

BUFFALO COUNTY MINUTES

Committee of the Board:

Finance Committee

Date of the Meeting:

October 21, 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. 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, Mr. Dave Rynders, Ms. Lisa Schuh (Teams), Mr. Steve Schiffli (Teams), and Mr. David Brommerich (Teams).

Public Comments regarding Agenda Items: None.

Review/Discussion/Action regarding Minutes of the Previous Meeting: Mr. Hillert made a motion to approve the previous meeting minutes, seconded by Mr. Schmidtknecht. Carried.

Review/Discussion/Action regarding the Purchase of a New Financial and Payroll System for Buffalo County: Ms. Hansen and Mr. Rynders discussed the need for a new financial system. They have been doing research on new systems and found a system from Tyler Technologies that would fit the needs for the County and DHHS. It may take up to two years to fully implement a new system. Mr. Hillert made a motion to approve moving forward and bring back a final proposal, seconded by Mr. Schmidtknecht. Carried.

Review/Discussion/Action regarding All Paid Credit Card Services: A discussion was held on accepting credit or debit cards for payments. DHHS uses All Paid services, and some other departments use Point and Pay. The customer pays whatever credit card fee there is and there is no cost to the county to accept payment via credit card. Mr. Rynders explained he will look into Point and Pay and the option through Tyler Technologies and see what would be the best option for clients using their cards.

Review/Discussion/Action regarding A Resolution to Authorize Repayment Agreement to Buffalo County with Tell Farms, Inc.: Ms. Hansen explained Tell Farms received a TRM grant to help pay for construction and they were required to pay 10% of the costs. When the reimbursement request was done the grant would not pay for curtains that were installed on the cattle barn. The County had already expended funds for the curtains and need Tell Farms to pay this amount back. Land Conservation is working on getting Tell Farms to sign an agreement for repayment but have not been able to get this yet. This resolution would authorize Land Conservation to pursue repayment of those funds. The new Land Conservationist begins November 8th and will be informed of this situation to follow up on the issue. A discussion was held on how

this grant was handled and putting policies in place to avoid this happening again. Mr. Hillert made a motion to approve the resolution by roll call vote, seconded by Mr. Schmidtknecht. Mr. Schmidtknecht - yes, Mr. Hillert - yes, and Mr. Bork- yes. Mr. Danzinger and Mr. Weiss abstained. Carried.

Review/Discussion/Action regarding A Resolution to Authorize Unspent CAPX2020 Funding Under Resolution #17-05-01 and #17-12-02 to be Reallocated to PL-566 Repairs and Maintenance Fund: Ms. Hansen explained there are two structures that need repairs or maintenance (Greenheck PL-566 and Hokscho CCC structure). There were funds set aside and unspent that Land Conservation would like to put towards repairs or maintenance. A discussion was held as to whose responsibilities these structures are. Mr. Weiss made a motion to table the resolution pending more information, seconded Mr. Danzinger. Carried.

Review/Discussion/Action regarding A Resolution to Extend Limited Term Public Health Worker Position to Support COVID-19 Response through 2024: Mr. Rynders explained this resolution and the next one is requested to be extended through 2024. There are sufficient funds to pay for the positions through that time and should even be money left over. This resolution is for the limited-term part-time position that is 600 hours per year. Mr. Schmidtknecht made a motion to approve the resolution, seconded by Mr. Danzinger. Carried.

Review/Discussion/Action regarding A Resolution to Change Three Limited Term Health Positions to Permanent Status through 2024: Mr. Rynders explained the positions in this resolution are limited-term full-time positions. This would make the individuals able to receive benefits that they do not currently receive. There is no cost to the county for the positions and if the need for them goes away, the positions will go away. Mr. Hillert made a motion to approve the resolution, seconded by Mr. Weiss. Carried.

Review/Discussion/Action regarding A Resolution for County Aid for Town Bridges and Culverts – Section 82.08 Wis. Stats.: Ms. Halverson explained this resolution needs to be approved at County Board in October prior to the budget being approved in November. This is for cost share with the towns of certain bridge and culvert replacements. The cost to the County is \$112,521.88 and will be outside of the levy. Mr. Danzinger made a motion to approve by roll call vote, seconded by Mr. Hillert. All voting in favor. Carried.

Review/Discussion/Action regarding 2022 Proposed Budget: Ms. Hansen explained there will be a savings of approximately \$240,000 by switching health insurance. She needs some direction on what the committee would like her to do with the savings. HR has been working on wage scales to help with employee retention. The way the draft budget is now there is a 6% increase for health insurance and only step increases for employees. The committee instructed her to use part of the savings for wages and the other part to offset the budget.

Review/Discussion/Action regarding 2021 Financial Update: Ms. Hansen reviewed the status of the 2021 budget. The spreadsheet shows expenses and revenues for the year. As of September 30th, we are 75% through the year. She did not find anything alarming but will continue to monitor the budget for trends or issues.

Review/Discussion/Action regarding Monthly Vendor Invoices/ Vouchers/ Employee Payroll/Funds Investment Report: Invoices and vouchers were reviewed. Mr. Schmidt knecht made a motion to approve the invoices and vouchers, seconded by Mr. Weiss. Carried.

Review/Discussion regarding Committee Chair Report: None.

Review/Discussion regarding the Administrative Coordinator Report: Ms. Hansen gave her report.

- Mr. Randy Johnson has given notice that he will be retiring. Mr. Bruce Fuerbringer has given notice that he has taken another position and will not be able to help out in Buffalo County any longer.
- The Land Use Committee is working on remonumentation. The Town of Milton would like their remonumentation done but would like in the contract that if the work is not done by 2024, they get their money back. She has been working with Auth Consulting on this.
- Redistricting will be discussed at County Board. Ms. Halverson has heard from most of the Towns and Villages that they will not be doing anything as their populations do not warrant a change. The City of Alma finished their maps this week, Buffalo City finished theirs, as did City of Mondovi. City of Fountain City has not finished theirs and it is past the 60 day window. Ms. Halverson informed them it must be done by Monday.
- The Lawcon grant of \$400,000 has been received for the bike trail.
- The New Administrative Coordinator starts December 1st, Ms. Brenda Creighton's last day is December 3rd, and Ms. Diane Mikelson will be retiring December 31st.

Review/Discussion regarding Public Comments Unrelated to the Agenda: Mr. Schmidt knecht reported that the Town of Mondovi, Town of Naples, and Town of Cross all received grants for broadband. The Town of Alma did not receive any grants. He believes the grants were awarded to those that showed support from the County.

Review/Discussion/Action regarding the Next Meeting Date and Time: November 18, 2021, at 8:30 a.m.

Adjourned: Mr. Weiss made a motion to adjourn at 10:48 a.m., seconded by Mr. Schmidt knecht. Carried.

Respectfully submitted,

Roxann Halverson
Buffalo County Clerk