



## Notice of Public Meeting

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### AGENDA

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**Committee:** County Board of Supervisors  
**Date:** Tuesday, April 19, 2022  
**Time:** 9:00 a.m.  
**Location:** 3<sup>rd</sup> Floor County Board Room  
**Remote Access:**

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The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered and acted upon at the meeting, but deviations from the order shown may occur:

1. Call to Order
2. Pledge of Allegiance
3. Roll Call and Certification of Buffalo County Board of Supervisors
4. Swearing in of Buffalo County Board of Supervisor Members
5. Review/Discussion/Action ~ Election of Chairperson
6. Review/Discussion/Action ~ Election of Vice Chairperson
7. Review/Discussion/Action ~ Approval of Previous Meeting Minutes
8. Public Comment Regarding Posted Agenda Items
9. Review/Discussion/Action ~ Election of Highway Committee – Five (5) Members
10. Review/Discussion/Action ~ Appointment of Executive Committee
11. Review/Discussion/Action ~ Ordinance #22-04-01 An Ordinance to Amend the Official Buffalo County Zoning District Maps – Town of Nelson
12. Review/Discussion/Action ~ Ordinance #22-04-01 An Ordinance to Amend the Official Buffalo County Zoning District Maps – Town of Belvidere
13. Review/Discussion/Action ~ Relocation/Restructure of Offices
14. Committee Chair Reports
15. Administrative Coordinator Report
16. County Board Chair Report
17. Public Comments Regarding Non-Posted Agenda Items
18. Review/Discussion/Action ~ Next Meeting Date and Time ~ Monday, May 23<sup>rd</sup> at 7:00 p.m.
19. Adjournment

Date: April 12, 2022

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By: Roxann M. Halverson, County Clerk

**Board Members:** If unable to attend, please contact the Chair. If the Chair is unavailable, please contact the County Clerk's Office at 608-685-6209. If the Chair and the County Clerk are not available, please call the Administrative Coordinator at 608-685-6234.

**Persons with Disabilities:** Buffalo County shall attempt to provide reasonable accommodations to the public for access to its public meetings, provided reasonable notice of special need is given. If you require special accommodations to attend this meeting, please contact the County Clerk's Office at 608-685-6209.

**Public Access to the Courthouse:** The South Entrance will be the only access to the building after 4:30 p.m.

*Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended, and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.*

**MARCH COUNTY BOARD SESSION**  
**Monday, March 28, 2022, at 7:00 p.m.**

The Board met. Mr. Dennis Bork in the Chair.

The Pledge of Allegiance was said.

The roll was called, and all members were present, except Mr. David Danzinger. Others in attendance for all or portions of the meeting were Ms. Roxann Halverson, Mr. Ryan VanDeWalle, Ms. Carol Burmeister, Judge Thomas Clark, Sheriff Mike Schmidtknecht, Mr. Dave Rynders, and Ms. Tina Anibas.

**Public Comments:** None.

**Review/Discussion/Action regarding Previous Meeting Minutes:** Ms. McMillan Urell made a motion to approve the minutes, seconded by Mr. Taylor. Carried.

**Review/Discussion/Action regarding the COVID-19 Courthouse Protocol Policy:** Mr. VanDeWalle reviewed the changes to the policy. Travel restrictions have been removed from the policy and mask signage has been removed from the courthouse. This policy will be revisited as needed. Mr. Grisen made a motion to approve the policy, seconded by Mr. Taylor. Carried.

**Review/Discussion/Action regarding Buffalo County Vehicle Fleet Updates:** Mr. VanDeWalle reported that two fleet vehicles have been sold as they were not utilized. The sale price received was higher than the blue book value on both cars.

**Review/Discussion/Action regarding Land Conservation, FSA, and Land Use Committee Volunteer Personnel:** Mr. Ruff explained the Land Information Council has an opening for a Realtor and Ms. Burmeister has someone that is interested. Ms. Burmeister explained there is a resolution that shows anyone on the Land Information Council does not get paid per diem or mileage and feels this needs to be changed. Ms. Halverson has been working on a resolution to pay the committee members per diem and mileage that is consistent with the Rules of Government. This will be sent through committee and brought back to County Board for approval.

**Review/Discussion regarding the Future of Contact Tracer Position and Duties:** Mr. Rynders explained they are at a crossroads with contact tracing as the COVID numbers in Buffalo County are low. He showed a chart that explained the spikes and lulls during the pandemic. The DHHS Committee will be working on a plan to assess the needs of COVID recovery. This could be mental health, substance abuse, and other issues related to the COVID pandemic. He will work on this and report back.

**Review/Discussion/Action regarding Employee Residency Proximity:** Employee residency was discussed. There are some municipalities or counties that put a mileage range or reporting time range on employees. HR will need to look into this further.

**Review/Discussion regarding ARPA Funds and Allocation:** Mr. VanDeWalle reviewed the compensation to employees and the three tier system developed. The compensation was approved by Finance.

**Review/Discussion/Action regarding Resolution #22-03-01 A Resolution to Establish the Elected Officials Total Annual Compensation Level for 2023 through 2026:** HR and Finance met prior to County Board and approved draft 6 of the Elected Official compensation. It was felt this was the most fair and equitable option. Ms. McMillan Urell would like to see a policy developed to show comparable counties of like population. Mr. Grisen made a motion to approve the resolution, seconded by Ms. McMillan Urell. A roll call vote was taken. Carried.

**Review/Discussion/Action regarding Resolution #22-03-02 A Resolution to Amend the Salary Classification and Wage Compensation Scales:** This resolution updated the wage scales and classifications due to appeals to the HR Committee. HR will continue to work on descriptions for each classification. Ms. McMillan Urell made a motion to approve the resolution, seconded by Mr. Hillert. Carried.

**Review/Discussion/Action regarding Resolution #22-03-03 A Resolution to Remove Outstanding Checks:** Ms. Anibas explained this resolution removes checks that an individual has not cashed. She has sent letters to them twice to inform them the checks have not been cashed, but no response has been received. This is standard policy. Mr. Ruff made a motion to approve the resolution, seconded by Ms. McMillan Urell. A roll call vote was taken. Carried.

**Review/Discussion/Action regarding Resolution #22-03-04 A Resolution to Adopt the Buffalo County Multi-Hazards Mitigation Plan 2022-2026:** The plan was distributed a few months ago for Supervisors to review. Ms. McMillan Urell made a motion to approve the resolution, seconded by Mr. Taylor. Carried.

**County Board Chair Report:** Chair Bork discussed meetings he has had with other counties to begin the process of working together to offer services and save money. Mr. VanDeWalle will continue the discussions and planning with these counties.

**Committee Chair Reports:** Recycling is working on what to do with the building located in Cochrane. It appraised at \$52,000.00 but the County does not own the land it is sitting on. They will also be working on the fee structure at their upcoming meetings.

Land Conservation has had slow progress with Buffalo White Sands. They had requested Corporation Counsel attend a meeting, but they did not come. Corporation Counsel is also to be working on some easements to repair and maintain structures for Land Conservation.

**Administrative Coordinator Report:** Mr. VanDeWalle reviewed a chart of all 72 counties, their population, and the number of hours worked by employees. He explained a reduction in hours would save money for the county. He has also been working with Ms. Anibas to review end of the year fund balances to see where we are at fiscally. Judge Clark discussed issues a reduction in hours could cause. It is by statute that the Clerk of Court

and Register in Probate must be open routine courthouse hours. There may be challenges to meet court requirements with a reduction in hours.

Mr. VanDeWalle explained the new employee badge system and will be working with Supervisors to get badges for them.

He has been asked if the Board would like to hear department annual reports. He will work with Department Managers to have the annual report reviewed by their home committee and then brought to County Board.

The Zoning Administrative Assistant has resigned, and her last day will be April 7<sup>th</sup>.

He is working on contracts for the copy machines and postage machine.

He met with Pepin and Pierce Counties on March 24<sup>th</sup> to begin the process of planning shared services.

**Public Comments:** None.

The next meeting will be April 19<sup>th</sup> at 9:00 a.m.

**Adjournment:** Mr. Weiss made a motion to adjourn at 9:00 p.m., seconded by Mr. Hillert. Carried.

Respectfully Submitted,

Roxann M. Halverson  
Buffalo County Clerk



**Buffalo County Ordinance**

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**Drafted By:**  
**Michael J. Owecke**

**Presented Month/Year:**  
**April/2022**

**Involved Committees:**  
**Land Use**

**County Department:**  
**Zoning**

**Fiscal Impact:**  
**YES / NO**

**CA Approved: YES / NO**

**ORDINANCE #    \_ \_ \_**

**AN ORDINANCE TO AMEND THE OFFICIAL “BUFFALO COUNTY ZONING DISTRICTS MAP”,  
TOWN OF NELSON.**

Whereas, a petition for a map amendment/rezone of two parcels of land located in Sections 25 & 36, Town of Nelson, from Agriculture/Natural Resource-40 to Commercial Zoning, was received from Mr. Lonnie Lund and;

Whereas, official notice was published in the Buffalo County News on March 3, 2022 and March 10, 2022 and placed the same and application documents on file in the Zoning Department and the Office of the County Clerk for two weeks prior to March 11, 2022, and;

Whereas, the Town Board, Town of Nelson was notified of the proposed rezone and land use change and the requisite Towns Acknowledgement Form was delivered to the Zoning Department stating that the proposed rezone was acted on by the Town Board with the Town Board Chair signing said form in support of the rezone petition, and;

Whereas, a public hearing was held by the Buffalo County Land Use Committee at the Buffalo County Courthouse, Alma, Wisconsin, on March 11, 2022, at 9:00 am for the purpose of gathering public testimony regarding the proposed map amendment/rezone, and;

**Now, therefore be it resolved, that the Buffalo County Board of Supervisors hereby adopts and ordains as follows:**

**That the Official Buffalo County Zoning Districts Map, Town of Nelson, including two parcels of land; parcel # 032-00847-0040 and parcel # 032-00892-0020, said parcels of land containing 7.09 acres, more or less, shall be rezoned from ANR-40 to Commercial Zoning.**

Buffalo County Ordinance

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Adopted/Denied by a \_\_\_\_ to \_\_\_\_ vote this 19<sup>th</sup> day of April 2022.

ATTEST:

\_\_\_\_\_  
Dennis Bork, County Board Chair

\_\_\_\_\_  
Roxann Halverson, County Clerk

Respectfully Submitted this 8<sup>th</sup> day of April 2022

*Buffalo County Land Use Committee*

\_\_\_\_\_  
Max Weiss, chair

\_\_\_\_\_  
David Danzinger

\_\_\_\_\_  
Mary Anne McMillan Urell

\_\_\_\_\_  
Dwight Ruff

\_\_\_\_\_  
Steven Nelson



**Buffalo County Ordinance**

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**Drafted By:**  
**Michael J. Owecke**

**Presented Month/Year:**  
**April/2022**

**Involved Committees:**  
**Land Use**

**County Department:**  
**Zoning**

**Fiscal Impact:**  
**YES / NO**

**CA Approved: YES / NO**

**ORDINANCE #**

**AN ORDINANCE TO AMEND THE OFFICIAL "BUFFALO COUNTY ZONING DISTRICTS MAP",  
TOWN OF BELVIDERE.**

Whereas, a petition for a map amendment/rezone of a single parcel of land located in the SE ¼, NW ¼, Section 32, Town of Belvidere, from Residential to Commercial Zoning, was received from Craig and Michelle Turnbull and;

Whereas, official notice was published in the Buffalo County News on March 31, 2022 and April 7, 2022 and placed the same and application documents on file in the Zoning Department and the Office of the County Clerk for two weeks prior to April 8, 2022, and;

Whereas, the Town Board, Town of Belvidere was notified of the proposed rezone and land use change and the requisite Towns Acknowledgement Form was delivered to the Zoning Department stating that the proposed rezone was acted on by the Town Board with the Town Board Chair signing said form in support of the rezone petition, and;

Whereas, a public hearing was held by the Buffalo County Land Use Committee at the Buffalo County Courthouse, Alma, Wisconsin, on April 8, 2022, at 9:00 a.m. for the purpose of gathering public testimony regarding the proposed map amendment/rezone, and;

**Now, therefore be it resolved, that the Buffalo County Board of Supervisors hereby adopts and ordains as follows:**

**That the Official Buffalo County Zoning Districts Map, Town of Belvidere, to include one single parcel of land, parcel #004-00729-0030; said parcel of land containing 7.0 acres, more or less, shall be rezoned from Residential to Commercial Zoning.**



**Buffalo County Ordinance**

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Adopted/Denied by a \_\_\_\_ to \_\_\_\_ vote this 19<sup>th</sup> day of April 2022.

ATTEST:

\_\_\_\_\_  
Dennis Bork, County Board Chair

\_\_\_\_\_  
Roxann Halverson, County Clerk

Respectfully Submitted this 8<sup>th</sup> day of April 2022

*Buffalo County Land Use Committee*

\_\_\_\_\_  
Max Weiss, chair

\_\_\_\_\_  
David Danzinger

\_\_\_\_\_  
Mary Anne McMillan Urell

\_\_\_\_\_  
Dwight Ruff

\_\_\_\_\_  
Steven Nelson



*April 2022 Financial Report*  
*Tina Anibas, Buffalo County Treasurer*

Investment Notes	
3/2/2022	From General to ICS Sweep Investment Waumandee \$750,000
3/18/2022	From WISC PMA to General \$300,000
3/23/2022	From General to ICS Sweep Investment Waumandee \$800,000
3/28/2022	Received County Lottery Settlement \$1,108,942.75
	Lottery Settlement to be paid out Schools / Townships April 13th \$805,281.74

General Investments Available Cash			
	Local Government Investment Pool	0.160%	\$24,082.34
	Trust Point Bonds / Money Market	2.200%	\$992,082.84
	Alliance Bank Money Market Acct	0.260%	\$43,049.19
	Waumandee State Bank Money Market	0.750%	\$622,421.49
	Waumandee State Bank ICS Sweep	0.750%	\$7,306,736.90
	PMA WISC Account	0.070%	\$29,723.86
	Bank of Alma	0.050%	\$1,483,711.61
			<b>\$10,501,808.23</b>

Long Term Investments				
Effective		Maturity		
5/13/2021	Waumandee State Bank CDARS Acct	5/12/2022	0.500%	\$250,000.00
5/13/2021	Waumandee State Bank CDARS Acct	5/12/2022	0.500%	\$250,000.00
8/15/2019	Waumandee State Bank CDARS Acct	8/11/2022	2.250%	\$500,000.00
9/23/2021	Waumandee State Bank CDARS Acct	9/22/2022	0.500%	\$250,000.00
7/1/2021	Waumandee State Bank CDARS Acct	6/29/2023	0.700%	\$250,000.00
8/26/2021	Waumandee State Bank CDARS Acct	8/24/2023	0.700%	\$250,000.00
9/23/2021	Waumandee State Bank CDARS Acct	9/21/2023	0.700%	\$250,000.00
	<b>TOTAL CDARS ACCT</b>			<b>\$2,000,000.00</b>

<b>Total Investments</b>	<b>\$12,501,808.23</b>
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<b>CAPX 2020</b>				
7/1/2021	Waumandee State Bank CDARS Acct	6/30/2022	0.500%	\$425,000.00
12/30/2021	Waumandee State Bank CDARS Acct	12/29/2022	0.500%	\$250,000.00
TOTAL CAPX2020 INVESTMENTS				<b>\$675,000.00</b>

7/1/2021	Waumandee State Bank CDARS Acct	6/30/2022	0.500%	\$425,000.00
12/30/2021	Waumandee State Bank CDARS Acct	12/29/2022	0.500%	\$250,000.00
TOTAL CAPX2020 INVESTMENTS				<b>\$675,000.00</b>

LAND RECORDS	0.160%	
Local Government Investment Pool		<b>\$69,942.60</b>

VEHICLE REPLACEMENT	0.160%	
Local Government Investment Pool		<b>\$53,094.53</b>

HEALTH INSURANCE		
Bank of Alma	0.050%	\$10,819.42
Local Government Investment Pool	0.160%	\$77,439.91
TOTAL HEALTH INSURANCE		<b>\$88,259.33</b>

DEBT SERVICE		
Local Government Investment Pool	0.160%	\$21,841.79
Citizens Community Federal Money Market	0.090%	\$158,489.12
TOTAL DEBT SERVICE		<b>\$180,330.91</b>

RECYCLING				
Local Government Investment Pool	0.160%	\$85,023.45		
1/27/2022	Waumandee State Bank CDARS (6 month)	1/26/2023	0.500%	\$75,908.20
TOTAL RECYCLING				<b>\$160,931.65</b>

LAND INFORMATION LIDAR	0.160%	
Local Government Investment Pool		<b>\$27,856.66</b>

LAND INFORMATION ORTHO	0.160%	
Local Government Investment Pool		<b>\$85,443.71</b>

**2021 American Rescue Funds**

Invested in WISC PMA Sub Account

	<b>Allocated</b>	<b>Available Cash</b>
Balance		\$1,229,599.49
Town of Naples Broadband	\$100,000.00	
Town of Mondovi Broadband	\$100,000.00	
Town of Cross Broadband	\$100,000.00	
Town of Canton Broadband	\$97,000.00	
Town of Gilmanton Broadband	\$49,000.00	
Town of Buffalo Broadband	\$100,000.00	
Monthly Interest 0.02%		\$70.56
<b>Balance</b>	<b>\$683,670.05</b>	<b>\$1,229,670.05</b>

**Monthly Interest Received**

Bank of Alma	\$65.02
Alliance Bank	\$12.32
Alliance Bank Money Market	\$82.14
PMA, WISC	\$6.53
LGIP	\$3.33
Trustpoint Inc.	\$884.47
Waumandee State Bank Money Ma	\$396.22
Waumandee State Bank ICS	\$4,152.33
Waumandee State Bank CDARS	\$0.00
<b>TOTAL</b>	<b>\$5,602.36</b>

<b>Cash Interest Received / Receipted</b>	<b>2021</b>		<b>2022</b>	
January	\$715.53		\$2,029.63	
February	\$1,755.15	\$2,470.68	\$4,536.08	\$6,565.71
March	\$1,826.90	\$4,297.58	\$5,602.36	\$10,138.44
April	\$1,068.26	\$5,365.84		
May	\$7,470.28	\$12,836.12		
June	\$1,360.91	\$14,197.03		
July	\$8,906.96	\$23,103.99		
August	\$3,885.96	\$26,989.95		
September	\$6,947.29	\$33,937.24		
October	\$1,292.80	\$35,230.04		
November	\$1,340.03	\$36,570.07		
December	\$16,241.36	\$52,811.43		
<b>TOTAL</b>		<b>\$52,811.43</b>		<b>\$12,168.07</b>
<b>March Total Receipts</b>	<b>\$2,986,687.97</b>			
<b>March Total Distributed</b>	<b>\$3,083,592.39</b>			

**UNPAID TAX REPORT PAYABLE**

2017-2020 Delinquent

**April**

\$120,800.60

**1, 2022**