

## **Buffalo County Minutes**

**Committee/Board:** Finance Committee  
**Date of Meeting:** Thursday, September 6, 2018  
**Electronic and Hard Copy Filing Date:** Thursday, September 13, 2018

Mr. Hillert called the meeting to order at 12:00 p.m.

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

**Others Present for All or Parts of the Meeting:** Ms. Sonya Hansen, Ms. Roxann Halverson, Ms. Brenda Berning, Sheriff Mike Schmidtknecht, Ms. Melissa Brunner, Mr. Jeff Huber, Mr. Jason Poser, Ms. Carrie Olson, Mr. Bob Platteter, and Ms. Pat Malone.

**Public Comments Regarding Posted Agenda Items:** None.

### **Review/Discussion/Action regarding Buffalo County Departmental 2019 Budget Presentations:**

**County Clerk:** Ms. Halverson explained that revenues are down and with the DMV now having an office in the courthouse those services are not needed as much. She indicated that if there were services to be cut this would be one as the new programming is not user friendly and takes more time to process than the revenues brought in. The copy machine reading procedures need to be reviewed. They need to be done on a certain day of each month and with only part-time staff it is difficult for the County Clerk's Office to read the meters. There are funds in the budget for limited help during elections. The statute states that election results must be reported within 2 hours of votes being tabulated and in August some of the results were reported after that timeline due to not enough staffing on election night. Canvassing of elections requires three people and has traditionally been done by courthouse employees. With the uncertainty of available staff this was placed in the budget. The overall budget is down due to only two elections in the coming year and a reduction in computer ink and toner expenses.

**Community Justice Services (CJS):** Ms. Berning explained the TAD grant funds and fees charged cover costs of the program along with \$5,000 from the county that was originally given to CJCC. There are currently 36 cases being worked on. There were 71 individuals referred to the program but not accepted due to not meeting program requirements.

**Law Enforcement:** Sheriff Schmidtknecht and Ms. Brunner presented the jail and patrol budgets. The budgets include one additional Communications/Corrections employee and one Patrol Deputy. The addition of the staff would help reduce overtime in both the jail and patrol. The extra deputy would also help with keeping transport fees

down and would be funded with money from the part-time administration staff that would not be filled.

**Information Technology (IT):** Mr. Huber gave the presentation for the IT budget. Costs are up for IT services. Equipment needed in 2019 was reviewed. Other things to look at would be the phone system as there has been lots of issues with service and support. There is an RFP out right now for the IT services. This will be reviewed at the regular meeting on the 19<sup>th</sup>.

**University of Wisconsin-Extension:** Ms. Malone presented the UW Extension budget. There are no major changes other than a slight increase for wages.

**Land Conservation:** Ms. Olson presented the Land Conservation and Non-Metallic Mining budget. The NM budget will show a reduction in salaries as the time study showed that not as much staff time is being spent in this area as originally projected. Fees cannot exceed expenses for this program. The salaries for the Land Conservation budget were increased to offset the reduction in the NM budget.

**Highway:** Mr. Platteter reviewed the Highway budget. 10.5 miles of reconstruction and 23 miles of chip seal are included in this budget. This is the amount needed to keep roads on a 30-year cycle. There are no bridges in the budget as of yet for the town bridge aids. These numbers will not be received until the end of September. The bridge aid costs are outside of levy.

**Review/Discussion/Action regarding 2019 Budget**

**Questions/Concerns/Recommendations:** A discussion was held on the cost of fuel and combining the purchase of fuel for departments. Purchasing in bulk would save \$.20 per gallon and includes the fuel handling charge. Card control equipment would need to be purchased for the three sites the pumps will be at.

**Public Comments:** None.

**Adjournment:** Mr. Grisen made a motion to adjourn at 4:00 p.m., seconded by Ms. Rosenow. Carried.

Respectfully Submitted,

Roxann Halverson  
Buffalo County Clerk