

Buffalo County Minutes

Committee/Board: Finance Committee

Date of Meeting: Wednesday, August 24, 2016

Electronic and Hard Copy Filing Date: Wednesday, August 31, 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, and Mr. Donald Hillert. Mr. Grisen joined the meeting at 10:00 a.m.

Others Present for All or Part of the Meeting: Ms. Sonya Hansen, Ms. Roxann Halverson, Mr. Carl Duley, Mr. James Goss, Ms. Carrie Olson, Ms. Carol Burmeister, Mr. Tom Clark, Ms. Sue Burr, Mr. Jason Poser, Mr. Brian Suchla, and Mr. Kelly Herold.

Public Comment regarding Posted Agenda Items: None.

Review/Discussion/Action regarding County Clerk's Office Budget: Ms. Halverson explained the budget is based off of a full-time employee and reviewed the office duties. There were no other major increases, some items were reduced and some kept the same as the current budget.

Review/Discussion/Action regarding the UW-Extension Budget: Mr. Duley presented the UW-Extension budget. The overall budget shows a salary increase for a step increase, but no other changes. Changes to the UW System were discussed. At this time there will be no changes, but could happen in the fall of 2017.

Review/Discussion/Action regarding the Veterans Budget: Mr. Goss presented the Veterans budget. There will be a savings in the salaries as there is now only one person in the office. Lodging has increased to be able to attend required trainings. Mr. Goss reviewed services he offers and grants he is looking at applying for to help more veterans. Buffalo County has served 907 veterans this year.

Review/Discussion/Action regarding the Land Conservation Budget: Ms. Olson discussed the Nonmetallic Mining budget. There will be a purchase of a laptop and GPS equipment from this budget. This budget is comprised of fees charged for Nonmetallic Mining Reclamation and used for salaries, mileage and equipment.

The Land Conservation budget shows an increase in PL566 maintenance to repair flood damage. \$60,000.00 matching funds were included to be provided as matching funds for turning the Rose Valley PL566 back into a pond. There are 13 PL566 structures in Buffalo County and maintenance of these is the responsibility of the County. Four of the structures need mowing and four need tree removal.

Review/Discussion/Action regarding the Administration Budget: Ms. Hansen discussed the County Board budget. She reduced the amount of mileage budgeted and kept lodging

the same in the event someone wants to attend the conference in La Crosse. There is still a vacancy in District 2 so there will be some savings there for this year.

The Administration budget was presented. Wages were reduced by 30% by deleting one of the floater positions. Professional Services was reduced as well as vehicle repair. There will be an increase in Stationary and Forms as the Administration Office takes over the issuing of badges. Office equipment will be increased for a desk, chair and filing cabinet. The budget also includes a vehicle and plow.

Review/Discussion/Action regarding the Register of Deeds: Ms. Burmeister explained that she added nonlapsing funds into her budget to use towards the purchase of a new document program. The budget also shows an increase in wages and health insurance to cover a full-time employee. Ms. Burmeister explained that some of the cost to increase the employee from 28 hours to 40 hours can be recouped with increased fees for selling documents.

Review/Discussion/Action regarding the District Attorney and Victim Witness Budget: Mr. Clark and Ms. Burr presented their budgets. The VW budget shows an increase of 2% for health insurance premium increase. The VW is not a county employee and pays for her own health insurance. Mr. Clark felt with the rising cost of health insurance over the last several years that it was necessary to request a small increase to help cover that cost.

The DA budget shows a 1% increase to keep skilled employees in the office. All other items remain the same.

Review/Discussion/Action regarding the Treasurer's Budget: Ms. Hansen presented the Treasurer's Office budget. There were two budgets presented. One with a reduction in an employee to 20 hours per week and one with that same employee remaining a full-time employee. The parcel mapping is scheduled to be completed in July of 2017, but there will be continued maintenance that needs to be done. Other items included in the budget is a new printer, computer, training and lodging for the new Treasurer and new envelopes for the new Treasurer.

Review/Discussion/Action regarding Land Information and GIS Budget: Mr. Poser discussed the Land Information and GIS budget. There will be a salary increase included in the budget due to a change in position description and wage scale. The Finance Committee requested Mr. Poser to create two separate budgets, one for GIS and one for Land Information, so that it is more clearly defined where funds are coming in and going out. Mr. Poser indicated that in 2016 fund balances were used for his department and this budget does not show that, it shows a levy request for department services.

Ms. Rosenow and Mr. Danzinger were excused from the meeting at 11:40 a.m.

Review/Discussion/Action regarding the Buildings and Grounds Budget: Mr. Suchla discussed changes in the 2017 budget. There will be an increase in salaries due to departmental restructuring. There is an increase in contracted services, costs of fuel was increased to cover the new Highway Administration offices, and an increase to purchase a washing machine and vacuum. Mr. Suchla reviewed projects that he is currently working on, including the installation of security glass and the dispatch air handling unit.

Review/Discussion/Action regarding the Historical Society Budget: Mr. Herold is requesting \$7,000.00 for a contribution to the Historical Society. He described programs that he has been able to offer in 2016. A discussion was held on how many people visit the Historical Society.

Adjournment: Mr. Hillert made a motion to adjourn at 12:00 p.m., seconded by Mr. Grisen. Carried.

Respectfully Submitted,

Roxann M. Halverson
Buffalo County Clerk