

SUPERVISOR'S MINUTE BOOK 2020

May 26, 2020

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Rick Thompson. Present: Gary VanAernam and Todd Nelsen. Others present were Lisa Frederiksen, Joni Hansen, John Hansen, Bob Nelson, Teresa Murray, Phil Mennenoh, Deb Campbell, Miranda Bills, Kim Johnson, Deb Umland and via Zoom Sarah Jennings, Mitch Rydl and Chris Hemmingsen.

Motion-VanAernam Second-Nelsen to approve the agenda with the addition of Madsen MMP update and deletion of PHN assets. Vote-all in favor.

John Hansen gave the custodial update and stated the door into the Veteran's Affairs office is not ADA compliant and would like to correct the problem now. There is a room upstairs that would be compliant and if offices are moving now would be the time change it. Phil Mennenoh had talked with Gary Riesgaard and said that he is willing to let them use the office upstairs. Discussion was held regarding space that the State Auditors could use when they are here and when an election is also going on and the public is coming in to vote absentee. Todd Nelsen stated that Keeper of the Courthouse should also have input on office space needs/usage.

The Board discussed the tentative reopening of the Courthouse on June 3 with the public making appointments. Kim Johnson stated the courts would reopen when guidelines they have to abide by have been met. Motion-Nelsen Second-VanAernam to place an ad in the paper stating the courthouse would have a soft reopening on June 3 through June 15. Vote-all in favor. Motion-Nelsen Second-VanAernam to move the June 2 meeting to Wednesday, June 3 due to the election. Vote-all in favor.

Motion-Nelsen Second-VanAernam to approve the minutes of May 19. Vote-all in favor.

Motion-VanAernam Second-Nelsen to approve the Workforce Development 28E Agreement. Vote-all in favor. The Chairman instructed the Clerk to scan and email to Region XII.

Mitch Rydl gave the Secondary Road update. Motion-Nelsen Second-VanAernam to approve a utility permit for Herbers Seed. Vote-all in favor. Weekly update: skeleton crew on rainy days, working on field entrances and bridgework. Nelsen asked when staff would be back to normal and Rydl said possibly June 15 and that he will follow what the courthouse does.

Bob Nelson and Teresa Murray discussed exempt and non-exempt positions. The PHN handbook states that overtime will be paid and not taken in comp time. Nelson stated that overtime will continue. Lisa Frederiksen stated that timesheets should show what time is actually worked and that Renee VonBokern should be contacted regarding exemption questions and also that everything should follow Fair Labor Standards. Todd Nelsen said that changing Bob's salary would have to be done through the Board of Health. Chris Hemmingsen stated that FEMA will not reimburse comp time but would only reimburse paid time. Chris discussed the process involved in submitting claims to FEMA. The Board stated that Public Health and Emergency Management need to go to their respective boards to address the additional hours that are being worked. Discussion was held regarding sick covid time versus sick time or other leave time and the Supervisors stated that they did not intend for sick time to be used for vacation.


Motion-Nelsen Second-VanAernam to accept and place on file a MMP Update for Phil Madsen, Madsen Barn, ID#64624. Vote-all in favor.

Phil Mennenoh discussed his position being exempt and the Board stated that his board would have to meet and change his pay due to the increased hours he is working. Mennenoh also told the Board that various departments should go to him when reordering COVID supplies.

Motion-VanAernam Second-Nelsen to approve the deletion of Public Health assets as follows - #651 – Amana refrigerator; #2155 – Amana freezer; #2476 – Tempure vaccine refrigerator; #668, 669 and 540 – office chairs. Vote-all in favor.

Board later reconvened to view the upstairs office spaces/square footage arrangements. Teresa Murray again repeated that she and Robert Nelson refused to give up their current additional individual office spaces received when Secondary Roads moved to their new building.

There being no further business, Motion-Nelsen Second-VanAernam to adjourn the meeting at 11:35 a.m. Vote-all in favor.



 Chairman, Audubon Co. Board of Supervisors

Attest: 

 Audubon County Auditor, Deputy