

Buffalo County Minutes

Committee/Board: Finance Committee
Date of Meeting: Wednesday, November 20, 2019
Electronic and Hard Copy Filing Date: Friday, November 22, 2019

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

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

Others Present for All or Parts of the Meeting: Ms. Sonya Hansen, Ms. Roxann Halverson, Ms. Carrie Renchin, and Ms. Lisa Schuh.

Public Comments Regarding Posted Agenda Items: None.

Review/Discussion/Action regarding Minutes of the Previous Meeting(s): Mr. Grisen made a motion to approve the minutes, seconded by Mr. Grisen. Carried.

Review/Discussion/Action regarding A Resolution to Change a Full-Time Aging Director Position to a Full-Time Transportation and Adult Protection Services Manager Position: This position is part of the Aging Integration Plan and will not come into play until midyear of 2020. Ms. McMillan Urell made a motion to approve by roll call vote, seconded by Ms. Rosenow. Carried.

Review/Discussion/Action regarding Transfer of Title of ADRC Vehicle to Pepin County: This vehicle was originally purchased when the ADRC was a consortium between Clark, Pepin, and Buffalo. It was retained when Clark left the consortium. Now with the switch to Pepin County as the lead agency, ADRC would like the vehicle transferred to Pepin County. Pepin County would then be in charge of all maintenance and insurance. Ms. McMillan Urell made a motion to approve by roll call vote, seconded by Mr. Grisen. Carried.

Review/Discussion/Action regarding A Resolution to Reduce the Number of People with Mental Illness in Jails: This resolution asks the State to provide funding for mental illness and show that we support the initiative of the Step-Up Program. Mr. Grisen made a motion to approve by roll call vote, seconded by Ms. McMillan Urell. Carried.

Review/Discussion/Action regarding A Resolution to Authorize CDBG-Close Out and Partner with the City of Mondovi for Sewage Treatment Plant Expansion: This resolution will close-out the CDBG funds and help the City of Mondovi with their waste treatment plant by agreeing to a zero percent interest loan to be paid back over the next three years. By granting this loan it also allows the money that is repaid to be loaned out again with fewer restrictions. The Committee felt it would be beneficial to have someone from the City of Mondovi come to the next County Board meeting and explain how the funds will be used. Mr. Grisen made a motion to approve by roll call vote, seconded by Ms. McMillan Urell. Carried.

Review/Discussion/Action regarding the Purchasing Policy: The Purchasing Policy was reviewed. A discussion was held on obtaining an approved list of vendors for purchases, end of the year purchases, and when sealed bids would be reviewed. Mr. Grisen made a motion to have the requested changes made and bring the policy to the December meeting, seconded by Ms. McMillan Urell. A roll call vote was taken. Carried.

Review/Discussion/Action regarding Surplus Property Procedures: The draft procedure to dispose of surplus property was reviewed. The procedure names Wisconsin Surplus, but Highway uses Smith Auction Service as they feel they get a better price for their type of equipment. Ms. Halverson asked if she could get a copy of the auction listing prior to the sale so that she knows the price the item is being listed at before she signs off on any titles. Mr. Grisen made a motion to bring back the Surplus Property Procedure with changes to the December meeting, seconded by Ms. McMillan Urell. A roll call vote was taken. Carried.

Review/Discussion/Action regarding an Update on the Winona Connector Project: Ms. Hansen discussed the status of the Winona Connector Trail. In 2006 the project was slated to cost \$2.9 million and now with the costs having risen it is estimated at \$3.5 million. There looks to be a deficit between what grants have been applied for and the match to those grants. The State is looking to get additional funding from a Lawcon grant, but they need the County to be willing to match 50% of the grant. A discussion was held to use CAPX funds with repayment to come from funds raised by the Fundraising Campaign that is going on. Ms. Rosenow made a motion to prepare a resolution and bring it to the next meeting, seconded by Ms. McMillan Urell. A roll call vote was taken. Carried.

Review/Discussion regarding a 2019 Financial Update: Ms. Hansen explained there was not anything alarming when she was reviewing expenditures and revenues that have taken place so far in 2019. Two items noted on the revenue side that brought in more than budgeted was interest revenue and tax deed revenue.

Review/Discussion/Action regarding Monthly Vendor Invoices/Vouchers/Employee Payroll/Funds Investment Report: The invoices included paying for the second phase of the broadband expansion to Cochrane Telephone and the first payment of the computer upgrades that were needed. Ms. Anibas noted that the check writing printer came in slightly over-budget, but is needed to print tax bills and checks for the County. She also informed the Committee that her office will have a retirement at the end of the year. She will bring a resolution forward to the next meeting. Ms. McMillan Urell made a motion to approve by roll call vote, seconded by Ms. Rosenow. Carried.

Chairperson Report: Chair Hillert asked Ms. Halverson about the status of the tax deed properties. Ms. Halverson has recorded the deeds the first week of November as the properties could not be taken until November 1st. She now must wait a redemption period before they can be sold.

Administrative Coordinator Report: There have been calls received regarding busted car windows after County Road N was chip sealed. Ms. Hansen contact Mr. Platteter and the road has been swept three times, but the wrong rock was received from the vendor. It is a larger rock than previously used and is not sticking to the road like it should. These claims

have been turned over to our insurance company. Readdressing is not completed yet. Ms. Hansen is working with Corp. Counsel on an outfitter license for Buffalo County. The Courtroom needs some updates. The State will pay for the equipment, but the County must get the technology portion ready. She received a quote for the technology portion, and it is \$950. There is also an amplifier that needs to be replaced and that is \$760. The Law Enforcement Committee is forwarding a request for shift differential pay. The Grant Writer position will come forward next month. Ms. Hansen is checking on different deductibles for property insurance. The Fair Association is receiving requests to use the fairgrounds. Our insurance carrier is saying whomever rents the area would need their own insurance.

Public Comments: Ms. Halverson explained when she was working on the Apportionment and Levy Limit Worksheet, she noticed \$61 of unused tax levy from 2014. Unfortunately, because our debt obligation is higher this year than last year, we are not eligible to use the \$61.

The next meeting will be December 11th at 1:00 p.m.

Mr. Hillert adjourned the meeting at 3:33 p.m.

Respectfully Submitted,

Roxann Halverson
County Clerk