

CRAWFORD COUNTY BOARD OF SUPERVISORS
April 19, 2022

The Crawford County Board of Supervisors met for their organizational meeting at the Crawford County Administration Building in Prairie du Chien, Wisconsin on April 19, 2022. The public was able to attend via Zoom.

The Board was called to order by Chairman Tom Cornford. Roll was called with all members present, except newly elected District #10 County Board Supervisor Seamus Murray, who was excused by the Chairman.

Chairman Cornford led the Board in the Pledge of Allegiance.

The Chairman congratulated all of the supervisors on their election to the Crawford County Board of Supervisors. Cornford then asked the two new supervisors, Owen DuCharme from District #12 and Harrison Heilman from District #9 to introduce themselves.

Chairman Cornford reminded board members to turn on microphones when speaking, as we have citizens attending via Zoom.

The Chairman verified that the meeting notice was properly posted.

**Motion by Kuhn, second by Munson to approve the minutes of the previous meeting.
Motion carried unanimously.**

Mark Peterson, Corporation Counsel, 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 Ward.....Linda Munson

DISTRICT 3

Prairie du Chien, 3rd Ward.....Gary Koch

DISTRICT 4

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

DISTRICT 5

Prairie du Chien, 5th Ward.....Mark Gilberts

DISTRICT 6

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

DISTRICT 7

Town of Freeman, Villages of DeSoto (Ward 2) and
Ferryville.....David Olson

DISTRICT 8

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

DISTRICT 9

Town of Clayton (Ward 1) and Village of Soldiers Grove.....Harrison Heilman

DISTRICT 11

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

DISTRICT 12

Town of Seneca (Ward 1) and Village of Lynxville.....Owen DuCharme

DISTRICT 13

Town of Seneca (Ward 2), Town of Eastman (Ward 1) and
Town of PdC (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 PdC (Ward 1).....Tom Cornford

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

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

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

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

Motion by Krachey, second by Munson to nominate Brad Steiner for the position of Vice-Chairman. Motion carried unanimously.

Motion by Olson, second by Kuhn that the nominations be closed, and a unanimous ballot be cast for Brad Steiner as County Board Vice-Chairman. Motion carried unanimously upon call of the roll.

The next order of business was the election of the Highway Committee. The Chairman appointed Supervisors Kozelka, Koch and Munson to tally the votes for the Highway Committee.

The following nominations were made: Tom Cornford, Carl Orr, Gerald Krachey, Derek Flansburgh and David Olson. There being no further nominations, there was a **motion by Flansburgh, second by Gilberts to close the nominations. The motion carried unanimously.**

Supervisors Cornford, Orr, Krachey, Flansburgh and Olson were declared duly elected to the Highway Committee.

PROCLAMATION

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 24 to MAY 1, 2022 SOIL & WATER STEWARDSHIP WEEK

Tom Cornford, County Board Chairman

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

Older Americans Month 2022 A Proclamation

Whereas, Crawford County includes a growing number of older Americans who contribute their strength, wisdom, and experience to our community; and

Whereas, communities benefit when people of all ages, abilities, and backgrounds are welcomed, included, and supported; and

Whereas, Crawford County recognizes our need to create a community that provides the services and supports older Americans need to thrive and live independently for as long as possible; and

Whereas, Crawford County can work to build an even better community for our older residents by:

- Planning programs that encourage independence
- Ensuring activities are responsive to individual needs and preferences
- Increasing access to services that support aging in place.

Now, therefore, Crawford County Board of Supervisors of Crawford County do hereby proclaim May 2022 to be Older Americans Month, Crawford County Board of Supervisors urge every

resident to recognize the contributions of our older citizens, help to create an inclusive society, and join efforts to support older Americans' choices about how they age in their communities.

Dated this 19th day of April 2022

Tom Cornford, County Board Chairman
Roberta A. Fisher, Crawford County Clerk

Motion by Kuhn, second by Heilman to adopt the proclamation. Motion carried unanimously.

RESOLUTION NO. 5-2022

**RESOLUTION ESTABLISHING SALARIES FOR 2023-2026
TERMS OF OFFICE FOR CONSTITUTIONAL OFFICERS**

WHEREAS, the Personnel Committee of the Crawford County Board of Supervisors has been charged with the task of establishing salaries for the Constitutional Officers of Crawford County prior to April 15, 2022, for the term of office commencing January 2nd, 2023.

NOW, THEREFORE, BE IT RESOLVED that the Crawford County Board of Supervisors do ordain as follows:

To announce the following salaries for elected officials with the intent to provide these positions with the same percentage of increase as other department heads for the remaining terms of their office.

OFFICE	CURRENT SALARY
Clerk of Court	\$ 70,520.11
Sheriff	\$ 81,766.10
Coroner	\$ 22,366.21

BE IT FURTHER RESOLVED that this resolution will follow the provisions of Section 59.22(1)(a).

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

RESOLUTION NO. 6-2022

RESOLUTION REGARDING COLLECTION OF COURT IMPOSED PENALTIES, DETERMINATION OF UNCOLLECTIBLE DEBT AND SETTLEMENT OF DEBT

WHEREAS, Pursuant to §59.52(28) Wis. Stats, the Crawford County Board may adopt a resolution authorizing the Clerk of Circuit Court, under s. 59.40(4), to contract with a debt collector, as defined in s. 427.103(3), or enter into an agreement with the department of revenue under s. 71.93(8) for the collection of debt; **and**

WHEREAS, there are a number of outstanding fines, forfeitures, fees and amounts owed on accounts in existing cases with the Clerk of Circuit Court’s Office that may be determined to be uncollectible due to any of the following circumstances:

- The debtor is deceased, and the death has been verified by the Clerk of Court’s Office (by Letter, Death Certificate or Wisconsin Vital Records),
- The balance due is less than \$20.00 or the cost to collect is not effective and the account has been inactive for at least 10 years.
- No action has been commenced within 20 years after the judgement or decree was entered and therefore any such action is barred pursuant to §893.40 Wis. Stats.

NOW, THEREFORE, BE IT RESOLVED, that the Crawford County Board does hereby authorize the Clerk of Circuit Court to enter into any agreement necessary for the collection of Court Imposed Penalties pursuant to §59.52(28) Wis. Stats.

BE IT FURTHER RESOLVED, that the Clerk of Circuit Court is authorized to determine certain debt to be uncollectible according to any of the above criteria and to “write off” and cancel the record of same

BE IT FURTHER RESOLVED, that the Clerk of Circuit Court is authorized and allowed the discretion to negotiate the settlement of Civil Judgements entered by Court Order by “writing off” and canceling any interest amounts due should the underlying principal amount be paid in full.

FINANCE COMMITTEE:

Gary Koch, Chairman
Gerald Krachey
Geri Kozelka

Greg Russell
Wayne Jerrett

Passed and approved this 16th day of March 2022.

Tom Cornford, County Board Chairman

ATTEST:

Roberta A. Fisher
Crawford County Clerk

Motion by Kozelka, second by Olson to adopt the resolution. Motion carried unanimously.

RESOLUTION NO. 7-2022

**AUTHORIZING RESOLUTION FOR PARTICIPATION IN THE DEPARTMENT OF
NATURAL RESOURCES MUNICIPAL DAM GRANT PROGRAM**

WHEREAS, Crawford County owns *Blackhawk/Kickapoo Dam (BK#6)* and hereby requests financial assistance under s. 31.385 and s. 227.11, Wis Stats., and ch. NR 335, Wis Adm. Code, for the purpose of dam maintenance/repair; and

WHEREAS, the state share for such a project may not exceed 50 percent (50%) of the first \$1,000,000.00 of total eligible project costs nor 25 percent (25%) of the next \$2,000,000.00 of total eligible project costs;

NOW, THEREFORE, BE IT RESOLVED that Crawford County HEREBY AUTHORIZES *the Land Conservation Committee Chair or County Conservationist* to:

- Submit an application to the DNR for financial aid under ch. NR 335, Wis. Adm. Code.
- Sign grant agreement documents.
- Take all necessary action to complete the project associated with any grant agreement; and
- Submit reimbursement claims along with necessary supporting documentation.

BE IT FURTHER RESOLVED THAT Crawford County agrees to pay a share of the eligible costs which is equal to the total project cost minus the state share.

LAND CONSERVATION COMMITTEE:

David Olson
Gary Koch
Wade Dull

Adopted this 19th day of April 2022.

By:
Roberta A. Fisher
Crawford County Clerk

Motion by Olson, second by Koch to adopt the resolution. Motion carried unanimously.

RESOLUTION NO. 8-2022

**RESOLUTION REGARDING ESTABLISHMENT OF
UNASSIGNED FUND BALANCE POLICY**

WHEREAS, the County’s Auditor has recommended that an adequate unassigned fund balance of not less than 20% be maintained in order to address any unforeseen expenditures and to maintain financial stability; **and**,

WHEREAS, the Finance Committee has determined that it is in the best interest of the County to establish an “Unassigned Fund Balance Policy” in order to ensure financial stability.

NOW, THEREFORE, BE IT RESOLVED, that the Crawford County Board does hereby authorize the Finance Committee to establish the following policy:

“Unless otherwise specified by action of the County Board, Crawford County will maintain an unassigned fund balance of not less than 20% of general fund expenditures, as measured on December 31st of each year. If, following the annual audit, that fund balance should be found to be below 20% of the general fund expenditures, the County Finance Committee must submit a plan to increase that fund balance to a minimum of 20% with the annual budget submission.”

Dated this 19th day of April 2022.

FINANCE COMMITTEE:

Gary Koch, Chairman	Greg Russell
Gerald Krachey	Wayne Jerrett
Geri Kozelka	

Passed and approved this 19th day of April 2022.

Tom Cornford, County Board Chairman

ATTEST:

Roberta A. Fisher
County Clerk

Motion by Munson, second by Koch to adopt the resolution. Motion carried unanimously.

Sherry Quamme, Mississippi River Parkway Commission Chairperson, announced to the County Board that the MRPC is partnering with the Department of Transportation, America’s Byways, and the

Department of Natural Resources to achieve a formal designation of the Mississippi River Trail (MRT) through 8 Wisconsin Great River Road Counties. Sherry introduced Francis Schelfhout of Wisconsin Department of Transportation to the Board.

Francis Schelfhout is requesting county board support in establishing this 250-mile bicycle route through 66 communities in the eight counties in Wisconsin. Schelfhout said they are hoping to get this done by the end of the year, so that state legislature can act on it and help fund it. There are health benefits to a bicycle route for walkers and bicyclists as well as economic benefits to the counties and communities along the trail.

Motion by Kuhn, second by Munson to read the following resolution in title only. Motion carried unanimously.

RESOLUTION NO. 9-2022

A RESOLUTION TO SUPPORT THE DESIGNATION OF THE MISSISSIPPI RIVER TRAIL WITHIN THE LIMITS OF **CRAWFORD COUNTY**

WHEREAS bicycle tourism is a growing industry in North America, contributing \$47 billion a year to the economies of communities that provide facilities for such tourists; and

WHEREAS the Mississippi River Trail is a national bicycle route, along the length of the Mississippi River, through ten states, from the headwaters at Lake Itasca to the Gulf of Mexico; and

WHEREAS the Mississippi River Trail was designated as one of only 16 National Millennium Trails which honor the past and imagine the future by preserving and commemorating major events and aspects of America's history and culture; and

WHEREAS the Mississippi River Trail provides access to and promotes the scenic, historic, archaeological, cultural, recreational and natural qualities of the Mississippi River and its amenities; and

WHEREAS the Mississippi River Trail is located primarily on the Wisconsin All-American Great River Road National Scenic Byway (WIS 35) between Prescott and Illinois State Line, but also routed on other state and county highways, local roads or alternative routes for bicycling; and

WHEREAS the Wisconsin Mississippi River Parkway Commission and **Crawford County**, with the cooperation of the Wisconsin Department of Transportation, Wisconsin Department of Natural Resources and other stakeholders, have proposed a specific route to be designated as Mississippi River Trail; and

WHEREAS the Mississippi River Trail implements Wisconsin Statutes Chapters 1.11, 84.01(35), 84.60, and 85.02, 349.23 and Wisconsin Administrative Code Chapter Trans 400 which required that "due consideration to establishing bikeways and pedestrian ways in all new highway construction and reconstruction projects"; and

WHEREAS the Mississippi River Trail adds value to existing roads and trails; and

WHEREAS the Mississippi River Trail is largely ready to sign and market, and many suggested improvements are already planned; and

WHEREAS the Mississippi River Trail will contribute to sustainable economic development in 33 Wisconsin Mississippi River communities; and

WHEREAS the proposed route for the Mississippi River Trail comes through [Crawford County](#) and can therefore provide a benefit to our residents and businesses; and

WHEREAS the Mississippi River Trail will provide increased recreational and transportation choices for individuals to enjoy the outdoors as well as provide health, economic, and quality of life benefits; and

WHEREAS the Mississippi River Trail continues Wisconsin's tradition of honoring and enhancing the Mississippi River by offering multiple bicycling experiences, each in a unique river landscape; and

WHEREAS we have investigated the proposed route and found it to be a suitable route, and desire that the route be designated so that it can be mapped and signed, thereby promoting bicycle tourism in our area; and

THEREFORE, BE IT RESOLVED, that [Crawford County](#) in order to receive full benefit of the Mississippi River Trail, hereby expresses its approval and support for the development of the Mississippi River Trail, and requests that the appropriate officials see to it that the route is officially designated along the following segments within the limits of [Crawford County](#):

SOUTHBOUND: [WIS 35](#) from north county line south to the intersection with County Trunk Highway (CTH) K, turn right and continue west and south on CTH K/Main Street to the intersection with Washington Street, turn left and proceed east on Washington Street to the intersection with Beaumont Road, turn right and proceed south on Beaumont Road to the intersection with United States Highway (USH) 18, turn left and proceed east on USH 18 to the intersection with [WIS 35](#), turn right and proceed south on [WIS 35](#) to south county line.

NORTHBOUND: [WIS 35](#) from south county line north to the intersection with USH 18, turn left and proceed west on USH 18 to the intersection with Beaumont Road, turn right and proceed north on Beaumont Road to the intersection with Washington Street, turn left and proceed west on Washington Street to the intersection with CTH K/Main Street, turn right and proceed north on CTH K/Main Street to the intersection with [WIS 35](#), turn left and continue north on [WIS 35](#) to north county line.

(See attached map)

Tom Cornford, County Board Chair

Adopted this 19th day of April 2022

Motion by Gilberts, second by Heilman to adopt the Resolution to Support the Designation of the Mississippi River Trail Within in the Limits of Crawford County. Motion carried unanimously.

Chairman Cornford informed the county board members that Dennis Pelock, Hidden Valleys representative distributed their financial report to all board members along with a copy of the Explore Hidden Valleys Visitor's Guide. This year Lafayette County is the featured county. Next year, Crawford County will be the featured county.

The Clerk distributed Wisconsin Counties Association packets to all board members. This packet also includes the Wisconsin County Official's Handbook, 8th Edition.

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 2021.

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 2021.

Respectfully Submitted,

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

Motion by Gilberts, second by Orr to accept 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 \$3,282.42.

Motion by Munson, second by Kuhn to accept the CASA Annual Report. The motion carried unanimously.

**EMERGENCY FIRE WARDENS
CRAWFORD COUNTY
2022**

**To the Honorable
County Board of Crawford County, Wisconsin**

In accord with s. 26.12(3) and 26.14(3), Wis. Stats., we recommend the following persons to act as authorized Emergency Fire Wardens for the prevention and suppression of forest fires in this county for the year 2022 and ask your approval of this organization list.

Greener's Corners
The Marketplace
Tractor Supply Co

IN THE Town of Seneca, Wisconsin
IN THE Village of Gays Mills, Wisconsin
IN THE City of Prairie du Chien, Wisconsin

**Department of Natural Resources
Aaron Young, Area Forestry Leader**

Tom Cornford
Crawford County Board Chairman

**Motion by Olson, second by Heilman to approve the Emergency Fire Wardens List.
Motion carried unanimously.**

Annual Department Reports are available and can be checked out with the County Clerk.

**Motion by Kuhn, second by Steiner for the County Board to move into closed session pursuant to section 19.85(1)(b) to discuss employee disciplinary action and hearing procedures.
Motion carried unanimously upon call of the roll.**

**Motion by Russell, second by Kuhn to move into open session pursuant to Section 19.85(2).
Motion carried unanimously.**

No action was taken during closed session.

There being no further business to come before the Board, there was a motion by Flansburgh, second by Kuhn 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 April 19, 2022.

Roberta A. Fisher, Crawford County Clerk