

Buffalo County Minutes

Committee/Board:

Human Resources Committee

Date of Meeting:

Wednesday, February 18, 2026

Mr. Steve Nelson called the meeting to order at 9:00 a.m.

Committee Members Present: Mr. Steve Nelson, Mr. Nathan Nelson, Ms. Carol McDonough, and Ms. Mary Anne McMillan Urell. Mr. Michael Taylor was excused.

Other Present for All or Part of the Meeting: Mr. Lee Engfer, Ms. Ana Rolbiecki, Sheriff Osmond, and Ms. Lisa Schmitt. Ms. Tina Anibas, Ms. Leslie Sendelbach, and Ms. Julie Vollmer attended virtually.

Public Comments Regarding Posted Agenda Items: None.

Previous Meeting Minutes: Ms. McMillan Urell made a motion to approve the previous meeting minutes, seconded by Mr. Nathan Nelson. Carried.

Review/Discussion Regarding Establishing Elected Official Wages for Sheriff, Clerk of Court, and Coroner: Mr. Engfer explained that the same 20 counties used for the wage study for all employee groups were used for these elected officials to assure consistency and fairness. He explained the standards that were used to establish the proposed wages. The numbers being presented at this meeting are for review and discussion and approval will take place at the March meeting. The proposed amounts were based off 2026 wages and information is still coming in from other counties for 2027 to use for comparisons. Sheriff Osmond and Ms. Vollmer, Clerk of Court, both spoke to the committee regarding their positions and proposed wages. The proposals presented today would be an increase of 22.36% for the Sheriff and 15.8% for the Clerk of Court. The coroner wage was also discussed. They will all have an opportunity to speak at the next meeting as well.

Review/Discussion/Action Regarding a Resolution to Honor the Retirement of Rick Helwig: Mr. Helwig will be retiring next week. He has been with the Highway Department for 27 years. Mr. Nathan Nelson made a motion to approve the resolution recognizing Mr. Helwig's retirement, seconded by Ms. McDonough. Carried.

Review/Discussion Regarding Highway Commissioner Vacancy: The vacancy was posted yesterday, and the job description is being reviewed to make sure it is updated and accurate. There has already been one application received. A retired Pepin County Highway Commissioner is under contract on a part-time basis to assist with grants and a few other things.

Human Resources Management Report: Ms. Rolbiecki reported on staffing updates. We are short one deputy sheriff and there are also three EDDO vacancies in the Sheriff's Office. She informed the committee about advertising on Indeed and the associated costs. Other ideas to fill these vacancies were discussed. A new Economic Support Specialist will be starting in late April. A benefit advisory group is being set up with 'rank and file' employees currently on one of the health insurance plans to review our health insurance

and options for 2027. Our health insurance broker will be educating employees on insurance as well.

Committee Chair Report: At the Committee of the Board meeting, it was agreed to combine HR and Finance. Mr. Nelson explained that some of the decisions currently made by the committee can now be made by the County Administrator or Human Resources Manager and can be handled in a timely manner.

County Administrator Report: Mr. Engfer reported that Committee of the Board has met to review proposed changes to the Rules of Government. A proposal will come before County Board in March to combine HR and Finance into one committee. The wages proposed for the elected officials discussed earlier would place them in line with the same wage percentile as other employees even though the proposed percentages of increases for Sheriff and Clerk of Court are different amounts.

Public Comments Unrelated to Agenda Items: None.

Next Meeting Date and Time: The next regular meeting is scheduled for March 18, 2026, at 9:00 a.m.

Review/Discussion/Action Regarding the Committee May Go into Closed Session to Address Buffalo County Voluntary PSLB/PTO Transfer of Hours Request: Ms. McDonough made a motion to go into closed session at 9:54 a.m., seconded by Mr. Nathan Nelson. Roll call vote – Mr. Nathan Nelson – yes, Ms. McDonough – yes, Ms. McMillan Urell – yes, Mr. Steve Nelson – yes. Carried.

Review/Discussion/Action regarding the Committee Returning to Open Session: Ms. McMillan Urell made a motion to return to open session at 9:58 a.m., seconded by Mr. Nathan Nelson. Roll call vote – Mr. Steve Nelson – yes, Ms. McDonough – yes, Mr. Nathan Nelson – yes, Ms. McMillan Urell – yes. Carried.

Adjournment: Meeting adjourned at 10:02 a.m.

Respectfully Submitted,

Lisa Schmitt
County Clerk