of financing building improvement projects and communications facilities and equipment (the above-referenced initial resolution is referred to herein as the "Initial Resolution"); and

WHEREAS, it has been determined to issue general obligation bonds authorized by the Initial Resolution (the "Bonds") in a principal amount not to exceed \$3,460,000 to finance communications facilities and equipment (the "Project"); and

WHEREAS, the County Board of Supervisors hereby finds and determines that the Project is within the County's power to undertake and therefore serves a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes; and

WHEREAS, the County is authorized by the provisions of Section 67.04, Wisconsin Statutes, to borrow money and issue general obligation bonds for such public purposes; and

WHEREAS, it is the finding of the County Board of Supervisors that it is in the best interest of the County to direct its financial advisor, PMA Securities, LLC ("PMA"), to take the steps necessary for the County to offer and sell the Bonds at public sale and to obtain bids for the purchase of the Bonds; and

WHEREAS, in order to facilitate the sale of the Bonds in a timely manner, the County Board of Supervisors hereby finds and determines that it is necessary, desirable and in the best interest of the County to delegate to any one of the Chairperson, County Clerk or Administrative Coordinator (each an "Authorized Officer") of the County the authority to accept on behalf of the County the bid for the Bonds that results in the lowest true interest cost for the Bonds (the "Proposal") and meets the terms and conditions provided for in this Resolution by executing a certificate in substantially the form attached hereto as Exhibit A and incorporated herein by reference (the "Approving Certificate").

NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors of the County that:

Section 1. Sale of the Bonds; Parameters. For the purpose of paying costs of the Project, the County is authorized to borrow pursuant to Section 67.04 Wisconsin Statutes, the principal sum of not to exceed THREE MILLION FOUR HUNDRED SIXTY THOUSAND DOLLARS (\$3,460,000) upon the terms and subject to the conditions set forth in this Resolution. Subject to satisfaction of the conditions set forth in Section 16 of this Resolution, the Chairperson and County Clerk are hereby authorized, empowered and directed to make, execute, issue and sell to the financial institution that submitted the Proposal (the "Purchaser") for, on behalf of and in the name of the County, Bonds aggregating the principal amount of not to exceed THREE MILLION

FOUR HUNDRED SIXTY THOUSAND DOLLARS (\$3,460,000). The purchase price to be paid to the County for the Bonds shall not be less than 99% nor more than 102% of the principal amount of the Bonds.

Section 2. Terms of the Bonds. The Bonds shall be designated "General Obligation Communications Project Bonds" with any series designation assigned in the Approving Certificate; shall be issued in the aggregate principal amount of up to \$3,460,000; shall be dated as of their date of issuance; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and mature or be subject to mandatory redemption on March 1 in each of the years 2020 through 2034. The schedule of principal and interest in each year shall be set forth in the Approving Certificate with the goal that the total due shall be substantially equal in each year; provided that the total amount of principal and interest coming due in any year shall not exceed \$305,000.

Interest shall be payable semi-annually on March 1 and September 1 of each year commencing on March 1, 2020. The interest rate for each maturity shall not exceed 4.00%. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board.

Section 3. Redemption Provisions. The Bonds shall not be subject to optional redemption or shall be callable as set forth on the Approving Certificate. If the Proposal specifies that certain of the Bonds are subject to mandatory redemption, the terms of such mandatory redemption shall be set forth on an attachment to the Approving Certificate labeled as Exhibit MRP. Upon the optional redemption of any of the Bonds subject to mandatory redemption, the principal amount of such Bonds so redeemed shall be credited against the mandatory redemption payments established in Exhibit MRP for such Bonds in such manner as the County shall direct.

Section 4. Form of the Bonds. The Bonds shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit B and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Bonds as the same becomes due, the full faith, credit and resources of the County are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the County a direct annual irrepealable tax in the years 2019 through 2033 for the payments due in the years 2020 through 2034 in such amounts as are sufficient to meet the principal and interest payments when due, as set forth in the Approving Certificate.

(B) Tax Collection. So long as any part of the principal of or interest on the Bonds remains unpaid, the County shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Bonds, said tax shall be, from year to year, carried onto the tax roll of the County and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the County for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Bonds when due, the requisite amounts shall be paid from other funds of the County then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the County, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the County may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Communications Project Bonds - 2019" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Bonds is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the County at the time of delivery of and payment for the Bonds; (ii) any premium which may be received by the County above the par value of the Bonds and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Bonds when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Bonds when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Bonds until all such principal and interest has been paid in full and the Bonds canceled; provided (i) the funds to provide for each payment of principal of and interest on the Bonds prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Bonds may be used to reduce the next succeeding tax levy, or may, at the option of the County, be invested by purchasing the Bonds as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Bonds have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the County, unless the County Board of Supervisors directs otherwise.

Section 7. Proceeds of the Bonds; Segregated Borrowed Money Fund. The proceeds of the Bonds (the "Bond Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Bonds into the Debt Service Fund Account created above) shall be deposited into a special fund (the "Borrowed Money Fund") separate and distinct from all other funds of the County and disbursed solely for the purpose or purposes for which borrowed. In no event shall monies in the Borrowed Money Fund be used to fund operating expenses of the general fund of the County or of any special revenue fund of the County that is supported by property taxes. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Bonds have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Bonds to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the County, charged with the responsibility for issuing the Bonds, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Bonds to the Purchaser which will permit the conclusion that the Bonds are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws.

(a) The County represents and covenants that the projects financed by the Bonds and the ownership, management and use of the projects will not cause the Bonds to be "private activity bonds" within the meaning of Section 141 of the Code.

The County further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Bonds including, if applicable, the rebate requirements of Section 148(f) of the Code. The County further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Bonds) if taking, permitting or omitting to take such action would cause any of the Bonds to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Bonds to be included in the gross income of the recipients thereof for federal income tax purposes. The County Clerk or other officer of the County charged with the responsibility of issuing the Bonds shall provide an appropriate certificate of the County certifying that the County can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The County also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Bonds provided that in meeting such requirements the County will do so only to the extent consistent with the proceedings authorizing the Bonds and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Bonds are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Bonds; Closing; Professional Services. The Bonds shall be issued in printed form, executed on behalf of the County by the manual or facsimile signatures of the Chairperson and County Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the County of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Bonds may be imprinted on the Bonds in lieu of the manual signature of the officer but, unless the County has contracted with a fiscal agent to authenticate the Bonds, at least one of the signatures appearing on each Bond shall be a manual signature. In the event that either of the officers whose signatures appear on the Bonds shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Bonds and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The County hereby authorizes the officers and agents of the County to enter into, on its behalf, agreements and contracts in conjunction with the Bonds, including but not limited to agreements and contracts

for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Bonds is hereby ratified and approved in all respects.

Section 12. Payment of the Bonds; Fiscal Agent. The principal of and interest on the Bonds shall be paid by the County Clerk or County Treasurer (the "Fiscal Agent") unless a fiscal agent is specified in the Approving Certificate.

Section 13. Persons Treated as Owners; Transfer of Bonds. The County shall cause books for the registration and for the transfer of the Bonds to be kept by the Fiscal Agent. The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Bond shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

Any Bond may be transferred by the registered owner thereof by surrender of the Bond at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Chairperson and County Clerk shall execute and deliver in the name of the transferee or transferees a new Bond or Bonds of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Bond surrendered for transfer.

The County shall cooperate in any such transfer, and the Chairperson and County Clerk are authorized to execute any new Bond or Bonds necessary to effect any such transfer.

Section 14. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Bonds (the "Record Date"). Payment of interest on the Bonds on any interest payment date shall be made to the registered owners of the Bonds as they appear on the registration book of the County at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Bonds eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the County agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the County Clerk or other authorized representative of the County is authorized and directed to execute and deliver to DTC on behalf of the County to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the County Clerk's office.

Section 16. Conditions on Issuance and Sale of the Bonds. The issuance of the Bonds and the sale of the Bonds to the Purchaser are subject to approval by an Authorized Officer of the principal amount, definitive maturities, redemption provisions, interest rates and purchase price for the Bonds, which approval shall be evidenced by execution by an Authorized Officer of the Approving Certificate.

The Bonds shall not be issued, sold or delivered until these conditions are satisfied. Upon satisfaction of these conditions, an Authorized Officer is authorized to execute a Proposal with the Purchaser providing for the sale of the Bonds to the Purchaser.

Section 17. Official Statement. The County Board of Supervisors hereby directs an Authorized Officer to approve the Preliminary Official Statement with respect to the Bonds and deem the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by the Authorized Officer or other officers of the County in connection with the preparation of such Preliminary Official Statement and any

addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate County official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The County Clerk shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 18. Undertaking to Provide Continuing Disclosure. The County hereby covenants and agrees, for the benefit of the owners of the Bonds, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Bonds or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the County to comply with the provisions of the Undertaking shall not be an event of default with respect to the Bonds).

To the extent required under the Rule, the Chairperson and County Clerk, or other officer of the County charged with the responsibility for issuing the Bonds, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the County's Undertaking.

Section 19. Record Book. The County Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Bonds in the Record Book.

Section 20. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Bonds, the officers of the County are authorized to take all actions necessary to obtain such municipal bond insurance. The Chairperson and County Clerk are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Chairperson and County Clerk including provisions regarding restrictions on investment of Bond proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Bonds by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Bond provided herein.

Section 21. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the County Board of Supervisors or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded November 12, 2019.

/s/ Steven L. Anderson
Chairperson

ATTEST:
/s/ Audrey Bauer
County Clerk

EHIBIT A:

CERTIFICATE APPROVING THE PRELIMINARY OFFICIAL STATEMENT
AND DETAILS OF
GENERAL OBLIGATION COMMUNICATIONS PROJECT BONDS

The undersigned officer of Pepin County, Wisconsin (the "County") hereby certifies that:

1. Resolution. On November 12, 2019, the County Board of Supervisors of the County adopted a resolution (the "Resolution") establishing parameters for the sale of not to exceed \$3,460,000 General Obligation Communications Project Bonds of the County (the "Bonds") after a public sale and delegating to me the authority to approve the Preliminary Official Statement, to approve the purchase proposal for the Bonds, and to determine the details for the Bonds within the parameters established by the Resolution.

2. Preliminary Official Statement. The Preliminary Official Statement with respect to the Bonds is hereby approved and deemed "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934.

3. Proposal; Terms of the Bonds. On the date hereof, the Bonds were offered for public sale and _____ (the "Purchaser") offered to purchase the Bonds in accordance with the terms set forth in the Proposal attached hereto as Schedule I and incorporated herein by this reference (the "Proposal"). PMA Securities, LLC recommends the County accept the Proposal. The Proposal meets the parameters and conditions established by the Resolution and is hereby approved and accepted.

The Bonds shall be issued in the aggregate principal amount of \$_____, which is not more than the \$3,460,000 approved by the Resolution, and shall mature on March 1 of each of the years 2020 through 2034. The schedule of principal and interest is set forth in the Debt Service Schedule attached hereto as Schedule II (the "Debt Service Schedule") and incorporated herein by this reference. The total amount due in each of the years is substantially equal and does not exceed \$305,000 in any year, as required by the Resolution. The Bonds shall be designated as "Series 2019 ____."

The interest rate on each maturity of the Bonds does not exceed 4.00%, as required by the Resolution.

4. Purchase Price of the Bonds. The Bonds shall be sold to the Purchaser in accordance with the terms of the Proposal at a price of \$_____, plus accrued interest, if any, to the date of delivery of the Bonds which is not less than 99% nor more than 102% of the principal amount of the Bonds as required by the Resolution.

5. Redemption Provisions of the Bonds. [The Bonds maturing on March 1, _____ and thereafter are subject to redemption prior to maturity, at the option of the County, on March 1, _____ or on any date thereafter. Said Bonds are redeemable as a whole or in part, and if in part, from maturities selected by the County and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.] If the Proposal specifies that any of the Bonds are subject to mandatory redemption, the terms of such mandatory redemption shall be set forth on an attachment hereto as Exhibit MRP and incorporated herein by this

reference. Upon the optional redemption of any of the Bonds subject to mandatory redemption, the principal amount of such Bonds so redeemed shall be credited against the mandatory redemption payments established in Exhibit MRP for such Bonds in such manner as the County shall direct.

6. [Payment of the Bonds; Fiscal Agent. Pursuant to the Resolution, _____, _____, _____, is named fiscal agent for the Bonds.]

7. Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Bonds as the same respectively falls due, the full faith, credit and taxing powers of the County have been irrevocably pledged and there has been levied on all of the taxable property in the County, pursuant to the Resolution, a direct, annual irrepealable tax in an amount and at the times sufficient for said purpose. Such tax shall be for the years and in the amounts set forth on the Debt Service Schedule.

8. Approval. This Certificate constitutes my approval of the Proposal, and the principal amount, definitive maturities, interest rates, purchase price and redemption provisions for the Bonds and the direct annual irrepealable tax levy to repay the Bonds, in satisfaction of the parameters set forth in the Resolution.

IN WITNESS WHEREOF, I have executed this Certificate on _____, 2019 pursuant to the authority delegated to me in the Resolution.

Name: _____
Title: _____

SCHEDULE I TO APPROVING CERTIFICATE

Proposal

To be provided by PMA Securities, LLC and incorporated into the Certificate.

(See Attached)

SCHEDULE II TO APPROVING CERTIFICATE

Debt Service Schedule and Irrepealable Tax Levies

To be provided by PMA Securities, LLC and incorporated into the Certificate.

(See Attached)

[EXHIBIT MRP

Mandatory Redemption Provision

The Bonds due on March 1, _____, _____ and _____ (the "Term Bonds") are subject to mandatory redemption prior to maturity by lot (as selected by the Depository) at a redemption price equal to One Hundred Percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from debt service fund deposits which are required to be made in amounts sufficient to redeem on March 1 of each year the respective amount of Term Bonds specified below:

For the Term Bonds Maturing on March 1, 20

<u>Redemption</u> <u>Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on March 1, 20 Redemption

<u>Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on March 1, 20

<u>Redemption</u> <u>Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on March 1, 20

<u>Redemption</u> <u>Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)]

EXHIBIT B

(Form of Bond)

REGISTERED NO. R-____ UNITED STATES OF AMERICA STATE OF WISCONSIN PEPIN COUNTY DOLLARS \$_____ GENERAL OBLIGATION COMMUNICATIONS PROJECT BOND

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP: March 1, _____, 2019 _____%

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: _____ THOUSAND DOLLARS (\$_____)

FOR VALUE RECEIVED, Pepin County, Wisconsin (the "County"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on March 1 and September 1 of each year commencing on March 1, 2020 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Bond are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Bond is registered on the Bond Register maintained by [_____, _____, _____] OR [the County Clerk or County Treasurer] (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Bond is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Bond together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the County are hereby irrevocably pledged.

This Bond is one of an issue of Bonds aggregating the principal amount of \$3,460,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the County pursuant to the provisions of Section 67.04, Wisconsin Statutes, for the public purpose of financing communications facilities and equipment, as authorized by resolutions adopted on December 20, 2017 and November 12, 2019, as supplemented by a Certificate Approving the Preliminary Official Statement and Details of General Obligation Communications Project Bonds, dated _____, 2019

(collectively, the "Resolution"). Said resolutions are recorded in the official minutes of the County Board of Supervisors for said dates.

The Bonds maturing on March 1, _____ and thereafter are subject to redemption prior to maturity, at the option of the County, on March 1, _____ or on any date thereafter. Said Bonds are redeemable as a whole or in part, and if in part, from maturities selected by the County and within each maturity, by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption. [The Bonds are not subject to optional redemption.]

[The Bonds maturing in the years _____ are subject to mandatory redemption by lot as provided in the Resolution, at the redemption price of par plus accrued interest to the date of redemption and without premium.]

In the event the Bonds are redeemed prior to maturity, as long as the Bonds are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Bonds of a maturity are to be called for redemption, the Bonds of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation and date of the Bonds called for redemption, CUSIP number, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Bonds shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Bonds shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Bond have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the County, including this Bond and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrepealable tax has been levied sufficient to pay this Bond, together with the interest thereon, when and as payable.

This Bond has been designated by the County Board of Supervisors as a "qualified tax-exempt obligation" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Bond is transferable only upon the books of the County kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Bonds, and the County appoints another depository, upon surrender of the Bond to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the

Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Bond in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the County for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Bonds (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Bonds, or (iii) with respect to any particular Bond, after such Bond has been called for redemption. The Fiscal Agent and County may treat and consider the Depository in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Bonds are issuable solely as negotiable, fully-registered Bonds without coupons in the denomination of \$5,000 or any integral multiple thereof.

[This Bond shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Fiscal Agent.]

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, Pepin County, Wisconsin, by its governing body, has caused this Bond to be executed for it and in its name by the manual or facsimile signatures of its duly qualified Chairperson and County Clerk; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

PEPIN COUNTY, WISCONSIN

By: _____
Steven L. Anderson
Chairperson

(SEAL)

By: _____
Audrey Bauer
County Clerk

[Date of Authentication: _____, _____]

CERTIFICATE OF AUTHENTICATION

This Bond is one of the Bonds of the issue authorized by the within-mentioned Resolution of Pepin County, Wisconsin.

_____, _____
By _____
Authorized Signatory]

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Name and Address of Assignee)

(Social Security or other Identifying Number of Assignee)

the within Bond and all rights thereunder and hereby irrevocably constitutes and appoints _____, Legal Representative, to transfer said Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

(e.g. Bank, Trust Company
or Securities Firm)

(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

(Authorized Officer)

**RESOLUTION NO. 43-19
RESOLUTION ESTABLISHING PARAMETERS FOR THE SALE OF NOT TO EXCEED
\$3,460,000 GENERAL OBLIGATION COMMUNICATIONS PROJECT BONDS**

FISCAL IMPACT REVIEWED – As also noted in Resolution 51-17, additional debt will increase the total levy as debt service and is an allowable increase to base levy.

/s/ Pamela Hansen
Finance Director

 X
Recommend

Not Recommended

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

/s/ Steven L. Anderson
Committee Chair

COMMITTEE MEMBERS VOTE

 5 0 0 0
In favor Oppose Absent Abstain

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 12th day of November 2019
 DEFEATED
 TABLED In favor - 11 Oppose - 0 Absent - 1 Abstain - 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Finance Director Pamela Hansen informed the County Board that this resolution is needed to continue and allow authorization of the issuance of General Obligation Bonds or Promissory Notes not to exceed \$3,460,000 for the Communication project. Pamela Hansen explained the terms of the bonds, and the details, that are laid out in the Resolution. The County is using PMA Securities LLC as our financial advisors and they are helping us with this process.

Motion was made by Supervisor Andrews, seconded by Supervisor T. Milliren, to approve Resolution 43-19 titled, "Resolution Establishing Parameters for the Sale of Not to Exceed \$3,460,000 General Obligation Communications Project Bonds". Roll call vote was taken. Michelle Pittman-yes; Frank Milliren-yes; Bill Ingram-yes; Tom Milliren-yes; John Andrews-yes; Bruce Peterson-yes; Irene Wolf-yes; Steven Anderson-yes; Jean Dougherty-yes; Chris Kees Winkler-yes; Tessa King-yes. Eleven in favor and one absent, motion carried.

RESOLUTION NO. 44-19
2019 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 2018 calculation of excess funds is attached; and

WHEREAS, the transfer of excess funds was not provided for in the original 2019 Budget.

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

<u>Account Number</u>	<u>Account Description</u>	<u>Current Budget</u>	<u>Increase(Decrease)</u>	<u>Amended Budget</u>
	<i>General Fund:</i>			
100-00-49300-000	Surplus Applied	\$ 300,583	\$ 7,859	\$ 308,442
100-00-59200-000	Transfers to Other Funds	\$ 0	\$ 7,859	\$ 7,859
	<i>Human Services Dept Fund:</i>			
211-00-49200-000	Transfers from Other Funds	\$ 0	\$ 25,364	\$ 25,364
211-00-49300-000	Surplus Applied	\$ 0	\$ (25,364)	\$ (25,364)
	<i>Health Dept Fund:</i>			
230-00-49300-000	Surplus Applied	\$ 0	\$ 17,505	\$ 17,505
230-00-59200-000	Transfers to Other Funds	\$ 0	\$ 17,505	\$ 17,505

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

COMMITTEE MEMBERS VOTE

/s/ Steven L. Anderson
Committee Chair

<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>
In favor	Oppose	Absent	Abstain

FISCAL IMPACT REVIEWED – Resolution initiated by Finance Director per Fund Balance policy.

/s/ Pamela Hansen
Finance Director

 X
Recommend Not Recommended

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 12th day of November 2019
 DEFEATED
 TABLED In favor – 11 Oppose – 0 Absent – 1 Abstain – 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Finance Director Pamela Hansen presented this resolution to the County Board. Each year the Pepin County fund balance policy calls for excess funds in the special revenue funds to be transferred to the general fund. This budget modification allows moving these funds in the amount of \$17,505 to the general fund. This transfer of excess funds was not provided for in the original 2019 budget.

Motion was made by Supervisor King, seconded by Supervisor Dougherty, to approve Resolution 44-19 titled, “2019 Budget Modification-Fund Balance Transfer”. Roll call vote was taken. Frank Milliren-yes; Bill Ingram-yes; Tom Milliren-yes; John Andrews-yes; Bruce Peterson-yes; Irene Wolf-yes; Steven Anderson-yes; Jean Dougherty-yes; Chris Kees Winkler-yes; Tessa King-yes; Michelle Pittman-yes. Eleven in favor and one absent, motion carried.

**RESOLUTION NO. 45-19
APPROVING NON-UNION (NON-ELECTED) WAGES/SALARIES FOR 2020**

WHEREAS, the Pepin County Administrative Committee has 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% wage/salary increase effective January 12, 2020.

NOW THEREFORE BE IT RESOLVED that the Pepin County Board of Supervisors does hereby approve a 1% wage/salary increase for all non-union (non-elected) positions effective January 12, 2020.

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

/S/ Steven L. Anderson
Committee Chair

COMMITTEE MEMBERS VOTE
 5 0 0 0
In favor Oppose Absent Abstain

FISCAL IMPACT REVIEWED – The total annual additional wage and fringes expense which is included in the 2020 budget as a result of this resolution is approximately \$40,000.

/s/ Pamela Hansen
Finance Director

 X
Recommend Not Recommended

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 12th day of November 2019
 DEFEATED
 TABLED In favor – 11 Oppose – 0 Absent – 1 Abstain – 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Personnel Director Michelle Weiss presented this resolution to the County Board. This resolution states the approval of a 1% wage/salary increase in the 2020 Budget year effective January 12, 2020.

Motion was made by Supervisor Andrews, seconded by Supervisor Ingram, to approve Resolution 45-19 titled, "Approving Non-Union (Non-Elected) Wages/Salaries for 2020". Roll call vote was taken. Bill Ingram-yes; Tom Milliren-yes; John Andrews-yes; Bruce Peterson-yes; Irene Wolf-yes; Steven Anderson-yes; Jean Dougherty-yes; Chris Kees Winkler-yes; Tessa King-yes; Michelle Pittman-yes; Frank Milliren-yes. Eleven in favor and one absent, motion carried.

**RESOLUTION NO. 46-19
AUTHORIZING \$188,720 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 eighty-eight thousand seven hundred twenty dollars (\$188,720) for the purposes of financing the capital equipment in the 2020 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 one hundred and eighty-eight thousand seven hundred twenty dollars (\$188,720) 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 \$188,720 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 13, 2019 in said principal amount with interest at the rate of three percent (3.0%) per annum and payable as follows:

In 2020 two equal quarterly payments of principal and interest plus additional interest due based on the timing of the draws, and

In 2021, 2022, 2023 and 2024 equal quarterly payments of principal and interest, and
In 2025, the remaining quarterly payments of principal and interest.

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

COMMITTEE MEMBERS VOTE

/s/ Steven L. Anderson

Committee Chair

5 0 0 0
In favor Oppose Absent Abstain

FISCAL IMPACT REVIEWED: Included in the 2020 Budget which was compiled by the Finance Director.

/s/ Pamela Hansen

Finance Director

X _____
Recommend Not Recommended

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 12th day of November 2019

 DEFEATED

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

/s/ Audrey Bauer

County Clerk

/s/ Steven L. Anderson

County Board Chair

Finance Director Pamela Hansen informed the County Board on this resolution. Part of the 2020 budget is debt borrowing for capital equipment from Security Financial Bank at 3% with a promissory note in the amount of \$188,720 dated December 13, 2019.

Motion was made by Supervisor T. Milliren, seconded by Supervisor Peterson, to approve Resolution 46-19 titled, "Authorizing \$188,720 Security Financial Bank Loan". Roll call vote was taken. Tom Milliren-yes; John Andrews-yes; Bruce Peterson-yes; Irene Wolf-yes; Steven Anderson-yes; Jean Dougherty-yes; Chris Kees Winkler-yes; Tessa King-yes; Michelle Pittman-yes; Frank Milliren-yes; Bill Ingram-yes. Eleven in favor and one absent, motion carried.

RESOLUTION NO. 47-19

**ESTABLISHING THE 2019 PEPIN COUNTY TAX LEVY
AND ADOPTING THE 2020 PEPIN COUNTY BUDGET**

WHEREAS, the Pepin County Finance Director has reviewed, with the County Board, the 2020 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 \$4,471,938 as county taxes for the year 2019, with the \$4,471,938

to be apportioned by the County Clerk as provided by law and in accordance with the 2019 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 2020 Pepin County Budget as presented at the public hearing.

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

/s/ Steven L. Anderson
Committee Chair

COMMITTEE MEMBERS VOTE
5 0 0 0
In favor Oppose Absent Abstain

FISCAL IMPACT REVIEWED: 2020 Budget was compiled by the Finance Director.

/s/ Pamela Hansen
Finance Director

 X _____
Recommend Not Recommended

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 12th day of November 2019
 DEFEATED
 TABLED In favor – 11 Oppose – 0 Absent – 1 Abstain – 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Detailed Information on the budget had been given by Finance Director Pamela Hansen during the public hearing of the proposed budget.

Motion was made by Supervisor Andrews, seconded by Supervisor T. Milliren, to adopt Resolution 47-19 titled, "Established the 2019 Pepin County tax Levy and Adopting the 2020 the Pepin County Budget". Roll call vote was taken. John Andrews-yes; Bruce Peterson-yes; Irene Wolf-yes; Steven Anderson-yes; Jean Dougherty-yes; Chris Kees Winkler-yes; Tessa King-yes; Michelle Pittman-yes; Frank Milliren-yes; Bill Ingram-yes; Tom Milliren-yes. Eleven in favor and one absent, motion carried.

RESOLUTION NO. 48 – 19

RECYCLING & ZONING TECHNICIAN FTE AND ADMINISTRATIVE & OUTREACH SPECIALIST FTE ADJUSTMENT AND 2020 BUDGET MODIFICATION

WHEREAS, the Land Conservation & Planning/Extension and Administrative Committees have recommended adjusting the Recycling & Zoning Technician (formerly Community Resource Coordinator) position to 0.6 FTE recycling and solid waste technician, and 0.4 FTE zoning technician; and

WHEREAS, the Land Conservation & Planning/Extension and Administrative Committees have also recommended adjusting the Administrative & Outreach Specialist position to include 0.15 FTE economic development duties as a part of the 1.0 FTE; and

WHEREAS, the economic development duties conducted by the Administrative & Outreach Specialist position shall be paid at the six (6) month step on a wage scale equivalent to the

Recycling & Zoning Technician (formerly Community Resource Coordinator) position wage scale; and

WHEREAS, the minimal expense difference in 2019 will be covered in each account code by unspent dollars due to the position opening and the 2020 difference in expenses was not provided for in the original adopted 2020 Pepin County budget as noted below.

NOW, THEREFORE BE IT RESOLVED, that the Pepin County Board of Supervisors authorize establishing a 0.6 FTE recycling and solid waste technician, and 0.4 FTE zoning technician in the form of a Recycling & Zoning Technician position; and establishing a 0.15 FTE economic development duties, and 0.85 FTE conservation duties in the form of the existing Administrative & Outreach Specialist position to be effective with the first pay period beginning after adoption of this resolution; and

BE IT FURTHER RESOLVED that the Pepin County Board of Supervisors authorizes the 2020 Budget to be modified as follows:

<u>Account Number</u>	<u>Account Description</u>	<u>Current Budget</u>	<u>Increase(Decrease)</u>	<u>Amended Budget</u>
<i>General Fund:</i>				
100-00-56230-000	Land Conservation	\$ 369,644	\$ (6,383)	\$ 363,261
100-00-56430-000	Zoning	\$ 66,463	\$ 10,618	\$ 77,081
100-00-56710-000	Development	\$ 30,998	\$ (3,586)	\$ 27,412
100-00-59100-390	Contingency Fund	\$ 30,000	\$ (649)	\$ 29,351

RECOMMENDED BY THE PEPIN COUNTY LAND CONSERVATION, PLANNING AND EXTENSION PEPIN COUNTY COMMITTEE

<u>/s/ Tom Milliren</u> Committee Chair	COMMITTEE MEMBERS VOTE			
	<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>
	In favor	Oppose	Absent	Abstain

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE

<u>/s/ Steven L. Anderson</u> Committee Chair	COMMITTEE MEMBERS VOTE			
	<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>
	In favor	Oppose	Absent	Abstain

FISCAL IMPACT REVIEWED – The annual impact to the 2020 budget for the proposed change in positions and duties noted above is an increase in total expense of \$649.

<u>/s/ Pamela Hansen</u> Finance Director	<u>X</u>	_____
	Recommend	Not Recommended

COUNTY BOARD ACTION:

X ADOPTED by the Pepin County Board of Supervisors on this 12th day of November 2019
 _____ DEFEATED
 _____ TABLED In favor – 11 Oppose – 0 Absent – 1 Abstain – 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Land Conservationist Chase Cummings presented this resolution to the County Board. Since the current Community Resource Coordinator has resigned, it was a good time to make changes such as the name of the position to "Recycling & Zoning Technician" and removing the Economic Development duties, authorizing a 0.6 FTE recycling and solid waste technician and 0.4 zoning technician. The Administrative & Outreach position would take on 0.15 FTE economic development duties and 0.85 FTE conservation duties. Both of these changes would take effective with the first pay period beginning after adoption of this resolution. These changes were recommended by the Land Conservation, Planning and Extension Pepin County and the Administrative Committees.

Motion was made by Supervisor F. Milliren, seconded by Supervisor Andrews, to approve Resolution 48-19 titled, "Recycling & Zoning Technician FTE and Administrative & Outreach Specialist FTE Adjustment and 2020 Budget Modification". Roll call vote was taken. Bruce Peterson-yes; Irene Wolf-yes; Steven Anderson-yes; Jean Dougherty-yes; Chris Kees Winkler-yes; Tessa King-yes; Michelle Pittman-yes; Frank Milliren-yes; Bill Ingram-yes; Tom Milliren-yes; John Andrews-yes. Eleven in favor and one absent, motion carried.

Considering of motion to convene into Closed Session per s. 19.85 (1) (e) Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session- Kwik Trip offer to purchase Highway Facility Land update and action

Motion was made by Supervisor T. Milliren, seconded by Supervisor Peterson to move into Closed Session per 19.85 (1) (e) Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session- Kwik Trip offer to purchase Highway Facility Land update and action. Roll call vote was taken to go into closed session. Jean Dougherty-yes; Chris Kees Winkler-yes; Tessa King-yes; Michelle Pittman-yes; Frank Milliren-yes; Bill Ingram-yes; Tom Milliren-yes; John Andrews-yes; Bruce Peterson-yes; Irene Wolf-yes and Steven Anderson-yes. All members voted to go into closed session at 8:20 p.m. Motion carried.

Reconvene to open session/Action from closed session

At 8:45 p.m. a motion was made by Supervisor Peterson, seconded by Supervisor T. Milliren to adjourn closed session and to reconvene back into open session. Voice vote was taken, all in favor. Motion carried.

Motion was made by Supervisor Peterson, seconded by Supervisor T. Milliren to approve the offer from Kwik Trip to purchase the existing County Highway site. Roll call vote was taken. Irene Wolf-yes; Steven Anderson-yes; Jean Dougherty-yes; Chris Kees Winkler-yes; Tessa King-yes; Michelle Pittman-yes; Frank Milliren-yes; Bill Ingram-yes; Tom Milliren-yes; John Andrews-yes; Bruce Peterson-yes. Eleven in favor and one absent, motion carried.

Communications:

County Board of Supervisor Election Packet

County Clerk Audrey Bauer handed out the election packets to the County Board.

Agenda Items and Next Meeting Date

- Next meeting date set for December 18, 2019 – 7:00 p.m.

Adjournment

Meeting adjourned by Chairman Steven L. Anderson at 8:55 p.m.

Submitted by,

/s/ Audrey Bauer

Pepin County Clerk

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

/s/ Steven L. Anderson

Pepin County Board of Supervisors Chair

PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES

December 18, 2019

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday, December 18, 2019 by Chairman Steven Anderson. The meeting was held at the County Board Room at the Pepin County Government Center, 740 7th Ave W, Durand, WI. This meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and complies with Sections 19.81 – 19.90, *Open Meeting Law*.

ESTABLISH QUORUM - ROLL CALL

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

The Pepin County Board of Supervisors had eleven members present at the time of the roll call. Absent from the meeting is Supervisor Bill Ingram.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE AGENDA

Chairman Steve Anderson asked the County Supervisors to vote on approval of the agenda. Voice vote was taken with no negative votes of the approval.

PUBLIC COMMENTS

Public Comments will be allowed at time of discussion on topic on the agenda.

Other public comments on items not on the agenda:

Brian Winnekin, Durand, commented and thanked Paula Winter and the Human Services Department staff on the two QPR (Question, Persuade and Refer) Suicide Prevention training classes that took place in Pepin and in Durand. Brian expressed his thankfulness for all their extra work that took place to make this happen.

CONSENT AGENDA

Approval of the November 12, 2019 County Board Minutes

Motion was made by Supervisor Andrews, seconded by Supervisor Kees Winkler, to approve the Consent Agenda as submitted. Voice vote taken, all in favor. Motion carried.

REPORTS:

WIPFLI presentation – 2018 Financial Statements and Federal and State Single Audit reports

Rob Ganschow, from WIPFLI presented the Pepin County 2018 Financial Statements and the Federal & State Single Audit reports to the County Board. Rob thanked the Pepin County Staff for their helpfulness during the audit time.

The findings from the audit consist of an unmodified opinion on the Financial Statement again this year, which means it meets all material aspects of the financial statement according to the general accepted accounting standards. This isn't a clear audit, but the financial statement represents what happened during the year under audit.

The Government audit standards opinion under laws and regulates and internal controls as it pertained to the Financial Statements, an unmodified opinion (clean opinion) was given. As in other years, there was a weakness of the internal control of segregated duties due to lack of staff in different offices. This is to inform the County Board of some individuals may be doing more than one part of transactions and may not be always being double checked.

Last opinion:

Uniform Guidance opinion verifies Federal and State grant dollars that run through the County. Their duties are required to check the internal controls of various Federal and State programs that are in place, verifying funds are being spent according to the contracts and grant agreements that are in place. Unmodified opinion given on this also. All three positive opinions were given on the Financial Statement.

The Balance Statement in detail was explained by Rob Ganschow to the County Board.

County Board Committee Reports

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

Amendment to Pepin County Ordinance No. 179- Chapter 12, Section 12.04 "Ordinance for Licensing the Siting, Expansion and Operation of Livestock Facilities in Pepin County, WI

Chairman Steven Anderson informed the County Board that this amendment has been emailed to the County Board members due to the size of the amendment. The Land Conservation Committee has recommended that this be brought to the County Board for review with possible action. At this County Board meeting, only discussion with no action will take place.

Comments were discussed about the format and length of the amendment and many issues exist, that are not solved at this time. Issues that need to be worked on this includes: To figure out what kind of ordinance this needs to be; Studies and facts need to be supported by scientific documents; How this Ordinance will be enforced needs to be documented.

In August 2019, our Corp Counsel received and viewed this Licensing Ordinance. He suggested that there could be a better approach that would bring less risk to the County.

Public Comments on this Ordinance:

*Don Weiss from Weiss Family Farms with sons Noah and Nathan and Marty & Mary Weiss and son Bronson Weiss from Marshland Acres

Don informed the County Board of the farmers point of view on this Ordinance.

Don is member of the Water Advisor group and Farmer Lead group. They have researched composting and have only found negative results. Printout was handed out by Don Weiss

on point of the siting ordinance to all the County Board members. He suggested that the concerns may not only be manure issues, but other things causing our nitrate issues.

*Helen Kees- Durand

Helen expressed her concerns of our ground water issues. She suggests that this Ordinance is a Health and Safety Ordinance. She is concerned about waiting on this Ordinance and a timeline needs to be set on this issue.

*Randy Koller- E7794 State Hwy 85 Mondovi, WI

Resident of Dunn County, Randy stated that if this would pass, it would be the first step in eliminating animal agriculture in Pepin County. The Ordinance would affect not only the large farms but the smaller farms too.

Chairman Steven Anderson suggested that this Ordinance be taken back to the Land Conservation, Planning and Extension Committee and with Land Conservationist Chase Cumming to rework this Ordinance to reflect the comments that were made at this meeting. When ready with the revised version, then the Committee would schedule a public hearing. After the public hearing, the County Board and staff can reconsider if the Ordinance needs to be modified or not. Bring it back before the full board at either February's or March's meeting for discussion with possible action. Extending the Moratorium may be another possibility as a potential option, if there is not enough time to accomplish this in a timely manner, with approval of legal opinion.

Business Items:

Resolutions

RESOLUTION NO. 49-19

2019 BUDGET MODIFICATION – EXTENSION Non-Lapsing Reality Check Fund

WHEREAS, Pepin County Extension has maintained a separate cash account for some of the expenses of the Reality Check program. This account supports on-going educational programs providing high school students a life-like financial simulation experience; and

WHEREAS, the current balance in the Reality Check account is \$1,358.71. The Reality Check account received revenue from donations for specific program purposes and uses the money to cover those specific costs of the program which does not include the educator(s) wage and fringe expense; and

WHEREAS, \$1,358.71 of the program revenue was unspent as of December 9, 2019 plus any accrued interest if applicable; and

WHEREAS, some of the 2019 and subsequent year program funds that are specifically designated and in excess of the program expenses the funds are meant to support will be unspent at the end of the calendar year, and

Dougherty-yes, Chris Kees Winkler-yes, Tessa King-yes, Michelle Pittman-yes, Frank Milliren-yes, Tom Milliren-yes, John Andrews-yes, Bruce Peterson -yes and Irene Wolf-yes. Motion carried.

**RESOLUTION NO. 50-19
REQUEST TO CARRYOVER ADDITIONAL VACATION HOURS FOR TWO
COMMUNICATIONS/CORRECTIONS OFFICERS**

WHEREAS, the Pepin County Sheriff’s Office will have two (2) communications/corrections officers unable to reduce their vacation balance to the 80 hours allowed in the Employee Handbook by December 31, 2019; and

WHEREAS, the Pepin County Sheriff’s Jail/Dispatch center is a 24-hour 7 day a week operation and we have been short staffed the last four months with medical leave, a retirement and another employee going out on family medical leave in December. Thus, staff have not been able to get vacation hours covered; and

WHEREAS, the Pepin County Law Enforcement Committee is recommending authorizing Janet Bechel and Lora Feuling, Communications/Corrections Officer’s, to carry an additional 24 hours and 72 hours respectively of vacation into 2020, for a total of 104 hours and 152 hours of vacation carried forward to 2020; and

WHEREAS, the two (2) would be required to use the additional carryover hours of 24 and 72 hours of vacation within the first three months of 2020.

NOW, THEREFORE BE IT RESOLVED, that the Pepin County Board of Supervisors hereby authorizes Lora Feuling and Janet Bechel to carryover an additional 24 and 72 hours of vacation at the end of 2019, for a total of 104 and 152 hours of vacation respectively carried forward to 2020.

RECOMMENDED BY THE PEPIN COUNTY LAW ENFORCEMENT COMMITTEE:

/s/ Steven L. Anderson
Co0mmittee Chair

COMMITTEE MEMBERS VOTE
5 0 0 0
In Favor Oppose Absent Abstain

FISCAL IMPACT REVIEWED – No financial impact if ability exists to cover additional time off in 2020 with current regular staffing as included in expense budgets.

/s/ Pamela Hansen
Finance Director

 X _____
Recommend Not Recommended

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 18th day of Dec. 2019
 DEFEATED
 TABLED In favor - 11 Oppose - 0 Absent - 1 Abstain - 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Personnel Director Michelle Weiss presented this resolution to the County Board. Two Communication/Corrections officers were unable to use their allowed vacation hours. Shortage of staff, a retirement, and medical leave made them unable to get the vacation hours used. The Law Enforcement Committee recommended authorizing Janet Bechel and Lora Feuling to carry additional 24 hours and 72 hours respectively of vacation carried over into 2020, using them within the first three months in 2020.

Motion was made by Supervisor King, seconded by Supervisor Peterson, to adopt Resolution 50-19 titled, "Request to Carryover Additional Vacation Hours for Two Communications/Corrections Officers." Voice vote was taken, all in favor. Motion carried.

**RESOLUTION NO. 51-19
REQUEST TO CARRYOVER ADDITIONAL VACATION HOURS FOR THE
EMERGENCY MANAGEMENT DIRECTOR ZONING ADMINISTRATOR.**

WHEREAS, the Emergency Management Director/Zoning Administrator will be unable to reduce her vacation balance to the 80 hours allowed in the Employee Handbook by December 31, 2019; and

WHEREAS, work completion requirements due to the open position of the Community Resource Coordinator position for multiple months made remaining vacation time difficult to schedule while meeting needs of the department; and

WHEREAS, the Pepin County Law Enforcement Committee is recommending authorizing Maria Nelson, Emergency Management Director/Zoning Administrator, to carry up to an additional 40 hours of vacation into 2019, for a total of 120 hours of vacation carried forward to 2020; and

WHEREAS, Emergency Management Director/Zoning Administrator Maria Nelson would be required to use the additional carryover hours of up to 40 hours of vacation within the first three months of 2020.

NOW, THEREFORE BE IT RESOLVED, that the Pepin County Board of Supervisors hereby authorizes the Emergency Management Director/Zoning Administrator to carryover an additional 40 hours of vacation at the end of 2019, for a total of 120 hours of vacation carried forward to 2020.

**RECOMMENDED BY THE PEPIN COUNTY LAW ENFORCEMENT COMMITTEE:
COMMITTEE MEMBERS VOTE**

/s/ Steven L. Anderson
Committee Chair

<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>
In Favor	Oppose	Absent	Abstain

FISCAL IMPACT REVIEWED – No financial impact if ability exists to cover additional time off in 2020 with current regular staffing as included in expense budgets.

/s/ Pamela Hansen
Finance Director

<u> X </u>	<u> </u>
Recommend	Not Recommended

COUNTY BOARD ACTION:

ADOPTED by the Pepin County Board of Supervisors on this 18th day of Dec. 2019
 DEFEATED
 TABLED In favor - 11 Oppose - 0 Absent - 1 Abstain - 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Personnel Director Michelle Weiss presented this resolution to the County Board. Our Emergency Management Director Zoning Administrator was unable to use her allowed vacation hours. Inability to schedule vacation time was due to the open position of the Community Resource Coordinator position which caused extra workload for her to take on. The Law Enforcement Committee recommended authorizing Maria Nelson to carry up to additional 40 hours of vacation into the first three months of 2020, totaling of 120 hours of vacation carried forward to 2020.

Motion was made by Supervisor Peterson, seconded by Supervisor Wolf, to adopt Resolution 51-19 titled, "Request to Carryover Additional Vacation Hours for Emergency Management Director Zoning Administrator." Voice vote was taken, all in favor. Motion carried.

**RESOLUTION NO. 52-19
COMBINATION OF HUMAN SERVICES ACCOUNTING CLERK AND FINANCE
ACCOUNTING CLERK POSITIONS AND 2020 BUDGET MODIFICATION**

WHEREAS, Resolution 24-15 was adopted to split a 0.8 FTE Human Services Specialist Position into two separate positions based on the position being comprised of two different types of duties; and

WHEREAS, Resolution 23-15 created a 0.6 FTE Accounting Clerk within the Department of Human Services in conjunction with the subsequent resolution to eliminate a previously combined position that was responsible for the job duties; and

WHEREAS, since the creation of the 0.6 FTE position which is a part-time position, we have had three different employees in the part-time position which is currently open due to the most recent resignation. The resignations have been due to employees desiring a full-time position or personal situations changing and no longer desiring to work part-time; and

WHEREAS, the turnover is difficult to manage based on the amount of training required to become proficient with the departmental programs and job duties of the position; and

WHEREAS, currently the general Finance Department has a 0.6 FTE Accounting Clerk position approved which has been staffed at the 0.5 FTE level; and

WHEREAS, the general Finance Department 0.6 FTE Accounting Clerk position was created in Resolution 44-15 when the current Administrative Coordinator duties were assigned to the Finance Director in Resolution 43-15 to allow some shifting of duties among the staff to relieve some workload from the Finance Director to allow time for Administrative Coordinator duties; and

WHEREAS, due to staff availability at the time of the creation of the general Finance Department Accounting Clerk position, the general Finance Department position was combined with the Health Department 0.5 FTE Accounting Specialist position as at the time programming changes in the Health Department in 2015 resulted in their Accounting Specialist position being reduced from a full time to a 0.5 FTE part-time position; and

WHEREAS, it has been determined that the time needed to complete the Accounting Specialist tasks for the Health Department necessitate more than the 0.5 FTE allocated and were recommended in the 2020 Budget process to increase to a 0.6 FTE; and

WHEREAS, potential efficiencies exist by combining the two like kind Accounting Clerk positions in the joint finance office, and thus management staff are willing to combine the two positions in an attempt to achieve efficiencies and reduce turnover; and

WHEREAS, the 2020 budget included expense for both of the Accounting Clerk positions, but not the entire amount of expense which could possibly be incurred based on the fringe benefits which must be offered for a full-time position.

NOW, THEREFORE, BE IT RESOLVED that the Pepin County Board of Supervisors approve to combine the Human Services 0.6 FTE Accounting Clerk and the general Finance 0.6 FTE Accounting Clerk positions into one 1.0 FTE position which is benefits eligible per the Pepin County Employee Handbook effective upon approval of this resolution to be implemented in 2020.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Pepin County Board of Supervisors approve to increase the Health Department Accounting Specialist position from a 0.5 FTE to a 0.6 FTE effective upon approval of this resolution to be implemented in 2020.

BE IT FURTHER RESOLVED that the Pepin County Board of Supervisors authorize the 2020 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>Expenses:</i>				
100-00-51510-000	Finance Office expense	\$204,862	(\$2,991)	\$201,871
100-00-59100-000	Contingency Fund Expense	\$ 30,000	<u>(\$1,206)</u>	\$ 28,794
			(\$4,197)	
100-00-59200-000	Transfer to Other Funds	\$ 0	\$ 4,197	\$ 4,197
<i>Human Services Fund:</i>				
<i>Revenues:</i>				
211-00-49200-000	Transfer from Other Funds	\$ 0	\$4,197	\$ 4,197
211-00-46661-000	Local Collections – HS	\$209,395	\$ 665	\$210,060
211-00-46066-000	Co-Pay Other	\$161,334	\$1,127	\$162,461
211-00-43561-103	IM Contract	\$303,082	\$1,783	\$304,865
211-00-43561-109	ADRC	\$369,553	<u>\$1,232</u>	\$370,785
			<u>\$9,004</u>	
<i>Expenditures:</i>				
211-00-54402-000	DCF Contract	\$679,116	\$ 1,599	\$680,715
211-00-54407-000	DHS Contract	\$419,506	\$ 706	\$420,212
211-00-54408-000	WRRW Consortium	\$418,469	\$ 1,142	\$419,611
211-00-54604-000	Supportive Services	\$ 38,860	\$ 138	\$ 38,998
211-00-54602-000	Congregate Nutrition	\$ 82,845	\$ 249	\$ 83,094
211-00-54603-000	Homebound Nutrition	\$146,725	\$ 481	\$147,209
211-00-54608-000	Elderly Benefit Specialist	\$108,351	\$ 444	\$108,795
211-00-54605-000	Transportation	\$178,846	\$ 1,127	\$179,973
211-00-54403-000	IM Contract	\$321,078	\$ 1,783	\$322,861
211-00-54581-000	Child Support	\$ 69,235	\$ 103	\$ 69,338
211-00-54409-000	ADRC	\$369,533	<u>\$ 1,232</u>	\$370,765
			<u>\$9,004</u>	

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

/s/ Steven L. Anderson
Committee Chair

5 0 0 0
In favor Oppose Absent Abstain

FISCAL IMPACT REVIEWED: Annual impact is noted above. Net impact to the County is an additional \$1,206 per year in wages and benefit cost after transfers between funds, however, reduction in turnover and training related costs should be also be realized.

/s/ Pamela Hansen
Finance Director

 X _____
Recommend Not Recommended

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 18th day of Dec. 2019
 DEFEATED
 TABLED In favor - 10 Oppose - 1 Absent - 1 Abstain - 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Finance Director Pam Hansen presented this resolution to the County Board. She explained there has been a lot of turnover in the Human Services Specialist position due in part to it being a part-time position. The resolution would combine similar finance account positions to be a fulltime position as well as increase the hours from .5 FTE to .6FTE for the Health Department Accounting Specialist. A budget modification will be needed to cover increased cost due to benefits.

Motion by Supervisor F. Milliren, seconded by Supervisor Andrews, to adopt Resolution 52-19 titled, "Combination of Human Services Accounting Clerk and Finance Accounting Clerk positions and 2020 Budget Modification." Roll Call vote was taken, Michael Wright-yes, Jean Dougherty-yes, Chris Kees Winkler-no, Tessa King-yes, Michelle Pittman-yes, Frank Milliren-yes, Tom Milliren-yes, John Andrews-yes, Bruce Peterson-yes, Irene Wolf-yes and Steve Anderson-yes. Motion carried.

Ordinances:

**AMENDMENT NO. 121 TO PEPIN COUNTY ORDINANCE 179
CHAPTER 12- LICENSES AND PERMITS**

**THAT THE CODE OF ORDINANCES BE AMENDED BY REVISING CHAPTER 12.03
ANIMAL CONTROL REGULATIONS**

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

Section 1. Authority and Purpose. This Ordinance is enacted under of Section 59.03 Wis. Statutes.

Section 2. That the Code of Ordinance 179 of County of Pepin be amended by amending Section 12.03 (2) (b) as follows:

CHAPTER 12- LICENSES AND PERMITS

12.03 ANIMAL CONTROL REGULATIONS

(2) DEFINITIONS:

(b) Is under the control of the person competent to restrain and control the animal, either by leash, cord, chain, **operational electronic leash, fence** or ~~similar~~ **other** restraint, or properly restrained within a motor vehicle.

(8) **EFFECTIVE DATE.** This ordinance becomes effective upon the passage by the County Board of Supervisors and publication by the County Clerk as required by § 59.14, Wis. Stats.

Date of Publication: December 26, 2019

RECOMMENDED BY THE PEPIN COUNTY LAW ENFORCEMENT COMMITTEE:

COMMITTEE MEMBERS VOTE

5 0 0 0
In favor Oppose Absent Abstain

/s/ Steven L. Anderson
Committee Chair

COUNTY BOARD ACTION:

 x ADOPTED by the Pepin County Board of Supervisors on this 18th day of Dec. 2019
 DEFEATED
 TABLED In favor – 11 Oppose – 0 Absent - 1 Abstain - 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Chairman Steve Anderson presented this amendment to the County Board. He explained that our current Ordinance for Chapter 12 under the animal control regulations needed to be updated. Changes that were made included to add operational electronic leash and other restraints when it comes to animal control regulations.

Motion was made by Supervisor Andrews, seconded by Supervisor T. Milliren, to adopt Amendment #121 to Ordinance 179- Chapter 12, Licenses and Permits- 12.03 Animal Control Regulations. Roll call vote was taken, Jean Dougherty-yes, Chris Kees Winkler-yes, Tessa King-yes, Michelle Pittman-yes, Frank Milliren-yes, Tom Milliren-yes, John Andrews-yes, Bruce Peterson-yes, Irene Wolf-yes, Steve Anderson-yes, and Michael Wright-yes. Motion carried.

**AMENDMENT NO. 122 TO PEPIN COUNTY ORDINANCE 179
CHAPTER 7– TRAFFIC CODE**

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

- (1) STATUTORY AUTHORIZATION. This ordinance is adopted pursuant to the authority of §§ 23.33(8)(b), 23.33(11) and 59.02, Wis. Stats., as amended. In addition, the provisions of § 23.33, Wis. Stats., and the provisions of Wisconsin Administrative Code NR 64 regulating ATV operations are hereby adopted.
- (2) PURPOSE AND INTENT. That the Code of Ordinances be amended by rescinding and replacing all of Chapter 7.07(3) as follows:

7.07 ALL TERRAIN/UTILITY TASK VEHICLE ROUTES (ATV/UTV)

- (3) ROUTES.The following roads are designated as ATV/UTV routes. (Am. #119-05/15/2019)

Town of Albany: (A)

- ~~A1— County Road T from intersection of Albany E to County Road H. (2.8 miles)~~
- ~~A2. County Road W from intersection of County Road R to Albany Y (4.1 miles)~~
- ~~A3. County Road R from intersection County Rd W to Albany E. (0.3 mile)~~
- ~~A5. County Road R from County Road H and L Poeschel Road~~

- A1. County Road T in its entirety**
- A2. County Road R in its entirety**
- A3. County Road W in its entirety**
- A4. County Road H in its entirety

Town of Durand: (D)

- D1. County Road F in its entirety
- D2. County Road FF in its entirety
- D3. County Road B in its entirety
- D4. County Road V in its entirety
- D5. County Road VV in its entirety
- D6. County Road PP in its entirety
- D7. County Road M in its entirety

Town of Frankfort (F)

- F1. County Rd N between County Rd D and Byington Rd
- F2. County Rd N between Boyd Springs Rd and Plum Valley Rd (wrong on map)
- F3. County Rd SS in its entirety
- F4. County Road D in its entirety
- F5. County Road N between Town of Waterville border and Dead Lake Boat Landing
- F6. County Road N between County Road D and Ella Boat Landing

Town of Lima: (L)

- ~~L1. County Road T from intersection of Brantner Road to L Poeschel Road. (0.5 miles)~~
- ~~L2. County Road R from intersection of L Poeschel Road to County Rd BB (1.0 miles)~~
- L1. County Road BB from intersection of County Road R to Prissel Road. (2.4 miles)
- ~~L4. County Road M from intersection West County Line Rd to Rustic Rd. (0.4 mile)~~
- L2. County Road BB from Prissel Road to County Road B
- L3. County Road B in its entirety
- L4. County Road T in its entirety
- L5. County Road R in its entirety
- L6. County Road M in its entirety
- L7. County Road MM in its entirety
- L8. County Road V from intersection of Koller Road to County Road B
- L9. County Road V V in its entirety

Town of Pepin: (P)

- P1. County Road CC from intersection of Lost Creek Road to Elberg Hill Road. (1.0 miles)
- P2. County Road CC from Intersection of County Road I to County Road SS. (1.9 miles)
- P3. County Road I in its entirety. (4.3 miles)
- P4. County Road N from Trail Road into the Village of Pepin. (0.1 miles)

- P5. County Road N from intersection of County Road I to Pepin Hill Road. (0.3 miles)
- P6. County Road N from Back Valley Road to Big Hill Road (0.7 miles)
- P7. County Road SS from County Road CC to Pierce County. (0.6 miles)
- P8. County Road CC between Lost Creek Road and Sand Ridge Road
- P9. County Road CC Between Sand Ridge Road and Village of Pepin
- P10. County Road J between Slough Road and junction of County Roads CC & SS

Town of Waterville: (WV)

- ~~WV1. County Road D from Holden Road to County Road Y (0.6 miles)~~
- ~~WV2. County Road D from County Road Y to Semple Road. (2.5 miles)~~
- WV1. County Road D in its entirety
- WV2. County Road G in its entirety
- WV3. County Road Y in its entirety. (2.0 miles)
- ~~WV4. County Road D between Holden Rd and County Rd N~~
- ~~WV5. County Road N between intersection of County Road D to US Hwy 10~~
- WV4. County Road N in its entirety
- WV5. County Road NN in its entirety
- WV6. County Road O between County Road P and County Road D
- ~~WV8. County Road P between County Road N and Silver Birch Road~~
- WV7. County Road P in its entirety
- WV8. County Road Z in its entirety
- WV9. County Road X in its entirety
- WV10. County Road XX in its entirety
- WV11. County Road ZX in its entirety

Town of Waubeek: (WK)

- WK1. County Road D from Semple Road to South Prairie Lane
- WK2. County Road D from South Prairie Lane to County Road DC
- WK3. County Road DC in its entirety
- WK4. County Road DD in its entirety
- WK5. County Road P in its entirety
- WK6. County Road C in its entirety

- (8) EFFECTIVE DATE. This ordinance becomes effective upon the passage by the County Board of Supervisors and publication by the County Clerk as required by § 59.14, Wis. Stats.

Date of Publication: December 26, 2019

Future Agenda Items:

- Livestock Ordinance
- Dr. Johnson recently resigned from the Board of Health, need to appoint new member

Next Meeting Date

- Next meeting date set for January 15, 2020 – 7:00 p.m.

Adjournment

Meeting adjourned by Chairman Steven L. Anderson at 9:32 p.m.

Submitted by,

/s/ Audrey Bauer

Pepin County Clerk

Approved by the County Board of Supervisors on January 15, 2020.

/s/ Steven L. Anderson

Pepin County Board of Supervisors Chair

PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES

January 15, 2020

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday, January 15, 2020 by Chairman Steven Anderson. The meeting was held at the County Board Room at the Pepin County Government Center, 740 7th Ave W, Durand, WI. This meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes and complies with Sections 19.81 – 19.90, *Open Meeting Law*.

ESTABLISH QUORUM - ROLL CALL

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

The Pepin County Board of Supervisors had eleven members present at the time of the roll call. Absent from the meeting is Supervisor Bill Ingram.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE AGENDA

No changes made to the agenda at this point.

PUBLIC COMMENTS

Nan Setterlund, W6689 Simpson Ln, Durand WI

She informed everyone at the County Board meeting that 11 County Board Supervisors have failed to protect Pepin County residents from high nitrates.

CONSENT AGENDA

Approval of the December 18, 2019 County Board Minutes

Motion was made by Supervisor Andrews, seconded by Supervisor Wolf, to approve the Consent Agenda as submitted. Voice vote taken, all in favor. Motion carried.

COMMUNICATIONS:

Recognition of Kevin Kosok's retirement from the Pepin County Highway Department.

Chairman Steve Anderson and Highway Commissioner Kris Quandt presented a plaque and thanked Kevin for his dedication to Pepin County and for the 43 years of service at the Highway Department.

APPOINTMENTS:

Appointment of Rick Riggins to the IFLS Library Advisory Council term ending December 31, 2021

Chairman Steve Anderson informed the County Board that he recently received a resignation from Anne Anderson who was on the Library Advisory Council. The Chairman is recommending Rick Riggins to fill out the remainder of the term until December 31, 2021. Motion was made by Supervisor Kees Winkler, seconded by Supervisor Andrews, to approve Rick Riggins' appointment to the IFLS Library Advisory Council to complete the term ending December 31, 2021. Voice vote was taken, all in favor. Motion carried.

Appointment of Mary Peterson as a citizen member of the Board of Health, term ending April 2021.

Supervisor Tessa King, Chair of the Board of Health, informed the County Board that recently the medical citizen member, Steve Johnson, DDS has resigned. The Board of Health has recommended appointing Mary Peterson, a nurse practitioner from Stockholm, as a citizen member.

Motion was made by Supervisor Dougherty, seconded by Supervisor King, to approve Mary Peterson as a citizen member of the Board of Health. Voice vote was taken, all in favor. Motion carried.

REPORTS:

County Board Committee Reports

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

Highway Facility land purchase update

Finance Director Pam Hansen informed the County Board that an offer has been accepted to purchase land from the Steller Family Trust. A contract to purchase 20 acres located on the corner of N and D in the Town of Waterville, was signed for \$12,500 per acre contingent on the sale of property to Kwik Trip closing.

BUSINESS:

Approval of the Policy and Procedure- Request to Combine Parcels and form

Treasurer Patty Scharr informed the County Board of the need to put in place a policy for when the request to combine parcels are made. A form was presented along with the procedure showing different criteria that needs to be met to combine parcels.

Motion was made by Supervisor Peterson, seconded by Supervisor T. Milliren, to approve the Request to Combine Parcels and the form. Voice vote was taken, all in favor. Motion carried.

Resolutions

RESOLUTION NO. 1-20

**AUTHORIZING THE PEPIN COUNTY ADMINISTRATIVE COORDINATOR TO
SUBMIT THE RECYCLING EFFICIENCY INCENTIVE GRANT APPLICATION TO
THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES**

WHEREAS, Pepin County hereby requests financial assistance made under s.287.23 and s.287.24, Wis. Stats., Chapters NR542 and 544, Wis. Admin. Code, for the purpose of planning, construction or operating a recycling program with one or more components specified in s.287.11(2)(a) to (h), Wis. Stats.

THEREFORE, BE IT RESOLVED, the Pepin County Board of Supervisors hereby authorizes the Administrative Coordinator, an official or employee of the responsible unit, to act on its behalf to: submit an application to the Wisconsin Department of Natural Resources for financial assistance under s.287.23 and s.287.24, Wis. Stats., Chapters NR 542 and 544, Wis. Admin. Code; sign necessary documents; and submit the Annual Report of Recycling and Waste Activities and Actual Costs.

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

RECOMMENDED BY THE PEPIN COUNTY LAND CONSERVATION, PLANNING/ EXTENSION PEPIN COUNTY COMMITTEE

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Chair In favor - 5 Oppose - 0 Absent - 0 Abstain - 0

FISCAL IMPACT: All funds received will be utilized to pay expenses incurred for Pepin County snowmobile trail maintenance. Thus, there will be no net financial impact to Pepin County as a result of participation in this program.

/s/ Pamela Hansen X _____
Finance Director Recommended Not Recommended

COUNTY BOARD ACTION:

X ADOPTED by the Pepin County Board of Supervisors this 15th day of January 2020
____ DEFEATED
____ TABLED In favor – 11 Oppose – 0 Absent – 1 Abstain - 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Land Conservation & Planning Director Chase Cummings informed the County Board that the County is interested in continuing to participate in the State Snowmobile trail aids program and financial aid is required to carry out the snowmobile trail maintenance. Motion was made by Supervisor Wolf, seconded by Supervisor King, to adopt Resolution 02-20 titled, "Pepin County Snowmobile Trail Recreation Aids Program." Voice vote was taken, all in favor. Motion carried.

**RESOLUTION NO. 3-20
RECYCLING & ZONING TECHNICIAN FTE WAGES AND
2020 BUDGET MODIFICATION**

WHEREAS, the Land Conservation & Planning/Extension and Administrative Committees have recommended the hiring of a Recycling & Zoning Technician position; and

WHEREAS, the Land Conservation & Planning/Extension and Administrative Committees have also recommended to hire this position at the 4-year step on the position's wage scale; and

WHEREAS, the expense difference in 2020 will be covered in each account code by unspent dollars due to the position opening and other funds within the budgeted account codes and the 2020 difference in expenses was not provided for in the original adopted 2020 Pepin County budget as noted below.

NOW, THEREFORE BE IT RESOLVED, that the Pepin County Board of Supervisors authorize the hiring of the Recycling and Zoning Technician at the 4-year step on the position's wage scale.

BE IT FURTHER RESOLVED that the Pepin County Board of Supervisors authorizes the 2020 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>				
100-00-56430-000	Zoning	\$ 77,081	\$ 2,263	\$ 79,344
100-00-59100-390	Contingency Fund	\$ 28,145	\$ (2,263)	\$ 25,882

RECOMMENDED BY THE PEPIN COUNTY LAND CONSERVATION, PLANNING AND EXTENSION PEPIN COUNTY COMMITTEE:

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Chair In favor – 5 Oppose – 0 Absent - 0 Abstain - 0

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

COMMITTEE MEMBERS VOTE

/s/ Steve Anderson, Chair In favor - 3 Oppose - 0 Absent - 2 Abstain - 0

FISCAL IMPACT REVIEWED – The annual impact to the 2020 budget for the proposed change in positions and duties noted above is \$2,263 as a result of the wage step placement. However, the additional expense should be offset by savings in training time and over efficiency as a result of experience.

/s/ Pamela Hansen
Finance Director

 X
Recommend Not Recommended

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 15th day of January 2020
 DEFEATED
 TABLED In favor – 11 Oppose – 0 Absent – 1 Abstain – 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Land Conservation & Planning Director Chase Cummings informed the County Board that his department is in the process of filling the Recycling and Zoning Technician position. The ideal candidate who is being considered would be coming in with a number of years of knowledge of the department duties. The Land Conservation & Planning/Extension and Administrative Committees have recommended to hire at a 4-year step on the position’s wage scale. The majority of the funds for this position is covered by unspent dollars due to the unfilled position in 2019. But additional funding in the amount of \$2,263 is needed in a budget modification for 2020.

Motion was made by Supervisor T. Milliren, seconded by Supervisor Peterson, to adopt Resolution 03-20 titled, “Recycling and Zoning Technician Full Time Employee (FTE) Wages and 2020 Budget Modification.” Roll call vote was taken, Tessa King-yes. Michelle Pittman-yes. Frank Milliren-yes. Tom Milliren-yes, John Andrews-yes, Bruce Peterson-yes, Irene Wolf-yes, Steve Anderson-yes, Michael Wright-yes. Jean Dougherty-yes and Chris Kees Winkler-yes. Motion carried.

**RESOLUTION NO. 4-20
2019 BUDGET MODIFICATION – HUMAN SERVICES FUND TRANSFER**

WHEREAS, Pepin County Human Services has had a significant increase in placement costs in 2019 for children; and

WHEREAS, Human Services agencies across the state have been seeing an increase in placement costs for county residents impacted by mental health and substance abuse impacting both adults and children. Child protection cases have increased resulting in an increase in children needing to be placed outside of their home. It is a crisis we have not seen the local impacts of until the costs began to rise in 2018 and are continuing to be seen in the 2019 actual costs; and

WHEREAS, in 2017 Pepin County Human Services had budgeted \$176,655 in placement costs and had actual placement costs of \$168,595; and

WHEREAS, in 2018 Pepin County Human Services had budgeted \$194,478 in placement costs and had actual placement costs of \$362,483; and

WHEREAS, in 2019 Pepin County Human Services had budgeted \$195,322 in placement costs and has to date \$316,041 and is projected to have \$370,000; and

WHEREAS, Pepin County Department of Human Services has seen program saving in other areas that would off set approximately \$55,000 of the excess costs; and

WHEREAS, based on current financial projections Pepin County Humans Services is expected to exceed their expenditure authority for the budget year 2019 by \$120,000.

BE IT RESOLVED that the Pepin County Board of Supervisors authorized the 2019 Budget to be modified as follows:

<u>Account Number</u>	<u>Account Description</u>	<u>Current Budget</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
	<i>General Fund:</i>			
100-00-49300-000	Surplus Applied	\$308,442	\$120,000	\$428,442
100-00-59200-390	Transfers to Other Funds	\$7,859	\$120,000	\$127,859
	<i>Human Service Fund:</i>			
211-00-49200-000	Transfers from Other Funds	\$25,364	\$120,000	\$145,364
211-00-54402-000	Children and Families Expenditures	\$488,582	\$160,000	\$608,582
211-00-54408-000	WRRWC Expenditures	\$380,743	\$15,000	\$395,743
211-00-54602-000	Congregate Nutrition Expenditures	\$69,006	(\$20,000)	\$49,006
211-00-54603-000	Homebound Nutrition Expenditures	\$154,705	(\$35,000)	\$119,705

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>
06-15-17	#89208	William John Henderson	\$ 30.30
08-15-17	#89748	Jaden Riesgraf	\$ 2.50
08-15-17	#89788	Hannah Bauer	\$ 31.00
08-15-17	#89803	Hunter Hass	\$ 6.50
08-15-17	#89804	Mason Hass	\$ 9.25
08-15-17	#89826	Jordin McMahon	\$ 1.75

Dated: 01-02-2020
 Patricia A. Scharr, Treasurer

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

COMMITTEE MEMBERS VOTE

/s/ Steve L. Anderson Chair In favor - 3 Oppose - 0 Absent - 2 Abstain - 0

FISCAL IMPACT REVIEWED – Reduction of current year expense for checks that are not re-issued.

/s/ Pamela Hansen X _____
 Finance Director Recommend Not Recommended

COUNTY BOARD ACTION:

X ADOPTED by the Pepin County Board of Supervisors on this 15th day of January 2020
 _____ DEFEATED
 _____ TABLED In favor – 11 Oppose – 0 Absent – 1 Abstain – 0

/s/ Audrey Bauer
 County Clerk

/s/ Steven L. Anderson
 County Board Chair

Treasurer Patty Scharr informed the County Board that there are six (6) checks that are outstanding for 2017. Numerous time and effort have been spent to contact these payees, but they were unable to be reached. Total amount of these six (6) checks is \$81.30. Motion was made by Supervisor Peterson, seconded by Supervisor T. Milliren, to adopt Resolution 05-20 titled, "Outstanding Checks to be cancelled." Voice vote was taken, all in favor. Motion carried.

Establishing Total Annual Compensation for County Elected Officials Pursuant to WI Stat § 59.22

The elected official wage scales for the County Clerk, County Treasurer and Register of Deeds needs to be adopted before nomination papers are taken out for the county offices in April 2020. The resolution that was presented to the County Board showed the total compensation for County officials using seven (7) counties, including Buffalo, Chippewa, Dunn, Eau Claire, Pepin, Pierce and Trempealeau counties for comparison. Recommended by the Administrative Committee was to remove the high and low comparable counties, for an average total of \$63,519.40 plus adding a 2% increase for the wage for 2021 totaling \$64,789.79. A 1% increase would be added for 2022, 2023 and 2024 salaries going

forward. After discussion, Chairman Steve Anderson suggested that the matter should be sent back to the Administration Committee to review and reconsider, bringing it back to start closer to the Clerk of Court position wage scale.

A motion was made by Supervisor Andrews, seconded by Supervisor Dougherty, to refer the resolution back to the Administrative Committee. Voice vote was taken, all in favor. Motion carried.

ORDINANCE:

AMENDMENT NO. 123 TO PEPIN COUNTY ORDINANCE 179
Chapter 3- FINANCE AND TAXATION
That the Code of Ordinances be Amended by adding Section 3.04
UNDERPAYMENTS AND OVERPAYMENTS

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

3.04 STATUTORY AUTHORIZATION, FINDING OF FACT, STATEMENT OF PURPOSE AND TITLE

Section 1. Authority and Purpose. This Ordinance is enacted under of Section 59.03 Wis. Statutes.

Section 2. That the Code of Ordinance of the County of Pepin be amended by adding Section 3.04 as follows:

3.04 UNDERPAYMENTS AND OVERPAYMENTS

- (1) The purpose of this Ordinance shall be to establish a procedure for dealing with underpayments and overpayments per §59.54 (24)(b), Wis. Stats.
- (2) Overpayment of **Real Property Tax**. Unless otherwise provided by law, the County may retain overpayments of real property tax when the overpayment is five dollars (\$5.00) or less, unless such refund is specifically requested in writing from said person. The said overpayment of five dollars (\$5.00) or less shall be retained by the County Treasurer and remitted to the general fund.
- (3) Underpayments of **Real Property Tax**. Unless otherwise provided by law, if a person makes a payment for real property tax which constitutes an underpayment of not more than five dollars (\$5.00) on the First Installment, the remainder will be added to Second Installment. If full amount is not paid by the end of the collection cycle, underpayments of not more than five dollars (\$5.00) may be waived when the administrative cost of collection would exceed the amount of underpayment.

- (4) EFFECTIVE DATE. This ordinance becomes effective upon the passage by the County Board of Supervisors and publication by the County Clerk as required by § 59.14, Wis. Stats.

Date of Publication: January 23, 2020

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

COMMITTEE MEMBERS VOTE

/s/ Steven L. Anderson Chair

In favor - 3 Oppose - 0 Absent - 2 Abstain - 0

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 15th day of January 2020

 DEFEATED

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

/s/ Audrey Bauer

County Clerk

/s/ Steven L. Anderson

County Board Chair

Treasurer Patty Scharr presented this Amendment to the County Board. For Real Property taxes only, a procedure would be established for dealing with underpayments and overpayments that are \$5.00 or less. The cost calculated for refunding an overpayment is approximately \$19.40 for the Treasurer's office.

Motion was made by Supervisor Andrews, seconded by Supervisor T. Milliren, to adopt Amendment #123 to the Pepin County Ordinance #179- Chapter 3, Finance and Taxation adding Section 3.04- Underpayments and Overpayments. Roll call vote was taken, Tom Milliren-yes, John Andrews-yes, Bruce Peterson-yes, Irene Wolf-yes. Steve Anderson-yes, Michael Wright-yes. Jean Dougherty-yes, Chris Kees Winkler-yes, Tessa King-yes. Michelle Pittman-yes and Frank Milliren-yes. Motion carried.

Future Agenda Items:

Next Meeting Date

- Next meeting date set for Feb 19, 2020 – 7:00 p.m.

Adjournment

Meeting adjourned by Chairman Steven L. Anderson at 7:47 p.m.

Submitted by,

/s/ Audrey Bauer

Pepin County Clerk

Approved by the County Board of Supervisors on February 19, 2020.

/s/ Steven L. Anderson

Pepin County Board of Supervisors Chair

PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES

February 19, 2020

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday, February 19, 2020 by Chairman Steven Anderson. The meeting was held at the County Board Room at the Pepin County Government Center, 740 7th Ave W, Durand, WI. This meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and complies with Sections 19.81 – 19.90, *Open Meeting Law*.

ESTABLISH QUORUM - ROLL CALL

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

The Pepin County Board of Supervisors had eleven members present at the time of the roll call. Absent from the meeting was Supervisor Tom Milliren.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE AGENDA

No changes made to the agenda at this point.

PUBLIC COMMENTS

Register of Deeds Monica J. Bauer asked to be allowed to speak when the resolution establishing the annual compensation for elected officials was discussed.

CONSENT AGENDA

Approval of the January 15, 2020 County Board Minutes

Motion was made by Supervisor Peterson, seconded by Supervisor Wright, to approve the Consent Agenda as submitted. Voice vote taken, all in favor. Motion carried.

REPORTS:

County Board Committee Reports

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

Highway Facility Project Update and Timeline

Finance Director Pamela Hansen presented to the Committee with the preconstruction timeline draft prepared by Miron Construction in collaboration with Pam Hansen and included other Pepin County agreement dates. She explained the upcoming steps that would be taking place for this project to continue in a timely matter.

BUSINESS:

Discuss and Approve Certified Survey Map, to Correct Certified Survey Map Recorded on July 03, 2006 as Document Number 116754 by Adding Outlot 4 for Property Owned by Pepin County Consistent with Pepin County Case No. 09-CV-48

Treasurer Patricia Scharr informed the County Board of the need to correct the boundaries of Lot #1 of CSM #301 for a parcel owned by Pepin County. The Surveyor has submitted a preliminary CSM that was in the County Board packets. This correction needs County Board approval before the correction can be made. Detailed map and documents on this parcel are available at the Treasurer's office.

Motion was made by Supervisor Peterson, seconded by Supervisor Andrews, to approve the corrected Certified Survey Map. Motion carried by voice vote with no negative votes.

Resolutions

RESOLUTION NO. 6-20

A RESOLUTION TO REPLACE RESOLUTION 1-15 ESTABLISHING THE BUFFALO PEPIN CRIMINAL JUSTICE COORDINATING COUNCIL AND ESTABLISH THE BUFFALO PEPIN CRIMINAL JUSTICE COLLABORATING COUNCIL

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

WHEREAS, the principal mission of the CJCC is to enhance public safety and family resilience through community collaboration by ensuring offender accountability, providing effective rehabilitation programs, reducing recidivism or reducing the likelihood of re-offending, interrupting cycles of trauma and adversity of offenders' children and family members and supporting the rights and needs of victims: and

WHEREAS, the CJCC membership will consist of:

- Circuit Court Judge
- County Board Representative from each County or other County Board designee
- Sheriff, or designee, from each County,
- District Attorney from each County
- State Public Defender from each County
- Clerk of Circuit Court from each County
- Probation Supervisor, or designee
- Director of Buffalo County Department of Health and Human Services, or designee
- Director of Pepin County Department of Health, or designee
- Director of Pepin County Department of Human Services, or designee
- Victim Witness Coordinator from each County
- Citizen representative from each County, appointed by the CJCC Board
- Wisconsin Works, private social service, mental health and substance abuse agencies serving the two Counties
- Representative from U. W. Madison Division of Education
- The offender, appointed by the CJCC Board
- Veterans Service Officer from each County

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:			
	<u>2021</u>	<u>2022-2%</u>	<u>2023-2 %</u>	<u>2024-2%</u>
County Clerk	\$58,835	\$ 60,011	\$61,212	\$62,436
County Treasurer	\$58,835	\$ 60.011	\$61,212	\$62,436
Register of Deeds	\$58,835	\$ 60,011	\$61,212	\$62,436

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.

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

COMMITTEE MEMBERS VOTE

/s/ Irene Wolf, Vice Chair

In favor - 3 Oppose – 0 Absent - 1 Abstain - 1

FISCAL IMPACT REVIEWED – The annual compensation noted in this resolution would result in a net increase in wage and fringe expense of approx. \$5,145 per position and a total increase in expense of \$15,435 for the 2021 budget year.

/s/ Pamela Hansen

Finance Director

 X
Recommend Not Recommended

COUNTY BOARD ACTION:

X ADOPTED by the Pepin County Board of Supervisors on this 19th day of February 2020
 DEFEATED
 TABLED In favor - 11 Oppose - 0 Absent – 1 Abstain - 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Register of Deeds Monica J. Bauer reviewed the process for elected officials’ compensation increases and asked the Board to consider a 2% or 3% increase in 2023-2024.

The Board discussed the wage options, budget and the Administrative Committee recommendation.

Motion was made by Supervisor Andrews, seconded by Supervisor King, to adopt Resolution 07-20 titled “Establish Total Annual Compensation for County Elected Officials Pursuant to WIS. Stat. §59.22”. A roll call vote was called, the results as follows: John Andrews-yes; Bruce Peterson-yes; Irene Wolf-yes; Steve Anderson-yes; Michael Wright-yes; Jean Dougherty-yes; Chris Kees Winkler-yes; Tessa King-yes; Michelle Pittman-yes; Frank Milliren-yes; Bill Ingram-yes. Motion carried.

RESOLUTION NO. 8-20

RESOLUTION ASKING FOR GOVERNOR EVERS AND THE WISCONSIN STATE LEGISLATURE TO APPLY FOR A WAIVER FROM FEDERAL RULES EXCLUDING INSTITUTIONAL STAYS FROM MEDICAID COVERAGE

WHEREAS, federal rules exclude patients age 22-64 years of age from Medicaid coverage in an Institute for Medical Disease (IMD), resulting in high costs to Wisconsin counties for individuals with mental illness who require short-term placement; and

WHEREAS, the IMD rule works against the provision of necessary health care treatment, and path to recovery, for young and middle-aged adults with brain disorders; and

WHEREAS, the Centers for Medicare and Medicaid Services (CMS) has issued an invitation to states to apply for Waiver of this exclusion, allowing states to receive federal reimbursement for the cost of treatment in an IMD.

NOW THEREFORE BE IT RESOLVED, that the Pepin County Board of Supervisors does hereby urge the Governor and Legislature to submit an application for a waiver from CMS of the Medicaid IMD exclusion to allow federal reimbursement of short-term acute care and transition planning for persons with serious and persistent mental illness; and

BE IT FURTHER RESOLVED that the Pepin County Clerk is instructed to send a copy of this resolution to Governor Evers, and the Pepin County Legislatures in the Assembly and Senate.

**RECOMMENDED BY THE PEPIN COUNTY HUMAN SERVICES COMMITTEE:
COMMITTEE MEMBERS VOTE**

/s/ Irene Wolf, Chairperson In Favor - 7 Oppose - 0 Absent - 0 Abstain - 0

FISCAL IMPACT REVIEWED – The waiver would potentially provide the County an estimated average of \$40,000 per year in expense savings as a result of the facilities being able to bill Medicaid directly for the services being provided.

/s/ Pamela Hansen X
Finance Director Recommend Not Recommended

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

/s/ Irene Wolf, Vice-Chairperson In Favor - 4 Oppose – 0 Absent - 1 Abstain - 0

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 19th day of February 2020
 DEFEATED
 TABLED In favor - 11 Oppose – 0 Absent – 1 Abstain - 0

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

Human Services Director Paula Winter presented this resolution explaining that currently it costs Pepin County approximately \$40,000.00 per year for individuals with mental illness who require short-term placement. If the State applied for the waiver Medicaid would reimburse the costs.

Motion was made by Supervisor F. Milliren, seconded by Supervisor Pittman, to adopt Resolution 08-20 titled “Resolution asking for Governor Evers and the Wisconsin State Legislative to apply for a Waiver from Federal Rules Excluding Institutional Stays from Medicaid Coverage”. Motion carried by voice vote with no negative votes.

**RESOLUTION NO. 9-20
RESOLUTION FOR BUDGET MODIFICATION TO THE DEPARTMENT OF HUMAN SERVICES 2020 BUDGET FOR ECONOMIC SUPPORT SPECIALISTS POSITIONS**

WHEREAS, Resolution 33-19 adjusted the Economic Support Specialist(s) wage scale, but it was not adjusted in the 2020 Budget as adopted to reflect the wage and cost of living increases; and

WHEREAS, the wage and cost of living expenses are fully reimbursed by the Western Region for Economic Assistance (WREA).

NOW THEREFORE BE IT RESOLVED that the 2020 budget as adopted be modified as noted below.

Human Services Director Paula Winter stated that there were two employees in the Human Services Department that were not able to use all their vacation hours in 2019 due to an office vacancy and a case crisis at the end of the year.

Motion was made by Supervisor Kees Winkler, seconded by Supervisor Dougherty, to adopt Resolution 10-20 titled "Request to Carryover Additional Vacation Hours for the Department of Human Services Employees". Motion carried by voice vote with no negative votes.

**RESOLUTION NO. 11-20
AUTHORIZING SECURITY FINANCIAL BANK LOAN –
PRISSEL PROPERTY PURCHASE**

WHEREAS, Pepin County, Wisconsin ("County") is presently in need of funds up to a maximum aggregate amount of three hundred and five thousand dollars (\$305,000) for the purposes of financing the purchase of land from the Estate of Sharon Prissel and related closing costs and for no other purpose; and

WHEREAS, the County Board of Supervisors approves the purchase of this property for use by the Highway Department of the relevant area of the parcels to be purchased to operate as an active pit for purposes of obtaining sand primarily for winter maintenance use and authorizes the Finance Director and Administrative Coordinator to take all actions necessary to effectuate the intent of this Resolution; 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 three hundred and five thousand dollars (\$305,000) be borrowed for such public purposes from time to time upon the terms and conditions hereinafter set forth; and

WHEREAS, the County Board of Supervisors authorizes the subsequent sale of any portion of the parcel of land that is not needed for the intended use as noted above with proceeds to be credited against any unpaid amounts of principal or interest at the time of the sale.

NOW, THEREFORE BE IT RESOLVED, that for the public 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"), in one transaction upon closing of the purchase of the property, a maximum aggregate amount of \$305,000 or if less, the aggregate principal amount of the advance as may be required to meet the above-stated purposes; and

BE IT FURTHER RESOLVED that the County Board of Supervisors approves the purchase of the property referenced above and authorizes the Finance Director and Administrative Coordinator to take all actions necessary to effectuate the intent of this Resolution; and

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

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

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 as of the date of the closing of the purchase of the property and no later than April 15, 2020 in said principal amount with interest at the rate of three percent (3.0%) per annum and payable as follows:

- In 2020 quarterly payments of interest only as due based on the timing of the loan and any payments toward principle as a result of the sale of any portion of the parcel purchased or other income received from the property, and
- In 2021, the remaining quarterly payments of interest and principal due until the remaining loan balance will be rolled into a long-term promissory note to be dated as of the expiration date of the initial short-term loan.

RECOMMENDED BY THE PEPIN COUNTY HIGHWAY COMMITTEE:

COMMITTEE MEMBERS VOTE

/s/ Bruce Peterson, Chair

In favor - 4 Oppose - 1 Absent - 0 Abstain - 0

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

COMMITTEE MEMBERS VOTE

/s/ Irene Wolf, Vice Chair

In favor – 4 Oppose – 0 Absent - 1

Abstain - 0

FISCAL IMPACT REVIEWED: Any payments of interest due in 2020 estimated not to exceed approximately \$7,000 will be paid by the Highway department in lieu of purchased material costs that will not be incurred. Any remaining debt services due in 2021 or future years will be included in the future year Budgets to be compiled by the Finance Director.

/s/ Pamela Hansen

Finance Director

 X _____
Recommend Not Recommended

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 19th day of Feb 2020

 DEFEATED

 TABLED In favor - 9 Oppose- 2 Absent – 1 Abstain – 0

/s/ Audrey Bauer

County Clerk

/s/ Steven L. Anderson

County Board Chair

Finance Director Pamela Hansen informed the County Board of the need to authorize a loan in the amount of \$305,000 for the purpose of financing the purchase of land from the Estate of Sharon Prissel and its related closing costs. The closing of the purchase of the property would be no later than April 15, 2020, with the principal amount with interest at the rate of 3% with quarterly payments of interest only in 2020. Any sale of any portion of the parcel purchased or other income received from the property would be applied to the principal.

Then in 2021, a long-term promissory note would be taken out for the remainder of the loan balance with quarterly payments of interest and principal.

Pepin County Highway Commission Kris Quandt presented more information on the land and sand pit. It is estimated that the pit would provide 25 more years of sand which is used for sanding roads and is valued for its ease of application. The location of this property is in the Town of Peru in Dunn County. It has zoning on this property that may require a special permit. The pit was in operation before the zoning was passed and no opposition is foreseen. The house and extra land that comes with the purchase will be sold and the money applied to the loan.

Questions from the Board included: was the house inspected; how the initial contact about the sale was received; can dredge sand from the Mississippi River be used; have alternate pits in the County been considered; have the reclamation costs been considered. Comments included: concerned about purchasing land in another county; the need to listen to the people who work with the product; it's in the best interest of the citizens of Pepin County for the next 25 years.

Finance Director Pamela Hansen reported that this resolution has been to the Highway Committee and the Administrative Committee, both voted in favor.

Motion was made by Supervisor Peterson, seconded by Supervisor Wright, to adopt Resolution 11-20 titled "Authorizing Security Financial Bank Loan – Prissel Property Purchases". A roll call vote was called, the results as follows: Irene Wolf-yes; Steve Anderson-yes; Michael Wright-yes; Jean Dougherty-yes; Chris Kees Winkler-no; Tessa King-yes; Michelle Pittman-yes; Frank Milliren-yes; Bill Ingram-yes; John Andrews-no; Bruce Peterson-yes. Motion carried.

COMMUNICATIONS:

Supervisor Kees Winkler stated that she had asked for an agenda item that was not added. She also asked to be forwarded the legal opinion concerning that request.

Chair Anderson suggested that the agenda for the Land Conservation Committee have "Discussion with Possible Action on the Proposed CAFO licensing Ordinance" and "Discussion with Possible Action on the CAFO Moratorium Extension".

Supervisor F. Milliren announced that the Westcap Committee has two vacancies on the board.

Supervisor Kees Winkler announced that Reality Check will be on April 2nd at the Durand High School and can use more volunteer.

Future Agenda Items:

Next Meeting Date

- Next meeting date set for March 18, 2020 – 7:00 p.m.

Adjournment

Meeting adjourned by Chairman Steven L. Anderson at 8:47 p.m.

Submitted by,

/s/ Audrey Bauer

Pepin County Clerk

Approved by the County Board of Supervisors on March 18, 2020.

/s/ Steven L. Anderson

Pepin County Board of Supervisors Chair

PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES

March 18, 2020

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday, February 19, 2020 by Chairman Steven Anderson. The meeting was held at the County Board Room at the Pepin County Government Center, 740 7th Ave W, Durand, WI. This meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and complies with Sections 19.81 – 19.90, *Open Meeting Law*.

ESTABLISH QUORUM - ROLL CALL

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

The Pepin County Board of Supervisors had ten members present at the time of the roll call. Absent from the meeting was Supervisor Chris Kees Winkler and Supervisor Irene Wolf.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE AGENDA

No changes made to the agenda at this point.

PUBLIC COMMENTS

Chairman Steve Anderson made a comment about the Public Comments on Agenda item that was a strikethrough from the agenda to possibility lower the number of attending this meeting due to the COVID-19 issue.

CONSENT AGENDA

Approval of the February 19, 2020 County Board Minutes

Motion was made by Supervisor T. Milliren, seconded by Supervisor Andrews, to approve the Consent Agenda as submitted. Voice vote taken, all in favor. Motion carried.

REPORTS:

County Board Committee Reports

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

Recognition of out-going County Board members

County Board members not running for re-election as a Pepin County Supervisor at the April 7th election are Bruce Peterson, Steven Anderson and Irene Wolf. Chair Steve Anderson presented a clock award to Bruce Peterson for his eight years of service as County Board Supervisor for Pepin County. Vice Chair Bruce Peterson in return presented a clock reward

to Steven Anderson for his six years of service for Pepin County, with his last two years being the Chair of the County Board. Irene Wolf will receive her award for her three years of service at Pepin County at another meeting. A big thank you was given to them.

Business Items

Resolutions:

**RESOLUTION NO. 12-20
RESOLUTION RE-PROMULGATING COUNTYWIDE STRATEGIC
(HAZARDOUS MATERIALS) PLAN**

WHEREAS, Wisconsin Statute 323.60(3) requires that each county in the State of Wisconsin has a Local Emergency Planning Committee (LEPC) to carry out the federal requirements of 42 USC 11000 to 11050; and

WHEREAS, the State of Wisconsin, pursuant to Wis. Stats., s. 323.61 provides emergency planning grants to Pepin County to comply with the requirements of Wis. Stats., 323.60; and

WHEREAS, the eligibility of receiving grants is tied to reviewing, exercising, and implementing emergency response plans required under 42 USC 11003; and

WHEREAS, the current Pepin County Hazardous Materials County-Wide/Strategic Plan was promulgated in December 1988; and

WHEREAS, the Pepin County Hazardous Materials County-Wide/Strategic Plan has been modified and restructured for consistent alignment with the state guidance as well as the capabilities of emergency response agencies within Pepin County; and

WHEREAS, the Pepin County Hazardous Materials County-Wide/Strategic Plan now includes the identification of a Level “B” emergency response team capable of responding to incidents involving hazardous materials; and

NOW, THEREFORE, BE IT RESOLVED, that the Pepin County Board hereby promulgates the Pepin County Hazardous Materials County-Wide/Strategic Plan.

**RECOMMENDED BY THE PEPIN COUNTY LAW ENFORCEMENT COMMITTEE:
COMMITTEE MEMBERS VOTE**

/s/ Steve Anderson, Chair In favor - 3 Oppose - 0 Absent -2 Abstain - 0

FISCAL IMPACT REVIEWED – The plan ensures that the county is eligible to receive grants that require this plan.

/s/ Pamela Hansen X
Finance Director Recommend Not Recommended

COUNTY BOARD ACTION:

 X ADOPTED by the Pepin County Board of Supervisors on this 18th day of March 2020
 DEFEATED
 TABLED In favor - 10 Oppose – 0 Absent – 2 Abstain - 0

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

Emergency Director Maria Nelson informed the County Board members that this plan needed to be modified and restructured to be aligned to comply with the requirement of Wisconsin State Statutes which also includes the identification of a level “B” emergency response team capable of responding to incidents involving hazardous materials. Motion was made by Supervisor T. Milliren, seconded by Supervisor Dougherty, to adopt Resolution 12-20 titled, “Resolution Re-Promulgating Countywide Strategic (Hazardous Materials) Plan”. Voice vote was taken, all in favor. Motion carried.

**RESOLUTION NO. 13-20
2020 BUDGET MODIFICATION – CAPITAL PROJECT FUND
HIGHWAY FACILITY PROJECT**

WHEREAS, on April 17th, 2019 the Pepin County Board of Supervisors adopted Resolution 15-19 to authorize an amount not to exceed \$9,000,000 for the public purpose of financing the building of a new Highway Department Facility; and

WHEREAS, on October 16th, 2019 the Pepin County Board of Supervisors adopted Resolution 40-19 recognizing the present Pepin County Highway facility is inadequately sized and in need of major repairs or replacement, recognizing that Pepin County has been offered one million dollars for the existing County Highway facility site by Kwik Trip, Inc and directing to negotiate the purchase of land for the location of a new County Highway within parameters given; and

WHEREAS, at the Pepin County Board meeting held on November 12th, 2019, the Pepin County Board of Supervisors approved acceptance of the offer from Kwik Trip to purchase the existing County Highway site; and

WHEREAS, an offer to purchase was made on December 6th, 2019 by Pepin County and subsequently accepted by the Steller Family Trust to sell a 20 acre parcel of land located on the corner of Cty Hwy N and Cty Hwy D for the purposes of becoming the new site for the Highway Facility; and

WHEREAS, a current project timeline has been presented the county board, architectural design work has been approved to move forward on the new site located on the corner of Cty Hwy N and Cty Hwy D and project planning has begun by the Administrative Committee; and

WHEREAS, the project was moving through the approval processes as noted above and still in the early planning stages at the time when the 2020 Budget was adopted and thus no financing proceeds, sale of current property owned proceeds or any project expenditures were included in the 2020 budget for the Highway Facility project.

NOW THEREFORE BE IT RESOLVED that the Pepin County Board of Supervisors authorizes the 2020 Budget to be modified as follows:

**RESOLUTION NO. 14-20
AMENDMENT NO. 36 TO
PEPIN COUNTY EMPLOYEE HANDBOOK**

WHEREAS, the Pepin County Administrative 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, including 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. Paid benefit time of (vacation, sick, compensatory time, bereavement, jury duty, etc.) will not be considered as hours worked for purposes of determining overtime hours and pay. Paid benefit holiday time will be used for the 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 workday may be left with no hours.
3. Part-time employees working less than half-time (975 hours per year) shall be paid for actual hours worked and not earn compensatory time. Annual salary payments to part-time employees shall not exceed budgeted amounts.
4. All use of compensatory time shall have the prior approval of the department head. **Earned compensatory time must be used prior to vacation or unpaid time off.**

3.1.4 LEAVES – BEREAVEMENT

1. Employees shall receive three (3) consecutive working days leave with pay in the event of death of spouse, father, mother, stepfather, stepmother, child, stepchild, father-in-law or mother-in-law; two (2) consecutive working days leave with pay in the event of death of brother, sister, stepbrother, stepsister, grandchild, employee's grandparent, **step grandparent** brother-in-law or sister-in-law; and one (1) working day leave with pay in the event of death of employee's aunt, employee's uncle, daughter-in-law or son-in-law. Employees must attend the funeral.

3.1.9 LEAVES – OTHER (NOT COVERED BY OTHER LEAVE PROVISIONS)

1. The department head may grant leaves of absence for 14 calendar days or less.
2. The employee must apply to the Administrative Committee in writing if the leave request exceeds 14 days.
3. The granting of such request and the length of the leave shall be contingent upon the reasons given and other considerations at the discretion of the County.

4. All such leaves are without pay.
5. While on a leave of absence, employees do not receive or accrue fringe benefits.
6. Length of employment credit shall not accrue during leaves of absence of more than 14 days for personal reasons.
7. Leave without pay shall only be granted when all other applicable paid benefits have been exhausted.

3.2.7 PERFORMANCE EVALUATIONS

1. **FORMS:** Performance evaluation forms shall be used by each department. Appendices may be added to meet the needs of individual departments. All forms will be approved by the Administrative Committee. All evaluation forms shall be filed in the employee's personnel file in the Personnel Office. Every employee shall be evaluated at the following periods:

2. **NEW EMPLOYEES:**

Each new employee shall normally be evaluated at the end of the sixth month of employment and approximately 15 days prior to the end of their introductory period.

The County may, at its discretion, conduct additional performance evaluations at times not set forth above, and, if the employee believes that a performance review is needed and/or past due, the employee should discuss the matter with their immediate supervisor.

All evaluations shall be completed by the department head. The final evaluation before the end of the introductory period shall be provided to the department committee.

If an employee has their introductory period extended, they will not advance to the next step on the wage schedule until their introductory period ends as determined by their oversight committee.

3.2.10 SEPARATION FROM EMPLOYMENT

RESIGNATIONS. ~~Department Heads~~ All Pepin County Staff outside of their introductory period shall give the County a thirty-day notice of resignation. ~~All other employees~~ Employees within their introductory period shall give the County a two-week notice of resignation. The employee shall not be allowed to use vacation or compensatory time during the final two weeks unless approved by the Department Head. The last working day of employment that the employee is physically present shall normally be used to calculate fringe benefit payouts, if any. The employee must be physically present on their last day of employment to receive any payout of fringe benefits. This resignation provision may be waived or changed with approvals from by the oversight committee chair, Administrative Coordinator and Personnel Director at the discretion of the County after consulting with the Department Head.

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

4.5 HOLIDAYS

1. The following are paid holidays:

New Year's Day	Labor Day
President's Day	Thanksgiving
Good Friday Friday before Easter	Day after Thanksgiving
Memorial Day	Christmas Eve Day
Independence Day	Christmas

2. Holidays occurring on Saturday shall be observed on Friday. Holidays occurring on Sunday shall be observed on Monday.
3. Holidays for full-time employees shall be taken in the pay period in which accrued or the succeeding pay period, when the holiday falls at the end (last 2 working days) of the pay period. Eligible part-time employees shall be allocated pro-rated holiday hours on an annual basis and may use them at any time during the year. All Holiday hours must be used by December 31st of each year or will be forfeited.

Highway and Maintenance Department employees will receive time and one-half for working on a **their scheduled day being observed as a** holiday, in addition to receiving their holiday pay.

4.8 PAID VACATION

1. The following shall apply:

<u>Years of Service</u>	<u>Amount of Paid Vacation</u>
Up to 1 year	1/2 day/month
After 1 year	1 day/month
After 5 years	1-1/4 days/month
After 10 years	1-1/2 days/month
After 15 years	1-3/4 days/month
After 20 years	23 days/year
After 25 years	25 days/year

2. New employees shall accrue, and may use, prorated vacation benefits during the first year of their employment as it is accrued.
3. An employee on vacation who subsequently becomes ill may transfer vacation days to sick leave days. Medical verification may be requested; when a holiday falls in a vacation week, the employee will receive an additional day of vacation.
4. A maximum of 10 days may be carried over from year to year and shall be used in the carryover year or forfeited.
5. Vacation accruals shall be computed to December 31 of each year. Employees may use vacation any time in the year during which it will accrue. Regular County employees who are in good standing who terminate employment with the County shall receive payment for unused vacation provided that the required termination notice has been given as set forth in Section 3.2.10. Such payment shall be calculated based on accrual through the last date actually physically present for work. Employees who are terminated by the County for reasons other than discipline shall receive payment of unused vacation. Employees terminated for disciplinary reasons shall not be entitled to any accrued fringe benefits. Upon termination, the

Personnel Director Michelle Weiss presented this amendment to the County Board. These changes were recommended by the Administrative Committee. Sections that had changes included overtime and compensation time, Leaves- Bereavement, Leaves- other (not covered by other leaving provisions), Performance Evaluations, Separation from Employment, Holidays, Paid Vacation and adding Compensation during temporary assignment section.

Motion was made by Supervisor Andrews, seconded by Supervisor Pittman, to adopt Resolution 14-20 titled, "Amendment No. 36 Pepin County Employee Handbook-Updates to Section 3,4 & 5". Voice vote was taken, all in favor. Motion carried.

**RESOLUTION NO. 15-20
PEPIN COUNTY COVID-19 DISASTER DECLARATION**

WHEREAS, in December 2019, a novel strain of coronavirus known as COVID-19 was detected, and COVID-19 has continued to spread throughout the world, including to the United States and the State of Wisconsin; and

WHEREAS, the federal government, state governments, and local governments are working together to contain the further spread of the disease and treat existing cases; and

WHEREAS, on January 31, 2020, the United States Department of Health and Human Services declared a Public Health Emergency, on March 11, 2020, the World Health Organization declared COVID-19 a pandemic, and on March 12, 2020 the Governor of the State of Wisconsin declared a Health Emergency in the State; and

WHEREAS, Pepin County (the "County") has been working to protect the health and well-being of its residents from the spread of COVID-19, and to prepare for the impacts the disease is likely to have on the County; and

WHEREAS, declaring a state of emergency will facilitate and expedite the use of resources to protect persons from the impacts of the spread of COVID-19 while maintaining continuity of operations for the County; and

WHEREAS, the County Board (the "Board") has determined that it is necessary to make all possible resources and means available to the County in order to protect the health, safety, and welfare of its residents from the threat posed by the continued spread of COVID-19.

NOW THEREFORE BE IT RESOLVED that pursuant to Wis. Stat. § 323.11 the Board finds and declares that an emergency exists within the County by reason of imminent threat of disaster impairing medical care is necessary and expedient for the health, safety, welfare and good order of the county to proclaim that emergency conditions exist; and

BE IT FURTHER RESOLVED that during the period of emergency prescribed by this Resolution, the Board may order, by ordinance or resolution, whatever is necessary and expedient for the health, safety, protection, and welfare of persons and property within the County; and

Declaration. This resolution would provide authority and direction by the Board to coordinate and administer the County's emergency management response and to carry out the orders of the Board and direction of the County Administrative Coordinator to perform duties. During this period of emergency, the County Board Supervisors may attend the meetings of the Board remotely, entitling them to vote as if they were personally and physically present. Time period shall continue for 60 days from the effective date of this resolution unless sooner termination or extended by a further resolution of the Board.

Motion was made by Supervisor Andrews, seconded by Supervisor T. Milliren, to adopt Resolution 15-20 titled, "Pepin County COVID-19 Disaster Declaration." Voice vote was taken, all in favor. Motion carried.

**RESOLUTION NO. 16-20
EMERGENCY ADMINISTRATIVE FLEXIBILITY FOR COVID-19**

WHEREAS, on March 11th, the World Health Organization characterized the novel COVID-19 outbreak as a pandemic with over 163,000 cases worldwide; and

WHEREAS, the United States is experiencing an expanding COVID-19 epidemic; and

WHEREAS, the President of the United States proclaimed that the COVID-19 outbreak in the United States constitutes a national emergency, beginning March 1, 2020; and

WHEREAS, Wisconsin has had confirmed cases of COVID-19; and

WHEREAS, on March 12th, Governor Tony Evers issued executive Order #72 relating to a proclamation declaring a health emergency in response to the COVID-19 Coronavirus; and

WHEREAS, Pepin County has adopted resolution #15-20 declaring an emergency in response to the COVID-19 Coronavirus; and

WHEREAS, Pepin County desires to be as strategic as possible to ensure the health and safety of Pepin County staff, residents and those traveling throughout Pepin County; and

WHEREAS, Pepin County desires to maintain the highest level of services related to the general public, such as Public Safety, Health, Human Services, Emergency Management and those departments directly related to the general welfare of all residents; and

WHEREAS, Pepin County has activated an Emergency Operations Center (EOC) with unified command and is currently following and reviewing all Continuity of Operations Plans (COOP); and

WHEREAS, Pepin County desires administrative flexibility to manage throughout this epidemic; and

WHEREAS, Pepin County is providing administrative flexibility to allow the Administrative Coordinator, in consultation with the County Board Chair, the ability to, and not limited to: close or limit access to the Pepin County Government Center (with the exception of essential services that would continue to operate with the facility closed) or departments within as necessary; implement strategic staffing changes to ensure enough healthy staff are in place to carry out necessary and critical services; waive administrative policies regarding health insurance and assist in personnel expenses as a result of implementing

Administrator Coordinator Pam Hansen presented the Emergency Administrative Flexibility Declaration resolution to the County Board. This resolution would allow the Administrative Coordinator and the County Chair authority to manage temporary staffing changes and exceptions to the Pepin County policies or Employee Handbook throughout this COVID-19 epidemic to implement necessary actions that are needed at Pepin County. In an event of an emergency vacancy, such as a delay in upcoming elections or other events and in the absence of a County Board Chair, this resolution would also allow the Administrative Coordinator flexibility authority along with the Pepin County Sheriff and Public Health Officer to provide safety and health of the Pepin County staff, residents and those traveling throughout the community. This resolution will remain in effect until July 15, 2020 unless rescinded at an earlier date by the County Board of Supervisors.

Motion was made by Supervisor Peterson, seconded by Supervisor King, to adopt the resolution 16-20 titled, "Emergency Administrative Flexibility for COVID-19." Voice vote was taken with one negative vote by Supervisor Ingram. Motion carried.

Chairman Steven Anderson recessed the meeting at 7:52 p.m. to serve cake.

Meeting was reconvened back into session at 8:00 p.m.

Ordinances:

**AMENDMENT NO. 124 TO ORDINANCE NO. 179
CHAPTER 1 GENERAL GOVERNMENT**

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

Section 1. Authority and Purpose. This ordinance is enacted under authority of Chapter 59 Wis. Statutes.

Section 2. That the Code of Ordinances of the County of Pepin be amended by rescinding and replacing all of Chapter 1 to read as follows:

GENERAL PROVISIONS

1.01 - ELECTED OFFICIALS

- (1) **Elected.** Elected officials of the County shall be the County Clerk, County Treasurer, Register of Deeds, Clerk of Circuit Court, Sheriff, Coroner and 12 supervisors elected from the supervisory districts described and defined in the office of the County Clerk and adopted herein by reference.
- (2) **Duties.** Except as otherwise provided in this Code, all Elected Officials shall perform duties as authorized and in compliance with the Wisconsin Constitution, Chapter 59, Wisconsin Statutes, and other applicable laws and regulations.

1.02 - APPOINTED OTHER OFFICIALS AND EMPLOYEES

~~Appointed officials of the County shall be those officials enumerated as such in the current edition of the official County directory.~~

Except as provided for by the laws of the State of Wisconsin or applicable collective bargaining agreement, all County officials shall be hired pursuant to County Board rules and shall serve at the pleasure of the County Board unless otherwise specifically provided by law.

1.03 - VACANCIES

- (1) HOW OCCURRING. Vacancies in elective and appointed positions are caused as provided in §17.03, Wis. Stats.
- 2) HOW FILLED. Vacancies in elective and appointed offices shall be filled as provided in §§17.21 and 17.22 Wis. Stats. **1.04 - SALARIES**

- (1) **GENERAL.** The County Board shall determine, from time to time, by ordinance or resolution, the annual compensation to be paid officials **and employees**. ~~An elected official of the County who by virtue of his office is entitled to participate in the establishment of the salary attending his office shall not during his term of office collect salary in excess of that provided at the time of his taking office.~~
- (2) **ELECTED OFFICIALS.** The compensation of the Clerk, Treasurer, Clerk of Courts, Register of Deeds, Surveyor, Coroner and Sheriff shall be set and determined prior to the earliest time for filing nomination papers for those positions.

1.05 CODE OF ETHICS

All county officials shall adhere to the Codes of ethics for local government officials, employees and candidates as set forth in §19.59 Wis. Stats.

OFFICIALS.10 - ADMINISTRATIVE COORDINATOR

- (1) ~~Effective January 1, 1987, the County Board Chairman is designated as Administrative Coordinator for the County.~~

POSITION CREATED. Under §59.19 Wis. Stats., the position of the County Administrative Coordinator shall be created as of January 1, 1980.

The Administrative Coordinator shall be appointed by majority vote of the board. If any member of the board is appointed as County Administrative Coordinator, his or her status as a member of the board is thereby terminated unless such appointment is limited to an interim basis.

- (2) **ADMINISTRATION OF VARIOUS COUNTY DEPARTMENTS.** Pursuant to ~~§59.025,~~ **§59.51** Wis. Stats., the County Board assigns the powers and duties of overseeing, coordinating and managing the affairs of the various County departments to the County Board committee which is assigned jurisdiction over the department under the standing rules of the County Board. The director of each such department shall operate the department on a day-to-day basis and shall answer to the committee with jurisdiction over ~~his or her~~ their department under this section for the administration of programs operated by the department.
- (3) ~~RESPONSIBILITIES. The Administrative Coordinator shall be responsible for coordinating all administrative and management functions of the County government not otherwise vested by law in boards or commissions or in other elected offices.~~

DUTIES AND RESPONSIBILITIES.

The Administrative Coordinator shall be responsible for coordinating all administrative and management functions of the County government not otherwise vested by law in boards or commissions or in other elected offices.

- (4) STAFF. The Administrative Coordinator shall have such staff, office space and supplies as are allocated to him or her by the County Board.
- (5) COUNTY BOARD APPOINTMENT POWERS. The County Board reserves the right to designate any other officer, appointed or elected, as Administrative Coordinator at any time. **1.11 - HIGHWAY COMMISSIONER**

~~Under §59.07(34)(g), Wis. Stats., the office of County Highway Commissioner shall be filled upon election of a person to that position by the County Board. Each Highway Commissioner so elected shall serve an indefinite term of office, subject to removal from office for cause upon a majority vote of the County Board. For purposes of this section, "cause" means inefficiency, neglect of duty, official misconduct or malfeasance in office.~~

ELECTION. Under §83.01(1)(a) the County Board shall elect a County Highway Commissioner. Each Highway Commissioner so elected shall serve an indefinite term of office, subject to removal by affirmative vote of two-thirds of the entire County Board.

1.12 - SURVEYOR

- (1) HOW APPOINTED. See §1.02 of this chapter.
- (2) DUTIES. See ~~§59.60~~, **§59.60** Wis. Stats.

~~BOARDS, COMMISSIONS AND DEPARTMENTS 1.20 - EMERGENCY MEDICAL SERVICES COMMITTEE~~

- ~~(1) NAME. This group will be established as the County Emergency Medical Service Committee and be referred to as the EMS Committee.~~
- ~~(2) STATEMENT OF PURPOSE. With the Western Wisconsin Emergency Medical Services Systems, Inc., the purpose, power and duties of the EMS Committee shall be as follows:~~
 - ~~(a) Develop and coordinate a County-wide plan for emergency medical services to include geographical characteristics of the County, population of the County, resources weaknesses of the County, utilization of resources within the County, other characteristics affecting EMS in the County.~~
 - ~~(b) Evaluate the comprehensive system for delivery of services to determine need, evaluate effectiveness of resources, establish priorities for meeting needs.~~
 - ~~(c) Advise the County Board on needs for improvement of EMS, status of existing programs, recommendations of new programs and services and keep the Board aware of effects of proposed legislation.~~
 - ~~(d) Act as communication link to general public: EMS education, EMS issues, EMS functioning.~~

- ~~(3) EMS COMMITTEE MEMBERSHIP. The EMS Committee shall include representatives of providers and consumers of emergency medical services, public safety agencies, health education institutions and appropriate private groups and other organizations. **1.21 – RISK MANAGEMENT/INFECTIOUS DISEASE CONTROL COMMITTEE**~~

~~The Risk Management/Infectious Disease Control Committee shall include the Nursing Services Director, Human Services Director, Sheriff, Controller, Highway Commissioner and Maintenance Supervisor.~~

~~**1.22 – COUNTY-CITY COMMISSION ON AGING**~~

- ~~(1) JOINT COMMISSION. The joint County City Commission on Aging shall be composed of 2 members appointed by the County Board Chairman and confirmed by the County Board, each for a 2 year term; 2 appointed by the Mayor or other chief executive officer of the City of Durand, each for a one year term jointly by the County Board Chairman and the Mayor or other chief executive officer of the City of Durand, confirmed by the County Board and the City Council for a one year term. Their respective successors shall be appointed and confirmed in like manner for terms to coincide with the appointment schedules of the County and the City. All appointees shall serve until their successors are appointed and qualified. Terms shall begin upon confirmation of the appointment of all members at each anniversary thereof. Vacancies shall be filled for the unexpired term in the manner in which the original appointment was made.~~
- ~~(2) POWERS. The Commission shall have the following powers:~~
- ~~(a) To enact, amend and repeal rules and regulations not inconsistent with law for the use of such center, for meetings and obligations of the Commission and for the government, operation and maintenance of the center.~~
 - ~~(b) Except as otherwise provided in a lease or agreement, to contract for and purchase all fuel, food, equipment, furnishings and supplies necessary for the proper operation and maintenance of the facility.~~
 - ~~(c) To make such studies and recommendations to the County Board and City Council relating to the operation of the facility or the building of facilities therefor as the Commission may deem advisable or the governing bodies require or request.~~
- ~~(3) BUDGET. Prior to September 15 each year, the Commission shall prepare a budget of its anticipated disbursements for the ensuing fiscal year and determine the proportionate cost to the County and the City under the terms of this section. The County Board and the City Council shall consider such budget and determine the amount to be raised by each in the proportions determined by this section. Thereupon, the County and the City, respectively, shall levy a tax sufficient to produce the amount to be raised by the County and the City.~~
- ~~(4) SENIOR CITIZENS CENTER.~~
- ~~(a) Ownership. Pepin County and the City of Durand own a parcel of land and a building situated thereon known as the Senior Citizens Center. Such property,~~

~~the improvements now existing thereon and to be made thereto and the equipment now and during the term of this agreement used in connection therewith shall be owned 50% by the County and 50% by the City.~~

~~(b) Cost Sharing. Except while the facility is operated under a lease or agreement, any costs of operation of the facility and the costs of servicing indebtedness incurred by the parties for the purpose of acquiring, constructing or improving the facility shall be borne 50% by the County and 50% by the City.~~

~~(note: the full 41-page Chapter 1 can be viewed on the Pepin County website)~~

Section 3. Effective Date. This amendment shall take effect March 26, 2020

ADOPTED: March 18, 2020

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

COMMITTEE MEMBERS VOTE

/s/ Steven L. Anderson
Committee Chair

In favor - 4 Oppose - 0 Absent - 1 Abstain - 0

COUNTY BOARD ACTION:

X ADOPTED by the Pepin County Board of Supervisors on this 18th day of March 2020

DEFEATED

TABLED In favor – 10 Oppose – 0 Absent – 2 Abstain – 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Chair Steve Anderson and County Clerk Audrey Bauer presented the Amendment to the Ordinance #179, Chapter 1, General Government. The County Board received this document before the meeting to look over. The Administrative Committee reviewed this amendment and recommend that the County Board adopt as presented.

Motion was made by Supervisor Andrews, seconded by Supervisor T. Milliren, to adopt the Amendment #124 to Ordinance No. 179 Chapter 1- General Government. Roll call vote was taken, Michelle Pittman-yes, Frank Milliren-yes, Bill Ingram-yes, Tom Milliren-yes, John Andrews-yes, Bruce Peterson-yes, Steve Anderson-yes, Michael Wright-yes, Jean Dougherty-yes and Tessa King-yes. All in favor. Motion carried.

AMENDMENT NO. 125 TO ORDINANCE NO. 179

CHAPTER 2- THE GOVERNING BODY

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

Section 1. Authority and Purpose. This ordinance is enacted under authority of Chapter 59 Wis. Statutes.

Section 2. That the Code of Ordinances of the County of Pepin be amended by rescinding and replacing all of Chapter 1 to read as follows:

THE GOVERNING BODY

2.03 RULES OF THE COUNTY BOARD. (Ord. No. 179, Am. #108, 03-16-16, Am. #115, 05-16-18, Am #125, 03-18-2020)

(10) REFERRAL TO COMMITTEE. Every subject matter, from a source other than a committee of the County Board, that comes before the County Board shall be referred to its appropriate committee by the County Board Chairperson without motion unless otherwise directed by 2/3 vote of the entire County Board. Every committee shall report upon all items referred to it by the County Board by the 3rd meeting following the meeting of reference unless otherwise directed by the County Board. Subject matters before a committee of the County Board, which will require further action by another committee or the County Board, must first receive approval from the committee responsible for the subject matter. A tie vote **or loss** in committee is ~~considered a loss but~~ may be appealed to the County Board by at least two County Board members of the oversight committee requesting placement on the County Board agenda. The County Board Chairperson can decide if the matter shall be included on the County Board agenda. If the County Board Chairperson denies the request, the matter can be appealed by coming before the county board for a vote and obtaining 2/3 vote of all supervisors agreeing that the matter be placed on the agenda for the next county board meeting.

(11) ORDER OF BUSINESS. (**Ord No. 179, Am.#111, 06-15-16, #115 05-16-18, Am #125, 03-18-2020**)

The order of business at regular meetings shall be as follows, except that the Chairperson may modify the order of business, consistent with the Open Meetings Law, as necessary:

- (a) Call to order.
- (b) Call of the roll.
- (c) Pledge of allegiance to the flag.
- (d) Approve the agenda.
- (e) Public Comments **Regarding Listed Agenda Items** - ~~All comments from the public must be made at this time.~~ At the discretion of the County Chair, public comments may be allowed during the discussion of the specific agenda item.
- (f) Comments will be limited to 5 minutes per speaker unless otherwise given permission by the County Board Chairperson. No accumulating of time from others allowed. The Board may, from time to time, adopt rules applicable to public comment.
- (g) **The public comment period is an opportunity for members of the public to address the Board on matters that are scheduled for the Board to take up during the meeting, as indicated on the meeting agenda. All comments shall be germane to the topics on the Board's agenda. Speakers must also refrain from personal attacks against the Board, Board members and County staff. The Chair may declare any commenter out of order for failure**

to abide by these guidelines.

- (h) Consent Agenda Items
 - (i) Reports
 - (1) Committee Reports
 - (2) Other Reports
 - (j) Business Items.
 - (1) Resolutions
 - (a) Policies
 - (b) Other
 - (2) Ordinances
 - (k) Communication.
 - (1) Petitions, claims, Correspondence items and announcements
 - (2) ~~Correspondence~~ **Appointments**
 - (l) Future agenda items and next meeting date
 - (m) Adjournment.
- (12) RULES OF PROCEDURE. The rules of parliamentary procedure set forth in Roberts Rules of Order, latest edition, shall govern the proceedings of the Board subject only to State laws and these rules.
- (13) DETERMINATION OF QUESTIONS. **(Ord No. 179, Am #115 05-16-18, Am #125, 03-18-2020)**
- All questions presented to the Board shall be determined by a majority of the supervisors present unless otherwise required by State law or this chapter. The Chairperson shall vote on all matters, except appeals ~~from his/her~~ **of the Chairperson's** procedural decisions. All proposed resolutions on the agenda that are submitted with approval from a committee shall be considered for approval.
- (14) QUORUM. A majority of the supervisors entitled to a seat on the County Board shall constitute a quorum for County Board meetings. For four and five-member committees of the County Board, three members of a committee shall constitute a quorum. For all other committees of the County Board, a majority of the appointed members of the committee shall constitute a quorum.
- Members of the County Board are entitled to attend committee meetings of the County Board, even when they are not members. Only members of the committee and staff should be seated at the table. It is possible that the attendance of one or more nonmember supervisors at a meeting may result in the creation of a quorum of another committee of the County Board. Such a quorum is unintended, and the nonmember supervisors are not meeting for the purpose of and shall not exercise the responsibility, authority, powers or duties of any other committee of the County Board.**

- (18) SPEAKING TIME LIMIT. No supervisor shall speak more than twice on any question and shall not exceed fifteen minutes in speaking, per turn, unless granted permission by the County Board Chairperson. An amendment to a motion is considered a new question.

2.04 COMMITTEES. (Ord. No. 179, Am. #108, 03-16-16, Am #115, 05-16-18)

- (1) TYPES OF COMMITTEES. There shall be two types of County Board Committees: Special Committees and Standing Committees.
- (2) SPECIAL COMMITTEES.
- (a) Special committees may be created by resolution specifying the committee charge, number of members and termination date. Special committees shall consist solely of members of the County Board unless otherwise directed by the County Board Chairperson. Special committees created without a termination date shall expire at the end of the session of the County Board during which the Special Committee was created.
- (b) The Chairperson of the County Board shall make written announcements of his/her appointments to Special Committees. The committees so elected shall organize themselves. Vacancies shall be filled by written appointment of the County Board Chairperson for the unexpired portion of the respective terms of appointment.
- (3) APPOINTMENT TO STANDING COMMITTEES. The members of all standing committees shall be appointed by the County Board Chairperson in consultation with the 1st and 2nd Vice Chairpersons at the organizational meeting or at a meeting to be held no later than 14 days following the organizational meeting. These appointments shall be subject to the approval of the majority of the entire County Board membership and serve for a term of 2 years or until their successors have been appointed. Prior to such an appointment, the members of the County Board may submit in writing their preferences for committee appointments so that the County Board Chairperson may take them into consideration in making his/her appointments.
- (4) ROLE OF COUNTY BOARD CHAIRPERSON. In addition to being a member of the-Administrative Committee, the County Board Chairperson may be appointed to other committees, may be elected Chair of a standing committee and shall be a voting member of any standing committees of the County Board in the case of lack of a quorum on those committees when needed as a member to achieve a quorum.
- (5) STANDING COMMITTEES.
- (a) A County Board member is restricted to being a chairperson of just one standing committee if so elected, not including serving as the Administrative Committee Chair.
- (b) Appointed citizen members on any committee shall be paid the same and have the same voting rights as other members of the committee.
- (c) The following shall be the standing committees of the County Board and shall

be composed as follows with duties as listed:

(4) Administrative: **(Ord. No. 179, Am. #111, 06-15-16, Am. #115, 05-16-18, Am #125, 03-18-2020)**

The Administrative Committee is comprised of at least five members of the County Board, one of whom is the County Board Chairperson and the other members shall be the chairperson of the following standing committees : Highway, Land Conservation, Planning/_Extension Pepin County, Human Services, Law Enforcement, and the Board of Health. ~~A standing committee may designate a committee member other than the committee chairperson to be a member of the Administrative Committee, but such designation may be made only once during the current County Board session.~~ In the absence of a standing committee chairperson or appointed designee at an Administrative Committee meeting, the standing committee vice chair is the only Supervisor that may attend as an alternate at the meeting as a voting Administrative Committee member. This Committee shall:

- (a) Advise and review the administration of the following Elected Officials:
 - i. County Clerk
 - ii. County Treasurer
 - iii. Register of Deeds
- (b) Provide oversight to the County Administrative Coordinator.
- (c) Provide oversight to the County Finance Director.
- (b) Provide oversight to the Personnel Director
- (c) Recommend to the County Board any amendments to the Employee Handbook
- (d) Responsible to the interpretation, administration and enforcement of the Employee Handbook
- (e) Review the County Board Rules as needed.
- (f) Have jurisdiction over the acquisition and disposal of all county property consistent with law.
- (g) Collaborate on implementing changes in mandated State statutes with the Elected Officials.
- (h) Approval of all County vouchers.
- (i) Provide oversight for the construction of any new buildings and building renovations.
- (j) Analyze on an ongoing basis the facility needs of the County and report to the County Board at least annually.
- (k) Direct the loss control, risk management and insurance effort for the County.

- (l) Negotiate all wages, salaries, terms and conditions of employment and all grievances for all County employees.
- (m) Periodically review wages and salaries.
- (n) Recommend changes in the affirmative action plan to comply with State and federal regulations.
- (o) Insure that annual performance evaluations are being carried out by department heads.
- (p) Monitor and implement Ch. 2 of this Code of Ordinances and make recommendations of changes in the chapter as needed.
- (q) Approve requests for personnel additions and deletions and FTE changes for all County departments.

(6) GENERAL DUTIES. All standing committees shall have the following duties:

- (a) Focus on policy issues. Refrain from micro-managing the professional staff.
- (b) Report to the County Board in all major developments within their respective departments at the time that the respective annual reports are given.
- (c) Insure each department complies fully with all directives of the County Board and requirements of state law.
- (d) Counsel with department heads, in an advisory capacity, to help effect necessary improvements.
- (e) Assist each department in preparing its annual budget.
- (f) Insure that funds are spent for the purpose for which they were appropriated.
- (g) Examine major department purchases and contracts.
- (h) Perform such other duties as the County Board may direct.

(7) CONDUCT OF BUSINESS. Conduct of committee business shall be as follows:

- (b) Order of Business. The order of business at committee meetings shall be as follows, except that the Chairperson may modify the order of business as necessary:
 - (1) Call to order
 - (2) Call of the roll
 - (3) Public Comments **Regarding Listed Agenda Items**
 - (4) Approval of the agenda
 - (5) Approval of the minutes
 - (6) Consent Agenda Items
 - (7) Reports

a. ~~Chairperson/designee's Report on Administrative Committee meeting~~

- (8) Business Items
- (9) Future Agenda items and next meeting date
- (10) Adjournment

(c) Legislation.

(1) Introduction. ~~Members of~~ **Committees** of the County Board introducing resolutions or ordinances shall advise the County Clerk of the general contents thereof. Thereupon, the County Clerk shall assign a number to the document, which shall be incorporated for reference purposes as a part of the resolution or ordinance. In addition, all resolutions or ordinances shall be prefaced by a title and the name and be signed by the ~~members~~ **chair, or in the chair's absence, the vice chair** of the committee introducing the same. Each resolution shall provide a short identifying statement of its purpose and provide a space for confirming that the resolution has been reviewed by the Finance Director to determine fiscal impact. No resolution may be introduced to the full Board without the signature or initials of the Finance Director and the Finance Director's notation as to fiscal impact. In the event that a majority of committee members do not approve introducing the resolution or ordinance, see Referral to Committee process (**Section 2.03 (10)**) for appeal and it would then be signed by the ~~County Board~~ **Committee** members appealing to the County Board Chairperson.

(2) Submission Time Limit. Every resolution or ordinance shall be submitted to the County Clerk by noon on the Monday that is at least 10 days prior to the Board meeting. The County Board Chairperson can make an exception to a late submission of a resolution in an emergency. The County Clerk shall use ~~his/her~~ **their** reasonable best efforts to mail agendas to all Board members at least 7 days prior to each meeting.

(8) OTHER APPOINTMENTS. The County Board of Supervisors shall appoint the following:

- (a) Mississippi River Parkway Commission. One member that is appointed by the Governor. Assist in coordinating the development and preservation of the Great River Road. This commission shall perform all functions and duties required under Wis. Stats. 14.85.
- (b) Mississippi River Regional Planning Commission. Three members (one Board appointment, one Governor appointment, one joint appointment).
- (c) County Housing Authority. Five citizens for five-year terms.
- (d) ~~Indianhead~~ **IFLS** Library Advisory Council. One member (a librarian, if possible).
- (e) West Cap. One County Board member that is on the Human Services Board.
- (f) Veterans Service Commission. Three veteran citizen members each selected for a three-year term. This commission shall perform all functions and duties

required under Wis. Stats. 45.81.

- (g) Local Emergency Planning Committee. This Committee shall perform all functions and duties required under Wis. Stat. sec. 59.54(8).
- (h) Board of Adjustment. Five citizen members, each serving for a term of three years beginning July 1. Two alternate members shall also be appointed and designated as the first alternate and the other a second alternate. The members of the Board of Adjustment, including alternate members, shall all reside within the county and outside of the limits of incorporated cities and villages; provided, however that no two members shall reside in the same town. The Board of Adjustment shall exercise all powers granted the Board of Adjustment under Section 59.694 of the Wisconsin State Statutes and as elsewhere provided in the County's Ordinances.
- (i) ADRC (Aging and Disability Resource Center) of Buffalo and Pepin County Governing Body. (Ord. No. 179, Am. #115, 05-16-18) This eight-person Governing Board that is responsible for oversight of the ADRC. It includes one County Board Supervisor from each County, and the remaining six citizens must be consumers, family members/guardians or advocates of the following groups: Four representing older persons, age 60 and above, one representing adult persons with physical disabilities, and one representing adult persons with intellectual/developmental disabilities. Citizen members appointed by the County Board for a three-year term and the County Board Supervisors are appointed by their respective County Board Chairperson for a two-year term.

(note: the full 16 page Chapter 2 can be viewed on the Pepin County website)

Section 3. Effective Date. This amendment shall take effect March 26, 2020

ADOPTED: March 18, 2020

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

COMMITTEE MEMBERS VOTE

/s/ Steven L. Anderson In favor - 4 Oppose - 0 Absent - 1 Abstain - 0
Committee Chair

COUNTY BOARD ACTION:

X ADOPTED by the Pepin County Board of Supervisors on this 18th day of March 2020
 DEFEATED
 TABLED In favor – 10 Oppose – 0 Absent – 2 Abstain – 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair

Chair Steve Anderson and County Clerk Audrey Bauer presented the Amendment to the Ordinance #179, Chapter 2, The Governing Body. The County Board received this document before the meeting to look over. The Administrative Committee reviewed this amendment and recommend that the County Board adopted as presented.

Motion was made by Supervisor T. Milliren seconded by Supervisor Dougherty, to adopt the Amendment #125 to Ordinance No. 179 Chapter 2-The Governing Body. Roll call vote was taken, Frank Milliren-yes, Bill Ingram-yes, Tom Milliren-yes, John Andrews-yes, Bruce Peterson-yes, Steve Anderson-yes, Michael Wright-yes, Jean Dougherty-yes, Tessa King-yes and Michelle Pittman. All in favor. Motion carried.

COMMUNICATIONS:

Re-Appoint Dorothy Peters to the Human Services Board as a Citizen Member, Term ending April 2023

Motion was made by Supervisor Andrews, seconded by Supervisor T. Milliren, to reappoint Dorothy Peters to the Human Services Board as a citizen member, term ending April 2023. Voice vote was taken, all in favor. Motion carried.

Reappoint Beth Friedrich to the Board of Health as a Citizen member, term ending April 2023

Motion was made by Supervisor Dougherty, seconded by Supervisor F. Milliren, to reappoint Beth Friedrich to the Board of Health as a citizen member, term ending April 2023. Voice vote was taken, all in favor. Motion carried.

Decide on County Board April's Re-Organizational meeting time (April 21st)

Chair Steve Anderson presented the need to determine the time that the April's Organizational meeting should be held on April 21st. The consensus of the County Board members decided to hold the meeting on April 21st at 6:00 p.m.

Future Agenda Items:

Next Meeting Date

- Next meeting date set for April 21 – 6:00 p.m.

Adjournment

Meeting adjourned by Chairman Steven L. Anderson at 8:40 p.m.

Submitted by Audrey Bauer, Pepin County Clerk

Approved by the County Board of Supervisors on April 21, 2020.

/s/ Tom Milliren

Pepin County Board of Supervisors Chair