

BUFFALO COUNTY MINUTES

Committee of the Board: Finance Committee

Date of the Meeting: June 17, 2021

Chair Mr. Dennis Bork called the meeting to order at 8:30 a.m. in the third floor County Board Room.

Members Present: Mr. Dennis Bork, Mr. David Danzinger, Mr. Weiss, Mr. Don Hillert, and Mr. Brad Schmidtknecht.

Others Present for All or Parts of the Meeting in Person and Via Teams:

Ms. Sonya Hansen, Ms. Roxann Halverson, Mr. Larry Grisen, Mr. Mike Taylor, Mr. Steve Schiffler, Mr. Dave Rynders, Ms. Tina Anibas, Mr. Lee Engfer, Mr. Bob Platteter, Ms. Roselle Schlosser, Ms. Carol Burmeister, Sheriff Schmidtknecht, and representatives from Ntec. Ms. Lisa Schuh, Mr. Dave Brommerich, and Mr. Marvin Rieck joined the meeting via TEAMS.

Public Comments regarding Agenda Items: None.

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

Review/Discussion/Action regarding the Town of Mondovi Broadband Award Selection: The Town of Mondovi project was reviewed and has the approval of the Broadband Subcommittee and the Economic Development Committee. Mr. Schmidtknecht made a motion to approve the award of \$100,000 towards the Town of Mondovi broadband project, seconded by Mr. Hillert. Carried.

Review/Discussion/Action regarding 2022 Budget Strategy and Discussion with Sub-Committee of Human Resources on Wages and Scales: Mr. Grisen reviewed work that had been done by the Wage Subcommittee. He explained that there may not be any health insurance quotes until September. A preliminary budget amount of \$260,000 includes the CPI of 2.6% and a 3% health insurance increase. This amount may be higher than actual costs due to some positions being reimbursable from programs and grants. The Finance Committee instructed the HR Committee to continue working on the wage and scales for the budget.

Review/Discussion/Action regarding the DHHS General Relief Policy: Mr. Rynders explained the changes the State handed down regarding inpatient treatment programs. Medical Assistance will now pay for inpatient treatment but will not pay for room and board. DHHS is working on a program to pay for the

room and board and have the client make payments to repay that cost. Those funds will then be used to help future clients. Currently there are two clients in for treatment and four on a waiting list.

Review/Discussion/Action regarding the Highway Department Financial Update: Mr. Platteter explained they are about 2 months behind on their financials. Normally end of the year occurs in April and it is just being finalized now. All bills have been paid on time. January and February invoices were sent out. This is later than normal. They are working on revamping who enters information into the system as there will be an absence in the office that would normally do some of this entering. He reviewed office duties and cross training of staff and discussed a limited term staff to help keep things current.

Review/Discussion/Action regarding the Courthouse Building Updates: Mr. Rieck explained he has been working on the dark water issue and had to add a new filter system at a cost of \$3,572.21. A Resolution was passed in April to approve CAPX funding of up to \$54,000 towards building updates. The County Clerk gate project was not taken from the CAPX funds as she was able to find a grant to pay for that project. Even with this reduction of about \$10,000 the amount spent was \$56,663. Mr. Hillert made a motion to approve spending \$61,000 from the CAPX funds for building updates, seconded by Mr. Danzinger. Carried.

Review/Discussion/Action regarding the Emergency Management & Risk Management Safety Director: A discussion was held regarding the Parts & Safety position that was approved for the Highway Department. After much discussion it was decided a better fit for Highway would be an individual to handle parts inventory and accounting duties. The current Emergency Management Director has announced his retirement. Filling this position as the Emergency Manager and Risk Management Safety Director would be a better fit.

The Recycling Director portion of duties will need to be reviewed by the Recycling Committee.

Review/Discussion/Action regarding A Resolution to Amend Salary Classification and Compensation System for Non-Represented Employees: This resolution would add the Emergency Management & Risk Management Safety Director and the Public Health Specialist positions to the wage scales. The Public Health Specialist is not a new position, just a new recruitment tool for filling the Public Health Nurse position. This position has been difficult to fill. The hope is to hire a Nursing Student who is in their 4th year that will grow into the Public Health Nurse position.

Review/Discussion/Action regarding A Resolution to Authorize the Purchase of Liquid Propane for the 2021-2022 Heating Season: Ms. Hansen reviewed the bids received. Lakeside Countryside Coop was the lowest price at

\$1.28 per gallon for 45,000 gallons. Any unused portion would be credited to the next heating season. Mr. Danzinger made a motion to approve the bid from Lakeside Countryside Coop, seconded by Mr. Weiss. Carried.

Review/Discussion/Action ~ Monthly Vendor Invoices/Vouchers/Employee Payroll/Funds Investment Report: Invoices and vouchers were reviewed. Mr. Schmidtknecht made a motion to approve, seconded by Mr. Danzinger. Carried.

Ms. Anibas will be working on reinvesting the CAPX funds.

Review/Discussion regarding a Financial Update: The 2020 budget was closed on Tuesday. There are still some audit entries to take care of. At this time only \$47,000 was needed to balance the budget not the \$900,000 planned for. DHHS had a surplus in their budget as well as Land Information and Highway. Overall, 2020 turned out okay for everything that was going on.

Committee Chair Report: None.

Administrative Coordinator Report: Ms. Hansen will be sending out a letter to municipalities that have not decided on the ATV/UTV routes. Signs need to be installed. Any town routes will be up to the town to enforce not the county. Mr. Schiffli applied for a grant for new AED units to be in the squad cars. The old units will be placed throughout the courthouse.

Review/Discussion/Action Regarding the Next Meeting Date and Time: Thursday, July 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. Weiss made a motion to adjourn seconded by Mr. Hillert. Meeting adjourned at 10:17 a.m.

Respectfully submitted,

Roxann Halverson
Buffalo County Clerk