

BUFFALO COUNTY MINUTES

Committee of the Board:

Finance Committee

Date of the Meeting:

February 18, 2021

Chair Mr. Dennis Bork called the meeting to order at 8:40 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 and Mr. Dennis Bork appeared in person. Mr. David Danzinger appeared via Teams at 9:05 a.m.

Others Present for All or Parts of the Meeting in Person and Via Teams: Ms. Sonya Hansen, Chief Deputy Lee Engfer, Ms. Tina Anibas, Mr. Dave Rynders, Mr. Steve Schiffler and Sheriff Michael Schmidtknecht appeared in person. Ms. Lisa Schuh, Mr. Marvin Rieck and Ms. Roxann Halverson appeared via teams.

Public Comments regarding Agenda Items: There were no public comments.

Review/Discussion/Action Regarding Minutes of the Previous Meeting: A motion was made by Mr. Max Weiss seconded by Mr. Brad Schmidtknecht to approve the minute as sent. Motion Carried.

Review/Discussion/Action: A Resolution to Amend Salary Classification and Compensation System for Non-Represented Employees to Add Economic Development Coordinator/Grant Writer:

A motion was made by Mr. Don Hillert seconded by Mr. Max Weiss to approve the resolution to amend the salary classification to establish a wage scale for the Economic Development Coordinator/Grant Writer. Motion Carried.

Review/Discussion/Action: A Resolution to Add Addendum to Policy 206 of the Buffalo County Employee Handbook – Leaves: Family, Medical, Military and Emergency Health Leave – Coronavirus Response Policy:

A motion was made by Mr. Max Weiss seconded by Mr. Brad Schmidtknecht to approve the resolution to add addendum to Policy 206 of the Buffalo County Employee Handbook – Leaves: Family, Medical, Military and Emergency Health Leave – Coronavirus Response Policy. This addendum expires on June 30, 2021 and will be reviewed at that time to see if the policy should be broader to cover other communicable diseases. Motion Carried.

Review/Discussion/Action: A Resolution in Support of Increased Adult Protection Services Funding:

A motion was made by Mr. Don Hillert seconded by Mr. Brad Schmidtknecht to approve the resolution in support of increased funding for adult protective services. Motion carried.

Review/Discussion/Action: A Resolution to Amend 2021 Budget to Include Expenditures for Economic Development/Grant Writer Department:

A motion was made by Mr. Don Hillert seconded by Mr. Max Weiss to approve the resolution to amend the 2021 budget to include expenditures for Economic Development/Grant Writer Department. It was noted that the Wisconsin Retirement System (WRS) line item included the prior years' retirement contribution for both the employee and the employer portion due to the military leave of absence. The employee will reimburse 50% or the employee's share of this expense. This process complies with WRS rules. Roll Call vote: Mr. Danzinger – yes, Mr. Weiss – yes, Mr. Schmidtknecht – yes, Mr. Bork – yes and Mr. Hillert – yes. Motion Carried.

The Committee clarified that Mr. Steve Schiffli has authority to expend budgeted expenditures under the contributions line item if the County participated in the event or advertisement in the past and a decision needs to be made prior to a committee meeting being scheduled.

Review/Discussion/Action ~ A Resolution to Approve Unbudgeted Courthouse Intercom System: Chief Deputy Lee Engfer informed the Committee that the original system was installed in 1984-1985 and has reached its end of life and parts are no longer available to make the current system operable. He reviewed the quotes for the two systems and explained the differences.

A motion was made by Mr. Don Hillert seconded by Mr. Brad Schmidtknecht to amend the resolution to approve the AiPhone Intercom System and increase the amount from \$25,000 to \$26,000 to include the cost of the optional paging system. Roll Call Vote: Mr. Bork – yes, Mr. Danzinger – yes, Mr. Schmidtknecht – yes, Mr. Hillert – yes and Mr. Weiss – yes. Motion Carried.

A motion was made by Mr. Max Weiss seconded by Mr. Don Hillert to approve the resolution as amended to approve the unbudgeted courthouse intercom system. Roll Call Vote: Mr. Danzinger – yes, Mr. Schmidtknecht – yes, Mr. Hillert – yes, Mr. Bork – yes and Mr. Weiss – yes. Motion Carried.

Review/Discussion/Action ~ Approval of Waste Transport, LLC, Waste Management & Wabasha Rubbish Removal, LLC Waste Hauler Permits: A motion

was made by Mr. Brad Schmidtkecht seconded by Mr. Don Hillert to approve Waste Transport, LLC, Waste Management, and Wabasha Rubbish Removal, LLC waste hauler permits for 2021. Motion carried.

Review/Discussion ~ Unbudgeted ESRI Software, License & Computer Purchase:

Ms. Hansen informed the Committee that the Land Information Department has a three-year Small Enterprise Licensing Agreement (2020-2023) but the Land Conservation Department is not part of the Land Information Department. She indicated that there are 4 ArcGIS Pro Basic and 4 Spatial Analyst licenses current available under the Land Information Department. ESRI's system does currently show that the Zoning Department has some of the modules assigned to them. Ms. Hansen will work with getting the Zoning Department assigned the modules available to them under the current licenses. She indicated that there is currently \$5,000 in the computer budget for computer purchases and will use this funding to purchase the computer to handle the requirements of these modules.

Review/Discussion/Action ~ Quality Air Test for Alma Highway Shop: A motion was made by Mr. Don Hillert seconded by Mr. Max Weiss to table this agenda item as the Highway Commissioner is taking steps to address the issue and will discuss options with the Highway Committee at their next meeting. Roll Call Vote: Mr. Weiss – yes, Mr. Schmidtkecht – yes, Mr. Hillert – yes, Mr. Bork – yes and Mr. Danzinger – yes. Motion carried.

Review/Discussion ~ 2020 Financial Update: Ms. Hansen reviewed the 2020 Financial Update report with the Committee. It was noted that that several departments still have revenues coming from the State and some of the internal account transfers have not yet been completed. Ms. Hansen indicated that some of the revenues in the Zoning Department are down due to COVID-19. The Highway Department has not yet requested the bond payment transfer for 2020, Land Conservation is working on reimbursement for the Tells Farms Trim Grant, there is some outstanding balance on the Garden Valley PL-566 project which needs to be researched. The Committee requested that the Land Conservationist attend the next meeting to review the status of the outstanding projects and that the Zoning Administrator provide a written report summarizing the revenues and compare them from prior year(s).

Review/Discussion/Action ~ Monthly Vendor Invoices/Vouchers/Employee Payroll/Funds Investment Report: A motion was made by Mr. Brad Schmidtkecht seconded by Mr. Don Hillert to approve the invoices as presented. Roll Call Vote: Mr. Hillert – yes, Mr. Danzinger – yes, Mr. Bork, Mr. Weiss- yes and Mr. Schmidtkecht – yes. Motion Carried.

Chairperson Report: Chair Mr. Dennis Bork clarified with the County Clerk that the current election machines are secure.

Administrative Coordinator Report: Ms. Sonya Hansen reviewed the public hearing notice on the ATV/UTV ordinance and the Committee recommended changing the date

for written comments to March 18th and to add language to identify how many individuals are attending that want to personally speak on the issue.

Ms. Sonya Hansen reviewed some of the proposed funding in the Governor's proposed budget that have an impact on counties, including but not limited to, a .5% sales tax, 2% tax levy increase, 2% shared revenue increase, 2% general transportation aid and other increased funding for the Department of Health and Human Services and broadband. She indicated that if the Federal Coronavirus Relief Package is passed, that Buffalo County would receive approximately \$2,500,000 to replenish lost revenue and mitigate economic harm from the COVID-19 pandemic.

Public Comments Not Relate to Agenda Items: There were no public comments. Committee member Mr. Don Hillert inquired as to the status of the re-monumentation project. Ms. Hansen indicated that we are currently working on the Town of Belvidere and that this should be completed this summer and the Committee will need to work with the next township.

Next Meeting: The next meeting is scheduled for March 18 at 8:30 a.m.

Adjourned: Mr. Max Weiss made a motion to adjourn seconded by Mr. Brad Schmidtknecht. Meeting adjourned at 11:50 a.m.

Respectfully submitted,

Sonya J. Hansen
Recording Secretary