

## **Buffalo County Minutes**

**Committee/Board:** Finance Committee  
**Date of Meeting:** Wednesday, May 4, 2016  
**Electronic and Hard Copy Filing Date:** Thursday, May 5, 2016

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

**Board Members Present:** Mr. David Danzinger, Mr. Douglas Kane, Mr. Larry Grisen, and Ms. Nettie Rosenow. Mr. Donald Hillert joined the meeting at 4:47 p.m.

**Others Present for All or Part of the Meeting:** Ms. Sonya Hansen, Ms. Roxann Halverson, Ms. Sara Schnoor, Ms. Lois Balk, Ms. Marilyn Sheahan, Mr. Brian Suchla, Mr. Jim Wilkie, Mr. Greg Smith, Ms. Cathy Goodman, and Sheriff Mike Schmidtknecht.

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

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

**Review/Discussion/Action regarding Election of Finance Committee Chair:** Mr. Grisen made a motion to nominate Mr. Douglas Kane as Chair, seconded Mr. Danzinger. Mr. Danzinger made a motion to close nominations and cast a unanimous ballot for Mr. Kane, seconded by Mr. Grisen. Carried.

**Review/Discussion/Action regarding Election of Finance Committee Vice Chair:** Mr. Grisen made a motion to nominate Mr. David Danzinger as Vice Chair, seconded by Ms. Rosenow. Mr. Grisen made a motion to close nominations and cast a unanimous ballot for Mr. Danzinger, seconded by Ms. Rosenow. Carried.

**Review/Discussion/Action regarding a Cash Flow Presentation by PMA:** Ms. Schnoor reviewed the proposed cash flow presentation and investment services for Buffalo County. A review of the current investment policy will be done and an update will be brought forward at a future meeting. PMA will send monthly statements to staff and a quarterly report to the Finance Committee.

**Review/Discussion/Action regarding a Presentation by Discover Wisconsin:** Mr. Smith from Discover Wisconsin gave a presentation about his organization and how they help to promote different areas of Wisconsin. Discover Wisconsin will be doing a program on water trails and will feature areas in Black River Falls, Trempealeau, and La Crosse. They would like to add Buffalo County to their program. Mr. Smith reviewed how his organization will promote the area through television, social media, radio, and their website. The cost to Buffalo County to participate in the program is \$11,000.00. Splitting that cost with other municipalities was discussed as well as what area to focus on. This will be reviewed again at a future meeting.

**Review/Discussion/Action regarding Wieczorek Tax Deed Payment Plan:** Ms. Halverson reviewed the plan provided by Ms. Wieczorek. Ms. Wieczorek has done well with her previous payment plan and Ms. Halverson believes that will continue. The Committee agreed to continue with the payment plan.

**Review/Discussion/Action regarding Courthouse Improvements:** A discussion was held regarding a policy on obtaining bids so that all projects are bid in the same manner. Mr. Suchla explained the process he has done in the past when obtaining bids. The list of projects were reviewed. A final list with updated costs will be prepared for the next meeting and will then be forwarded to the County Board.

**Review/Discussion/Action regarding 2015 Year End Unaudited Report:** The Committee reviewed the 2015 Unaudited Report. Sheriff Schmidtknecht gave an update of the Law Enforcement 2015 Budget and explained that the 2016 Budget is on track. No action was taken at this time.

**Review/Discussion/Action regarding Future Technology Needs & Planning:** Ms. Hansen reported that an IT Committee has been established. The Committee is looking at IT services and future purchases. The next meeting will be June 7<sup>th</sup> at 1:30 p.m.

**Review/Discussion/Action regarding Inventory of Assets, Capital Assets Policy and Surplus Property:** Ms. Hansen explained that assets over \$500 are listed on the AS400 system and items having a value of over \$5,000 receiving an ID number. A discussion was held regarding doing an inventory of all assets so that there is a complete and updated list.

**Review/Discussion/Action regarding 2017 Budget & Planning Strategies:** A discussion was held on presenting budget strategies to the County Board. Each Department will need to look at services and programs.

**Review/Discussion regarding Chairperson Report:** No report.

**Review/Discussion/Action regarding Administrative Coordinator Report:** Ms. Hansen reported on Corporation Counsel costs, changes to the ADRC program, and possible reorganization of Public Health. She also informed the Committee of an emergency purchase for the GIS Department. The plotter that was used to make maps had broken and was needed for various projects. The cost for replacement was \$3,595.00. The State would like to do a presentation to the Finance Committee and Highway Committee to show how budgeting works for the Highway Department.

**Public Comments:** None.

**Adjournment:** Mr. Grisen made a motion to adjourn at 7:30 p.m., seconded by Mr. Hillert. Carried.

Respectfully Submitted,

Roxann M. Halverson  
Buffalo County Clerk