

**December 16<sup>th</sup>, 2025**

The meeting of the Board of Supervisors was called to order at 9:06 am by Chairman Heath Hansen. Present at the meeting were Heath Hansen, Kent Grabill, Don Mosinski, Chassity Musfeldt, Tim Irlmeier, Miranda Bills, Lisa Frederiksen, Chris Swensen, John Hansen, Deb Campbell, Mitch Rydl, Ben Linde, and Bruce Haag (phone).

Motion- Grabill Second- Mosinski to approve the agenda. Vote-all in favor. An update on the ordinances was given by Supervisor Grabill. He had received an email from Simmering Corey (Jennifer Movall) stating that they have a couple questions for Secondary Roads and the Attorney, and once those are answered/reviewed the final draft should be ready for review. Motion- Mosinski Second- Grabill to accept/file the amended Recorder's November 2025 Report of Fees Collected. Vote-all in favor. Motion- Grabill Second- Mosinski to approve the meeting minutes of 12-9-25. Vote-all in favor.

Public Comment was opened at 9:15 am. Tim Irlmeier had a list on questions/concerns for Supervisors. The first question was regarding a Secondary Roads employee whose last date of work is set for January 2<sup>nd</sup>, 2026. Irlmeier asked if this was typical policy to set a retirement date two days into the month, instead of ending at the end of the year. Supervisors explained that the employee would only be paid for the holiday on the 1<sup>st</sup>, and hours worked on the second, but would receive a full month of insurance benefits. There were concerns on County employee's fiscal year raises from the taxpayer standpoint. The ACED allocations were discussed and explained in depth. Supervisors said the County Attorney is working with ACED to get an updated agreement regarding past/future allocations. Financial update on county contribution balances has still not been provided as requested. Chairman Hansen explained there have been many cuts throughout the County, including several offices working less than fully staffed. Hansen explained that Supervisors are looking deeply into the FY27 allocation amounts.

Attorney Swensen discussed the 1:00 Compensation Board meeting guidelines for Supervisors if they were all to attend as a quorum. They are unable to have a "joint meeting" as the Compensation Board meeting is a separate posted meeting, but they can sit in, observe, but cannot actively participate in the conversation.

Discussion was held on the upcoming HVAC walk through. Custodian Hansen had a list compiled of issues needing addressed and provided a copy to Supervisors. Supervisor Grabill will send an email to employees asking them to send over any additional issues regarding HVAC to be added to the list. Compensation time and overtime earned were addressed with Custodian Hansen. HR Attorney Galloway and Supervisors had discussed that if the compensation time earned was not used up by the end of the fiscal year, per handbook, there was an exception that it can be carried over to use for harvest time this calendar year. Since it was not all used by harvest time, it was extended to be used by the end of the 2025 calendar year. Supervisors reminded Hansen that any overtime and compensation time must be approved in advance. Hansen inquired about the scenario of what to do if he is needed for snow removal on a Friday or weekend that would push the hours worked into overtime, making it impossible to leave early during the week to avoid the overtime hours. Hansen said he was more than happy to take time off during the week to avoid overtime, if possible, but in instances that arise later in the week, it will create some overtime. Communications issues were discussed for calculating/approving the timesheet. Supervisors advised Hansen to start emailing his timesheet to them directly in order for it to be approved/signed for Auditors office to have time to process it for payroll weeks. Supervisors offered Hansen a closed session to discuss recent behavior. Hansen denied the closed session. Supervisors discussed a recent incident of an anger outburst and issued a verbal warning of unacceptable behavior to Hansen.

IT Director Linde discussed the need for a back up firewall in the event the current one goes down. Motion- Mosinski Second- Grabill to approve the managed firewall purchase. Vote-all in favor. Linde inquired about a new desk. Supervisors advised Linde to look at his budget, and if it didn't allow the purchase, to budget for it next fiscal year.

Engineer Rydl gave Secondary Roads construction and maintenance updates. The costs of gravel and hauling of gravel were discussed. Motion- Grabill Second- Mosinski to accept/file the resignation/retirement letters for Joel Rattenborg ending 1/2/26 and Rick Hansen ending 12/31/25. Vote-all in favor. Communications issues were discussed with Next Era. A resident had reached out to Secondary Roads regarding damage to a mailbox they felt was from a motor grader during snow removal. It was unclear if this was caused by the motor

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grader or something else. Rydl will follow up with the resident and explain the County policy for damages during snow removal. Motion- Mosinski Second- Grabill to approve claims as submitted by various departments to be paid in the amount of \$93,528.40 and published in a separate publication at the end of the month. Vote-all in favor. The approval of Medical Investigator/MEI will be added to next week's agenda. The Board recessed at 1:00 pm to observe the Compensation Board's meeting. Meeting was called back to order at 2:11 pm. Motion- Mosinski Second- Grabill to accept/file the Clerk of Court's November Report of Fees Collected. Vote-all in favor. The questions that were left unanswered from Elderbridge were discussed. Chairman Hansen said he will follow up with them. The snow removal custodian policy was discussed. Supervisors need to talk to Custodian Hansen before finalizing this. Meeting adjourned at 2:30 pm.

/s/Heath Hansen

/s/Chassity Musfeldt

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Chairman, Board of Supervisors

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Attest: Audubon County Auditor Clerk