

County of Buffalo
Alma, Wisconsin
Notice of Public Meeting

Committee: COMMITTEE OF THE BOARD
Date: October 6, 2020
Time: 8:30 a.m.
Location: Buffalo County Courthouse
County Board Room – Third Floor
407 S. 2nd Street
Alma, WI 54610

AGENDA

The meeting is open to the public. Face coverings are required for those attending in person. The following matters may be considered and acted upon at the meeting, but deviation from the order shown may occur:

1. Call to Order
2. Roll Call of the Members
3. Public Comments Regarding Agenda Items
4. Review/Discussion/Action ~ Minutes of the Previous Meetings
5. Review/Discussion/Action ~ Safe Business Recognition Program & Business Feedback
6. Review/Discussion/Action ~ Review of CAPX2020 Funding & Criteria
7. The Committee May Enter into Closed Session to Discuss Department Manager Evaluation Process

The Committee may enter into closed session and return to open session pursuant to WI State Statutes 19.85(1)(f) for the purpose of discussing employee performance which may have a substantial effect on the reputation of any person involved over which the governmental body has jurisdiction or exercises responsibility.

8. Review/Discussion/Action ~ The Committee May Return to Open Session
9. Review/Discussion/Action ~ Department Manager Performance Evaluation
10. Public Comments Not Related to Agenda Items
11. Chair Report
12. Committee Reports
13. Administrative Coordinator Report
14. Review/Discussion/Action – Next Meeting Date and Time
15. Adjournment.

Date: September 30, 2020

Dennis Bork, Chair

Roxann Halverson

By: Roxann Halverson, County Clerk

Board Members: If unable to attend, please contact the Chair at 715-495-7532. If unavailable County Clerk's Office at 608-685-6209. If Chair or County Clerk are not available, please contact the Administrative Coordinator at 608-685-6235.

Persons with Disabilities: If you require special accommodations in order to attend this meeting, please contact the County Clerk's Office at 608-685-6209.

Public Access to the Courthouse: The South Entrance will be the only access to the building after 4:30 p.m.

BUFFALO COUNTY MINUTES

Committee/Board: Committee of the Board

Date of Meeting: Monday, July 6, 2020

Filing Date: Wednesday, July 8, 2020

The meeting of the Committee of the Board was called to order by Chair Dennis Bork at 8:30 a.m.

Board Members Present: Mr. Dwight Ruff, Mr. Don Hillert, Mr. Larry Grisen, Mr. Dennis Bork, Mr. Mike Taylor, Ms. Mary Anne McMillan Urell, and Mr. Max Weiss.

Others Present for All or Part of the Meeting: Ms. Roxann Halverson, Ms. Sonya Hansen, Mr. David Danzinger, and Mr. David Brommerich (via TEAMS).

Public Comments Regarding Posted Agenda Items: None.

Review/Discussion/Action regarding Minutes of the Previous Meeting: Ms. Halverson read the minutes from the February 2020 meeting. Ms. McMillan Urell made a motion to approve the minutes, seconded by Mr. Weiss. Carried.

Review/Discussion/Action regarding Election of a Member to Serve on the Executive Committee: Ms. McMillan Urell nominated Mr. Larry Grisen. Chair Bork called for nomination three more times. Ms. McMillan Urell made a motion to close nominations, seconded by Mr. Taylor. Carried. Mr. Ruff made a motion to cast a unanimous ballot for Mr. Grisen to serve on the Executive Committee, seconded by Mr. Taylor. Carried.

Review/Discussion/Action regarding the City of Mondovi District 5 (Ward 2) County Board Vacancy: To date there have been no applications received. The City of Mondovi had been contacted to see if they had any recommendations, but they have not had any. Chair Bork indicated he received a text message from someone and will reach out to them. Mr. Hillert has a few people in mind that he will reach out to. Until someone is interested the seat will remain vacant. Mr. Weiss made a motion to table this item, seconded by Mr. Taylor. Carried.

Review/Discussion/Action regarding the Roles and Responsibilities of Department Managers: Ms. Hansen explained the expectations of Department Managers when working with Committees, Administration, and the hours of work for Department Managers. It is important that Department Managers have good communication with their Committee Chair when developing agendas and in regard to things happening within the department. Supervisors indicated how important it is to have information on agenda items in the packets and not just handed out at the meeting. This helps them to do research and make informed decisions. Communication

with municipalities is also important and ways to accomplish this were discussed. Ms. McMillan Urell made a motion to approve the Department Managers Expectations, seconded by Mr. Grisen. Carried.

Review/Discussion/Action regarding the Proposed Amendment to the Rules of Government to Allow Virtual Meetings and Physical Attendance Requirements:

Ms. Hansen explained there was a question if the rule on virtual attendance could be changed and not require a 50% physical attendance so that more meetings can be held virtually. Discussed issues of remote attendance and the Supervisors decided they were not in favor of changing this rule.

Review/Discussion/Action regarding the Proposed Amendment to the Rules of Government regarding Citizen Membership and Quorum:

There are a couple of committees that have citizen members and the question came up if there is not a quorum of County Board Supervisors present the citizen could make budgetary decision without Supervisor approval. A discussion was held on changing the Rules of Government to require a quorum of County Board Supervisors present at the committee meetings. Ms. McMillan Urell made a motion to change the rules to require a quorum of County Board Supervisors, seconded by Mr. Hillert. Carried.

Review/Discussion/Action regarding the 2020 Annual Report Guidelines:

The 2020 Annual Reports should show the number of people served for programs offered and the number of people employed within the department. The report should also show what was budgeted and what was actually spent. Ms. McMillan Urell made a motion to approve the guidelines with adding the number of people served, seconded by Mr. Ruff. Carried.

Review/Discussion/Action regarding Identifying Future Direction & Goals for Buffalo County:

Broadband is something that needs to continue to be worked on. There is Broadband Committee meeting in July. Broadband is needed to get companies to want to build here. Remonumentation is also a project that needs to be completed. This will depend on grants and available funds. Economic Development needs to continue to be worked on. Ms. Hansen discussed employee retention and the need to be competitive in wages and benefits as the county is becoming a training ground again. Our employees pay 22% of their health insurance, while other counties may only pay 12% and have lower deductibles. We have had a poor claims history which causes our insurance rates to be higher. HR will be looking at this. The county will also want to look at the number of people served for services to see if those should continue. May also need to look at combining services with other counties and sharing employees within departments.

Review/Discussion/Action ~ Chairperson Report: None.

Review/Discussion/Action ~ County Administrative Coordinator Report: Ms. Hansen has been working on gathering COVID-19 expenses. She also discussed a public complaint form and the procedure to handle those complaints.

Next Meeting Date and Time: The next meeting will be Tuesday, October 6th at 8:30 a.m.

Adjournment: Ms. McMillan Urell made a motion to adjourn at 10:31 a.m., seconded by Mr. Ruff. Carried.

Respectfully Submitted,

Roxann M. Halverson
Buffalo County Clerk

DRAFT