

## **Buffalo County Minutes**

**Committee/Board:** Finance Committee  
**Date of Meeting:** Wednesday, April 13, 2016  
**Electronic and Hard Copy Filing Date:** Thursday, April 14, 2016

Chair Douglas Kane called the meeting to order at 3:30 p.m.

**Board Members Present:** Mr. David Danzinger, Mr. Douglas Kane, Mr. Donald Hillert and Mr. Larry Grisen. Mr. David Eddy joined the meeting at 3:38 p.m.

**Others Present for All or Part of the Meeting:** Mr. Dave Rynders, Mr. Shaun Squires, Ms. Sonya Hansen, Ms. Roxann Halverson, Mr. Brian Suchla, and Mr. Mike Owecke.

**Public Comment regarding Posted Agenda Items:** None.

**Review/Discussion/Action regarding previous meeting minutes:** Mr. Hillert made a motion to approve the minutes, seconded by Mr. Grisen. Carried.

**Review/Discussion/Action regarding a Health and Human Services Contract:** Mr. Hillert made a motion to go into closed session, seconded by Mr. Grisen. Mr. Hillert –yes, Mr. Grisen – yes, Mr. Kane – yes, Mr. Danzinger – yes, and Mr. Eddy – excused. Carried.

Mr. Hillert made a motion to return to open session, seconded by Mr. Grisen. Mr. Hillert –yes, Mr. Grisen – yes, Mr. Kane – yes, Mr. Danzinger – yes, and Mr. Eddy – yes. Carried.

No action was taken regarding the closed session item.

**Review/Discussion/Action regarding Tax Deed Property:** Ms. Halverson gave an update on the Wieczorek property. Ms. Wieczorek has made the payments according to the payment plan and will be coming to next month's meeting to present the new payment plan. Ms. Halverson reviewed the agreement the Finance Committee had with Ms. Corriea regarding the Forthun property. To date the payments have never been on time and the majority of the time the payment is returned due to insufficient funds in the account. Ms. Halverson talked with Ms. Corriea this week and informed her that a new County Board has been elected and depending on their wishes they may want to have payment in full or sell the property. Ms. Halverson also asked Ms. Corriea how the probate action was coming along and Ms. Corriea indicated that they have not worked on it since before Christmas. Ms. Halverson will keep the Finance Committee updated on this property. The Szepi property was the final property to be discussed. The Finance Committee had previously agreed to have a quiet title action performed to help the high bidder obtain title insurance on the property. Corporation Counsel explained

that the process was expensive and an uncontested action would be more than \$3,000.00. Ms. Hansen explained that this type of action is outside of the scope of the Corp. Counsel contract and is billed separately. Ms. Halverson checked with Weld, Riley, Prenn & Ricci Law Office, with whom she had done previous tax deed work, and they indicated that they could do the quiet title action for \$1,500.00, more if it was contested. The high bidder, Mr. Hayes, is still interested in the property and calls to check on the process regularly. Mr. Eddy made a motion to have Weld, Riley, Prenn & Ricci Law Office proceed with the quiet title action, seconded by Mr. Hillert. Carried.

**Review/Discussion/Action regarding Approval of Statutory Copy Charges for Court System:** Ms. Hansen was asked to bring this forward by the Clerk of Courts Office and the Judges Office. These offices are asking that the Finance Committee set the rates for copies and certified copies at the rate set by Wisconsin State Statutes. The copy fee for the Clerk of Courts Office will be \$1.25 per page and the certified copy fee is \$5.00 per document. The Judges Office copy fee will be \$1.00 per page and \$3.00 per certified document. Mr. Danzinger made a motion to approve these amounts, seconded by Mr. Eddy. Carried.

**Review/Discussion/Action regarding 2016 Courthouse Projects and Bids:** Mr. Suchla reviewed a listing of 2016 projects for the Courthouse. Some of the projects have already been completed (tuck pointing, dispatch flooring, parking lot, and handicapped entrance). Some of the proposed projects include remodel of the first floor men's restroom, installing an employee shower area, floor tile replacement, carpet replacement, wallpaper replacement, updating air handlers, Automated Logic equipment, and repairing the retaining wall. The Committee discussed which projects would be more pressing. Ms. Hansen indicated she would like to see some security measures put into place (security glass and numbering of doors and windows). Remodeling of the Highway Office was discussed. Mr. Danzinger indicated that the furniture that is currently in the Highway Office could be left for the future tenant at a cost of \$8,000.00. No action was taken on the project list and will be brought back at a future meeting.

**Review/Discussion/Action regarding 2017 Insurance:** County Mutual sent a letter to Chair Kane requesting a 6 month notice if Buffalo County is going to bid out insurance so that they have time to work on quotes. The Committee agrees that a letter should be sent back to County Mutual for clarification. Chair Kane and Ms. Hansen will work on that letter.

**Review/Discussion/Action regarding Monthly Vendor Invoices, Vouchers, Employee Payroll and Funds Investment Report:** Mr. Grisen made a motion, seconded by Mr. Hillert. Carried.

**Chairperson Report:** None.

**Administrative Coordinator Report:** Ms. Hansen reported on address numbering, the Solid Waste Report, Corp. Counsel Report, and the Year End Financial Report.

**Public Comments:** Mr. Danzinger reported that the bike trail study was complete. Chair Kane recognized Mr. Eddy for his service to the County as this was his last meeting.

**Adjournment:** Mr. Eddy made a motion to adjourn at 6:15 p.m., seconded by Mr. Kane. Carried.

Respectfully Submitted,

Roxann M. Halverson  
Buffalo County Clerk