

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 Schmidtkecht, 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 7th.

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

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

Public Comments: None.

The next meeting will be April 19th 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