



Notice of Public Meeting

AGENDA

Committee: Finance Committee
Date: Thursday, July 21, 2022
Time: 8:30 a.m.
Location: 2nd Floor Conference Room
Remote Meeting Access:

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered and acted upon at the meeting, but deviations from the order shown may occur:

1. Call to Order
2. Roll Call of Members
3. Public Comment Regarding Posted Agenda Items
4. Review/Discussion/Action ~ Minutes of the Previous Meeting
5. Review/Discussion/Action ~ DHHS Case Manager Position financial impacts
6. Review/Discussion/Action ~ Establish 2023 Budget Meetings with Departments
7. Review/Discussion/Action ~ Flyway Trail Updates
8. Review/Discussion/Action ~ Generator Replacement Discussion
9. Review/Discussion/Action ~ Approval of Non-Lapsing Accounts report
10. Review/Discussion/Action ~ Monthly Vendor Invoices/Vouchers/Employment Payroll
11. Review/Discussion/Action ~ Investment Report
12. Chairperson's Report
13. Administrative Coordinator Report
14. Public Comment Unrelated to Agenda Items
15. Review/Discussion/Action ~ Next Date and Time
16. Adjournment.

Date: July 14, 2022

Dennis Bork, Chair

By: Roxann M. Halverson, County Clerk

Board Members: If unable to attend, please contact the Chair. If the Chair is unavailable, please contact the County Clerk's Office at 608-685-6209. If the Chair and the County Clerk are not available, please call the Administrative Coordinator at 608-685-6234.

Persons with Disabilities: Buffalo County shall attempt to provide reasonable accommodations to the public for access to its public meetings, provided reasonable notice of special need is given. If you require special accommodations to attend this meeting, please contact the County Clerk's Office at 608-685-6209.

Public Access to the Courthouse: The South Entrance will be the only access to the building after 4:30 p.m.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended, and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

BUFFALO COUNTY MINUTES

Committee of the Board: Finance Committee

Date of the Meeting: June 16, 2022

Chair Mr. Dennis Bork called the meeting to order at 8:30 a.m. in the third floor County Board Room.

Members Present: Mr. Dennis Bork, Mr. William Bruegger, Mr. Brian Michaels, and Mr. Max Weiss. Mr. Brad Schmidtknecht was excused.

Others Present for All or Parts of the Meeting in Person and Via Teams: Ms. Roxann Halverson, Mr. Ryan VanDeWalle, Ms. Tina Anibas, Mr. David Danzinger, Mr. Steve Nelson, Ms. LeeAnne Bulman, Mr. Dave Schams, Mr. David Brommerich (Teams), Ms. Amanda Arnold (Teams), Ms. Keely Campbell (Teams), Mr. Mark Tallman, and Mr. Chris Hardie.

Public Comments regarding Agenda Items: None.

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

Review/Discussion regarding a Presentation by Ayres Corporation on Grant Writing: Ms. Arnold and Ms. Campbell introduced themselves and the work they do for Ayres and Associates. They reviewed the types of grants their organization has applied for and who they have worked for. Their company is based out of Eau Claire, but they have offices nationwide.

Review/Discussion/Action regarding a Letter of Support for Wisconsin Geo Software Local Broadband Project: Mr. Hardie from 7 Rivers Alliance discussed the need for support to gather bandwidth speeds from households in Buffalo County and other counties in their district. This data will be used to find areas that are lacking broadband and apply for grants to obtain the service. There is no cost to the county to support this effort. Mr. Michaels made a motion to approve signing a letter of support, seconded by Mr. Bruegger. Carried.

Review/Discussion regarding a Presentation by 7 Rivers Alliance: Mr. Hardie and Mr. Tallman discussed the work they do for economic development and tourism in the area and around the state. Mr. Tallman discussed the importance of working in collaboration with other agencies and counties to promote economic development. If Buffalo County has ideas for growth Mr. Tallman and Mr. Hardie are available to help find resources for the projects.

Review/Discussion/Action regarding the Building and Grounds Manager Position Description: Mr. VanDeWalle indicated he has updated the position description by showing the general work hours, but those hours are flexible, and to bring back the lawncare duties to this position and not contract them out. This has been reviewed with the individual recently hired. Mr. Bruegger made a motion to approve the position description, seconded by Mr. Weiss. Carried.

Review/Discussion/Action regarding A Resolution to Fill a Full-time Zoning/Land Conservation Administrative Assistant Position: Mr. VanDeWalle indicated the time allotments to each department may change if the departments are reorganized. Mr. Weiss made a motion to approve the resolution, seconded by Mr. Michaels. Carried.

Review/Discussion/Action regarding A Resolution to Approve the Expenditure of ARPA Funds to Complete a Baseline Groundwater Quality/Well Sampling Project in Buffalo County: This project was reviewed at County Board and Ms. Halverson updated the resolution from that discussion. The nitrate levels were discussed. Acceptable levels for the State are 10 ppm and this resolution has it set at 2 ppm and then further testing will be conducted. Mr. Bruegger made a motion to amend the resolution to set the nitrate level at 10 ppm, seconded by Mr. Weiss. Carried. Mr. Michaels made a motion to approve the amended resolution, seconded by Mr. Weiss. Carried.

Review/Discussion/Action regarding A Resolution to Authorize Unspent CAPX2020 Funding Under Resolution #17-05-01 to Be Reallocated to the PL-566 Repairs and Maintenance Fund: This resolution would take unspent CAPX2020 funds from a previous resolution and put the funds towards the repairs needed on a PL-566 structure. Mr. Bruegger made a motion to approve the resolution, seconded by Mr. Michaels. Carried.

Review/Discussion/Action regarding A Resolution to Support the Creation of the Northern Grain Belt Port Statistical Area: Mr. Weiss explained this resolution would show support to allow data to be gathered that would then help in obtaining grants. A presentation of why the data is needed and how it will be used will be given at the next County Board meeting. There is no cost to the county for supporting this project. Mr. Weiss made a motion to approve the resolution, seconded by Mr. Bruegger. Carried.

Review/Discussion/Action regarding A Resolution to Establish Membership and Compensation for the Land Information Council: This resolution would update the membership and show per diem offered to the Realtor member as shows in the Rules of Government. Mr. Michaels made a motion to approve the resolution, seconded by Mr. Weiss. Carried.

Review/Discussion/Action regarding the IRS Mileage Rate Increase: Due to inflation and high gas prices the IRS has decided to raise the mileage rates from \$.58 ½ to \$.62 ½. This will take effect this month. Mr. Michaels made a motion to approve the mileage increase, seconded by Mr. Bruegger. Carried.

Review/Discussion/Action regarding Monthly Vendor Invoices/ Vouchers/ Employee Payroll/Funds Investment Report: Invoices were reviewed and discussed. Mr. Michaels made a motion to approve the invoices, seconded by Mr. Bruegger. Carried.

Investment of ARPA funds were discussed. The committee agrees to invest in varying short-term investments.

Review/Discussion regarding Committee Chair Report: Chair Bork explained he will be going to a Chairperson conference on July 28 and 29.

Review/Discussion regarding the Administrative Coordinator's Report: Mr.

VanDeWalle reviewed discussions he has had with other counties to see where services can be joined in collaboration.

Review/Discussion regarding Public Comments Unrelated to the Agenda: Ms.

Halverson requested the committee look into using ARPA funds to have a better sound system in the meeting room. Those attending online have a hard time hearing. She suggested something like the Highway Department has as it picks up all conversations in the room, even from the very back of the room.

The next meeting will be July 21st at 8:30 a.m.

Adjourned: Mr. Bruegger made a motion to adjourn at 11:04 a.m., seconded by Mr. Weiss.

Respectfully submitted,

Roxann Halverson
Buffalo County Clerk

2021 NON-LAPSING BALANCES
(After Adjusting Entries & Before Audit Entries)

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>AMOUNT</u>
<u>FUND 10</u>		
10.01.51210.0000.253	Interpreter Fees	0.00
10.01.51212.0000.111	Teen Court-Salaries	6,893.24
10.01.51212.0000.310	Teen Court-Office Supplies	987.00
10.01.51212.0000.311	Teen Court-Postage	691.00
10.01.51212.0000.314	Teen Court-Office Equipment	987.00
10.01.51212.0000.316	Teen Court-Computer Supplies & Expense	2,763.00
10.01.51212.0000.331	Teen Court-Mileage	691.00
10.01.51212.0000.991	Teen Court-Miscellaneous Expenses	1,085.00
10.01.51410.0000.327	Administration Training	2,911.22
10.01.51610.0000.350	Courthouse Fuel	40,390.92
10.04.54110.0000.219	WCA-GHT Wellness Program-Other Prof Services	0.00
10.04.54110.0000.353	WCA-GHT Wellness Program-Machinery & Equipment	0.00
10.04.54110.0000.991	WCA-GHT Wellness Program-Misc Expense	6,676.23
10.04.54711.0000.790	Veterans Donations	428.40
10.04.54912.0000.511	Health Reimbursement Account	0.00
10.05.55620.0000.330	UW Extension-Pesticide Applicator Training	5,638.96
10.05.55621.0000.999	Malting Barley Project	10,243.73
10.05.55623.0000.999	Farm Safety Grant	15,797.70
10.05.55627.0000.219	Divorce/Separation Education-Other Professional Serv	483.00
10.05.55627.0000.314	Divorce/Separation Education-Office Equipment	1,875.00
10.05.55627.0000.327	Divorce/Separation Education-Employee Ed/ Training	1,513.45
10.05.55627.0000.331	Divorce/Separation Education-Mileage	544.00
10.05.55627.0000.348	Divorce/Separation Education-Program Supplies	1,633.00
10.05.55628.0000.999	Mgmt Assessment Center	2,068.74
10.05.55629.0000.999	16/17 Malt Barley Prod Grant	6,651.87
10.05.55630.0000.999	Compeer Financial Ag Enrichment	4,395.38
10.05.55632.0000.999	Industrial Hemp Research Grant	30,636.63
10.06.56250.0000.259	Drainage District Board-Project Costs	69,882.14
10.06.56420.0000.998	Non-Metallic Mining Contingencies	74,213.36
10.25.54540.0000.295	CJS Miscellaneous Costs	290,080.97
<u>FUND 23</u>		
23.20.54100.0000.999	Agent of the State-Agent of the State	51,681.09

2021 NON-LAPSING BALANCES
(After Adjusting Entries & Before Audit Entries)

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>AMOUNT</u>
<u>FUND 24</u>		
24.06.56112.0000.999	PL-566 Watershed Maintenance Fund	23,533.37
24.06.56181.0000.999	Nelson Trout Stream Habitat	11,858.41
24.06.56230.0000.999	Tree Purchases	6,618.29
24.06.56230.3020.999	Seed Purchases	449.03
24.06.56230.3021.999	Rain Barrel Program	0.00
24.06.56230.3022.999	Forestry Tree Planter Rental	1,319.79
24.06.56821.3200.999	2020 Municipal Discharge Variance	17,970.23
24.06.56821.3210.999	2021 Municipal Discharge Variance	15,304.58
24.06.56822.0000.219	Conservation Assistance Program(Other Prof Services)	0.00
24.06.56822.3001.620	Conservation Assistance Program (Interest Income)	0.00
24.06.56823.0000.999	Waumandee Watershed LED PROD	3,826.68
24.06.56840.0000.265	Land Conservation (County Conservation Program)	0.00
24.06.56860.0000.999	Ag Waste Storage	2,129.93
		83,010.31
<u>FUND 25</u>		
25.01.51715.1004.999	2019 Base Budget Award Grant	1,590.00
25.01.51715.1005.999	2019 WLIA Ed/Training Grant	915.00
25.01.51715.1009.999	2020 WLIA Ed/Training Grant	635.00
25.01.51715.1006.999	2021 Base Budget Award Grant	26,940.53
25.01.51715.1028.999	2021 WLIA Ed/Training Grant	1,000.00
25.01.51713.0000.999	Public Access	12,000.00
25.01.51714.0000.999	Register of Deeds Fees	29,848.17
25.01.51725.0000.999	Orthophotography Project	67,096.60
		140,025.30
<u>FUND 27</u>		
27.06.56280.0000.995	CAPX2020-Capital Outlay Expense	840,463.86
<u>FUND 71</u>		
71.04.54910.0000.511	Self-Insurance Administration	20,868.64
71.04.54911.0000.511	Self-Insurance Claims	71,716.27
		92,584.91
	TOTAL OF ALL NON-LAPSING FUNDS	1,497,846.44

Dennis Bork

William Bruegger Sr

Brian Michaels

Brad Schmidtknecht

Max Weiss

FINANCE COMMITTEE approved 7/21/2022

July 2022 Financial Report
Tina Anibas, Buffalo County Treasurer

Investment Notes
6/9/2022 Received 2nd Install for ARPA \$1,265,559.50
6/24/2022 ARPA moved \$1,996,330.33 from Money Market to Term Investments
6/28/2022 From Waumandee ICS to General \$150,000
6/30/2022 Renewed CAPX CDARS \$200,000 1 year 1.75%
6/30/2022 Renewed CAPX CDARS \$225,000 2 year 2.25%

General Investments Available Cash		
Local Government Investment Pool	0.980%	\$24,120.20
Trust Point Bonds / Money Market	2.210%	\$1,728,726.36
Alliance Bank Money Market Acct	0.260%	\$43,077.16
Waumandee State Bank Money Market	0.840%	\$623,633.01
Waumandee State Bank ICS Sweep	0.840%	\$5,919,526.10
PMA WISC Account	0.815%	\$29,758.22
Bank of Alma	0.050%	\$256,295.85
		\$8,625,136.90

Long Term Investments				
Effective		Maturity		
8/15/2019	Waumandee State Bank CDARS Acct	8/11/2022	2.250%	\$500,000.00
9/23/2021	Waumandee State Bank CDARS Acct	9/22/2022	0.500%	\$250,000.00
7/1/2021	Waumandee State Bank CDARS Acct	6/29/2023	0.700%	\$250,000.00
8/26/2021	Waumandee State Bank CDARS Acct	8/24/2023	0.700%	\$250,000.00
9/23/2021	Waumandee State Bank CDARS Acct	9/21/2023	0.700%	\$250,000.00
TOTAL CDARS ACCT				\$1,500,000.00

Total Investments	\$10,125,136.90
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CAPX 2020

12/30/2021 Waumandee State Bank CDARS Acct	12/29/2022	0.500%	\$250,000.00
6/30/2022 Waumandee State Bank CDARS Acct	6/29/2023	1.750%	\$200,000.00
6/30/2022 Waumandee State Bank CDARS Acct	6/27/2024	2.250%	\$225,000.00
TOTAL CAPX2020 INVESTMENTS			<u>\$675,000.00</u>

LAND RECORDS

Local Government Investment Pool		0.980%	<u>\$76,770.01</u>
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VEHICLE REPLACEMENT

Local Government Investment Pool		0.980%	<u>\$53,177.99</u>
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HEALTH INSURANCE

Bank of Alma		0.200%	\$21,517.00
Local Government Investment Pool		0.980%	\$62,546.29
TOTAL HEALTH INSURANCE			<u>\$84,063.29</u>

DEBT SERVICE

Local Government Investment Pool		0.980%	\$21,876.13
Citizens Community Federal Money Market		0.490%	\$158,606.55
TOTAL DEBT SERVICE			<u>\$180,482.68</u>

RECYCLING

Local Government Investment Pool		0.980%	\$37,800.99
1/27/2022 Waumandee State Bank CDARS (6 month)	1/26/2023	0.500%	\$75,908.20
TOTAL RECYCLING			<u>\$113,709.19</u>

LAND INFORMATION LIDAR

Local Government Investment Pool		0.980%	<u>\$27,900.45</u>
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LAND INFORMATION ORTHO

Local Government Investment Pool		0.980%	<u>\$85,578.03</u>
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2021 American Rescue Funds

Invested in WISC PMA Sub Account

Available Cash

Balance			\$1,230,518.50
2nd Payment of ARPA			\$1,265,559.50
Pulled Funds from Money Market to Term Investments			-\$1,996,330.33
Monthly Interest	0.82%		\$866.90
			\$500,614.57
Term Investments	Maturity Date		
6/23/2022 Cash MGMT Bill	10/18/2022	1.80%	\$599,570.61
6/23/2022 US Treasury N/B	12/31/2022	2.26%	\$299,697.77
6/23/2022 US Treasury N/B	3/15/2023	2.49%	\$298,679.88
6/23/2022 US Treasury N/B	6/15/2023	2.65%	\$299,948.59
6/23/2022 US Treasury N/B	12/15/2023	2.74%	\$249,257.15
6/23/2022 US Treasury N/B	6/15/2024	2.81%	\$249,176.33
	Balance		\$2,496,944.90

Monthly Interest Received

Bank of Alma	\$92.67
Alliance Bank	\$14.19
Alliance Bank Money Market	\$9.26
PMA, WISC	\$20.64
LGIP	\$19.37
Trustpoint Inc.	\$3,034.57
Waumandee State Bank Money Market	\$431.12
Waumandee State Bank ICS	\$4,106.55
Waumandee State Bank CDARS	
TOTAL	\$7,728.37

Cash Interest Received / Received	2021		2022	
January	\$715.53		\$2,029.63	
February	\$1,755.15	\$2,470.68	\$4,536.08	
March	\$1,826.90	\$4,297.58	\$5,602.36	
April	\$1,068.26	\$5,365.84	\$19,204.72	
May	\$7,470.28	\$12,836.12	(\$9,991.76)	
June	\$1,360.91	\$14,197.03	\$7,728.37	\$29,109.40
July	\$8,906.96	\$23,103.99		
August	\$3,885.96	\$26,989.95		
September	\$6,947.29	\$33,937.24		
October	\$1,292.80	\$35,230.04		
November	\$1,340.03	\$36,570.07		
December	\$16,241.36	\$52,811.43		
TOTAL		\$52,811.43		\$29,109.40
June Total Receipts	\$1,540,392.96			
June Total Distributed	\$1,451,825.34			

UNPAID TAX REPORT PAYABLE

2017-2020 Delinquent

July \$96,942.89

1, 2022

Current Taxes 2021(Del / PP)

\$7,754,505.26

(Includes First Dollar/ State Credit)

\$8,162,088.51