

Buffalo County Minutes

Committee/Board: Finance Committee
Date of Meeting: Wednesday, February 19, 2020
Electronic and Hard Copy Filing Date: Monday, March 2, 2020

Chair Don Hillert called the meeting to order at 1:00 p.m.

Finance Committee Members Present: Mr. Donald Hillert, Mr. David Danzinger (via phone), Mr. Larry Grisen, Ms. Mary Anne McMillan Urell, and Ms. Nettie Rosenow.

Others Present for All or Parts of the Meeting: Ms. Sonya Hansen, Ms. Roxann Halverson, Mr. Bruce Fuerbringer, Mr. Dave Rynders, and Ms. Lisa Schuh.

Public Comments Regarding Posted Agenda Items: None.

Review/Discussion/Action regarding minutes of the previous Finance Committee meeting: Mr. Grisen made a motion to approve the minutes, seconded by Ms. McMillan Urell. Carried.

Review/Discussion/Action regarding minutes of the joint meeting with Land Information Committee: Ms. McMillan Urell made a motion to approve the joint meeting minutes, seconded by Mr. Grisen. Carried.

Review/Discussion/Action regarding changes in the Elderly Benefit Specialist Funding: Mr. Rynders explained some changes that needed to be made to keep funding going for the Elderly Benefit Specialist position. Notice was received in late December that this position needed to be moved under the ADRC department but would still require some levy funding. There will be no change in the amount needed, just a different way to keep funds coming into the department.

Review/Discussion/Action regarding the sale of the skid steer to BBC & M Waste & Recycling Center: Mr. Fuerbringer explained the original skid steer was purchased by Buffalo County Recycling years ago and traded in every year for a new model at a cost of \$800 - \$1,000. Buffalo County averages six hours of use per year with BBC & M putting on the majority of the hours at no cost to them. An agreement has been worked out to transfer the skid steer to BBC & M so that the cost of replacement each year is their responsibility and Buffalo County would get to use it free of cost. An agreement will need to be created for use and transfer of the skid steer. Mr. Grisen made a motion to donate the skid steer to BBC & M, seconded by Ms. McMillan Urell. A roll call vote was taken. All in favor. Carried.

Review/Discussion/Action regarding committee oversight for Solid Waste: At this time there is no oversight for solid waste. Recycling is okay with taking solid waste back as long as there is a need. Discussion of an ordinance that would control flow of solid waste was discussed. Ms. McMillan Urell made a motion to have Mr. Fuerbringer move forward with

moving solid waste with recycling, seconded by Ms. Rosenow. A roll call vote was taken, and all were in favor. Carried.

Review/Discussion/Action regarding approval of Solid Waste Haulers for 2020: The following haulers have submitted an application along with payment: Boxx Sanitation, Durand Sanitation, Hilltopper Refuse and Recycling Service, Matejka Recycling, Wm. Miller Scrap Iron & Metal Co., Toy's Scrap, Tri-City Sanitation, Wabasha Rubbish Removal, LLC, Waste Management, and Waste Transport. Advanced Disposal Services and Bob Fort Trucking and Excavating have not submitted an application. Mr. Grisen made a motion to approve those companies that have submitted an application, seconded by Ms. McMillan Urell. A roll call vote was taken, and all were in favor. Carried.

Review/Discussion/Action regarding Buffalo-Pepin Counties Criminal Justice Collaborating Council Updated By-Laws: The By-Laws were updated by the Council. Membership and responsibilities were reviewed. There are 23 members and a quorum consists of 33% of that membership. The By-Laws have already been approved by Pepin County. Mr. Grisen made a motion to approve the By-Laws, seconded by Ms. Rosenow. A roll call vote was taken and all were in favor. Carried.

Review/Discussion/Action regarding A Resolution to Replace Resolution #14-12-06 Establishing the Buffalo-Pepin Criminal Justice Coordinating Council and Establishing the Buffalo-Pepin Criminal Justice Collaborating Council: The purpose of the resolution is to change the name of the council. Mr. Grisen made a motion to amend the resolution to show that Pepin County will be the fiscal agent for the CJCC, seconded by Ms. Rosenow. A roll call vote was taken and all were in favor. Carried. Ms. McMillan Urell made a motion to approve the amended resolution, seconded by Mr. Grisen. A roll call vote was taken and all were in favor. Carried.

Review/Discussion/Action regarding an unbudgeted Land Conservation purchase of a rotary laser, rod and tripod: This purchase was not budgeted and required Finance approval. A discussion was held if funds could be taken from Non-Metallic Mining. This equipment will not be used much, if at all, in the Non-Metallic Mining operations and so cannot be taken from that budget. Ms. Rosenow made a motion to approve the purchase, seconded by Mr. Danzinger. A roll call vote was taken and all were in favor. Carried.

Review/Discussion/Action regarding an unbudgeted purchase of computer switch upgrades and financing options: Ms. Hansen discussed the failing switches and server. She has been working with Itechra on lease options. The cost of leasing the equipment is approximately \$18,000 per year and the rate will be locked in for four years. After the four years the equipment will be upgraded, and a new lease will be put into place. Mr. Grisen made a motion to approve the lease for the server and switches, seconded by Ms. McMillan Urell. A roll call vote was taken, and all were in favor. Carried.

Review/Discussion/Action regarding appointment of member(s) to serve on the Land Information Sub-Committee: The Land Information Committee appointed all the members to the sub-committee except Mr. Danzinger. They are also appointing Mr. Don Black to the sub-committee to represent the area that remonumentation has not been started yet. The

Finance Committee agreed to appoint Mr. Grisen, Mr. Danzinger, Mr. Hillert, and Ms. McMillan Urell to the sub-committee. The Finance Committee would like the sub-committee to bring back a plan to fund and complete remonumentation without using CAPX2020 funds.

Review/Discussion/Action regarding A Resolution to Appoint County Surveyor: This resolution would appoint Auth Consulting & Associates as the new Surveyor. This appointment would be through May 31st to allow the County to decide how they want to proceed. Ms. Rosenow made a motion to approve the resolution, seconded by Ms. McMillan Urell. A roll call vote was taken, and all were in favor. Carried.

Review/Discussion/Action regarding A Resolution to Purchase Highway 2020 Equipment Investments: Approving this resolution will allow the Highway Department to purchase the budgeted equipment without the need for a separate resolution for each item. A discussion was held as to the need for the equipment chart on the back of the resolution, whether or not the Highway Department could purchase additional equipment not on the list as long as it was within budget, or if they could switch out a piece of equipment for another as long as it was within budget. Mr. Grisen made a motion to change the heading on the chart to read "Equipment List for Items being Replaced or New Purchases in 2020", seconded by Mr. Danzinger. A roll call vote was taken, all were in favor. Carried.

Review/Discussion/Action regarding A Resolution to Designate 2020 Funding for Buffalo County Broadband Expansion: This resolution is to roll over the funds from 2019 to 2020 to fund future projects. Mr. Grisen made a motion to approve the resolution, seconded by Ms. Rosenow. A roll call vote was taken, all were in favor. Carried.

Review/Discussion/Action regarding sale of tax deed properties: Ms. Halverson showed photos she had taken of the properties and explained that because of the snow she was not able to walk around the properties or access certain parts of the buildings. Ms. Halverson explained both properties are in very poor shape, one worse than the other. She has not researched if the houses could be removed and new homes rebuilt. The assessed value of the 509 S. Main Street property according to the tax roll is \$67,300 and the 603 S. Main Street property is \$39,000. Ms. Halverson explained there is no way either of these properties will bring this much with the shape they are in. The committee agreed the values should be set at \$10,000 and \$6,000 respectively. Ms. McMillan Urell made a motion to have Ms. Halverson sell the properties on the online auction site, seconded by Mr. Danzinger. A roll call vote was taken, all were in favor. Carried.

Review/Discussion/Action regarding a 2019 Financial Update: Ms. Hansen reviewed the 2019 Financial report. Not all figures are in yet but should be close to what was budgeted. She will bring another update to the next meeting.

Review/Discussion/Action regarding monthly vendor invoices/vouchers/employee payroll/funds investment report: Ms. Hansen explained the library fees are being paid this month with the exception of Colfax. She informed the committee that during her research into having a county library she found that only libraries adjacent to our county can bill us for expenses. Colfax should not have billed us for the resident that was using their library. Mr.

Grisen made a motion to pay invoices and vouchers, seconded by Ms. Rosenow. A roll call vote was taken, all were in favor. Carried.

Chairperson Report: None.

Administrative Coordinator Report: Ms. Hansen will be meeting with UW-Extension to discuss changes in their financial budget process and authority. The well sampling program is still being worked on. Municipalities are being asked for donations and grants are being researched. Vehicle leasing is going well. IT staffing was discussed.

Public Comments: None.

The next meeting will be March 18th at 1:00 p.m.

Chair Hillert adjourned the meeting at 3:40 p.m.

Respectfully Submitted,

Roxann Halverson
County Clerk