

**CRAWFORD COUNTY BOARD OF SUPERVISORS**  
**August 17, 2021**

The Crawford County Board of Supervisors met in regular session at the Crawford County Administration Building in Prairie du Chien, Wisconsin on August 17, 2021.

The Board was called to order by Chairman Tom Cornford. Roll was called with all members present, except Supervisors Carl Orr, Linda Munson and Larry Kelley. The Chairman led the Board in the Pledge of Allegiance.

Chairman Cornford reminded board members to turn on microphones when speaking, as we have citizens attending via Zoom. Cornford also reminded the members that there is a sign-up sheet for anyone who is willing to work at the fair.

The meeting was verified as being properly posted.

**Motion by Steiner, second by Olson to approve the minutes of the previous meeting. Motion carried unanimously.**

Chairman Cornford announced that he would like to appoint Mark Gilberts to the Wisconsin River Rail Transit Commission.

**Motion by Kuhn, second by Krachey to approve the appointment of Mark Gilberts to the Wisconsin River Rail Transit Commission. Motion carried unanimously.**

Chairman Cornford advised that he looking for a volunteer to serve on the Veterans Committee and another to serve on the Southwest Library System. Wade Dull volunteered to serve on the Veterans Committee.

**Motion by Jerrett, second by Olson to approve the appointment of Wade Dull to the Veterans Committee. Motion carried unanimously.**

There were no volunteers to serve on the Library Board at this time.

Hettie Brown, Couleecap Executive Director, presented the annual report to the county board. She thanked the following representatives for their service – Larry Kelley, Larry Quamme, Peggy Gallagher, Roger Slama and Judy Clark. This is Couleecap's 55<sup>th</sup> year serving residents of Crawford, Vernon, LaCrosse and Monroe counties.

Hettie reported that in 2020, Couleecap invested over \$9.1 million dollars into our community, reaching approximately 22,536 people through various programs. Some programs include Weatherization & Energy Assistance, Homelessness, Home Ownership & Repairs, Transportation, Food Security, Jobs and Training, Affordable Housing and Business and Economic Development.

Most specific to Crawford County are the Market Cares Program, Salvation Army vouchers, Emergency Housing Assistance and Affordable Housing Development. In 2021, Couleecap is starting a

new development in partnership with the City of Prairie du Chien and the redevelopment authority to develop four new units of affordable housing in the city of Prairie du Chien, as supported by a grant through the Department of Administration and the development authority.

Couleecap Food Pantry expanded their hours and added home delivery services for 102 low-income seniors, disabled, and family households who were not able to travel to pantries. The 2020 Rent and Energy Assistance program served 865 households with \$1.7 million. The 2021 Rent and Energy Assistance program has served 1000 households with \$4.325 million so far just through August 5<sup>th</sup>.

Coming soon will be a Mortgage and Property Tax Assistance program. Couleecap has an immediate need for funding for case management and rapid rehousing. There is also a need for resources to enable better service delivery as an anchor food pantry and social service provider in and for the county.

Hettie was thanked for her report to the Crawford County Board.

## **RESOLUTION NO. 15-2021**

### **RESOLUTION RELATING TO THE COMMENDATION OF DUANE ROGERS**

**WHEREAS**, Duane has been very active in the governmental affairs of Crawford County and has served as County Board Supervisor District #5 from 2009 – 2021. Duane served as Vice-Chairman of the County Board since 2016. During his tenure, he also served on the following committees: Finance, Public Property and Licenses, Bonds and Insurance and Personnel. Duane took over as Chairman of the Finance Committee in 2012, and he served as Chairman of the Public Property and Licensing Committee from 2014-2018. In 2019, Duane was appointed to serve on the Personnel Committee. Duane was a conscientious and diligent supervisor and was well respected by his peers. Duane was very instrumental in the budget process, and his banking knowledge was very beneficial during budget time. The County benefitted greatly from his service.

**NOW, THEREFORE, BE IT RESOLVED** that the members of the Board extend their sincerest commendation to Duane Rogers for a job well done and wish him all the best in his future endeavors.

**BE IT FURTHER RESOLVED** that this resolution be spread upon the minutes of this Board and a true copy be sent to Duane Rogers.

**Geri Kozelka, District #1**  
**Linda Munson, District #2**  
**Gary Koch, District #3**  
**Brad Steiner, District #4**  
**Mark Gilberts, 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**  
**Roberta A. Fisher, County Clerk**

**Motion by Dull, second by Jerrett to adopt the resolution. 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 – Introductory Period and Benefits.

#### **ORDINANCE NO. 237-2021**

### **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 Chapter 4 Number 4.03 of the Personnel Policy relating to Introductory Period and Benefits is amended, repealed and recreated as follows:

#### **4.03 – INTRODUCTORY PERIOD AND BENEFITS. (Am. Ord. #206-2017)**

- (1) Starting salaries/wages shall be determined by the Personnel Committee in consultation with the Department Head. The Governing Committee may defer to the Department Head to establish a temporary wage during an Introductory Period (not to exceed the starting wage). An Introductory Period for any employee shall not exceed twelve months. A Department Head may consider previous education and credible work experience to determine if such a period is necessary. If no Introductory Period is necessary, the employee's starting wage will be at the budgeted amount. Upon completion of the required Introductory Period – based on a Performance Evaluation AND the recommendation of the Department Head, the employee shall be classified as regular (either full or part time) and shall be entitled to applicable salary increases and benefits.
- (2) All employees, including, but not limited to, introductory employees, may be disciplined or discharged at any time, either during their introductory period or afterward, for any reason consistent with these policies and applicable law, and shall have no property right to continued employment.
- (3) Notwithstanding any other provision herein, probationary employees shall become eligible for group health insurance, paid holidays, and sick leave on the first day of the month which begins following the completion of 30 calendar days of employment provided, however, that part-time employees,

temporary employees, or employees hired for special projects requiring less than 1,200 hours of work in the calendar year shall not be eligible or receive any fringe benefits, unless otherwise required by a collective bargaining agreement or applicable law.

- (4) For purposes of life insurance coverage, new employees are covered on the first of the month following their hire date. (Am.Ord. #206-2017)

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

**PERSONNEL:**

<b>Brad Steiner, Chairman</b>	<b>Gerald Krachey</b>
<b>Carl Orr</b>	<b>Larry Kelley</b>
<b>Mark Gilberts</b>	

Adopted this 17<sup>th</sup> day of August, 2021

**Published this            day of August 2021.**  
**Effective this            day of August 2021.**

**Motion by Olson, second by Steiner to give the second reading by title only. Motion carried unanimously.**

There being no questions or appearances, the Chairman now asks that the ordinance be ordered engrossed and given the third reading by title only.

**Motion by Olson, second by Kuhn to give the third reading in title only. Motion carried unanimously.**

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

**Motion by Krachey, second by Dull 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 – Life Insurance.

**ORDINANCE NO. 238-2021**

**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 Chapter 4 Number 4.19 of the Personnel Policy relating to Life Insurance is amended, repealed and recreated as follows:

**4.19 – LIFE INSURANCE**

The employer will pay the entire cost of the premium for all WRS eligible employees for the basic life insurance plan provided under the Wisconsin Public Employer’s Group Life Insurance Program. (Am. Ord. #135-2007)

**The employer will pay the entire cost of the premium for all full time WRS eligible Tele-communicator Dispatchers for the basic and supplemental life insurance plans provided under the Wisconsin Public Employer’s Group Life Insurance Program.**

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

**PERSONNEL:**

**Brad Steiner, Chairman      Gerald Krachey  
Carl Orr                              Larry Kelley  
Mark Gilberts**

Adopted this 17<sup>th</sup> day of August, 2021

**Published this              day of August 2021.  
Effective this              day of August 2021.**

**Motion by Steiner, second by Stirling to give the second reading by title only. Motion carried unanimously.**

There being no questions or appearances, the Chairman now asks that the ordinance be ordered engrossed and given the third reading by title only.

**Motion by Dull, second by Koch to give the third reading in title only. Motion carried unanimously.**

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

**Motion by Kuhn, second by Gilberts 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 – Holidays.

**ORDINANCE NO. 239-2021**

**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 Chapter 4 Number 4.28 of the Personnel Policy relating to Holidays is amended, repealed and recreated as follows:

**4.28 – HOLIDAYS**

(1) With the exception of the Highway Department, full-time and regular part-time employees shall receive the following holiday benefits:

(a) Such employees shall be entitled to the following holidays off with pay:

New Year's Day	Labor Day
Martin Luther King, Jr. Day (Hwy. Dept. excluded)	Friday before Easter Sunday
Memorial Day	July 4
Thanksgiving Day	Friday after Thanksgiving Day
December 24	December 25
	Veterans Day (Hwy. Dept. only)

(Am. Ord. #84-95; Ord. #136-2007)

(b) All employees shall receive 2 floating holidays of their choice. The employee must give notice to his/her department head one week in advance of the day selected to be used as the floating holiday. Floating holidays must be used in one-day increments. (Am. Ord. #151-2010; Am. Ord. #162-2012)

(c) All such employees shall receive holiday pay which shall be regular straight time pay. Such employees who work on a holiday or any part of a holiday shall receive time and a half pay in addition to holiday pay for all hours worked during such holiday.

- (d) If any of the above named holidays fall on a Saturday, the preceding Friday shall be declared the holiday, and if the named holiday falls on a Sunday, the following Monday shall be declared the holiday. **When Christmas Eve falls on Friday, Friday will be the Holiday. When Christmas Day falls on Saturday, Monday will be the recognized Holiday. When Christmas Eve falls on Saturday, Friday will be the Holiday; Christmas Day will fall on Sunday, so Monday will be the Holiday. When Christmas Eve falls on Sunday, the Holiday will be the previous Friday; Christmas will be on Monday, so Monday will be the Holiday.**
- (e) To be eligible for holiday pay, such employees must have worked the full regularly scheduled workday before and after the holiday, except those employees on vacation or compensatory time, using accumulated sick leave or employees who have proof of bona fide illness or injury which prevented them from working. Employees on unpaid leave of absence shall not receive holiday pay. The County may require proof of illness where sick leave is used before or after a holiday.
- (2) When Highway Department work hours are changed to 4-day workweek, 10 hours per day, holidays shall be paid at 10 hours. This shall include floating holidays.
- (3) Dispatchers will follow the holiday policy contained in the 2011 Collective Bargaining Agreement.

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

**PERSONNEL:**

<b>Brad Steiner, Chairman</b>	<b>Gerald Krachey</b>
<b>Carl Orr</b>	<b>Larry Kelley</b>
<b>Mark Gilberts</b>	

Adopted this 17<sup>th</sup> day of August, 2021

**Published this            day of August 2021.**  
**Effective this            day of August 2021.**

**Motion by Kozelka, second by Gilberts to give the second reading by title only. Motion carried unanimously.**

There being no questions or appearances, the Chairman now asks that the ordinance be ordered engrossed and given the third reading by title only.

**Motion by Olson, second by Kuhn to give the third reading in title only. Motion carried unanimously.**

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

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

Under new business, Wade Dull would like to inform the County Board that the 2021 Fair is on this year. Mary Kuhn again stated they were in need of volunteers.

Gionne Collins, Property Lister, addressed the county board regarding the Crawford County Code of Conduct Policy. Collins served on a special committee that was put together to create a new policy to replace an outdated policy. This policy will be given to all new employees and kept on file with the Human Resource Director.

**Motion by Kuhn, second by Steiner to adopt the new Code of Conduct Policy. The motion carried with no negative votes cast.**

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

STATE OF WISCONSIN  
(ss)  
COUNTY OF CRAWFORD

I, Roberta A. Fisher, 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 August 17, 2021.

**Roberta A. Fisher, Crawford County Clerk**