

# Buffalo County Resolution



**Drafted By:**

Sonya J. Hansen

**Presented Month/Year:**

July 2021

**Involved Committees:**

Highway Committee

Human Resources Committee

Finance Committee

**County Department:**

Highway

**Fiscal Impact:** YES / NO

**AC Approved:** YES / NO

**RESOLUTION #** 21-08-07

## A RESOLUTION TO CREATE AND FILL A PARTS AND INVENTORY SPECIALIST

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 and Inventory Specialist 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 resources to assist with maintaining the Department's fiscal records and provide cross-training of duties and responsibilities of office staff; and,

WHEREAS, the Parts and Inventory Specialist position will also provide the additional resources to assist with maintaining the Department's fiscal records and meet the goals and objectives for cross-training of staff.

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 and Inventory Specialist; and,

BE IT FURTHER RESOLVED that should a current Highway employee be hired into the Parts and Inventory Specialist 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 23 day of August, 2021.

Robert Haberman  
County Clerk

ATTEST:

Max Weiss  
County Board Chairperson

Respectfully Submitted:

Highway Committee

Donald Hillert  
Donald A. Hillert, Chair

Max Weiss  
Max Weiss

David Danzinger  
David Danzinger

Dwight Ruff  
Dwight Ruff

John Sendelbach  
John Sendelbach

Human Resources Committee

Larry Grisen  
Larry Grisen, Chair

Michael Taylor  
Michael Taylor

Mary Anne McMillan Urell  
Mary Anne McMillan Urell

Nathan Nelson  
Nathan Nelson

Donald A. Hillert  
Donald A. Hillert

Finance Committee

Dennis Bork  
Dennis Bork, Chair

Max Weiss  
Max Weiss

Brad Schmidt  
Brad Schmidt

David Danzinger  
David Danzinger

Donald A. Hillert  
Donald A. Hillert

**ANTICIPATED FINANCIAL IMPACT STATEMENT**

YEAR 1 (4 months)

2021 Wages \$14,250.00  
2021 Benefits \$ 8,371.00  
Other Costs \$ 500.00

Total Estimated \$23,121.00

YEAR 2

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

Total Estimated \$67,835.90