

BUFFALO COUNTY MINUTES

Committee of the Board:

Finance Committee

Date of the Meeting:

June 15, 2023

Chair Dennis Bork called the meeting to order at 8:30 a.m.

Members Present: Mr. Dennis Bork, Mr. William Bruegger, Mr. Brian Michaels, Mr. Max Weiss, and Mr. Chris Lindstrom.

Others Present for All or Parts of the Meeting in Person: Mr. Lee Engfer, Ms. Roxann Halverson, Ms. Tina Anibas, Mr. Colin Severson, Ms. Lisa Schuh, and Ms. Carol Burmeister (Teams).

Public Comments regarding Agenda Items: None.

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

Review/Discussion/Action regarding the Maintenance Technician Position Description: This position description is being reviewed due to a recent vacancy and the recommendation of the wage study to summarize the description. Mr. Bruegger made a motion to approve the position description, seconded by Mr. Lindstrom. Carried.

Review/Discussion/Action regarding Refilling the Maintenance Technician Position: This is a budgeted position that has already been advertised and received four applications. Mr. Michaels made a motion to fill the position, seconded by Mr. Bruegger. Carried.

Review/Discussion/Action regarding A Resolution to Approve the Third Monday in January as a County Training Day: Mr. Engfer explained he received requests from some departments for employee training. This will be a full-day training for employees on general items, not specific to any department. The third Monday in January is the only day that the State and Federal Offices that rent space in the courthouse are also closed. WI County Mutual provides the training. Mr. Weiss made a motion to approve the resolution, seconded by Mr. Lindstrom. Carried.

Review/Discussion/Action regarding A Resolution to Approve the Use of ARPA Funds to Purchase Squad Cameras and Body Cameras for Law Enforcement: The current equipment has reached an age where there are no longer parts to service the cameras. The resolution shows a contract with Motorola for five years and upgrades to equipment every 30 months. The cost is \$170,000.00 but can be done in

installments. This equipment also includes redaction software that is necessary to have. Mr. Bruegger made a motion to approve the resolution with the funds coming from ARPA, seconded by Mr. Michaels. Carried.

Review/Discussion/Action regarding A Resolution to Support and Fund Buffalo County Remonumentation Project - Town of Maxville: Mr. Weiss explained the work he has done with Maxville and Canton to promote the remonumentation work. He spoke with the Surveyor and he feels he can get these projects done at the same time to save money. The Town of Maxville has agreed to pay \$20,000.00 up front and another \$20,000.00 when the project is completed. Mr. Bruegger made a motion to approve the resolution, seconded by Mr. Lindstrom. Carried.

Review/Discussion/Action regarding A Resolution to Support and Fund Buffalo County Remonumentation Project – Town of Canton: The Town of Canton needs to borrow the funds for the remonumentation project. An agreement was reached with the Town of Canton to borrow them \$60,000.00 with 3% interest from the CAPX2020 funds to be paid back over 15 years. Mr. Michaels made a motion to approve the resolution, seconded by Mr. Weiss. Carried.

Review/Discussion/Action regarding A Resolution for County Aid for Town Bridges and Culverts: This resolution is for a cost sharing project in the Town of Montana for Palkowski Bridge. The County share of the bridge project is \$51,835.37. Mr. Bruegger made a motion to approve the resolution, seconded by Mr. Weiss. Carried.

Review/Discussion/Action regarding A Resolution to Remove Outstanding Checks: This resolution will clear the books of two outstanding checks that have not been cashed. Ms. Anibas has reached out to the individuals to try and reissue the checks but received no response. Mr. Weiss made a motion to approve the resolution, seconded by Mr. Michaels. Carried.

Review/Discussion/Action regarding Non-Lapsing Accounts: Ms. Schuh explained the non-lapsing accounts and work that needs to be done to carry balances over from year to year. Mr. Bruegger made a motion to approve the non-lapsing accounts, seconded by Mr. Lindstrom. Carried.

Review/Discussion/Action regarding 2022 Overbudget Accounts: Ms. Schuh reviewed the overbudget accounts. There was a change to the Register of Deeds revenue as shown on the listing in the packet. There was more revenue than was originally shown. Mr. Michaels made a motion to approve the 2022 overbudget accounts, seconded by Mr. Weiss. Carried.

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

Review/Discussion/Action regarding the IT Cost Proposal: Mr. Engfer met with Itechra to review equipment failures and the cyber security audit. There are many things that need to be updated and replaced. At a bare minimum it would be \$73,500.00 to begin the updates in 2023, but not complete them all. Mr. Engfer would like to complete the updates on a schedule so that not all IT components need replacing at the same time. This will help with budgeting for these replacements in the future. Mr. Weiss made a motion to approve spending up to \$80,000.00 from ARPA funds for 2023 IT updates, seconded by Mr. Lindstrom. Carried.

Chairperson Report: None.

Administrative Coordinator Report: Mr. Engfer gave his report.

- The wage study is near completion. Finance will view the presentation of the outcome in July and County Board will view the presentation in August. There should be a joint meeting with Finance and HR to decide the next steps after the wage study report is submitted.
- Bids for LP were sent out.
- The Opioid group met and will be looking at more grants to help with the opioid crisis.
- The Flyway Trail met and discussed issues, such as lack of communication and maintenance of the trail. The trail is owned by the County and therefore the County should have more say in how the trail is handled.
- An emergency disaster was declared due to the flooding. Mr. Teska applied for assistance with the cost and should know in July if any funds will be awarded.
- The budget process will begin in August. Everyone needs to be very cautious moving forward with expenses.

Public Comment Unrelated to Agenda Items: None.

Next Date and Time: The next regular meeting will be Thursday, July 20th at 8:30 a.m.

Adjournment: Mr. Weiss made a motion to adjourn at 10:04 a.m.

Respectfully Submitted,

Roxann Halverson
Buffalo County Clerk