

Buffalo County Minutes

Committee/Board: Finance Committee
Date of Meeting: Tuesday, August 23, 2016
Electronic and Hard Copy Filing Date: Tuesday, August 30, 2016

Chair Douglas Kane called the meeting to order at 9:00 a.m.

Board Members Present: Ms. Nettie Rosenow, Mr. Douglas Kane, Mr. David Danzinger, Mr. Larry Grisen, and Mr. Donald Hillert.

Others Present for All or Part of the Meeting: Ms. Sonya Hansen, Ms. Roxann Halverson, Mr. Dave Rynders, Sheriff Mike Schmidtkecht, Mr. Shawn Squires, Ms. Peggy Ludwigson, Mr. Jeff Huber, Mr. Tung Ouy, and Mr. Jason Poser.

Public Comment regarding Posted Agenda Items: None.

Review/Discussion/Action regarding County Clerk Office Staffing: Ms. Halverson explained the work that is completed by the County Clerk's Office and the need for full-time qualified staff. A discussion was held on upcoming budget concerns. Mr. Grisen made a motion to approve filling the position based on 28 hours per week and revisit during the budgeting process, seconded by Mr. Hillert. Carried.

Review/Discussion/Action regarding the DHHS & ADRC Budget: The ADRC budget that is being presented is a draft as the ADRC Board has not reviewed it yet. There is no tax levy money used in the ADRC budget. The ADRC is funded by State and Federal funds and revenue generated by services. There was \$150,000.00 carried over from last year that would need to be used by December 31st unless an extension is requested. These funds could be used to complete work for the ADRC to become ADA compliant. Mr. Rynders would like approval to request the State to extend the deadline into 2017. Mr. Hillert made a motion to give Mr. Rynders authority to write a letter requesting an extension to use carried over funds in the ADRC budget, seconded by Ms. Rosenow. Carried.

Mr. Grisen made a motion to go into closed session, seconded by Ms. Rosenow. Mr. Kane – yes, Mr. Grisen – yes, Ms. Rosenow – yes, Mr. Hillert – yes, and Mr. Danzinger – yes. Carried.

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

Mr. Squires and Mr. Rynders presented the DHHS budget. There were no new positions budgeted for 2017 and salaries have an increase for those that are eligible for a step increase. There are 2 computers budgeted for in 2017 to replace any computers in the event of a breakdown. Mandated services were reviewed. There are non-mandated services that are provided, but generate revenue for the department. The overall budget shows a decrease of \$20,000.00 from last year. There is approximately \$1 million in the AODA funds that the

County Board restricted to be used for mental health and AODA services. This could be unrestricted by the Board. These funds have not been used in the last couple of years as the consortium has reduced these costs.

CJS budget was reviewed. Currently the IDIP program is run under CJS until the full program is up and running and the TAD grant is approved. If the program runs as anticipated there should be a \$14,057 profit to put towards future programming.

Review/Discussion/Action regarding the Law Enforcement Budget: Sheriff Schmidtknecht presented the Law Enforcement budget. The Law Enforcement Committee reviewed the possibility of charging the CFC School for rent on the tower for their bus radios. Buffalo County owns the tower, but pays rent to the landowner. The Law Enforcement Committee recommended charging \$1,200.00 per year for rent. Other items in the budget were replacing three of the ten video cameras that are in the squad cars and replacing one bullet proof vest. A discussion was held on having a separate line item for overtime that is reimbursed to better track revenues. The Jail budget was also reviewed. Salaries were down due to the majority of communication/corrections officers being new. The overtime does not reflect the new 12-hour shifts as it is not yet determined how that will affect the overtime.

Review/Discussion/Action regarding the IT Budget: Mr. Huber and Mr. Ouy presented the IT budget. CR Solutions has been working with the IT Committee to develop a 5-year plan regarding computer services and needs. Physical servers, virtual servers, storage, backup units, licensing and maintenance were discussed. Individual computer systems are budgeted through departments and not in the IT budget. CR Solutions is currently contracted with Buffalo County to provide IT services until the end of 2018.

Review/Discussion/Action regarding the GIS/Land Information Budget: This item was rescheduled to the Wednesday, August 24, 2016 meeting.

Review/Discussion/Action regarding the Coroner Budget: Ms. Hansen presented the Coroner budget. There was an increase in medical expenses as the autopsy fee has increased, but by Statute we cannot increase any of our fees to cover those costs.

Adjournment: Mr. Hillert made a motion to adjourn at 1:40 p.m., seconded by Mr. Grisen. Carried.

Respectfully Submitted,

Roxann M. Halverson
Buffalo County Clerk