

BUFFALO COUNTY MINUTES

Committee/Board: Committee of the Board

Date of Meeting: Tuesday, October 6, 2020

The meeting of the Committee of the Board was called to order by Chair Dennis Bork at 8:40 a.m.

Board Members Present: Mr. Don Hillert, Mr. Larry Grisen, Mr. Dennis Bork, Mr. Mike Taylor, and Ms. Mary Anne McMillan Urell. Mr. Max Weiss joined the meeting at 8:50 a.m. and Mr. Dwight Ruff joined the meeting at 8:54 a.m.

Others Present for All or Part of the Meeting: Ms. Roxann Halverson, Ms. Sonya Hansen, Mr. Dave Rynders, Mr. David Danzinger, and Ms. April Loeffler.

Public Comments Regarding Posted Agenda Items: Ms. Loeffler gave an update on COVID-19 work she has been doing. She is working with the University of Winona to set up a testing site at the Town of Milton Hall. The National Guard is expanding their testing sites in Eau Claire and there are two clinics in the Mondovi area to provide testing for the northern portion of the county.

Review/Discussion/Action regarding Minutes of the Previous Meeting: Mr. Grisen made a motion to approve the minutes, seconded by Mr. Taylor. Carried.

Review/Discussion/Action regarding Safe Business Recognition Program & Business Feedback: Mr. Rynders explained the work that has been going on with local businesses to help stop the spread of the virus. There are six steps businesses can do to help protect their employees and the public. This program would allow businesses to join the program and show customers what they are doing to keep everyone safe. By joining this group their businesses would then be placed on the website as being part of the Safe Business Recognition Program. The program is not meant to call out businesses that do not wish to join and is a voluntary program. The committee asked Mr. Rynders to change the word “herd” on the advertisement to “community”. Ms. McMillan Urell made a motion to support the program and to draft a press release to be approved by Administration and the full County Board, seconded by Mr. Grisen. Carried.

Review/Discussion/Action regarding the Review of CAPX2020 Funding & Criteria: Ms. Hansen reviewed items on the spreadsheet that will not be expended, items that will be, and the estimated amount of funds left. At this time there are no new project requests. Mr. Weiss made a motion to table this item, seconded by Mr. Ruff. Carried.

The Committee May Go into Closed Session to Discuss Department Manager Evaluation Process: Mr. Hillert made a motion to go into closed session, seconded by

Mr. Weiss. Mr. Hillert-yes, Mr. Ruff-yes, Mr. Grisen-yes, Mr. Weiss-yes, Mr. Bork-yes, Mr. Taylor-yes, and Ms. McMillan Urell-yes. Carried.

The Committee May Return to Open Session: Mr. Grisen made a motion to return to open session, seconded by Mr. Ruff. Ms. McMillan Urell-yes, Mr. Bork-yes, Mr. Weiss-yes, Mr. Grisen-yes, Mr. Ruff-yes, Mr. Hillert-yes, Mr. Taylor-yes.

Review/Discussion/Action regarding Department Manager Performance Evaluation: This item will be discussed at a later meeting.

Public Comments: None.

Review/Discussion/Action ~ Chairperson Report: None.

Review/Discussion Committee Chair Reports: HR Committee discussed extending the mask mandate for the courthouse through the end of the year and having a hiring moratorium of 60-90 days for nonessential positions. A shift differential pay of \$.50 per hour for Communications/Corrections Officers that work a full shift from 5:00 p.m. until 6:00 a.m. was approved.

Law Enforcement is still in need of Communications/Corrections Officers and will be having interviews for a female position. They have also purchased a special light to use in the jail and vehicles to kill germs. If needed it could be used by other departments.

DHHS discussed the Veteran Service Officer staffing needs. There will be three options presented to the Finance Committee. DHHS is also working with Pepin County to see if there are services that could be combined.

Highway has not had any new applicants for the Commission position since it was re-advertised. The location of advertisement will be expanded. The County Road E project was surveyed and found that the county owns more land than thought. They are still working on an extension from FEMA for this project.

Land Conservation & AG Extension approved a part-time position for helping with 4H. They will be meeting on October 16th to review the Land Conservationist position applications.

Finance will be meeting today to review the proposed 2021 budget.

Review/Discussion ~ County Administrative Coordinator Report: Ms. Hansen met with financial staff to discuss cross training in the event of a vacancy in a position. They will be looking at accounts payable, then accounts receivable, and then the budgeting process.

Ms. Hansen would like a capital asset plan to be worked on so that there is a clear view of the direction the county is headed in.

Next Meeting Date and Time: The next meeting will be February 22, 2021 at 8:30 a.m.

Adjournment: Mr. Grisen made a motion to adjourn at 10:32 a.m., seconded by Mr. Taylor. Carried.

Respectfully Submitted,

Roxann M. Halverson
Buffalo County Clerk