

SEPTEMBER SESSION
Monday, September 25, 2016, 7:00 P.M.

The Board met. Mr. Douglas Kane in the Chair.

The Pledge of Allegiance was said.

The roll was called and all members were present except Mr. Kriesel, who was excused and District 2, which is vacant. Others in attendance for all or portions of the meeting were Ms. Sonya Hansen, Ms. Carrie Olson, Mr. Steve Schiffli, Mr. David Brommerich and Mr. Don Black.

Public Comments regarding Agenda Items: None.

Review/Discussion/Action regarding the August 22, 2016 County Board Meetings: Mr. Danzinger made a motion to approve the minutes, seconded by Mr. Taylor. Carried

Review/Discussion/Action regarding Update on August 11, 2016 Flood: Mr. Schiffli indicated that there were no significant updates to the public sector damage estimated between 3.7 and 4.2 million dollars. He is continuing to work with Town Clerks and Supervisors to complete necessary paperwork to the Wisconsin DOT and the Wisconsin Emergency Disaster Fund. Mr. Schiffli informed the County Board members that he was able to get an extension for reporting to the Wisconsin Emergency Disaster Fund to May of 2017. Mr. Schiffli reported that with the assistance of the Department of Health and Human Services, steps were being taken to apply for the Community Development Block Grant Emergency Fund to provide grant assistance for low to moderate income families. He stated that the Small Business Administration is able to make low-interest disaster loans in response to Gov. Scott Walker's disaster declaration. Mr. Schiffli indicated that representatives from SBA will be in the courthouse commencing Tuesday, September 27th for a week. He further informed the County Board members that there is also private funding activity being coordinated to solicit donations for flood victims.

Review/Discussion/Action regarding Buffalo County Rules of Government-Board of Adjustment Per Diem: Chair Kane explained that the Zoning Committee and the Finance Committee recommend a change in paragraph E of the Compensation Section of the Rules of Government to increase the per diem for the Board of Adjustments from \$30 to \$50 and that mileage and out-of-pocket expenses would remain as currently stated in the rules. He stated that this request is based on the time commitment required for review and research of documents each committee member invests to make informed decisions at hearings. Mr. Hillert made a motion to approve, seconded by Mr. Brunkow. Carried.

Review/Discussion/Action regarding 2016-2020 Transportation Alternative Program (TAP) Project – Great River State Trail Winona Connector: Ms. Rosenow explained that Buffalo County was awarded up to \$2,093,026 of state and federal funds for the 2016-2020 Transportation Alternative Program (TAP) project: Great River State Trail-Winona Connector. She stated that this project will increase transportation options

for Wisconsin residents through bicycle-pedestrian trails, educational programs and plans for other tourism opportunities for the County and its partners. Ms. Rosenow stated that this project received special consideration and that Buffalo County would be working closely with the Wisconsin DNR to obtain grant funding for match money required for the project. She informed the Board members that the project can be done in two phases with the first being the engineering using existing unspent grant funds from a previous award from over ten (10) years ago. Ms. Rosenow reported that no action is required at this time.

Review/Discussion/Action regarding Resolution #16-09-01 “A Resolution to Adopt County Outdoor Recreation Plan (CORP) for Years 2016-2020”: Ms. Rosenow explained that the Outdoor Recreation Plan is a guide to future recreation facility improvements and outdoor recreational opportunities in the County of Buffalo as required by the State. She stated that the Mississippi River Regional Planning Commission was a partner in preparing the plan along with the Land Conservation and Resource Management staff. Ms. Rosenow stated this resolution approves the adoption of this plan and allows other opportunities for the County and community partners to apply for grants where such a plan is a requirement. Ms. Rosenow made a motion to approve, seconded by Ms. McMillan-Urell. Carried.

Review/Discussion/Action regarding Resolution #16-09-02 “A Resolution to Support Buffalo County Conservation Aids Program for Trout Stream Restoration”: Ms. Olson explained that this resolution allows the County to accept a small grant from the Wisconsin Department of Natural Resources matched by local conservation club funds for identified trout stream restoration projects. She indicated that is different than the CAPX2020 Trout Restoration Projects. Ms. Rosenow made a motion to approve, seconded by Mr. Danzinger. Carried.

Review/Discussion/Action regarding Resolution #16-09-03 “A Resolution to Identify Delinquent 2013 Real Estate Taxes”: Ms. Hansen explained that this resolution allows the County Clerk to take appropriate action to proceed with the tax deed process on identified delinquent properties. Mr. Grisen made a motion to approve, seconded by Mr. Brunkow. Carried.

Review/Discussion/Action regarding Resolution #16-09-04 “A Resolution to Support of Increased Funding in the Children and Family Aids Allocation”: Ms. Hansen explained that this resolution requests the State of Wisconsin in its 2017-2019 state biennial budget to increase funding to counties in the Children and Family Aids allocation to assist counties in serving the increasing number of children and families in the child welfare system. Mr. Grisen made a motion to approve, seconded by Ms. Roby. Carried.

Review/Discussion/Action regarding Resolution #16-09-05 “A Resolution to Authorize A Cooperative Agreement for Community Block Grant – Emergency Assistance Program”: Ms. Hansen explained that this resolution is no longer required

as Trempealeau County has opted out of being included in the application for the Community Block Grant – Emergency Assistance Program and no action is required.

Review/Discussion/Action regarding Resolution #16-09-06 “A Resolution to Authorize Buffalo County to Submit the Community Development Block Grant-Emergency Assistance Program Application”:

Ms. Hansen explained that this resolution is part of the process to apply for a grant to assist low to moderate income families. Ms. Hansen indicated that once the grant is approved that a Grant Administrator would need to be approved through a Request for Proposal process. She indicated that the Grant Administrator would then assist consumers with the application process. She further stated that this is a grant and not a loan program and that work could be completed and then be reimbursed if applicants were found eligible.

Ms. Hansen explained that this resolution authorizes the Buffalo County Chair to apply for the Community Development Block Grant-Emergency Assistance. Mr. Hillert made a motion to approve, seconded by Mr. Brunkow. Carried.

Review/Discussion/Action regarding Resolution #16-09-07 “A Resolution to Approve Buffalo County Corporation Counsel Bid”:

Ms. Hansen explained that a Request for Proposal had been advertised for corporation counsel services due to the current contract ending on December 31, 2016. She indicated that only one bid had been received and this resolution authorizes the acceptance of the bid and the issuance of a contract to Seifert and Schultz Law Office for corporation counsel services from January 1, 2017 through December 31, 2018 in the amount of \$50,000 each year as recommended by the Finance Committee. Ms. Roby made a motion to approve, seconded by Ms. McMillan-Urell. Carried.

Review/Discussion/Action regarding Resolution #16-09-08 “A Resolution to Approve 2016-2017 LP Gas Bid”:

Ms. Hansen explained that a Request for Proposal had been advertised for 30,000 and 35,000 gallons of liquid propane gas for the 2016-2017 heating season. She indicated that three (3) bids had been received as follows:

Provider	30,000 Gallons Bid	35,000 Gallons Bid
Quality Propane	.7685	.7585
Premier Cooperative	.849	.849
Countryside Coop	.78	.78

Ms. Hansen further explained that this resolution authorizes the Buildings and Grounds Manager to enter into a contract with Quality Propane for 35,000 gallons of LP gas for the 2016-2017 heating season in the amount of \$26,547.50 (.7585/gallon) as recommended by the Finance Committee. Mr. Danzinger made a motion to approve, seconded by Mr. Grisen. Carried.

Review/Discussion/Action regarding Resolution #16-09-09 “A Resolution to Adopt Residential Anti-Displacement and Relocation Plan”:

Ms. Hansen explained that this resolution is another requirement of the Community Development Block Grant –

Emergency Fund Grant and provides the plan for the Grant Administrator to follow when residential displacement or relocation is required due to flooding disaster. Mr. Danzinger made a motion to approve, seconded by Ms. Roby. Carried.

Review/Discussion/Action regarding 2017 Budget: Chair Kane explained that the preliminary budget deficit is approximately \$397,254.00 and that this figure does not include any wage scale adjustments, health insurance increases, flood damage for conservation structures or road/ bridge damages or union wage adjustments. He indicated that \$61,000 had been removed from the Land Conservation budget for the Rose Valley Dam Project as this project may qualify for CAPX2020 funding, a decision that would be made by the entire Board in the future. Chair Kane further explained that the preliminary budget included the following adjustments:

- Part-time hours for staff in the County Clerk and Register of Deeds Staff to 32 hours
- Reduction in duplication of expenses in the Department of Health and Human Services for audit expenses and mileage
- Staff hours in the Treasurer's Office for one staff member for six months
- Reduction in Law Enforcement in expenditures for holiday pay and fuel

Chair Kane stated that the goal for 2017 was to hold deficit spending to \$300,000 and that this may not be attainable for budget purposes but that when you look at actual revenues and expenditures in 2015, that their was a positive balance.

Chair Kane indicated that the Finance Committee had discussed the possibility of bonding for flood damages, road/bridges damages and conservation structural damage and that additional information will be presented for consideration by the entire County Board after options are fully explored.

Chair Kane explained that the Finance Committee was meeting on October 12, 2016 to finalize the budget for publication with presentation at the October County Board meeting. He indicated that the budget will be adopted at the November 15th County Board meeting after the public hearing and that amendments can be made up to the time that the budget is adopted.

Public Comments: None.

Reports and Discussion from Committee Chairs: Ms. McMillan-Urell indicated that the August Law Enforcement and Emergency Management minutes reflect the activity in those departments. She indicated that inmate numbers are averaging between 18-25 which is up due to domestic and sexual assault pending charges.

Mr. Danzinger reported that the Highway Administration Office has moved to the Alma Highway Shop. He indicated that the estimated Highway infrastructure damage that is the responsibility of the County is around \$500,000 and that the Highway Department is behind in road repairs. He indicated that at the Wisconsin Towns Association on

Thursday night will be addressing the “Just Fix it Campaign” to encourage state funding and adjustment to user fees to sustain our roads.

Ms. Rosenow reported that many conservation structures had been damaged by the recent flood and the Land Conservation and Resource Management Committee looked at the cost share agreements, even though they indicated that the landowner is responsible for maintenance, to propose the possibility of a 50/50 agreement to help with the high cost repairs.

Ms. Roby reported that the Zoning Department has been diligently working on updating the 50-year-old Zoning Ordinance and working with Towns to explain the process and obtain input. She indicated that questions should be directed to the Zoning Office.

Mr. Danzinger reported that the Economic Development Committee has met to review data gathered under the Coal Grant Initiative and status of grant activities, discuss committee structure, and did approve the development of a brochure to promote tourism in Buffalo County. He indicated that Kathy Goodman had agreed to donate her time in putting a brochure together to highlight activities and business in Buffalo County. Mr. Danzinger further reported that he would be addressing the Towns Association to get input from them as to their desire to partner with the County for economic development.

Chair Kane reported that the Finance Committee did approve a contract with Ayres & Associates in the amount of \$1,975.00 to assess the structure of the building as shifting of the building had been noticed.

Report and Discussion from Administrative Coordinator: Ms. Hansen reported that the TAD (Treatment Alternative Diversion) Grant has been awarded to Buffalo and Pepin Counties. She indicated that an initial planning meeting had been held with interested partners to discuss structure and next steps and that a budget would need to be finalized and presented for a decision from the County Board as to whether or not they want to accept the grant. She stated that further information would be forthcoming.

She also reported the following:

- Preliminary Audit has been received by the Finance Committee and would be presented in October.
- Youth Government day is scheduled for October 18th.
- A meeting with the State is going to be held with the Department of Health and Human Services to discuss moving the State towards a single state designed financial system to meet mandated reporting requirements for social service and health programs.
- The medication unit is outside of the Sheriff’s Department and is being utilized.
- Vacancies: Social Worker, Corrections Communications Officers, Patrol Deputy, Economic Support Specialist and Deputy County Clerk.
- Aging and Disability Resource Center application is in final draft and is due on October 1, 2016 to include a two county model with Pepin County.
- Human Resources approved creation of a general “on-going” pool for candidates to fill future vacant positions. This process has been implemented.

- A consultant has been contacted to provide a quote to assess our current addressing system.

Report and Discussion from County Board Chair: Chair Kane informed the Board that Don Black was interested in filling the vacant District 2 position and was present in the audience.

Adjourned: Mr. Taylor made a motion to adjourn at 8:15 p.m., seconded by Mr. Brunkow. Carried.

Respectfully submitted,

Sonya Hansen
Recording Secretary