

County of Buffalo
Alma, Wisconsin
Notice of Public Meeting

AGENDA

Committee: Buffalo County Finance Committee
Date: Thursday, April 15, 2021
Time: 8:30 a.m.
Location: 3rd Floor County Board Room

Remote Access: [Click here to join the meeting](#)

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Call to Order
2. Public comment regarding any matters that will be taken up by the Committee at this meeting.
3. Review/Discussion/Action ~ Minutes of Previous Meeting
4. Review/Discussion/Action ~ Resolution to Create and Fill a Parts/Safety & Training Coordinator Position – Highway Department
5. Review/Discussion/Action ~ Resolution to Modify Wage Scales to Include County Patrol Superintendent/Parts/Safety & Training Coordinator and Change Materials Recovery Facility Supervisor/Truck Driver Scales
6. Review/Discussion/Action ~ Resolution for County Aid for Towns Bridges and Culverts – Section 82.08 of the Statutes – Town of Canton Owen Valley Road
7. Review/Discussion/Action ~ Monthly Vendor Invoices/Vouchers/Employee Payroll/Funds Investment Report
8. Review/Discussion ~ Financial Update
9. Review/Discussion/Action ~ Grant Procedures
10. Review/Discussion ~ Committee Chair Report
11. Review/Discussion ~ Administrative Coordinator Report
12. Review/Discussion/Action ~ Next Meeting May 20, 2021 at 8:30 a.m.
13. Public Comment Not Related to Agenda Items
14. Adjournment

Date: April 9, 2021

Dennis Bork, Chair

By: _____
Roxann Halverson, County Clerk

Board Members: If unable to attend or wish to attend remotely, please contact the Chair. If the Chair is unavailable, please contact the County Clerk's Office at 608-685-6209. If the Chair and the County Clerk are not available, please call the Administrative Coordinator at 608-685-6234.

Persons with Disabilities: Buffalo County shall attempt to provide reasonable accommodations to the public for access to its public meetings, provided reasonable notice of special need is given. If you require special accommodations to attend this meeting, please contact the County Clerk's Office at 608-685-6209.

Public Access to the Courthouse: The South Entrance will be the only access to the building after 4:30 p.m.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended, and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

BUFFALO COUNTY MINUTES

Committee of the Board:

Finance Committee

Date of the Meeting:

March 18, 2021

Chair Mr. Dennis Bork called the meeting to order at 8:40 a.m. in the third floor County Board Room, Buffalo County Courthouse, Alma, Wisconsin.

Members Present: Mr. Max Weiss, Mr. Don Hillert, Mr. Brad Schmidtkecht and Mr. Dennis Bork appeared in person. Mr. David Danzinger appeared via Teams.

Others Present for All or Parts of the Meeting in Person and Via Teams: Ms. Sonya Hansen, Ms. Roxann Halverson, Mr. Stephen Schiffli, Ms. Tina Anibas, Ms. Nettie Rosenow, Mr. Dave Schams, Mr. Dave Rynders, Mr. Jim Wilkie, Mr. Rick Diermeier, and Mr. David Kellum.

Public Comments regarding Agenda Items: Mr. Schams spoke supporting Phase II of the Flyway Trail. He explained the benefits of this project and that it will cost Buffalo County less than \$200,000 for a multimillion-dollar project.

Mr. Wilkie explained he will be setting up an escrow account at the Bank of Alma to keep funds in so that if the LAWCON grant fails to be awarded Buffalo County will get those escrowed funds.

Mr. Diermeier indicated his intent to donate \$90,000 to the project as matching funds for the engineering study.

Ms. Rosenow read an email she received regarding funds for the trail project, how the LAWCON grant is funded and the number of people that have donated to this project and want to see it completed. She also discussed the Buffalo County Outdoor Recreation Plan and how it talks about the trail in that plan.

Mr. Kellum discussed the benefits of having the trail and asks the Board to approve the resolution.

Review/Discussion/Action Regarding Minutes of the Previous Meeting: Mr. Hillert made a motion to approve the minutes by roll call vote, seconded by Mr. Weiss. All in favor. Carried.

Review/Discussion/Action: A Resolution to Support the Great River State Trail – Winona Connector – Phase II: A discussion was held regarding concerns on the resolution changing from the Flyway Trail meeting to the Economic Development Committee meeting, and funding for the project. It was explained that there is money for the engineering study and without this study other grants cannot be applied for. A letter of understanding will be created for the escrow funds to be turned over to the county if

further funding for the project fails. The committee gave Ms. Hansen permission to sign that MOU. Mr. Hillert made a motion to approve the resolution pending approval of the MOU for the escrow funds, seconded by Mr. Schmidtkecht. A roll call vote was taken, and all were in favor. Carried.

Review/Discussion/Action regarding A Resolution to Approve a Limited Term Public Health Care Worker Position to Support COVID19 Response: Mr. Rynders discussed the position and some of the duties the person would have. The funding would come from state and federal sources. The position is for up to 600 hours through December 31, 2021. Mr. Schmidtkecht made a motion to approve the resolution by roll call vote, seconded by Mr. Weiss. All in favor. Carried.

Review/Discussion/Action regarding A Resolution to Merge Buffalo County WIC with the Trempealeau County WIC Program: Mr. Rynders explained Trempealeau County would be providing the WIC services if this merger were agreed to. This would help to save money by combining services. There would be no change to the clinics and where they are held. Mr. Hillert made a motion to approve the resolution by roll call vote, seconded by Mr. Schmidtkecht. All in favor. Carried.

Review/Discussion/Action regarding A Resolution to Approve 2021 Wage Increase for Administrative Coordinator: Chair Bork explained this resolution approves a 3% wage increase for the Administrative Coordinator. Mr. Schmidtkecht made a motion to approve the resolution by roll call vote, seconded by Mr. Hillert. All in favor. Carried.

Review/Discussion regarding Rule 24 of the Rules of Government Relating to County Board Attendance: This was discussed at Committee of the Board. Each committee chair should have cell numbers of all members to report of any changes of meeting times or other important information. Members that are unable to attend or wish to attend remotely must notify the chair 24 hours in advance. Agendas have been updated to show all members who to call if the chair or County Clerk is not available. Chair Bork would like members attending remotely to keep their cameras turned on during their remote attendance. Some members are having difficulty receiving their packets through SharePoint on their tablets. Each Department Manager will email the agenda to the committee members and the County Clerk's Office will upload the entire packet to the tablets.

Review/Discussion/Action regarding Review of the Zoning Department Permits and Revenues: A written report was in the packets. Ms. Hansen will discuss pumping fees with Mr. Owecke.

Chairperson Report: Chair Bork reported he approved time off for the Highway Department due to the recent death of an employee.

Chair Bork was excused from the meeting at 9:53 a.m.

Review/Discussion/Action ~ Monthly Vendor Invoices/Vouchers/Employee Payroll/Funds Investment Report: Mr. Schmidtknecht made a motion to approve the vouchers and invoices by roll call vote, seconded by Mr. Hillert. All in favor. Carried.

Review/Discussion regarding a Financial Update: Ms. Hansen reviewed 2020 financials. Mr. Hillert made a motion to approve the update, seconded by Mr. Danzinger. All in favor. Carried.

Administrative Coordinator Report: Ms. Hansen explained she will be working with WCA on what the American Rescue Plan funds can be used for. A \$256 expenditure was approved in Law Enforcement to reimburse an individual for time and expenses. New dispatch stations are going to be installed. The jail report noted the need to make sure there are enough employees on duty to ensure the safety of employees and inmates.

Review/Discussion/Action Regarding the Next Meeting Date and Time: Thursday, April 15, 2021 at 8:30 a.m. will be the next meeting date and time.

Public Comments Not Related to Agenda Items: None.

Adjourned: Mr. Schmidtknecht made a motion to adjourn seconded by Mr. Hillert. Meeting adjourned at 10:18 a.m.

Respectfully submitted,

Roxann Halverson
Buffalo County Clerk

Buffalo County Resolution



Drafted By:

Sonya J. Hansen

Presented Month/Year:

March 2021

Involved Committees:

Highway Committee

Human Resources Committee

Finance Committee

County Department:

Highway

Fiscal Impact: YES / NO

AC Approved: YES / NO

RESOLUTION # _____

A RESOLUTION TO CREATE AND FILL A PARTS / SAFETY & TRAINING COORDINATOR POSITION

WHEREAS, the Buffalo County Highway Department has significantly reduced the department's staff by consolidation of positions and snow plowing sections over the years; and,

WHEREAS, the Buffalo County Highway Department has contracted services to continue the core level of service expected by the public, and;

WHEREAS, the Buffalo County Highway Committee evaluates each vacated position to ensure consolidation strategies are thoroughly reviewed for effectiveness; and,

WHEREAS, a Parts position was consolidated with the Shop Foreman position in 2010 and the duties and responsibilities of the Shop Foreman have expanded over the past years; and,

WHEREAS, the Highway Committee realizes that a Parts position is vitally needed at this time to ensure that core shop services and repairs will continue in a timely manner, and even more important, to manage parts and materials inventories in a more economical and cost effective manner; and,

WHEREAS, the Buffalo County Highway Committee recognizes the need to increase attention to safety training and programs. The Highway Department fulfills its annual Mining, Safety and Health Administration (MSHA) training requirements and recognizes the need for additional safety trainings in specialized tasks and equipment operation to reduce risk exposure.

NOW, THEREFORE BE IT RESOLVED, that the Buffalo County Board of Supervisors hereby grants authorization to the Highway Department to create and fill a Parts/Safety & Training Coordinator position; and,

BE IT FURTHER RESOLVED that should a current Highway employee be hired into the Parts/ Safety Training Coordinator position; the Highway Department will be authorized to fill the position being vacated as a result.

Adopted at a duly called and noticed meeting of the Buffalo County Board of Supervisors on the _____ day of _____, 2021.

County Clerk

ATTEST:

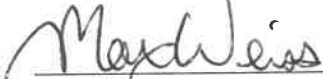
County Board Chairperson

Respectfully Submitted:

Highway Committee



Donald A. Hillert, Chair

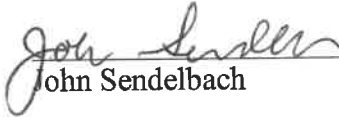


Max Weiss

David Danzinger



Dwight Ruff



John Sendelbach

Human Resources Committee

Larry Grisen, Chair

Michael Taylor

Mary Anne McMillan Urell

Nathan Nelson

Donald A. Hillert

Finance Committee

Dennis Bork, Chair

Max Weiss

Brad Schmidtkecht

David Danzinger

Donald A. Hillert

ANTICIPATED FINANCIAL IMPACT STATEMENT

YEAR 1 (8 months)

2021 Wages	\$28,482.13
2021 Benefits	\$16,741.80
Other Costs	\$ 2,500.00

Total Estimated \$47,723.93

YEAR 2

2022 Wages	\$42,723.20
2022 Benefits	\$25,112.70
Other Costs	\$ 0.00

Total Estimated \$67,835.90

Buffalo County Resolution



Drafted By:
Sonya J. Hansen
Presented Month/Year:
April 2021
Involved Committees:
Human Resources
Finance

County Department:
Administration
Fiscal Impact: YES / NO
AC Approved: YES / NO

RESOLUTION # _____

A RESOLUTION TO AMEND SALARY CLASSIFICATION AND COMPENSATION SYSTEM FOR NON-REPRESENTED EMPLOYEES

WHEREAS, the County Board of Supervisors adopted Resolution 21-03-02 to establish job categories and pay grades for non-represented employees for 2021; and,

WHEREAS, the Human Resources Committee completed a revision to the position description and the wage appeal for the reclassification of the position of Materials Recovery Facility Supervisor and Truck Driver in the Recycling Department and recommends reclassification in the wage scales for such position effective March 13, 2021; and,

WHEREAS, the Human Resources Committee completed review and approval of the position of County Patrol Superintendent, which requires the establishment of such position on the wage scales effective April 11, 2021; and,

WHEREAS, the Human Resources Committee completed review and approval of the new position of Parts/Safety Training Coordinator, which requires the establishment of such position on the wage scales effective upon filling the position; and,

WHEREAS, the Human Resources Committee makes the following recommended changes / additions to the 2021 Wage Scale for non-represented employees:

Skilled Craft Technicians –

Reclassify Materials Recovery Facility Supervisor and Truck Driver to Class IV of the wage scale.

Add Parts/Safety Training Coordinator position to Class III of the wage scale.

Supervisor/Assistant Managers –

Add County Patrol Superintendent to the wage scale, with the same wage step levels as Hwy Patrol Superintendent.

WHEREAS, the above positions will be filled, and the Human Resource Committee has reviewed the salary classification and compensation system and recommends modifying the salary classification and compensation pay grades implemented on January 1, 2021, to include the changes noted above, a copy of which is attached as Exhibit A and to be incorporated herein and to become a part of this resolution.

NOW, THEREFORE BE IT RESOLVED, that the Buffalo County Board of Supervisors hereby approves the amended Buffalo County Job Classification Pay Grade implemented on January 1, 2021 as identified in Exhibit A to include the reclassification of the Materials Recovery Facility Supervisor and Truck Driver effective March 13, 2021 and the addition of the County Patrol Superintendent effective April 11, 2021 and the Parts/Safety Training Coordinator position effective upon filling the position; and,

NOW, THEREFORE BE IT FURTHER RESOLVED, that the Buffalo County Board of Supervisors amend the budget to transfer funds from the General Fund to the Highway Fund for the County Patrol Superintendent and the Parts/Safety Training Coordinator and transfer funds from the Recycling Fund to the Recycling Department to cover the adjustment in the reclassification of the Materials Recovery Facility Supervisor and Truck Driver.

Adopted at a duly called and noticed meeting of the Buffalo County Board of Supervisors on the _____ day of _____, 2021.

County Clerk

ATTEST:

County Board Chairperson

Respectfully Submitted,

Human Resource Committee

Larry Grisen

Donald A. Hillert

Mary Anne McMillan Urell

Nathan Nelson

Michael Taylor

Finance Committee

Dennis Bork

Donald A. Hillert

David Danzinger

Brad Schmidtknecht

Max Weiss

ANTICIPATED FINANCIAL IMPACT STATEMENT:
Recycling - 2021 Budget Salary & Benefits \$ 1,393.60
Highway Department – 2021 Budget Salary & Benefits
County Patrol Superintendent \$ 16,118.11
Parts/Safety Training Coordinator \$ 45,723.93

2021 WAGE SCALES - EXHIBIT A
VERSION: 3/23/2021, effective 3/23/2021

DRAFT. For HR Committee 4/2021

OFFICIALS & ADMINISTRATORS

DIRECTORS/MANAGERS	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
HHSD DIRECTOR	37.14	37.98	38.82	39.66	40.50	41.34	42.18	43.02
HIGHWAY COMMISSIONER I (Less than 4 year degree)	33.25	34.00	34.75	35.50	36.25	37.00	37.75	38.50
HIGHWAY COMMISSIONER II (4 year degree +)	37.14	37.89	38.64	39.39	40.14	40.89	41.64	42.39
ZONING ADMINISTRATOR	26.22	26.80	27.38	27.96	28.54	29.12	29.70	30.28
LAND CONSERVATIONIST	25.09	25.70	26.31	26.92	27.53	28.14	28.75	29.36
ECONOMIC DEVELOPMENT COORDINATOR / GRANT WRITER	24.33	24.87	25.41	25.95	26.49	27.03	27.57	28.11
EMERGENCY MANAGEMENT/RECYCLING DIRECTOR	24.33	24.87	25.41	25.95	26.49	27.03	27.57	28.11
COMMUNITY JUSTICE SERVICES COORDINATOR	24.33	24.87	25.41	25.95	26.49	27.03	27.57	28.11
GIS LAND RECORDS COORD. LAND INFO OFFICER	24.33	24.87	25.41	25.95	26.49	27.03	27.57	28.11
VETERANS SERVICE OFFICER	22.34	22.84	23.34	23.84	24.34	24.84	25.34	25.84

SUPERVISORS/ASSISTANT MANAGERS	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
HHSD SOCIAL SERVICES MANAGER	29.92	30.58	31.24	31.90	32.56	33.22	33.88	34.54
PUBLIC HEALTH SUPERVISOR/HEALTH OFFICER	31.23	31.92	32.61	33.30	33.99	34.68	35.37	36.06
HWY PATROL SUPERINTENDANT	26.42	27.01	27.60	28.19	28.78	29.37	29.96	30.55
COUNTY PATROL SUPERINTENDANT	26.42	27.01	27.60	28.19	28.78	29.37	29.96	30.55
TRANSPORTATION & ADULT PROTECTION MANAGER	25.75	26.33	26.91	27.49	28.07	28.65	29.23	29.81
PUBLIC HEALTH DIETICIAN/WIC DIRECTOR	24.32	24.86	25.40	25.94	26.48	27.02	27.56	28.10
REGISTER IN PROBATE	20.52	21.02	21.52	22.02	22.52	23.02	23.52	24.02
BUILDING & GROUNDS MANAGER	17.22	17.72	18.22	18.72	19.22	19.72	20.22	20.72

PROFESSIONALS

PROFESSIONALS	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
SOCIAL WORKER I; PUBLIC HEALTH NURSE I	21.78	22.26	22.74	23.22	23.70	24.18	24.66	25.14
SOCIAL WORKER II; PUBLIC HEALTH NURSE II; HEALTH EDUCATOR I	23.34	23.86	24.38	24.90	25.42	25.94	26.46	26.98
SOCIAL WORKER III; PUBLIC HEALTH NURSE III; ENVIRONMENTAL HEALTH SPECIALIST; HEALTH EDUCATOR II	25.06	25.62	26.18	26.74	27.30	27.86	28.42	28.98

TECHNICIANS

TECHNICIANS	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ZONING TECHNICIAN; CONSERVATION TECHNICIAN/PLANNER; GIS/LAND INFORMATION TECHNICIAN	21.24	21.71	22.18	22.65	23.12	23.59	24.06	24.53

PROTECTIVE SERVICE WORKERS

LAW ENFORCEMENT	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
CHIEF DEPUTY SHERIFF	29.79	30.45	31.11	31.77	32.43	33.09	33.75	34.41
JAIL ADMINISTRATOR	25.15	25.71	26.27	26.83	27.39	27.95	28.51	29.07
JAIL SERGEANT	23.33	23.85	24.37	24.89	25.41	25.93	26.45	26.97

PART TIME DEPUTIES See part time scale below

LAW ENFORCEMENT SUPPORT -	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
COMMUNICATION/CORRECTION OFFICERS	21.34	21.81	22.28	22.75	23.22	23.69	24.16	24.63

BAILIFF See part time scale below

PARAPROFESSIONALS

CLERICAL SUPPORT	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
PART TIME CLERICAL	See part time scale below							

PUBLIC HEALTH/SOCIAL SERVICES SUPPORT STAFF SPECIALIST; ADMINISTRATIVE CONFIDENTIAL	15.41	15.75	16.09	16.43	16.77	17.11	17.45	17.79
---	-------	-------	-------	-------	-------	-------	-------	-------

ADVANCED CLERICAL SUPPORT	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
CHIEF DEPUTY CLERK OF COURT II; CHIEF DEPUTY COUNTY CLERK I; CHIEF DEPUTY REGISTER OF DEEDS; DEPUTY REGISTER IN PROBATE; LEGAL ASST (DA); SUPPORT STAFF SPECIALIST-CHILD SUPPORT	16.90	17.27	17.64	18.01	18.38	18.75	19.12	19.49

ADVANCED TECHNICAL SUPPORT	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
REAL PROPERTY LISTER / CHIEF DEPUTY COUNTY TREASURER (less than Associates Degree)	18.65	19.04	19.43	19.82	20.21	20.60	20.99	21.38
REAL PROPERTY LISTER / CHIEF DEPUTY COUNTY TREASURER (Associates degree or higher)	19.58	19.97	20.36	20.75	21.14	21.53	21.92	22.31

DEPUTY COUNTY TREASURER / MAPPING COORDINATOR	17.45	17.84	18.23	18.62	19.01	19.40	19.79	20.18
---	-------	-------	-------	-------	-------	-------	-------	-------

2021 WAGE SCALES - EXHIBIT A
VERSION: 3/23/2021, effective 3/23/2021

DRAFT. For HR Committee 4/2021

CASE MANAGEMENT	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
CASE WORKER - HHSD BENEFIT SPECIALIST	17.70	18.09	18.48	18.87	19.26	19.65	20.04	20.43
CASE MANAGER I (less than Associates degree); CJS Case Manager I; FAMILY & COMMUNITY SPECIALIST	18.63	19.04	19.45	19.86	20.27	20.68	21.09	21.50
CASE MANAGER II (Associates degree or higher); CJS Case Manager II; Victim Witness Coordinator	19.57	20.00	20.43	20.86	21.29	21.72	22.15	22.58

ADMINISTRATIVE SUPPORT

ACCOUNTING SUPPORT	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
VETERANS SERVICE BENEFIT SPECIALIST; HHSD CHILD SUPPORT FINANCIAL SPECIALIST; HHSD ECONOMIC SUPPORT SPECIALIST; HHSD ACCOUNT CLERK/ECONOMIC SUPPORT SPECIALIST; HHSD ECONOMIC SUPPORT SPECIALIST LEAD; HHSD ACCOUNT CLERK; HWY OFFICE ASSISTANT;	17.36	17.75	18.14	18.53	18.92	19.31	19.70	20.09
ADMINISTRATION - FINANCIAL	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ADMINISTRATION ADMINISTRATIVE ASSISTANT; LAW ENFORCEMENT ADMINISTRATIVE ASSISTANT; ZONING ADMINISTRATIVE ASSISTANT; UW ADMIN ASST (RECLASSIFIED)	17.70	18.09	18.48	18.87	19.26	19.65	20.04	20.43
ADMINISTRATION PERSONNEL ADVISOR; HHSD ACCOUNT CLERK SUPERVISOR; HWY OFFICE MANAGER; ADMINISTRATION FINANCIAL ADVISOR	22.09	22.51	22.93	23.35	23.77	24.19	24.61	25.03

SKILLED CRAFT TECHNICIANS

* Temporary Highway Team Leader receives .50/hour increase	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
Class V - General Foreman - shop, construction, general	22.19	22.61	23.03	23.45	23.87	24.29	24.71	25.13
Class IV - Signman; Experienced Mechanic; Materials Recovery Facility Supervisor / Truck Driver	21.68	22.10	22.52	22.94	23.36	23.78	24.20	24.62
Class III - State Patrolman, Operator of high level equipment (ie: paver, grader, dozer, excavator, steel roller, etc.) Entry Level Mechanic, Parts/Safety Training Coordinator	21.06	21.48	21.90	22.32	22.74	23.16	23.58	24.00
Class II - Patrolman w/5 years experience, and low level equipment operation experience (ie: loader, skid steer, broom, rubber tired roller, etc.)	20.54	20.96	21.38	21.80	22.22	22.64	23.06	23.48
Class I - Entry level Patrolman	20.02	20.44	20.86	21.28	21.70	22.12	22.54	22.96
E-911 Coordinator (Part Time)	20.38	20.83	21.28	21.73	22.18	22.63	23.08	23.53

SERVICE - MAINTENANCE

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
BUILDING & GROUNDS JANITOR	15.07	15.40	15.73	16.06	16.39	16.72	17.05	17.38
SENIOR DINING CENTER MANAGER	10.60	10.83	11.06	11.29	11.52	11.75	11.98	12.21
HHSD VAN DRIVER	10.93	11.17	11.41	11.65	11.89	12.13	12.37	12.61
HWY-SEASONAL - WITHOUT CDL	See part time scale below							
HWY-SEASONAL/PART TIME RECYCLING TRUCK DRIVER - WITH CDL	See part time scale below							
PART TIME SERVICE / MAINTENANCE	See part time scale below							

PART TIME (non-benefits eligible / seasonal)
The ONE RATE, part time positions, aligned with other non-represented staff

PART TIME DEPUTIES - Certified	22.30
PART TIME DEPUTIES - Non Certified, includes Transport	20.30
PART TIME COMMUNICATION/CORRECTION OFFICER - Certified	21.34
PART TIME CLERICAL - Confidential, includes Bailiff	15.41
PART TIME CLERICAL	14.41
HWY-SEASONAL/PART TIME RECYCLING TRUCK DRIVER - WITH CDL	20.25
HWY-SEASONAL - WITHOUT CDL	18.25
PART TIME SERVICE / MAINTENANCE - INCLUDING SEASONAL / INTERNSHIPS (Unless grant funded)	11.25

OTHER ADDITIONAL COMPENSATION
(Policy guidelines provide further direction on eligibility)

Corrections / Communication Officers (Law Enforcement) - Shift Differential	0.50	per hour
Social Services / Crisis Response On Call	2.50	per hour
Public Health (COVID) On Call	1.75	per hour
Mileage Reimbursement (Business Travel - Please check with Administration for Buffalo County Fleet)	0.53	per mile with current personal insurance on file
Mileage Reimbursement	0.26	per mile with expired personal insurance on file

Buffalo County Resolution

Drafted By: Bob Platteter, Commissioner
Presented: April 2021
Involved Committees: Highway



County Department: Highway
Fiscal Impact: YES
CA Approved: YES

RESOLUTION # 21- -

COUNTY AID FOR TOWN BRIDGES AND CULVERTS – SECTION 82.08 OF THE STATUTES

WHEREAS, under section 82.08 (4) of the Statutes, the Towns hereinafter named, have filed the following Emergency petition with the Buffalo County Highway Commissioner pursuant to this Statute, and

TOWNSHIP	PROJECT	TOWN SHARE	COUNTY SHARE	TOTAL COST
CANTON	OWEN VALLEY ROAD	9,500.00	9,500.00	19,000.00
TOTALS		9,500.00	9,500.00	19,000.00

WHEREAS, under section 82.08 (2), the Buffalo County Board shall levy a tax for the County’s share of this appropriation, and

WHEREAS, under 82.08 (7), these petitions shall not authorize the levy of a tax upon the property in any city or village required to maintain its own bridges,

NOW, THEREFORE, BE IT RESOLVED, that the Buffalo County Board of Supervisors does hereby levy this special tax to meet said appropriations.

Respectfully Submitted,
Buffalo County Highway Committee

Donald Hillert, Chairman

Max Weiss, Vice Chair

David Danzinger

John Sendelbach

Dwight Ruff

Adopted at a duly called and noticed meeting of the Buffalo County Highway Committee this 13th day of April 2021.

Respectfully Submitted,
Buffalo County Finance Committee

Dennis Bork, Chairman

Max Weiss, Vice Chair

David Danzinger

Donald Hillert

Brad Schmidtkecht

Adopted at a duly called and noticed meeting of the Buffalo County Finance Committee this 15th day of April 2021.

Adopted at a duly called and noticed meeting of the Buffalo County Board of Supervisors this 26th day of April 2021.

ATTEST:

Dennis Bork, County Board Chair

Roxann Halverson, County Clerk

* * * L I S A * * * *
* * * L I S A * * * *
* * * L I S A * * * *
* * * L I S A * * * *

Report Selection:

RUN GROUP... 4/15FC COMMENT... 4/15/2021 FINANCE COMM

DATA-JE-ID	DATA COMMENT
D-04152021-382	04/15/21 DHHS FINANCE
D-04152021-383	04/15/21 ADRC FINANCE
D-04152021-385	4/15/2021 FIN COMMITTEE

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L	LISA	01		LAS4002	Y	S	6	066	10			

Schedule of Bills (Fund)
BY FUND

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
GENERAL FUND	*****						
ADVANCED CORRECTIONAL HE							
1099 1/2021 POOL RECON	3,061.66	OTHER PROFESSIONAL SERVI	10.02.52710.0000.219		104572		385 00007
1099 5/2021 PHY/NURSE	3,534.34	OTHER PROFESSIONAL SERVI	10.02.52710.0000.219		105403		385 00008
1099 5/2021 MENTAL HEALT	817.74	CONTRACTED MENTAL HEALTH	10.02.52710.0000.297		105403		385 00009
	7,413.74	*VENDOR TOTAL					
ARNOLD'S SUPPLY							
ANTIBAC - WIPES	63.00	JANITORIAL SUPPLIES	10.01.51610.0000.344		628055-2		385 00010
JANITORIAL SUPPLIES	102.00	JANITORIAL SUPPLIES	10.01.51610.0000.344		640099		385 00011
	165.00	*VENDOR TOTAL					
AUTH CONSULTING & ASSOC							
02/2021 SURVEYOR SERVICE	692.76	SURVEYING	10.01.51720.0000.213		16425		385 00012
BELVIDERE REMONUMENTATIO	12,567.38	SURVEYING	10.01.51720.1713.213		16426		385 00013
	13,260.14	*VENDOR TOTAL					
AXIS FORENSIC TOXICOLOGY							
1099 2/8 DRUG SCREENING	240.00	MED FEE,STAFF PHY EXAM,A	10.01.51250.0000.203		74068		385 00014
B & S EXPRESS							
1099 3/2021 LE VEH GAS	52.23	VEHICLE GAS	10.02.52110.0000.351		0000163797		385 00015
BADGER STATE RECOVERY IN							
2/26 DA SHREDDING	35.00	PHOTO COPIES	10.01.51310.0000.322		49969		385 00016
BADGER STATE SHERIFF'S A							
5/5-5/7 CONF FEE	100.00	EMPLOYEE EDUCATION & TRA	10.02.52110.0000.327		LEE ENGFER		385 00017
5/5-5/7 CONF FEE	100.00	EMPLOYEE EDUCATION & TRA	10.02.52110.0000.327		RYAN HOWELL		385 00018
	200.00	*VENDOR TOTAL					
BAN-KOE COMPANIES INC.							
2021 SHERIFF ENTRY SYSTE	1,678.56	CAPITAL OUTLAY EXPENSE	10.02.52110.1210.995		400885		385 00001
BILSKI & FRENCH LLC							
1099 4/2021 CORP COUNSEL	5,000.00	LEGAL,ATTORNEY & CO COMM	10.01.51320.0000.202				385 00019
BUFFALO CO SNOWMOBILE AS							
3/13-3/22 SIGN REMOVAL	989.00	SNOWMOBILE TRAIL EXPENSE	10.05.55440.0000.999		NELSON/URNE		385 00020
C.M. TREE SERVICE							
3/20/2021 TREE REMOVAL	500.00	GROUND & IMPROVE REP & M	10.01.51610.0000.247				385 00003
CDW GOVERNMENT INC							
3/2021 COMPUTER SUPPLIES	42.90	COMPUTER EXPENSES & SUPP	10.01.51420.0000.316		8912089		385 00021
2/2021 PRINTER SUPPLIES	12.73	COMPUTER EXPENSES & SUPP	10.01.51420.0000.316		9076052		385 00022
3/2021 TRI CLR PRNT INK	37.95	COMPUTER EXPENSES & SUPP	10.01.51420.0000.316		9209532		385 00023
	93.58	*VENDOR TOTAL					

Schedule of Bills (Fund)
BY FUND

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
GENERAL FUND	*****						
CHRYSLER WINONA 2/2/21 #90 SQUAD SERVICE	74.95	VEHICLE REPAIR & MAINTEN	10.02.52110.0000.241		48921		385 00002
CITY LIMITS TRUCK AND 10992/26 #80 OILCHGE/WIP	61.48	VEHICLE REPAIR & MAINTEN	10.02.52110.0000.241		12119		385 00026
10993/4 #85 OIL CHGE/ALI	143.00	VEHICLE REPAIR & MAINTEN	10.02.52110.0000.241		12132		385 00025
1099 3/10 #85 TIRES/ALIG	152.00	VEHICLE REPAIR & MAINTEN	10.02.52110.0000.241		12141		385 00024
	356.48	*VENDOR TOTAL					
CIVICPLUS 4/24/21-4/23/22 WEBSITE	5,563.51	MAINTENANCE CONTRACTS	10.01.51450.0000.248		209922		385 00027
COMMAND CENTRAL SPRING ELECT PROGRAMMING	10,259.95	OFFICE STATIONERY & FORM	10.01.51440.0000.312		29097		385 00029
TABULATOR BALLOTS	2,369.05	OFFICE STATIONERY & FORM	10.01.51440.0000.312		29134		385 00028
	12,629.00	*VENDOR TOTAL					
CONTINENTAL RESEARCH COR JANITORIAL SUPPLIES	249.03	JANITORIAL SUPPLIES	10.01.51610.0000.344		0024282		385 00030
DARRELS REPAIR LLC 1099 #27 OIL CHGE/DETAIL	501.02	VEHICLE REPAIR & MAINTEN	10.01.51410.0000.241		8402		385 00044
DE LAGE LANDEN PUBLIC FI 4/11-5/10 LEASE PMT	315.78	PHOTO COPIES	10.01.51610.0000.322		71963564		385 00045
4/11-5/10 LE LEASE PMT	157.89	PHOTO COPIES	10.02.52110.0000.322		71963564		385 00046
4/11-5/10 DA LEASE PMT	157.88	PHOTO COPIES	10.01.51310.0000.322		71963564		385 00047
4/11-5/10 EXT LEASE PMT	157.89	PHOTO COPIES	10.05.55620.0000.322		71963564		385 00050
	789.44	*VENDOR TOTAL					
DIV OF SAF & BLDGS-SAN P JAN-MAR SANITARY PERMITS	700.00	SANITATION PERMITS	10.03.53610.0000.999		7 @ \$100		385 00051
DRAZKOWSKI/BARRY 1099 2/23 BOA PER DIEM	50.00	PER DIEM	10.06.56410.0000.141				385 00052
2/23/21 BOA MILEAGE	23.32	BOARD MILEAGE	10.06.56410.0000.332				385 00053
	73.32	*VENDOR TOTAL					
FIDLAR TECHNOLOGIES INC 2/2021 LAREDO FEE	993.34	OTHER PROFESSIONAL SERVI	10.01.51710.0000.219		0227084-IN		385 00055
4/2021-6/2021 HOST FEE	1,200.00	MAINTENANCE CONTRACTS	10.01.51450.0000.248		0879458-IN		385 00054
	2,193.34	*VENDOR TOTAL					
FREEDOM FLAG & POLE LLC 1099 US/WI FLAGS	120.95	GROUND & IMPROVE REP & M	10.01.51610.0000.247		11263		385 00056

Schedule of Bills (Fund)
BY FUND

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
GENERAL FUND	*****						
GALLS LLC 1099 HANDCUFFS	30.33	UNIFORMS	10.02.52710.0000.346		017895617		385 00057
GLASS SERVICE CENTER INC S.D DOOR FIX	330.00	BUILDING REPAIR & MAINTEN	10.01.51610.0000.246		W073056		385 00004
GOV'T FINANCE OFFICERS A 2021 GFOA MEMBERSHIP	190.00	MEMBERSHIP DUES & LICENS	10.01.51410.0000.324		300215706		385 00058
GUNDERSEN TRI-COUNTY MEM 2/13 BLOOD DRAW-R MCBRID	30.00	INMATE EXPENSE	10.02.52710.0000.345		GUAR #4000004		385 00063
HIGHER MIND PSYCHOLOGIAL 1099 EVAL/REPORT-CL	1,100.00	MED FEE,STAFF PHY EXAM,A	10.01.51210.0000.203		89GN2P		385 00064
HUBER/TAMMY 3/2021 CELL ALLOWANCE	10.00	TELEPHONE	10.02.52110.0000.225				385 00065
ITECHRA INC ZONING COMPUTER 4/2021 MAINT SUPPORT 4/2021 ACRONIS BACKUP	2,054.43 9,963.75 547.70 12,565.88	CAPITAL OUTLAY EXPENSE OTHER PROFESSIONAL SERVI MAINTENANCE CONTRACTS *VENDOR TOTAL	10.07.57110.0000.995 10.01.51450.0000.219 10.01.51450.0000.248		119153 119181 119205		385 00068 385 00067 385 00066
KAZMIERCZAK/RONALD W 1099 2/23 BOA PER DIEM 2/23/2021 BOA MTG MILE	50.00 14.84 64.84	PER DIEM BOARD MILEAGE *VENDOR TOTAL	10.06.56410.0000.141 10.06.56410.0000.332				385 00071 385 00072
KIESLER POLICE SUPPLY IN SRP FIREARM	834.00	POLICE SUPPLIES & AMMUNI	10.02.52110.0000.347		IN162352		385 00073
KLOPP/DALE 1099 2/23 BOA PER DIEM 2/23/21 BOA MILEAGE	50.00 19.08 69.08	PER DIEM BOARD MILEAGE *VENDOR TOTAL	10.06.56410.0000.141 10.06.56410.0000.332				385 00074 385 00075
KOEHLER & STEPHENS LAW O 1099 GAL FEE- KR	110.00	GUARDIAN AD LITEM FEE-GU	10.01.51210.0000.255		CASE # 19GN14		385 00076
KULIG, MICHALAK & FRANKL 1099 2/2021 FCC FEE	216.90	LEGAL,ATTORNEY & CO COMM	10.01.51240.0000.202				385 00077
LISOWSKI/ANNIE J 3/8-3/30 MILEAGE	79.50	ADVERTISING & PRINTING	10.05.55620.0000.321				385 00079

Schedule of Bills (Fund)
BY FUND

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
GENERAL FUND	*****						
LOFFLER COMPANIES INC							
3/1-3/31 COPY CHARGES	17.43	PHOTO COPIES	10.01.51610.0000.322		3688450		385 00087
3/1-3/31 COPY CHARGES	186.50	PHOTO COPIES	10.01.51610.0000.322		3688451		385 00085
3/1-3/31 COPY CHARGES	127.93	PHOTO COPIES	10.02.52110.0000.322		3688452		385 00080
3/1-3/31 COPY CHARGES	23.68	PHOTO COPIES	10.05.55620.0000.322		3688452		385 00081
3/1-3/31 COPY CHARGES	141.24	PHOTO COPIES	10.01.51310.0000.322		3688452		385 00082
3/1-3/31 COPY CHARGES	43.04	PHOTO COPIES	10.01.51610.0000.322		3688452		385 00084
3/1-3/31 COPY CHARGES	166.59	PHOTO COPIES	10.01.51610.0000.322		3688452		385 00086
	706.41	*VENDOR TOTAL					
MEDIA ONE INC							
PUBLIC HEARING NOTICE	60.80	ADVERTISING & PRINTING	10.01.51100.0000.321		31857		385 00088
3/5/21 PUBL HEARING NOTI	111.40	ADVERTISING & PRINTING	10.06.56410.0000.321		31863		385 00092
3/4/21 FT JAIL/DISBATCH	63.00	PUBLICATIONS,SUBSCRIP,BO	10.02.52710.0000.320		31867		385 00089
3/11/21 FT JAIL/DISBATCH	63.00	PUBLICATIONS,SUBSCRIP,BO	10.02.52710.0000.320		31900		385 00090
4/25/21 DEPUTY AD	63.00	PUBLICATIONS,SUBSCRIP,BO	10.02.52110.0000.320		32019		385 00091
	361.20	*VENDOR TOTAL					
NACVSO							
5/24-5/27 CVSO CONF REG	400.00	REGISTRATION FEES & TUIT	10.04.54710.0000.326		STEVE SCHIFFLI		385 00093
NEWS PUBLISHING COMPANY							
3/24 PATROL DEPUTY AD	81.90	PUBLICATIONS,SUBSCRIP,BO	10.02.52110.0000.320		ACCT 99138784		385 00094
3/31 PATROL DEPUTY AD	81.90	PUBLICATIONS,SUBSCRIP,BO	10.02.52110.0000.320		ACCT 99138784		385 00095
	163.80	*VENDOR TOTAL					
PITNEY BOWES GLOBAL FINA							
1099 2/2-5/1 POSTAGE MTR	391.26	POSTAGE	10.01.51610.0000.311		3313315213		385 00096
SCHANK/BRIAN							
ZONING PERMIT OVERPMT	75.00	ZONING PERMITS & FEES	10.12.44410.0000				385 00005
SCHINDLER ELEVATOR COMPA							
4/1-6/30 JAIL ELEVATOR	1,023.00	MAINTENANCE CONTRACTS	10.01.51610.0000.248		8105598733		385 00098
STEWART/HEIDI							
1099 3/22 BLOOD DRAW	40.00	INMATE EXPENSE	10.02.52710.0000.345				385 00099
STRESS & ASSOCIATES LLC/							
1099 2/25 TESTIMONY	200.00	MED FEE,STAFF PHY EXAM,A	10.01.51210.0000.203		2021046		385 00100
ULINE							
BUBBLE MAILERS	48.37	EDUCATIONAL PROGRAMS	10.05.55620.0000.329		131431914		385 00102
SEED PACKET ENVELOPES	91.70	INDUSTRIAL HEMP RESEARCH	10.05.55632.0000.999		131664272		385 00101
	140.07	*VENDOR TOTAL					

Schedule of Bills (Fund)
 BY FUND

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
GENERAL FUND	*****						
UW MADISON ACCOUNTING SE JAN-JUN EDUCATOR FEE	48,537.50	SALARY & FRINGE DUE STAT	10.05.55620.0000.199		AR-0001254		385 00103
WASTE TRANSPORT LLC 1099 4/2021 GARB/RECYC	231.69	GARBAGE DISPOSAL	10.01.51610.0000.224		120667		385 00104
WEST CENTRAL ZONING ASSN OWECKE '21 ZONING MEMBER	10.00	MEMBERSHIP DUES & LICENS	10.06.56410.0000.324				385 00105
GOLDEN '21 ZONING MEMBER	10.00	MEMBERSHIP DUES & LICENS	10.06.56410.0000.324				385 00106
GLAUS '21 ZONING MEMBER	10.00	MEMBERSHIP DUES & LICENS	10.06.56410.0000.324				385 00107
	30.00	*VENDOR TOTAL					
WI CROP IMP ASSOCIATION BARLEY SAMPLES	27.00	16/17 MALT BARLEY PROD G	10.05.55629.0000.999		14397		385 00006
1ST CHOICE PEST SOLUTION 1099 3/25 EXTERMINATION	65.00	EXTERMINATOR	10.01.51610.0000.216		10044		385 00108
GENERAL FUND	120,900.75	*****					

Schedule of Bills (Fund)
 BY FUND

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
CJS	*****						
DE LAGE LANDEN PUBLIC FI							
4/11-5/10 CJS P CO LEASE	36.20	PHOTO COPIES	20.25.54540.0000.322		71963564		385 00048
4/11-5/10 CJS BC LEASE	66.23	PHOTO COPIES	20.25.54540.0000.322		71963564		385 00049
	102.43	*VENDOR TOTAL					
GUIDINGER/BRENDA							
REIMB FOR CJS CAR WASH	9.00	VEHICLE GAS	20.25.54540.0000.351				385 00059
REIMB 4 CJS REWARD CANDY	32.42	PRIZES & AWARDS	20.25.54540.0000.323				385 00060
TY CARD-BROOKS DONATION	5.37	OFFICE SUPPLIES	20.25.54540.0000.310				385 00062
3/2021 CELL ALLOWANCE	10.00	TELEPHONE	20.25.54540.0000.225		4173220943		385 00061
	56.79	*VENDOR TOTAL					
LOFFLER COMPANIES INC							
3/1-3/31 COPY CHARGES	28.30	PHOTO COPIES	20.25.54540.0000.322		3688452		385 00083
REDWOOD TOXICOLOGY LAB I							
1099 2/15/21 DRUG TESTIN	12.50	TESTING-DRUG TESTING	20.25.54540.2150.207		30114820212		385 00097
CJS	200.02	*****					

Schedule of Bills (Fund)
BY FUND

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
RECYCLING FUND	*****						
CZAPLEWSKI/JEANNIE M 1099 2/18 RECY PER DIEM 2/18/2021 RECY MILEAGE	40.00 5.20 45.20	PER DIEM BOARD MILEAGE *VENDOR TOTAL	22.03.53640.0000.141 22.03.53640.0000.332		RECYCLING COMM RECYCLING COMM		385 00032 385 00033
GLASS/BRIAN M 1099 2/18 RECY PER DIEM 2/18/2021 RECYC MILEAGE	40.00 10.60 50.60	PER DIEM BOARD MILEAGE *VENDOR TOTAL	22.03.53640.0000.141 22.03.53640.0000.332		RECYCLING COMM RECYCLING COMM		385 00038 385 00043
JULS JOHNS LLC 1099 2/2021 MONDOVI 1099 2/2021 COCHRANE	65.00 65.00 130.00	OTHER UTILITY SERVICES OTHER UTILITY SERVICES *VENDOR TOTAL	22.03.53640.0000.229 22.03.53640.0000.229		881 881		385 00069 385 00070
KEES/BRUCE A 1099 2/18 RECY PER DIEM 2/18/2021 RECYC MILEAGE	40.00 21.20 61.20	PER DIEM BOARD MILEAGE *VENDOR TOTAL	22.03.53640.0000.141 22.03.53640.0000.332		RECYCLING COMM RECYCLING COMM		385 00036 385 00041
MEIER/MARVIN 1099 2/18 RECY PER DIEM 2/18/2021 RECYC MILEAGE	40.00 11.96 51.96	PER DIEM BOARD MILEAGE *VENDOR TOTAL	22.03.53640.0000.141 22.03.53640.0000.332		RECYCLING COMM RECYCLING COMM		385 00035 385 00040
TRAUN/ROBERT F 1099 2/18 RECY PER DIEM 2/18/2021 RECYC MILEAGE	40.00 10.60 50.60	PER DIEM BOARD MILEAGE *VENDOR TOTAL	22.03.53640.0000.141 22.03.53640.0000.332		RECYCLING COMM RECYCLING COMM		385 00037 385 00042
WATERS/CLAIRE 1099 2/18 RECY PER DIEM 2/18/2021 RECY MILEAGE	40.00 26.50 66.50	PER DIEM BOARD MILEAGE *VENDOR TOTAL	22.03.53640.0000.141 22.03.53640.0000.332		RECYCLING COMM RECYCLING COMM		385 00034 385 00039
RECYCLING FUND	456.06	*****					

Schedule of Bills (Fund)
BY FUND

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
HUMAN SERVICES FUND *****							
BUFFALO CO TREASURER INDIRECT COSTS	892.75	OTHER SUPPLIES & EXPENSE	23.20.54521.0000.391		04/2021 ADRC		383 00001
DE LAGE LANDEN PUBLIC FI MINOLTA COPIER LEASE	98.97	OTHER SUPPLIES & EXPENSE	23.20.54520.0000.391		71981678 DHHS		382 00001
ECKELBERG/MOLLI DISINFECTING WIPES	8.39	OTHER SUPPLIES & EXPENSE	23.20.54520.0000.391		04/01/21 DHHS		382 00002
LOFFLER COMPANIES INC MX-3115N COPIER MAINT	184.94	OTHER SUPPLIES & EXPENSE	23.20.54520.0000.391		3688449 DHHS		382 00003
PEPIN CO COPIER MAINT	128.19	OTHER SUPPLIES & EXPENSE	23.20.54521.0000.391		3688642 ADRC		383 00002
	313.13	*VENDOR TOTAL					
PEPIN CO DHS							
SALARIES	16,101.87	SALARIES	23.20.54521.0000.111		02/2021 ADRC		383 00003
SOCIAL SECURITY	1,161.25	SOCIAL SECURITY	23.20.54521.0000.151		02/2021 ADRC		383 00004
RETIREMENT	1,069.35	RETIREMENT-EMPLOYERS SHA	23.20.54521.0000.152		02/2021 ADRC		383 00005
HEALTH INS	2,468.65	HEALTH INSURANCE	23.20.54521.0000.154		02/2021 ADRC		383 00006
SUPPLIES	35.08	OTHER SUPPLIES & EXPENSE	23.20.54521.0000.391		02/2021 ADRC		383 00007
TELEPHONE	93.22	OTHER SUPPLIES & EXPENSE	23.20.54521.0000.391		02/2021 ADRC		383 00008
VEHICLE GAS	22.72	OTHER SUPPLIES & EXPENSE	23.20.54521.0000.391		02/2021 ADRC		383 00009
AMSO	4,260.39	OTHER SUPPLIES & EXPENSE	23.20.54521.0000.391		02/2021 ADRC		383 00010
INDIRECT COSTS	2,698.90	OTHER SUPPLIES & EXPENSE	23.20.54521.0000.391		02/2021 ADRC		383 00011
EBS SALARIES	7,077.00	SALARIES	23.20.54521.0000.111		02/2021 ADRC		383 00012
EBS SOCIAL SECURITY	478.59	SOCIAL SECURITY	23.20.54521.0000.151		02/2021 ADRC		383 00013
EBS RETIREMENT	477.70	RETIREMENT-EMPLOYERS SHA	23.20.54521.0000.152		02/2021 ADRC		383 00014
EBS HEALTH INS	3,122.70	HEALTH INSURANCE	23.20.54521.0000.154		02/2021 ADRC		383 00015
EBS SUPPLIES-BUS CARDS	45.00	OTHER SUPPLIES & EXPENSE	23.20.54521.0000.391		02/2021 ADRC		383 00016
EBS DUES/CERTIFICATIONS	70.00	OTHER SUPPLIES & EXPENSE	23.20.54521.0000.391		02/2021 ADRC		383 00017
EBS AMSO	2,285.27	OTHER SUPPLIES & EXPENSE	23.20.54521.0000.391		02/2021 ADRC		383 00018
EBS INDIRECT COSTS	1,449.19	OTHER SUPPLIES & EXPENSE	23.20.54521.0000.391		02/2021 ADRC		383 00019
	42,916.88	*VENDOR TOTAL					
UW MADISON							
SUPERVISOR TRAINING	100.00	EMPLOYEE EDUCATION & TRA	23.20.54520.0000.327		3092021-48		382 00004
HUMAN SERVICES FUND *****							
	44,330.12						

Schedule of Bills (Fund)
BY FUND

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
LAND CON DEPT SPEC PROJ FU*****							
LAURA'S LANE NURSERY LLC 1099 2021 TREE ORDER BAL	2,251.50	TREE PURCHASES	24.06.56230.0000.999		CODE B0008		385 00078
LAND CON DEPT SPEC PROJ FUND	2,251.50	*****					

Schedule of Bills (Fund)
BY FUND

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
CAPX2020	*****						
CORRE PROF SERV-GREAT RIVER TR	370.00	CAPITAL OUTLAY EXPENSE	27.06.56280.1401.995		8015		385 00031
CAPX2020	370.00	*****					

Schedule of Bills (Fund)
BY FUND

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
REPORT TOTALS:	168,508.45								

RECORDS PRINTED - 000131

Schedule of Bills (Fund)

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
10	GENERAL FUND	120,900.75
20	CJS	200.02
22	RECYCLING FUND	456.06
23	HUMAN SERVICES FUND	44,330.12
24	LAND CON DEPT SPEC PROJ FUND	2,251.50
27	CAPX2020	370.00
TOTAL ALL FUNDS		168,508.45

BANK RECAP:

BANK	NAME	DISBURSEMENTS
GREN	BANK OF ALMA (MISC)	168,508.45
TOTAL ALL BANKS		168,508.45

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE APPROVED BY
.....
.....

April 2021 Financial Report
Tina Anibas, Buffalo County Treasurer

Investment Notes	
3/22/2021	Received Lottery Credit Settlement from State \$748,611.73
3/23/2021	From General to WISC PMA \$1,000,000.00

General Investments Available Cash			
Local Government Investment Pool	0.060%		\$24,066.49
Trust Point Bonds / Money Market	2.210%		\$984,367.76
Alliance Bank Money Market Acct	0.310%		\$641,263.43
Waumandee State Bank Money Market	0.850%		\$617,302.23
PMA WISC Account	0.040%		\$4,089,208.99
Bank of Alma	0.050%		\$640,125.50
			\$6,996,334.40

Long Term Investments				
Effective		Maturity		
5/14/2020	Waumandee State Bank CDARS Acct	5/13/2021	1.250%	\$250,000.00
5/14/2020	Waumandee State Bank CDARS Acct	5/13/2021	1.250%	\$250,000.00
7/5/2019	Waumandee State Bank CDARS Acct	7/1/2021	2.326%	\$250,000.00
8/27/2020	Waumandee State Bank CDARS Acct	8/26/2021	0.950%	\$250,000.00
9/23/2019	Waumandee State Bank CDARS Acct	9/23/2021	1.950%	\$250,000.00
9/24/2020	Waumandee State Bank CDARS Acct	9/23/2021	0.850%	\$250,000.00
2/11/2021	Waumandee State Bank CDARS Acct	2/10/2022	0.500%	\$250,000.00
8/15/2019	Waumandee State Bank CDARS Acct	8/11/2022	2.250%	\$500,000.00
TOTAL CDARS ACCT				\$2,250,000.00

Total Investments	\$9,246,334.40
--------------------------	-----------------------

LAND RECORDS			0.060%	
	Local Government Investment Pool			\$101,920.36
VEHICLE REPLACEMENT			0.060%	
	Local Government Investment Pool			\$48,837.98
HEALTH INSURANCE				
	Bank of Alma		0.050%	\$11,909.42
	Local Government Investment Pool		0.060%	\$77,388.99
	TOTAL HEALTH INSURANCE			\$89,298.41
DEBT SERVICE				
	Local Government Investment Pool		0.060%	\$21,825.59
	Citizens Community Federal Money Market		0.080%	\$158,396.92
	TOTAL DEBT SERVICE			\$180,222.51
RECYCLING				
	Local Government Investment Pool		0.060%	\$92,210.42
	1/28/2021 Waumandee State Bank CDARS (6 month)	7/29/2021	0.450%	\$75,568.31
	TOTAL RECYCLING			\$167,778.73
LAND INFORMATION LIDAR			0.060%	
	Local Government Investment Pool			\$27,838.34
CAPX 2020				
	7/2/2020 Waumandee State Bank CDARS Acct	7/1/2021	1.110%	\$425,000.00
	12/31/2020 Waumandee State Bank CDARS Acct	12/30/2021	0.600%	\$250,000.00
	TOTAL CAPX2020 INVESTMENTS			\$675,000.00
2019 Highway Bond Remaining Funds				
	Balance			\$2,902,585.38
	3/31/2021	0.03%		\$74.10
			Balance	\$2,902,659.48

Monthly Interest Received

Bank of Alma	\$48.44
Alliance Bank	\$1.56
Alliance Bank Money Market	\$168.79
PMA, WISC and CD's	\$29.00
LGIP	\$1.15
Trustpoint Inc.	\$1,103.93
Waumandee State Bank Money Ma	\$474.03
Waumandee State Bank CDARS	\$0.00
TOTAL	\$1,826.90

Cash Interest Received	2020		2021	
January	\$6,001.68		\$715.53	
February	\$6,219.22	\$12,220.90	\$1,755.15	\$2,470.68
March	\$6,524.54	\$18,745.44	\$1,826.90	\$4,297.58
April	\$4,706.17	\$23,451.61		\$4,297.58
May	\$13,023.71	\$36,475.32		\$4,297.58
June	\$2,719.39	\$39,194.71		\$4,297.58
July	\$7,785.56	\$46,980.27		\$4,297.58
August	\$6,866.90	\$53,847.17		\$4,297.58
September	\$14,444.02	\$68,291.19		\$4,297.58
October	\$1,632.81	\$69,924.00		\$4,297.58
November	\$1,754.03	\$71,678.03		\$4,297.58
December	\$37,454.21	\$109,132.24		\$4,297.58
TOTAL		\$109,132.24		\$4,297.58
March Total Receipts	\$2,659,437.31			
March Total Distributed	\$2,380,291.61			

UNPAID TAX REPORT PAYABLE

2017-2019 Delinquent	\$319,335.44
2020 Delinquent	\$340,885.63
2020 Postponed	\$5,430,699.14
Total Taxes	\$6,090,920.21

April**7, 2021**

PROCEDURE TITLE:	Grant Request
EFFECTIVE DATE:	4/2021
DATE REVIEWED/REVISED:	NEW
AUTHORIZED BY:	Administrative Coordinator
PURPOSE:	To establish a uniform process for Department Managers/Elected Officials or designee to request assistance from County Grant Writer

WHO PERFORMS ACTIVITIES?

Department Managers/Elected Officials/Designee
Administrative Coordinator
Grant Writer
Financial Advisor

FORMS:

Grant Request Form

PROCEDURE:

Application Process:

Department Manager/Elected Official/Designee:

- Complete Grant Request Form
- Submit to Administrative Coordinator for Consideration
- Informs Home Committee of Application

Administrative Coordinator:

- Reviews Grant Request Form with Grant Writer

Grant Writer:

- Assigns Grant Number
- Notifies Department Manager/Elected Official/Designee of approval or denial. Any denial will contain an explanation.
- Works with staff assigned to assist Grant Writer in completion of grant application.
- Coordinates with staff in submission of grant application.
- Coordinates with granting agency and staff any additional documentation requested.
- Notifies staff of approval or denial of grant.

Staff Assigned:

- Works with Grant Writer to complete grant application.
- Works with Grant Writer in submission of grant application.
- Provides additional information requested, if requested by granting agency and Grant Writer is unable to obtain.
- If staff is not head of department, notifies department manager of status of grant approval or denial.

Grant Approval Process:

Department Manager/Elected Official/Designee:

- Obtains approval to accept grant from Home Committee.
- If grant requires matching funds and grant matching funds are not in budget, must obtain approval of the Finance Committee. *Please see Purchasing Policy for spending limits and approval authority for unbudgeted spending.*
- Submits copy of grant paperwork to Financial Advisor.
- Oversees revenues and expenditures.
 - Provides copy of reimbursement check and receipt to Financial Advisor.
 - Develops budget for grant.
- Files any grant reports on a timely basis.
- Monitors for grant compliance requirements.
- Maintains records for audit compliance.

Financial Advisor:

- Establishes general ledger grant accounts with assistance of department.

GRANT REQUEST FORM

DATE SUBMITTED:		DATE DUE OF GRANT:		
DEPARTMENT/CONTACT (NAME, PHONE AND E-MAIL) ASSIGNED:				
GRANT NAME/GRANTING AGENCY:				
FUNDING REQUEST:				
FEDERAL	STATE	LOCAL MATCH	OTHER	TOTAL REQUEST
IF LOCAL MATCH IS REQUIRED, ARE FUNDS AVAILABLE IN DEPARTMENT BUDGET? YES/NO				
GENERAL LEDGER ACCOUNT TO WHICH THE MATCH WILL BE CODED:				
INDIRECT COSTS? YES/NO			AMOUNT	
REIMBURSEMENT GRANT? YES/NO			WILL IT REQUIRE ADDITIONAL STAFF? YES/NO	
HAVE YOU REVIEWED FOR MINIMUM QUALIFICATIONS? YES/NO			IF SO, HOW MANY EMPLOYEES?	
PURPOSE OF GRANT AND HOW WILL IT ASSIST IN MEETING OBJECTIVES OF THE DEPARTMENT: (Additional page(s) may be attached.)				
DEPARTMENT APPROVAL		SIGNATURE:		DATE:
ADMINISTRATION OFFICE APPROVAL		SIGNATURE:		DATE:
FOR OFFICE USE:				