

**2022 – 2023**  
**PROCEEDINGS OF THE**  
**COUNTY BOARD OF SUPERVISORS OF**  
**PEPIN COUNTY, WISCONSIN**



**MEETINGS**

**APRIL 19, 2022**

**MAY 18, 2022**

**JUNE 15, 2022**

**JULY 20, 2022**

**AUGUST 17, 2022**

**SEPTEMBER 21, 2022**

**OCTOBER 19, 2022**

**NOVEMBER 15, 2022**

**DECEMBER No Meeting**

**JANUARY 18, 2023**

**FEBRUARY No Meeting**

**MARCH 15, 2023**

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None

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**DECEMBER 21, 2022 – No meeting**

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# PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES

April 19, 2022 at 3:00 p.m.

## CALL TO ORDER

The Pepin County Board of Supervisors meeting was called to order at 3:10 p.m. on Tuesday, April 19, 2022 by County Clerk Audrey Bauer. The meeting was held in the County Board Room of the Pepin County Government Center, Durand WI. This meeting was held remotely for the public by following the Zoom instructions that were presented on the agenda and available on the Pepin County website. 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 | Kris Sabelko    | present |
| District #2 | Rebecca Hansen | absent  | District #8  | Tom Milliren    | present |
| District #3 | Andy Winkler   | present | District #9  | John C. Andrews | present |
| District #4 | Paul Hoch      | present | District #10 | Kevin Kosok     | present |
| District #5 | Jean Dougherty | absent  | District #11 | Amber Provance  | present |
| District #6 | Tessa King     | present | District #12 | Angela Bocksell | present |

The Pepin County Board of Supervisors had ten members attend the meeting at Roll call. Absent were Rebecca Hansen and Jean Dougherty.

## PLEDGE OF ALLEGIANCE

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

## APPROVAL OF THE AGENDA

County Clerk Audrey Bauer asked for approval of the agenda.

All members signified by saying yes to approve the agenda as presented.

## OATH OF OFFICE

Instructions were given to all the elected Supervisors to take the oath of office at this time.

The Oath of office was said by the ten elected Supervisors, and they signed the Oath of Office form. County Clerk Audrey Bauer collected and notarized the forms to keep on file in her office. The two Supervisors missing from the meeting will need take the Oath at the County Clerk's office before the end of April.

## INTRODUCTION OF THE NEW COUNTY BOARD OF SUPERVISORS

Each of the County Board Supervisors took turns and introduced themselves, which District they represent and a little something about themselves.

First time elected County Board Supervisors included Andy Winkler, Kris Sabelko and Amber Provance.

April's Spring election for Pepin County Board of Supervisors included: District 1- Michael Wright; District 2- Rebecca Hansen; District 3- Andy Winkler; District 4-Paul Hoch; District 6-

Tessa King; District 7-Kris Sabelko; District 8-John Andrews; District 9-Tom Milliren; District 10-Kevin Kosok; District 11- Amber Provance and District 12- Angela Bocksell.

Supervisor Jean Dougherty, District 5, arrived at the meeting and introduced herself to everyone attending the meeting.

Also introduced was Personnel Director Michelle Weiss, Finance Director/Administrative Coordinator Pam Hansen and Sheriff Joel Wener to the County Board Supervisors.

### **ELECTION OF THE COUNTY BOARD CHAIRPERSON**

County Clerk Audrey Bauer read the rules on how to elect officers for Chair and Vice Chair. The nominations were opened for County Board Chair. Supervisor John Andrews nominated Supervisor Tom Milliren to be the County Board Chair. The County Clerk asked for any other nominations. Hearing none, the nominations were closed. Supervisor Angela Bocksell made a motion to cast a unanimous ballot to elect Supervisor Tom Milliren as County Board Chair. Seconded by Supervisor Paul Hoch. Roll call vote taken, Supervisor Michael Wright-yes, Supervisor Andy Winkler-yes, Supervisor Paul Hoch-yes, Supervisor Jean Dougherty-yes, Supervisor Tessa King-yes, Supervisor Kris Sabelko-yes, Supervisor Tom Milliren-yes, Supervisor John Andrews-yes, Supervisor Kevin Kosok-yes, Supervisor Amber Provance-yes, and Supervisor Angie Bocksell-yes. Motion carried.

Chair Tom Milliren took over running the meeting at this point.

### **ELECTION OF THE COUNTY BOARD 1<sup>ST</sup> VICE CHAIR**

Chairman Tom Milliren opened the floor for nominations for 1<sup>st</sup> Vice Chair of the County Board. Nomination was made by Supervisor Kevin Kosok to nominate Supervisor John Andrews and Supervisor Tessa King nominated herself for County Board 1<sup>st</sup> Vice Chair position.

Paper ballots were handed out to vote on and were collected. The ballots were opened and read out loud. Supervisor John Andrews received 7 votes for 1<sup>st</sup> Vice Chair. Supervisor Tessa King received 4 votes for 1<sup>st</sup> Vice chair. Supervisor. 1<sup>st</sup> Vice Chair is Supervisor John Andrews.

### **ELECTION OF THE COUNTY BOARD 2<sup>ND</sup> VICE CHAIR**

Chair Tom Milliren opened the floor for nominations for 2<sup>nd</sup> Vice Chair of the County Board. Supervisor John Andrews nominated Supervisor Tessa King for 2<sup>nd</sup> Vice Chair. Chair Milliren asked for other nominations for 2<sup>nd</sup> Vice Chair. Supervisor Paul Hoch made a motion, seconded by Supervisor Michael Wright to close the nominations and cast a unanimous ballot to elect Supervisor Tessa King as the 2<sup>nd</sup> Vice Chair. Voice vote was taken, All in favor. Motion carried. 2<sup>nd</sup> Vice Chair is Supervisor Tessa King.

### **COUNTY BOARD STANDING COMMITTEE APPOINTMENTS**

County Clerk Audrey Bauer collected the Interest Survey that was filled out by each Supervisor to help assign the Supervisors to the different Standing Committees. Chair Tom Milliren, 1<sup>st</sup> Vice

Chair John Andrews, 2<sup>nd</sup> Vice Chair Tessa King, Administrative Coordinator Pam Hansen, and County Clerk Audrey Bauer met in the County lunchroom to place each Supervisor on a Standing Committee that would best match their interests. Upon completion of the task, Chairman Tom Milliren announced that the Standing Committees members were as follows:

Board of Health

1. Tessa King
2. John Andrews
3. Angela Bocksell
4. Amber Provance

Highway Committee

1. Tom Milliren
2. John Andrews
3. Paul Hoch
4. Rebecca Hansen
5. Andy Winkler

Human Services Board

1. Tessa King
2. Michael Wright
3. Jean Dougherty
4. Amber Provance

Land Conservation, Planning, and Extension Pepin County Committee

1. Angie Bocksell
2. Kevin Kosok
3. Kris Sabelko
4. Michael Wright

Law Enforcement/Emergency Management Committee

1. Kevin Kosok
2. Paul Hoch
3. Tom Milliren
4. Rebecca Hansen
5. Jean Dougherty

**OTHER APPOINTMENTS:**

**Western Central Wisconsin Workforce Development Board**

Chair Tom Milliren recommends the re-appointment of Supervisor John Andrews to continue to be on the Western Central Wisconsin Workforce Development Board

**Chippewa Valley Technical College Appointment Committee**

Pepin County Chair Tom Milliren is automatically appointed to the Chippewa Valley Technical College Committee.

**West Cap**

Chair Tom Milliren recommends to re-appoint Supervisor Paul Hoch to continue to the West Cap County Board member.

**Local Emergency Planning Committee members**

Chair Tom Milliren recommends to re-appoint Supervisor Jean Dougherty as the Local Emergency Planning County Board member.

**Aging and Disability Resource Center (ADRC) of Buffalo & Pepin County Governing Body and Aging Advisory Committee**

Chair Tom Milliren recommends to re-appoint Supervisor Tessa King as the County Board member to the ADRC of Buffalo and Pepin County Governing Body and Aging Advisory Committee.

**Pepin Land Use Planning Advisory Council**

Previously Supervisor Bill Ingram was on this Advisory Council. Chairman Tom Milliren volunteered to be on the Pepin Land Use Planning Advisory Council. No other Supervisors were interested.

Motion was made by Supervisor Tessa King, seconded by Supervisor Wright to approve the recommended appointments listed above. Voice vote was taken, all in favor with no negative votes. Motion carried.

**County Board Committee Reports**

Committee Reports were given by the previous Chairs of the Land Conservation, Planning and Extension Committee, Board of Health, Board of Human Services, Administrative, Law Enforcement and Highway Committees.

**Business Items:**

**Approve minutes of the March 16 2022 County Board of Supervisors meeting**

Motion was made by Supervisor John Andrews, seconded by Supervisor Paul Hoch, to approve the March 16, 2022 County Board of Supervisors meeting minutes. Roll call vote was taken, Supervisor Michael Wright-yes, Supervisor Andy Winkler-yes, Supervisor Paul Hoch-yes, Supervisor Jean Dougherty-yes, Supervisor Tessa King-yes, Supervisor Kris Sabelko-yes, Chair Tom Milliren-yes, Supervisor John Andrews-yes, Supervisor Kevin Kosok-yes, Supervisor Amber Provance-yes and Supervisor Angie Bocksell-yes. All in favor. Motion carried.

**Resolutions:**

**RESOLUTION NO. 15-22  
2022 BUDGET MODIFICATION – INCREASE VETERANS SERVICE OFFICER  
FROM 0.5 TO 0.6 FTE**

**WHEREAS** Resolution No 2-16 approved hiring a 0.6 FTE (full time equivalent) Veterans Service Officer (VSO) based on data showing support needed for the number of Pepin County Veterans to be served; and

**WHEREAS** in conjunction with a position vacancy in 2018 and due to the declining number of Veterans served in Pepin County, it was determined that the position would be refilled at a 0.5 FTE; and

**WHEREAS** during the 2022 Budget process, a request was made to increase the position to the previously approved 0.6 FTE. The funds requested by the VSO were moved to the Contingency Fund account during the budgeting process pending the completion of a time study for the position; and

**WHEREAS** a time study has been completed which recognized extra time needed for researching and completing the increasingly complicated claims and appeals, sorting through and purging many years of paper files to transition to an electronic record keeping system, resuming outreach efforts and developing other policies and procedures that benefit Veterans and services provided to Veterans; and

**WHEREAS** the Pepin County Human Services Board and the Administrative Committee recommends increasing the VSO position back to the previously established 0.6 FTE which is an additional 3.75 hour per week or 195 hours per year.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors authorizes the 2022 Budget to be modified as follows to allow the position to be staffed at the 0.6 FTE:

| <u>Account Number</u> | <u>Account Description</u> | <u>Current Budget</u> | <u>Increase(Decrease)</u> | <u>Amended Budget</u> |
|-----------------------|----------------------------|-----------------------|---------------------------|-----------------------|
|                       | Expenditures:              |                       |                           |                       |
| 100-00-54720-000      | Veterans Service Office    | \$ 36,846             | \$ 4,200                  | \$ 41,046             |
| 100-00-59100-390      | Contingency Fund           | \$ 35,000             | (\$ 4,200)                | \$ 30,800             |

**RECOMMENDED BY THE PEPIN COUNTY HUMAN SERVICES BOARD:**

**COMMITTEE MEMBERS VOTE**

/s/ Michael Wright, Committee Vice-Chair      In favor-6    Oppose-0    Absent-1    Abstain-0

**FISCAL IMPACT REVIEWED –** Entire impact as noted above.

/s/ Pamela Hansen, Finance Director                      Recommend ✓                      Not Recommended

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

**COMMITTEE MEMBERS VOTE**

/s/ Tom Milliren, Committee Chair

In favor-5 Oppose-0 Absent-0 Abstain-0

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 19<sup>th</sup> day of April 2022.

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

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Finance Director Pam Hansen informed the Board Supervisors that the Veterans Service Officer is requesting an increase in her position from 0.5 to 0.6 FTE. In 2018, with the declining number of Veterans served, this position was lowered from 0.6 FTE and refilled at a 0.5 FTE. Since then, additional time is needed for researching and for completing of the increasingly complicated claims and appeals. The Human Service Board and Administrative Committee has recommended this increase to 0.6 FTE for the Veterans Service Officer.

Motion was made by Supervisor John Andrews, seconded by Supervisor Tessa King, to adopt Resolution 15-22 titled, “2022 Budget Modification- Increase Veterans Service Officer from 0.5 to 0.6 Full Time Employment (FTE)”. Roll call vote was taken, Supervisor Paul Hoch-yes, Supervisor Jean Dougherty-yes, Supervisor Tessa King-yes, Supervisor Kris Sabelko-yes, Chair Tom Milliren-yes, Supervisor John Andrews-yes, Supervisor Kevin Kosok-yes, Supervisor Amber Provance-yes, Supervisor Angie Bocksell-yes, Supervisor Michael Wright-yes and Supervisor Andy Winkler-yes. All in favor. Motion carried.

**RESOLUTION NO. 16-22**

**2022 BUDGET MODIFICATION – PEPIN COUNTY SHOOTING RANGE OPEN HOURS**

**WHEREAS**, the Arkansaw Fur Fish and Game, Durand Sportsman’s Club, and the Eau Galle Sportsman’s Club are requesting the addition of public open hours to the Pepin County Shooting Range; and

**WHEREAS**, due to insurance and range control requirements, the Arkansaw Fur Fish and Game, Durand Sportsman’s Club, and the Eau Galle Sportsman’s Club have determined additional open hours are more beneficial to all Pepin County Residents rather than individual access; and

**WHEREAS**, public open hours would be increased from 201 hours annually to 416 hours; and

**WHEREAS**, the Pepin County Land Conservation & Planning Department will add part time certified range attendants as needed to cover the additional hours; and

**WHEREAS**, the Arkansaw Fur Fish and Game, Durand Sportsman’s Club, the Eau Galle Sportsman’s Club will equally reimburse Pepin County for budgeted and additional Range Attendant costs; and

**WHEREAS**, no tax levy money will be used to fund the public open hours at the Pepin County Shooting Range.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors authorizes the 2022 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>  |                                    |                       |                           |                       |
| 100-00-46820-000      | Land Conservation - Local Revenues | \$ 12,000             | \$ 4,000                  | \$ 16,000             |
| 100-00-56230-000      | Land Conservation Expense          | \$ 381,492            | \$ 4,000                  | \$ 385,492            |

**RECOMMENDED BY THE PEPIN COUNTY LAND CONSERVATION,**

**PLANNING/EXTENSION COMMITTEE:**

COMMITTEE MEMBERS VOTE

/s/ Angie Bocksell, Committee Chair In favor-4 Oppose-0 Vacancy-1 Abstain-0

**FISCAL IMPACT REVIEWED** – Entire impact as noted above.

/s/ Pamela Hansen, Finance Director Recommend ✓ Not Recommended

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

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Committee Chair In favor-5 Oppose-0 Absent-1 Abstain-0

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 19<sup>th</sup> day of April 2022

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

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Chair Milliren informed the County Board Supervisors that there has been a request to extend the shooting range hours. The additional costs of responsible staff would be paid by the three sportsman clubs. Both Land Conservation, Planning Committee and the Administrative Committee has recommended this budget modification.

Motion was made by Supervisor Tessa King, seconded by Supervisor Angie Bocksell, to adopt Resolution 16-22 titled, “2022 Budget Modification- Pepin County Shooting Range Open Hours”. Roll call vote was taken, Supervisor Jean Dougherty-yes, Supervisor Tessa King-yes, Supervisor Kris Sabelko-yes, Chair Tom Milliren-yes, Supervisor John Andrews-yes, Supervisor Kevin Kosok-yes, Supervisor Amber Provance-yes, Supervisor Angie Bocksell-yes, Supervisor Michael Wright-yes, Supervisor Winkler -yes and Supervisor Paul Hoch- yes. All in favor. Motion carried.

## RESOLUTION NO. 17-22

### 2022 BUDGET MODIFICATION – Wisconsin Mississippi River Parkway Commission

**WHEREAS**, effective April 5, 2018 per Wisconsin Statutes Annotated 14.85 (1) There is created a Mississippi River Parkway Commission consisting of the following members: (a) One member from each of the counties of Buffalo, Crawford, Grant, La Crosse, Pepin, Pierce, Trempealeau, and Vernon. (b) Two senators and 2 representatives to the assembly. The 2 major political parties shall be represented in the membership from each house; and

**WHEREAS**, per WI ST 14.85 (5) The commission shall: (a) Assist in coordinating the development and preservation of the Great River Road in Wisconsin and its embellishments, such as scenic easements, roadside parks and scenic overlooks, (b) Assist other state agencies in all efforts to create a unified development of the Great River Road in Wisconsin and any of its collateral features, (c) Cooperate with similar committees or commissions in other states and Canadian provinces in the furtherance of the ultimate development of the Great River Road from Canada to the Gulf of Mexico, (d) Consult with the appropriate regional planning commissions regarding the Mississippi River parkway, (e) Assist in promoting as an attractive travel destination the Great River Road in Wisconsin and the unique historical, cultural, aesthetic and recreational features along the route of the Great River Road, such as local communities, off-road parks and forests, and water-oriented facilities; and

**WHEREAS**, the Wisconsin Mississippi River Parkway Commission markets and promotes Pepin County to benefit the tourism economy, supporting the economic development of Pepin County; and

**WHEREAS**, the Wisconsin Mississippi River Parkway Commission Marketing and Promotion Program for the Wisconsin All American Great River Road National Scenic Byway (WI GRRNSB) has been developed by the Wisconsin Mississippi River Parkway Commission (WIMRPC) for the benefit of the eight counties of the WI GRRNSB, including Pepin County; and

**WHEREAS**, the WIMRPC will implement a 2022 WI Great River Road National Scenic Byway Marketing & Promotion Program at a cost of \$22,000 to benefit the tourism economies of each of the WI GRRNSB Counties including Pepin County; and

**WHEREAS**, Pepin County is a member of the WIMRPC represented by gubernatorial appointee Kathleen Sweeney; and

**WHEREAS**, Pepin County Economic Development and Tourism is a partner with the WIGRRNSB/WIMRPC in marketing and promotion of the WI All American Great River Road National Scenic Byway; and

**WHEREAS**, the 2022 Development (Economic Development and Tourism) Budget did not include this expense.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors does hereby approve the \$500 contribution to the WI Mississippi River Parkway Commission for marketing and promotion purposes to benefit Pepin County payable by July 1, 2022.

**NOW THEREFORE BE IT FURTHER RESOLVED** that the Pepin County Board of Supervisors authorizes the 2022 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>  |                            |                       |                            |                       |
| 100-00-51710-000      | Development                | \$ 30,811             | \$ 500                     | \$ 31,311             |
| 100-00-59100-390      | Contingency Fund           | \$ 30,034             | (\$ 500)                   | \$ 29,534             |

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

COMMITTEE MEMBERS VOTE

/s/ Angie Bocksell, Committee Chair In favor-4 Oppose-0 Vacancy-1 Abstain-0

**FISCAL IMPACT REVIEWED** – Entire direct financial impact as noted above.

/s/ Pamela Hansen, Finance Director Recommend ✓ Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 19<sup>th</sup> day of April 2022.

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

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Land Conservation Director Jessica McMahon presented this resolution to the County Board. This commission was created in 2018 for 8 counties, including Pepin County. If we would continue to join this commission, it would help promote tourism in Pepin County, supporting the economic development. The 2022 Development budget did not include this expense, so a budget modification is needed at this time of \$500.00 from the contingency fund. The Land Conservation and Planning Committee has recommended this budget modification.

Motion was made by Supervisor Andrews, seconded by Supervisor Kosok, to adopt Resolution 17-22 titled, “2022 Budget Modification- Wisconsin Mississippi River Parkway Commission”. Roll call vote was taken, Supervisor Tessa King-yes, Supervisor Kris Sabelko-yes, Chair Tom Milliren-yes, Supervisor John Andrews-yes, Supervisor Kevin Kosok-yes, Supervisor Amber Provance-yes, Supervisor Angie Bocksell-yes, Supervisor Michael Wright-yes, Supervisor Winkler -yes, Supervisor Paul Hoch- yes and Supervisor Jean Dougherty-yes. All in favor. Motion carried.

**RESOLUTION NO. 18-22  
2022 BUDGET MODIFICATION – SICK LEAVE PAYOUT**

**WHEREAS**, Resolution 08-72 passed by the Pepin County Board of Supervisors on February 16, 2022, adopted Amendment 43 to the Employee Handbook; and

**WHEREAS**, Amendment 43 of the Employee Handbook established the payout of accrued sick leave to employees with a balance of over 90 days accrued; and

**WHEREAS**, nine Pepin County employees were identified as eligible for sick leave payouts established in Amendment 43 of Employee Handbook; and

**WHEREAS**, of the employees identified and requesting a payout include the Highway, Human Services and Maintenance Departments; and

**WHEREAS**, the Highway and Human Services departments have funding sources available for the requested sick leave payouts; and

**WHEREAS**, the Maintenance Department does not have a funding source budgeted for a sick leave payout; and

**WHEREAS**, the 2022 Maintenance Budget did not plan for this sick leave payout; and

**WHEREAS**, the Pepin County Administrative Committee recommends funding this sick leave payout with contingency funds.

**NOW, THEREFORE, BE IT RESOLVED**, that the Pepin County Board of Supervisors authorizes the 2022 Budget to be modified as follows, authorizes the sick leave payout as follows:

| <u>Account Number</u> | <u>Account Description</u>                  | <u>Current Budget</u> | <u>Increase<br/>(Decrease)</u> | <u>Amended<br/>Budget</u> |
|-----------------------|---------------------------------------------|-----------------------|--------------------------------|---------------------------|
| 100-00-51610-000      | Government Center<br>(Facility Maintenance) | \$ 283,219            | \$ 766                         | \$ 283,985                |
| 100-00-59100-390      | Contingency Fund                            | \$ 30,800             | (\$ 766)                       | \$ 30,034                 |

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

**COMMITTEE MEMBERS VOTE**

/s/ Tom Milliren, Committee Chair                      In favor-5    Oppose-0    Absent-0    Abstain-0

**FISCAL IMPACT:** Entire impact as noted above.

/s/ Pamela Hansen, Finance Director                      Recommend ✓                      Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 19<sup>th</sup> day of April 2022

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

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Personnel Director Michelle Weiss presented this resolution to the County Board. In February 2022, the County Board amended the Employee Handbook to establish a payout of accrued sick leave to employees with a balance of over 90 days accrued. Identified as employees that could request payout included the Highway, Human Services and Maintenance Departments. Only the Maintenance Department needs a budget modification of \$766 for this sick leave payout. The Administrative Committee has recommended this budget modification.

Motion was made by Supervisor John Andrews, seconded by Supervisor Kevin Kosok, to adopt Resolution 18-22 titled, “2022 Budget Modification- Sick Leave Payout”. Roll call vote was taken, Supervisor Kris Sabelko-yes, Chair Tom Milliren-yes, Supervisor John Andrews-yes, Supervisor Kevin Kosok-yes, Supervisor Amber Provance-yes, Supervisor Angie Bocksell-yes, Supervisor Michael Wright-yes, Supervisor Winkler -yes, Supervisor Paul Hoch- yes, Supervisor Jean Dougherty-yes and Supervisor Tessa King-yes. All in favor. Motion carried.

**RESOLUTION NO. 19-22  
JOINING WISCONSIN STATEWIDE MUTUAL AID COMPACT FOR  
LOCAL EMERGENCY MANAGEMENT ASSISTANCE**

**WHEREAS**, pursuant to authority stated in Wis. Stat. 59, 66, and 323, Pepin County may contract with municipalities and federally recognized American Indian tribes and bands for emergency management assistance in the event of an emergency; and

**WHEREAS**, this mutual aid agreement is beneficial to Pepin County, as a small county with limited resources, we may need outside assistance from other counties to quickly respond to natural disasters, hazardous material emergencies, or other incidents; and

**WHEREAS**, by providing aid to other counties, Pepin County staff would be gaining practical experience and skills that could be implemented within Pepin County while helping other communities within the State of Wisconsin when they are overwhelmed by an emergency or disaster; and

**WHEREAS**, the proposed emergency management assistance agreement set forth in Exhibit A (Wisconsin Statewide Mutual Aid Compact for Local Emergency Management Assistance), which is wholly incorporated by reference, allows Pepin County and other agreed upon members to provide or request emergency management assistance as emergencies arise.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors does hereby approve and authorize Pepin County to join the Wisconsin Statewide Mutual Aid Compact for Local Emergency Management Assistance as set forth in Exhibit A.

**BE IT FURTHER RESOLVED**, the County Board chairperson, Emergency Management Director, and that County Clerk shall execute such agreement on behalf of Pepin County.

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

COMMITTEE MEMBERS VOTE

/s/ Kevin Kosok, Committee Chair In favor-4 Oppose-0 Absent-1 Abstain-0

**FISCAL IMPACT:** No immediate fiscal impact is anticipated. However, any impact will be reviewed on a case-by-case basis in the event an emergency would occur.

/s/ Pamela Hansen, Finance Director Recommend ✓ Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 19<sup>th</sup> day of April 2022

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

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

**EXHIBIT A - WiSMAC**

**Wisconsin Statewide Mutual Aid Compact For Local Emergency Management Assistance**

This Wisconsin Statewide Mutual Aid Compact is made and entered into this 19<sup>th</sup> day of April 2022 by and between participating Counties, Cities, Villages, and Towns as well as federally-recognized Indian tribes and bands (Member), within the State of Wisconsin as authorized by their respective governing bodies.

**WHEREAS**, emergencies involving natural disasters and/or technological incidents will arise throughout the State of Wisconsin, which may require additional assistance beyond each Member's own resources; and

**WHEREAS**, the training and/or expertise of local emergency management personnel throughout the State of Wisconsin could be requested to assist in dealing with natural disasters and/or technological incidents within the state; and

**WHEREAS**, the Members recognize that natural disasters and/or technological incidents can more effectively be handled by pooling of human resources; and

**WHEREAS**, the Members have authority to enter into this Wisconsin Statewide Mutual Aid Compact pursuant to Sections 59.03, 59.04, 66.0301, 66.0313, 66.0314, and 323.14 of the Wisconsin Statutes.

**NOW THEREFORE**, in consideration of the mutual covenants and agreements hereinafter set forth, the Members agree as follows:

1. Purpose: The Members agree to use their best efforts to ensure the public safety and protect the citizens within the confines of the geographical jurisdictions of the respective Members.
2. Term: The duration of this Compact shall be a one-year period; the Compact shall automatically be renewed on a year-to-year basis. Any of the Members may terminate this Compact by providing at least ninety (90) days written notice of said intent to terminate participation in the Compact to all other Members to the Compact.
3. No Joint Venture: No separate legal entity will be created by this Compact.
4. Approval Authority: The power to make a request for assistance or to provide assistance under this Compact shall reside in the Emergency Management Department of each respective Member County, City, Village, Town, Tribe or Band. Requests for assistance will be made by following the WiSMAC Procedure.
5. Right of Refusal: It is expressly understood and agreed by the Members hereto that the rendering of assistance under the terms of this Compact shall not be mandatory and shall be within the sole discretion of the Member receiving the request. Assistance may be refused, and assistance which is being provided may be terminated at any time, within the sole discretion of the Member receiving the request. In situations where the Member's emergency management personnel are unable to furnish the requested assistance, they will notify the requesting Member as soon as practicable that assistance will not be rendered. No Member may make any claim whatsoever against the requested Member for refusal of assistance.
6. Employment Status: All emergency management personnel acting on behalf of a Member under this Compact shall, at all times, remain the employee of that Member.
7. Compensation: A responding Member may invoice an impacted Member for miles, meals, and lodging expenses for emergency management personnel provided. Actual personnel time shall not be reimbursed but will be documented as volunteer hours, as specified in the WiSMAC Procedure.
8. Duration: A responding Member's deployment is limited to 72 hours with the option to extend if mutually agreeable to the responding and the requesting Member.
9. Statutory Protections: It is agreed by the Members that nothing in this Compact, including but not limited to indemnification and hold harmless clauses, shall in any

way constitute a waiver on the part of the Members of any immunity, liability limitation or other protection available to them under any applicable statute or other law. To the extent that any provision of this Compact is found by any court or competent jurisdiction to conflict with any such legal protection, then whichever protections, either statutory or contractual, provide a greater benefit to the Member shall apply unless the Member elects otherwise

10. Incident Command Structure: In the event of an incident, emergency management personnel will operate under the established incident command structure of the requesting Member.
11. Public Liability and Property Damage Insurance: A Member shall maintain, at its own expense, and keep in effect during the term of this Compact, commercial liability, bodily injury and property damage insurance against any claim(s) which might occur in carrying out this Compact. Minimum coverage is one million (\$1,000,000) liability for bodily injury and property damage including products liability and completed operations. If a Member is self-insured or uninsured, a Certificate of Protection in Lieu of an Insurance Policy shall, if requested, be submitted to the responding Member certifying that the requesting Member is protected by a Self-Funded Liability and Property Program or alternative funding source(s). The Certificate is required to be presented to the responding Member, when requested, prior to receipt of emergency management personnel services under this Compact.
12. Automobile Liability: A Member shall obtain and keep in effect automobile liability insurance for all owned, non-owned and hired vehicles that are used in carrying out this Compact. This coverage may be written in combination with the commercial liability and property damage insurance mentioned in Section 8. Minimum coverage shall be one million (\$1,000,000) per occurrence combined single limit for automobile liability and property damage. If a Member is self-insured or uninsured, a Certificate of Protection in Lieu of an Insurance Policy shall, if requested, be submitted to the responding Member certifying that the requesting Member is protected by a Self-Funded Liability and Property Program or alternative funding source(s). The Certificate is required to be presented to the responding Member, when requested, prior to receipt of emergency management personnel services under this Compact
13. Severability: If any provision of this Compact is declared by a court to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected. The rights and obligations of the Members shall be construed and enforced as if the Compact did not contain the particular provision held to be invalid.
14. Construction of Compact: This Compact is intended to be solely between the Members hereto. No part of the Compact shall be construed to add, supplement, amend, abridge, or repeal existing rights, benefits or privileges of any third party or parties, including but not limited to employees of the Members.
15. Assignment: No right or duty, in whole or in part, of the Member under this Compact may be assigned or delegated without the prior written consent of the other Members.

16. Waiver: A waiver by any Member of any breach of this Compact shall be in writing. Such a waiver shall not affect the waiving Member's rights with respect to any other or further breach.
17. Applicable Law: This Compact shall be governed under the laws of the State of Wisconsin. The Members shall at all times comply with and observe all federal and state laws, local laws, ordinances and regulations which are in effect during the period of this Compact and which may in any manner affect the work or its conduct.
18. Multiple Originals: This contract may be executed in multiple originals, each of which together shall constitute a single Compact.

IN WITNESS WHEREOF, the Member has executed this Compact.

|                                      |           |
|--------------------------------------|-----------|
| /s/ Maria Nelson                     | 4-20-2022 |
| Member Emergency Management Director | Date      |

|                                                     |           |
|-----------------------------------------------------|-----------|
| /s/ Tom Milliren, County Board of Supervisors Chair | 4-19-2022 |
| Member Chief Elected Official                       | Date      |

|                  |           |
|------------------|-----------|
| /s/ Audrey Bauer | 4-19-2022 |
| Member Clerk     | Date      |

Emergency Management Director Maria Nelson presented this resolution to the County Board. By joining this proposed emergency management assistance agreement, Pepin County may receive assistance from other counties to respond to natural disasters, hazardous material emergencies or other incidents.

Motion was made by Supervisor Andrews, seconded by Supervisor King, to adopt Resolution 19-22 titled, "Joining Wisconsin Statewide Mutual Aid Compact for Local Emergency Management Assistance". Voice vote was taken, all in favor. Motion carried.

**RESOLUTION NO. 20-22  
REQUEST FOR PROPOSAL OF PL-566 STRUCTURE FORMAL INSPECTIONS**

**WHEREAS**, Natural Resources Conservation Service (NRCS) interest on all six of Pepin County's PL-566 (Watershed Protection and Flood Prevention Act PL-566) structures has ended, thus ceasing their formal inspections on structures with expired operation and maintenance agreements throughout the state; and

**WHEREAS**, Pepin County is required by the state (DNR) to have formal inspections occur on PL-566 structures; and

**WHEREAS**, the twelve counties (except Dunn) whom were once part of the PL-566 coalition are seeking a combined county request for proposal (RFP) from Professional Engineers to conduct formal PL-566 inspections; and

**WHEREAS**, the combined RFP is pursuing bids on an individual structure basis.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors does hereby approve the combined county request for proposal to seek Professional Engineers to conduct state required inspections on PL-566 structures.

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

COMMITTEE MEMBERS VOTE

/s/ Angie Bocksell, Committee Chair

In favor-4 Oppose-0 Vacancy-1 Abstain-0

**FISCAL IMPACT:** None at this time. Any future contract resulting from the RFP would require a separate Budget Modification.

/s/ Pamela Hansen, Finance Director

Recommend ✓

Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 19<sup>th</sup> day of April 2022

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

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Chairman Tom Milliren presented this resolution to the County Board. Formal inspections are needed to be done annually on six flood structures. This resolution is to consider joining with other counties to request for proposals from Professional Engineers to conduct formal PL-566 inspections. Motion was made by Supervisor Kevin Kosok, seconded by Supervisor John Andrews, to adopt Resolution 20-22 titled, "Request for Proposal of PL-566 Structure Formal Inspections". Voice vote was taken, all in favor. Motion carried.

**RESOLUTION NO. 21-22  
ESTABLISH AND CREATE PEPIN COUNTY SHERIFF'S OFFICE  
BAILIFF POSITION AND WAGE SCALE**

**WHEREAS**, the Pepin County Sheriff's Office previously staffed Bailiff needs with Administrative Specialist, Chief Deputy, or Sheriff Deputy positions, and

**WHEREAS**, the Pepin County Sheriff's Office has determined a more flexible scheduling and cost-effective solution, and

**WHEREAS**, the Pepin County Sheriff's Office has determined the most cost-effective alternative is to hire 1-2 part time Bailiffs; and

**WHEREAS**, the Pepin County Law Enforcement Committee recommends that the Bailiff positions be established with the wage scale listed as of May 1, 2022; and.

**WHEREAS**, the Pepin County Sheriff's Office will fund these positions through budgeted part time staffing lines.

**NOW, THEREFORE, BE IT RESOLVED** by the Pepin County Board of Supervisors, authorized the Pepin County Sheriff's Office establish the Sheriff Bailiff position and wage scale as follows:

2022 rate of pay \$19.00 per hour

Subject to Cost of Living increases as approved by the Pepin County Board of Supervisors

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

COMMITTEE MEMBERS VOTE

/s/ Kevin Kosok, Committee Chair                      In favor-4    Oppose-0    Absent-1    Abstain-0

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

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Committee Chair                      In favor-5    Oppose-0    Absent-0    Abstain-0

**FISCAL IMPACT REVIEWED** – position will be funded within existing budgeted line item.

/s/ Pamela Hansen, Finance Director                      Recommend ✓                      Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 19th day of April 2022

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

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Sheriff Joel Wener presented this resolution to the County Board. Currently when a bailiff is needed, this duty has been staffed by either the Administrative Specialist, Chief Deputy or Sheriff Deputy. Sheriff Wener has recommended to hire a part time bailiff as needed at \$19.00 an hour with a job description of the bailiff duties. The Law Enforcement Committee and Administrative Committee have both recommended to approve to create the bailiff position and the wage scale and the job description.

Motion was made by Supervisor John Andrews, seconded by Supervisor Jean Dougherty, to adopt Resolution 21-22 titled, "Establish and Create Pepin County Sheriff's Office Bailiff Position and Wage Scale" and to approve the job description as presented. Roll call vote was taken, Chairman Tom Milliren-yes, Supervisor John Andrews-yes, Supervisor Kevin Kosok-yes, Supervisor Amber Provance-yes, Supervisor Angie Bocksell-yes, Supervisor Michael Wright-yes, Supervisor Andy Winkler-yes, Supervisor Paul Hoch-yes, Supervisor Jean Dougherty-yes, Supervisor Tessa King-yes and Supervisor Kris Sabelko-yes. Motion carried.

**RESOLUTION NO. 22-22  
ESTABLISHING LAND INFORMATION PAID INTERN WAGE**

**WHEREAS**, Pepin County receives a Wisconsin Land Information Program grant that traditionally funds the land information paid intern position; and

**WHEREAS**, Pepin County Land Information & Planning Department offers an intern position as a learning opportunity for students or recent graduates with limited prior experience to develop their skills while working in a local government setting; and

**WHEREAS**, the previous rate of pay for this position was established at 12.50 an hour in 2017 by resolution and Pepin County Land Conservation & Planning would like to offer a competitive wage for the intern position so that we can attract skilled applicants; and

**WHEREAS**, the Land Conservation & Planning Committee has recommended establishing the hourly rate of pay for the land records paid intern position at \$13.25 per hour until reviewed for potential increases in subsequent years; and

**WHEREAS**, the Administrative Committee also recommends establishing the hourly rate of pay for the land records paid intern position at \$13.25 per hour.

**NOW, THEREFORE BE IT RESOLVED** that the rate of pay for the land records paid intern positions be established at the \$13.25 per hour effective May 1, 2022.

**RECOMMENDED BY THE PEPIN COUNTY LAND CONSERVATION & PLANNING COMMITTEE:**

/s/ Angela Bocksell, Committee Chair

**COMMITTEE MEMBERS VOTE**

In favor-4 Oppose-0 Vacancy-1 Abstain-0

**FISCAL IMPACT REVIEWED:** The total Intern expense was included in the 2022 Approved Budget. All expense will be within the Budgeted amounts.

/s/ Pamela Hansen, Finance Director

Recommend ✓

Not Recommended

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

**COMMITTEE MEMBERS VOTE**

/s/ Tom Milliren, Committee Chair

In favor-5 Oppose-0 Absent-0 Abstain-0

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 19<sup>th</sup> day of April 2022

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

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Land Information Officer Maria Nelson presented this resolution to the County Board. The Pepin County Land Information & Planning Department offers an intern position that is funded by a Wisconsin Land Information Program Grant. The rate of pay established in 2017 was at \$12.50 an hour. Officer Nelson is requesting to establishing the hourly rate of pay for the land records intern be increased to \$13.25 per hour effective May 1, 2022. The Land Conservation & Planning Committee and Administrative Committee have both recommended this Intern wage increase. Motion was made by Supervisor Tessa King, seconded by Supervisor Michael Wright to adopt Resolution 22-22 titled, “Establishing Land Information Paid Intern Wage.” Roll call vote was taken, Supervisor John Andrews-yes, Supervisor Kevin Kosok-yes, Supervisor Amber Provance-yes, Supervisor Angie Bocksell-yes, Supervisor Michael Wright-yes, Supervisor Andy Winkler-yes, Supervisor Paul Hoch-yes, Supervisor Jean Dougherty-yes, Supervisor Tessa King-yes, Supervisor Kris Sabelko-yes and Chairman Tom Milliren-yes. Motion carried.

**RESOLUTION NO. 23-22  
ESTABLISH A TEMPORARY INCREASE TO THE PEPIN COUNTY MEAL,  
MILEAGE, AND LODGING REIMBURSEMENT POLICY**

**WHEREAS**, Resolution No. 25-2004 established the Pepin County Meal, Mileage, and Lodging reimbursement policy; and

**WHEREAS**, the fuel prices have significantly increased in 2022 causing a burden on taxable (volunteer) drivers for the ADRC Transportation Program and causing them to decline to provide rides; and

**WHEREAS**, the Pepin County Human Service department has determined the most cost-effective alternative to cover the rides is to increase the mileage reimbursement for the volunteer drivers; and

**WHEREAS**, the Pepin County Administrative Committee recommends that the Pepin County mileage reimbursement rate be temporarily increased as of April 1, 2022, through December 31, 2022 for all drivers reimbursed under the Pepin County Meal, Mileage, and Lodging Reimbursement Policy; and

**WHEREAS**, the Pepin County Administrative Committee further recommends that if the monthly average regional price of fuel researched by the Pepin County Transportation Coordinator is \$3.00 to \$3.99, a five cent per mile increase will be paid to all reimbursed drivers paid under the Pepin County Mileage reimbursement plan. If the average regional monthly fuel price decreases to \$2.99 per gallon or less, the mileage reimbursement will return to the 2022 established rate of fifty-five cents per mile. If the average monthly regional fuel price increases to \$4.00 per gallon or more, effective the first of the following month the Pepin County taxable reimbursed drivers (volunteer drivers) will receive an additional five cents per mile during this temporary increase time-period established above until the fuel prices decrease to the lower average threshold. If the state or federal mileage rates are amended during the time frame of April 1, 2022 through December 31, 2022, those rates would be reviewed per the original resolution calculation to determine if they exceed this temporary increase and if so would then be implemented.

**NOW, THEREFORE, BE IT RESOLVED** by the Pepin County Board of Supervisors, authorizes the Pepin County Meal, Mileage, and Lodging Reimbursement Policy be temporarily amended as detailed above.

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

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Committee Chair In favor-5 Oppose-0 Absent-0 Abstain-0

**FISCAL IMPACT REVIEWED** – the Transportation and Nutrition programs have assessed the potential increase in expense and determined that they have the additional funding sources to cover the increased rates. All other departments will manage the increase within their current 2022 Adopted Budget.

/s/ Pamela Hansen, Finance Director Recommend ✓ Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 19th day of April 2022  
In favor – 11 Oppose – 0 Absent – 1 Abstain – 0

/s/ Audrey Bauer, County Clerk /s/ Tom Milliren, County Board Chair

Personnel Director Michelle Weiss presented this resolution to the County Board. With the increase cost of fuel prices, this additional cost has placed a burden on the volunteer drivers for the ADRC Transportation Program in Pepin County. To offset the increased fuel cost, suggested was a temporary increase in the mileage rate under the reimbursement plan. This temporary increase would take place as of April 1, 2022 through December 31, 2022 for all drivers including all Pepin County Employees and County Board Supervisors that need mileage reimbursement. The regional fuel prices at the time will determine the amount of reimbursement that would be given. The Administrative Committee has recommended that this temporary

increase take place. Full details can be found in the Resolution 23-22 in the County Clerk's office.

Motion was made by Supervisor John Andrews, seconded by Supervisor Kevin Kosok, to adopt Resolution 23-22 titled, "Establishing a Temporary Increase to the Pepin County Meal, Mileage and Lodging Reimbursement Policy". Roll call vote was taken, Supervisor Kevin Kosok-yes, Supervisor Amber Provance-yes, Supervisor Angie Bocksell-yes, Supervisor Michael Wright-yes, Supervisor Andy Winkler-yes, Supervisor Paul Hoch-yes, Supervisor Jean Dougherty-yes, Supervisor Tessa King-yes, Supervisor Kris Sabelko-yes, Chairman Tom Milliren-yes and Supervisor John Andrews-yes. Motion carried.

### **Wisconsin County Association- 2022 Membership Survey**

County Clerk Audrey Bauer distributed the Wisconsin Counties Association membership survey to all the County Supervisors to fill out. The completed surveys were picked up by County Clerk Audrey Bauer and placed in the Wisconsin County Association envelope that was provided and will be mailed.

### **Announcements**

The County Board members are recommended to attend the Wisconsin Counties Official Workshop – May 11<sup>th</sup> in Eau Claire / or remotely attend the von Briesen Public Official Conference on April 27<sup>th</sup>.

### **Future agenda items and next meeting date**

- Old Courthouse Museum by Terry Mesch – County Involvement
- Annual reports for different Departments

Next meeting date will be May 18, 2022 at 7:00 p.m.

### **Adjournment**

Meeting adjourned by Chair Tom Milliren at 4:28 p.m.

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

Submitted by Audrey Bauer, Pepin County Clerk

Approved by the County Board of Supervisors on May 18, 2022.

/s/ Tom Milliren

Pepin County Board of Supervisors Chair

## PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES

May 18, 2022

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday May 18, 2022, by Chair Tom Milliren. The meeting was held remotely and in the County Board Room at the Pepin County Government Center, 740 7<sup>th</sup> Ave W. Durand WI. This meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and complies with Section 19.81-19.90, *Open Meeting Law*.

### **ESTABLISH QUORUM – ROLL CALL – present attending:**

|                                        |                                          |
|----------------------------------------|------------------------------------------|
| District #1- Michael Wright-absent     | District #7- Kris Sabelko – in person    |
| District #2- Rebecca Hansen- remotely  | District #8- Tom Milliren- in person     |
| District #3- Andy Winkler- in person   | District #9- John Andrews-in person      |
| District #4- Paul Hoch- in person      | District #10- Kevin Kosok-in person      |
| District #5- Jean Dougherty- in person | District #11- Amber Provance – absent    |
| District #6- Tessa King- in person     | District #12- Angela Bocksell – remotely |

Supervisors attending the meeting consist of 10 members present and two members absent at the time of roll call.

### **PLEDGE OF THE ALLEGIANCE**

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

Supervisor Provance attends the meeting at 7:02 p.m.

**Approval of the Agenda:** No changes

**Public Comments Regarding Listed Agenda Items:** no public comments

### **Governor Evers Certificate of Commendation Honoring the Pepin County Health Department**

The Health Department received a Certificate of Commendation and a letter from Governor Evers honoring all their hard work during the COVID pandemic. Those receiving these honors included Health Director Heidi Stewart, Lead Health Nurse Jessica Schrauth, Penny Bauer, Erin Sterk, Alex Strand, Tammi Bechel and Nikki Gilles and the Board of Health Committee. Health Board Chair John Andrews praised the Pepin County Health Department for all their hard work.

### **Consent Agenda Item:**

#### **Approval of April 19, 2022 County Board Meeting Minutes**

Motion was made by Supervisor Kosok, seconded by Supervisor Andrews, to approve the April 19, 2022 County Board of Supervisors Meeting minutes. Roll call vote was taken, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Dougherty-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Provance-yes and Supervisor Bocksell-yes. All in favor, motion carried.

**Old Pepin County Courthouse Museum Update by Terry Mesch**

Terry Mesch, Pepin County Courthouse Museum, informed the County Board of the history that Pepin County has with the museum. Pepin County continues to own the old Courthouse building and yard and support the Courthouse Museum. The lease agreement has been reviewed and continues to be in good standing. Max Sam is the President of the Pepin County Courthouse Museum.

**Reports:**

**County Board Committee Reports**

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

**Pepin County Health Department’s 2021 Annual Report**

Health Director Heidi Stewart presented the Health Department’s 2021 Annual report to the County Board.

**Register of Deeds’ 2021 Annual Report**

Register of Deeds Monica J. Bauer presented the Register of Deeds’ 2021 Annual Report to the County Board.

**Sheriff’s Department 2021 Annual Report**

Sheriff Joel Wener presented the Sheriff’s Department 2021 Annual Report to the County Board.

**Emergency Management’s 2021 Annual Report**

Emergency Management Director Maria Nelson presented the Emergency Management’s 2021 Annual Report to the County Board.

**Business:**

**Resolutions:**

**RESOLUTION NO. 24-22  
2022 BUDGET MODIFICATION – HOMELAND SECURITY EXERCISE GRANT**

**WHEREAS**, Pepin County’s Emergency Management Director and Sheriff collaborated to submit an Homeland Security Exercise Grant application to the State of Wisconsin in January 2022; and

**WHEREAS**, Pepin County’s proposal to conduct a series of exercises focusing on the response to aircraft crash scenarios was selected by the State of Wisconsin; and

**WHEREAS**, Pepin County was awarded \$24,447 in grant funds to support the development of the exercise series over a two- year period; and

**WHEREAS**, the original 2022 budget did not include the expenses associated with planning and holding the exercises that will be covered by the grant award.

**NOW, THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors authorizes the 2022 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>  |                                              |                       |                           |                       |
| 100-00-43525-000      | S/A Homeland Security Exercise Grant Revenue | \$ 0                  | \$ 24,447                 | \$ 24,447             |
| 100-00-52625-000      | Homeland Security Exercise Grant Expense     | \$ 0                  | \$ 24,447                 | \$ 24,447             |

**RECOMMENDED BY THE PEPIN COUNTY LAW ENFORCEMENT & EMERGENCY MANAGEMENT COMMITTEE:**

COMMITTEE MEMBERS VOTE

/s/ Kevin Kosok, Committee Chair

In favor-5 Oppose-0 Absent-0 Abstain-0

**FISCAL IMPACT:** Entire impact as noted above.

/s/ Pamela Hansen, Finance Director

Recommend ✓ Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 18<sup>th</sup> day of May 2022  
 In favor - 11 Oppose – 0 Absent – 1 Abstain - 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Emergency Management Director Maria Nelson presented this resolution to the County Board. A grant application has been filed and awarded to Pepin County for \$24,447 to support the development of the exercise series focusing on the response to aircraft crash scenarios over a 2-year period. A budget modification is needed since this was not included in the 2022 budget but is funded totally by the grant over the two years. It has been recommended by the Law Enforcement & Emergency Management Committee to approve.

Motion was made by Supervisor Andrews, seconded by Supervisor King, to adopt Resolution 24-22 titled, “2022 Budget Modification- Homeland Security Exercise Grant.” Roll call vote was taken, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Dougherty-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Provance-yes and Supervisor Bocksell-yes. All in favor, motion carried.

**RESOLUTION NO. 25-22**  
**2022 BUDGET MODIFICATION – BURLINGTON NORTHERN**  
**SANTE FE RAILWAY FOUNDATION GRANT**

**WHEREAS**, the Burlington Northern Sante Fe Railway (BNSF) has awarded \$5,000 to the Pepin County Sheriff’s Office. The grant supports Pepin County’s Small Unmanned Aerial Systems (sUAS) or Drone Program; and

**WHEREAS**, Pepin County has applied and been awarded \$5,000 of eligible expenses under the BNSF Foundation Grant program for necessary and unbudgeted sUAS equipment incurred between February 22, 2022, and December 31, 2022, specifically focused on funding public-safety related equipment in the drone program:

- 1) sUAS equipment to strengthen the search-and-rescue capabilities of existing sUAS platforms.

**WHEREAS**, this grant was applied for by the Pepin County Sheriff’s Office on behalf of Pepin County to incur expenses to achieve the purpose of the funding, including the following items:

- |    |                                   |                |
|----|-----------------------------------|----------------|
| 1. | GL60 UAV Gimbal Spotlight         | Total: \$3,000 |
| 1. | TH4 Throwing Hook                 | Total: \$ 999  |
| 1. | Matrice 300 Dual Gimbal Connector | Total: \$ 250  |
| 1. | Replacement Spare M300 Blades     | Total: \$ 300  |
| 1. | Landing Pad                       | Total: \$ 450  |

**WHEREAS**, the BNSF Foundation will provide 100% funding for eligible expenses for sUAS equipment related to search-and-rescue and as detailed above; and

**WHEREAS**, neither the BNSF Foundation grant revenue nor the additional expenses as described within were provided for in the original 2022 budget.

**NOW, THEREFORE, BE IT RESOLVED**, that the Pepin County Board of Supervisors authorizes the 2022 Budget to be modified as follows as a result of funding provided by the BNSF Foundation to Pepin County for the purchases as detailed within this resolution:

| <u>Account Number</u> | <u>Account Description</u>           | <u>Current Budget</u> | <u>Increase (Decrease)</u> | <u>Amended Budget</u> |
|-----------------------|--------------------------------------|-----------------------|----------------------------|-----------------------|
| 100-00-52120-000-000  | Sheriff’s Office Expense             | \$ 981,919            | \$ 5,000                   | \$ 986,919            |
| 100-00-43527-000-000  | S/A – Sheriff’s Office Grant Revenue | \$ 0                  | \$ 5,000                   | \$ 5,000              |

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

/s/ Kevin Kosok, Committee Chair                      In favor-5    Oppose-0    Absent-0    Abstain-0

**FISCAL IMPACT:** All expenses as noted to be incurred above within the grant amount will be reimbursed by the BNSF Foundation. Thus, there will be no net financial impact to Pepin County as a result of participation in this program.

/s/ Pamela Hansen, Finance Director                      Recommend ✓    Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 18<sup>th</sup> day of May 2022  
In favor – 11    Oppose – 0    Absent – 1    Abstain – 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Sheriff Joel Wener presented this resolution to the County Board. Pepin County Sheriff's Department applied for and was awarded \$5,000 from the Burlington Northern Sante Fe Railway Foundation for the purchase of eligible equipment related towards search and rescue and drone supplies. The BNSF grant was not included in the 2022's budget so a budget modification is needed. It has been recommended by the Law Enforcement Committee to approve.

Motion was made by Supervisor King, seconded by Supervisor Hoch, to adopt Resolution 25-22 titled, "2022 Budget Modification- Burlington Northern Sante Fe Railway Foundation Grant."

Roll call vote was taken, Supervisor Hoch-yes, Supervisor Dougherty-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Provance-yes, Supervisor Bocksell-yes, Supervisor Hansen-yes and Supervisor Winkler-yes. All in favor, motion carried.

**RESOLUTION NO. 26-22  
RATIFICATION OF TENTATIVE SIDE LETTER WITH PEPIN COUNTY  
COMMUNICATION CORRECTIONS OFFICER ASSOCIATION**

**WHEREAS**, the Pepin County Administrative Committee recommends approval of the additional compensation change as set forth in the attached Side Letter between Pepin County and the Pepin County Communication Corrections Officers Association, and

**WHEREAS**, the Side Letter includes a compensation change for additional duties within the Jail Kitchen effective May 29, 2022, payroll pay period, and

**THEREFORE, IT BE RESOLVED** that the Pepin County Board of Supervisors does hereby approve the attached compensation change for the Pepin County Communication/Corrections Officer Association for a duration of May 29, 2022, through December 31, 2023.

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

/s/ Tom Milliren, Committee Chair

In favor-5    Oppose-0    Absent-0    Abstain-0

**FISCAL IMPACT REVIEWED** – The additional pay for the kitchen staffing model operational change should be accomplished within the current budgeted kitchen staff expense, thus no add'l fiscal impact will result from the change.

/s/ Pamela Hansen, Finance Director      Recommend ✓      Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 18<sup>th</sup> day of May 2022

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

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

**SIDE LETTER OF AGREEMENT  
BETWEEN PEPIN COUNTY AND THE PEPIN COUNTY  
COMMUNICATIONS/CORRECTIONS OFFICERS ASSOCIATION, WPPA/LEER**

THIS SIDE LETTER OF AGREEMENT ("Agreement") is entered into by and between **PEPIN COUNTY** ("County") and the **PEPIN COUNTY COMMUNICATIONS/CORRECTIONS OFFICERS ASSOCIATION, WISCONSIN PROFESSIONAL POLICE ASSOCIATION/LAW ENFORCEMENT EMPLOYEE RELATIONS DIVISION** (collectively, "Association").

**WHEREAS**, the County desires to provide additional compensation to full-time communications/corrections officers in exchange for the performance of certain kitchen/food-service duties as contemplated by the Collective Bargaining Agreement effective January 1, 2021 through and including December 31, 2023 ("CBA"), and the Association agrees to the County's proposal in its entirety.

**NOW, THEREFORE**, in consideration of the terms and conditions contained herein, the parties hereto stipulate and agree as follows:

1. For purposes of "Appendix A" of the CBA, "Wage Schedule," the parties agree as follows:
  - A. Effective the payroll period beginning May 29, 2022, an officer who is assigned to perform one or more of the "inmate meals" kitchen/food-service shifts during which food preparation, food plating, and/or clean-up services are performed/provided [i.e., two-hour breakfast shift(s), three-hour lunch shift(s), and/or three-hour dinner shift(s)] shall receive a wage differential of \$4.50 per hour during such shift(s); and
  - B. The parties agree that the scope of the contemplated kitchen/food-service duties described within Subsection 1.A., above, also includes, but is not limited to, making Huber sack lunches and inmate sack lunches; and
  - C. The officer who is assigned to Kitchen Manager responsibilities shall be paid an additional \$.50 per hour.
2. Term. The term of this Agreement is from May 29, 2022 through and including December 31, 2023. This Agreement shall automatically expire, without further action or notice on the part of any party, at the end of the day [11:59PM] on December 31, 2023. The parties may mutually agree to amend or terminate this Agreement before its expiration.

3. This Agreement contains the complete agreement and understanding between the parties hereto in reference to all of the *specific* subject matters herein agreed upon and no representations, promises, agreements, or understandings, written or oral, not herein contained, shall be of force or effect. This Agreement shall be non-precedential for any and all purposes.
4. Governing Nature. All other terms and conditions of the CBA shall apply. To the extent that there are conflicts between the CBA and this Agreement, the terms of this Agreement shall govern. Nothing herein is intended to limit the County's management rights.

**IN WITNESS WHEREOF**, the parties hereto execute and enact this Agreement on the dates indicated below.

**PEPIN COUNTY COMMUNICATIONS/ PEPIN COUNTY CORRECTIONS OFFICERS ASSOCIATION**

/S/ MIKE BACKUS – BUSINESS AGENT

/S/ JOEL WENER – SHERIFF

DATE: 5-16-2022

DATE: 5-16-2022

Sheriff Joel Wener presented this resolution to the County Board. With the recent resignation of kitchen staff and a resignation of the second cook happening in September 2022, a plan needs to be put into place. Closed sessions took place at the May's Law Enforcement meeting and at the Administrative meetings to discuss and decide options. At this May 18th County Board Meeting, Sheriff Joel Wener is presenting a ratification of tentative side letter with the Pepin County Communication Corrections Office Association. Additional compensation would be given to full-time Communications/Corrections Officers in exchange for the performing of kitchen service and management duties. No budget modification is needed for the additional compensation that will be given out. See the side letter that is attached to the resolution for full details.

Motion was made by Supervisor Andrews, seconded by Supervisor King, to adopt Resolution 26-22 titled, "Ratification of Tentative Side Letter with Pepin County Communication Corrections Office Association." Roll call vote was taken, Supervisor Dougherty-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Provance-yes, Supervisor Bocksell-yes, Supervisor Hansen-yes, Supervisor Winkler-yes and Supervisor Hoch-yes. All in favor, motion carried.

**Appointments:**

**Appoint County Board Member to the Pepin County Highway Safety Commission**

Sheriff Joel Wener explained that the Pepin County Highway Safety Commission is just an advisory position and is usually someone from the Law Enforcement/Emergency Management Committee. Chair Milliren suggested that he would be interested in this position.

Motion was made by Supervisor King, seconded by Supervisor Provance, to appoint Tom Milliren as the County Board member to the Pepin County Highway Safety Commission. Roll call vote was taken, Supervisor Kosok-yes, Supervisor Provance-yes, Supervisor Bocksell-yes, Supervisor

Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Dougherty-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes and Supervisor Andrews-yes. All in favor, motion carried.

**Appoint County Board Member to the Land Information Council**

Land Information Officer Maria Nelson explained that the Land Information Council oversees the Pepin County Land Use Grant. At the last Land Conservation, Planning Committee meeting Supervisor Angie Bocksell said that she would be interested in this position if no one else was. Motion was made by Chair Milliren, seconded by Supervisor King, to appoint Angie Bocksell as the County Board member to the Land Information Council. Roll call vote was taken, Chair Milliren -yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Provance-yes, Supervisor Bocksell-yes, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Dougherty-yes, Supervisor King-yes and Supervisor Sabelko-yes. All in favor, motion carried.

**Public Comments other than Agenda Items:** No comments from the public.

**Future Agenda Items:**

-Mississippi River Regional Planning Commission (MRRPC) Update – Dave Bonifas, Director

**Next Meeting Date – June 15, 2022 at 7:00 p.m.**

Chair Milliren adjourned the by meeting at 8:05 p.m.

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

Submitted by Audrey Bauer, Pepin County Clerk

Approved by the County Board of Supervisors on June 15, 2022

/s/ Tom Milliren

Pepin County Board of Supervisors Chair

## PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES

June 15, 2022

The Pepin County Board of Supervisors meeting was called to order at 7:03 p.m. on Wednesday June 15, 2022, by Chair Tom Milliren. The meeting was held remotely and in the County Board Room at the Pepin County Government Center, 740 7<sup>th</sup> Ave W. Durand WI. This meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and complies with Section 19.81-19.90, *Open Meeting Law*.

### **ESTABLISH QUORUM – ROLL CALL – present attending:**

|                                       |                                          |
|---------------------------------------|------------------------------------------|
| District #1- Michael Wright-in person | District #7- Kris Sabelko – in person    |
| District #2- Rebecca Hansen- remotely | District #8- Tom Milliren- in person     |
| District #3- Andy Winkler- in person  | District #9- John Andrews-remotely       |
| District #4- Paul Hoch- in person     | District #10- Kevin Kosok-in person      |
| District #5- Jean Dougherty- absent   | District #11- Amber Provance – remotely  |
| District #6- Tessa King- in person    | District #12- Angela Bocksell – remotely |

Supervisors attending the meeting consist of 11 members present and Supervisor Jean Dougherty absent.

### **PLEDGE OF THE ALLEGIANCE**

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

### **Approval of the Agenda:**

Resolution to establish a revised temporary increase in milage, meals and lodging removed from the agenda due to the changes the Federal Government has recently made on milage reimbursement. And the Mississippi River Regional Planning Commission update will be given remotely by Bob Gollnick. Other than that, agenda approved as written.

**Public Comments Regarding Listed Agenda Items:** no public comments.

### **Approve the May 18, 2022 County Board Meeting Minutes**

Motion was made by Supervisor Kosok, seconded by Supervisor King, to approve the May 18, 2022

County Board of Supervisors Meeting Minutes. Roll call vote was taken, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Provance-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes and Supervisor Hoch-yes. Motion carried.

### **Reports:**

#### **Mississippi River Regional Planning Commission (MRRPC) Update by Bob Gollnick**

MRRPC Senior Planner Bob Gollnik remotely attended and explained services that are available to the nine (9) County regions (including Pepin County) located along the Mississippi River in Western Wisconsin. The MRRPC provides planning and technical assistance to members in the local government and grant writing assistance. Bob Gollnick presented a

report showing Pepin County contributions and the listing of businesses taking advantage of using the Pepin County Revolving Loan Fund and information on the Mainstreet Bounceback Grants. The full report can be found at the County Clerk's office.

Also, Bob Gollnik explained the need to support the creation of the Statistical Boundaries of the Northern Grain Belt Port statistical area to the County Board members. The proposed creation of the statistical boundaries would provide for marketing and investment opportunities which could lead to job opportunities and economic growth.

### **County Board Committee Reports**

The following County Board Committee Chairs/Vice Chairs gave their reports: Land Conservation, Planning and Extension Pepin County, Pepin County Board of Health, Law Enforcement, Administrative Committee and Highway Committee. No Human Services meeting has been held since the last County Board meeting, so the Human Service Chair Tessa King did not provide a committee report.

### **Human Services Department's 2021 Annual Report**

Human Service Director Paula Winter presented the Human Service Department's 2021 Annual Report to the County Board.

### **Personnel Department 2021 Annual Report**

Personnel Director Michelle Weiss presented the Personnel Department's 2021 Annual Report to the County Board.

### **Land Conservation and Planning Department 2021 Annual Report**

Land Conservation Director Jessica McMahon presented the Land Conservation and Planning Department's 2021 Annual Report to the County Board.

### **Business:**

#### **Resolutions:**

#### **RESOLUTION NO. 27-22**

#### **A RESOLUTION OF THE PEPIN COUNTY BOARD OF SUPERVISORS SUPPORTING THE CREATION OF THE STATISTICAL BOUNDARIES OF THE NORTHERN GRAIN BELT PORT STATISTICAL AREA**

**WHEREAS**, the collection of waterborne commerce statistics pertaining to rivers, harbors, and waterways and the compilation and publication of such data by the U.S. Army Corps of Engineers are required by federal law; and

**WHEREAS**, creation of the statistical boundaries of the Northern Grain Belt Port Statistical Area more accurately reflect the regional waterborne commerce activity and increase tonnage recorded by the Waterborne Commerce Statistics Center and the U.S. Army Corps of Engineers Navigation and Civil Works Decision Support Center, ranking the Port Statistical Area among the Top 100 inland ports in the United States further supporting local economic development and regional transportation planning; and

**WHEREAS**, creation of the Northern Grain Belt Port Statistical Area would better differentiate the Upper Mississippi River and Great Lakes Ports data in both Wisconsin and Minnesota; and

**WHEREAS**, the proposed creation of the statistical boundaries will provide the opportunity for marketing and investment opportunities which could lead to job creation and economic growth for the designated port statistical area.

**NOW, THEREFORE BE IT RESOLVED** that Pepin County Board of Supervisors supports the port statistical boundary creation of the Northern Grain Belt Port Statistical Area between the Upper Mississippi River Confluence with the St. Croix River and the Wisconsin River to include the entire riverfront on the Upper Mississippi River. Said support extends for statistical data reporting purposes only and not to any waterways organization or further control of the Upper Mississippi River, nor does the port statistical area designation impact any existing or future public port, terminal, or economic development authorities, nor does it require commitment of any financial resources.

**RECOMMENDED BY THE PEPIN COUNTY LAND CONSERVATION, PLANNING**

**COMMITTEE:**

**COMMITTEE MEMBERS VOTE**

/s/ Kevin Kosok, Committee Vice- Chair

In favor-4 Oppose-0 Absent-0 Abstain-0

**FISCAL IMPACT:** No direct fiscal impact to the Pepin County Budgets will result from this resolution. However, indirect financial impacts from resulting economic development may occur.

/s/ Pamela Hansen, Finance Director

Recommend ✓

Not Recommend

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 15<sup>th</sup> day of June, 2022

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

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Chair Milliren presented the resolution to the County Board. Earlier in the meeting, Bob Gollnick explained the need for supporting the creation of the Statistical Boundaries of the Northern Grain Belt Port Statistical Area. The proposed creation of the statistical boundaries would provide opportunity for marketing and investment opportunities which could lead to job creation and economic growth. There will be no financial support or commitment required by the Counties if adopted.

Motion was made by Supervisor Wright, seconded by Supervisor Hoch, to adopt Resolution 27-22 titled, "A Resolution of the Pepin County Board of Supervisors Supporting the Creation of the Statistical Boundaries of the Northern Grain Belt Port Statistical Area." Roll call vote was taken, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Provance-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes and Supervisor King-yes. All in favor, motion carried with no negative votes.

**Appointments:**

**Reappoint Terry Mesch as a Board of Adjustment member, term ending June 30, 2025**

**Reappoint Maureen Manore as a Board of Adjustment member, term ending June 30, 2025**

**Reappoint Lori Miller as a Citizen Member to the Pepin County Housing Authority, term ending June 30, 2027**

Motion was made by Supervisor King, seconded by Supervisor Wright, to approve the re-appointment of Terry Mesch and Maureen Manore to the Board of Adjustments and Lori Miller as a Citizen Member to the Pepin County Housing Authority. Roll call vote was taken, Chair Milliren-yes, Supervisor Kosok-yes, Supervisor Provance-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor King-yes and Supervisor Sabelko-yes. Motion carried, with no negative votes.

**Appoint James Hubert as West Cap Board of Director Community ADRC Representative**

Supervisor Hoch noted that James Hubert, served on the ADRC Board, a registered nurse, provides to the community and would be a good candidate for this position.

Motion was made by Supervisor King, seconded by Supervisor Hoch, to approve the appointment of James Hubert as a West Cap Board of Director Community ADRC Representative. Roll call vote was taken, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Provance-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor King-yes, Supervisor Sabelko-yes and Chair Milliren-yes. Motion carried with no negative votes.

**Communications:**

**Wisconsin Counties Association Annual Conference – September 18-20<sup>th</sup>, 2022 being held at the Kalahari Resort in Wisconsin Dells.**

Chair Milliren informed the County Board members of this upcoming conference. Anyone interested in attending should contact County Clerk Audrey Bauer.

Chair Milliren informed the County Board that before COVID the Board would provide an Employee Appreciation picnic for the Pepin County employees. Each Supervisor would donate \$20 towards the cost of meal. Chair Milliren suggested that the County Board members think about this and more discussion would take place at the next County Board meeting.

**Public Comments other than Agenda Items:** No comments from the public.

**Future Agenda Items:** Employee Picnic

**Next Meeting Date –** July 20, 2022 at 7:00 p.m.

Chair Milliren adjourned the by meeting at 8:05 p.m.

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

Submitted by Audrey Bauer, Pepin County Clerk

Approved by the County Board of Supervisors on July 20, 2022

/s/ Tom Milliren

Pepin County Board of Supervisors Chair

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES**  
**July 20, 2022**

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday July 20, 2022, by Chair Tom Milliren. The meeting was held remotely and in the County Board Room at the Pepin County Government Center, 740 7<sup>th</sup> Ave W. Durand WI. This meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and complies with Section 19.81-19.90, *Open Meeting Law*.

**ESTABLISH QUORUM – ROLL CALL – present attending:**

|                                       |                                          |
|---------------------------------------|------------------------------------------|
| District #1- Michael Wright-in person | District #7- Kris Sabelko – in person    |
| District #2- Rebecca Hansen- remotely | District #8- Tom Milliren- in person     |
| District #3- Andy Winkler- in person  | District #9- John Andrews-remotely       |
| District #4- Paul Hoch- in person     | District #10- Kevin Kosok-in person      |
| District #5- Jean Dougherty- remotely | District #11- Amber Provance – remotely  |
| District #6- Tessa King- in person    | District #12- Angela Bocksell – remotely |

Supervisors attending the meeting consist of all 12 members present.

**PLEDGE OF THE ALLEGIANCE**

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

**Approval of the Agenda:** No changes needed.

**Public Comments Regarding Listed Agenda Items:**

Register of Deeds Monica J. Bauer and Administrative Coordinator Pam Hansen requested permission to comment on the agenda item “Bereavement and Retirement Policy”. Chair Milliren approved their request.

**Approve of the June 15, 2022 County Board Meeting Minutes**

Motion was made by Supervisor King, seconded by Supervisor Hoch, to approve the June 15, 2022

County Board of Supervisors Meeting Minutes. Roll call vote was taken, Supervisor Kosok-yes, Supervisor Provance-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Motion carried.

**Reports:**

**County Board Committee Reports**

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

**Judge’s Office 2021 Annual Report**

Judge Thomas Clark presented the Judge’s 2021 Annual Report to the County Board.

**Community Justice Service 2021 Annual Report**

Brenda Berning, Coordinator for the Community Justice Services, presented her 2021 Annual Report to the County Board.

**Veteran Service Office 2021 Annual Report**

Veteran Service Officer Sheri Peterson presented the VSO 2021 Annual Report to the County Board.

**Business:**

**Employee Summer Appreciation Picnic**

Chair Milliren suggested that the County Board Supervisors should hold an employee summer appreciation picnic for the Pepin County employees such as it was done in the past. This would show appreciation for all the hard work that they do. The date should be decided when it would work for most of the employees, leaving it up to the Personnel Director/ County Clerk to pick a date. Each County Board Supervisor would be asked to provide \$20 to offset the cost of the food for the picnic. Motion was made by Supervisor King, seconded by Supervisor Andrews, to approve holding an employee summer appreciation picnic for the Pepin County Employees. Roll call vote was taken, Supervisor Provance-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Dougherty-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes and Supervisor Kosok-yes. Motion carried.

**Bereavement and Retirement Policy**

County Clerk Audrey Bauer presented the need to have a policy in place to follow when a bereavement or retirement occurs in Pepin County. The policy lays out the procedure, action and where the funds are coming from for the cost of the gift. This policy was presented at the Department Heads meeting and suggested changes were made. Then it was presented to the employee workgroup and changed accordingly.

Register of Deeds Monica J. Bauer expressed her concerns that the retirement Visa Gift Card amount of \$100 was not significantly high enough for 21+ years of service.

Administrative Coordinator Pam Hansen informed the County Board Supervisors that employees have had sufficient opportunities to voice their opinions.

Motion made by Supervisor Andrews, seconded by Supervisor King, to approve the Bereavement and Retirement Policy. Roll call vote was taken, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-no, Supervisor Hoch-yes, Supervisor Dougherty-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-no, Supervisor Provance-no. Motion carried with 3 negative votes.

**Resolutions:**

**RESOLUTION NO. 28-22**

**2022 BUDGET MODIFICATION – Wisconsin Law Enforcement Agency Grant**

**WHEREAS**, the State of Wisconsin Law Enforcement Agency (LEA) Grant has awarded all law enforcement agencies in the State of Wisconsin a pre-determined grant award based on the crime rates and populations served within; and

**WHEREAS**, the State of Wisconsin Law Enforcement Agency (LEA) Grant has awarded \$11,000 to the Pepin County Sheriff's Office. The grant supports Pepin County's Law Enforcement Operations in very limited and restricted expenses; and

**WHEREAS**, Pepin County has been awarded \$11,000 of eligible expenses under the WI LEA Grant program for necessary and unbudgeted equipment/training incurred between March 15, 2022, and June 30, 2023; and

**WHEREAS**, this grant was awarded to the Pepin County Sheriff's Office on behalf of Pepin County to incur expenses to achieve the purpose of the funding, including the following capital items to be purchased:

- 1) \$1,662.65 – Lockable Cargo Storage System for K9 Squad
- 2) \$3,150.00– iCrimeFighter Evidence capture/sharing software

**WHEREAS**, the WI LEA Grant will provide 100% reimbursement for eligible expenses specifically approved by the state as listed above; and

**WHEREAS**, the WI LEA Grant will carry the remaining balance up to \$11,000 in total additional allowable expenses; and

**WHEREAS**, neither the WI LEA grant revenue nor the additional expenses as described within were provided for in the original 2022 budget.

**NOW, THEREFORE, BE IT RESOLVED**, that the Pepin County Board of Supervisors authorizes the 2022 Budget to be modified as follows as a result of funding provided by the WI LEA Grant to Pepin County to include the capital item purchases as detailed within this resolution:

| <u>Account Number</u> | <u>Account Description</u>    | <u>Current Budget</u> | <u>Increase (Decrease)</u> | <u>Amended Budget</u> |
|-----------------------|-------------------------------|-----------------------|----------------------------|-----------------------|
| <i>General Fund:</i>  |                               |                       |                            |                       |
| 100-00-52120-000-000  | Sheriff's Office Expense      | \$ 986,919            | \$ 11,000                  | \$ 997,919            |
| 100-00-43527-000-000  | S/A – Sheriff's Office Grants | \$ 5,000              | \$ 11,000                  | \$ 16,000             |

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

COMMITTEE MEMBERS VOTE

/s/ Paul Hoch, Committee Vice Chairperson      In favor-4    Oppose-0    Absent-1    Abstain-0

**FISCAL IMPACT:** All expenses as noted to be incurred above within the grant amount will be reimbursed by the WI LEA Grant. Thus, no additional net fiscal impact.

/s/ Pamela Hansen, Finance Director      Recommend ✓      Not Recommended

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

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Committee Chair      In favor-5    Oppose-0    Absent-0    Abstain-0

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 20<sup>th</sup> day of July, 2022

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

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Sheriff Joel Wener presented this resolution to the County Board. Pepin County Sheriff's Office was awarded \$11,000 towards eligible expenses under the WI LEA Grant program for unbudgeted and necessary equipment/training. Capital items that are to be purchased include a lockable cargo storage system for the K9 squad and iCrimeFighter Evidence capture/sharing software.

Motion was made by Supervisor Hoch, seconded by Supervisor King, to adopt Resolution 28-22 titled, "2022 Budget Modification-Wisconsin Law Enforcement Agency Grant". Roll call vote was taken, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-

yes, Supervisor Dougherty-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Provance-yes and Supervisor Bocksell-yes. Motion carried.

**RESOLUTION NO. 29-22**  
**RESOLUTION TO APPROVE ECONOMIC SUPPORT PROGRAM AMERICAN RESCUE PLAN ACT (ARPA) EXPENSES AND BUDGET MODIFICATION**

**WHEREAS**, Western Region Economic Support (WREA) Consortium, which includes counties of Pepin, Buffalo, Trempealeau, Jackson, La Crosse, Monroe, Vernon, and Clark, has received a total of ARPA funds in the amount of \$213,121; and

**WHEREAS**, Pepin County has been specifically allocated \$15,000 of the total funds which must be expended no later than September 30, 2022; and

**WHEREAS**, the ARPA Scope of Work may be used for the purchases of additional equipment to improve or create self-help areas to improve lobby services for virtual interviews and improve customer service. This includes equipment at Income Maintenance Agencies that the DHS quality control team can use for required FoodShare interviews with members; and

**WHEREAS**, the option for WREA counties has become available to implement 100% telework for Economic Support Specialist while providing walk-in customer services by implementing a virtual method for consumers to receive a food share interview using Microsoft Teams video conferencing equipment; and

**WHEREAS**, Pepin County has experienced four customer “walk-in” requests for a food share interview in the past twelve months making increased telework an option for the Economic Support Specialists with the occasional need for use of virtual equipment. However, if an in-person interview is requested it will be accommodated; and

**WHEREAS**, the Microsoft Teams equipment and associated television are eligible for reimbursement through WREA ARPA funds; and

**WHEREAS**, the Department lobby computer will be upgraded for the mandated Economic Support Lobby Services in addition to upgrading laptops/docking stations for the Economic Support Specialists; and

**WHEREAS**, the Department lobby/support staff section will upgrade the printer/scanner for Economic Support Services; and

**WHEREAS**, the Economic Support Specialists will upgrade several miscellaneous items such as telephone headsets and keyboards; and

**WHEREAS**, the ARPA funds were not made available prior to the approved 2022 Budget.

**NOW, THEREFORE BE IT RESOLVED**, the Pepin County Board approves purchasing the capital items as noted above, along with other miscellaneous supplies not to exceed the \$15,000 allocation amount and authorized the 2022 budget to be amended as follows:

| Account Numbers  | Account Description         | Current Budget | Increase (decrease) | Amended Budget |
|------------------|-----------------------------|----------------|---------------------|----------------|
|                  | <i>Human Services Fund:</i> |                |                     |                |
| 211-00-43561-103 | S/A IM Contract Revenue     | \$438,402      | \$15,000            | \$453,402      |
| 211-00-54403-000 | WREA Consortium Expense     | \$447,324      | \$15,000            | \$492,324      |

**RECOMMENDED BY THE PEPIN COUNTY DEPARTMENT OF HUMAN SERVICES BOARD:**

COMMITTEE MEMBERS VOTE

/s/ Tessa King, Committee Chair In favor-5 Oppose-0 Absent-2 Abstain-0

**FISCAL IMPACT REVIEWED** - Entire impact as noted above.

/s/ Pamela Hansen, Finance Director Recommend ✓ Not Recommend

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

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Committee Chair In Favor-5 Oppose-0 Absent-0 Abstain-0

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 20<sup>th</sup> day of July 2022  
In Favor – 12 Opposed – 0 Absent – 0 Abstain – 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Social Work Supervisor Carol Pulkrabek remotely presented this resolution to the County Board.

Through the Western Region Economic Support (WREA) Consortium, Pepin County has been allocated \$15,000 to create a self-help station and implement 100% telework for Economic Support Specialist. These funds were not included in the approved 2022 budget. Motion was made by Supervisor King, seconded by Supervisor Wright, to adopt Resolution 29-22 titled, "Resolution to Approve Economic Support Program American Rescue Plan Act (ARPA) Expenses and Budget Modification". Roll call vote was taken, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Dougherty-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Provance-yes, Supervisor Bocksell-yes and Supervisor Wright-yes. Motion carried.

**RESOLUTION NO. 30-22**

**RESOLUTION TO REQUEST TO PURCHASE SUPPLIES AND TRAINING FOR THE Birth-to-3 CHILD AND FAMILY-FOCUSED PANDEMIC RECOVERY SUPPORT GRANT AND BUDGET MODIFICATION**

**WHEREAS**, the Pepin and Buffalo County B-3 Program was awarded \$9,500 from the B-3 Child and Family-Focused Pandemic Recovery Support Grant; and



included in the approved 2022 Budget. Motion was made by Supervisor King, seconded by Supervisor Kosok, to adopt Resolution 30-22 titled, "Resolution to Request to Purchase Supplies and Training for the Birth to 3 Child and Family focused Pandemic Recovery Support Grant and Budget Modification". Roll call vote was taken, Supervisor Winkler-yes, Supervisor Dougherty-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Provance-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, and Supervisor Hansen-yes. Motion carried.

**RESOLUTION NO. 31-22  
RESOLUTION TO APPROVE A 2022 BUDGET MODIFICATION TO  
THE NUTRITION PROGRAM BUDGET**

**WHEREAS**, the Pepin County Senior Nutrition program applied for and received \$9,368 through the Emergency Food and Shelter National Board Program in April 2022; and

**WHEREAS**, Pepin County was not aware of this grant opportunity during the Budgeting process; and

**WHEREAS**, this additional funding will be used for costs related to purchasing Oliver Trays, Electric Meal Transporters, Kwik Trip Vouchers, and hot/cold packs; and

**WHEREAS**, this funding will allow us to continue ensuring seniors in our community are receiving safe and nutritious meals.

**NOW, THEREFORE BE IT RESOLVED**, that the Pepin County Board of Supervisors hereby authorizes the current 2022 Budget to be modified as noted below:

| Account Numbers      | Account Description                  | Current Budget | Increase (decrease) | Amended Budget |
|----------------------|--------------------------------------|----------------|---------------------|----------------|
|                      | <i>Human Services Fund</i>           |                |                     |                |
| 211-00-43101-000-000 | S/A Congregate Meals (Title III C-1) | \$222,265      | \$200               | \$222,465      |
| 211-00-54602-000-000 | Congregate Expenses                  | \$243,199      | \$200               | \$243,399      |
| 211-00-43102-000-000 | S/A HDM Meals (Title III C-2)        | \$89,965       | \$9,168             | \$99,133       |
| 211-00-54603-000-000 | Home Delivered Expenses              | \$297,937      | \$9,168             | \$307,105      |

**RECOMMENDED BY THE PEPIN COUNTY DEPARTMENT OF HUMAN SERVICES BOARD:  
COMMITTEE MEMBERS VOTE**

/s/ Tessa King, Board Chair                      In favor-5    Oppose-0    Absent-2    Abstain-0

**FISCAL IMPACT REVIEWED** - Entire impact as noted above.

/s/ Pamela Hansen, Finance Director                      Recommend ✓                      Not Recommend

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

/s/ Tom Milliren, Committee Chair                      In favor-5    Oppose-0    Absent-0    Abstain-0

**COUNTY BOARD ACTION:**

ADOPTED by the Pepin County Board of Supervisors on this 20<sup>th</sup> day of July 2022  
In favor - 12 Opposed - 0 Absent - 0 Abstain - 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Millien, County Board Chair

Social Work Supervisor Carol Pulkrabek remotely presented this resolution to the County Board. Pepin County Senior Nutrition Program applied for and received \$9,368 through the Emergency Food and Shelter National Board program. These funds will be used for cost related to purchasing Oliver trays, Electric Transporters, Kwik Trip Vouchers and hot/cold packs to ensure seniors in our community are receiving safe and nutritious meals. These funds were not included in the approved 2022 budget. Motion was made by Supervisor King, seconded by Supervisor Sabelko, to adopt Resolution 31-22 titled, "Resolution to Approve a 2022 Budget Modification to the Nutrition Program Budget". Roll call vote was taken, Supervisor Hoch-yes, Supervisor Dougherty-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Provance-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes and Supervisor Winkler-yes. Motion carried.

**RESOLUTION NO. 32-22  
2022 BUDGET MODIFICATION – AUTHORIZING USE OF FUNDS FOR  
ADDITIONAL COUNTY TRUNK ROAD CONSTRUCTION**

**WHEREAS**, the County Trunk Highway Fund had excess funds in 2020 from road work that was not completed in 2020; and

**WHEREAS**, Resolution 35-21 retained \$248,294 in excess funds in the County Trunk Highway Fund from 2020 to reserve for bridge and necessary road work that was not able to be completed in 2020; and

**WHEREAS**, multiple State and Federal Grants and funding assistance programs for road projects were applied for 2022 and funding levels were unknown when the budget was approved; and

**WHEREAS**, increased costs for fuel and materials in 2022 exceeded reasonable estimates, leading to increased project costs and underestimated projects; and

**WHEREAS**, Pepin County Highway Commissioner has dropped two construction projects and reduced maintenance projects to offset cost increases and funding shortages; and

**WHEREAS**, Pepin County is eligible for \$243,027.59 in matching funds from the State of Wisconsin Local Road Improvement Program (LRIP); and

**WHEREAS**, Pepin County Highway Commissioner has estimated the costs to Pepin County for Highway Construction and Design projects necessary to utilize these matching funds for 2022 to be \$609,492.00; and

**WHEREAS**, the Pepin County Board of Supervisors approved \$413,100 for the 2022 road construction budget, creating a funding shortfall of \$196,392 to complete the two projects with matching LRIP funds; and

**WHEREAS**, the Pepin County Highway Commissioner recommends using the surplus from 2020 and transferring the funding shortfall from the County Trunk Highway Fund to pay the additional costs of the County Trunk road work to be done in 2022; and

**WHEREAS**, neither the use of the surplus or the additional construction expenses were anticipated in the original 2022 Budget as adopted.

**NOW THEREFORE BE IT RESOLVED**, that the Pepin County Board of Supervisors authorizes the transfer of \$196,392 from the County Trunk Fund surplus, to be used for 2022 County Trunk Highway road construction and authorizes the 2022 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>Co Trunk Highway Fund:</i>   |                       |                           |                       |
| 240-00-49300-000      | Surplus Applied                 | \$ 0                  | \$ 196,392                | \$ 196,392            |
| 240-00-53100-000      | Construction Expense            | \$ 273,100            | \$ 196,392                | \$ 469,492            |
|                       | <i>Highway Department Fund:</i> |                       |                           |                       |
| 710-00-43530-000      | Revenues from fund 240          | \$ 1,594,724          | \$ 196,392                | \$ 1,791,116          |
| 710-00-53313-000      | County Aid Construction         | \$ 413,100            | \$ 196,392                | \$ 609,492            |

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

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Committee Chair In favor-4 Oppose-0 Absent-1 Abstain-0

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

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Committee Chair In favor-5 Oppose-0 Absent-0 Abstain-0

**FISCAL IMPACT REVIEWED** – Entire impact as noted above which leaves a net \$51,902 in the County Trunk Highway Fund surplus for future uncompleted County Trunk roadwork or County bridges.

/s/ Pamela Hansen, Finance Director Recommend ✓ Not Recommended

**COUNTY BOARD ACTION:**

ADOPTED by the Pepin County Board of Supervisors on this 20<sup>th</sup> day of July 2022

In favor - 12 Oppose - 0 Absent - 0 Abstain - 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Pepin County Highway Commissioner Chris Bates presented this resolution to the County Board. Asking to use unused funds from the 2020 County Trunk Highway Fund toward 2022 road work along with matching funds from the State of Wisconsin Local Road Improvement Program (LRIP). Motion was made by Chair Milliren, seconded by Supervisor King, to adopt Resolution 32-22 titled, “2022 Budget Modification- Authorizing Used of Funds for Additional County Trunk Road Construction.” Roll call vote was taken, Supervisor Dougherty-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor-Kosok-yes, Supervisor Provance-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes and Supervisor Hoch-yes. Motion carried.

**Appointments:**

**Appoint a County Board Member as a Criminal Justice Collaborating Council (CJCC) Representative -Term ending April 15, 2024**

A Buffalo County Board Supervisor has been appointed, so a supervisor needs to be appointed from Pepin County as a representative.

Preferred is a member from the Law Enforcement Committee, but they were not interested.

Supervisor King and Supervisor Provance both volunteered. After discussion, the Board agreed to take this back to the Law Enforcement to discuss and give direction on the appointment.

**Public Comments other than Agenda Items:** Supervisor Jean Dougherty notified everyone that she would be resigning from being a County Board Supervisor at the end of August. She will be moving out of the area and unable to fulfill this obligation.

**Future Agenda Items:**

**Next Meeting Date** – August 17, 2022 at 7:00 p.m.

Chair Milliren adjourned the by meeting at 8:10 p.m.

(Resolutions and Ordinances are on file for public inspection in the County Clerk's Office)

Submitted by Audrey Bauer, Pepin County Clerk

Approved by the County Board of Supervisors on August 17, 2022

/s/ Tom Milliren

Pepin County Board of Supervisors Chair

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES**  
**August 17, 2022**

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday August 17, 2022, by Chair Tom Milliren. The meeting was held remotely and in the County Board Room at the Pepin County Government Center, 740 7<sup>th</sup> Ave W. Durand WI. This meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and complies with Section 19.81-19.90, *Open Meeting Law*.

**ESTABLISH QUORUM – ROLL CALL – present attending:**

|                                        |                                          |
|----------------------------------------|------------------------------------------|
| District #1- Michael Wright-remotely   | District #7- Kris Sabelko – in person    |
| District #2- Rebecca Hansen- absent    | District #8- Tom Milliren- in person     |
| District #3- Andy Winkler- in person   | District #9- John Andrews-in person      |
| District #4- Paul Hoch- absent         | District #10- Kevin Kosok-in person      |
| District #5- Jean Dougherty- in person | District #11- Amber Provance – remotely  |
| District #6- Tessa King- in person     | District #12- Angela Bocksell – remotely |

Supervisors attending the meeting consist of 10 members present. Absent from the meeting included Supervisor Rebecca Hansen and Supervisor Paul Hoch.

Public attending included James Kraft.

**PLEDGE OF THE ALLEGIANCE**

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

**Approval of the Agenda:** No changes needed, approved as written.

**Public Comments Regarding Listed Agenda Items:** None

**Approve of the July 20, 2022 County Board Meeting Minutes**

Motion was made by Supervisor Kosok, seconded by Supervisor Andrews, to approve the July 20, 2022 County Board of Supervisors Meeting Minutes. Roll call vote was taken, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Provance-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Winkler-yes and Supervisor Dougherty-yes. Motion carried.

**Reports:**

**County Board Committee Reports**

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

**Clerk of Court's 2021 Annual Report**

Clerk of Court Audrey Lieftring attended in person and presented Clerk of Court's 2021 Annual Report to the County Board.

**Extension Office 2021 Annual Report**

Area Extension Director Patricia Malone attended in person and presented the Extension Office's 2021 Annual Report to the County Board.

**Business:**

**2023 Budget Timeline Review and Goals** Finance Director Pam Hansen present the 2023 Budget timeline for the upcoming months. Discussed among the members were the goals for 2023. Goals include 2023 wages, health insurance and need to update the County's finance system. No action taken at this time.

**Resolutions:**

**RESOLUTION NO. 33-22  
2022 BUDGET MODIFICATION - HEALTH DEPARTMENT GRANT AGREEMENTS,  
CONTRACTS and SUPPLEMENTAL FUNDING**

**WHEREAS**, the Pepin County Board of Supervisors approved the 2022 Health Department Budget based on grant and contract information available in the Fall of 2021. The following grants have received an increase or decrease in funding according to formula or other changes.

1. Immunization funding increased \$293 to a total of \$3,953; and

**WHEREAS**, the ELC Enhancing Detection Local Tribal Health Department funding has a scope of work that is limited to the COVID response, Health Department FTE and LTE positions can not be supported by this funding for recovery. As testing and case numbers fluctuate, the COVID response workload fluctuates.

1. The ELC award for the Pepin County Health Department is \$371,800
2. The ELC award contract period was 10/1/2020 to 10/31/2022
3. An extension for unspent funds will be allowed through 6/30/2023
4. The ELC award estimated use for 2022 is \$50,000; \$36,000 has been spent to date; and

**WHEREAS**, the WI Department of Health Services (DHS) has awarded the Health Department with American Rescue Plan Coronavirus Fiscal Recovery Funding as a resource to address public health needs such as hiring, training, and supporting public health staff, improving the design and execution of public health programs, and investments in infrastructure.

1. The ARPA COVID Recovery award for the Health Department is \$293,000
2. The ARPA COVID Recovery award contract period is 3/1/2021 to 12/31/2024
3. The ARPA COVID Recovery estimated use for 2022 is \$5,000; less than \$500 spent to date; and

**WHEREAS**, DHS has awarded the Health Department with COVID-19 Public Health Workforce Supplemental Funding to support improving local public health staffing capabilities.

1. The Workforce award for the Health Department is \$57,100
2. The Workforce award contract period is through 6/30/2023
3. The Workforce estimated use for 2022 is \$20,000; and

**WHEREAS**, the Health Department has received the 2021-2022 WI State Opioid Response (SOR) Prevention funding in the amount of \$7,000 to support drug take-back events, medication disposal, community education, and increased public awareness about the opioid crisis; and

**WHEREAS**, the Health Department has received additional stipends, in the amount of \$1,500, from the Northwoods Coalition for projects related to conducting an environmental scan of Pepin County to determine the prevalence of Delta-8 products and to assess the current

impact of substance use in the community and to react to these results by creating and implementing an action plan to address the identified problem areas; and

**WHEREAS**, the Health Care Education and Training (HCET) Get Yourself Tested funding, in the amount of \$2,000, was declined due to the competing priorities of the COVID response.

**NOW THEREFORE BE IT RESOLVED** that the County Board of Supervisors authorizes the 2022 Health Department Budget to be modified as follows:

| <u>ACCOUNT NUMBER</u>            | <u>DESCRIPTION</u>              | <u>CURRENT BUDGET</u> | <u>INCREASE (DECREASE)</u> | <u>AMENDED BUDGET</u> |
|----------------------------------|---------------------------------|-----------------------|----------------------------|-----------------------|
| 230-00-43545-000-000             | SA Immunization                 | \$ 3,660              | \$ 293                     | \$ 3,953              |
| 230-00-43567-000-000             | SA Enhancing Detection          | \$ 215,200            | \$ (165,200)               | \$ 50,000             |
| 230-00-43540-000-000             | SA ARPA                         | \$ -                  | \$ 5,000                   | \$ 5,000              |
| 230-00-43541-000-000             | SA Workforce Development        | \$ -                  | \$ 20,000                  | \$ 20,000             |
| 230-00-43558-000-000             | State Opioid Response 2         | \$ -                  | \$ 7,000                   | \$ 7,000              |
| 230-00-43559-000-000             | Northwoods Coalition Marshfield | \$ 1,000              | \$ 1,500                   | \$ 2,500              |
| 230-0043562-000-000              | HCET GYT                        | \$ 2,000              | \$ (2,000)                 | \$ -                  |
| <b>TOTAL REVENUE CHANGES</b>     |                                 | <b>\$ 221,860</b>     | <b>\$ (133,407)</b>        | <b>\$ 88,453</b>      |
| 230-00-54120-000-000             | SA Immunization                 | \$ 3,660              | \$ 293                     | \$ 3,953              |
| 230-00-54135-000-000             | SA Enhancing Detection          | \$ 215,200            | \$ (165,200)               | \$ 50,000             |
| 230-00-54137-000-000             | SA ARPA                         | \$ -                  | \$ 5,000                   | \$ 5,000              |
| 230-00-54138-000-000             | SA Workforce                    | \$ -                  | \$ 20,000                  | \$ 20,000             |
| 230-00-54160-000-000             | State Opioid Response 2         | \$ -                  | \$ 7,000                   | \$ 7,000              |
| 230-00-54122-000-000             | Northwoods Coalition Marshfield | \$ 1,000              | \$ 1,500                   | \$ 2,500              |
| 230-00-54130-000-000             | HCET GYT                        | \$ 2,000              | \$ (2,000)                 | \$ -                  |
| <b>TOTAL EXPENDITURE CHANGES</b> |                                 | <b>\$ 221,860</b>     | <b>\$ (133,407)</b>        | <b>\$ 88,453</b>      |

**RECOMMENDED BY THE PEPIN COUNTY BOARD OF HEALTH:**

COMMITTEE MEMBERS VOTE

/s/ John Andrews, Committee Chair In favor-4 Oppose-0 Absent-3 Abstain-0

**FISCAL IMPACT REVIEWED –** Entire impact as noted above.

/s/ Pamela Hansen, Finance Director Recommend ✓ Not Recommended

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

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Committee Chair In favor-4 Oppose-0 Absent-1 Abstain-0

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 17<sup>th</sup> day of August, 2022

In favor - 10 Oppose - 0 Absent - 2 Abstain - 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Health Director Heidi Stewart attended the meeting remotely to present this resolution to the County Board. Every fall during the budget process, grants and contracted information is figured for following year. Since then, changes in funding have caused a need for a budget modification. Motion was made Supervisor Andrews, seconded by Supervisor King, to adopt Resolution 33-22 titled, "Budget Modification- Health Department Grant Agreements, Contracts and Supplemental Funding". Roll call votes were taken, Supervisor Kris Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Provance-yes,

Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Winkler-yes, Supervisor Dougherty-yes and Supervisor King-yes. Motion carried.

**RESOLUTION NO. 34-22**

**CAPITAL PROJECT FUND - HIGHWAY FACILITY PROJECT BUDGET FOR CONTINGENCY EXPENSE – UPDATE AND ADDITIONAL SPENDING AUTHORIZATIONS**

**WHEREAS**, on March 18<sup>th</sup>, 2020 the Pepin County Board of Supervisors adopted Resolution 13-20 which authorized initial total project expenditures in the 2020 Budget for the Highway Facility project; and

**WHEREAS**, the initial project budget, actual spending and remaining costs as reasonably estimated to date from Resolution 13-20 are summarized in Attachment A to the resolution; and

**WHEREAS**, on February 17, 2021 the Pepin County Board of Supervisors adopted Resolution 13-21 which authorized initial contingency expenditures in the 2021 Budget for the Highway Facility project; and

**WHEREAS**, the majority of line-item purchases authorized by Resolution 13-21 have been completed and the total for those line items as completed came in at \$121,747 under budget resulting in unallocated funds available; and

**WHEREAS**, the remaining open line items authorized by Resolution 13-21 are listed on Attachment A with estimated costs remaining to complete; and

**WHEREAS**, available unallocated funds total \$135,601 as shown on Attachment A; and

**WHEREAS**, the State of WI Salt Shed Contribution agreement was structured as rent over the life of the agreement but the \$180,000 was paid in advance and would also be available cash to fund project expenses in excess of the remaining contingency amount; and

**WHEREAS**, additional project contingency cost requests have been identified and estimated costs shown on Attachment A totaling \$89,981.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors authorizes the additional project costs and capital purchases as summarized in Attachment A.

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

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Committee Chair                      In favor-5    Oppose-0    Absent-0    Abstain-0

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

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Committee Chair                      In favor-4    Oppose-0    Absent-1    Abstain-0

**FISCAL IMPACT REVIEWED** – As summarized in Attachment A.

/s/ Pamela Hansen, Finance Director                      Recommend ✓                      Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 17<sup>th</sup> day of August, 2022.

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

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

**ATTACHMENT A** to Resolution No. 34-22  
as of 8/9/2022

|                                      | Budget per Res 13-21 | Actual to date                 |
|--------------------------------------|----------------------|--------------------------------|
| Revenues:                            |                      |                                |
| Property Sales                       | 1,000,000            | 1,000,000                      |
| Loan Proceeds                        | 9,000,000            | 9,000,000                      |
| State of WI - Salt Shed Contribution | -                    | 180,000 In Hwy Department Cash |
|                                      | <u>10,000,000</u>    | <u>10,180,000</u>              |

|                                                       |                   |                                      |
|-------------------------------------------------------|-------------------|--------------------------------------|
| Expenses:                                             |                   |                                      |
| Facility Expense                                      | 9,000,000         | 8,793,861                            |
| Facility Expense - remaining retainage & payments due |                   | 62,760                               |
| Facility Expense - items removed from project         |                   | 20,000 Cold Storage Ventilation Loan |
| Costs                                                 |                   | 149,283                              |
| Legal                                                 |                   | 51,811                               |
| Land Acquisition                                      | 255,000           | 259,170                              |
| Current Facility Environmental                        | 120,000           | 8,377                                |
| State of WI - Contribution was Rent                   |                   | 180,000                              |
| Contingency                                           | 625,000           | 382,787                              |
| <u>Contingency - OPEN ITEMS Res. 13-21</u>            |                   | <u>136,349</u>                       |
|                                                       | <u>10,000,000</u> | <u>10,044,399</u>                    |

**Remaining Unallocated Funds** **135,601**

| OPEN ITEMS FROM RESOLUTION 13-21       | Approved Expense | Actual Exp To Date | Estimated Remaining |
|----------------------------------------|------------------|--------------------|---------------------|
| BRINE TANKS, PUMPS                     | 30,000           | 3,381              | 26,619              |
| 2 WAY RADIOS                           | 5,000            | -                  | 5,000 MONITORS / TV |
| DISPLAYS 7,500                         | 2,770            | 4,730              |                     |
| <u>PEPIN FACILITY - REPAIRS NEEDED</u> | <u>100,000</u>   | <u>-</u>           | <u>100,000</u>      |

**TOTAL OPEN ITEMS** **136,349**

ADDITIONAL FACILITY CONTINGENCY BUDGET REQUEST

|                                                                |                     |
|----------------------------------------------------------------|---------------------|
| HIGH CAPACITY BRINE MAKING SYSTEM                              | - STATE FUNDED      |
| PARKING GARAGE LINE PAINTING                                   | 1,500               |
| EXTERIOR FENCING (pending final approval by Highway Committee) | 40,000 SWEEPER      |
| ATTACHMENT                                                     | 4,481               |
| COST TO FINISH PAVING AT FUTURE SCALE AREA                     | 12,000              |
| SNOW PUSHER ATTACHMENT                                         | 20,000 ALLOWANCE TO |
| ADD ROCK IN BACK HALF OF PROPERTY                              | 7,000               |
| <u>FINISH BRINE ROOM INTERIOR</u>                              | <u>5,000</u>        |

**TOTAL ADDITIONAL REQUEST** **89,981**

Remaining Unallocated Funds vs Additional Request **45,620**

Potential future additional request:  
SCALE 100,000

Highway Commissioner Chris Bates remotely presented this resolution the County Board. Every year money is set aside for initial capital project expenditures. In 2021, unused remaining unallocated funds totaled \$135,601. This resolution is asking authorization to use some of these unallocated funds totaling \$89,981 towards the identified items on attached Attachment A of the resolution. Motion was made by Supervisor Andrews, seconded by Supervisor King, to adopt Resolution 34-22 titled, "Capital Project Fund- Highway Facility Project Budge for Contingency Expenses- Update and Additional Spending Authorizations". Roll call vote was taken, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Provance-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Winkler-yes, Supervisor Dougherty-yes, Supervisor King-yes, and Supervisor Sabelko-yes. Motion carried.

**RESOLUTION NO. 35-22**

**2022 RESOLUTION - DESIGNATION PSAP FOR PEPIN COUNTY** Relating to PSAP GRANT FUNDING FOR ONE PUBLIC SAFETY ANSWERING POINT PER COUNTY

**WHEREAS**, every municipal and state agency that provides fire suppression, law enforcement, and EMS, may establish a 911 system. Most counties operate their own Public Safety Answering Point (PSAP) to meet the needs of their citizens; and

**WHEREAS**, the 2017-19 Wisconsin state budget required DMA to create an emergency services IP network to be provided to all PSAPs. This digital network is essential in transitioning the state's 911 system from the old and outdated analog system to a current and advanced Next Generation 911 system; and

**WHEREAS**, 2019 Wisconsin Act 26 created a much-needed PSAP grant program aimed to provide grant dollars for advanced training of telecommunicators; equipment or software expenses; incentives to consolidate some or all of the functions of two or more PSAPs; and

**WHEREAS**, 2019 Wisconsin Act 26 requires that only one PSAP per county receive the grant funds; and

**WHEREAS**, DMA Chapter 2 requires the county board of supervisors determine the one PSAP per county via resolution except for Milwaukee County where the Intergovernmental Cooperation Council will make the determination.

**NOW, THEREFORE, BE IT RESOLVED** that Pepin County does hereby designate the Pepin County Public Safety Answering Point for the purposes of 2019 Wisconsin Act 26 grant dollars or federal grant opportunities.

**RECOMMENDED BY THE PEPIN COUNTY LAW ENFORCEMENT/EMERGENCY MANAGEMENT COMMITTEE:**

/s/ Kevin Kosok, Committee Chair

**COMMITTEE MEMBERS VOTE**

In favor-4 Oppose-0 Absent-1 Abstain-0

**FISCAL IMPACT:** None at this time. Resolution required for future grant funding opportunities.

/s/ Pamela Hansen Finance Director Recommended ✓

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 17<sup>th</sup> day of August 2022  
In favor - 10 Oppose - 0 Absent - 2 Abstain - 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Sheriff Joel Wener remotely presented this resolution to the County Board. Wisconsin State budget required DMA to create a emergency service IP network to all Public Safety Answering Point (PSAP), advancing the Next Generation 911 system. PSAP Grant funding is available if Pepin County is designated as the County Public Safety Answering Point.

Motion made by Supervisor Andrews, seconded by Supervisor King, to adopt Resolution 35-22 titled, "2022 Resolution- Designation Public Safety Answering Point (PSAP) for Pepin County". Roll call vote was taken, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Provance-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Winkler-yes, Supervisor Dougherty-yes, Supervisor King-yes, Supervisor Sabelko-yes and Chair Milliren-yes. Motion carried.

**RESOLUTION NO. 36-22**

**RESOLUTION TO PURCHASE FURNITURE FOR FAMILY CONFERENCE ROOM WITH DONATED FUNDS AND BUDGET MODIFICATION**

**WHEREAS**, Pepin County Human Services received support from the Human Services Board to request funds from the community in order to purchase furniture and other accessories for the family conference room located in the Department of Human Services, Government Center, with the purpose of creating a Trauma-Informed Care space for families and employees to meet; and

**WHEREAS**, the purchase of the furniture and other accessories are outside the normal scope of taxpayer or grant funding; and

**WHEREAS**, the community responded to requests made by the department of financial support to purchase items for the Trauma-Informed Care Family Room that supports persons who experience mental health challenges and traumatic situations; and

**WHEREAS**, the community has supported the effort by donating \$1,500 towards the family room; and

**WHEREAS**, the department has received the funding as noted above and has requested additional funding up to \$2,000. Additional Children & Families funds are also available within the current approved budget; and

**WHEREAS**, the authorization to purchase furniture and other accessories for the family room from the additional funds collected was not part of the 2022 Human Services authorized budget.

**NOW, THEREFORE BE IT RESOLVED**, Pepin County Department of Human Services is authorized to purchase furniture and other accessories up to the donated amount, but not to exceed \$2,000 and authorizes the current 2022 Budget to be modified as noted below:

| Account Numbers  | Account Description               | Current Budget | Increase (decrease) | Amended Budget |
|------------------|-----------------------------------|----------------|---------------------|----------------|
|                  | <i>Human Services Fund:</i>       |                |                     |                |
| 211-00-46661-000 | Local Collections, Human Services | \$382,595      | \$2,000             | \$384,595      |

|                  |                                                  |           |         |           |
|------------------|--------------------------------------------------|-----------|---------|-----------|
| 211-00-54402-000 | Dept of Children & Families - Other DHS Expenses | \$639,291 | \$2,000 | \$641,291 |
|------------------|--------------------------------------------------|-----------|---------|-----------|

**RECOMMENDED BY THE PEPIN COUNTY DEPARTMENT OF HUMAN SERVICES BOARD:** COMMITTEE MEMBERS VOTE

/s/ Tessa King, Committee Chair In favor-6 Oppose-0 Absent-1 Abstain-0

**FISCAL IMPACT REVIEWED** - Entire impact as noted above.

/s/ Pamela Hansen, Finance Director Recommend ✓

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

/s/ Tom Milliren, Committee Chair In favor-4 Oppose-0 Absent-1 Abstain-0

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 17th day of August 2022  
In Favor - 10 Opposed - 0 Absent - 2 Abstain - 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Human Service Director Matt Roesler remotely presented this resolution to the County Board. The Pepin County Human Services received support from the community to purchase furniture and other accessories for the Trauma-Informed Care Family Room for those who experience mental health challenges and traumatic situations. Authorization is needed to purchase furniture and other accessories up to the donated amount, but not to exceed \$2,000 with a budget modification.

Motion was made by Supervisor Andrews, seconded by Supervisor Dougherty, to adopt Resolution 36-22 titled, "Resolution to Purchase Furniture for Family Conference Room with Donated Funds and Budget Modification". Roll call vote was taken, Supervisor Kosok-yes, Supervisor Provance-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Winkler-yes, Supervisor Dougherty-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes and Supervisor Andrews-yes. Motion carried

**RESOLUTION NO. 37-22  
AMENDMENT NO. 44 TO PEPIN COUNTY EMPLOYEE HANDBOOK**

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

**2.4 SOLICITATION (NON-POLITICAL)**

~~In order to help maintain a work environment that protects employees from undue interference while performing their jobs, employees may not orally solicit or distribute written materials for any organization, fund, activity or cause to other employees in work areas while either employee is on working time.~~

- ~~**1. EMPLOYEES ON-DUTY:** Employees may solicit other employees or distribute written materials before or after the normal work day, during normal break or lunch times or any other time when they are not working. These solicitations and literature distribution efforts are not permitted in working areas.~~

- ~~2. **EMPLOYEES OFF-DUTY:** Off-duty employees may not solicit or distribute literature on County premises at any time.~~
- ~~3. **NON-EMPLOYEES:** May not solicit or distribute written materials on behalf of any organization, fund, activity or cause. Solicitations for charitable organizations are exempt as long as the organization is sponsored by an employee and prior permission has been secured from management. The same restrictions regarding working time and working areas apply to non-employees.~~

The solicitation of employees or distribution of materials to employees can often interfere with normal operations of the County, reduce employee efficiency, annoy employees and citizens, and pose a threat to security. For these reasons, the County limits solicitation and distribution on its premises.

1. Solicitation by Non-Employees Prohibited. Individuals who are not employees of the County are prohibited from soliciting employees or distributing materials to employees on the premises. This includes soliciting funds or signatures, conducting membership drives, distributing literature or gifts, offering to sell merchandise or services (except by representatives of vendors or potential vendors as authorized by the County), or any other similar activity. All visitors are strictly prohibited from entering non-public areas unless a supervisor grants permission.
2. Limited Solicitation. Employees may engage in limited solicitation and distribution of materials to other employees, on the premises, subject to the following guidelines.
  - a. Solicitation or distribution of materials is prohibited during the working time of either of the individuals making or receiving the solicitation or distribution. "Working time" does not include an employee's authorized lunch or rest period. Distribution of literature in a way that causes litter on property is prohibited.
  - b. Off-duty employees may not return to the premises to solicit or distribute materials to employees unless permitted due to work conditions and has received authorization from the Department's Elected Official or Department Supervisor
  - c. The County may authorize a limited number of fund drives by employees on behalf of charitable organizations. Employee participation in such drives is completely voluntary. As a part of those charitable fund drives, the County may permit a representative from the charitable organization to make a presentation to employees. Employees seeking authorization for such a charitable fund drive should contact the Department Head or Elected Official of the Department for authorization and the Administrative Coordinator. The Administrative Coordinator will consult with County Board Chair for further consultation if needed.
  - d. Using the County's email system is permitted to briefly announce an approved fund drive if all other approvals are in place prior to use.

### **SECTION 3 GENERAL POLICIES**

#### **3.1.1 HOURS OF WORK / WORK SCHEDULES**

##### **5. TELEWORK**

Pepin County is committed to creating a work environment and culture where the needs of our clients, employees, and organization are aligned. Pepin County offers employees the ability to perform certain job duties away from the central work site. The determination that a position may or may not be appropriate for a telecommuting assignment will be determined on a case-by-case basis. Occasional work off-site that is equivalent to less than a day or while traveling on County business, does not constitute telework. Prior approval from the Department Head/Elected Official is required and Department Heads will require prior approval from the Administrative Coordinator or Personnel Director. All offsite work must be indicated on timesheets.

### **Definition**

Telework or teleworking refers to a work flexibility arrangement under which an employee performs the duties and responsibilities of such employee's position and other authorized activities, from an approved worksite other than the location from which the employee would otherwise work.

### **Types of Telework Arrangements**

- 1) Routine telework in which telework occurs as part of an ongoing, regular schedule
- 2) Situational telework that is approved on a case-by-case basis, where the hours worked were NOT part of a previously approved, ongoing and regular telework schedule. Examples of situational telework include telework as a result of inclement weather or special work assignments (short term need for uninterrupted time to complete work on a special project or an employee is recovering from an illness or injury and temporarily unable to physically report to the traditional office)
- 3) Continuity of Operations due to a national or local emergency; during an emergency event or another situation may result in a disruption to normal office operations.

### **Benefits of Telework**

The benefits of teleworking for Pepin County are:

- Helps with recruiting and retaining workforce,
- Ensures Continuity of Operations and maintains operation during emergency events,
- Promote management effectiveness by targeting reductions in management costs related to employee turnover and absenteeism,
- Possible reduction of office space needs,
- Enhances work/life effectiveness and balance, telework allows employees to better manage their work and family obligations.

### **Eligibility**

- The determination that a position may or may not be appropriate for telework arrangements is made on a case-by-case basis at the department level with approval from the director. Approval from the Personnel Director, Administrative Coordinator, Oversight Committee and Administrative Committee is also required prior to routine telework-approval. Department Head/Elected Official and Administrative

Coordinator or Personnel Director approval needed for Situational and Continuity Telework Arrangements.

- All Telework Agreements will include measurable work performance details prior to approval.
- Departments evaluate whether a position is suitable for telework based on the nature of the work that is being performed. Generally, requests to telecommute should be considered when:
  - ❖ The employee's duties can be fulfilled within the telework structure.
  - ❖ Telework fits with the needs of the department.
  - ❖ Telework provides for space savings or increased productivity.
  - ❖ The employee has demonstrated sustained high performance, and the manager believes the employee can maintain the expected quantity and quality of work while teleworking.
  - ❖ The department can maintain quality of service for clients, employees, and members of the community.
- Generally, requests to telework should not be considered when:
  - ❖ The job requires the employee's physical presence or telework would impair the department's efficiency.
  - ❖ The employee's current job duties require frequent supervision, direction or input from others.
  - ❖ The employee's job duties require that the employee provide frequent supervision, direction or input to other employees on site at a Pepin County Site.
  - ❖ The employee's performance evaluations do not indicate sustained high performance or the ability to work independently.
  - ❖ The employee has a documented attendance problem.
  - ❖ The employee has less than 90 days of service with Pepin County.

### **Request Process**

- An employee requesting a telework arrangement should complete Pepin County Telework Agreement **for Routine or Continuity of Operations. Requests for Situational Telework require prior authorization from the Supervisor & Department Head/Elected official. All approved telework requests must be documented on time sheets.**
- The employee's direct supervisor and/or department head/elected official must review and approve the request prior to the review and approval of the Personnel Director and Administrative Coordinator.

### **Expectations**

- The employee's compensation, benefits, work status and work responsibilities will not change. Employees are required to track and turn in time worked from telework site. Telework hours will be noted on time sheets
- Employees must comply with all Pepin County policies and work rules.
- Teleworking is not intended to permit staff to work at other jobs, provide dependent care during work hours, or run their own business.
- Pepin County will not be responsible for operating costs, home maintenance, internet access fees, telephone service, utility costs, homeowner's or renter's insurance, furniture or equipment rental fees

or any other incidental costs associated with the use of the employee's residence or telework site unless preapproved.

- Employees must comply with all Pepin County policies and procedures concerning the handling of Protected Health Information, as well as use of computers, internet, and email. (HIPAA)
- Employees will not meet with clients and or visitors from their telework site while conducting County business.
- Employees will sign an inventory of all office property and agrees to take appropriate action to protect the items from damage or theft. All equipment provided by Pepin County will remain the property of Pepin County.
- Employees must follow all confidentiality and ethics agreements along with following all applicable computer, network and telecommunications laws, rules, and permissions.
- Any work-related document that is generated on any employee's personal computer/device is a public record.
- Employees who telework are expected to have regularly scheduled work hours, to be fully accessible during those hours, and to attend necessary meetings and appointments as designated by their supervisor either in person or remotely.
- Employees entering into a telework agreement may be required to forfeit use of a personal office or workstation in favor of a shared arrangement to maximize organization office space needs.
- Pepin County shall normally reimburse travel and other work-related expenses as per the standard employee expenses policy. If the travel begins or ends at the employee's home, travel time and mileage shall be calculated from the work site or home, whichever is less.
- Office supplies necessary to complete work assignments must be obtained during the employee's in-office days. Employees shall not be reimbursed for supplies normally available in the office. The employee should never purchase or rent equipment, services, or supplies on the assumption that Pepin County will reimburse the cost. Prior supervisor approval must be obtained.
- **If a teleworking employee is requested to report to the Government Center by the Supervisor, Department Head/Elected Official, or Administrative Coordinator the employee must report onsite within two hours of the request.**

### **Information Security**

Security of client confidential information and documents is an issue whether an employee is teleworking or at the office. When the employee possesses confidential client information off site, however, there is an even higher level of risk of an unintended or unauthorized breach. The employee must consider other people who may be coming into the home to ensure that sensitive information is not disclosed to outsiders in some inadvertent way.

Employees teleworking shall follow all procedures outlined in the County-wide Information Technology, Security, Privacy and Confidentiality policies and procedures. In addition, employees must ensure the following:

- The protection of organization data on disk, hardcopy, or on portable devices from theft, loss, or unauthorized access during transit and at the alternate worksite.
- That approved firewalls and anti-virus software are on all remote site computers and are updated daily with current definitions.
- That flash drives or other portable drives are scanned for viruses before used for uploading or downloading data.
- Sensitive information in hardcopy form is returned to the office or shredded.
- All work is backed-up according to Pepin County procedures.
- The Pepin County's network is only accessed from the remote worksite or other locations as authorized and for approved purposes.
- The employee agrees to follow the county guidelines pertaining to confidentiality and data security policies.

### **Safety**

The employee agrees to maintain a safe and ergonomically sound work environment, to report work-related injuries to their supervisor at the earliest opportunity, and to hold Pepin County harmless for injury to others at the telecommuting location. In signing this Agreement, the employee verifies that the home office provides work- space that is free of safety and fire hazards.

### **Limitations**

Teleworkers must observe the following limitations when working from the telework site:

- Employees cannot meet with clients at the telework site
- Employees cannot operate a business or work for another employer during work hours.
- Employees cannot use Pepin County equipment for personal use.
- Employees cannot allow others to use Pepin County equipment or access the organization network.
- Employees cannot have sole responsibility for providing dependent care during work hours except under special conditions with prior approval listed in the agreement.
- ~~Department Heads and supervisors would only be allowed to Telework one day per week or for special projects~~
- Telework on Fridays should be avoided in most instances **limited. PTO requests should be given priority over allowing telework on Fridays to maintain office coverage.**
- Employees will not consume alcohol or drugs including prescription drugs that could impair while teleworking.

### **Liability**

Pepin County shall not be liable for damages to the employee's property resulting from participation in the telecommuting program. In signing this document, the employee agrees to hold Pepin County harmless against any and all claims, excluding workers' compensation claims.

**Workers' Compensation**

The telework location is considered an official worksite for purposes of worker's compensation. The employee shall report any injury to their supervisor immediately.

Worker's compensation does not cover accidents to family members or other third parties at the telework site.

**Tax and/or Insurance Consequences**

The employee understands that he or she is responsible for tax and insurance consequences of this arrangement, if any; and for conforming to any local zoning regulations.

**Termination**

This Agreement may be terminated at any time by either Pepin County or the employee which will result in the employee returning to the office worksite arrangement.

A telework arrangement may not be allowed to continue if it is detrimental to work quality, client service, the work unit, or the organization. In such situations, the supervisor shall make a good faith effort to work with the employee to resolve the situation, but if the problem cannot be resolved, the supervisor has a responsibility to terminate this Agreement. In the event this agreement is terminated, each party will attempt to give as much advance notice of change as practicable and whenever possible at a least 30-day notice.

**Agreement**

This Agreement shall be maintained by Pepin County and may be amended at any time. A copy of this agreement and any addendums or amendments shall be provided to the employee.

Violations of this agreement are subject to disciplinary action up to and including termination. See section 3.3 of the Pepin County Employee Handbook.

**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 ADMINISTRATIVE COMMITTEE:**

**COMMITTEE MEMBERS VOTE**

/s/ Tom Milliren, Committee Chair

In favor-4 Oppose-0 Absent-1 Abstain-0

**FISCAL IMPACT REVIEWED** – No direct financial impact will result from this resolution other than indirect cost savings which may be realized from the clarifications and efficiencies gained.

/s/ Pamela Hansen, Finance Director

Recommend ✓

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 17<sup>th</sup> day of August, 2022

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

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Personnel Director Michelle Weiss presented the amendment to the employee handbook updating the Telework and Solicitation sections. Changes made were the following: If while teleworking, an employee must report onsite within 2 hours if they are requested by management to do so; Situational telework requires prior authorization from the Supervisor and Department Head/Elected Official and documented on the time sheets. Telework on Fridays would be limited instead of avoided. Routine telework approval by the oversight committee, eliminating the need for Administrative Committee approval. Changes to solicitation were made to allow employees to engage limited solicitation, adding the need to seek authorization for a charitable fund drive from the Department Head/Elected Official of the Department and Administrative Coordinator.

Motion was made by Supervisor Andrews, seconded by Supervisor Sabelko, to adopt Resolution 37-22 titled, "Amendment #44 to the Employee Handbook- Telework and Solicitation Updates". Roll call votes was taken, Supervisor Provance-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Winkler-yes, Supervisor Dougherty-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes and Supervisor Kosok-yes. Motion carried

**Appointments:** No appointments at this time.

**Communications:**

Employee Appreciation Picnic is planned for August 24<sup>th</sup> starting at noon in the County Board Room. This is being sponsored by the County Board Supervisors.

**Public Comments other than Agenda Items:**

Supervisor Jean Dougherty notified everyone that she would be resigning from being a County Board Supervisor at the end of August. She will be moving out of the area and unable to fulfill this obligation.

**Future Agenda Items:**

Mississippi River Regional Planning Commission, Governor appointed position fill by James Kraft has recently expired. At the next County Board meeting, the County Board will need to provide a list of recommended candidates for our Governor to choose from to appoint for the next term of office.

**Next Meeting Date –** September 21, 2022 at 7:00 p.m.

Chair Milliren adjourned the by meeting at 8:20 p.m.

(Resolutions and Ordinances are on file for public inspection in the County Clerk's Office)

Submitted by Audrey Bauer, Pepin County Clerk

Approved by the County Board of Supervisors on September 21, 2022.

/s/ Tom Milliren

Pepin County Board of Supervisors Chair

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES**  
**September 21, 2022**

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday September 21, 2022, by Chair Tom Milliren. The meeting was held remotely and in the County Board Room at the Pepin County Government Center, 740 7<sup>th</sup> Ave W. Durand WI. This meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and complies with Section 19.81-19.90, *Open Meeting Law*.

**ESTABLISH QUORUM – ROLL CALL – present attending:**

|                                       |                                          |
|---------------------------------------|------------------------------------------|
| District #1- Michael Wright-in person | District #7- Kris Sabelko – in person    |
| District #2- Rebecca Hansen- remotely | District #8- Tom Milliren- in person     |
| District #3- Andy Winkler- in person  | District #9- John Andrews-in person      |
| District #4- Paul Hoch- in person     | District #10- Kevin Kosok-in person      |
| District #5- vacant until appointed   | District #11- Amber Provance – remotely  |
| District # 6- Tessa King – in person  | District #12- Angela Bocksell – remotely |

Eleven supervisors were in attendance of this meeting with one vacant position at the time of roll call.

**PLEDGE OF THE ALLEGIANCE**

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

**Appoint County Board Supervisor for District 5, City of Durand, Ward 2**

Chair Milliren informed that County Board members that a Letter of Interest was received from Robert J. Weishapple. He is interested in being appointed as the County Board Supervisor for District 5, City of Durand, Ward 2. Chairman Milliren appointed Robert Weishapple as the District 5 Supervisor.

**Oath of Office for Newly Appointed Supervisor**

The oath of office was given to Robert J. Weishapple by County Clerk Audrey.

**Approval of the Agenda:** No changes needed, approved as written.

**Public Comments Regarding Listed Agenda Items:**

Jan Kartman, who represented the Durand Swimming Group, wanted to comment on their ARPA application to be used toward the new swimming pool. The Durand Swimming group is in the process of building a new swimming pool in the City of Durand, Pepin County. She is asking for funds in the amount of \$40,000 to be used towards the cost of adding a zero entrance on the pool, making it handicap accessible and for the younger swimmers. And an additional \$5,000 to help reduce admission cost/fees and to be able to offer reduced swimming lessons to the public. Currently the school and city have presented funds towards the pool cost and are asking for the County's partnership.

Elizabeth Bauer, resident of Pepin County, also supported using some ARPA funds for the swimming pool. This would invest in the future of our kids of Pepin County.

**Approve of the July 20, 2022 County Board Meeting Minutes**

Motion was made by Supervisor Kosok seconded by Supervisor Hoch, to approve the August 17<sup>th</sup> County Board of Supervisors Meeting Minutes. Roll call vote was taken, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Weishapple- abstained, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Provance-yes. Motion carried.

**Reports:****County Board Committee Reports**

The following County Board Committee Chairs/Vice Chairs gave their reports: Land Conservation, Planning and Extension Pepin County, Law Enforcement, Human Service, Administrative Committee and Highway Committee. Board of Health Meeting is scheduled for September 29<sup>th</sup>, so no report was given at this. Human Service Board meeting is scheduled for September 26<sup>th</sup> after this meeting.

**County Clerk's 2021 Annual Report**

County Clerk Audrey Bauer presented the County Clerk's 2021 Annual Report to the County Board.

**Treasurer's 2021 Annual Report**

Treasurer Patty Scharr presented the Treasurer's 2021 Annual Report to the County Board.

**Highway Department 2021 Annual Report**

Highway Commissioner Chris Bates presented the Highway Department's 2021 Annual Report to the County Board.

**District Attorney 2021 Annual Report****Coroner's 2021 Annual Report**

County Clerk Audrey Bauer summarized both the District Attorney's and Coroner's 2021 Annual Report to the County Board. Any questions on their reports should be directed to them.

**Business:****Durand Public Library Annual Report and 2023 Proposed Budget**

Durand Public Library's Director Lori Gilles remotely presented the 2021 Annual report and 2023 proposed budget to the County Board. In 2021, circulated 10,271 items were borrowed from the Durand Public Library. At the cost of \$4.38 per item, the value of the service provided at the 70% level given would be \$31,490.89. Director Gilles requested support from Pepin County at the same as last year in the amount of \$41,330.

**Pepin Public Library Annual Report and 2023 Proposed Budget**

Pepin Library's Director Christy Rundquist attended in person and presented the 2021 Annual report and 2023 proposed budget to the County Board. In 2021, circulated 9,393 items were borrowed from the Pepin Public Library. Director Rundquist requested the same support from Pepin County for the amount of \$19,500 as other years.

**Need to Update Pepin County Library Plan and Committee Members**

Pepin Library Director Christy Rundquist informed the County Board that the current Pepin County Library Plan needs to be updated. Since the last update done in 2006, changes to the State Statutes and Inventory have taken place. In the upcoming months, a Library Plan Committee needs to be formed and appointment made by the Pepin County Board in order to make the necessary changes to the plan. This committee should consist of 5 members; one member from the Village of Pepin Library Board, one member from the Durand Public Library Board, two residents from Pepin County that live outside of the Village of Pepin and the City of Durand and one County Board member.

County Board Chair Milliren mentioned that this would be placed on the upcoming agenda to appoint members to this Committee.



Sheriff Joel Wener presented this resolution to the County Board. The Pepin County Sheriff Office was awarded \$2,000 to be used to purchase eight (8) RescueOps Swift Water Rescue Rated PRD's at \$249 each. This grant is funding 100% of these purchases, with no levy funds needed. The Law Enforcement/ Emergency Management Committee has recommended to approve this Budget Modification for the grant received.

Motion was made by Supervisor Andrews, seconded by Supervisor Wright, to adopt Resolution 38-22 titled, "2022 Budget Modification- WE Energies First Responders Grant." Roll call vote was taken, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Weishapple-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Provance-yes and Supervisor Bocksell-yes. Motion carried.

**RESOLUTION NO. 39-22**  
**2022 BUDGET MODIFICATION – WI DOT/NHTSA Fatal Vision Program Grant**

**WHEREAS**, Wisconsin Department of Transportation via funds from the National Highway Traffic Safety Agency has awarded reimbursement up to \$4,900 to the Pepin County Sheriff's Office. The grant, FG-2022-PEPIN CO-06030, supports Pepin County's Law Enforcement to purchase Fatal Vision Goggles Program Kits which are a public relations and educational tools aimed at providing awareness of impaired driving; and

**WHEREAS**, Pepin County has been awarded reimbursement for up to \$4,900 of eligible expenses under the WI DOT/NHTSA program for necessary and unbudgeted equipment; and

**WHEREAS**, this grant was awarded to the Pepin County Sheriff's Office on behalf of Pepin County to incur expenses to achieve the purpose of the funding/purchase of, including the following items:

- (1) Fatal Vision Marijuana ACG Kit
  - (1) Fatal Vision Opioid Program Kit
- Total quoted expense - \$4,545.00

**WHEREAS**, the WI DOT/NHTSA Fatal Vision Program Grant will provide 100% reimbursement for eligible expenses up to \$4,900; and

**WHEREAS**, neither the WI DOT/NHTSA Fatal Vision Program Grant revenue nor the additional expenses as described within were provided for in the original 2022 budget.

**NOW, THEREFORE, BE IT RESOLVED**, that the Pepin County Board of Supervisors authorizes the 2022 Budget to be modified as follows as a result of funding provided by the WI DOT/NHTSA Fatal Vision Program Grant to Pepin County for the purchases as detailed within this resolution:

| <u>Account Number</u> | <u>Account Description</u>        | <u>Current Budget</u> | <u>Increase (Decrease)</u> | <u>Amended Budget</u> |
|-----------------------|-----------------------------------|-----------------------|----------------------------|-----------------------|
| 100-00-43527-000-000  | S/A – Sheriff's Office Grants     | \$ 16,000             | \$ 4,545                   | \$ 20,545             |
| 100-00-52120-000-000  | Sheriff's Office Expense - Patrol | \$ 997,919            | \$ 4,545                   | \$1,003,464           |

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

**COMMITTEE MEMBERS VOTE**

/s/ Kevin Kosok, Committee Chair

In favor-4 Oppose-0 Absent-0 Abstain-0

**FISCAL IMPACT:** All expenses as noted to be incurred above within the grant amount will be reimbursed by the WI DOT/NHTSA Fatal Vision Program Grant. Thus, there will be no net financial impact to Pepin County as a result of participation in this program and/or accepting this grant.

/s/ Pamela Hansen, Finance Director      Recommend ✓

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 21<sup>st</sup> day of September, 2022  
In favor – 12    Oppose – 0    Absent – 0    Abstain - 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Sheriff Joel Wener presented this resolution to the County Board. The National Highway Traffic Safety Agency awarded reimbursement up to \$4,900 to the Pepin County Sheriff's Office for the purchase of Fatal Vision Goggles Program Kits to provide awareness of impaired driving, quoted in the amount of \$4,545. The Law Enforcement/Emergency Management Committee has recommended this budget modification.

Motion was made by Supervisor Andrews, seconded by Supervisor Wright, to adopt Resolution 39-22 titled, "2022 Budget Modification - WI DOT/NHTSA Fatal Vision Program Grant." Roll call vote was taken, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Weishapple-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Provance-yes, Supervisor Bocksell-yes and Supervisor Wright-yes. Motion carried.

**RESOLUTION NO. 40-22  
ESTABLISH A TEMPORARY FTE CHANGE FOR THE BIRTH TO THREE  
COORDINATOR/TEACHER POSITION and 2022 BUDGET MODIFICATION**

**WHEREAS**, Resolution No. 45-2013 established the Birth to Three Coordinator/Teacher position to work up to 30 hours per week (.80 FTE); and

**WHEREAS**, the current referrals into the program have increased to an extremely high level and seem to be sustained at that level; and

**WHEREAS**, other agencies have unfilled positions that require the Birth to Three Coordinator/Teacher to pick up more families versus paying those agencies for services; and

**WHEREAS**, this position is mandated and requires Pepin County to provide these services; and

**WHEREAS**, the Pepin County Human Services Committee recommends that the allowable hours for the Birth to Three Teacher/Coordinator position be increased up to 33.75 hours per week (.91 FTE) from August 1, 2022 through December 31, 2022.

**NOW, THEREFORE, BE IT RESOLVED** by the Pepin County Board of Supervisors, hereby authorizes the current 2022 Budget to be modified as noted below:

| Account Numbers      | Account Description                        | Current Budget | Increase (decrease ) | Amended Budget |
|----------------------|--------------------------------------------|----------------|----------------------|----------------|
|                      | <i>Human Services Fund:</i>                |                |                      |                |
| 211-00-54407-000-000 | Dept. of Health Services Expense           | \$468,347      | \$4,000              | \$472,347      |
| 211-00-46661-000-000 | Local Collections – Human Services Revenue | \$344,559      | \$2,400              | \$346,959      |
| 211-00-43561.107-000 | S/A Human Services DHS Contract            | \$593,716      | \$1,600              | \$595,316      |

**RECOMMENDED BY THE PEPIN COUNTY HUMAN SERVICES BOARD:**

COMMITTEE MEMBERS VOTE

/s/ Tessa King, Committee Chair

In favor-4 Oppose-0 Absent-3 Abstain-0

**FISCAL IMPACT REVIEWED – as noted above.**

/s/ Pamela Hansen, Finance Director

Recommend ✓

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

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Committee Chair

In favor-5 Oppose-0 Absent-0 Abstain-0

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 21<sup>st</sup> day of September 2022

In favor - 12 Oppose - 0 Absent - 0 Abstain - 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Human Service Director Matt Roesler remotely attended the meeting to present this resolution to the County Board. With the recent increase in the case load of the Birth to Three Coordinator position, a temporary FTE change is needed. This position is a mandated and required service. The Human Service Committee recommends increasing this position up to 33.75 hours through December 31, 2022.

Motion was made by Supervisor King, seconded by Supervisor Andrews, to adopt Resolution 40-22 titled, "Establish a Temporary FTE Change for the Birth to Three Coordinator/Teacher Position and 2022 Budget Modification". Roll call vote was taken, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Weishapple-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chairman Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Provance-yes, Supervisor Bocksell-yes and Supervisor Wright-yes. Motion carried.

**RESOLUTION NO. 41-22  
ORDER ISSUANCE OF DEED TO PEPIN COUNTY ON PROPERTIES  
SUBJECT TO TAX CERTIFICATE**

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

**VILLAGE OF PEPIN**

| <b>JOSEPH E &amp; ROSANN M ROBACK</b> |             |              |                 |             |                  |
|---------------------------------------|-------------|--------------|-----------------|-------------|------------------|
| DESCRIPTION                           | TAX YEAR    | YEAR OF SALE | CERT DATE       | CERT NUMBER | CERT AMOUNT      |
| <b>Parcel 171-00319-0000</b>          | 2018        | 2019         | 9/3/2019        | 136         | \$ 387.45        |
| LOTS 1 AND 2 BLOCK 48                 | 2019        | 2020         | 9/1/2020        | 84          | \$ 1,312.07      |
| PLAT: VILLAGE OF PEPIN                | 2020        | 2021         | 9/1/2021        | 88          | \$ 807.76        |
| SECTION: 25-23N-15W **                | <b>2021</b> | <b>2022</b>  | <b>9/1/2022</b> | <b>93</b>   | <b>\$ 777.50</b> |

**SEE TAX ROLL FOR COMPLETE LEGAL DESCRIPTION**

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

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

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

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

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

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Committee Chair                      In Favor-5    Opposed-0    Absent-0    Abstain-0

**FISCAL IMPACT REVIEWED** – Required process per statutes in tax deed process to recoup taxes owed and return properties to the tax role.

/s/ Pamela Hansen, Finance Director    Recommended ✓

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 21<sup>st</sup> day of September 2022

In Favor – 12    Oppose – 0    Absent – 0    Abstain – 0

**(\*\* Noticed and added after Admin Committee Meeting, the 2021 tax year information was missing)**

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Treasurer Patty Scharr remotely presented this resolution to the County Board. The County is entitled to take a tax deed to said property on or after September 1<sup>st</sup>, two years after issuance Tax Certificates. Listed on this resolution is the property that is subject to tax certificate for unpaid real estate taxes for the years of 2018-2021: Joseph & Rosann M Roback in the Village of Pepin, Parcel # 171-00319-0000. Motion was made by Supervisor King, seconded by Supervisor Kosok, to adopt Resolution 41-22 titled, "Order Issuance of Deed to Pepin County on Properties Subject to Tax Certificate." Roll call vote was taken, Supervisor Winkler-yes, Supervisor Hoch-

yes, Supervisor Weishapple-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Provance-yes, Supervisor Bocksell-yes, Supervisor Wright-yes and Supervisor Hansen-yes. Motion carried.

**RESOLUTION NO. 42-22**  
**AUTHORIZE EXPENDITURE OF AMERICAN RESCUE PLAN ACT (ARPA)**  
**FUNDS AND 2022 BUDGET MODIFICATION**

**WHEREAS** Pepin County received Coronavirus State and Local Fiscal Recovery funds through the American Rescue Plan Act of 2021 (ARPA) in the total amount of \$1,415,414. These funds are intended to provide local governments with resources to continue to address the ongoing coronavirus pandemic as well as providing local units of government with the opportunity for recovery and to assist their communities with economic recovery; and

**WHEREAS**, the Pepin County Administrative Committee was designated and has been serving as the ARPA Committee to consider options and determine priorities for recommendations regarding spending the Pepin County allocation of ARPA funds; and

**WHEREAS**, the ARPA Committee has determined that the following projects should be initial priorities and would recommend them to be funded as noted:

- 1) Replace the two current County Financial systems serving the Human Services Department and the overall County with one system. The systems have been in place since 1999 and prior and are either end of life systems or in need of replacement for current efficiency purposes. The most recent quote for the cost of the system is not to exceed \$96,290. The first three years of maintenance fees would be not to exceed \$64,726 per year. System design and implementation would be planned to occur in 2023 to go live on January 1<sup>st</sup>, 2024 with maintenance fees due in 2024-2026 after which time the maintenance fees will need to be paid from the general county's operating budget.
- 2) Paying a longevity fringe benefit for continued service during the pandemic to approximately 100 current employees/officials who served full and part-time throughout the pandemic from March 3, 2021 through December 31, 2021 and remain active in the Pepin County payroll. Anyone working full-time will receive a one-time payment of \$2,200. Anyone who is currently employed that did not serve in a full-time position or for the entire time will be paid a prorated amount based on hours worked during said time frame. The longevity fringe benefit would be paid in 2022 and is estimated to total \$194,000 among everyone eligible.
- 3) Purchase five (5) AED's (Automated External Defibrillators) for the new highway shop facility and commissioner/foreman vehicles at a total cost of \$11,350. Throughout the Pepin County Government Center facility and in the Sheriff's Office several areas and vehicles have been equipped with AED's as an additional safety measure. To date the Pepin County Highway shop has not been equipped with AED's, but desires to add 2 devices in the buildings and 3 in vehicles.
- 4) Addition of a Social Worker position to address the impacts from the pandemic on children and adolescents. The position will be a hybrid between the Dept. of Human Services and the Durand-Arkansas and Pepin Public School Districts. The goal is to develop a position that will act in the capacity of a School Social Worker while also helping to meet the increased needs of the department in the areas of mental health/crisis, children with disabilities/special needs, and child protection/youth justice. School Social Workers are trained mental health professionals, with a degree in social

work, who provide services related to a person's social, emotional and life adjustment to school and/or society. School Social Workers are the link between the home, school, and community and provide direct as well as indirect services to students, families, and school personnel to promote and support student's academic and social success. 50% of the position will be paid for by Durand-Arkansaw and Pepin School Districts and 50% by the Dept. of Human Services. Duties of the human services portion will include mental health/substance abuse prevention and services, intake and on-call duties, and case management services for children with special needs and will develop into billable services with the cost being a reimbursed expense by the end of the initial two-year period. The targeted start date for the position would be January 1<sup>st</sup>, 2023. The County's total estimated cost for the initial two years is approximately \$135,000.

**NOW, THEREFORE, BE IT RESOLVED**, that the Pepin County Board of Supervisors authorizes expenditure of the ARPA funds received on the projects as noted above and authorizes the capital expenditure purchases as noted and the 2022 Budget to be modified as follows for the AED and Longevity Fringe Benefit of which revenue will be recognized and the costs incurred yet in 2022. The remaining revenues and costs will be included in the applicable future year budgets.

| <u>Account Number</u> | <u>Account Description</u> |    | <u>Current Budget</u> | <u>Increase (Decrease)</u> | <u>Amended Budget</u> |
|-----------------------|----------------------------|----|-----------------------|----------------------------|-----------------------|
| 100-00-43300-000      | ARPA Revenue               | \$ | 0                     | \$ 205,350                 | \$ 205,350            |
| 100-00-51512-000      | ARPA Expenses              | \$ | 0                     | \$ 205,350                 | \$ 205,350            |

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

/s/ Tom Milliren, Committee Chair In favor-5 Oppose-0 Absent-0 Abstain-0

**FISCAL IMPACT:** Calendar year impact as noted above and per project expense as noted in narrative. Previously \$100,000 was committed to a Broadband project. This commitment will total an additional \$630,350 which will leave approximately \$685,000 for additional prioritized projects.

/s/ Pamela Hansen, Finance Director Recommend ✓

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 21<sup>st</sup> day of September 2022  
 In favor – 8 Oppose – 3 Absent - 0 Abstain – 1

/s/ Audrey Bauer, County Clerk /s/ Tom Milliren, County Board Chair

Finance Director Pam Hansen presented this resolution to the County Board. The Administrative Committee served as the ARPA Committee with final approval by the County Board. Previously the County Board approved \$100,000 to be put towards Broadband in the Town of Albany area. The next four projects that the Administrative ARPA Committee recommends approving is as follows:

1. To replace the two current County Financial Systems serving the Human Services Department and the overall County with one system.
2. Paying a longevity benefit to employees for continued service during the pandemic.
3. Purchase five (5) AED's (Automated External Defibrillators) for the Highway Shop and vehicles.
4. Additional Social Worker position being supported by both Pepin County Human Services and

Durand- Arkansaw School and Pepin Public School Districts. This is a hybrid position, using the ARPA funds to cover half of the initial 2 years along with the School Districts covering the other half of the cost.

A budget modification for \$205,350 is needed for the projects to be funded in 2022.

Motion was made by Supervisor Andrews, seconded by Supervisor King, to adopt Resolution 42-22 titled, "Authorize Expenditure of American Rescue Plan Act (ARPA) Funds and 2022 Budget Modification." Roll call vote was taken, Supervisor Hoch-no, Supervisor Weishapple-Abstained, Supervisor King-yes, Supervisor Sabelko-yes, Supervisor Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-no, Supervisor Provance-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes and Supervisor Winkler-no. Eight yes votes, three no votes and one abstain.

Motion carried.

**RESOLUTION NO. 43-22  
AMENDMENT NO. 45 TO PEPIN COUNTY EMPLOYEE HANDBOOK**

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

**4.4 HEALTH INSURANCE AND COBRA**

**1. HEALTH INSURANCE**

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

- (a) Effective for the premiums in the new plan year beginning with January 2023 Health Insurance coverage, deductions to be made in December of the prior year; the County will pay the dollar amounts shown on the following table for its employees' group health insurance premiums. The County will pay 100% of the premium of the lowest cost qualified HMO Plan available in Pepin County, in the case of 2 spouses who both are current employees of the County. The County will pay 100% of a plan that is less than the rates listed below.

| <u>Employee Group</u>                                                                                                            | <u>Single Policy</u>                                              | <u>Family Policy</u>                                               |
|----------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|--------------------------------------------------------------------|
| Working less than 600 hours annually<br>(1,200 hours annually for employees hired after 7/1/11)                                  | Not Eligible                                                      | Not Eligible                                                       |
| Working > 600 hours to < 4/5's annually<br>Without a break in service<br>(1,200 hours annually for employees hired after 7/1/11) | prorated % of full-time                                           | prorated % of full-time                                            |
| Working four-fifths to < full-time annually                                                                                      | 90% of full-time                                                  | 90% of full-time                                                   |
|                                                                                                                                  | <b>82% 88%</b> of Tier 1 Qualified Plans' average Premium Single, | <b>82% 88%</b> % of Tier 1 Qualified Plans' average Premium Family |

- (b) The County will pay 100% of the premium for loss of time policy for employees with single or no medical-surgical plan. The County will pay 80% of the premium for a loss of time policy for employees with a family medical-surgical plan.
- (c) An employee who is on a leave of absence may continue health and loss of time insurance policies by paying the premiums themselves. Arrangements for insurance continuation shall be made with the Finance/Personnel Office.

- (d) An employee who is on family or medical leave as defined by § 103.10, Wis. Stats., or the federal FMLA, shall only be required to pay the employee share of the health insurance premium, if any, while on such leave. However, if the employee fails to return from leave or terminates employment within 30 days of return from such leave, they will be required to reimburse the County for the employer's share contributed while on such leave.
- (e) It's Your Choice for health insurance will be held annually in the fall. Covered employees will be eligible to switch from their current plan to any of the plans being offered.
- (f) Effective January 1, 2005 employees who are eligible for any health insurance coverage at County expense may receive a cash payment in lieu of coverage if they:
  - i. Provide proof of other health insurance coverage for themselves and their dependents; and
  - ii. Waive coverage under the Pepin County Group Health Insurance Plan.
  - iii. The employee, who effectively waives coverage, shall be entitled to payment from the County pursuant to the following schedule:
  - iv. Employees working at least 1560 hours per year will receive payments totaling **\$1,898.00** per year. Part-time employees, signing up for payment after May 23, 2001, working less than 1560 hours annually are not eligible for any payment, except for employees working over 1,000 hours per year that have health insurance coverage under the Pepin County Group Health Insurance Plan and elect to go off of the Plan. The waiver for those employees shall be prorated based on their hours of work.
  - v. No one may initially receive the payments detailed below unless the County Finance Director has determined that by such waiving of health coverage does not jeopardize the County's ability to continue to be eligible.
  - vi. An employee, to effectively waive coverage, must execute a Waiver form.

An employee who waives coverage for a portion of a year, such as a new employee hired after January 1 of any year or a retiring employee or terminating employee whose employment ends before the end of a calendar year, shall be entitled to a pro rata amount of the scheduled amounts set forth in Paragraph 2 above based on the number of full months employed during the year. For example, an employee is hired on September 1, - that employee would be eligible for 1/3 of the scheduled payments pursuant to Paragraph 2 above.

## 2. COBRA

Under state law and the Federal Consolidated Omnibus Budget Reconciliation Act of 1985 ("COBRA") and subsequent amendments to the Act, employees covered under an employer's group health care plan are eligible for continuation of health care coverage under the group plan upon the employee's termination (except for gross misconduct) or reduction in hours. COBRA regulations also allow the employee's spouse and covered dependents to elect continuation coverage upon the employee's death, divorce or legal separation, an employee's entitlement to Medicare, a dependent's loss of dependent status under family coverage, or the employer's filing of a bankruptcy proceeding.

All employees, as well as their qualified dependents, will receive notice of mandated insurance continuation benefits at the time of hire or whenever the plan coverage for the employee begins. If a qualifying event occurs which entitles the employee and/or

qualified dependents to continuation coverage, the plan administrator will notify the qualified beneficiaries of their right to elect continuation coverage. Unless otherwise agreed, continued participation is solely at the participant's expense.

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

**3.2.2 JOB TRANSFERS AND PROMOTIONS**

(f) Employees who move into a new classification shall be placed in the salary step of the new classification nearest their former salary without suffering a loss of salary **up to the control point based on their relevant work experience with approval from the Department Head/ Elected Official, Personnel Director, and Administrative Coordinator. The Personnel Director will notify the committee chair. Placement above the control point will need Administrative Committee approval, upon the recommendation of the oversight committee.** This section shall not apply to employees who move for additional hours of work in another classification.

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

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Committee Chair

In favor-5 Oppose-0 Absent-0 Abstain-0

**FISCAL IMPACT REVIEWED** – No direct financial impact will result from this resolution other than indirect cost savings which may be realized from the clarifications and efficiencies gained.

/s/ Pamela Hansen, Finance Director

Recommend ✓

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 21<sup>st</sup> day of September 2022

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

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Personnel Director Michelle Weiss presented the amendment to the employee handbook, sections on the Health Insurance and Job Transfer and Promotions. The Administrative Committee is recommending changing the percentage rate that the County pays toward the employee health insurance. Last year, the County paid 88%, recommending lowering the percentage to 82% for 2023. Due to the increase cost of health insurance, the premium cost to the County would be a difference of \$25,778.50. The Administrative Committee recommended to keep the waiver of Health Insurance the same, in the amount of \$1,898, with no change. Job transferring and promotions, suggested by the Administrative Committee, to those who move into a new classification shall be placed in salary step of a new classification nearest to their former salary without suffering a loss in salary to the control point based on work experience and with the approval from the Department Head/Elected Official, Personnel Director and Administrative Coordinator.

Motion was made by Supervisor Andrews, seconded by Supervisor King, to adopt Resolution 43-22 titled "Amendment #45 to the Employee Handbook- Health Insurance and Job Transfer and Promotions". Roll call vote was taken, Supervisor Weishapple-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes,

Supervisor Provance-yes, Supervisor Bocksell-yes, Supervisor Wright-yes and Supervisor Hansen-yes, Supervisor Winkler-yes and Supervisor Hoch-yes. Motion carried.

**Appointments:**

**Appoint Supervisor Tessa King as a Criminal Justice Coordinating Council County Board Representative – term ending April 15, 2024**

Motion was made by Supervisor Andrews, seconded by Supervisor Hoch, to appoint Supervisor Tessa King as a Criminal Justice Coordinating Council County Board Representative, with the term ending April 15, 2024. Roll call vote was taken, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Provance-yes, Supervisor Bocksell-yes, Supervisor Wright-yes and Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes and Supervisor Weishapple-yes. Motion carried

**Recommendation of Candidates for the Mississippi River Region Planning Commission (MRRPC) Appointment- Governor Appointed Position**

Chair Milliren informed the County Board Supervisors that we need to submit at least two (2) candidates for the Governor to appoint to the Mississippi River Region Planning Commission. Supervisor John Andrews informed everyone that Kim Seipel from Pepin was interested in being a candidate and Supervisor Robert Weishapple also agreed to be a candidate. Clerk Audrey Bauer will submit their application to the Governor for the appointment for Pepin County.

**Communications:**

**Draft Mitigation Plan Available Online to Review - Any Suggestions Can Be Sent to Emergency Management Director Maria Nelson**

Chair Milliren reminded everyone about the draft mitigation plan that is on the Pepin County Website and if anyone had questions to contact Maria Nelson, Director of Emergency Management.

**Public Comments other than Agenda Items:**

Approve the 2023 Budget at the November meeting.

**Future Agenda Items and Meeting Date - October 19th - 7:00 p.m.**

Chair Milliren adjourned the by meeting at 8:45 p.m.

(Resolutions and Ordinances are on file for public inspection in the County Clerk's Office)

Submitted by Audrey Bauer, Pepin County Clerk

Approved by the County Board of Supervisors on October 19<sup>th</sup>, 2022

/s/ Tom Milliren

Pepin County Board of Supervisors Chair

**PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES**  
**October 19, 2022**

The Pepin County Board of Supervisors meeting was called to order at 7:00 p.m. on Wednesday October 19, 2022 by Chair Tom Milliren. The meeting was held remotely and in the County Board Room at the Pepin County Government Center, 740 7<sup>th</sup> Ave W. Durand WI. This meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and complies with Section 19.81-19.90, *Open Meeting Law*.

**ESTABLISH QUORUM – ROLL CALL – present attending:**

|                                           |                                       |
|-------------------------------------------|---------------------------------------|
| District #1- Michael Wright-in person     | District #7- Kris Sabelko – in person |
| District #2- Rebecca Hansen- remotely     | District #8- Tom Milliren- in person  |
| District #3- Andy Winkler- in person      | District #9- John Andrews-in person   |
| District #4- Paul Hoch- in person         | District #10- Kevin Kosok-in person   |
| District #5- Robert Weishapple- in person | District #11- Amber Provance- absent  |
| District # 6- Tessa King – in person      | District #12- Angela Bocksell- absent |

Ten supervisors were in attendance of this meeting with Amber Provance and Angela Bocksell absent at the time of the roll call. Angela Bocksell attended to the meeting at 7:05 p.m.

**PLEDGE OF THE ALLEGIANCE**

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

**Approval of the Agenda:** No changes needed, approved as written.

**Consent Agenda:**

**Approve of the September 21, 2022 County Board Meeting Minutes**

Motion was made by Supervisor Andrews seconded by Supervisor Kosok, to approve the September 21<sup>st</sup>, 2022 County Board of Supervisors Meeting Minutes. Roll call vote was taken, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Provance-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes and Supervisor Weishapple-yes. Motion carried.

**Business:**

**Government Center Temporary Hours Change Policy**

Chair Milliren informed the County Board Supervisors that a temporary 4-month trial period is being considered for the Government Center employees starting January 2<sup>nd</sup>, 2023. Personnel Director Michelle Weiss gave some background on how this change came about. The number of work hours would not change, just the amount each day would be extended. Monday through Thursday working from 8:00 a.m. to 5:00 p.m. and Friday's working from 8:00 a.m. – 11:30 a.m. with a half hour lunch from noon- 12:30 p.m. each day, working a total of the normal 37.5 hours a week. Offices such as the Highway Department, Land Conservation and Land Management Offices that work 40 hours would not change. Notice of these hour changes would be posted to the public in a

timely manner. At the October Administrative Committee meeting, the policy was amended to exempt the Judicial Department from this policy and their hours would remain unchanged. Register of Deeds Monica J. Bauer requested to be also be exempted from this policy and leave their hours to remain unchanged.

Motion was made by Supervisor Andrews, seconded by Supervisor King to amend the policy to include the Register of Deeds office to be exempted from the policy. Roll call vote was taken, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Weishapple-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, and Supervisor Bocksell-yes. Motion carried to amend the policy.

Motion made by Supervisor Andrews, seconded by Supervisor King, to adopt the Government Center Temporary Hours changed policy with the amendment. Roll call vote was taken, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-no, Supervisor Weishapple-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-no, Supervisor Bocksell-yes and Supervisor Wright-no. Three negative votes, eight yes votes, motion carried.

**Resolutions:**

**RESOLUTION NO. 44-22  
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     | REPLACE CULVERT ON CROSS ROAD                                                   | \$ 8,000   | \$ 8,000     | \$ 16,000  |
| FRANKFORT | REPLACE CULVERT ON PLUM VALLEY ROAD                                             | \$ 8,750   | \$ 8,750     | \$ 17,500  |
| DURAND    | BRIDGE DESIGN FOR DORWIN'S MILL ROAD<br>(FEDERAL AID 80%, TOWN 10%, COUNTY 10%) | \$ 10,570  | \$ 10,570    | \$ 105,700 |

**WHEREAS**, under Section 82.08 (2), the Pepin County Board will levy a special tax for the County's share of \$27,320.00 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:**

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Committee Chair

In favor-4    Oppose-0    Absent-1    Abstain-0

**FISCAL IMPACT REVIEWED** – Special tax to be added to the 2022 Levy for the 2023 Budget as noted above.

/s/ Pamela Hansen, Finance Director Recommend ✓

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

**COMMITTEE MEMBER VOTE**

/s/ Tom Milliren, Committee Chair In favor-4 Oppose-0 Absent-0 Abstain-0

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 19<sup>th</sup> day of October 2022

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

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Chair Milliren presented this resolution to the County Board. Each year under State Statute, Towns can file a petition with Pepin County Highway Commissioner to levy a special tax for town bridges and culverts. Town of Pepin, Town of Frankfort and Town of Durand has filled for a special tax for their specific projects for the County’s share in the amount of \$27,320. This resolution has been recommended for approval by the Highway Committee and the Administrative Committee.

Motion was made by Supervisor King, seconded by Supervisor Sabelko, to adopt Resolution 44-22 titled, “County Aid for Town Bridges and Culverts-Section 82.08 of the Statutes-Town of Pepin, Town of Frankfort and Town of Durand”. Roll call vote was taken, Supervisor Andrews-yes, Supervisor Kosok- abstain, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Weishapple-yes, Supervisor King-yes, Supervisor Sabelko-yes and Chair Milliren-yes. Motion carried.

**RESOLUTION NO. 45-22  
APPROVING WAGE SCALE CHANGE FOR MEAL SITE ATTENDANTS,  
TRANSPORTATION VAN DRIVERS, RECYCLING ATTENDANTS, SHOOTING RANGE  
ATTENDANTS, AND LAND RECORDS INTERN POSITIONS FOR 2023**

**WHEREAS**, the Pepin County Human Services Committee has reviewed non-classified employee positions for Meal Site Attendants and Transportation Van Drivers and recommends the positions wages be changed to the pay scale as noted below; and

**WHEREAS**, the Land Conservation and Planning Committee has reviewed non-classified employee position for Recycling Attendants, Shooting Range Attendants, and Land Records Intern and recommends the positions wages be changed to the pay scale as noted below; and

**WHEREAS**, the Pepin County Administrative Committee has reviewed non-classified employee position for Meal Site Attendants, Transportation Van Drivers, Recycling Attendants, Shooting Range Attendants, and Land Records Intern and recommends the positions wages be changed to the pay scale as noted below; and

**WHEREAS**, the employees in these positions will be placed at the position on the wage scale closest to their current position without incurring a decrease in pay; and

**WHEREAS**, the employees in these positions will be eligible for step increases the first of April 2024 with if they have a satisfactory performance on file for the previous year; and

**WHEREAS**, the effective date of change will be January 1, 2023.

**NOW, THEREFORE, BE IT RESOLVED** by the Pepin County Board of Supervisors, authorizes the wage to be updated for the Meal Site Attendants, Transportation Van Drivers, Recycling Attendants, Shooting Range Attendants, and Land Records Intern as follows effective January 1, 2023 and will be adjusted annually if any overall wage scale cost of living increases are approved for all County positions overall beginning with the 2024 budget.

| <i>Recycling Site Attendant, Meal site Attendant, Shooting Range Attendant</i> | Start    | 1 year   | 2 years  | 3 years  | 4 years  | 5 years  | 6 years  |
|--------------------------------------------------------------------------------|----------|----------|----------|----------|----------|----------|----------|
| Land Records Intern, Transportation Van Driver                                 | \$ 14.25 | \$ 14.75 | \$ 15.25 | \$ 15.75 | \$ 16.25 | \$ 16.75 | \$ 17.25 |

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

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Committee Chair

In favor-5 Oppose-0 Absent-0 Abstain-0

**FISCAL IMPACT REVIEWED** – The wage scale change noted above is estimated to increase program expense by \$5,400 which was able to be included in the 2023 proposed budget operations without any additional levy dollars being allocated to the program.

/s/ Pamela Hansen, Finance Director

Recommend ✓

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 19<sup>th</sup> day of October 2022.

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

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Motion was made by Supervisor Hoch, seconded by Supervisor Winkler, to adopt Resolution 45-22 titled, “Approving Wage Scale Change for Meal Site Attendants, Transportation Van Drivers, Recycling Attendants, Shooting Range Attendants and Land Records Intern Positions for 2023”. Roll call vote was taken, Supervisor Kosok-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Weishapple-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes and Supervisor Andrews. Motion carried.

**RESOLUTION NO. 46-22**  
**2022 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 2021 calculation of excess funds is attached; and

**WHEREAS**, the County Trunk Highway Fund has excess funds that resulted from expenses not incurred in 2021. Currently, it is anticipated that several County bridges have necessary work to be completed in the near future and additional state road project funding awards requiring match without an anticipated funding source. Thus, to reserve funds for both situations, the transfer of excess funds from the County Trunk Highway fund will not be completed and funds will be reserved for those projects; and

**WHEREAS**, the transfer of excess funds was not provided for in the original 2022 Budget.

**NOW, THEREFORE BE IT RESOLVED**, that the Pepin County Board of Supervisors authorizes the 2022 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            | \$ 344,347            | (\$ 132,907)               | \$ 211,440            |
| 100-00-49200-000                 | Transfers from Other Funds | \$ 15,433             | \$ 132,907                 | \$ 148,340            |
| <i>Human Services Dept Fund:</i> |                            |                       |                            |                       |
| 211-00-59200-000                 | Transfers to Other Funds   | \$ 0                  | \$ 26,157                  | \$ 26,157             |
| 211-00-49300-000                 | Surplus Applied            | \$ 0                  | \$ 26,157                  | \$ 26,157             |
| <i>Health Dept Fund:</i>         |                            |                       |                            |                       |
| 230-00-49300-000                 | Surplus Applied            | \$ 0                  | \$ 106,750                 | \$ 106,750            |
| 230-00-59200-000                 | Transfers to Other Funds   | \$ 0                  | \$ 106,750                 | \$ 106,750            |

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

**COMMITTEE MEMBERS VOTE**

/s/ Tom Milliren, Committee Chair                      In favor-5    Oppose-0    Absent-0    Abstain-0

**FISCAL IMPACT REVIEWED** – Resolution initiated by Finance Director per Fund Balance policy with County Trunk Highway Funds to be reserved as proposed.

/s/ Pamela Hansen, Finance Director                      Recommend ✓

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 19<sup>th</sup> day of October 2022

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

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

**COMPUTATION OF SPECIAL REVENUE FUNDS EXCESS SURPLUS\*\***  
**OCTOBER 12, 2022**

|                                                         | <u>HUMAN<br/>SERVICES</u> | <u>HEALTH<br/>SERVICES</u> | <u>CO. TRUNK<br/>HIGHWAYS</u> | <u>TOTAL</u>       |
|---------------------------------------------------------|---------------------------|----------------------------|-------------------------------|--------------------|
| 12/31/21 AUDITED FUND BALANCE                           | <u>\$118,309</u>          | <u>\$120,710</u>           | <u>\$325,687</u>              | <u>\$564,707</u>   |
| LESS FUNDS PROPOSED TO RESERVE                          | -                         | -                          | 30,509                        | 30,509             |
| LESS FUNDS PREVIOUSLY RESERVED                          | -                         | -                          | 51,902                        | 51,902             |
| LESS FUNDS APPLIED IN 2022 BUDGET                       | <u>-</u>                  | <u>-</u>                   | <u>196,392</u>                | <u>196,392</u>     |
|                                                         | <u>-</u>                  | <u>-</u>                   | <u>278,803</u>                | <u>278,803</u>     |
| <br>                                                    |                           |                            |                               |                    |
| TOTAL SUBJECT TO 3% LIMIT**                             | \$ 118,309                | \$ 120,710                 | \$ 46,884                     | \$ 285,904         |
| <br>                                                    |                           |                            |                               |                    |
| 3% OF AUDITED EXPENSES                                  | <u>\$92,152</u>           | <u>\$13,960</u>            | <u>46,884</u>                 | <u>152,996</u>     |
| <br>                                                    |                           |                            |                               |                    |
| AMOUNT TO BE TRANSFERRED TO<br>THE GENERAL FUND IN 2022 | <u>\$ 26,157</u>          | <u>\$ 106,750</u>          | <u>\$ 0</u>                   | \$ 132,907         |
| <br>                                                    |                           |                            |                               |                    |
| COMPUTATION OF FUND BALANCE LIMITS:                     |                           |                            |                               |                    |
|                                                         | <u>HUMAN<br/>SERVICES</u> | <u>HEALTH<br/>SERVICES</u> | <u>CO. TRUNK<br/>HIGHWAYS</u> | <u>TOTAL</u>       |
| 12/31/21 AUDITED FUND EXPENSES                          | <u>\$ 3,071,743</u>       | <u>\$ 465,318</u>          | <u>\$ 1,562,787</u>           | <u>\$5,099,848</u> |
| <br>                                                    |                           |                            |                               |                    |
| LIMIT AMOUNT (3% of Fund Expenditures)                  | <u>\$92,152</u>           | <u>\$13,960</u>            | <u>\$46,884</u>               | <u>\$152,996</u>   |

\*\* - PER RESOLUTION 1-2001 (FUND BALANCE POLICY)

Finance Director Pam Hansen presented this resolution to the County Board. Each year since 2001, a transfer of excess funds from the special revenue accounts to the general fund account should be made. The County Trunk Highway Fund has excess funds that resulted from expenses not incurred in 2021. For this year, these County Trunk Highway funds in excessive will not be transferred to the general fund but reserved for future road projects. By approving this budget modification in the amount of \$132,907, the Human Services Department Fund and Health Department Funds will be transferred to the General Account.

Motion was made by Supervisor Andrews, seconded by Supervisor Hoch, to adopt Resolution 46-22 titled, "2022 Budget Modification- Fund Balance Transfer". Roll call vote was taken, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Weishapple-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes and Supervisor Kosok-yes. Motion carried.

**Appointments**

**Appoint members to the Pepin County Library Planning Committee**

County Board Supervisor Hoch informed the County Board that he would volunteer to become a member of the Pepin County Library Planning Committee. Also along with Supervisor Paul Hoch, others that agreed to join this committee was Christy Rundquist, Mary Moline, Lori Gilles and Audrey Bauer.

**Re-Appoint the Pepin County Intellectual/Developmental Disability Representative  
– Kathleen Sweeney, 3-year term ending 2025**

**Appoint the Pepin County Elderly Representative – Colleen Flynn, 3-year term ending  
2025**

ADRC Director Cammi DeWyre informed the County Board of the need to re-appointment Kathleen Sweeney to the Pepin County Intellectual/Developmental Disability Representative and Colleen Flynn as the Pepin County Elderly Representative.

Motion was made by Supervisor Andrews, seconded by Supervisor Wright to approve the appointments of the members to the Pepin County Library Planning Committee listed above, reappointment of Kathleen Sweeney and appointment of Colleen Flynn as Representatives in ADRC.

Roll call vote was taken, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Weishapple-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes and Supervisor Bocksell-yes. Motion carried.

**Appoint a County Board Supervisor to the Local Emergency Planning Committee**

Chair Milliren informed the County Board about the need to appoint a Supervisor to the Local Emergency Planning Committee since the resignation of Jean Dougherty as County Board Supervisor. Chair Tom Milliren agreed to volunteer to become a member of the Local Emergency Planning Committee. Motion was made by Supervisor King, seconded by Supervisor Kosok, to appoint Chair Tom Milliren to the Local Emergency Planning Committee. Roll call vote was taken, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Weishapple-yes, Supervisor King-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Bocksell-yes and Supervisor Wright-yes. Motion carried.

**Communications:** No updates given.

**Public Comments other than Agenda Items:** none

**Future Agenda Items and Meeting Date -** November 15, 2022 - 6:00 p.m.

Chair Milliren adjourned the by meeting at 8:45 p.m.

(Resolutions and Ordinances are on file for public inspection in the County Clerk's Office)

Submitted by Audrey Bauer, Pepin County Clerk

Approved by the County Board of Supervisors on November 15, 2022

/s/ Tom Milliren

Pepin County Board of Supervisors Chair

## PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES

November 15, 2022

The Annual Meeting of the Pepin County Board of Supervisors was called to order at 6:00 p.m. on Tuesday, November 15, 2022 by Chair Tom Milliren. The meeting was held remotely and in the County Board Room at the Pepin County Government Center, 740 7<sup>th</sup> Ave W. Durand WI. This meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and complies with Section 19.81-19.90, *Open Meeting Law*.

### **ESTABLISH QUORUM – ROLL CALL – present attending:**

|                                           |                                          |
|-------------------------------------------|------------------------------------------|
| District #1- Michael Wright-absent        | District #7- Kris Sabelko – in person    |
| District #2- Rebecca Hansen- in person    | District #8- Tom Milliren- in person     |
| District #3- Andy Winkler- in person      | District #9- John Andrews-in person      |
| District #4- Paul Hoch- in person         | District #10- Kevin Kosok-in person      |
| District #5- Robert Weishapple- in person | District #11- Amber Provance- absent     |
| District # 6- Tessa King – absent         | District #12- Angela Bocksell- in person |

Nine Supervisors were in attendance of this meeting. Amber Provance, Michael Wright and Tessa King were absent.

### **PLEDGE OF THE ALLEGIANCE**

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

**Approval of the Agenda:** No changes needed, approved as written.

### **Recognition the Retirement of Marie Ritscher as the 4-H & Youth Development Educator and Foodwise Program Coordinator and Educator**

Chair Milliren recognized Marie Ritscher for her years of service as the 4-H Development Educator and Foodwise Program Coordinator and Educator. Wishing her well on her retirement.

### **Public Comments Regarding Listed Agenda Items**

No public comments.

### **Consent Agenda:**

#### **Approve of the October 19, 2022 County Board Meeting Minutes**

Motion was made by Supervisor Andrews, seconded by Supervisor Weishapple, to approve the October 19, 2022 County Board of Supervisors Meeting Minutes. Roll call vote was taken, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Weishapple-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Bocksell-yes and Supervisor Hansen-yes. Motion carried.

### **Public Hearing -Pepin County 2023 Proposed Budget**

Chair Milliren opened the Public Hearing for the 2023 Budget at 6:05 p.m. Chair Milliren asked for any questions from the public about the proposed budget. Finance Director Pam Hansen explained in detail the 2023 proposed budget. The proposed 2023 budget summary was



Personnel Director Michelle Weiss presented this resolution to the County Board. The Administrative Committee has reviewed and recommends a 3% market adjustment increase to all non-union, non-elected positions effective January 1, 2023. Along with the wage increase, there is a step increase to those in section 5 of the employee handbook for the non-union, non-elected employees.

Motion was made by Supervisor Andrews, seconded by Supervisor Bocksell, to adopt Resolution 47-22 titled, "Approving Non-Union, Non-Elected Market Adjustment Wage Grade Compensation Structure". Roll call vote was taken, Supervisor Hoch-yes, Supervisor Weishapple-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Bocksell-yes, Supervisor Hansen-yes and Supervisor Winkler-yes. Motion carried.

**RESOLUTION NO. 48-22  
AUTHORIZING \$154,375 BANK LOAN FOR CAPITAL  
EQUIPMENT PURCHASES IN 2023 BUDGET**

**WHEREAS**, Pepin County, Wisconsin ("County") is presently in need of funds up to a maximum aggregate amount of one hundred and fifty-four thousand three hundred seventy-five dollars (\$154,375) for the purposes of financing the capital equipment in the 2023 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 fifty-four thousand three hundred seventy-five dollars (\$154,375) 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 Bank of Alma, Alma, Wisconsin ("Lender"), from time to time, in one or more advances, a maximum aggregate amount of \$154,375 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 in December 2022 in said principal amount with interest at the rate of four and thirty-five one hundredth's percent (4.35%) per annum and payable as follows:

In 2023 two equal quarterly payments of principal and interest plus additional interest due based on the timing of the draws, and

In 2024, 2025, 2026 and 2027 equal quarterly payments of principal and interest, and

In 2028, the remaining quarterly payments of principal and interest.

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

**COMMITTEE MEMBERS VOTE**

/s/ Thomas Milliren, Committee Chair

In favor-5 Oppose-0 Absent-0 Abstain-0

**FISCAL IMPACT REVIEWED:** Included in the 2023 Budget which was compiled by the Finance Director.

/s/ Pamela Hansen, Finance Director

Recommend ✓

Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 15<sup>th</sup> day of November 2022.

In favor - 9 Oppose - 0 Absent - 3 Abstain - 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Chair Milliren and Finance Director Pam Hansen explained this resolution to the County Board. Included in the 2023 budget is a bank loan for \$154,375 for the purpose of financing capital equipment debt. Motion was made by Supervisor Andrews, seconded by Supervisor Hoch, to adopt Resolution 48-22 titled, "Authorizing \$154,375 Bank Loan for Capital Equipment Purchases in 2023 Budget". Roll call vote was taken, Supervisor Weishapple-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Bocksell-yes, Supervisor Hansen-yes, Supervisor Winkler -yes and Supervisor Hoch-yes. Motion carried.

**RESOLUTION NO. 49-22  
AUTHORIZING \$700,000 BANK LOAN FOR HIGHWAY  
ROAD IMPROVEMENTS IN 2023 BUDGET**

**WHEREAS**, Pepin County, Wisconsin ("County") is presently in need of funds up to a maximum aggregate amount of seven hundred thousand dollars (\$700,000) for the purposes of financing the highway road improvement plan in the 2023 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 seven hundred thousand dollars (\$700,000) be borrowed for such purposes from time to time upon the terms and conditions hereinafter set forth.

**NOW, THEREFORE BE IT RESOLVED**, that for the purposes hereinabove set forth the County, by its Chairperson of the County Board and County Clerk, pursuant to Section 67.12(12), Wisconsin Statutes, borrow from Bank of Alma, Alma, Wisconsin ("Lender"), from time to time, in one or more advances, a maximum aggregate amount of \$700,000 or if less, the aggregate principal amount of all advances as may be required to meet the above-stated purposes.

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

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

**BE IT FURTHER RESOLVED**, that to evidence such indebtedness, said Chairperson of the County Board and County Clerk shall make, execute and deliver to the Lender for and on behalf of the County the promissory note of the County to be dated in December 2022 in said principal amount with interest at the rate of three and ninety-seven hundredth's percent (3.97%) per annum and payable as follows:

In one payment of interest in June, 2023, and

In or prior to December, 2023 payments of all remaining principal and interest due based on the amount and timing of the draws to pay all loan balances due in full.

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

**COMMITTEE MEMBERS VOTE**

/s/ Thomas Milliren, Committee Chair

In favor-5 Oppose-0 Absent-0 Abstain-0

**FISCAL IMPACT REVIEWED:** Included in the 2023 Budget which was compiled by the Finance Director.

/s/ Pamela Hansen, Finance Director

Recommend ✓ Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 15<sup>th</sup> day of November 2022  
In favor - 9 Oppose - 0 Absent - 3 Abstain - 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Chair Milliren explained to the County Board that this additional bank loan of \$700,000 has been included in the proposed budget. Bank of Alma provided the best interest rate available for the County of 3.97% for the term of the loan. Motion was made by Supervisor Andrews, seconded by Supervisor Sabelko, to adopt Resolution 49-22 titled, "Authorizing \$700,000 Bank Loan for the County's 2023 Road Improvement Plan". Roll call vote was taken, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Bocksell-yes, Supervisor Hansen-yes, Supervisor Winkler -yes, Supervisor Hoch-yes and Supervisor Weishapple-yes. Motion carried.

**RESOLUTION NO. 50-22  
ESTABLISHING THE 2022 PEPIN COUNTY TAX LEVY  
AND ADOPTING THE 2023 PEPIN COUNTY BUDGET**

**WHEREAS**, the Pepin County Finance Director has reviewed, with the County Board, the 2023 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 \$5,694,849 as county taxes for the year 2022, with the \$5,694,849 to be apportioned by the

County Clerk as provided by law and in accordance with the 2022 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 2023 Pepin County Budget as presented at the public hearing.

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

Recommended amount of \$5,709,571 was approved at Nov 10<sup>th</sup> meeting.

**COMMITTEE MEMBERS VOTE**

/s/ Thomas Milliren, Committee Chair      In favor-5    Oppose-0    Absent-3    Abstain-0

**FISCAL IMPACT REVIEWED:** 2023 Budget was compiled by the Finance Director.

/s/ Pamela Hansen, Finance Director      Recommend ✓      Not Recommended

**COUNTY BOARD ACTION:** Amended amount of \$5,694,849 was voted upon at the County Board meeting on November 15, 2022 and adopted.

In favor - 9    Oppose - 0    Absent - 3    Abstain - 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

The 2023 budget book and proposed 2023 budget was reviewed by Finance Director Pam Hansen during the Public Hearing. Since the November Administrative Committee meeting, Finance Director Pam Hansen suggested amending the tax levy amount to \$5,694,849 from \$5,709,571 with a savings of \$14,700. With the help from Treasurer Patty Scharr, the bank debt offerings came in more favorable than the initial quotes obtained which allowed the levy amount to be lowered. Motion made by Supervisor Weishapple, seconded by Supervisor Andrews, to approve amending the tax levy to \$5,694,849 for the 2023 Pepin County Budget. Roll call vote was taken, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Bocksell-yes, Supervisor Hansen-yes, Supervisor Winkler - yes, Supervisor Hoch-yes and Supervisor Weishapple-yes Motion carried.

Motion was made by Supervisor Bocksell, seconded by Supervisor Kosok, to adopt Resolution 50-22 titled, "Establishing the 2022 Pepin County Tax Levy and Adopting the 2023 Pepin County Budget with the amendment". Roll call vote was taken, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Bocksell-yes, Supervisor Hansen-yes, Supervisor Winkler -yes, Supervisor Hoch-yes, Supervisor Weishapple-yes and Supervisor Sabelko-yes. Motion carried.

**Appointment:**

**Appoint Farm Service Agency (FSA) member to Land Conservation, Planning and Extension Committee**

At the November Land Conservation, Planning and Extension Committee meeting, a recommendation was made to appoint Dustin Auth as the Farm Service Agency member to their committee. Previously Breck Sweeney had been appointed the FSA member. Motion was made by Supervisor Kosok, seconded by Supervisor Bocksell, to appoint Dustin Auth as

the Farm Service Agency member to the Land Conservation, Planning and Extension Committee. Roll call vote was taken, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Angie Bocksell-yes, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Weishapple-yes, Supervisor Sabelko-yes and Chair Milliren-yes. Motion Carried.

**Communications:** No updates given.

**Public Comments other than Agenda Items:** none

**Future Agenda Items and Meeting Date** - December 21, 2022 - 7:00 p.m.

Chair Milliren adjourned the by meeting at 7:17 p.m.

(Resolutions and Ordinances are on file for public inspection in the County Clerk's Office)

Submitted by Audrey Bauer, Pepin County Clerk

Approved by the County Board of Supervisors on January 18, 2023

/s/ Tom Milliren

Pepin County Board of Supervisors Chair

## PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES

January 18, 2023

The Meeting of the Pepin County Board of Supervisors was called to order at 7:00 p.m. on Tuesday, January 18, 2023 by Chair Tom Milliren. The meeting was held remotely and in the County Board Room at the Pepin County Government Center, 740 7<sup>th</sup> Ave W. Durand WI. This meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and complies with Section 19.81-19.90, *Open Meeting Law*.

### **ESTABLISH QUORUM – ROLL CALL – present attending:**

|                                          |                                         |
|------------------------------------------|-----------------------------------------|
| District #1- Michael Wright-remotely     | District #7- Kris Sabelko – in person   |
| District #2- Rebecca Hansen- remotely    | District #8- Tom Milliren- in person    |
| District #3- Andy Winkler- in person     | District #9- John Andrews-in person     |
| District #4- Paul Hoch- in person        | District #10- Kevin Kosok-in person     |
| District #5- Robert Weishapple- remotely | District #11- Amber Provance- absent    |
| District # 6- vacant                     | District #12- Angela Bocksell- remotely |

Ten supervisors were in attendance of this meeting. Absent was Amber Provance and one vacancy.

### **PLEDGE OF THE ALLEGIANCE**

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

**Approval of the Agenda:** Approved as written.

### **Public Comments Regarding Listed Agenda Items**

No public comments.

### **Consent Agenda:**

#### **Approve of the November 15, 2022 County Board Meeting Minutes**

Motion was made by Supervisor Andrews, seconded by Supervisor Hoch, to approve the November 15, 2022 County Board of Supervisors Meeting Minutes. Roll call vote was taken, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Weishapple-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Bocksell-yes and Supervisor Wright-yes. Motion carried.

#### **Recognition of District 6 Supervisor Resignation – Tessa King**

Health Director Heidi Steward, Chairman Tom Milliren and Human Services Director Matt Roesler along with all the Supervisors showed great appreciation for Tessa King's hard work serving as County Board Supervisor for Pepin County.

#### **Recognition of the Retirement of Dan La Brec from the Highway Department**

Chairman Tom Milliren recognized Dan La Brec for his service of 20 + years at Pepin County.

### **Appoint/Confirm County Board Supervisor and Standing Committees for District 6, City of Durand, Ward 3**

Chairman Milliren informed the County Board of receiving a letter of Interest from Elizabeth Bauer. She currently is on the Human Service Board as a citizen member. She has a background in Human Services. Chairman Milliren recommended appointing Elizabeth Bauer as a Pepin County Supervisor. Motion was made by Supervisor Kosok, seconded by Supervisor Andrews, to appoint Elizabeth Bauer as a County Board Supervisor for District 6. Roll call vote was taken, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Weishapple-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes and Supervisor Kosok-yes. Motion carried.

### **Oath of Office for Newly Appointed Supervisor**

The oath of office was given to Elizabeth Bauer by County Clerk Audrey Bauer.

### **County Board Committee Reports:**

The following County Board Committee Chairs/Vice Chairs gave their reports: Land Conservation, Planning and Extension Pepin County, Law Enforcement and Emergency Management, Highway Committee, and Administrative Committee. Human Services Board did not hold a December meeting. Pepin County Board of Health was not called to order due to the lack of a quorum.

### **Business:**

#### **Update Transportation Policy/ Affidavit & Procedure**

#### **New N-422 Student Driver Volunteer Procedure 2022/Update Student Drivers Permission, Agreement & Waiver Form**

Personnel Director Michelle Weiss informed the Board that 2019 was the last time the Transportation policy was updated. The updates include removing the use of Fleet vehicles and adding the student driver volunteer procedure. Guidelines were added to allow volunteer students that were 16-17 years old to help with home-delivered meals. The procedure along with the student permission, agreement and waiver form was included in the procedure. Motion was made by Supervisor Andrews, seconded by Supervisor Kosok, to approve the updated transportation policy and procedure along with the N-422 Student Driver Volunteer procedure. Roll call vote was taken, Supervisor Hoch-yes, Supervisor Weishapple-yes, Supervisor Bauer-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, and Supervisor Winkler-yes. Motion carried.

### **Veteran's Service Officer Retention and Destruction Policy**

County Clerk Audrey Bauer informed the County Board, Sherri Peterson, our Veteran's Service Officer has been working on having a retention and destruction policy in place. Chapter one of the Code of Ordinances will need to be updated once the policy is approved.

Motion was made by Supervisor Andrews, seconded by Supervisor Hoch, to approve the Veteran's Service Officer Retention and Destruction Policy. Roll call vote was taken, Supervisor

Weishapple-yes, Supervisor Bauer-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes and Supervisor Hoch-yes. Motion carried.

**Resolutions:**

**RESOLUTION NO. 1-23**

**2022 PEPIN COUNTY BOARD OF HEALTH AND COUNTY BOARD COMMITMENT OF SUPPORT FOR THE HEALTH DEPARTMENT BECOMING A FOOD SAFETY AND RECREATIONAL LICENSING AGENT FOR THE WISCONSIN DEPARTMENT OF AGRICULTURE, TRADE, and CONSUMER PROTECTION**

**WHEREAS**, the Pepin County Board of Health supports the Pepin County Health Department providing comprehensive public health focused programs and services in Pepin County; and

**WHEREAS**, it is recognized that individuals and establishments in Pepin County are currently reliant on Madison-based Wisconsin Department of Agriculture, Trade and Consumer Protection for retail food and recreational licensing, permitting and investigation; and

**WHEREAS**, it is believed that the provision of locally available services is beneficial to the jurisdiction; and

**WHEREAS**, the Pepin County Board of Health has determined that the Pepin County Health Department is capable becoming a retail food and recreational safety agent to the Wisconsin Department of Agriculture, Trade and Consumer Protection.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Health and Pepin County Board of Supervisors commits its support to the Pepin County Health Department becoming a retail food and recreational safety agent to the Wisconsin Department of Agriculture, Trade and Consumer Protection.

**RECOMMENDED BY THE PEPIN COUNTY BOARD OF HEALTH:**

**COMMITTEE MEMBERS VOTE**

/s/ John Andrews, Committee Chair In favor-4 Oppose-0 Absent-3 Abstain-0

**FISCAL IMPACT REVIEWED** – To be determined once the development and approval of a comprehensive plan for the program that includes staffing and budget plans is submitted.

/s/ Pamela Hansen, Finance Director Recommend ✓ Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 18<sup>th</sup> day of January 2023.  
In favor -11 Oppose - 0 Absent - 1 Abstain - 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Health Director Heidi Stewart asked the Board for support and commitment to become a food safety and recreational licensing agent for the Wisconsin Department of Agriculture, Trade and Consumer. Becoming an agent would provide service and support to our community and bring in additional income to Pepin County.

Motion was made by Supervisor Andrews, seconded by Supervisor Sabelko, to adopt Resolution 01-23 titled "Commitment of Support for the Health Department becoming a Food Safety and Recreational License Agenda for the Wisconsin Department of Agriculture, Trade and Consumer."

Roll call vote was taken, Supervisor Bauer-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Wright-yes, Supervisor Hoch-yes and Supervisor Weishapple-yes. Motion carried.

**RESOLUTION NO. 2-23**  
**AMERICAN RESCUE PLAN ACT (ARPA) FUNDS AUTHORIZED FOR**  
**COUNTY FINANCIAL SYSTEM AND 2023 BUDGET MODIFICATION**

**WHEREAS** Pepin County received Coronavirus State and Local Fiscal Recovery funds through the American Rescue Plan Act of 2021 (ARPA) in the total amount of \$1,415,414. These funds are intended to provide local governments with resources to continue to address the ongoing coronavirus pandemic as well as providing local units of government with the opportunity for recovery and to assist their communities with economic recovery; and

**WHEREAS**, the Pepin County Administrative Committee was designated and has been serving as the ARPA Committee to consider options and determine priorities for recommendations regarding spending the Pepin County allocation of ARPA funds; and

**WHEREAS**, the ARPA Committee and the County Board approved allocating funds to replace two current County Financial systems serving the Human Services Department and the overall County with one system in Resolution No. 42-22 approved on September 21<sup>st</sup>, 2022. At that time the quote for the cost of the system was not to exceed \$96,290. The quote has been adjusted to be not to exceed \$97,640 as a few of the modules included needed to be adjusted; and

**WHEREAS**, the first three years of recurring maintenance fees were also included in the ARPA approved Resolution No. 42-22 as not to exceed \$64,726 per year, but have been updated to be not to exceed \$63,628. The recurring fees were initially noted as due in 2024-2026 and thus not included in the 2023 Budget. However, as we will need the software hosted, supported and access to the software prior to 2024 as we proceed with the implementation, the fee will be due in 2023.

**NOW, THEREFORE, BE IT RESOLVED**, that the Pepin County Board of Supervisors authorizes the original 2023 Budget to be modified as follows for the changes as noted above:

| <u>Account Number</u> | <u>Account Description</u> | <u>Current Budget</u> | <u>Increase (Decrease)</u> | <u>Amended Budget</u> |
|-----------------------|----------------------------|-----------------------|----------------------------|-----------------------|
| 100-00-43300-000      | ARPA Revenue               | \$ 263,790            | \$ 64,978                  | \$ 328,768            |
| 100-00-51512-000      | ARPA Expenses              | \$ 263,790            | \$ 64,978                  | \$ 328,768            |

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

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Committee Chair      In favor-5    Oppose-0    Absen-0    Abstain-0

**FISCAL IMPACT:** The net impact to the total ARPA fund request for the project and total cost of the initial software one-time fees and 3-year reoccurring fee contract is an overall decrease of \$1,944.

/s/ Pamela Hansen, Finance Director      Recommend ✓      Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 18th day of January 2023.

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

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Finance Director Pam Hansen informed the County Board that Resolution 42-22 was adopted allowing the use of ARPA funds for a new finance system for the County. Unknown at that time, funds are needed in 2023 to start the software host, support and access to the software prior to 2024. This resolution is authorizing a budget modification to the 2023 Budget. Motion was made by Supervisor Andrews, seconded by Supervisor Bocksell, to adopt Resolution 02-23 titled, American Rescue Plan Act (ARPA) Funds Authorized for County Financial System and 2023 Budget Modification.” Roll call vote was taken, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-no, Supervisor Hoch-yes, Supervisor Weishapple-yes and Supervisor Bauer-yes. Motion carried with one negative vote.

**Authorize Expenditure of American Rescue Plan Act (ARPA) Funds and 2023 Budget Modification**

\*The Administrative ARPA Committee and Administrative Committee met and recommend the following expenditures:

**RESOLUTION NO. 3-23**

**AUTHORIZE EXPENDITURE OF AMERICAN RESCUE PLAN ACT (ARPA) FUNDS AND 2023 BUDGET MODIFICATION – PIERCE PEPIN BROADBAND PROJECT**

**WHEREAS,** Pepin County received Coronavirus State and Local Fiscal Recovery funds through the American Rescue Plan Act of 2021 (ARPA) in the total amount of \$1,415,414. These funds

are intended to provide local governments with resources to continue to address the ongoing coronavirus pandemic as well as providing local units of government with the opportunity for recovery and to assist their communities with economic recovery; and

**WHEREAS**, the pandemic has underscored the importance of access to universal, high-speed, reliable, and affordable broadband coverage. Over the past year, millions of Americans relied on the internet to participate in remote school, healthcare, and work; and

**WHEREAS**, the US Department of Treasury identified investment in broadband infrastructure as an eligible use to meet the needs of local communities. Recognizing the acute need in certain communities, Treasury’s guidance stated that investments in broadband should be made in areas that are currently unserved or underserved—in other words, lacking a wireline connection that reliably delivers minimum speeds of 25 Mbps download and 3 Mbps upload. Using these funds, recipients generally should build broadband infrastructure with modern technologies in mind, specifically those projects that deliver services offering reliable 100 Mbps download and 100 Mbps upload speeds, unless impracticable due to topography, geography, or financial cost. In addition, recipients are encouraged to pursue fiber optic investments; and

**WHEREAS**, in 2021 Pierce Pepin Cooperative Services (PPCS) launched Swift Current Connect, a broadband subsidiary company to deliver fiber to the home or business. They are currently working on Broadband Expansion projects for the benefit of the communities they serve. These projects include partnering with the local municipalities and Pepin County to apply for a WI Public Service Commission (PSC) grant to support expansion in the unserved or underserved areas of the County which includes the Town of Stockholm, Town of Frankfort, and Town of Pepin; and

**WHEREAS**, the Pepin County Administrative Committee was designated and has been serving as the ARPA Committee to consider options and determine priorities for recommendations regarding spending the Pepin County allocation of ARPA funds; and

**WHEREAS**, the ARPA Committee has recommended that funding in the amount of \$160,000 be approved to participate in the partnership and support the PPCS application for the WI PSC grant. This funding amount represents an equivalent amount per resident in the local municipalities to the funding committed to another Township in Pepin County meeting the criteria for the similar need.

**NOW, THEREFORE, BE IT RESOLVED**, that the Pepin County Board of Supervisors authorizes partnership in the project through the expenditure of the ARPA funds received as noted above and authorizes the 2023 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> |
|-----------------------|----------------------------|-----------------------|----------------------------|------------------------|
| 100-00-43300-000      | ARPA Revenue               | \$ 263,790            | \$ 160,000                 | \$ 423,790             |
| 100-00-51512-000      | ARPA Expenses              | \$ 263,790            | \$ 160,000                 | \$ 423,790             |

\*Note: Total Amended Budget dollars will be adjusted based on the amount in resolutions adopted by the County Board in January 2023.

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

**COMMITTEE MEMBERS VOTE**

/s/ Tom Milliren, Committee Chair

In favor-5 Oppose-0 Absent-0 Abstain-0

**FISCAL IMPACT:** To date, funds totaling \$728,874 have been committed to be spent on projects. This commitment will total an additional \$160,000 which when totaled with all current proposed projects (in several individual resolutions proposed this month) would leave approximately \$333,000 for additional prioritized projects.

/s/ Pamela Hansen, Finance Director

Recommend ✓

Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 18<sup>th</sup> day of January 2023.

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

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Requesting the approval of \$160,000 of ARPA funds to be used towards broadband updates. Partnership application with Pierce Pepin Cooperative Services for the WI Public Service Commission grant along with the local municipalities of Town of Pepin, Town of Frankfort and Town of Stockholm support and commitment for expansion in the unserved areas of these three (3) municipalities.

Motion was made by Supervisor Bocksell, seconded by Supervisor Andrews, Resolution 03-23 titled, “ Authorize Expenditure of American Rescue Plan Act (ARPA) Funds and 2023 Budget Modification”, pending the approval of Pierce Pepin Cooperative Services receiving the WI Public Service Commission Grant. Roll call vote was taken, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Weishapple-yes, Supervisor Bauer-yes and Supervisor Sabelko-yes. Motion carried.

**RESOLUTION NO. 4-23**

**AUTHORIZE EXPENDITURE OF AMERICAN RESCUE PLAN ACT (ARPA) FUNDS AND 2023 BUDGET MODIFICATION – HOLDEN PARK DRINKING WATER AND RESTROOMS PROJECT**

**WHEREAS** Pepin County received Coronavirus State and Local Fiscal Recovery funds through the American Rescue Plan Act of 2021 (ARPA) in the total amount of \$1,415,414. These funds are intended to provide local governments with resources to continue to address the ongoing coronavirus pandemic as well as providing local units of government with the opportunity for recovery and to assist their communities with economic recovery; and

**WHEREAS**, the pandemic has changed the tourism industry and resulted in people seeking out activities, such as outdoor recreation which resulted in many parks and outdoor areas, including Holden Park, experiencing a dramatic increase in use. Pepin County offers a few places for residents to enjoy safe outdoor activities, but only one of these is a county owned campground; and

**WHEREAS**, Holden Park currently does not have a supply of potable water available for drinking water and does not have restroom facilities that allow for individuals to wash their hands or shower when camping. The Land Conservation and Planning department often receives complaints about these issues from both residents and visitors; and

**WHEREAS**, a project must be developed with the goal of offering drinking water and a new restroom facility at the Holden Park campground; and

**WHEREAS**, continued DATCP licensing for Holden Park is dependent on access to drinking water under the safe drinking water standard of 10 ppm; and

**WHEREAS**, any future campground expansion will be dependent on access and location of drinking water; and

**WHEREAS**, the Pepin County Administrative Committee was designated and has been serving as the ARPA Committee to consider options and determine priorities for recommendations regarding spending the Pepin County allocation of ARPA funds; and

**WHEREAS**, the ARPA Committee has recommended that funding in the amount of \$125,000 be approved to use for the improvements needed as identified above that are needed at Holden Park.

**NOW, THEREFORE, BE IT RESOLVED**, that the Pepin County Board of Supervisors authorizes the funds to be committed to the project through the expenditure of the ARPA funds received as noted above and authorizes the 2023 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> |
|-----------------------|----------------------------|-----------------------|----------------------------|-----------------------|
| 100-00-43300-000      | ARPA Revenue               | \$ 263,790            | \$ 125,000                 | \$ 388,790            |
| 100-00-51512-000      | ARPA Expenses              | \$ 263,790            | \$ 125,000                 | \$ 388,790            |

\*Note: Total Amended Budget dollars will be adjusted based on the amount in resolutions adopted by the County Board in January 2023.

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

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Committee Chair

In favor-5 Oppose-0 Absent-0 Abstain-0

**FISCAL IMPACT:** To date, funds totaling \$728,874 have been committed to be spent on projects. This commitment will total an additional \$125,000 which when combined with all

current proposed projects (in several individual resolutions proposed this month) would leave approximately \$333,000 for additional prioritized projects.

/s/ Pamela Hansen, Finance Director

Recommend ✓ Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 18<sup>th</sup> day of January 2023.

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

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Requesting the approval of \$125,000 of ARPA funds to be used to update the drinking water and new restrooms facility at Holden Park Campground. Attendance and future expansion of Holden Park Campground depends upon on these updates.

Motion was made by Supervisor Andrews, seconded by Supervisor Bocksell, to adopt Resolution 04-23 titled, “ Authorize Expenditure of American Rescue Plan Act (ARPA) Funds and 2023 Budget Modification- Holden Park Drinking Water and Restrooms Project.”

Roll call vote was taken, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Weishapple-yes, Supervisor Bauer-yes, Supervisor Sabelko-yes and Chair Milliren-yes. Motion carried.

**RESOLUTION NO. 5-23**

**AUTHORIZE EXPENDITURE OF AMERICAN RESCUE PLAN ACT (ARPA) FUNDS AND 2023 BUDGET MODIFICATION – ARKANSAW CREEK PARK UPDATES PROJECT**

**WHEREAS** Pepin County received Coronavirus State and Local Fiscal Recovery funds through the American Rescue Plan Act of 2021 (ARPA) in the total amount of \$1,415,414. These funds are intended to provide local governments with resources to continue to address the ongoing coronavirus pandemic as well as providing local units of government with the opportunity for recovery and to assist their communities with economic recovery; and

**WHEREAS**, the Arkansaw Creek Park in Arkansaw, WI is a high traffic park for area kids as well as a lot of tourists visiting our area; and

**WHEREAS**, repairs and updates are needed at both the upper and the lower parts of Arkansaw Creek Park. Some of the repairs include updating electrical in the park shelter as well as updating electrical down in the lower park and lighting possibly around the playground and by the 'bleachers' in the lower park (electrical is original from the 1970's), roof off of the park shelter over the existing deck, playground equipment additions/updates for both upper and lower parks as the current equipment is aged, addition of diggers or climbers, addition of ADA swing, landscaping and sand; and

**WHEREAS**, the park is owned by Pepin County, but the equipment in the upper park is used from the Arkansaw school and has been there since the early 80's. The existing equipment in the lower park is also all used and has been donated by community members. A few things have been added in the last year by community donations and the Arkansaw Fur Fish & Game Club (FF&G). The park shelter area was built/paid for and is maintained by the Arkansaw FF&G; and

**WHEREAS**, as an ongoing partnership, it is proposed to partner with Arkansaw FF&G and make a contribution to the project for potential updates as previously noted; and

**WHEREAS**, the Land Conservation & Planning Department in conjunction with Arkansaw FF&G will undertake the planning and execution of updates needed within the park; and

**WHEREAS**, the Pepin County Administrative Committee was designated and has been serving as the ARPA Committee to consider options and determine priorities for recommendations regarding spending the Pepin County allocation of ARPA funds; and

**WHEREAS**, the ARPA Committee has recommended that funding in the amount of \$25,000 be approved to use in partnership with the Arkansaw FF&G for the improvements needed as identified above at Arkansaw Creek Park.

**NOW, THEREFORE, BE IT RESOLVED**, that the Pepin County Board of Supervisors authorizes the funds to be committed to the project through the expenditure of the ARPA funds received as noted above and authorizes the 2023 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> |
|-----------------------|----------------------------|-----------------------|----------------------------|-----------------------|
| 100-00-43300-000      | ARPA Revenue               | \$ 263,790            | \$ 25,000                  | \$ 288,790            |
| 100-00-51512-000      | ARPA Expenses              | \$ 263,790            | \$ 25,000                  | \$ 288,790            |

\*Note: Total Amended Budget dollars will be adjusted based on the amount in resolutions adopted by the County Board in January 2023.

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

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Committee Chair      In favor-5    Oppose-0    Absent-0    Abstain-0

**FISCAL IMPACT:** To date, funds totaling \$728,874 have been committed to be spent on projects. This commitment will total an additional \$25,000 which when combined with all current proposed projects (in several individual resolutions proposed this month) would leave approximately \$333,000 for additional prioritized projects.

/s/ Pamela Hansen, Finance Director      Recommend ✓      Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 18<sup>th</sup> day of January 2023.

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

/s/Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Requesting the approval of \$25,000 of ARPA funds to be used to update the Arkansaw Creek Park. Land Conservationist Jessica McMahon informed the County Board that repairs and updates to the park are needed. Proposed to partner with Arkansaw Fur Fish and Game to undertake the planning and execution of updates. Motion was made by Supervisor Bocksell, seconded by Supervisor Andrews, to adopt Resolution 05-23 titled, "Authorize Expenditure of American Rescue Plan Act (ARPA) Funds and 2023 Budget Modification- Arkansaw Creek Park Updates Project." Roll call vote was taken, Supervisor Kosok-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Weishapple-yes, Supervisor Bauer-yes, Supervisor Sabelko-yes, Chair Milliren-yes and Supervisor Andrews-yes. Motion carried.

**RESOLUTION NO. 6-23**  
**AUTHORIZE EXPENDITURE OF AMERICAN RESCUE PLAN ACT (ARPA) FUNDS**  
**AND 2023 BUDGET MODIFICATION – DURAND SWIMMING POOL –**  
**ACCESSIBILITY IS THE KEY PROJECT**

**WHEREAS** Pepin County received Coronavirus State and Local Fiscal Recovery funds through the American Rescue Plan Act of 2021 (ARPA) in the total amount of \$1,415,414. These funds are intended to provide local governments with resources to continue to address the ongoing coronavirus pandemic as well as providing local units of government with the opportunity for recovery and to assist their communities with economic recovery; and

**WHEREAS**, the Durand Swim Club is spearheading the fundraising efforts to renovate the Tarrant Park Pool. The pool is an essential recreational opportunity for the local community and could increase benefits to families with younger children and individuals with physical challenges. However, the pool has outlived its life expectancy and is in need of significant repairs and renovations are essential to serve the additional needs; and

**WHEREAS**, plans call for a zero-depth entry which would also include water features designed for young children. The current pool has neither feature which severely limits usability for families with young children and individuals with physical challenges. The cost for these features was estimated at approximately \$40,000 (as outlined by US Aquatics, Inc. Delano, MN) in the initial quotes, but the project is in the process of having all quotes and bids updated due to the rising costs and total budget limitations; and

**WHEREAS**, the Pepin County Administrative Committee was designated and has been serving as the ARPA Committee to consider options and determine priorities for recommendations regarding spending the Pepin County allocation of ARPA funds; and

**WHEREAS**, the ARPA Committee has recommended that funding in the amount of \$25,000 be approved to be contributed towards the pool repairs and renovations as noted above. All ARPA funds must be utilized by the December 31, 2024 deadline and thus if the pool project is not in

process by March 31, 2024 the contribution will not be made, and funds will need to be reallocated to alternate County projects to ensure the deadline for utilization of the funds is met.

**NOW, THEREFORE, BE IT RESOLVED**, that the Pepin County Board of Supervisors authorizes the funds to be committed to the project through the expenditure of the ARPA funds received as noted above and authorizes the 2023 Budget to be modified as follows:

| <u>Account Number</u> | <u>Account Description</u> | <u>Current<br/>Budget</u> | <u>Increase<br/>(Decrease)</u> | <u>Amended<br/>Budget*</u> |
|-----------------------|----------------------------|---------------------------|--------------------------------|----------------------------|
| 100-00-43300-000      | ARPA Revenue               | \$ 263,790                | \$ 25,000                      | \$ 288,790                 |
| 100-00-51512-000      | ARPA Expenses              | \$ 263,790                | \$ 25,000                      | \$ 288,790                 |

\*Note: Total Amended Budget dollars will be adjusted based on the amount in resolutions adopted by the County Board in January 2023.

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

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Committee Chair In favor-5 Oppose-0 Absent-0 Abstain-0

**FISCAL IMPACT:** To date, funds totaling \$728,874 have been committed to be spent on projects. This commitment will total an additional \$25,000 which when combined with all current proposed projects (in several individual resolutions proposed this month) would leave approximately \$333,000 for additional prioritized projects.

/s/ Pamela Hansen, Finance Director Recommend ✓ Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 18<sup>th</sup> day of January 2023.  
In favor – 10 Oppose – 0 Absent – 1 Abstain – 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Requesting the approval of \$25,000 of ARPA funds to be used to put towards the cost of adding a zero-depth entry designed to benefit young children and individuals with physical challenges. If the pool project is not in process by March 31, 2024, the contributions will not be made and funds will be reallocated to other County projects. Motion was made by Supervisor Andrews, seconded by Supervisor Hoch, to adopt Resolution 06-23 titled, "Authorize Expenditure of American Rescue Plan Act (ARPA) Funds and 2023 Budget Modification- Durand Swimming Pool- Accessibility is the Key Project." Roll call vote was taken, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Weishapple-yes, Supervisor Bauer-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes and Supervisor Kosok-yes. Motion carried.

**RESOLUTION NO. 7-23**

**AUTHORIZE EXPENDITURE OF AMERICAN RESCUE PLAN ACT (ARPA) FUNDS AND 2023 BUDGET MODIFICATION – PROGRAMMABLE MESSAGE BOARDS**

**WHEREAS** Pepin County received Coronavirus State and Local Fiscal Recovery funds through the American Rescue Plan Act of 2021 (ARPA) in the total amount of \$1,415,414. These funds

are intended to provide local governments with resources to continue to address the ongoing coronavirus pandemic as well as providing local units of government with the opportunity for recovery and to assist their communities with economic recovery; and

**WHEREAS**, the Pepin County Highway Department has proposed to purchase two programmable message boards; and

**WHEREAS**, programmable message boards will not only benefit the Highway Department for road work, but could also be used by the Sheriff’s Department, Emergency Management, Health department and other County Departments for various communication uses throughout the county; and

**WHEREAS**, the Pepin County Administrative Committee was designated and has been serving as the ARPA Committee to consider options and determine priorities for recommendations regarding spending the Pepin County allocation of ARPA funds; and

**WHEREAS**, the total initial cost for two message boards is estimated at \$36,000 with the ARPA Committee recommending to utilize ARPA funds in the amount of \$18,000 for half of the cost of the purchase of two message boards with Highway Department Funds used for the remainder of the cost.

**NOW, THEREFORE, BE IT RESOLVED**, that the Pepin County Board of Supervisors authorizes the funds to be committed to the project through the expenditure of the ARPA funds received as noted above and authorizes the 2023 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> |
|-----------------------|----------------------------|-----------------------|----------------------------|------------------------|
| 100-00-43300-000      | ARPA Revenue               | \$ 263,790            | \$ 18,000                  | \$ 281,790             |
| 100-00-51512-000      | ARPA Expenses              | \$ 263,790            | \$ 18,000                  | \$ 281,790             |

\*Note: Total Amended Budget dollars will be adjusted based on the amount in resolutions adopted by the County Board in January 2023.

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

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Committee Chair

In favor-5 Oppose-0 Absent-0 Abstain-0

**FISCAL IMPACT:** To date, funds totaling \$728,874 have been committed to be spent on projects. This commitment will total an additional \$18,000 which when combined with all current proposed projects (in several individual resolutions proposed this month) would leave approximately \$333,000 for additional prioritized projects.

/s/ Pamela Hansen, Finance Director

Recommend ✓ Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 18<sup>th</sup> day of January 2023.

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

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Requesting the approval of \$18,000 of ARPA funds to be used to put towards the cost of programmable message boards. Currently the Highway Department proposed to purchase two (2) boards for the cost of \$36,000. After consideration, other departments could benefit from using these message boards within the County. The ARPA Committee recommended to utilize \$18,000 of ARPA funds for half of the cost of the programmable message boards, with the Highway Department funding for the remaining cost. Motion was made by Supervisor Bocksell, seconded by Supervisor Hansen, to adopt Resolution 07-23 titled, “ Authorize Expenditure of American Rescue Plan Act (ARPA) Funds and 2023 Budget Modification- Programmable Message Boards.” Roll call vote was taken, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Weishapple-yes, Supervisor Bauer-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes and Supervisor Bocksell-yes. Motion carried.

**RESOLUTION NO. 8-23**  
**ADOPTING THE PEPIN COUNTY ALL – HAZARDS MITIGATION PLAN 2022-2028**

**WHEREAS**, Pepin County recognizes the threat that natural and man-made hazards pose to people and property; and

**WHEREAS**, undertaking hazard mitigation actions before disasters occur will reduce the potential for harm to people and property and save taxpayer dollars; and

**WHEREAS**, an adopted all hazards plan is required as a condition of future grant funding for mitigation projects; and

**WHEREAS**, Pepin County has participated jointly in the planning process with other local units of government within the County to prepare a multi-hazards mitigation plan; and

**WHEREAS**, public participation in the plan update process was encouraged.

**NOW, THEREFORE BE IT RESOLVED** that Pepin County, hereby adopts the Pepin County All-Hazards Mitigation Plan 2023-2028 as an official plan to guide preparedness and mitigation projects in the county.

**RECOMMENDED BY THE PEPIN COUNTY LAW ENFORCEMENT & EMERGENCY MANAGEMENT COMMITTEE:**

/s/ Kevin Kosok, Committee Chair COMMITTEE MEMBERS VOTE  
In favor-3 Oppose-0 Absent-2 Abstain-0

**FISCAL IMPACT:** Ensures Pepin County is eligible for hazard mitigation grants.

/s/ Pamela Hansen, Finance Director Recommend ✓ Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 18<sup>th</sup> day of January 2023  
In favor – 11 Oppose – 0 Absent – 1 Abstain – 0

/s/ Audrey Bauer, County Clerk /s/ Tim Milliren, County Board Chair

Emergency Management Director Maria Nelson explained the All-Hazards Mitigation plan to the County Board. Motion was made by Supervisor Andrews, seconded by Supervisor Hoch, to adopt Resolution 08-23 titled “Adopting the Pepin County All-Hazards Mitigation Plan 2023-2028.” Roll call vote was taken, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Weishapple-yes, Supervisor Bauer-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Bocksell-yes, and Supervisor Wright-yes. Motion carried.

**RESOLUTION NO. 9-23**

**2023 BUDGET MODIFICATION – WISCONSIN LAW ENFORCEMENT AGENCY GRANT**

**WHEREAS**, the State of Wisconsin Law Enforcement Agency (LEA) Grant has awarded to all law enforcement agencies in the State of Wisconsin, a pre-determined grant award based on the crime rates and populations served within; and

**WHEREAS**, the State of Wisconsin Law Enforcement Agency (LEA) Grant has awarded \$11,000 to the Pepin County Sheriff’s Office. The grant supports Pepin County’s Law Enforcement Operations in very limited and restricted expenses; and

**WHEREAS**, Pepin County has been awarded \$11,000 of eligible expenses under the WI LEA Grant program for necessary and unbudgeted equipment/training incurred between March 15, 2022, and June 30, 2023; and

**WHEREAS**, this grant was awarded to the Pepin County Sheriff’s Office on behalf of Pepin County to incur expenses to achieve the purpose of the funding, including the following item:

**\$2,980 -Toughbook Computer for LTE Deputy**

**WHEREAS**, the WI LEA Grant will provide 100% reimbursement for eligible expenses specifically approved by the state as listed above; and

**WHEREAS**, the WI LEA Grant will carry the remaining balance up to \$11,000 in total additional allowable expenses; and

**WHEREAS**, neither the WI LEA grant revenue nor the additional expenses as described within were provided for in the original 2023 budget.

**NOW, THEREFORE, BE IT RESOLVED**, that the Pepin County Board of Supervisors authorizes the 2023 Budget to be modified as follows as a result of funding provided by the WI LEA Grant to Pepin County for the purchases as detailed within this resolution:

| <u>Account Number</u> | <u>Account Description</u>     | <u>Current Budget</u> | <u>Increase (Decrease)</u> | <u>Amended Budget</u> |
|-----------------------|--------------------------------|-----------------------|----------------------------|-----------------------|
| 100-00-52120-000-000  | Sheriff’s Office Grant Expense | \$ 0                  | \$ 2,980                   | \$ 2,980              |
| 100-00-43527-000-000  | S/A – Sheriff’s Office Grants  | \$ 0                  | \$ 2,980                   | \$ 2,980              |

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

COMMITTEE MEMBERS VOTE

/s/ Kevin Kosok, Committee Chair In favor-3 Oppose-0 Absent-2 Abstain-0

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

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Committee Chair In favor-4 Oppose-0 Absent-1 Abstain-0

**FISCAL IMPACT:** All expenses, as noted to be incurred above within the grant amount, will be reimbursed by the LEA Grant. Thus, there will be no net financial impact on Pepin County as a result of continued participation in this program.

/s/ Pamela Hansen, Finance Director Recommend ✓ Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 18<sup>th</sup> day of January 2023.

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

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Chief Deputy Sheriff Matt Roesler presented this resolution to the County Board. Pepin County was awarded \$11,000 from the State of Wisconsin Law Enforcement Agency (LEA) Grant. A Touchbook Computer for the LTE Deputy will be purchased using \$2,980 of the \$11,000 funds at this time. Motion was made by Supervisor Andrews, seconded by Supervisor Kosok, to adopt Resolution 09-23 titled “2023 Budget Modification- Wisconsin Law Enforcement Agency Grant.” Roll call vote was taken, Supervisor Winkler-yes, Supervisor Hoch-yes, Supervisor Weishapple-yes, Supervisor Bauer-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Bocksell-yes, Supervisor Wright-yes and Supervisor Hansen-yes. Motion carried.

**Ordinance:**

**AMENDMENT NO. 135 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 adding additional record under the Record Retention in Chapter 1 - Veterans Service Records

**26. VETERANS SERVICE RECORDS**

| RECORD | RETENTION PERIOD | AUTHORITY | W-N-N/A |
|--------|------------------|-----------|---------|
|--------|------------------|-----------|---------|

|                                                                                                                                                      |                               |  |          |
|------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|--|----------|
| Cemetery List                                                                                                                                        | S                             |  | W        |
| Veteran's Benefit Case Files                                                                                                                         | EVT + 2 years: EVT = Death    |  | W        |
| Veterans' Information Management System (VIMS) Backup Disks                                                                                          | S                             |  | W        |
| Wisconsin Department of Veterans' Affairs Bulletins                                                                                                  | Permanent                     |  | N/A      |
| Monthly Forms Tally Sheet                                                                                                                            | CR + 2 years                  |  | W        |
| <b>Cemetery &amp; Grave Records</b><br>(Cemetery cards, number of veterans in Pepin County)                                                          | <b>S</b>                      |  | <b>W</b> |
| <b>Veteran's Records</b><br>(Case files, pension and Compensation & Death Claims, any forms filled out on the veteran or veteran's families' behalf) | <b>EVT+2yrs:<br/>VT=Death</b> |  | <b>W</b> |

Section 3. Effective Date. This amendment shall take effect: January 26-2023

ADOPTED: January 18, 2023

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

**COMMITTEE MEMBERS VOTE**

/s/ Tom Milliren, Committee Chair

In favor-5 Oppose-0 Absent-0 Abstain-0

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 18th day of January, 2023

In Favor -11 Oppose - 0 Absent - 0 Abstain - 0

/s/ Audrey Bauer, Pepin County Clerk

/s/ Tom Milliren, County Board Chair

County Clerk Audrey Bauer explained the Code of Ordinance Amendment to the County Board. Veteran Service Officer Sherri Peterson has been in the process of putting together a policy on record retention. Adding additional records: Cemetery & Grave Records and Veteran Records to section 26 of Chapter 1 of the Code of Ordinance. Motion was made by Supervisor Andrews, seconded by Supervisor Kosok, adopting Ordinance 135 to Ordinance 179- Chapter 1 adding to the record retention schedule. Roll call vote was taken, Supervisor Hoch-yes, Supervisor Weishapple-yes, Supervisor Bauer-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes and Supervisor Winkler-yes. Motion carried.

**Appointments:**

**Appoint Jan Spindler as a member of the Library Plan Commission**

**Re-appoint Gary Sweeney to the Veteran Service Commission –Term ending 12- 31-2025**

Motion was made by Supervisor Kosok, seconded by Supervisor Elizabeth Bauer, to appoint Jan Spindler to the Library Plan Commission and Re-appoint Gary Sweeney to the Veteran Service Commission. Roll call vote was taken, Supervisor Weishapple-yes, Supervisor Bauer-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-

yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes and Supervisor Hoch-yes. Motion carried.

**Appoint Board of Adjustment member and an Alternate**

Zoning Administrator Maria Nelson informed the County Board of the need to appoint two members to the Board of Adjustment from the Town of Stockholm and the Town of Pepin area. Bruce Peterson and Ted Fischer are both interested in being on the Board of Adjustments. Supervisor Andrews made a motion to appoint Ted Fischer as a Board of Adjustment member and Bruce Peterson as the alternate. Seconded by Supervisor Sabelko. Roll call vote was taken, Supervisor Bauer-yes, Supervisor Sabelko-yes, Chair Milliren-yes, Supervisor Andrews-yes, Supervisor Kosok-yes, Supervisor Bocksell-yes, Supervisor Wright-yes, Supervisor Hansen-yes, Supervisor Winkler-yes, Supervisor Hoch-yes and Supervisor Weishapple-yes. Motion carried.

**Communications:**

Chair Milliren informed the County Board that Kim Seipel was appointed by Governor Evers to the Mississippi River Regional Planning Commission as a Governor Appointed member to a six-year term ending July 15, 2028.

**Public Comments other than Agenda Items:**

Tom Webb, Direct Field Representative for our Representative Derrick Van Orden, informed the Board that Representative Van Orden has recently been appointed to the Agriculture Committee. Contact the Eau Claire office if anyone has any issues or questions.

Rebecca Hansen asked if there has been any problems with the new hours at the Government Center. Administrative Coordinator Pam Hansen had received a call from the School District with some questions on covering certain areas, which was solved once things were explained.

Also Supervisor Hansen ask how the joint positions of Chief Deputy Sheriff and Human Service Director positions are working out? Human Service Director Matt Roesler informed that everything is going well and would like to continue this long-term.

**Future Agenda Items and Meeting Date - February 15<sup>th</sup>, 2023 at 7:00 p.m.**

Chair Milliren adjourned the by meeting at 8:10 p.m.

(Resolutions and Ordinances are on file for public inspection in the County Clerk's Office)

Submitted by, Audrey Bauer, Pepin County Clerk

Approved by the County Board of Supervisors on March 15, 2023

/s/ Tom Milliren

Pepin County Board of Supervisors Chair

## PEPIN COUNTY BOARD OF SUPERVISORS MEETING MINUTES

March 15, 2023

The Meeting of the Pepin County Board of Supervisors was called to order at 7:00 p.m. on Tuesday, March 15, 2023 by Chair Tom Milliren. The meeting was held remotely and in the County Board Room at the Pepin County Government Center, 740 7<sup>th</sup> Ave W. Durand WI. This meeting was properly noticed per Section 19.84 of the Wisconsin State Statutes, and complies with Section 19.81-19.90, *Open Meeting Law*.

### **ESTABLISH QUORUM – ROLL CALL – present attending:**

|                                           |                                         |
|-------------------------------------------|-----------------------------------------|
| District #1- Michael Wright-remotely      | District #7- Kris Sabelko – in person   |
| District #2- Rebecca Hansen- remotely     | District #8- Tom Milliren- in person    |
| District #3- Andy Winkler- remotely       | District #9- John Andrews-in person     |
| District #4- Paul Hoch- in person         | District #10- Kevin Kosok-in person     |
| District #5- Robert Weishapple- in person | District #11- Amber Provance- remotely  |
| District #6- Elizabeth Bauer- in person   | District #12- Angela Bocksell- remotely |

All twelve supervisors were in attendance.

### **PLEDGE OF THE ALLEGIANCE**

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

**Approval of the Agenda:** Approved as written.

### **Public Comments Regarding Listed Agenda Items**

No public comments.

### **Consent Agenda:**

#### **Approve of the January 18, 2023 County Board Meeting Minutes**

Motion was made by Supervisor Andrews, seconded by Supervisor Kosok, to approve the January 18, 2023, County Board of Supervisors Meeting Minutes. Roll call vote was taken: Supervisor Wright-yes; Supervisor Hansen-yes; Supervisor Winkler-yes; Supervisor Hoch-yes; Supervisor Weishapple-yes; Supervisor Bauer-yes; Supervisor Sabelko-yes; Chair Milliren-yes; Supervisor Andrews-yes; Supervisor Kosok-yes; Supervisor Provance-yes; Supervisor Bocksell-yes. Motion carried.

#### **Nomination and Election of the County Board 2<sup>nd</sup> Vice Chair**

Chair Milliren opened the floor for nominations for 2<sup>nd</sup> Vice Chair of the County Board of Supervisors. Supervisor Andrews nominated Supervisor Bocksell. Additional nominations were called for three more times. Hearing none, the nominations were closed. Motion by Supervisor Andrews, seconded by Supervisor Hoch, to elect Supervisor Bocksell as 2<sup>nd</sup> Vice Chair of the County Board. Roll call vote was taken: Supervisor Wright-yes; Supervisor Hansen-yes; Supervisor Winkler-yes; Supervisor Hoch-yes; Supervisor Weishapple-yes; Supervisor Bauer-yes; Supervisor Sabelko-yes; Chair Milliren-yes; Supervisor Andrews-yes; Supervisor Kosok-yes; Supervisor Provance-yes; Supervisor Bocksell-yes. Motion carried.

**Reports:**

**County Board Committee Reports**

The following County Board Committee Chairs/Vice Chairs gave their reports: Land Conservation, Planning and Extension Pepin County, Law Enforcement and Emergency Management, Highway Committee, Administrative Committee and Human Services Board. Pepin County Board of Health did not hold a meeting.

**Emergency Management 2022 Annual Report**

Emergency Management Director Maria Nelson presented the 2022 Annual Report. The report covered the duties of the office, accomplishments from 2022 and future goals.

**Discuss and Approve Possible Changes to the Temporary Government Center Hours**

Chair Milliren informed the Board that the temporary Government Center hours have been extended through the end of the year. This will be brought back at the end of the year for additional approval.

**Business:**

**Resolutions:**

**RESOLUTION NO. 10-23**

**REQUEST TO CARRYOVER ADDITIONAL VACATION HOURS FOR  
TWO SHERIFF'S OFFICE CORRECTIONS OFFICERS**

**WHEREAS**, the two corrections officers named below were unable to reduce their vacation balance to the 80 hours allowed in the Pepin County Corrections Officer Union Contract by December 31, 2022; and

**WHEREAS**, work completion requirements due to two (2) open corrections officer positions for one month along with the requirement to have the jail staffed by one female and one male 24 hours/7days week/365 days a year caused related staff shortages resulting in remaining vacation time being difficult to schedule while meeting needs of the Sheriff's Office; and

**WHEREAS**, the Pepin County Law Enforcement Committee is recommending authorizing Jenifer Fitzsimmons 9 hours of vacation carry over into 2023 and Bailey Fueling 8 hours of vacation carry over in to 2023; and

**WHEREAS**, Jenifer Fitzsimmons and Bailey Fueling would be required to use the additional carryover hours of vacation within the first three months of 2023.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors hereby authorizes the Corrections Officers Fitzsimmons and Fueling to carryover an additional 9 hours and 8 hours of vacation respectively at the end of 2022, into 2023 to be used within the first three months of the year.

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

**COMMITTEE MEMBERS VOTE**

/s/ Kevin Kosok, Committee Chair In Favor-5 Oppose-0 Absent-0 Abstain-0

**FISCAL IMPACT REVIEWED** – No financial impact if ability exists to cover additional time off in 2023 with current regular staffing as included in expense budgets.

/s/ Pamela Hansen, Finance Director Recommend ✓ Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 15<sup>th</sup> day of March 2023

In favor - 12 Oppose - 0 Absent - 0 Abstain - 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Personnel Director Micci Weiss presented this resolution explaining that due to resignations of Correction Officers at the end of the year, two Corrections Officers were not able use enough vacation hours in 2022 and will lose any hours over the 80 hours allowed. This resolution allows them to carryover their additional hours into 2023, to be used by March 31<sup>st</sup>. Motion was made by Supervisor Andrews, seconded by Supervisor Kosok, to adopt Resolution 10-23 titled "Request to Carryover Additional Vacation Hours for Two Sheriff's Office Correctional Officers". Roll call vote was taken: Supervisor Wright-yes; Supervisor Hansen-yes; Supervisor Winkler-yes; Supervisor Hoch-yes; Supervisor Weishapple-yes; Supervisor Bauer-yes; Supervisor Sabelko-yes; Chair Milliren-yes; Supervisor Andrews-yes; Supervisor Kosok-yes; Supervisor Provance-yes; Supervisor Bocksell-yes. Motion carried.

**RESOLUTION NO. 11-23  
OUTSTANDING CHECKS TO BE CANCELLED**

**WHEREAS**, the following 2020 checks are outstanding; and

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

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

**NOW THEREFORE BE IT RESOLVED**; that the Pepin County Board of Supervisors cancel the following checks:

| <u>DATE</u> | <u>CHECK #</u> | <u>PAYEE</u>      | <u>AMOUNT</u> |
|-------------|----------------|-------------------|---------------|
| 3/4/2020    | 98070          | EVAN JOHN KIRCHER | \$16.02       |
| 11/25/20    | 100140         | KATIE PFEIFFER    | \$39.60       |

Dated: 02-01-2023  
Patricia A. Scharr, Treasurer

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

**COMMITTEE MEMBERS VOTE**

/s/ Tom Milliren, Committee Chair

In favor-5    Oppose-0    Absent-0    Abstain-0

**FISCAL IMPACT REVIEWED** – Reduction of current year expense for checks that are not re-issued.

/s/ Pamela Hansen, Finance Director

Recommend- ✓

Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 15<sup>th</sup> day of March 2023.

In favor - 12    Oppose - 0    Absent - 0    Abstain - 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Pepin County Treasurer Patricia Scharr reported that in 2020 there were two outstanding checks. Letters were sent and phone calls were made to the people involved. They either said they have received adequate compensation or they could not be reached.

Motion was made by Supervisor Andrews, seconded by Supervisor Hoch, to adopt Resolution 11-23 titled "Outstanding Checks to be Cancelled". Roll call vote was taken: Supervisor Wright-yes; Supervisor Hansen-yes; Supervisor Winkler-yes; Supervisor Hoch-yes; Supervisor Weishapple-yes; Supervisor Bauer-yes; Supervisor Sabelko-yes; Chair Milliren-yes; Supervisor Andrews-yes; Supervisor Kosok-yes; Supervisor Provance-yes; Supervisor Bocksell-yes. Motion carried.

**RESOLUTION NO. 12-23**

**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.

**NOW 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/ Angie Bocksell, Committee Chair COMMITTEE MEMBERS VOTE  
In favor-4    Oppose-0    Absent-1    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, Finance Director Recommended- ✓    Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors this 15<sup>th</sup> day of March 2023.  
In favor – 12    Oppose – 0    Absent – 0    Abstain – 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Chair Milliren commented on this resolution which expresses Pepin County's interest in participating in the State's snowmobile trail aids program. This program brings in about \$37,000 a year which is then distributed to the three local clubs.

Motion was made by Supervisor Andrews, seconded by Supervisor Sabelko, to Adopt Resolution 12-23 titled "Pepin County Snowmobile Trail Recreation Aids Program". Roll call vote was taken: Supervisor Wright-yes; Supervisor Hansen-yes; Supervisor Winkler-yes; Supervisor Hoch-yes; Supervisor Weishapple-yes; Supervisor Bauer-yes; Supervisor Sabelko-yes; Chair Milliren-yes; Supervisor Andrews-yes; Supervisor Kosok-yes; Supervisor Provance-yes; Supervisor Bocksell-yes. Motion carried.

**RESOLUTION NO. 13-23  
RESOLUTION TO SUPPORT GRANT APPLICATIONS FOR  
IMPROVEMENTS AT PEPIN COUNTY PARKS**

**WHEREAS**, Pepin County has allocated American Rescue Plan Act (ARPA) funding towards improvements at Pepin County's Holden Park and Campground to provide enhanced nature-based outdoor recreational opportunities for residents and visitors; and

**WHEREAS**, the ARPA allocations designated by the Pepin County Board of Supervisors will not cover the entire cost of proposed park improvement projects, hence Pepin County Land Conservation & Planning staff intend to apply for grants through Wisconsin Department of Natural Resources to receive supplemental funding for proposed park improvement projects; and

**WHEREAS**, staff have identified grant funding opportunities available through the State of Wisconsin Department of Natural Resources that can potentially provide up to 50% match for park improvement projects through Stewardship Local Assistance Grants and the Federal Land & Water Conservation Program; and

**WHEREAS**, Pepin County would prefer to receive funding Stewardship Local Assistance Grants as we can utilize ARPA funds as a local match source and the grant’s funding priorities align with Pepin County projects outlined in our Comprehensive Outdoor Recreation Plan; and

**WHEREAS**, Pepin County acknowledges that the Federal Land & Water Conservation Program grant cannot utilize ARPA funding or other federal funds as match and will require Pepin County to identify other sources of funding for local match requirements if we are awarded funding via this program; and

**WHEREAS**, DNR Grant Project Resolution Form 8700-388 will be completed as required for the grant application.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors offers its support for Land Conservation & Planning staff to apply for grants for Park Improvements at Holden Park & Campground.

**BE IT FURTHER RESOLVED** Pepin County Board of Supervisors authorizes the DNR grant applications to be submitted in support of Park Improvements at Pepin County Holden Park & Campground, and that Land Conservationist and departmental staff take the necessary action to complete the proposed project, request reimbursement from the DNR, submit required reports and before /after photos of the project site.

**BE IT FURTHER RESOLVED** Pepin County Board of Supervisors authorizes the Administrative Coordinator as the signatory authority for the grant application and to authorize any agreements and contracts related to this project.

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

/s/ Angie Bocksell, Committee Chair COMMITTEE MEMBERS VOTE  
In Favor-4    Oppose-0    Absent-1    Abstain-0

**FISCAL IMPACT:** Any grants obtained will offset additional costs of the parks project that the approved ARPA allocation may not cover. If any additional match is required in excess of current budgets, the additional fiscal impact and plan for funding will be determined prior to grant acceptance.

/s/ Pamela Hansen, Finance Director      Recommend- ✓      Not Recommended

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

/s/ Tom Milliren, Committee Chair COMMITTEE MEMBERS VOTE  
In Favor-4    Oppose-0    Absent-0    Abstain-1

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 15<sup>th</sup> day of March 2023.

In favor - 12 Oppose - 0 Absent - 0 Abstain - 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

This resolution requests the support of the Board for pursuing grants available for park improvements and grants authority to the Administrative Coordinator to sign grant applications and agreements or contracts related to this project.

Motion was made by Supervisor Kosok, seconded by Supervisor Winkler, to adopt Resolution 13-23 titled "Resolution to Support Grant Application for Improvements at Pepin County Parks".

Roll call vote was taken: Supervisor Hoch-yes; Supervisor Weishapple-yes; Supervisor Bauer-yes; Supervisor Sabelko-yes; Chair Milliren-yes; Supervisor Andrews-yes; Supervisor Kosok-yes; Supervisor Provance-yes; Supervisor Bocksell-yes; Supervisor Wright-yes; Supervisor Hansen-yes; Supervisor Winkler-yes. Motion carried.

**RESOLUTION NO. 14-23  
RESOLUTION IN SUPPORT OF LONG-TERM PLAN FOR  
PEPIN COUNTY SHOOTING RANGE**

**WHEREAS**, Pepin County has owned and maintained the Shooting/Firearms Range located at W7480 County Road NN for some time. The range is managed by the Pepin County Land Conservation Department; and

**WHEREAS**, the Shooting Range is a public range and is primarily used and maintained by Arkansaw Fur, Fish & Game, Durand Sportsmen’s Club, Eau Galle Sportsman's Club, and area law enforcement agencies; and

**WHEREAS**, the Shooting Range is a tremendous resource for all sportspeople of the Pepin County area as hunting and shooting for sport is a vital part of lifestyle for many Pepin County residents; and

**WHEREAS**, the Shooting Range is the primary and currently only range utilized by the Pepin County Sheriff’s Office and City of Durand Police Department for firearms training and qualifications; and

**WHEREAS**, Arkansaw Fur, Fish & Game, Durand Sportsmen’s Club, Eau Galle Sportsman's Club, and area law enforcement agencies take great pride in the shooting range and are committed to making continued improvements aimed at the functions and overall safety of the range; and

**WHEREAS**, there are current grant funding opportunities made available by the State of Wisconsin Department of Natural Resources aimed at improving public shooting ranges that the organizations and agencies listed above would be interested in applying for; and

**WHEREAS**, Pepin County is requesting financial assistance from the DNR through the Shooting Range Grant Program; and

**WHEREAS**, the Arkansaw Fur Fish and Game, Durand Sportsmen’s Club, and the Eau Galle Sportsman’s Club have agreed to fund the subrecipient match; and

**WHEREAS**, the grant funding opportunity requires a 20-year commitment to the shooting range being funded; and

**WHEREAS**, DNR Grant Project Resolution Form 8700-388 will be completed as required for the grant applications.

**NOW THEREFORE BE IT RESOLVED** that the Pepin County Board of Supervisors offers its support and commitment to the Pepin County Shooting Range for a period of no less than 20 years so that grant opportunities may be sought in an effort to make improvements to the current shooting range.

**BE IT FURTHER RESOLVED** that the Pepin County Board authorizes the Shooting Range Grant Application to be submitted, the Land Conservation Zoning Technician take the necessary action to complete the proposed project, request reimbursement from the DNR, submit required reports and before /after photos of the project site.

**BE IT FURTHER RESOLVED** Pepin County Board of Supervisors authorizes the Administrative Coordinator as the signatory authority for the grant application and to authorize any agreements and contracts related to this project.

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

COMMITTEE MEMBERS VOTE

/s/ Angie Bocksell, Committee Chair      In Favor-4      Oppose-0      Absent-1      Abstain-0

**FISCAL IMPACT REVIEWED** – As funding for subrecipient match amounts will be provided by external groups as noted above, the fiscal impact to the county would be the financial support needed for the staff time to manage the grant paperwork and projects which will be done within current staffing budgets.

/s/ Pamela Hansen, Finance Director      Recommend- ✓      Not Recommend

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

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Committee Chair      In Favor-4      Oppose-0      Absent-0      Abstain-1

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 15<sup>th</sup> day of March 2023.

In Favor – 12    Opposed – 0    Absent – 0    Abstain – 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Pepin County Land Conservation Director Jessica McMahon explained that this resolution would allow the area clubs, in partnership with Pepin County Land Conservation Department, to apply for a DNR grant that would be a 75/25 match, with the DNR covering 75% and the clubs splitting the 25%. A 20-year commitment is required by the shooting range and Pepin County.

Motion was made by Supervisor Kosok, seconded by Supervisor Andrews, to adopt Resolution 14-23 titled "Resolution in Support of Long-Term Plan for Pepin County Shooting Range". Roll call vote was taken: Supervisor Weishapple-yes; Supervisor Bauer-yes; Supervisor Sabelko-yes; Chair Milliren-yes; Supervisor Andrews-yes; Supervisor Kosok-yes; Supervisor Provance-yes; Supervisor Bocksell-yes; Supervisor Wright-yes; Supervisor Hansen-yes; Supervisor Winkler-yes; Supervisor Hoch-yes. Motion carried.

### **RESOLUTION NO. 15-23**

#### **RESOLUTION IN SUPPORT OF INCREASED COUNTY CHILD SUPPORT FUNDING**

**WHEREAS**, Pepin County administers the Child Support Enforcement Program on behalf of the state, providing a holistic set of services to Pepin County children and their parents, including paternity establishment, assistance with finding employment, obtaining child support and establishing health insurance orders for children, and enforcing and modifying those orders; and

**WHEREAS**, child support is one of the most effective anti-poverty programs in the state, with county child support agencies serving approximately 347,000 children and collecting roughly \$906 million in financial support for Wisconsin families in 2021; and

**WHEREAS**, child support is proven to reduce childhood poverty rates, lead to better educational and behavioral outcomes for children, and have a positive effect on food security, health and housing stability; and

**WHEREAS**, County child support agencies work closely with both parents to ensure that they have the help they need to be successful, including assistance with finding employment, referrals to other social service programs and right-sizing orders for individuals impacted by substances use disorders or other challenges; and

**WHEREAS**, State funding for county child support services has failed to keep up with county agency costs, which have steadily increased due to a high number of caseloads per worker, increased complexity of cases, inflation and new regulations; and

**WHEREAS**, an abrupt federal interpretation change in June 2019 eliminated \$4.2 million in federal birth cost recovery matching funds for Wisconsin; and

**WHEREAS**, Wisconsin's strong performance in child support is at risk without additional funding. The state has already dropped from 2<sup>nd</sup> in the nation for the collection of current support in 2016 to 6<sup>th</sup> in the nation in 2021; and

**WHEREAS**, without additional state funds, county child support agencies may need to eliminate positions, further increase caseloads, or reduce services, further impacting federal performance measures, which would result in the loss of additional federal funds; and

**WHEREAS**, the individuals most impacted by insufficient funding for child support are the children and families served by county child support agencies, who will need to seek out public assistance programming absent the financial security provided by the child support program; and

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

**WHEREAS**, Wisconsin's Child Support Enforcement Program is incredibly cost-effective, collecting an average of \$6.43 in support for every dollar invested in the program.

**NOW, THEREFORE, BE IT RESOLVED** that the Pepin County Board of Supervisors respectfully requests that state funding for county child support agencies be increased by \$5 million GPR in each fiscal year of the 2023-25 Wisconsin state budget, which will generate approximately \$9.7 million in additional federal funding each year. This investment will ensure that Wisconsin counties can continue to effectively provide economic support to our children.

**IT IS 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 DEPARTMENT OF HUMAN SERVICES BOARD:**

COMMITTEE MEMBERS VOTE

/s/ Andrew Winkler, Board Chair In Favor-6 Oppose-0 Absent-0 Abstain-0

**FISCAL IMPACT REVIEWED** – The estimated impact of the proposed changes to the state budget would increase Pepin County funding by an estimated additional total of \$12,000 each year in state and federal dollars, which would assist in managing the continually rising costs.

/s/ Pamela Hansen, Finance Director Recommend- ✓ Not Recommend

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

COMMITTEE MEMBERS VOTE

/s/ Tom Milliren, Committee Chair In Favor-5 Oppose-0 Absent-0 Abstain-0

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 15<sup>th</sup> day of March 2023.

In Favor - 12 Opposed - 0 Absent - 0 Abstain - 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Human Services Director Matt Roesler addressed this item saying that this resolution is done every two years and there was no cost to the County.

Motion was made by Supervisor Andrews, seconded by Supervisor Hoch, to adopt Resolution 15-23 titled "Resolution in Support of Increased County Child Support Funding". Roll call vote was taken: Supervisor Bauer-yes; Supervisor Sabelko-yes; Chair Milliren-yes; Supervisor Andrews-yes; Supervisor Kosok-yes; Supervisor Provance-yes; Supervisor Bocksell-yes; Supervisor Wright-yes; Supervisor Hansen-yes; Supervisor Winkler-yes; Supervisor Hoch-yes; Supervisor Weishapple-yes. Motion carried.

**RESOLUTION NO. 16-23  
2023 BUDGET MODIFICATION – SALES TAX REVENUE ESTIMATES**

**WHEREAS**, Resolution 50-22 was passed in November 2022 which included Adopting the 2023 Pepin County Budget; and

**WHEREAS**, the annual budget is compiled using the best estimates and information possible at that time; and

**WHEREAS**, for several years the Wisconsin Counties Association (WCA) has provided county officials with sales tax estimates which come from Forward Analytics (FA), the research arm of WCA. These estimates have been proven to be reliable but were not available when initial budgetary sales tax revenue numbers were compiled and thus the 2023 Budget was set equal to the 2022 Budgeted Revenues; and

**WHEREAS**, the current Budget actuals and estimates are as follows:

- 2022 Budget \$651,415; 2022 Estimated Actual \$757,497
- 2023 Budget \$651,415; 2023 FA Estimated Actual \$763,536; and

**WHEREAS**, when making decisions with a material fiscal impact any updated relevant information should be recognized and taken into consideration.

**THEREFORE, IT BE RESOLVED** that the Pepin County Board of Supervisors authorizes the 2023 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>           |                       |                            |                       |
| 100-00-41221-000      | County Sales Tax           | \$ 651,415            | \$ 112,121                 | \$ 763,536            |
| 100-00-49300-000      | Surplus applied            | \$ 421,244            | (\$ 112,121)               | \$ 309,123            |

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

**COMMITTEE MEMBERS VOTE**

/s/ Tom Milliren, Committee Chair                      In favor-5    Oppose-0    Absent-0    Abstain-0

**FISCAL IMPACT REVIEWED** – Entire impact as noted above.

/s/ Pamela Hansen, Finance Director                      Recommend- ✓                      Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 15<sup>th</sup> day of March 2023  
In favor - 12 Oppose - 0 Absent - 0 Abstain - 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Information on this resolution was presented by Finance Director Pamela Hansen. The information used to compile the 2023 budget was an estimate using data available at that time. Current data and estimates will add an extra \$112,121 to the County sales tax account. Motion was made by Supervisor Andrews, seconded by Supervisor Kosok, to adopt Resolution 16-23 titled "2023 Budget Modification – Sales Tax Revenue Estimates". Roll call vote was taken: Supervisor Sabelko-yes; Chair Milliren-yes; Supervisor Andrews-yes; Supervisor Kosok-yes; Supervisor Provance-yes; Supervisor Bocksell-yes; Supervisor Wright-yes; Supervisor Hansen-yes; Supervisor Winkler-yes; Supervisor Hoch-yes; Supervisor Weishapple-yes; Supervisor Bauer-yes. Motion carried.

**RESOLUTION NO. 17-23  
RESOLUTION AMENDING THE 2020 EMPLOYEE CLASSIFICATION AND COMPENSATION  
STUDY FOR STAFF NOT AT AN EQUIVALENT STEP TO YEARS OF SERVICE IN THEIR  
CURRENT POSITION – 2023 BUDGET MODIFICATION**

**WHEREAS**, Resolution 33-20 adopted the recommendation of the 2020 employee classification and compensation study completed by Carlson Dettman Consulting, LLC that was implemented as of January 1 2021; and

**WHEREAS**, the classification and compensation study replaced the existing Pepin County employee compensation structure for fulltime non-union, non-elected Officials, with a compensation structure consisting of 19 pay grades, with 16 steps in each grade (step 6 as the Control Point or market rate and steps above to recognize longevity) and to "discount" the market rates by five percent (5%) to approximate the 40<sup>th</sup> percentile. The "discount" was done for financial reasons to be able to implement the new structure within current budget constraints; and

**WHEREAS**, the implementation strategy approved did not cut the base pay of any existing employee and moved employees to the step nearest their current rate while providing an increase. Thus, their current step did not reflect years of service or longevity upon implementation of the compensation structure. Employees whose rate of pay exceeded the maximum rate for their classification were frozen until such time that the pay structure through future amendments or increases for their classification meet or exceeds their rate of pay. The strategy also allowed for a formal appeals process; and

**WHEREAS**, subsequent Resolution 44-20 approved the following:

- an additional implementation strategy to begin to recognize longevity of moving full time employees with greater than or equal to 15 years of service shall be placed at a minimum of Step 6 (Control Point) in their new pay grade, and

- employees with greater than or equal to 15 years of service and receiving less than a \$.08 per hour increase and they work greater than a 50% FTE shall be placed at the next higher step in their new pay grade; and

**WHEREAS**, subsequent Resolution 12-21 approved reclass of two positions that were appealed per the formal appeals process; and

**WHEREAS**, subsequent Resolution 40-21 approved a 5% market adjustment increase effective January 2, 2022 to add back the amount the “discounted” market rates were adjusted by five percent (5%) to approximate the 40<sup>th</sup> percentile upon implementation of the original employee compensation structure. However, no additional cost of living increase was able to financially be given at that time for that budget year; and

**WHEREAS**, in discussions during the 2023 Budget process, a goal of addressing the longevity issue in our current classification and compensation study wage scale that had not been able to be originally included in the implemented wage scale or adjustments to date was discussed. However, no formal action was taken except to attempt to build it into the 2023 Budget if possible. With the estimates that were available and used at that time, the expense difference was not able to be provided for in the original adopted 2023 Pepin County budget; and

**WHEREAS**, in December 2022 following the 2023 Budget Process, discussions in the Highway Committee meeting led to the Highway Committee making a motion to move forward a proposed wage step placement proposal that included addressing the longevity issue that remained in the wage scale; and

**WHEREAS**, the Highway Department had calculated the financial impact on their Budgets and the financial impact of staff turnover and determined they can achieve the necessary wage scale adjustments for the 6 employees identified at a total cost of \$21,535 within their current Budgets for the employees that were not at the step on the wage scale equal to their years of service in their current position; and

**WHEREAS**, the Highway Department is not the only department in Pepin County where the issue remains and thus the Administrative Committee accepted the Highway Committee’s recommendation to address the longevity issue that remains in the wage scale but recommends that the issue be addressed for the other remaining 11 full-time and 12 part-time Pepin County employees that are currently not at a step on the current wage scale equal to their current years of service in their current position; and

**WHEREAS**, the list of Pepin County employees that were at wage scale steps below their years of service in their current position was identified by the Personnel Director. The list was reviewed by the Administrative Committee with consistent consideration given to employees who had transferred into their current position and applied current transfer policies. Consideration was also given to previous steps given when hired into current position and scale placement based on previous experience.

**THEREFORE, IT BE RESOLVED** that the Administrative Committee recommends and the Pepin County Board of Supervisors does hereby approve an additional implementation strategy to address the longevity issue to get employees to wage scale steps at least equal to their years of service in their current positions and at placements taking into consideration

current transfer and hire policies impacting wage scale placements. The adjustments would be effective with the first pay period starting in April 2023.

**BE IT FURTHER RESOLVED** that the Pepin County Board of Supervisors authorizes the 2023 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>            |                                     |                       |                            |                       |
| 100-00-51212-000            | Judge                               | \$ 134,483            | \$ 534                     | \$ 135,017            |
| 100-00-51420-000            | County Clerk                        | \$ 104,795            | \$ 287                     | \$ 105,082            |
| 100-00-51430-000            | Personnel                           | \$ 163,742            | \$ 4,491                   | \$ 168,233            |
| 100-00-51510-000            | Finance                             | \$ 219,661            | \$10,501                   | \$ 230,162            |
| 100-00-51710-000            | Register of Deeds                   | \$ 133,001            | \$ 1,904                   | \$ 134,905            |
| 100-00-52125-000            | Sheriff's Office – Corr/Comm        | \$1,094,002           | \$ 6,108                   | \$ 1,100,110          |
| 100-00-52610-000            | Emergency Government                | \$ 49,526             | \$ 1,184                   | \$ 50,710             |
| 100-00-55620-000            | U.W. Extension                      | \$ 160,109            | \$ 968                     | \$ 161,077            |
| 100-00-56230-000            | Land Conservation                   | \$ 404,300            | \$ 2,069                   | \$ 406,369            |
| 100-00-56430-000            | Zoning                              | \$ 82,936             | \$ 948                     | \$ 83,884             |
| 100-00-59200-000            | Transfer to Other Funds             | \$ 0                  | <u>\$ 11,217</u>           | \$ 11,217             |
|                             |                                     |                       | \$ 40,211                  |                       |
| 100-00-49300-000            | Surplus Applied                     | \$ 421,244            | \$40,211                   | \$ 461,455            |
| <i>Human Services Fund:</i> |                                     |                       |                            |                       |
| <i>Revenues:</i>            |                                     |                       |                            |                       |
| 211-00-49200-000            | Transfer from Other Funds           | \$ 0                  | \$11,217                   | \$ 11,217             |
| 211-00-43561-109            | S/A ADRC                            | \$ 0                  | <u>\$ 601</u>              | \$ 601                |
|                             |                                     |                       | \$11,818                   |                       |
| <i>Expenditures:</i>        |                                     |                       |                            |                       |
| 211-00-54408-000            | WRRWC                               | \$ 502,141            | \$ 3,189                   | \$ 505,330            |
| 211-00-54409-000            | Aging                               | \$ 452,263            | \$ 601                     | \$ 452,864            |
| 211-00-54602-000            | Congregate Nutrition                | \$ 116,652            | \$ 318                     | \$ 116,970            |
| 211-00-54603-000            | Homebound Nutrition                 | \$ 324,288            | \$ 5,189                   | \$ 329,477            |
| 211-00-54604-000            | Supportive Services                 | \$ 52,243             | \$ 294                     | \$ 52,537             |
| 211-00-54605-000            | Transportation                      | \$ 373,436            | <u>\$ 2,227</u>            | \$ 375,663            |
|                             |                                     |                       | \$11,818                   |                       |
| <i>Solid Waste Fund:</i>    |                                     |                       |                            |                       |
| <i>Revenues:</i>            |                                     |                       |                            |                       |
| 610-00-49300-000            | Surplus Applied                     | \$ 0                  | \$ 2,374                   | \$ 2,374              |
| <i>Expenditures:</i>        |                                     |                       |                            |                       |
| 610-00-53630-000            | Solid Waste                         | \$111,095             | \$ 1,187                   | \$ 122,282            |
| 610-00-53633-000            | Recycling                           | \$ 91,125             | <u>\$ 1,187</u>            | \$ 92,312             |
|                             |                                     |                       | \$ 2,374                   |                       |
| <i>Highway Dept Fund:</i>   |                                     |                       |                            |                       |
| <i>Revenues:</i>            |                                     |                       |                            |                       |
| 710-00-49300-000            | Surplus applied                     | \$ 0                  | \$ 5,325                   | \$ 5,325              |
| 710-00-47330-000            | Revenues from Towns, Villages, City | \$ 993,649            | \$ 7,601                   | \$ 1,001,250          |
| 710-00-47231-000            | Revenues from State                 | \$ 410,200            | <u>\$ 3,225</u>            | \$ 413,425            |
|                             |                                     |                       | \$ 16,151                  |                       |

| <i>Expenditures:</i> |                      |            |                 |              |
|----------------------|----------------------|------------|-----------------|--------------|
| 710-00-53310-000     | Co Trunk Maintenance | \$ 857,426 | \$ 5,325        | \$ 862,751   |
| 710-00-53321-000     | State Maintenance    | \$ 410,200 | \$ 3,225        | \$ 413,425   |
| 710-00-53330-000     | Town Road Expense    | \$ 993,649 | <u>\$ 7,601</u> | \$ 1,001,250 |
|                      |                      |            | \$16,151        |              |

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

**COMMITTEE MEMBERS VOTE**

/s/ Tom Milliren, Committee Chair                      In favor-5    Oppose-0    Absent-0    Abstain-0

**FISCAL IMPACT REVIEWED** – The impact on the 2023 budget is noted above. The total annual additional wage and fringes expense impact would be approximately \$53,442 in additional ongoing expense to be funded with surplus. Additional surplus generated will be provided by other current resolutions to be addressed.

/s/ Pamela Hansen, Finance Director                      Recommend- ✓                      Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the Pepin County Board of Supervisors on this 15<sup>th</sup> day of March 2023.

In favor - 12    Oppose - 0    Absent - 0    Abstain - 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Finance Director Pamela Hansen gave the Board some background information on the longevity wage scale compensation. This budget modification would allow for the compensation of eleven full time and 12 part-time employees not at their years of service in their current position by placing them at the wage scale step equal to their years of service effective with the first pay period in April at a cost of approximately \$53,442.

Motion was made by Supervisor Andrews, seconded by Supervisor Weishapple, to adopt Resolution 17-23 titled “Resolution Amending the 2020 Employee Classification and Compensation Study for Staff Not at an Equivalent Step for Years of Service in their Current Position – 2023 Budget Modification”. Roll call vote was taken: Chair Milliren-yes; Supervisor Andrews-yes; Supervisor Kosok-yes; Supervisor Provance-yes; Supervisor Bocksell-yes; Supervisor Wright-yes; Supervisor Hansen-yes; Supervisor Winkler-yes; Supervisor Hoch-yes; Supervisor Weishapple-yes; Supervisor Bauer-yes; Supervisor Sabelko-yes. Motion carried.

**RESOLUTION No 18-23**

**AUTHORIZING PEPIN COUNTY TO ENTER INTO THE SETTLEMENT AGREEMENTS WITH TEVA PHARMACEUTICAL INDUSTRIES LTD., ALLERGAN FINANCE, LLC, WALGREEN CO., WALMART, INC., CVS HEALTH CORPORATION AND CVS PHARMACY, INC., AGREE TO THE TERMS OF THE ADDENDUM TO THE MOU ALLOCATING SETTLEMENT PROCEEDS, AND AUTHORIZE ENTRY INTO THE MOU WITH THE ATTORNEY GENERAL**

**WHEREAS**, the County Board of Supervisors previously authorized the County to enter into an engagement agreement with von Briesen & Roper, s.c., Crueger Dickinson LLC and Simmons Hanly Conroy LLC (the “Law Firms”) to pursue litigation against certain manufacturers,

distributors, and retailers of opioid pharmaceuticals (the “Opioid Defendants”) in an effort to hold the Opioid Defendants financially responsible for the County’s expenditure of vast money and resources to combat the opioid epidemic; and

**WHEREAS**, on behalf of the County, the Law Firms filed a lawsuit against the Opioid Defendants; and

**WHEREAS**, the Law Firms filed similar lawsuits on behalf of 66 other Wisconsin counties and all Wisconsin cases were coordinated with thousands of other lawsuits filed against the same or substantially similar parties as the Opioid Defendants in the Northern District of Ohio, captioned *In re: Opioid Litigation*, MDL 2804 (the “Litigation”); and

**WHEREAS**, four (4) additional Wisconsin counties (Milwaukee, Dane, Waukesha, and Walworth) hired separate counsel and joined the Litigation; and

**WHEREAS**, since the inception of the Litigation, the Law Firms have coordinated with counsel from around the country (including counsel for Milwaukee, Dane, Waukesha, and Walworth Counties) to prepare the County’s case for trial and engage in extensive settlement discussions with the Opioid Defendants; and

**WHEREAS**, the settlement discussions with Teva Pharmaceutical Industries Ltd., Allergan Finance, LLC, Walgreen Co., Walmart, Inc., CVS Health Corporation and CVS Pharmacy, Inc. (the “Settling Defendants”) resulted in a tentative agreement as to settlement terms pending agreement from the County and other plaintiffs involved in the Litigation; and

**WHEREAS**, copies of the various settlement agreements relating to the Settling Defendants (collectively “Settlement Agreements”) representing the terms of the tentative settlement agreements with the Settling Defendants have been provided with this Resolution; and

**WHEREAS**, the Settlement Agreements provide, among other things, for the payment of certain sums to Participating Subdivisions (as defined in the Settlement Agreements) upon the occurrence of certain events detailed in the Settlement Agreements; and

**WHEREAS**, the County is a Participating Subdivision in the Settlement Agreements and has the opportunity to participate in the benefits associated with the Settlement Agreement provided the County (a) approves the Settlement Agreements; (b) approves the Memorandum of Understanding allocating proceeds from the Settlement Agreements among the various Wisconsin Participating Subdivisions, a copy of which is attached to this Resolution (the “Allocation MOU”); (c) approves the Memorandum of Understanding with the Wisconsin Attorney General regarding allocation of settlement proceeds, a copy of which is attached to this Resolution (the “AG MOU”); and (d) the Legislature’s Joint Committee on Finance approves the terms of the Settlement Agreements and the AG MOU; and

**WHEREAS**, 2021 Wisconsin Act 57 created Section 165.12 of the Wisconsin Statutes relating to the settlement of all or part of the Litigation; and

**WHEREAS**, pursuant to Wis. Stat. § 165.12(2), the Legislature’s Joint Committee on Finance is required to approve the Settlement Agreements and the AG MOU; and

**WHEREAS**, pursuant to Wis. Stat. § 165.12(2), the proceeds from any settlement of all or part of the Litigation are distributed 70% to local governments in Wisconsin that are parties to the Litigation and 30% to the State; and

**WHEREAS**, Wis. Stat. § 165.12(4)(b)2. provides the proceeds from the Settlement Agreement must be deposited in a segregated account (the “Opioid Abatement Account”) and may be expended only for approved uses for opioid abatement as provided in the Settlement Agreements; and

**WHEREAS**, Wis. Stat. § 165.12(7) bars claims from any Wisconsin local government against the Opioid Defendants filed after June 1, 2021; and

**WHEREAS**, the definition of Participating Subdivisions in the Settlement Agreements recognizes a statutory bar on claims such as that set forth in Wis. Stat. § 165.12(7) and, as a result, the only Participating Subdivisions in Wisconsin are those counties and municipalities that were parties to the Litigation (or otherwise actively litigating a claim against one, some, or all of the Opioid Defendants) as of June 1, 2021; and

**WHEREAS**, the Legislature’s Joint Committee on Finance is not statutorily authorized or required to approve the allocation of proceeds of the Settlement Agreements among Wisconsin Participating Subdivisions; and

**WHEREAS**, the Law Firms have engaged in extensive discussions with counsel for all other Wisconsin Participating Subdivisions resulting in the proposed Allocation MOU, which is an agreement between all of the entities identified in the Allocation MOU as to how the proceeds payable to those entities under the Settlement Agreements will be allocated; and

**WHEREAS**, the proposed Addendum to the MOU (“Addendum”) provided with this Resolution provides for allocation of settlement proceeds among the Wisconsin Participating Subdivisions according to the same percentages as that provided in the previously-approved MOU allocating the settlement proceeds of the settlements involving McKesson Corporation, Cardinal Health, Inc., AmerisourceBergen Corporation, Johnson & Johnson, Janssen Pharmaceuticals, Inc., Ortho-McNeil-Janssen Pharmaceuticals, Inc., and Janssen Pharmaceutica, Inc.; and

**WHEREAS**, there is provided with this Resolution a summary of the essential terms of the Settlement Agreements, the deadlines related to the effective dates of the Settlement Agreements, the ramifications associated with the County’s refusal to enter into the Settlement

Agreements, the form of the Addendum, the form of the AG MOU, and an overview of the process for finalizing the Settlement Agreements; and

**WHEREAS**, the County, by this Resolution, shall deposit the proceeds of the Settlement Agreements consistent with the terms of this Resolution and Wis. Stat. § 165.12(4)(b); and

**WHEREAS**, pursuant to the County's engagement agreement with the Law Firms, the County shall pay up to an amount equal to 25% of the proceeds from successful resolution of all or part of the Litigation, whether through settlement or otherwise, plus the Law Firms' costs and disbursements, to the Law Firms as compensation for the Law Firms' efforts in the Litigation and any settlement; and

**WHEREAS**, the Law Firms anticipate making application to the national fee fund established in the Settlement Agreements seeking payment, in whole or part, of the fees, costs, and disbursements owed the Law Firms pursuant to the engagement agreement with the County; and

**WHEREAS**, it is anticipated the amount of any award from the fee fund established in the Settlement Agreements will be insufficient to satisfy the County's obligations under the engagement agreement with the Law Firms; and

**WHEREAS**, the County, by this Resolution, and pursuant to the authority granted the County in the applicable Order emanating from the Litigation in relation to the Settlement Agreements and payment of attorney fees, shall authorize and direct the escrow agent responsible for the receipt and distribution of the proceeds from the Settlement Agreements to establish an account for the purpose of segregating funds to pay the fees, costs, and disbursements of the Law Firms owed by the County (the "Attorney Fees Account") in order to fund a local "backstop" for payment of the fees, costs, and disbursements of the Law Firms; and

**WHEREAS**, in no event shall payments to the Law Firms out of the Attorney Fees Account and the fee fund established in the Settlement Agreements exceed an amount equal to 25% of the amounts allocated to the County in the Addendum; and

**WHEREAS**, the intent of this Resolution is to authorize the County to enter into the Settlement Agreements, the Addendum, and the AG MOU, establish the County's Opioid Abatement Account, and establish the Attorney Fees Account; and

**WHEREAS**, the County, by this Resolution, shall authorize the County's corporation counsel to finalize and execute any escrow agreement and other document or agreement necessary to effectuate the Settlement Agreements and the other agreements referenced herein.

**NOW, THEREFORE, BE IT RESOLVED:** the County Board of Supervisors hereby approves:

1. The execution of the Settlement Agreements and any and all documents ancillary thereto and authorizes the Pepin County Board Chair or Administrative Coordinator to execute same.

2. The final negotiation and execution of the Addendum in form substantially similar to that presented with this Resolution and any and all documents ancillary thereto and authorizes the Pepin County Board Chair or Administrative Coordinator or designee to execute same upon finalization provided the percentage share identified as allocated to the County is substantially similar to that identified in the Addendum provided to the Board with this Resolution.
3. The final negotiation and execution of the AG MOU in form substantially similar to that presented with this Resolution and any and all documents ancillary thereto and authorizes the Pepin County Board Chair or Administrative Coordinator to execute same.
4. The execution by the Pepin County Board Chair or Administrative Coordinator or designee of any additional documents or agreements for the receipt and disbursement of the proceeds of the Settlement Agreements as referenced in the Addendum.

**BE IT FURTHER RESOLVED:** all proceeds from the Settlement Agreements not otherwise directed to the Attorney Fees Account shall be deposited in the County's Opioid Abatement Account. The Opioid Abatement Account shall be administered consistent with the terms of this Resolution, Wis. Stat. § 165.12(4), and the Settlement Agreements.

**BE IT FURTHER RESOLVED:** the County hereby authorizes the establishment of an account separate and distinct from any account containing funds allocated or allocable to the County which shall be referred to by the County as the "Attorney Fees Account." An escrow agent shall deposit a sum equal to up to, but in no event exceeding, an amount equal to 20% of the County's proceeds from the Settlement Agreements into the Attorney Fees Account. If the payments to the County are not enough to fully fund the Attorney Fees Account as provided herein because such payments are made over time, the Attorney Fees Account shall be funded by placing up to, but in no event exceeding, an amount equal to 20% of the proceeds from the Settlement Agreements attributable to Local Governments (as that term is defined in the Allocation MOU) into the Attorney Fees Account for each payment. Funds in the Attorney Fees Account shall be utilized to pay the fees, costs, and disbursements owed to the Law Firms pursuant to the engagement agreement between the County and the Law Firms provided, however, the Law Firms shall receive no more than that to which they are entitled under their fee contract when considering the amounts paid the Law Firms from the fee fund established in the Settlement Agreements and allocable to the County. The Law Firms may make application for payment from the Attorney Fees Account at any time and the County shall cooperate with the Law Firms in executing any documents necessary for the escrow agent to make payments out of the Attorney Fees Account.

**BE IT FURTHER RESOLVED** that all actions heretofore taken by the Board of Supervisors and other appropriate public officers and agents of the County with respect to the matters contemplated under this Resolution are hereby ratified, confirmed and approved.

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

**COMMITTEE MEMBERS VOTE**

/s/ Tom Milliren, Committee Chair

In favor-5 Oppose-0 Absent-0 Abstain-0

**Fiscal Impact** – Additional monetary amounts will be allocated to the County per the settlement agreements. The net funds received are restricted in use per the agreements for purposes of opioid remediation activities.

/s/ Pamela Hansen, Finance Director

Recommend- ✓

Not Recommended

**COUNTY BOARD ACTION:**

**ADOPTED** by the **Pepin** County Board of Supervisors this 15<sup>th</sup> day of March 2023.

In Favor - 12 Oppose - 0 Absent - 0 Abstain - 0

/s/ Audrey Bauer, County Clerk

/s/ Tom Milliren, County Board Chair

Finance Director Pamela Hansen presented information on this resolution. In 2017 the County Board signed a resolution to join a class action suit with 70 other Wisconsin counties to receive funds from certain major pharmaceutical companies to offset the financial expenses incurred from the opioid addiction crisis. The resolution today allows the law firms representing the counties to pursue the pending settlements.

Motion was made by Supervisor Kosok, seconded by Supervisor Sabelko, to adopt Resolution 18-23 titled “Authorizing Pepin County to Enter into the Settlement Agreements with Teva Pharmaceutical Industries LTD, Allergen Finance LLC, Walgreen Co., Walmart Inc, CVS Health Corporation and CVS Pharmacy Inc, Agree to the Terms of The Addendum to the MOU Allocating Settlement Proceeds and Authorize Entry into the MOU with the Attorney General”. Roll call vote was taken: Supervisor Andrews-yes; Supervisor Kosok-yes; Supervisor Provance-yes; Supervisor Bocksell-yes; Supervisor Wright-yes; Supervisor Hansen-yes; Supervisor Winkler-yes; Supervisor Hoch-yes; Supervisor Weishapple-yes; Supervisor Bauer-yes; Supervisor Sabelko-yes; Chair Milliren-yes. Motion carried.

**Appointments:**

**Community Justice Services Committee County Board Member Appointment – Paul Hoch**

**Aging & Disability Resource Center (ADRC) Governing Body and Aging Advisory Committee County Board Member Appointment – Elizabeth Bauer**

**Approval of the Appointment of Gay Hurlburt as a Citizen Member to the Human Services Board, Term ending April 2024**

Motion was made by Supervisor Andrews, seconded by Supervisor Kosok, to appoint Paul Hoch to the Community Justice Services Committee, appoint Elizabeth Bauer to the ADRC

and Aging Advisory Committee and approve appointment of Gay Hurlburt as a citizen member of the Human Services Board.

Roll call vote was taken: Supervisor Kosok-yes; Supervisor Provance-yes; Supervisor Bocksell-yes; Supervisor Wright-yes; Supervisor Hansen-yes; Supervisor Winkler-yes; Supervisor Hoch-yes; Supervisor Weishapple-yes; Supervisor Bauer-yes; Supervisor Sabelko-yes; Chair Milliren-yes; Supervisor Andrews-yes. Motion carried.

**Communications:**

None

**Public Comments other than Agenda Items:**

None

**Future Agenda Items and Meeting Date** - April 18<sup>th</sup>, 2023 at 7:00 p.m.

Chair Milliren adjourned the by meeting at 7:46 p.m.

(Resolutions and Ordinances are on file for public inspection in the County Clerk's Office)

Submitted by Audrey Bauer, Pepin County Clerk

Approved by the County Board of Supervisors on May 17, 2023

/s/ Tom Milliren

Pepin County Board of Supervisors Chair