

CRAWFORD COUNTY BOARD OF SUPERVISORS
April 21, 2020

The Crawford County Board of Supervisors met for their organizational meeting at the Crawford County Administration Building in Prairie du Chien, Wisconsin on April 21, 2020. The public was able to attend the meeting by teleconference.

Roll was called with all members present. Supervisor Mary Kuhn participated through teleconference. Chairman Cornford led the Board in the Pledge of Allegiance.

Chairman Cornford asked the two new supervisors, Linda Munson from District 2 and Edward Hayes-Hall from District 3 to introduce themselves.

The Chairman verified that the meeting notice was properly posted.

Motion by Orr, second by Kelley to approve the minutes of the previous meeting. Motion carried unanimously.

Judge Lynn Rider issued the Oath of Office to the County Board of Supervisors. The oaths were signed by the supervisors and filed with the County Clerk.

DISTRICT 1

Prairie du Chien, 1st Ward.....Geri Kozelka

DISTRICT 2

Prairie du Chien, 2nd & 7th Wards.....Linda Munson

DISTRICT 3

Prairie du Chien, 3rd Ward.....Edward Hayes-Hall

DISTRICT 4

Prairie du Chien, 4th Ward.....Brad Steiner

DISTRICT 5

Prairie du Chien, 5th Ward.....Duane Rogers

DISTRICT 6

Prairie du Chien, 6th Ward.....Carl Orr

DISTRICT 7

Town of Freeman, Villages of DeSoto (Ward 2) and
FerryvilleDavid Olson

DISTRICT 8

Town of Clayton (Ward 3) and Utica,
Village of Mt. Sterling.....Mary C. Kuhn

DISTRICT 9

Town of Clayton (Ward 1) and Village of Soldiers Grove.....Wade Dull

DISTRICT 10

Town of Clayton (Ward 2) and Village of Gays Mills.....Donald Stirling

DISTRICT 11

Towns of Haney and Scott, and Village of Bell Center.....Wayne Jerrett, Jr.

DISTRICT 12

Town of Seneca and Village of Lynxville.....Larry W. Kelley

DISTRICT 13

Towns of Eastman (Ward 1) and Prairie du Chien (Ward 2) and Village of Eastman.....Greg Russell

DISTRICT 14

Towns of Eastman (Ward 2), Marietta and Wauzeka (Ward 2) and Village of Steuben..... Gari Lorenz

DISTRICT 15

Town of Wauzeka (Ward 1) and Village of Wauzeka.....Gerald Krachey

DISTRICT 16

Town of Bridgeport..... Derek Flansburgh

DISTRICT 17

Town of Prairie du Chien (Ward 1).....Tom Cornford

Chairman Cornford stepped down from the Chair and Vice-Chairman Rogers conducted the election for the office of County Board Chairman.

Motion by Krachey, second Kelley to nominate Tom Cornford for the position of County Board Chairman. Motion carried unanimously.

Motion by Dull, second by Krachey that the nominations be closed, and a unanimous ballot be cast for Tom Cornford as County Board Chairman. Motion carried unanimously.

Chairman Cornford resumed the Chair and called for the election of Vice-Chairman.

Motion by Krachey, second by Flansburgh to nominated Duane Rogers for the position of Vice-Chairman. Motion carried unanimously.

Motion by Dull, second by Orr that the nominations be closed, and a unanimous ballot be cast for Duane Rogers for Vice-Chairman. Motion carried unanimously.

The next order of business was the election of the Highway Committee. The following nominations were made: Carl Orr, Gerry Krachey, Gari Lorenz, Dave Olson, Tom Cornford, Wayne Jerrett and Derek Flansburgh.

Chairman Cornford appointed Supervisors Munson, Kozelka and Kelley to tally the votes for the Highway Committee.

After the votes were tabulated, the following Supervisors were elected to serve on the Highway Committee: Derek Flansburgh; Tom Cornford; Gerry Krachey; Carl Orr and Dave Olson.

PROCLAMATION

SOIL & WATER STEWARDSHIP WEEK 2020

WHEREAS, fertile soil and clean water provide us with our daily sustenance, and;

WHEREAS, effective conservation practices have helped provide us a rich standard of living,
and

WHEREAS, our security depends upon healthy soil and clean water, and

WHEREAS, stewardship calls for each person to help conserve these precious resources,

THEREFORE, I do hereby proclaim

**APRIL 26 to MAY 3, 2020
SOIL & WATER STEWARDSHIP WEEK**

Tom Cornford, County Board Chairman

Motion by Olson, second by Orr to adopt the proclamation. Motion carried unanimously.

RESOLUTION NO. 6-2020

RESOLUTION RELATING TO THE COMMENDATION OF HENRY “BUZZ” ESSER

WHEREAS, Buzz has been very active in the governmental affairs of Crawford County and has served as a supervisor from 2010-2020. During his tenure, he served on the following committees: Veterans Service, Aging and Disability, Highway and Delinquent Tax. Buzz also served as the Chairman of the Land Conservation, Planning and Zoning Committee. Buzz was a very conscientious supervisor and was well respected by his peers. The County benefitted greatly from his service.

NOW, THEREFORE, BE IT RESOLVED that the members of the Board extend their sincerest commendation to Henry “Buzz” Esser for a job well done and wish him all the best in his retirement.

BE IT FURTHER RESOLVED that this resolution be spread upon the minutes of this Board and a true copy be sent to Henry “Buzz” Esser.

**Geri Kozelka, District 1
Linda Munson, District 2
Edward Hayes-Hall, District 3
Brad Steiner, District 4
Duane Rogers, District 5
Carl Orr, District 6
David Olson, District 7
Mary Kuhn, District 8
Wade Dull, District 9**

**Donald Stirling, District 10
Wayne Jerrett, District 11
Larry Kelley, District 12
Greg Russell, District 13
Gari Lorenz, District 14
Gerald Krachey, District 15
Derek Flansburgh, District 16
Tom Cornford, District 17
Janet L. Geisler, County Clerk**

Motion by Orr, second by Krachey to adopt the resolution. Motion carried unanimously.

RESOLUTION NO. 7-2020

RESOLUTION RELATING TO THE COMMENDATION OF KERSTEN “ROCKY” ROCKSVOLD

WHEREAS, Rocky has been very active in the governmental affairs of Crawford County and has served as a supervisor from 2008-2020. During his tenure, he served on the following committees: Delinquent Tax, Veterans, and Aging and Disability. Rocky served as Chairman of the following committees: Rules and Procedure, Public Safety, Audit and Highway Safety. Rocky had also served as the County’s representative for Hidden Valleys, Library Planning and Wisconsin River Rail Transit. Rocky was a very conscientious supervisor and was well respected by his peers. The County benefitted greatly from his service.

NOW, THEREFORE, BE IT RESOLVED that the members of the Board extend their sincerest commendation to Kersten “Rocky” Rocksvold for a job well done and wish him all the best in his retirement.

BE IT FURTHER RESOLVED that this resolution be spread upon the minutes of this Board and a true copy be sent to Kersten “Rocky” Rocksvold.

**Geri Kozelka, District 1
Linda Munson, District 2
Edward Hayes-Hall, District 3
Brad Steiner, District 4
Duane Rogers, District 5**

**Donald Stirling, District 10
Wayne Jerrett, District 11
Larry Kelley, District 12
Greg Russell, District 13
Gari Lorenz, District 14**

Carl Orr, District 6
David Olson, District 16
Mary Kuhn, District 17
Wade Dull, District 18

Gerald Krachey, District 15
Derek Flansburgh, District 16
Tom Cornford, District 17
Janet L. Geisler, County Clerk

Motion by Steiner, second by Stirling to adopt the resolution. Motion carried unanimously.

Dan McWilliams, Human Services Director, addressed the Board regarding the resolution to issue citations. The Public Health Officer, Cindy Riniker, has the statutory authority to do whatever is necessary to stop the spread of a disease. Warnings are given out as much as possible. However, there is currently no ordinance in place, which supports the issuance of a citation for violations relating to public health. There needs to be the ability to enforce an order. Corporation Counsel, Mark Peterson, drafted the resolution giving the Public Health Officer that authority.

Cindy Riniker, Public Health Officer, addressed the Board and stated that she is working with the Sheriff's department and the Police department for their input and guidance regarding health hazards. Cindy then gave an update on the COVID-19 virus. Cindy explained the Badger Bounce Back Order Plan established by the Governor that is set up in three stages to begin reopening the State. There will be increased COVID-19 testing. There were three positive cases in the county, which have all recovered.

RESOLUTION NO. 8-2020

RESOLUTION DELEGATING CITATION ISSUANCE AUTHORITY TO THE PUBLIC HEALTH OFFICER

WHEREAS, Human Health Hazards are Prohibited, and it is the responsibility of the Crawford County Health Officer to protect the public health by preventing the spread of communicable disease; preventing the continuation of human health hazards; and assuring that citizens are protected from unhealthy or unsafe conditions pursuant to §11.03 of the Crawford County Code of Ordinances and Chapter 252 of the Wisconsin Statutes; **and**,

WHEREAS, §25.04(4) of the Crawford County Code provides that the County Board may designate and approve any County Officer to have the authority to issue citations for violations of the Code (including those for which a statutory counterparts exists); **and**

WHEREAS, §25.04(4) of the Crawford County Code and §252.25 of the Wisconsin Statutes allow a forfeiture or fine of not more than \$500.00 (plus costs and surcharges) for violations relating to the public health with an initial bond schedule and citation amount of \$452.50 which is the equivalent of a \$250.00 fine plus such costs and surcharges in the amount of \$202.50.

NOW, THEREFORE, BE IT RESOLVED that the Crawford County Board of Supervisors does hereby grant citation issuance authority to the Crawford County Health Officer for Human Health Hazard violations of the Crawford County Code including orders made thereunder and/or Chapter 252 of the Wisconsin Statutes.

Dated this 21st day of April, 2020.

Tom Cornford, County Board Chairman

Passed and approved this 21st day of April, 2020.

Tom Cornford, County Board Chairman

ATTEST:

Janet L. Geisler, County Clerk

Motion by Stirling, second by Dull to adopt the resolution. Motion carried unanimously.

Treasurer, Deanne Lutz addressed the Board and stated that the Resolution Relating to Tax Delinquent Lands was no longer necessary since checks have cleared the bank.

Deanne went on to explain Assembly Bill #1038 and Act 185 as pertains to interest on late property tax payments. The County does not have to adopt a resolution, which would mean that everything would remain the same as far as the collection of taxes by July 31st. The County may adopt a general resolution waiving interest and penalties, which would apply to all taxpayers regardless of their circumstances, or it can adopt a resolution which is on a case-by-case finding due to hardship in which case the County would have to speak with individual taxpayers. Deanne is proposing the general resolution, so that no one has to determine who does or doesn't qualify.

Municipalities also would have to agree to the resolution. This could cause a problem with properties that fall into two municipalities, which could each have a different date. The first settlement date is August 20th, when payments must be made to schools, municipalities and the County. The remaining unpaid taxes, interest and penalties must be paid by September 20th which means that the County would be up fronting all of the money until October 1st. This could be a financial hardship for the County if all taxpayers waited until October 1st to make their payment. The State has offered a loan at 2.5% if counties need to borrow money.

Chairman Cornford asked if this resolution needed to be acted on today. Deanne said that if we don't and wait until the June meeting, this may not give her enough time to send out reminder notices.

Supervisors felt that there were too many unknowns to make a decision today since the Treasurer had just received the information. The supervisors would like to have a special meeting in May to take up the matter.

Supervisor Rogers left the meeting at 10:55.

Motion by Russell, second by Krachey to set a special County Board meeting for May 21st at 10:00 a.m. for the purpose of taking action on the resolution to waive interest and penalties on property tax payment installments. Motion carried unanimously.

Chairman Cornford stated we will now consider the Ordinance Amending, Repealing and Recreating Portions of Chapter 4 Crawford County Code of Ordinances – Sick Leave.

Cheri Leachman, Human Resource Specialist, explained to the Board the changes that were made to the policy. The supervisors were given both a copy that showed the changes and a clean copy with the changes made.

The Clerk gave the first reading of the revisions that were made.

ORDINANCE NO. 220-2020

ORDINANCE AMENDING, REPEALING AND RECREATING PORTIONS OF CHAPTER 4 CRAWFORD COUNTY CODE OF ORDINANCES

The Crawford County Board of Supervisors do ordain as follows:

Section 1. That the Crawford County Code of Ordinances Number 4.07 of the Personnel Policy relating to sick leave is amended, repealed and recreated as follows:

4.07 - SICK LEAVE.

Full-time employees who have successfully completed 30 days of employment will receive the following sick leave benefits:

- (1) Employees will earn one day's sick leave per each full calendar month worked. Sick leave may be accumulated to a maximum of 100 days. One day's sick leave will be paid on the basis of 7.5 hours at the employee's regular hourly rate for employees who regularly work a 7.5-hour day and on the basis of 8 hours at the employee's regular hourly rate for employees who regularly work an 8-hour day.
- (2) Employees shall be allowed to use available sick leave if they must be absent due to an emergency illness of their spouse, parents and/or children. If the emergency lasts longer than three days and the employee is eligible for leave under the Family Medical Leave Act, the employee may apply for the FMLA benefits.
- (3) Upon termination, retirement, forced retirement due to disability, or in the event of death, the employee or his estate shall receive pay for one-half of his unused accumulated sick leave.
- (4) Regular part-time employees shall earn and accumulate sick leave with pay on a pro rata basis, based upon a percentage as it bears to a full-time employee in the same classification or department.

- (5) Sick leave may be requested/used for preventive health care of the employee, spouse, parents and/or children, such as dental and doctor appointments. Approval may depend upon staffing or job requirements to be consistent with applicable law.
- (6) Upon termination, retirement, forced retirement due to disability, or in the event of death, an employee shall receive pay for one-half of his/her unused accumulated sick leave.
- (7) Absent an emergency that precludes their call, all employees must telephone prior to the start of the workday to report that they will be absent due to illness of themselves, their spouse, their children, or their parents. The telephone call must be made to a voice mailbox or to a telephone operator, or to any other person designated by the department head. Failure to timely call in, absent an emergency, will result in the absence being unexcused, and sick leave shall not be granted. Employees who have been absent due to illness for 3 or more days, or who have incurred an injury at work, will not be allowed to return to work until they have presented a doctor's slip permitting them to return to work.

Section 2. Effective Date. This ordinance shall be effective from and after its passage and publication as required by law.

PERSONNEL:

Brad Steiner

Carl Orr

Larry Kelley

Duane Rogers

Gerald Krachey

Published this day of April, 2020.
Effective this day of April, 2020.

Motion by Dull, second by Kelley to give the second reading by title only. The motion carried and the Clerk gave the second reading by title only.

There being no further questions there was a motion by Krachey, second by Flansburgh that the ordinance be ordered engrossed and give the third reading by title only. The motion carried and the Clerk gave the third reading by title only.

Chairman Cornford stated the ordinance having been read three several times the question is, "Shall the ordinance pass?"

Motion by Olson, second by Kelley to adopt the ordinance. Motion carried unanimously upon call of the roll.

Chairman Cornford stated we will now consider the Ordinance Amending, Repealing and Recreating Portions of Chapter 4 Crawford County Code of Ordinances – Leave of Absence.

Cheri Leachman, Human Resources Specialist, explained to the Board that the first three paragraphs of the ordinance were totally new. The changes allow an employee to take two days off per

year without pay. The leave can only be taken after all other leave time has been used. The supervisors were given both a copy that showed the changes and a clean copy with the changes made.

Motion by Hayes-Hall, second by Orr to waive the first reading of the entire document. Motion carried unanimously.

ORDINANCE NO. 221-2020

ORDINANCE AMENDING, REPEALING AND RECREATING PORTIONS OF CHAPTER 4 CRAWFORD COUNTY CODE OF ORDINANCES.

The Crawford County Board of Supervisors do ordain as follows:

Section 1. That the Crawford County Code of Ordinances Number 4.12 of the Personnel Policy relating to leaves of absence is amended, repealed and recreated as follows:

4.12 - LEAVE OF ABSENCE .

- (1) Unless otherwise required by law, and as described below, unpaid leave shall be granted only after all applicable accrued time has been used, including applicable holidays – to include floating holidays, vacation, sick and compensatory time. Requests shall be in writing to include beginning and ending date of the requested unpaid leave, unless an emergency situation prevents this from occurring. Any verbal request must be documented by the Department Head, and signed by the employee upon return.**
- (2) Department Heads may grant voluntary (requested by employee) unpaid time off in increments of four (4) or seven one-half (7.5) hours if the employee works five (5) seven one-half (7.5)hour days per week, or in increments of four (4) or eight (8) hours if the employee works five (5) eight hour days per week, or in increments of five (5) or ten (10) hours if the employee works four (4) ten (10) hour days per week. This requested unpaid time off will be limited to two (2) days or 15, 16 or 20 hours in a calendar year, which shall NOT be considered leave.**
- (3) Requests for leaves of absence without pay of up to 2 weeks for personal reasons may be granted, and may be extended where circumstances warrant, and consistent with applicable law. Approval of any voluntary unpaid leave of absence shall be at the sole discretion of the Department Head, subject to the provisions of this policy. Department Heads shall ensure that an approved voluntary unpaid leave of absence will not result in overtime work for the employee upon return from leave or overtime work for remaining staff. When considering departmental staffing requirements, Department Heads shall give preference to employee vacation requests before considering employee requests for voluntary unpaid leave of absence. The Department Head shall approve/disapprove the request within three working days. The employee must receive written verification of the approval/disapproval.**

Department Heads will retain the original request. The employee will receive a signed copy of the request. Once the employee has requested the time off and it has been approved by the Department Head, the leave cannot be rescinded by the employee unless required by law. The Department Head may rescind the approved time off if necessitated by business need. Once the leave has been taken, there can be no rescission or retroactive substitution of accrued time. At no time will paid leave be substituted for an approved unpaid leave.

- (4) No employee shall be allowed leave to seek or hold other employment, except that leave shall be granted to run for public office or to fill appointment to public office.
- (5) Employees shall be permitted to use vacation time or accumulated compensatory time off to perform union duties, provided that their respective department heads approve the request. Employees are expected to exercise good judgment so that time off from work for union activities does not exceed what is reasonably necessary for that purpose.
- (6) Unless required by law, a leave of absence, other than for the reasons described in subsection (3) above, does not guarantee a return to employment for any employee.

Section 2. Effective Date. This ordinance shall be effective from and after its passage and publication as required by law.

PERSONNEL:

Brad Steiner

Carl Orr

Larry Kelley

Duane Rogers

Gerald Krachey

Published this day of April, 2020.

Effective this day of April, 2020.

Motion by Flansburgh, second by Olson to give the second reading by title only. The motion carried and the Clerk gave the second reading by title only.

There being no further questions there was a motion by Dull, second by Kozelka that the ordinance be ordered engrossed and give the third reading by title only. The motion carried and the Clerk gave the third reading by title only.

Chairman Cornford stated the ordinance having been read three several times the question is “Shall the ordinance pass?”

Motion by Kelley, second by Orr to adopt the ordinance. Motion carried unanimously upon call of the roll.

Chairman Cornford stated we will now consider the Ordinance Amending, Repealing and Recreating Portions of Chapter 4 Crawford County Code of Ordinances – Family and Medical Leave.

Cheri Leachman, Human Resources Specialist, explained to the Board that the one of the major changes was that FMLA would be tracked by the rolling year instead of calendar year. Compensation during leave and the inability to return to work have also been revised. The supervisors were given both a copy that showed the changes and a clean copy with the changes made.

Motion by Dull, second by Hayes-Hall to waive the first reading of the entire document.

ORDINANCE NO. 222-2020

ORDINANCE AMENDING, REPEALING AND RECREATION PORTION OF CHAPTER 4 CRAWFORD COUNTY CODE OF ORDINANCE

The Crawford County Board of Supervisors do ordain as follows:

Section I. That the Crawford County Code of Ordinances Number 4.185 of the Personnel Policy relating to Family and Medical Leave is amended, repealed and recreated.

Section II. Effective Date. This ordinance shall be effective from and after its passage and publication as required by law.

**A FULL COPY OF THE ORDINANCE IS AVAILABLE FROM THE COUNTY CLERK OR
HUMAN RESOURCES SPECIALIST.**

Published this day of April, 2020.

Effective this day of April, 2020.

Motion by Russell, second by Orr to give the second reading by title only. The motion carried and the Clerk gave the second reading by title only.

There being no further questions there was a motion by Dull, second by Kozelka that the ordinance be ordered engrossed and give the third reading by title only. The motion carried and the Clerk gave the third reading by title only.

Chairman Cornford stated the ordinance having been read three several times the question is, “Shall the ordinance pass?”

Motion by Steiner, second by Orr to adopt the ordinance. Motion carried unanimously upon call of the roll.

County Veterans Service Commission

Crawford County, Wisconsin

Chairman: Eugene LaPointe
Member: Charlie Coleman
Member: Gary Gundlach

Report of the Crawford County Veterans Service Commission for the calendar year 2019.

To: The Honorable Board of Supervisors
Crawford County, Wisconsin

Pursuant to the requirements of the Wisconsin statutes, Chapter 45.14, we submit herewith the annual report of amounts expended on behalf of needy veterans and the Veterans Services Commission for the calendar year 2019.

Respectfully Submitted,

Eugene LaPointe, Chairman
Charlie Coleman, Member
Gary Gundlach, Member

Motion by Orr, second by Krachey to approve the Veterans Service Commission report. Motion carried unanimously.

The annual CASA report was presented. The amount being returned to CASA from the dog license fund is \$3,892.73.

Motion by Olson, second by Kelley to approve the annual CASA report. Motion carried unanimously.

Annual department reports were available, and can be checked out with the County Clerk. Commissioner Kyle Kozelka addressed the Board to give an update on various projects for the year.

There being no further business to come before the Board there was a motion by Krachey, second by Flansburgh. **Motion carried unanimously and the meeting was adjourned.**

STATE OF WISCONSIN
(ss)
COUNTY OF CRAWFORD

I, Janet L. Geisler, Clerk of County of Crawford, State of Wisconsin, do hereby certify that the foregoing is a true and correct copy of the Journal of Proceedings of the Crawford County Board of Supervisors at the Regular Session on April 21, 2020.

Janet L. Geisler, Crawford County Clerk