

**OFFICIAL PROCEEDINGS**  
**Dunn County Board of Supervisors**  
**February 19, 2025 SESSION**

The County Board of Supervisors of Dunn County met in person and via teleconference on Wednesday, February 19, 2025 at 7:00 p.m. The Board was called to order by Chair McCullough. The Board recited the Pledge of Allegiance to the Flag. The County Clerk called the roll. Supervisor Berrier was excused. All other supervisors were present in person or online.

**APPROVAL OF THE MINUTES**

Supervisor Morehouse moved to approve the minutes of the January 15, 2025 County Board meeting, seconded by Supervisor Stene. Motion carried by a voice vote.

**COMMUNICATIONS**

There were none.

**PUBLIC COMMENT**

Comments were made from the public on immigration.

**APPOINTMENTS**

**Ethics Inquiry Board**

Term expires April 2027

Appoint David Bartlett to replace Steve Rasmussen

**West Central Wisconsin Regional Planning Commission**

Term expires April 2026

Appoint Adam Accola to replace Steve Rasmussen

Above Chair Appointments need Board Confirmation

**Farm Drainage Board**

Term expires December 2027

Reappoint Tom Forster

Above Appointments are the Chair's

Supervisor Stene moved to approve the appointments, seconded by Supervisor Bachand. Motion carried by a voice vote.

**REPORT OF COUNTY MANAGER**

- A. Chippewa Valley Rail Update- Scott Rogers
- B. Priority Based Budgeting Overview
- C. Purchase Orders Over \$40,000. There were two for a total of \$148,816.
- D. ERP Procurement Update
- E. Succession Planning

**REPORTS OF DEPARTMENTS**

Dunn County Clerk of Circuit Court, Dunn County Libraries, and Finance all provided their annual reports. Questions were asked from the floor and responded to by each department head.

**REPORT NO. 8**

The Health and Human Services Committee Chair provided a report regarding refugee resettlement. Questions were asked from the floor and responded to by County Administration

**REPORT & RESOLUTION NO. 9**

Supervisor Stene moved to approve resolution No. 9, 2025 Budget Adjustments, seconded by Supervisor Morehouse. Chair McCullough asked if there were any questions. Questions were asked from the floor and responded to by County Administration. Motion carried by a roll call vote.

**RESOLUTION NO. 9  
2025 BUDGET ADJUSTMENTS**

**NOW, THEREFORE, BE IT RESOLVED** by the Dunn County Board of Supervisors that, effective with the publication of notices required by law, the budget of the County of Dunn for the year beginning January 1, 2025, is amended by the following amounts to the line item account numbers show:

**CJC Council-Grants**

Cost Center # 1110030900, GL # 435000 State Revenue (New Grant)	\$100,000
531005 – Office Supplies	\$ 600
521205 – Drug Testing	\$20,000
533125 – Travel – Conferences Seminars	\$13,696
534330 – Operating Supplies	\$16,944
529005 – Contractual Services	\$48,760

**CJC Council-Grants**

Cost Center # 1110030900, GL # 435000 State Revenue (New Grant)	\$250,000
511000 – Salary and Wages	\$33,280
513060 – Employee Benefits	\$20,650
533125 – Travel – Conferences Seminars	\$16,104
531005 – Office Supplies	\$15,188
534330 – Operating Supplies	\$3,578
529005 – Contractual Services	\$153,450
521080 – Support	\$7,750

<b><u>Department of Health</u></b>	<b><u>Expense</u></b>	<b><u>Revenue</u></b>
1510030900 – 511000 Salaries/Wages	\$12,000	
1510030900 – 435000 Title X Grant G151000019.2425		\$12,000
1510030900 – 529005 Contractual	\$5,000	
1510030900 – 435000 Grant G15100061.2525		\$5,000

**BE IT FURTHER RESOLVED** that the Department of Administration is authorized to enter and maintain the information contained herein in a manner based upon generally accepted accounting standards and that, effective with the publication of the proceedings of this meeting, these changes are, hereby, adopted.

Offered this 19<sup>th</sup> day of February 2025, at Menomonie, Wisconsin.

Adopted on: February 19, 2025

OFFERED BY THE EXECUTIVE COMMITTEE:  
Kelly McCullough, Chair

ATTEST:

Andrew Mercil, County Clerk

Approved as to Form and Execution:  
Jim McMenemy, Corporation Counsel

**Budget Impact:** Adoption of this resolution increases the 2025 adopted budget by \$367,000. Adoption of this resolution has no impact upon the current year tax levy.

**Background Information:** The Executive Committee has considered the justification for these proposed adjustments to the 2025 budget and recommends that the County Board adopt the adjustments as being in the best interest of the County.

The following information was provided by departments requesting action in support of this resolution:

**Administration - Criminal Justice Collaboration Division**

Dunn County Criminal Justice Collaborating Council (DCCJCC) received a State of Wisconsin Treatment Alternatives and Diversion (TAD) grant award of \$100,000 for Treatment Court enhancements for the period of January 1, 2025, to December 31, 2025. Funds will be used for team training, enhanced drug testing, office supplies, program operating costs, and contractual services. Funds will be used to expand and enhance the Dunn County Treatment Court team by contracting dedicated mental health and peer support liaisons to serve on the team. Funds will also be used for peer support service for participants along with evidence-based program materials.

Treatment Court is an evidence-based collaborative justice program that is housed in the CJC Division with oversight from the DCCJCC.

**Administration - Criminal Justice Collaboration Division**

Dunn County Criminal Justice Collaborating Council (DCCJCC) on behalf of the Dunn County Sheriff's Office received a State of Wisconsin Department of Health Services Law Enforcement Opioid Abatement grant award of \$250,000 for law enforcement deflection and diversion activities for the period of July 1, 2024, to June 30, 2025, with yearly renewals. Funds will be used to cover staff wages and benefits of the full time Dunn County Sheriff's Office case manager, training, supplies and program operating costs. Funds will also be used to contract with Kaleidoscope Drop-In Center to expand peer support service hours by 22 hours per week and set up satellite peer support offices throughout Dunn County.

The CJC Division is working closely with the Sheriff's Office and Menomonie Police Department on Project Hope law enforcement deflection and diversion with oversight from the DCCJCC.

**Department of Health**

Dunn County Health Department has received Title X (ten) funding from the Wisconsin DHS for over five years. The funding exclusively supports our reproductive health clinic. We were notified in 2024 that the Wisconsin DHS anticipated decreased Title X funding for the 2025-2026 grant year. However, at the end of the 2024-2025 grant year the State realized that there was unencumbered funding that could be redistributed to Local Health Departments that could use it. As a result we received a one-time additional \$12,000.00 for the 2024-2025 grant year. It will be used before the end of April to support Public Health Nurse salary and fringe.

Due to the anticipated decrease in funding, we have been seeking grants to cover the short fall in reproductive health funding. We were awarded a competitive grant for \$5,000.00 from the United Way of the St. Croix and Red Cedar Valleys. This grant will be used to support contracted Nurse Practitioner time to see clients for services that our Public Health Nurses do not have licensure to complete, such as long-acting reversible contraception.

**REPORT & RESOLUTION NO. 10**

Supervisor Bachand moved to approve resolution No. 10, 2025 Budget Adjustments, seconded by Supervisor Hagen. Chair McCullough asked if there were any questions. Questions were asked from the floor and responded to by County Administration. Motion carried by a roll call vote.

**RESOLUTION NO. 10  
2025 BUDGET ADJUSTMENTS**

**NOW, THEREFORE, BE IT RESOLVED** by the Dunn County Board of Supervisors that, effective with the publication of notices required by law, the budget of the County of Dunn for the year beginning January 1, 2025, is amended by the following amounts to the line item account numbers show:

<u>Administration – Finance</u>	<u>Expense</u>	<u>Revenue</u>
1110040010 - 521075 Maintenance Contracts	\$57,600	
1110040010 - 493000 Fund Balance Applied		\$57,600

**BE IT FURTHER RESOLVED** that the Department of Administration is authorized to enter and maintain the information contained herein in a manner based upon generally accepted accounting standards and that, effective with the publication of the proceedings of this meeting, these changes are, hereby, adopted.

Offered this 19<sup>th</sup> Day of February 2025, at Menomonie, Wisconsin.

Adopted on: February 19, 2025

ATTEST:  
Andrew Mercil, County Clerk

OFFERED BY THE EXECUTIVE  
COMMITTEE:  
Kelly McCullough, Chair

Approved as to Form and Execution:  
Jim McMenemy, Corporation Counsel

**Budget Impact:** Adoption of this resolution increases the 2025 adopted budget by \$57,600. Adoption of this resolution has no impact upon the current year tax levy.

**Background Information:** The Executive Committee has considered the justification for these proposed adjustments to the 2025 budget and recommends that the County Board adopt the adjustments as being in the best interest of the County.

The following information was provided by departments requesting action in support of this resolution:

In the interest of enhancing the ability to provide in-depth detail regarding program and service costs, staffing and impact, the Department of Administration is seeking to purchase a budgeting tool from Tyler Technologies which will develop a detailed program inventory complete with total staffing, cost and potential insights into ways to improve financial sustainability of the program or service. The goal would be to have this information available for the 2026 budget preparation cycle. The process is called priority based budgeting and the one-time cost of the software for 2025 is \$57,600.

#### **REPORT & RESOLUTION NO. 11**

Supervisor Stori moved to approve resolution No. 11, 2025 Budget Adjustments, seconded by Supervisor Hedlund. Chair McCullough asked if there were any questions. Questions were asked from the floor and responded to by County Administration. Motion carried by a voice vote.

#### **RESOLUTION NO. 11**

#### **AMENDING THE INVENTORY OF JOB CLASSES**

**NOW, THEREFORE, BE IT RESOLVED**, that the inventory of job classes adopted by the Dunn County Board of Supervisors is amended as follows effective March 1, 2025 and will remain in force until such time as a subsequent action of the Board amends or nullifies this action:

<b><i>Add: Peer Counselor</i></b>
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**BE IT FURTHER RESOLVED**, that the Department of Administration is empowered and directed to create standard operating procedures to regulate and implement this resolution.

Offered this 19th day of February, 2025 at Menomonie, Wisconsin.

Adopted on: February 19, 2025

ATTEST:

Andrew Mercil, County Clerk

OFFERED BY THE COMMITTEE ON  
ADMINISTRATION:

Vaugh Hedlund, Chair

Approved as to Form and Execution:

Jim McMenemy, Corporation Counsel

**Budget Impact:** The Peer Counseling classification would be filled and funded by a grant that is approved through the end of 2025, and will be pursued for renewal on an annual basis. Should the grant not be renewed, the position would be eliminated. The grant requires that a breastfeeding peer counselor is retained as part of the program. Should approval to add the classification not occur, the WIC program would no longer meet the grant program requirements and could subsequently lose funding.

**Background Information:** The Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) of the Health Department has received a grant that provides funding to provide peer counseling services to breastfeeding mothers enrolled in the WIC program. The grant requires a Breastfeeding Peer Counselor position for the program that has been in effect since 2020. Up to this point, the program has hired contracted and limited-term employees to provide the breastfeeding peer counseling services to participants and meet the program requirements. The grant is expected to end through the end of 2025, and would be pursued for renewal on an annual basis. Due to the position expecting to continue for as long as the grant is renewed, it would no longer fall within the definition of a limited-term employee. Therefore, it is being requested for the Peer Counselor classification to be added to the inventory of job classifications. The new classification request has been evaluated for grade placement, and in consideration of the scope of duties and responsibilities, it is the recommendation to place the position in Grade E of the Wage Schedule, which ranges from \$18.90 - \$24.79 in 2025.

Announcements were made from the floor. The Chair declared the meeting adjourned at 9:10p.m.

Respectfully submitted,  
ANDREW MERCIL,  
DUNN COUNTY CLERK