

Buffalo County Minutes

Committee/Board: Finance Committee
Date of Meeting: Wednesday, June 20, 2018
Electronic and Hard Copy Filing Date: Monday, June 25, 2018

Mr. Hillert called the meeting to order at 1:00 p.m.

Board Members Present: Mr. David Danzinger, Mr. Larry Grisen, Mr. Donald Hillert, Ms. Mary Anne McMillan Urell, and Ms. Nettie Rosenow.

Others Present for All or Parts of the Meeting: Mr. Ty Johnson, Mr. Beau Johnson, Mr. Jadd Stilwell, Ms. Maureen Freeland, Mr. Brian Kent, Ms. Lisa Schmitt, Mr. Bruce Fuerbringer, Mr. Marvin Rieck, Ms. Tina Anibas, Ms. Lisa Schuh, Ms. Sue Burr, and Mr. Dave Rynders.

Public Comments Regarding Posted Agenda Items: None.

Minutes: Ms. Mary Anne McMillan Urell made a motion to approve the minutes, seconded by Mr. Larry Grisen. Carried.

Review/Discussion/Action regarding a Request from Village of Nelson & Nelson Fire Department for Matching Contribution from CAPX2020 Funding for Brush Truck: Ty Johnson and Beau Johnson from the Nelson Fire Department were present to request that the Finance Committee approve the expenditure of \$25,122.00 of CAPX2020 funds to purchase a new brush truck for the Nelson Fire Department. The total cost would be \$75,365.00 with the Village of Nelson and the Town of Nelson each contributing \$25,122.00. This would be a mutual aid unit that could be requested by other departments. A discussion was held and it was noted that although it would benefit other fire departments that the County has not given out funds to any other individual departments in the past. A roll call vote was taken. The results were Mr. Donald Hillert – yes, Ms. Nettie Rosenow – no, Mr. David Danzinger – yes, Mr. Larry Grisen – yes, and Ms. Mary Anne McMillan Urell – yes. This request will be put on the July County Board Agenda for further action.

Review/Discussion/Action regarding Presentation by Jadd Stilwell, Deputy Director from La Crosse County Solid Waste Department, on History of Relationship with La Crosse County & Solid Waste Program: Mr. Jadd Stilwell, Deputy Director of the La Crosse County Solid Waste Department gave a presentation on the history of the Solid Waste Disposal System and the Waste-to-Energy Contract. Ms. Maureen Freeland, a La Crosse County Board Member, and Mr. Brian Kent also spoke. The La Crosse County Solid Waste Department manages the 350 acre landfill site which serves five counties. It is the only publicly owned landfill in the State of Wisconsin to be accepted into the Wisconsin DNR's Green Tier sustainability program. More than 2 million tons of waste have been diverted from the landfill since Waste-to-Energy was established in 1988.

Review/Discussion/Action regarding A Resolution to Adopt Amendment No. 2 to Solid Waste Disposal Agreement: Buffalo County currently has a contract with La Crosse County to use the Xcel Energy Refuse Derived Fuel (RDF) Facility and the La Crosse County Landfill until June 30, 2023. Mr. Bruce Fuerbringer, Buffalo County Interim Emergency Management Director, is in the process of reviewing our current recycling program. This Agreement would extend the previous Agreement for an additional seven years with a new termination date of June 30, 2030. A discussion was held on the current contract. The private waste haulers in the County were also discussed and how they affect this as we don't receive credit for the amount of tonnage being disposed of elsewhere. Currently there are 12 private haulers in the County who pay an annual permit fee of \$100.00 each. Ms. Nettie Rosenow made a motion to approve the resolution, seconded by Ms. Mary Anne McMillan Urell. Carried.

Review/Discussion/Action regarding Final Bond Projects: Mr. Marvin Rieck was present to explain the Bond Projects Status. The chiller system update won't be completed until fall as it will take 3-4 weeks and the temperatures are too warm now. Both roofs are in good condition. He has not been able to get a bid for the concrete steps yet or for the county board room technology upgrades. Hopefully those will be finalized soon. These projects need to be completed or the materials received by July 31, 2018. Ms. Mary Anne McMillan Urell made a motion to approve the Bond Projects as presented, including the concrete steps and county board room projects that are currently without a bid, seconded by Mr. Larry Grisen. Carried.

Review/Discussion/Action regarding A Resolution to Create a Full-Time Social Worker Position for Adult Protection Services and Creating Dementia-Friendly Communities: Mr. Dave Rynders was present to explain the creation of this position which won't require any added levy. It was previously presented to the Human Resources Committee. Office space for this position was discussed. Ms. Mary Anne McMillan Urell made a motion to approve the resolution, seconded by Ms. Nettie Rosenow. Carried.

Review/Discussion/Action regarding A Resolution to Place Referenda Question on the November Ballot: Mr. Larry Grisen explained this resolution which will give the residents of Buffalo County a chance to decide at the November election if we want to borrow \$4,000,000.00 to restore the county roads and maintenance to a thirty year pavement life cycle. Ms. Mary Anne McMillan Urell made a motion to approve the resolution, seconded by Mr. Larry Grisen. Carried.

Review/Discussion/Action regarding A Resolution to Create and Fill a Full-Time Legal Assistant for the District Attorney's Office: Currently Buffalo County does not employ the support staff for the District Attorney's office. For many years the County paid a stipend directly to the law firm which employed the DA for costs related to the operation of the office. The County has an obligation under Wisconsin State Statutes to provide funding for these costs. The former employment relationship is no longer an option due to the resignation of the current District Attorney. The position would be advertised and the District Attorney's office would be housed in the Courthouse.

Ms. Mary Anne McMillan Urell made a motion to approve the resolution, seconded by Mr. Larry Grisen. Carried.

Review/Discussion/Action regarding A Resolution to Create and Fill a Full-Time Combined Victim Witness Coordinator and District Attorney Legal Assistant

Position: Sue Burr, the employee currently in this position spoke briefly to give a description of this job and answered questions. This position is currently shared between the Victim Witness Program (75%) and the District Attorney's office as a 25% legal assistant. The County is eligible for partial reimbursement from the Department of Justice for services provided to victims and witnesses. As mentioned, the former employment relationship is no longer an option due to the resignation of the current District Attorney. The position would be advertised and the District Attorney's office would be housed in the Courthouse effective August 1, 2018. It was noted that there will be additional costs to the County for employee benefits. Mr. Larry Grisen made a motion to approve the resolution, seconded by Ms. Mary Anne McMillan Urell. Carried.

Review/Discussion/Action regarding Approval of Bid on County Owned Property Acquired Under CDBG-EAP Grant:

Ms. Lisa Schmitt, Deputy County Clerk, reported on two of the properties which were purchased through the EAP grant and sold through Wisconsin Surplus. They can never be built on. The third property will be advertised for sale as soon as possible. The high bid at auction on the parcel located at W1212 County Road E in the Town of Lincoln was \$4,025.00. The high bid at auction on the parcel located at W1204 County Road E in the Town of Lincoln was \$1,085.00. Mr. David Danzinger made a motion to accept both bids and approve the sales, seconded by Ms. Mary Anne McMillan Urell. Carried.

Review/Discussion regarding Purchasing Policy: The Purchasing Policy and Procedure document was reviewed and discussed. This Policy brings the County into compliance with Federal and State grant requirements for purchasing. It also adds a provision to allow department managers to purchase by bidding. It was recommended to move forward with this Purchasing Policy.

Review/Discussion/Action regarding RFP for 2019 Managed Technology Services:

The Proposal for Renewal of Managed IT Services Agreement and Request for Proposal documents were reviewed and discussed. An option was discussed to have an IT person on-site as a County employee and contract out server issues. The new proposal from Ironcore, Inc., the company we currently have a contract with, is significantly higher than the present costs. Acquiring additional rate quotes will let us know if this bid is in line with other companies or too high. The Committee would also like to see a breakdown by department as to who is using the services from Ironcore and how much time they are using. Ms. Mary Anne McMillan Urell made a motion to acquire additional bids from other companies and to obtain a time usage report from Ironcore providing more detail by department, seconded by Mr. Larry Grisen. Carried.

Review/Discussion regarding Non-Lapsing Account Balances: The various fund accounts were reviewed and discussed. Ms. Lisa Schuh, County Financial Advisor, explained that this is money that goes into the general fund. It is being pulled out because it is designated money, not general money. The auditors review to see if the

money is spent and allocated correctly. Ms. Tina Anibas, County Treasurer, advised that these accounts are not included in the budget. Mr. Larry Grisen made a motion to sign and approve the Non-Lapsing Balance Report, seconded by Mr. David Danzinger. Carried

Review/Discussion/Action regarding 2017 Overdrafts: A list of the 2017 Overdrafts by various departments was reviewed and discussed. Ms. Lisa Schuh, County Financial Advisor, explained that she analyzes each department and this report represents line accounts which were over budget. It does not mean that the department itself was over budget. Ms. Mary Anne McMillan Urell made a motion to approve the document and the transfer from the general fund to the various accounts shown, seconded by Mr. David Danzinger. Carried

Review/Discussion regarding Vehicle Leasing Update: The Enterprise Fleet Management Report of vehicles to be delivered to the County was reviewed and discussed. Ms. Mary Anne McMillan Urell believes the Sheriff's Department vehicles are scheduled to be delivered in early July.

Review/Discussion regarding ~ Monthly Vendor Invoices/Vouchers/Employee Payroll/Funds Investment Report: Invoices were reviewed and Ms. Lisa Schuh answered questions on disbursements to Loffler regarding copier charges and Evans-Stark Design for design work on the tourism brochure. Mr. Larry Grisen made a motion to approve the invoices, seconded by Mr. David Danzinger. Carried

Review/Discussion/Action regarding the Chairperson Report: Property address signs were discussed as this matter was tabled at the last meeting. Right now this issue is the Townships' responsibility. Various options and ideas for payment were discussed.

Review/Discussion/Action regarding Administrative Coordinator Report: None.

Public Comments: None.

Adjournment: Mr. Larry Grisen made a motion to adjourn at 3:50 p.m., seconded by Mr. Donald Hillert. Carried.

Respectfully Submitted,

Lisa Schmitt
Buffalo County Deputy Clerk