

BUFFALO COUNTY MINUTES

Committee of the Board:

Finance Committee

Date of the Meeting:

November 18, 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, Ms. Tina Anibas, Mr. Shawn Squires, Ms. Gina Tomlinson, Ms. Carol Burmeister, Ms. Lisa Schuh (Teams), and Mr. Steve Schiffli (Teams).

Public Comments regarding Agenda Items: None.

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

Review/Discussion/Action regarding A Resolution to Approve Health Insurance Benefit for 2022: The expenditure for health insurance was approved with the budget. This resolution approves the plan. Mr. Hillert made a motion to approve the resolution, seconded by Mr. Schmidtknecht. Carried.

Review/Discussion/Action regarding A Resolution to Adopt Salary Classification and Compensation System for Non-Represented Employees: Ms. Hansen explained the classification and compensation resolution was approved by HR with an amendment to add mileage to the attached chart. The mileage was set at the IRS rate and will be reviewed each time compensation is reviewed. Mr. Schmidtknecht made a motion to approve the resolution, seconded by Mr. Hillert. Carried.

Review/Discussion/Action regarding A Resolution to Increase Buffalo County Coroner, Chief Deputy Coroner and Deputy Coroner Per Diem: The increase in per diem will help with retention and will take effect in January. Mr. Weiss made a motion to approve the resolution, seconded by Mr. Danzinger. Carried.

Review/Discussion/Action regarding a Lease Amendment to Comply with COVID-19 Safety Protocols for Federal Contractors: A letter was received from the Farm Service Agency requesting a lease amendment to comply with COVID-19 protocols. Ms. Hansen has not been able to get any legal clarification as to if this needs to be followed since the County does not fall under OSHA rules. Mr. Weiss made a motion to table this item, seconded by Mr. Hillert. Carried.

Review/Discussion/Action regarding Establishing County Mileage Reimbursement Rate for 2022: This item was taken care of with the salary classifications resolution.

Review/Discussion/Action regarding Monthly Vendor Invoices/ Vouchers/ Employee Payroll/Funds Investment Report: A discussion was held on invoices. Mr. Danzinger made a motion to approve the invoices and vouchers, seconded by Mr. Schmidtknecht. Carried.

Review/Discussion regarding Committee Chair Report: None.

Review/Discussion regarding the Administrative Coordinator Report: The audit is still not completed. The hope is to have it presented in January. Funds were received for the engineering of Phase II of the Flyway Trail. Mr. Rieck had the building inspected for fire safety and there were some issues that needed to be addressed. Ms. Hansen approved fixing those items. The Clerk of Court will no longer be providing the passport service. Ms. Burmeister indicated her office could take that on and she is working on getting that set up.

Review/Discussion regarding Public Comments Unrelated to the Agenda: Ms. Tomlinson discussed the importance of putting funds toward future broadband projects. She showed how the collaboration of internet provider, municipality, and County scored more points when applying for grants. She would suggest setting aside \$1 million to \$1.5 million of the ARPA funds towards broadband. She said there is criteria already in place to award the \$100,000.00 contribution and those should be continued in future projects. She also explained that there needs to be a fast turn around time for awarding County funds as there is such a tight timeline when applying for these broadband grants.

Review/Discussion/Action regarding the Next Meeting Date and Time: December 16, 2021, at 8:30 a.m.

Adjourned: Mr. Weiss made a motion to adjourn at 9:40 a.m., seconded by Mr. Schmidtknecht. Carried.

Respectfully submitted,

Roxann Halverson
Buffalo County Clerk