

## Buffalo County Minutes

**Committee/Board: Finance Committee:**

Finance Committee

**Date of Meeting:**

Tuesday, October 6, 2020

Chair Dennis Bork called the meeting to order at 11:00 a.m.

**Finance Committee Members Present:** Mr. Dennis Bork, Mr. David Danzinger, Mr. Donald Hillert, and Mr. Max Weiss. Mr. Brad Schmidtknecht was excused.

**Others Present for All or Parts of the Meeting:** Ms. Sonya Hansen, Ms. Roxann Halverson, Ms. Mary Anne McMillan Urell, and Mr. Dave Rynders.

**Public Comments Regarding Posted Agenda Items:** Ms. McMillan Urell discussed options to assist the Veterans Service Office with the additional staff needed. Option one was to have Ms. Halverson's staff and Ms. Burmeister's staff assist with answering calls and filing. Option two was to work with Pepin County to cover services. Option three was to move the Veterans Service Office to third floor and DHHS staff could assist with phones and filing. She wanted to offer options to the Finance Committee that would not affect the overall budget.

**Review/Discussion/Action regarding Previous Meeting Minutes:** Mr. Weiss made a motion to present the minutes at the next meeting, seconded by Mr. Hillert. Carried.

**Review/Discussion/Action regarding the 2021 Preliminary Budget:** Ms. Hansen distributed the Highway budget she received. There is an increase in the request from last year. The committee discussed items to remove or keep in the budget. It was decided to remove the Zoning vehicle request, decrease autopsies and transfers, remove funds for the contracted Economic Development Coordinator, lower the health reimbursement account, and lower jury fees. The Veteran Service Office request of a support staff was discussed. The use of County Clerk staff and Register of Deeds staff was reviewed. Ms. Halverson explained this would only work if her part-time staff was made full-time and those hours were then assigned to the other office as she is not able to give up any time allotted to her office, but adding those hours would cost money in the budget. The committee discussed moving the VA office to 3<sup>rd</sup> floor to have DHHS assist with support staff. Mr. Rynders indicated that he believed they could absorb the extra calls and filing work if the files were stored in a portable file system. The committee will bring the Historical Society to the next meeting to discuss options as the VA would move into that space. Some of the bond money would be used to balance the Highway budget for road maintenance. A plan will need to be created on how to keep roads maintained in the future. A discussion was held on using some fund balances to balance the remainder of the budget. Ms. Hansen will put a draft together of these changes for the next meeting.

**Chairperson Report:** None.

**Administrative Coordinator Report:** Ms. Hansen reported on some issues Land Conservation is facing involving the Engineer in a cost share project. She will be working with Corporation Counsel on this issue.

**Public Comments:** None.

Next meeting date is October 22, 2020, at 8:30 a.m.

Mr. Weiss made a motion to adjourn at 12:40 p.m., seconded by Mr. Hillert.

Respectfully Submitted,

Roxann Halverson  
County Clerk