

BUFFALO COUNTY MINUTES

Committee of the Board:

Finance Committee

Date of the Meeting:

August 27, 2021

Chair Mr. Dennis Bork called the meeting to order at 8:00 a.m. in the third floor County Board Room, Buffalo County Courthouse, Alma, Wisconsin.

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

Others Present for All or Parts of the Meeting in Person and Via Teams: Ms. Sonya Hansen, Ms. Roxann Halverson, Ms. Lisa Schuh, Mr. Bob Platteter, Ms. Carrie Renchin, Mr. Shawn Squires, Ms. Carol Burmeister, Sheriff Mike Schmidtknecht, Ms. Melissa Brunner, Judge Tom Clark, Ms. Renee Pronschinske, Ms. Tinas Anibas, Ms. Pat Malone, Mr. Mike Owecke, Ms. Roselle Schlosser, Ms. Mackenzie Dregney, Mr. Bruce Fuerbringer, Mr. Lucas Teska, Mr. Marvin Rieck, Mr. Steve Schiffli, Ms. Felicia Decker, Ms. Brenda Berning, and Mr. Nels Anderson.

Public Comments regarding Agenda Items: None.

Review/Discussion/Action regarding Departmental 2022 Budgets:

Highway: Mr. Platteter presented the 2022 Highway Budget. He reviewed roadwork to be completed, six bridge replacements, winter maintenance costs, and additional costs for the new positions. There is an increase in levy request of \$1 million compared to previous year. The only place to cut the budget would be to do less road construction, but that would not keep us on the 30-year rotation.

DHHS, Agent of the State, and ADRC: Ms. Squires and Ms. Renchin presented the budgets. Agent of the State is a program to inspect restaurants, hotels, and pools. The fees charged for the inspections cover the costs of the program. ADRC uses no tax levy. The DHHS budget came in underbudget.

Sheriff's Department (Patrol and Jail): Sheriff Schmidtknecht presented the Sheriff's Department budget. Included in the budget are two tasers and cartridges, a mobile app to help with better communication when out of the area, two ballistic shields, and four mobile radios. Leasing of vehicles was discussed. Sheriff Schmidtknecht discussed the need to fix the flooring in the rec room in the jail.

Judge's Office and Circuit Court: Judge Clark explained the budget is salary driven. They do receive grants to help with the Court Budget.

County Treasurer: Ms. Anibas discussed interest revenues and MFL program revenues. She will need to update the tax program as GCS was bought out by LandNav. There is a \$25,000 conversion cost and a yearly maintenance cost of

\$30,000. She has looked at other programs, but this is the most cost efficient and user friendly.

Register of Deeds: Ms. Burmeister explained revenue has been up for her office. There will be a change in health insurance for her office. She would like to have all DD214 documents scanned in. Cost to have this done outside of the courthouse is \$2,665. She reviewed the Laredo fees and discussed raising them.

Zoning: Mr. Owecke presented the Zoning Budget. There are no new positions or programs included in the budget. He projected the new CSM review will generate \$7,000 in revenue. A discussion was held on Surveyor expenses for CSM review. Those expenses are not included in this budget, just the revenue. Mr. Owecke discussed the need for a new vehicle. The one he has is starting to have issues and his department would be better served if they had a truck.

UW Extension: Ms. Malone explained this budget does not include any new positions, programs, or other significant changes. Revenues have been down. Teen Court was reviewed.

Clerk of Court: Ms. Schlosser explained \$79,000 has been collected so far through the State Debt Collection program. She has reduced projected revenues as there has been a reduction in traffic tickets, mortgage foreclosures and evictions.

DA & Victim Witness: Ms. Dregney explained she needs to increase her lodging line item to show the State rate. She reviewed the varying reimbursement rate for her position. Her current budget shows her position as 75% Victim Witness and 25% DA Administrative Assistant with a 47.7% reimbursement rate from the State.

The DA budget shows revenues and expenditures the same. The wages and insurance are covered by the State.

Recycling and Emergency Management: Mr. Fuerbringer explained the Emergency Management budget is covered by grants. He did explain this would be the time to expand Emergency Management from a 50% position to more if the County wished. He believes most of Mr. Teska's duties will be Emergency Management related.

Recycling receives grants that support the expenses without requiring matching funds. Sales of recyclables are increasing revenues and therefore the per cap fee has been kept at the same as the 2021 budget. Mr. Fuerbringer explained some restructuring that is potentially taking place. If this goes through there could be a reduction in staffing. The staff that does the hauling could also do the administrative work but would need office space.

Buildings & Grounds: Mr. Rieck reviewed his budget. Sewer expenses have been raised as the City of Alma is doing some work that will increase fees. The parking lot will need to be resealed and painted next year. He needs a new carpet cleaner. A

question was asked regarding repair on the Veteran wall. That is being worked on by the Veteran Service Officer. Other projects were reviewed.

A break was taken at 12:15 p.m. to 1:00 p.m.

Community Justice Services: Ms. Berning discussed her budget being covered by fees and grants except for the request of \$5,000 from each county to support the program. She is looking for grants to cover extra staffing that is needed in the office.

Economic Development: Mr. Schiffli explained the position is 80% Economic Development and 20% Veteran Office Assistant. He has \$2,000 included in his budget for website design to better promote the county. He has been working on getting pricing for an updated brochure. This cost could come from ARPA funds under Economic Development expenses.

Coroner: Ms. Hansen reviewed the Coroner budget. There was an increase in autopsy and toxicology costs due to COVID. Ms. Giese would like to convert to computer reporting which would require her deputies to have tablets. The per diem for staff reporting to a call would also be increased from \$125 to \$150. The staff does not get on call pay; they only get paid if they get called out.

Veterans: Ms. Decker reported on the Veteran Memorial wall. She has not received quotes yet for repair. She has contacted two companies and they are working on repair design and will get her costs. In regard to her budget, she would like to either request more staff time with Mr. Schiffli or a full-time deputy to help cover the office. She is currently serving 1,048 Veterans.

Land Conservation, Land Information & GIS: Mr. Anderson and Ms. Hansen reviewed the grants and expenses. Grants are received for projects and staff in Land Conservation.

Orthophotography is set to be done in 2024. Panda Consulting is used to assist with mapping issues. Remonumentation was reviewed. A timeline to have the Town of Milton done by 2023 was discussed.

GIS uses some levy funds and some fees collected by the Register of Deeds to offset salary. There are not many expenses for GIS.

County Clerk: Ms. Halverson explained her revenues are down this year due to a decrease in marriage licenses and no tax deed sales yet this year. Election expenses will double next year with having four elections. The City of Mondovi has requested the County handle all of the election input for the State program. Ms. Halverson will work on how other counties charge for those services.

Administration, Surveyor, and Computer: Ms. Hansen explained the Administration budget shows family health insurance for all staff and the Administrative Coordinator

salary was kept at current levels. Leasing vehicles was discussed. It could possibly be reduced from four vehicles to three vehicles.

The Historical Society in the past few years received a \$7,000 donation from the County. The Committee discussed this and would like to change that to \$5,000 and give the other \$2,000 towards the Veteran Memorial.

The computer budget was reviewed. The budget includes Itechra's services, licenses for Office365, and other professional services.

Surveyor budget shows \$34,000 for the Town of Milton remonumentation and CSM reviews.

Ms. Hansen will put together a summary of the budget requests for the next meeting.

The next meeting will be September 7th at 8:00 a.m.

Public Comments Not Related to Agenda Items: None.

Adjourned: Mr. Schmidtknecht made a motion to adjourn seconded by Mr. Hillert. Meeting adjourned at 4:22 p.m.

Respectfully submitted,

Roxann Halverson
Buffalo County Clerk