

**SEPTEMBER SESSION**  
**MONDAY, SEPTEMBER 26, 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. John Sendelbach, who was excused. Others in attendance for all or portions of the meeting were Ms. Roxann Halverson, Mr. Ryan VanDeWalle, Judge Tom Clark, Ms. Brenda Berning, Ms. Tina Anibas (Teams), Mr. Cale Severson (Teams), and Mr. David Brommerich (Teams).

Ms. McMillan Urell made a motion to approve the minutes of the previous meeting, seconded by Mr. Taylor. Carried.

Public Comments: None.

Review/Discussion/Action regarding the Annual Report for the Circuit Court/Judge's Office: Judge Clark reviewed cases heard in the court system and duties performed by the staff in the Judge's Office.

Review/Discussion/Action regarding the Annual Report for the Community Justice Services Department: Ms. Berning explained the work she does with the diversion program which helps non-violent offenders to not offend again and find the treatment programs they need.

Review/Discussion/Action regarding Tyler Technology Financial Software Transition: Mr. VanDeWalle explained the costs of the new financial software and the added benefits the programs have. He will have a representative come to the next meeting to fully explain how this will help the county.

Review/Discussion/Action regarding the Veteran Memorial Wall Repair Using ARPA Funds: The Finance Committee has approved spending up to \$14,000.00 of ARPA funds to repair the Veteran Memorial Wall. Part of the wall is county owned. Mr. Turnbull will be replacing the brick with granite. Ms. McMillan Urell made a motion to approve using up to \$14,000.00 of ARPA funds to repair the Veteran Memorial Wall, seconded by Mr. Hadley. A roll call vote was taken. All in favor. Carried.

Review/Discussion/Action regarding a Contracted Grant Writer Position: Mr. VanDeWalle explained a contract has been drafted and reviewed by Corporation Counsel to work with Mr. Bill Hedberg to be the Grant Writer at the cost of \$25.00 per hour. This will begin October 1<sup>st</sup> and will run through December 31<sup>st</sup> at a cost of \$6,250.00. If the work has been shown to be satisfactory the contract will continue through next year for \$25.00 per hour and up to 1,000 hours. Mr. Schmidtknecht made a motion to approve the Grant Writer Contract by roll call vote, seconded by Ms. McMillan Urell. All in favor. Carried.

Review/Discussion/Action regarding Resolution #22-09-01 A Resolution to Modify Policy 502 Outside Employment to Include Reference to Appendix Containing Request Form: Mr. VanDeWalle expressed concerns with this resolution and policy. He explained the county should not have a policy on what an employee does after they have completed their hours of work here if the employee is doing their job here. There was discussion on why the policy was created. Mr. Stanton made a motion to send this resolution back to HR to have the policy removed from the handbook, seconded by Ms. McDonough. Carried.

Review/Discussion/Action regarding Resolution #22-09-02 A Resolution to Update Personnel Policy 206 Leaves-Family, Medical, Military: 506-Job Vacancies and Postings, and 508-Performance Reviews: Mr. VanDeWalle explained the work Ms. Rolbiecki has done to update the employee handbook. This resolution will update the policy regarding leaves to better match state and federal guidelines, will revamp how budgeted vacant positions can be filled, and will remove the requirement for a 12 month performance review. Ms. McMillan Urell made a motion to approve the resolution with an amendment to have the Department Manager notify the Committee Chair of the vacancy and the need to be filled, seconded by Mr. Nathan Nelson. Carried

Review/Discussion/Action regarding Resolution #22-09-03 A Resolution to Identify Delinquent 2019 Real Estate Taxes: Ms. Halverson explained this resolution has been updated since the Finance Committee meeting to reflect that Mr. Jannusch paid his taxes and the only property left to foreclose on is the MRC Telecommunications Inc. property. This was purchased to be a tower site, but no tower was ever built. The neighboring property owner who originally sold the property to MRC is interested in repurchasing it. Ms. Anibas has made several attempts to reach out to MRC but has had no response. Ms. McMillan Urell made a motion to approve the resolution, seconded by Ms. McDonough. Carried.

Review/Discussion/Action regarding Resolution #22-09-04 A Resolution to Create and Fill a Land Management Director/County Conservationist Position and Resolution #22-09-05 A Resolution to Create and Fill an Assistant Zoning Administrator Position: This position is created to go with the restructure of the Land Management Department. The duties were reviewed for this position and how it will work with the Zoning Department. Ms. McMillan Urell made a motion to approve both resolutions, seconded by Mr. Weiss. Carried.

Review/Discussion/Action regarding the Board Going into Closed Session to Discuss the Refilling of the County Administrative Coordinator Position: Ms. McMillan Urell made a motion to go into closed session, seconded by Mr. Ruff.

Dennis Bork – yes, Max Weiss – yes, Steve Nelson-yes, Mary Anne McMillan Urell – yes, Mike Taylor – yes, Brad Schmidtknecht -yes, Dwight Ruff – yes, William Bruegger – yes, Carol McDonough-yes, Nathan Nelson – yes, Gary Stanton -yes, John Hadley - yes, and Brian Michaels -yes. Carried.

Review/Discussion/Action regarding the Board May Return to Open Session:  
Mr. Bruegger made a motion to return to open session, seconded by Ms. McDonough.

Dennis Bork – yes, Max Weiss – yes, Steve Nelson-yes, Mary Anne McMillan Urell – yes, Mike Taylor – yes, Brad Schmidtknecht -yes, Dwight Ruff – yes, William Bruegger – yes, Carol McDonough-yes, Nathan Nelson – yes, Gary Stanton -yes, John Hadley - yes, and Brian Michaels -yes. Carried.

Ms. McMillan Urell made a motion to fill the Administrative Coordinator position, seconded by Mr. Ruff. Carried.

Committee Chair Reports: DHHS will have 2 meetings in October and no meeting in November. LCAE is moving forward with the hazel nut project. Buffalo White Sands has indicated that they will close on their sale to Barth by November 6<sup>th</sup>. HR will be meeting October 18<sup>th</sup> and November 3<sup>rd</sup>. The COB has agreed to have a wage study done using ARPA funds. Land Use had a LiDAR presentation. Recycling is still working with BBC&M and the City of Mondovi. Highway just closed books on April but is still behind where they should be.

Administrative Coordinator Report: Mr. VanDeWalle is working on finishing up the budget to present to Finance on Wednesday.

County Board Chair Report: Chair Bork reported he attended the WCA conference and talked with some counties about MFL.

Public Comments: None.

Next meeting date and time is Monday, October 24<sup>th</sup> at 7:00 p.m.

Mr. Weiss made a motion to adjourn, seconded by Ms. McDonough at 9:45 p.m.

Respectfully Submitted:

Roxann Halverson  
Buffalo County Clerk