

**MAY COUNTY BOARD SESSION**  
**Monday, May 24, 2021 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. Others in attendance for all or portions of the meeting were Ms. Sonya Hansen, Ms. Roxann Halverson, Ms. Tina Anibas, Mr. Dave Rynders, Sheriff Mike Schmidtknecht, Ms. Carri Renchin, Mr. Casey Brownell, Mr. Steve Schiffli, Ms. Carol Burmeister, Ms. Josie Knauber, and Mr. Mike Owecke.

**Public Comments:** None.

**Review/Discussion/Action regarding Previous Meeting Minutes:** Mr. Bruegger made a motion to approve the minutes, seconded by Mr. Weiss. Carried.

**Review/Discussion/Action regarding the Appointment of Elizabeth Hoffmaster and Reappointment of Kimberly Beseler and Wendy Kleinschmidt to the DHHS Veterans Committee:** Ms. Elizabeth Hoffmaster's term would end May 31, 2022, Ms. Kimberly Beseler's term would end May 31, 2024, and Ms. Wendy Kleinschmidt's term would end May 31, 2023. Mr. Schmidtknecht made a motion to approve all appointments, seconded by Ms. McMillan Urell. Carried.

**Review/Discussion/Action regarding the Reappointment of Vern Langhorst to the Veterans Commission:** Ms. Hansen explained the Veterans Commission has three members with staggered three-year terms. Members are Mr. Allen Carothers, Mr. Dave Ebert, and Mr. Vern Langhorst. Mr. Langhorst's term would expire November 30, 2024. Ms. McMillan Urell made a motion to approve the appointment, seconded by Mr. Bruegger. Carried.

**Review/Discussion regarding the 2020 Treasurer's Department Annual Report:** Ms. Anibas reviewed the 2020 Treasurer's Annual Report. There has been lots of training for the new mapping program, a new employee, and a decrease in delinquent taxes. Ms. Anibas reviewed MFL and school referendums that affect taxes, and what parcel maps look like before and after parcel mapping has been done.

**Review/Discussion regarding the 2020 Zoning Department Annual Report:** Mr. Owecke reviewed the addressing project, the need for water testing, and enforcement proceedings.

**Review/Discussion regarding the 2020 Law Enforcement Department Annual Report:** Mr. Brownell reviewed the duties and equipment in the jail and dispatch center. Sheriff Schmidtknecht reviewed the overall Sheriff's Department budget and work done in 2020.

**Review/Discussion/Action regarding Ordinance #21-05-01 An Ordinance to Adopt the Buffalo County Land Division Ordinance:** Mr. Owecke reviewed the ordinance. This will affect land division of 1-4 lots of 20 acres or less. The municipalities that are not remonumented would not follow this ordinance until they are remonumented. Ms. McMillan Urell made a motion to approve the ordinance by roll call vote, seconded by Mr. Ruff. Carried.

**Review/Discussion/Action regarding Resolution #21-05-01 A Resolution to Establish the Certified Survey Map (CSM) Review and Application Fee:** This resolution sets the fee to review Certified Survey Maps required by the Land Division Ordinance. Ms. McMillan Urell made a motion to approve the resolution by roll call vote, seconded by Mr. Taylor. Carried.

**Review/Discussion/Action regarding Resolution #21-05-02 A Resolution to Establish the Economic Development Committee (Retroactively) – A Subcommittee of Finance:** Mr. Schiffli reviewed the resolution. This resolution will establish clarity to the purpose of the committee. Mr. Danzinger made a motion to approve the resolution, seconded by Mr. Schmidtknecht. Carried.

**Review/Discussion/Action regarding Resolution #21-05-03 A Resolution to Add a Full-time Public Health Nurse in 2021 to Provide Children's Long Term Services and Public Health Services:** Ms. Renchin reviewed the Children's Long Term Services program and the need for additional staff. Mr. Rynders reviewed the expenses and revenues associated with the position and the programs served by the position. There will be no expense to the county in 2021 and a minimal expense in 2022. Mr. Hillert made a motion to approve the resolution by roll call vote, seconded by Ms. McMillan Urell. Carried.

**Review/Discussion/Action regarding Resolution #21-05-04 A Resolution for Opposition to Changes in Wildlife Damage Abatement and Claims Programs:** Mr. Ruff explained this resolution will oppose changes to the Wildlife program and request to keep local control. If changed, farmers would need to go to Madison for issues relating to the program. Ms. McMillan Urell made a motion to approve the resolution, seconded by Mr. Taylor. Carried.

**Review/Discussion/Action regarding Resolution #21-05-05 A Resolution to Add Policy 512 Remote Work (Telecommuting Policy) to Buffalo County Employee Handbook:** Ms. Hansen explained this resolution would help with recruitment and retention of employees. The private sector has found the benefits of allowing employees to telecommute. Mr. Rynders explained how employee's work will be

monitored. There are two types of telecommuting: formal and informal. Formal telecommuting is Monday through Friday and requires Department Manager, Administrative Coordinator, home committee, and HR Committee approval. Informal telecommuting is a limited term timeframe (a few hours to a few days) and requires Department Manager approval. The advantage to the county allowing this is to have office space for the employees that are physically here and not require remodeling. Mr. Taylor made a motion to approve the resolution by roll call vote, seconded by Ms. McMillan Urell. Carried.

**Review/Discussion/Action regarding Resolution #21-05-06 A Resolution to Purchase Electronic Message Boards Using American Recovery Plan Funds:** Ms. Hansen reviewed what the American Recovery Plan funds can be used for. These message boards would fall under an approved expense. They can be used for vaccination clinics, events, and road closures. Mr. Ruff made a motion to approve the resolution, seconded by Mr. Grisen. Carried.

**Review/Discussion/Action regarding Return to Workplace Guidelines:** Ms. Knauber gave an update on the vaccination clinics. There is 47% of Buffalo County citizens that have received at least 1 dose of the vaccine and about 42% are fully vaccinated. Ms. Hansen reviewed the guidelines. All employees would need to return to work June 1<sup>st</sup> unless a telecommuting plan has been approved. If an employee is fully vaccinated and symptom free, they may remove face masks. A discussion was held on the entrances open to the courthouse. Ms. McDonough made a motion to open all entries to the courthouse, seconded by Mr. Bruegger. Mr. Taylor and Mr. Ruff voting no. Carried. Mr. Grisen made a motion to approve the amended guidelines, seconded by Mr. Taylor. Ms. McMillan Urell voting no. Carried.

**Committee Chair Reports:** The Highway Committee will be revisiting the Foreman position. The Economic Development Committee reviewed the bids received for engineering Phase II of the trail. SEH and MSA will be doing a presentation. Emergency Management has received the notice of future retirement of Mr. Bruce Fuerbringer. Land Information is working on filling the GIS Technician position. Recycling is reviewing the program.

**Administrative Coordinator Report:** Ms. Hansen gave her report. The ATV Trailriders are working with the Highway Department on route signs. There are concerns with the cost of \$74.52 per hour the Highway Department gave to install signs. The ordinance has not been published yet and routes are not open until this has been done and signs are installed. Redistricting is moving forward. With the retirement of Mr. Fuerbringer positions will be looked at to see if some duties can be combined. The Veterans Memorial received an anonymous \$2,500 donation. Clean Sweep will be June 12<sup>th</sup>. The Town of Cross requested broadband funds for an upcoming project and Economic Development and Finance approved. Buffalo County will have a booth at the upcoming Farm Progress days in Eau Claire. A new phone system is being worked on. A Communications/Corrections Officer has been terminated. Ms. Hansen also reported her intent to retire at the end of the year.

**County Board Chair Report:** None.

**Public Comments:** None.

**Adjournment:** Ms. McMillan Urell made a motion to adjourn at 9:36 p.m., seconded by Mr. Ruff. Carried.

Respectfully Submitted,

Roxann M. Halverson  
Buffalo County Clerk