



Notice of Public Meeting

AGENDA

Committee:	Finance – Human Resources Committee
Date:	Thursday, May 21, 2026
Time:	8:30 A.M.
Location:	3 rd Floor County Board Room, 407 S. 2 nd Street, Alma, WI 54610
Remote Access:	https://teams.microsoft.com/meet/276495557288604?p=3SVJtbFp2J9HHyZ9P9

This 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 reviewed, discussed and acted upon at this meeting. Please note that deviations from the order shown may occur.

1.	Call to Order
2.	Roll Call of Members
3.	Verification of Open Meetings Law Compliance
4.	Approve Agenda
5.	Approve Minutes from Previous Meeting
6.	Public Comment
7.	Election of Finance – Human Resources Committee Chair and Vice-Chair
8.	Risk Management and Safety Report
9.	Adoption of Committee Meeting Dates and Times
10.	Resolution to Remove Outstanding Checks
11.	Resolution to Authorize the Establishment of a Petty Cash Fund for the Office of the Clerk of Courts
12.	Resolution to Authorize the Establishment of a Petty Cash Fund for the Office of County Treasurer
13.	Resolution to Amend Personnel Policy 108 – Travel, Meals and Lodging
14.	Resolution to Adopt Personnel Policy 514 – Safety Equipment/Uniforms
15.	Resolution to Amend Personnel Policy 601 – Workplace Safety
16.	Ordinance to Impose a Fee on Worthless Payments
17.	Monthly Vendor Invoices/Employment Payroll/Investment Report
18.	Committee Chair Report
19.	County Administrator Report
20.	Correspondence
21.	Future Agenda Items
22.	Next Meeting Date and Time: June 18, 2026 @ 8:30 a.m.
23.	Adjournment

Date: May 15, 2026

Dennis Bork, Chair

By: Lisa Schmitt, 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 accommodation for access to its public meetings, provided reasonable notice of special need is given. If you require special accommodation 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 4:00 p.m. Monday – Thursday and after 12:00 p.m. on Fridays.

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 FINANCE COMMITTEE MINUTES

Date of the Meeting: Thursday, April 16, 2026

Call to Order: Chair Dennis Bork called the meeting to order at 8:35 a.m.

Roll Call of Members: Mr. Dennis Bork, Mr. William Bruegger, Mr. Brian Michaels, Mr. Steve Nelson and Mr. Max Weiss.

Others Present for All or Parts of the Meeting: Mr. Lee Engfer, Ms. Leslie Sendelbach, and Ms. Emily Scholl.

Verification of Open Meetings Law Compliance: Mr. Engfer verified compliance of agenda postings.

Approve Agenda: Mr. Bruegger made a motion to approve the agenda, seconded by Mr. Michaels. Carried.

Approve Minutes from Previous Meeting: Mr. Weiss made a motion to approve the minutes of the March 19, 2026, meeting, seconded by Mr. Bruegger. Carried.

Public Comment: None.

Risk Management and Safety Report: Mr. Engfer gave an update on safety issues found while giving the new Highway Commissioner a tour.

Monthly Vendor Invoices/Employment Payroll/Investment Report: Mr. Engfer answered questions regarding the reports. Mr. Weiss made a motion to approve the vouchers as presented, seconded by Mr. Nelson. Carried.

Committee Chair Report: Mr. Bork reported on the Workforce Development having \$440,554.38 in disallowed costs plus attorney fees of about \$20,000 for a lawsuit and approximately \$5,000 in likely bankruptcy fees. Mr. Bork reported that the Board of Directors is supposed to have 23 members and is down to 14 currently. Buffalo County would be responsible for 4% of the total costs.

County Administrator Report: Mr. Engfer reported on replacing a water heater in the building at about \$11,000. He also reported on a storm sewer pit in immediate need of repair located near the sallyport, estimated to be \$5,000 which is better than initial bids of \$15,000. Mr. Engfer gave a report on the Veteran's Wall. Two independent contractors have been consulted with, and we are working towards figuring out the best resolution. No previous contracts for work can be located. Lee reported that the auditors are asking that all accounts be run through Tyler Tech with additional in-house audits. Lee also spoke on grant tracking going forward and petty cash approvals.

2025 Non-Lapsing Balances Moved to 2026: Mr. Bruegger made a motion to approve moving the 2025 non-lapsing balances from the accounts presented to 2026, seconded by Mr. Michaels. Carried.

Resolution to Declare Primary Authorized Financial Institution: Mr. Weiss made a motion to approve the resolution naming Alliance Bank as the primary financial institution, seconded by Mr. Michaels. Roll call vote: Mr. Nelson – yes, Mr. Bruegger – abstain, Mr. Michaels – yes, Mr. Bork – yes, Mr. Weiss – yes. Carried.

Resolution to Establish Petty Cash for the Register of Deeds: Mr. Nelson made a motion to approve the resolution authorizing the petty cash fund, seconded by Mr. Michaels. Carried.

Update of Jail Project: Ms. Scholl provided a quarterly report. Ms. Scholl advised that some inmates need to be picked up from Trempealeau County, due to TRSO being at capacity and our contract being as available vs. a certain amount of beds. Ms. Scholl spoke on looking at secondary contracts for inmate housing.

Correspondence: None

Future Agenda Items: None

Next Meeting Date and Time: The next regular meeting date will be May 21, 2026, at 8:30 a.m.

Adjournment: Meeting adjourned.

Respectfully Submitted,

Lee Engfer

Buffalo County Minutes

Committee/Board:

Human Resources Committee

Date of Meeting:

Wednesday, March 18, 2026

Mr. Steve Nelson called the meeting to order at 9:02 a.m.

Committee Members Present: Mr. Steve Nelson, Ms. Carol McDonough, Mr. Mike Taylor, and Ms. Mary Anne McMillan Urell. Mr. Nathan Nelson was excused.

Other Present for All or Part of the Meeting: Mr. Lee Engfer, Ms. Ana Rolbiecki, Sheriff Osmond, Ms. Julie Vollmer, and Ms. Lisa Schmitt. Ms. Tina Anibas, Ms. Leslie Sendelbach, Mr. Christopher Murray, and Ms. Danielle Schalinske attended virtually.

Public Comments Regarding Posted Agenda Items: None.

Previous Meeting Minutes: Ms. McMillan Urell made a motion to approve the previous meeting minutes, seconded by Mr. Mike Taylor. Carried.

Review/Discussion Regarding Updated Highway Commissioner Job Description: Mr. Engfer explained that minor modifications were made to the description to match state statutes. The consultant reviewed it and the Highway Committee supported the revisions made. Ms. McMillan Urell made a motion to approve the updated Highway Commissioner job description, seconded by Mr. Taylor. Carried.

Review/Discussion Regarding a Resolution to Establish the Total Annual Compensation for Certain Elected Officials of Buffalo County for 2027 through the 2030 Terms of Office:

Mr. Engfer stated that a draft resolution was given to the committee for their review. Sheriff Osmond spoke and provided current 2027-2030 wage data for 17 out of the 20 comparable counties that Buffalo County uses. He asked for this data to be considered, instead of using historical data as was done previously. He proposed a salary of \$110,510 for 2027 which would be equal to the Highway Commissioner wage, with options over the following three years ranging from 3.5%-5.5% annual increases. The committee reviewed and discussed the information presented. Mr. Taylor made a motion to set the Sheriff's wage for 2027 at \$110,510, with a 3.5% lift for each of the next three years, seconded by Ms. McDonough. Discussion was held regarding how this will impact other elected positions and using current data from the comparable counties to be fair to those officials as well. Roll call vote: Ms. McMillan Urell-yes, Mr. Taylor-yes, Mr. Nelson-yes, Ms. McDonough-yes. Carried.

Ms. Vollmer spoke and provided current 2027 wage data from 18 out of the 20 comparable counties for the committee to review. She mentioned the difference in the Clerk of Court wage compared to the County Clerk, Register of Deeds, and Treasurer over the past several years. The past two years the wages for these positions have not matched because of the wage study, although they have historically. Ms. Vollmer is proposing to have her 2027 wage set at the 33rd percentile of the counties being compared, with a 3.5% lift for the following three years. Mr. Engfer stated that to be consistent with the Sheriff, this should be the 38th percentile, which would equal a proposed 2027 wage of \$83,383. Discussion was held about

also using the 38th percentile in the future for the other group of elected officials and that protocol should be established on how this is factored in the future. Ms. McDonough made a motion to set the 2027 wage for the Clerk of Court at \$83,383, with a 3.5% lift for the following three years, seconded by Ms. McMillan Urell. Roll call vote: Mr. Taylor-yes, Ms. McMillan Urell-yes, Mr. Nelson-yes, and Ms. McDonough-yes. Carried.

Mr. Engfer met with the Coroner, Cindy Giese, regarding the possibility of the County needing to hire a Medical Examiner in the future, instead of having a Coroner. He is in discussion with other counties regarding sharing this position, should it become necessary. Ms. Giese is proposing around \$10,500 for a starting wage in 2027. The coroner also receives a per diem of \$175, plus mileage. Mr. Engfer read some comparables from our standard 20 county list for those that have a coroner, along with information from other counties who are of a similar population. The proposed amount ranges from \$6,600 - \$7,265 over the four years, as our per diem is higher than what other counties pay. Discussion was held regarding the duties of this position. Ms. McDonough made a motion to set the 2027 wage at \$8,500 with a 3.5% increase for the next three years, seconded by Mr. Taylor. Roll call vote: Ms. McDonough-yes, Mr. Taylor-yes, Mr. Nelson-yes, and Ms. McMillan Urell-yes. Carried.

Human Resources Management Report: Ms. Rolbiecki reported that there are three Emergency Dispatcher/Detention Officer positions open. There has been some job shadowing done in the Sheriff's Office, but not much progress is being made. There was an offer for a Deputy Sheriff, and a background check is being done. The Health Insurance Advisory Group met last week. Six employees with a range of health insurance plan types are taking part in the group. The initial focus of discussion will be health insurance education.

Committee Chair Report: Mr. Nelson asked for clarification on an email regarding unions. Mr. Engfer stated that Wisconsin Counties Association will be providing us with guidance on this matter.

County Administrator Report: Interviews were held for the Highway Commissioner position last week. There was a total of five applicants.

Public Comments Unrelated to Agenda Items: None.

Next Meeting Date and Time: The next regular meeting is scheduled for April 15, 2026, at 9:00 a.m.

Adjournment: Meeting adjourned at 11:14 a.m.

Respectfully Submitted,

Lisa Schmitt
County Clerk



Buffalo County Resolution

Drafted By:

Tina Anibas

Presented Month/Year:

May 2026

Involved Committees:

Finance

County Department:

County Treasurer

Fiscal Impact: NO

Resolution # _____

A Resolution to remove outstanding checks

Whereas, the following checks remain outstanding; and

Whereas, these checks have been outstanding for over one year.

NOW, THEREFORE BE IT RESOLVED, that the Buffalo County Board of Finance/HR hereby grants authorization for the following outstanding checks to be cancelled and credited to the Buffalo County:

Check Number	Date	Amount
204479	06/19/2024	21.28
204624	7/10/2024	96.50
204781	7/31/2024	41.50
205570	10/30/2024	109.20
205800	11/27/2024	141.03
206791	04/02/2025	22.86



Buffalo County Resolution

Adopted at a duly called and noticed meeting of the Buffalo County Board of Supervisors on the _____ day of _____, 2026

ATTEST:

Buffalo County Clerk

Buffalo County Chairperson

Finance Committee:

Dennis Bork

Max Weiss

Brian Michaels

William Bruegger

Carol McDonough

Legal- Fiscal- Administrative Approvals:

Legal Note:

Fiscal Impact:

Dennis Bork, Finance Comm. Chair

Lee Engfer, Administrative Coordinator



Buffalo County Resolution

Drafted By:

Lee Engfer

County Department:

Administration

Presented Month/Year:

May 2026

Involved Committees:

Finance

RESOLUTION # _____

A Resolution to Authorize the Establishment of a Petty Cash Fund for the Office of the Clerk of Courts

WHEREAS, the Office of the Clerk of Courts is a constitutional county office charged with statutory duties under Wisconsin Statutes § 59.40, including maintaining court records, receiving payments, and administering court-related financial transactions;

WHEREAS, the efficient operation of the Clerk of Courts office occasionally requires the ability to make small, immediate cash disbursements or provide change in situations where standard purchasing or accounts-payable procedures are impractical; and

WHEREAS, Wisconsin counties are authorized to control county finances and establish internal financial procedures, including petty cash funds, by action of the County Board pursuant to Wisconsin Statutes § 59.52 and long-standing county financial management practices;

WHEREAS, county best practices require that petty cash funds be formally authorized by resolution, set at a fixed amount, used only for legitimate county purposes, and subject to internal controls and audit oversight, as reflected in policies adopted by numerous Wisconsin counties;

NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors of Buffalo County, Wisconsin, that:

1. Authorization of Fund

A petty cash fund for the Office of the Clerk of Courts is hereby established in the amount of \$50.00.

2. Purpose and Use

The petty cash fund shall be used solely for:

- Making change for court-related transactions, and/or



Buffalo County Resolution

- Reimbursement of minor, non-recurring county business expenses when payment through normal purchasing or accounts-payable procedures is not practical. All expenditures must serve a legitimate county purpose.

3. Custodianship

The Clerk of Courts, or a designee approved in accordance with county financial policy, shall be the custodian of the petty cash fund and shall be responsible for safeguarding and properly accounting for the fund.

4. Internal Controls and Limits

- Petty cash shall not be used for payroll, travel advances, personal expenses, or purchases that should be processed through normal purchasing procedures.
- Receipts shall be required for all disbursements, and the total cash on hand plus receipts shall at all times equal the authorized fund amount.

5. Replenishment and Oversight

The petty cash fund shall be replenished through the County Clerk, Finance Department, or County Treasurer in accordance with county financial policies and shall be subject to audit and review as required by county and state law.

6. Effective Date

This resolution shall take effect upon passage.

County Clerk

ATTEST:

County Board Chairperson



Buffalo County Resolution

Respectfully Submitted:

Finance Committee:

Dennis Bork, Chair

William Bruegger

Brian Michaels

Carol McDonough

Max Weiss



Buffalo County Resolution

Drafted By:

Lee Engfer

County Department:

Administration

Presented Month/Year:

May 2026

Involved Committees:

Finance

RESOLUTION # _____

A Resolution to Authorize the Establishment of a Petty Cash Fund for the Office of the County Treasurer

WHEREAS, the Office of the Treasurer is a constitutional county office charged with statutory duties under Wisconsin Statutes § 59.25, including being responsible for the receipt, custody, and disbursement of county funds;

WHEREAS, the Treasurer's Office routinely handles cash transactions and may require a small amount of readily available cash to make change or handle minor, immediate expenditures when standard purchasing procedures are impractical; and

WHEREAS, Wisconsin counties are authorized to control county finances and establish internal financial procedures, including petty cash funds, by action of the County Board pursuant to Wisconsin Statutes § 59.52 and long-standing county financial management practices;

WHEREAS, county best practices require that petty cash funds be formally authorized by resolution, set at a fixed amount, used only for legitimate county purposes, and subject to internal controls and audit oversight, as reflected in policies adopted by numerous Wisconsin counties;

NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors of Buffalo County, Wisconsin, that:

1. Authorization of Fund

A petty cash fund for the Office of the Treasurer is hereby established in the amount of \$300.00.



Buffalo County Resolution

2. Purpose and Use

The petty cash fund shall be used solely for:

Making change for cash transactions conducted by the Treasurer's Office; and/or

Reimbursement of minor, non-recurring county business expenses when payment through normal purchasing or accounts-payable procedures is not practical.

All expenditures must serve a legitimate county purpose.

Custodianship

The Treasurer, or a designee approved in accordance with county financial policy, shall be the custodian of the petty cash fund and shall be responsible for safeguarding and properly accounting for the fund.

3. Internal Controls and Limits

- Petty cash shall not be used for payroll, travel advances, personal expenses, or purchases that should be processed through normal purchasing procedures.
- Receipts shall be required for all disbursements, and the total cash on hand plus receipts shall at all times equal the authorized fund amount.

4. Replenishment and Oversight

The petty cash fund shall be replenished through the County Clerk or Finance Department in accordance with county financial policies and shall be subject to audit and review as required by county and state law.

5. Effective Date

This resolution shall take effect upon passage.

County Clerk

ATTEST:

County Board Chairperson



Buffalo County Resolution

Respectfully Submitted:

Finance Committee:

Dennis Bork, Chair

William Bruegger

Brian Michaels

Carol McDonough

Max Weiss



Buffalo County Resolution

Drafted By:
Ana Rolbiecki

County Department:
Administration

Presented Month/Year:
May 2026

Involved Committees:
Finance / Human Resources

RESOLUTION # _____

A RESOLUTION TO AMEND PERSONNEL POLICY 108 – TRAVEL, MEALS, AND LODGING

WHEREAS, Buffalo County maintains an Employee Handbook that outlines personnel policies governing employee travel, meal reimbursement, and lodging expenses; and

WHEREAS, it is the responsibility of the County to ensure that employment policies remain current, clearly defined, and consistently applied; and

WHEREAS, the Finance / Human Resources Committee has reviewed Policy 108 – Travel, Meals, and Lodging and recommends updates to reflect organizational title changes by replacing references to the Administrative Coordinator with County Administrator; and

WHEREAS, the Committee further recommends clarifying that meal expenses are not eligible for reimbursement when meals are provided as part of training, conferences, or other work-related travel events; and

WHEREAS, the Committee also recommends updating the policy to require use of County fleet vehicles when available for work-related travel and to limit mileage reimbursement to instances when a fleet vehicle is not reasonably available; and

NOW, THEREFORE BE IT RESOLVED, that the Buffalo County Board of Supervisors hereby amends Policy 108 – “Travel, Meals, and Lodging” of the Buffalo County Employee Handbook as set forth in Appendix A; and

BE IT FURTHER RESOLVED, that the revised policy shall take effect upon adoption of this resolution.

Adopted at a duly called and noticed meeting of the Buffalo County Board of Supervisors on the _____ day of _____, 2026.

County Clerk

ATTEST:

County Board Chairperson



Buffalo County Resolution

Respectfully Submitted:

Finance / Human Resources Committee:

Dennis Bork

William Bruegger

Carol McDonough

Brian Michaels

Max Weiss



Buffalo County Resolution

Exhibit A:

POLICY 108 - TRAVEL, MEALS, AND LODGING

Purpose: To establish a uniform system for determining county responsibility for expenses incurred by employees while performing official county business.

Policy:

- Business activities, trips and travel are inclusive to Buffalo County employees.
- No family, friends or others will be allowed to accompany employees during county sponsored activities including travel to/from: trainings, meetings, seminars, conventions, etc.
- Special consideration may be granted upon approval from the Department Manager and the County ~~Administrator~~ ~~Administrative Coordinator~~ or Buffalo County Board Chair. Exceptions may be allowed for other government employees to encourage collaboration with other agencies or counties to reduce overall expenses to the County.
- Department Managers will determine departmental travel and training needs and authorize expenditure. Department Manager shall notify the County ~~Administrator~~ ~~Administrative Coordinator~~ if the employee's travel and training is beyond the adjoining states to Wisconsin.

Lodging:

- When overnight lodging is necessary to carry out the business of the County, the cost of such lodging will be paid by the County utilizing the maximum "State Rate" for Wisconsin or if traveling outside of the State of Wisconsin, the rate established by their state.
- Prior approval is required by the Department Manager.
- Lodging expenses will be eligible based on distance away from "home" or the County Courthouse. The destination should be a minimum distance of 50 miles (one way).
- Additional evening stay with approval by the Department Manager may be authorized if the commute time home is greater than three (3) hours and anticipated "home arrival" should be after 9:00 PM or scheduled end of conference is after 6:00 PM. Hospitality activities are not included.
- Sales tax exemption status should always be claimed.

Meal Reimbursement:

- Employees are expected to utilize meeting meals and hotel breakfasts as provided, **if meals are provided the County will not fund a supplemental meal.**
- The meal per diem reimbursement will equal the General Service Administration (GSA) rates and will be adjusted annually as needed with any rate changes being effective January 1st following any increase GSA makes. Current rates are available from Administration or the Employee Self-Service Portal.
- The maximum gratuity allowed will be based on 15% of the meal and is part of the maximum allowable reimbursement rate.
- **There shall be no reimbursement for alcoholic beverages.**
- Employees are eligible for reimbursement for "morning" or "evening" meals when traveling outside of Buffalo County and occurring outside two hours of their normal work shift, (i.e., for a normal day shift – leaving home before 6:00 AM or arriving home after 6:30 PM.)
- Lunch meals will be reimbursed when in route outside of the County as they would normally occur during a scheduled shift period leaving the courthouse before 10:00 AM and returning to the courthouse after 2:30 PM.

Buffalo County Resolution

- Elapsed time between reimbursable meals should not be less than four (4) hours.
- **Department Managers** **The County Administrator** may grant exceptions on a case-by-case basis and expenses are within the respective department budget.

Mileage Reimbursement:

- The County shall reimburse an employee for necessary and reasonable travel for use of personal vehicle(s) for work purposes, only if a county fleet vehicle or Department/ Office vehicle is not available. ~~Use of the county fleet vehicles is encouraged whenever possible.~~
- Mileage reimbursement will be paid at the current standard mileage rate as set by the IRS.
- When the workday begins or ends at a location other than Alma, only differential mileage will be paid.
- Proof of vehicle insurance is required to be on file in the County Administration Office to receive the current established mileage reimbursement rate.
- The alternative mileage reimbursement rate is \$0.26 per mile when proof of insurance is not on file.
- Vehicle mileage is not reimbursable for entertainment purposes.
- To receive mileage reimbursement, mileage shall be detailed on ~~a STATEMENT OF EXPENSES INCURRED FOR THE COUNTY OF BUFFALO form which is available from County Administration and be signed by the employee and approved by the Department Manager or designee. Alternatively, this can be logged onto~~ an employee's timesheet in the time tracking system with the required information including starting and ending points, total miles, and business purpose of trip.

Receipts:

- **Itemized** receipts are required for reimbursement and allocation of expenses as defined by the Internal Revenue Service (IRS). Valid receipts will normally include the following:
 - Name of Store/Restaurant/Hotel, etc. (handwritten if not machine generated)
 - Date of Purchase
 - Description of Purchase
 - Total Cost
 - Purchasers signed name
- Failure to provide valid receipts may affect reimbursement amount or the use of account issued credit card.
- To receive meal or lodging reimbursement, allowable expenses shall be detailed on ~~a STATEMENT OF EXPENSES INCURRED FOR THE COUNTY OF BUFFALO form which is available from County Administration and be signed by the employee and approved by the Department Manager or designee. Alternatively, this can be logged onto~~ an employee's timesheet in the time tracking system with the required information.

County Issued Credit Cards:

- Some departments have authorized county issued credit cards. Department Managers with county issued credit cards will develop department policies to allow for proper allocation and approval of expenses.
- Department Managers needing an emergency expenditure requiring the use of a county issued credit card shall work with the County **Administrator**~~Administrative Coordinator~~ or his/her designee.

POLICY 108 - TRAVEL, MEALS, AND LODGING

Purpose: To establish a uniform system for determining county responsibility for expenses incurred by employees while performing official county business.

Policy:

- Business activities, trips and travel are inclusive to Buffalo County employees.
- No family, friends or others will be allowed to accompany employees during county sponsored activities including travel to/from: trainings, meetings, seminars, conventions, etc.
- Special consideration may be granted upon approval from the Department Manager and the County Administrator ~~Administrative Coordinator~~ or Buffalo County Board Chair. Exceptions may be allowed for other government employees to encourage collaboration with other agencies or counties to reduce overall expenses to the County.
- Department Managers will determine departmental travel and training needs and authorize expenditure. Department Manager shall notify the County Administrator ~~Administrative Coordinator~~ if the employee's travel and training is beyond the adjoining states to Wisconsin.

Lodging:

- When overnight lodging is necessary to carry out the business of the County, the cost of such lodging will be paid by the County utilizing the maximum "State Rate" for Wisconsin or if traveling outside of the State of Wisconsin, the rate established by their state.
- Prior approval is required by the Department Manager.
- Lodging expenses will be eligible based on distance away from "home" or the County Courthouse. The destination should be a minimum distance of 50 miles (one way).
- Additional evening stay with approval by the Department Manager may be authorized if the commute time home is greater than three (3) hours and anticipated "home arrival" should be after 9:00 PM or scheduled end of conference is after 6:00 PM. Hospitality activities are not included.
- Sales tax exemption status should always be claimed.

Meal Reimbursement:

- Employees are expected to utilize meeting meals and hotel breakfasts as provided, if meals are provided the County will not fund a supplemental meal.
- The meal per diem reimbursement will equal the General Service Administration (GSA) rates and will be adjusted annually as needed with any rate changes being effective January 1st following any increase GSA makes. Current rates are available from Administration or the Employee Self-Service Portal.
- The maximum gratuity allowed will be based on 15% of the meal and is part of the maximum allowable reimbursement rate.
- There shall be no reimbursement for alcoholic beverages.
- Employees are eligible for reimbursement for "morning" or "evening" meals when traveling outside of Buffalo County and occurring outside two hours of their normal work shift, (i.e., for a normal day shift – leaving home before 6:00 AM or arriving home after 6:30 PM.)
- Lunch meals will be reimbursed when in route outside of the County as they would normally occur during a scheduled shift period leaving the courthouse before 10:00 AM and returning to the courthouse after 2:30 PM.

- Elapsed time between reimbursable meals should not be less than four (4) hours.
- ~~Department Managers~~ The County Administrator may grant exceptions on a case-by-case basis and expenses are within the respective department budget.

Mileage Reimbursement:

- The County shall reimburse an employee for necessary and reasonable travel for use of personal vehicle(s) for work purposes, only if a county fleet vehicle or Department/ Office vehicle is not available. ~~Use of the county fleet vehicles is encouraged whenever possible.~~
- Mileage reimbursement will be paid at the current standard mileage rate as set by the IRS.
- When the workday begins or ends at a location other than Alma, only differential mileage will be paid.
- Proof of vehicle insurance is required to be on file in the County Administration Office to receive the current established mileage reimbursement rate.
- The alternative mileage reimbursement rate is \$0.26 per mile when proof of insurance is not on file.
- Vehicle mileage is not reimbursable for entertainment purposes.
- To receive mileage reimbursement, mileage shall be detailed on ~~a STATEMENT OF EXPENSES INCURRED FOR THE COUNTY OF BUFFALO form which is available from County Administration and be signed by the employee and approved by the Department Manager or designee. Alternatively, this can be logged onto~~ an employee's timesheet in the time tracking system with the required information including starting and ending points, total miles, and business purpose of trip.

Receipts:

- Itemized receipts are required for reimbursement and allocation of expenses as defined by the Internal Revenue Service (IRS). Valid receipts will normally include the following:
 Name of Store/Restaurant/Hotel, etc. (handwritten if not machine generated)
 Date of Purchase
 Description of Purchase
 Total Cost
 Purchasers signed name
- Failure to provide valid receipts may affect reimbursement amount or the use of account issued credit card.
- To receive meal or lodging reimbursement, allowable expenses shall be detailed on ~~a STATEMENT OF EXPENSES INCURRED FOR THE COUNTY OF BUFFALO form which is available from County Administration and be signed by the employee and approved by the Department Manager or designee. Alternatively, this can be logged onto~~ an employee's timesheet in the time tracking system with the required information.

County Issued Credit Cards:

- Some departments have authorized county issued credit cards. Department Managers with county issued credit cards will develop department policies to allow for proper allocation and approval of expenses.
- Department Managers needing an emergency expenditure requiring the use of a county issued credit card shall work with the County Administrator ~~Administrative Coordinator~~ or his/her designee.

Policy 108 - Effective May 31, 2015; Revised October 1, 2024



Buffalo County Resolution

Drafted By:
Ana Rolbiecki

County Department:
Administration

Presented Month/Year:
May 2026

Involved Committees:
Finance / Human Resources

RESOLUTION # _____

A RESOLUTION TO ADOPT PERSONNEL POLICY 514 – SAFETY EQUIPMENT / UNIFORMS

WHEREAS, Buffalo County maintains an Employee Handbook that outlines personnel policies governing employee safety, equipment, and uniforms; and

WHEREAS, it is the responsibility of the County to ensure that employment policies remain current, clearly defined, equitable, and aligned with generally accepted public sector employment practices; and

WHEREAS, the Finance / Human Resources Committee recommends adoption of a new Policy 514 – Safety Equipment / Uniforms to consolidate safety equipment requirements that were previously included in Policy 601 – Workplace Safety; and

WHEREAS, the newly created Policy 514 includes provisions addressing protective footwear requirements for Highway Department employees, consistent with safety practices commonly implemented by counties and other similar employers; and

WHEREAS, the policy provides for reimbursement of required protective footwear, supporting employee safety while ensuring the requirement is implemented in an equitable and reasonable manner; and

NOW, THEREFORE BE IT RESOLVED, that the Buffalo County Board of Supervisors hereby adopts Policy 514 – “Safety Equipment / Uniforms” as part of the Buffalo County Employee Handbook, as set forth in Appendix A; and

BE IT FURTHER RESOLVED, that Policy 514 shall take effect upon adoption of this resolution.

Adopted at a duly called and noticed meeting of the Buffalo County Board of Supervisors on the _____ day of _____, 2026.

County Clerk

ATTEST:

County Board Chairperson



Buffalo County Resolution

Respectfully Submitted:

Finance / Human Resources Committee:

Dennis Bork

William Bruegger

Carol McDonough

Brian Michaels

Max Weiss



Buffalo County Resolution

Exhibit A:

POLICY 514 – SAFETY EQUIPMENT / UNIFORMS

Purpose: To ensure employees are provided and wear safety equipment that provides the necessary protection required of the job to which they are assigned.

Scope: This policy applies to County employees whose job descriptions require the use of safety equipment or specialized footwear.

Policy:

- The County shall furnish or provide reimbursement for required safety equipment necessary for employees to safely perform their assigned duties, as approved by the Department Manager.
- Employees are required to wear and properly use all safety equipment required for their position.
- Employees must comply with all applicable safety laws, codes, regulations, and departmental safety requirements.

Safety Glasses:

- Employees who are in a position or performing job duties that may involve tasks where the employee's eyes are exposed to potential injury from foreign objects must wear safety glasses.
- The County will provide non-prescription safety glasses and side shields as required.
- The County shall pay up to \$100 toward the purchase of prescription safety glasses with permanently attached, non-removable side safety shields every two (2) years.
- Any cost exceeding \$100 shall be the responsibility of the employee.
- Employees must utilize the County's preferred provider for prescription safety glasses.

Protective Footwear:

- Employees whose job descriptions require protective footwear shall wear safety-toe boots that meet applicable OSHA standards (29 C.F.R. § 1910.136).
- Highway employees protective footwear shall be a minimum 5" boot height. Specifically, the footwear must meet current ASTM standards with minimum ratings of I/75 and C/75.
- The decision whether to include the wearing of protective footwear as a requirement of a particular position's job description shall be determined by the Department Head and approved by the County Administrator.
- The County shall reimburse eligible employees up to \$150 per twelve (12)-month period toward the purchase of required safety-toe boots. Reimbursement shall not be provided more than once within any rolling twelve (12)-month period.
- Newly hired employees may purchase required safety footwear at the start of employment. Reimbursement for such purchase shall be available after the employee has successfully completed three (3) months of employment. Reimbursement shall not be provided more than once within any rolling twelve (12)-month period.
- Seasonal Limited Term Employees are not eligible for the reimbursement.
- Any cost exceeding \$150 shall be the responsibility of the employee.
- To receive reimbursement, employees must complete the Protective Footwear Reimbursement Form, which may be requested from the Highway Office. Proof of purchase clearly identifying the footwear must be attached. Receipts must be dated within the twelve (12) months immediately



Buffalo County Resolution

preceding the reimbursement request. Reimbursement shall be made upon submission of proof of purchase in accordance with County reimbursement procedures.

- Protective footwear purchased with County reimbursement shall remain the property of the employee, but must be maintained in safe, serviceable condition and worn when required during working hours.

Uniforms and Additional Equipment:

- Departments may establish additional uniform or safety equipment requirements necessary for employee safety, identification, or operational needs, subject to approval by the County Administrator or designee.

Not part of policy:

*Protective footwear will be added to the following job descriptions:

Highway Commissioner, Patrol Superintendent, County Operations Supervisor, Shop Foreman, Mechanic, Highway Foreman, Signman, Heavy Equipment Operator, Hwy Mtce Worker/Equip Op

POLICY 514 – SAFETY EQUIPMENT / UNIFORMS

Purpose: To ensure employees are provided and wear safety equipment that provides the necessary protection required of the job to which they are assigned.

Scope: This policy applies to County employees whose job descriptions require the use of safety equipment or specialized footwear.

Policy:

- The County shall furnish or provide reimbursement for required safety equipment necessary for employees to safely perform their assigned duties, as approved by the Department Manager.
- Employees are required to wear and properly use all safety equipment required for their position.
- Employees must comply with all applicable safety laws, codes, regulations, and departmental safety requirements.

Safety Glasses:

- Employees who are in a position or performing job duties that may involve tasks where the employee's eyes are exposed to potential injury from foreign objects must wear safety glasses.
- The County will provide non-prescription safety glasses and side shields as required.
- The County shall pay up to \$100 toward the purchase of prescription safety glasses with permanently attached, non-removable side safety shields every two (2) years.
- Any cost exceeding \$100 shall be the responsibility of the employee.
- Employees must utilize the County's preferred provider for prescription safety glasses.

Protective Footwear:

- Employees whose job descriptions require protective footwear shall wear safety-toe boots that meet applicable OSHA standards (29 C.F.R. § 1910.136).
- Highway employees protective footwear shall be a minimum 5" boot height. Specifically, the footwear must meet current ASTM standards with minimum ratings of I/75 and C/75.
- The decision whether to include the wearing of protective footwear as a requirement of a particular position's job description shall be determined by the Department Head and approved by the County Administrator.
- The County shall reimburse eligible employees up to \$150 per twelve (12)-month period toward the purchase of required safety-toe boots. Reimbursement shall not be provided more than once within any rolling twelve (12)-month period.
- Newly hired employees may purchase required safety footwear at the start of employment. Reimbursement for such purchase shall be available after the employee has successfully completed three (3) months of employment. Reimbursement shall not be provided more than once within any rolling twelve (12)-month period.
- Seasonal Limited Term Employees are not eligible for the reimbursement.
- Any cost exceeding \$150 shall be the responsibility of the employee.
- To receive reimbursement, employees must complete the Protective Footwear Reimbursement Form, which may be requested from the Highway Office. Proof of

purchase clearly identifying the footwear must be attached. Receipts must be dated within the twelve (12) months immediately preceding the reimbursement request. Reimbursement shall be made upon submission of proof of purchase in accordance with County reimbursement procedures.

- Protective footwear purchased with County reimbursement shall remain the property of the employee, but must be maintained in safe, serviceable condition and worn when required during working hours.

Uniforms and Additional Equipment:

- Departments may establish additional uniform or safety equipment requirements necessary for employee safety, identification, or operational needs, subject to approval by the County Administrator or designee.

*Footwear will be added to the following job descriptions:

Highway Commissioner, Patrol Superintendent, County Operations Supervisor, Shop Foreman, Mechanic, Highway Foreman, Signman, Heavy Equipment Operator, Hwy Mtce Worker/Equip Op



Buffalo County Resolution

Drafted By:
Ana Rolbiecki

County Department:
Administration

Presented Month/Year:
May 2026

Involved Committees:
Finance / Human Resources

RESOLUTION # _____

A RESOLUTION TO AMEND PERSONNEL POLICY 601 – WORKPLACE SAFETY

WHEREAS, Buffalo County maintains an Employee Handbook that outlines personnel policies, including a policy related to workplace safety; and

WHEREAS, it is the responsibility of the County to ensure that employment policies remain current, clearly defined, equitable, and appropriately organized; and

WHEREAS, the Finance / Human Resources Committee has reviewed the Policy 601 - Workplace Safety policy and recommends revisions to remove policy language related to safety equipment and relocate language to a newly created Policy 514 – Safety Equipment / Uniforms for improved clarity and organization; and

NOW, THEREFORE BE IT RESOLVED, that the Buffalo County Board of Supervisors hereby amends Policy 601 – “Workplace Safety” of the Buffalo County Employee Handbook by removing the safety equipment provisions as set forth in Appendix A; and

BE IT FURTHER RESOLVED, that the revised policy shall take effect upon adoption of this resolution.

Adopted at a duly called and noticed meeting of the Buffalo County Board of Supervisors on the _____ day of _____, 2026.

County Clerk

ATTEST:

County Board Chairperson



Buffalo County Resolution

Respectfully Submitted:

Finance / Human Resources Committee:

Dennis Bork

William Bruegger

Carol McDonough

Brian Michaels

Max Weiss



Buffalo County Resolution

Exhibit A:

POLICY 601 - WORKPLACE SAFETY

Purpose: To provide a safe work environment for employees.

Policy:

- Any unsafe practice or condition, affecting persons, property or equipment, must be reported immediately to a supervisor or Department Manager.
- Should a hazardous situation exist at the workplace, safety concerns always take precedence over continuing operations.
- Any employee who identifies ways to increase workplace safety should make these recommendations known to their supervisor or Department Manager.
- The Department Manager shall report immediately to the County Safety Director any unsafe practice or conditions, as well as, any recommendations for improvement for workplace safety.
- The County Safety Director will work with the Buffalo County Finance Committee to address unsafe practices or conditions and consider recommendation for workplace safety improvement.
- —

Safety Equipment:

- ~~The County shall furnish proper safety devices for all work and employees shall wear and/or use all safety equipment furnished by the County as required and approved by the Department Manager.~~
- ~~Employees must observe all safety laws, codes and regulations that apply to their specific department.~~
- ~~The County shall pay up to \$100.00 (one hundred dollars) toward prescription safety glasses (with permanently attached, non-removable, side safety shields) every two (2) years, after verification of purchase.~~

Violations: Direct violations of safety policies may be subject to disciplinary action, including termination of employment.

Policy 601 – Effective May 31, 2015; Revised ~~May 21, 2024~~TBD

POLICY 601 - WORKPLACE SAFETY

Purpose: To provide a safe work environment for employees.

Policy:

- Any unsafe practice or condition, affecting persons, property or equipment, must be reported immediately to a supervisor or Department Manager.
- Should a hazardous situation exist at the workplace, safety concerns always take precedence over continuing operations.
- Any employee who identifies ways to increase workplace safety should make these recommendations known to their supervisor or Department Manager.
- The Department Manager shall report immediately to the County Safety Director any unsafe practice or conditions, as well as, any recommendations for improvement for workplace safety.
- The County Safety Director will work with the Buffalo County Finance Committee to address unsafe practices or conditions and consider recommendation for workplace safety improvement.

Safety Equipment:

- ~~• The County shall furnish proper safety devices for all work and employees shall wear and/or use all safety equipment furnished by the County as required and approved by the Department Manager.~~
- ~~• Employees must observe all safety laws, codes and regulations that apply to their specific department.~~
- ~~• The County shall pay up to \$100.00 (one hundred dollars) toward prescription safety glasses (with permanently attached, non-removable, side safety shields) every two (2) years, after verification of purchase.~~

Violations: Direct violations of safety policies may be subject to disciplinary action, including termination of employment.



Buffalo County Ordinance

Drafted By: Lisa Schmitt

Presented Month/Year:

May 2026

Involved Committees:

Finance/HR Committee

County Department:

Administration

Fiscal Impact: YES / NO

ORDINANCE #26-06-_____

AN ORDINANCE TO IMPOSE A FEE ON WORTHLESS PAYMENTS

WHEREAS, Section 59.54(24), Wis. Stats., allows the County Board to enact and enforce an ordinance setting a fee to be charged to any person who issues a worthless payment to a county office or agency; and

WHEREAS, the County Board of Supervisors recognizes the need to have a policy regarding charging a fee for any worthless payments issued to a county office or agency; and

WHEREAS, the County Board of Supervisors has established a Thirty-Five Dollar (\$35) fee as the appropriate fee to be charged; and

NOW, THEREFORE, BE IT ORDAINED by the Buffalo County Board of Supervisors as follows:

Any person who tenders a worthless payment to any Buffalo County department or agency shall be liable to Buffalo County for the amount for which the payment was tendered and an additional fee of Thirty-Five Dollars (\$35).

For purposes of this ordinance 'worthless payment' has the meaning given in applicable Wisconsin law.

Adopted at a duly called and noticed meeting of the Buffalo County Board of Supervisors on this 22nd day of June 2026.

Dennis Bork, County Board Chairperson



Buffalo County Ordinance

ATTEST:

Lisa Schmitt, County Clerk

Finance and Human Resources Committee:

Dennis Bork

Max Weiss

William Bruegger

Carol McDonough

Brian Michaels

Legal-Fiscal-Administrative Approvals:

Legal Note:

Fiscal Impact:

Karina O'Brien, Corporation Counsel

Date

Dennis Bork, Finance-HR Comm. Chair

Date

Lee Engfer, County Administrator

Date



Expense Approval Register

Account: APPKT01877 - 05/21/2026 Finance Checks

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL FUND					
TREMPEALEAU CO SHERIFF	INV0006207	04/20/2026	LE 3/26 inmate medical	100.42.52710.219.0000	484.53
TREMPEALEAU CO SHERIFF	INV0006207	04/20/2026	LE 3/26 inmate housing	100.42.52710.345.0001	17,900.00
WI COUNTY MUTUAL INSUR...	15267	05/13/2026	General Liability	100.44.51930.511.0000	29,876.00
WI COUNTY MUTUAL INSUR...	15267	05/13/2026	Auto Liability	100.44.51930.511.0000	29,876.00
TREMPEALEAU CO SHERIFF	INV0006331	05/08/2026	4/26 inmate medical	100.42.52710.219.0000	2,998.44
TREMPEALEAU CO SHERIFF	INV0006331	05/08/2026	4/26 inmate housing	100.42.52710.345.0001	16,240.00
Fund 100 - GENERAL FUND Total:					97,374.97
Fund: 190 - AMERICAN RESCUE PLAN					
MOTOROLA SOLUTIONS INC	1187170552	05/21/2026	10/6/26-10/5/27 Contract	190.00.52627.999.0000	41,596.75
Fund 190 - AMERICAN RESCUE PLAN Total:					41,596.75
Fund: 230 - HUMAN SERVICES FUND					
CHIPPEWA CO DHS	2026 Q1	05/04/2026	WRRWC Q1 CHARGES - NOR...	230.22.54300.810.0000	2,961.63
CHIPPEWA CO DHS	2026 Q1	05/04/2026	WRRWC Q1 CHARGES	230.22.54305.805.0000	191.44
CHIPPEWA CO DHS	2026 Q1	05/04/2026	WRRWC Q1 CHARGES	230.22.54305.805.0000	272.38
CHIPPEWA CO DHS	2026 Q1	05/04/2026	WRRWC Q1 CHARGES	230.22.54305.805.0000	170.98
CHIPPEWA CO DHS	2026 Q1	05/04/2026	WRRWC Q1 CHARGES	230.22.54305.812.0000	8,125.10
CHIPPEWA CO DHS	2026 Q1	05/04/2026	WRRWC Q1 CHARGES	230.22.54305.812.0000	7,338.80
CHIPPEWA CO DHS	2026 Q1	05/04/2026	WRRWC Q1 CHARGES	230.22.54305.812.0000	8,125.10
CHIPPEWA CO DHS	2026 Q1	05/04/2026	WRRWC Q1 CHARGES	230.22.54305.813.0000	4,650.00
CHIPPEWA CO DHS	2026 Q1	05/04/2026	WRRWC Q1 CHARGES	230.22.54305.813.0000	4,650.00
CHIPPEWA CO DHS	2026 Q1	05/04/2026	WRRWC Q1 CHARGES	230.22.54305.813.0000	8,561.58
CHIPPEWA CO DHS	2026 Q1	05/04/2026	WRRWC Q1 CHARGES	230.22.54305.813.0000	4,200.00
CHIPPEWA CO DHS	2026 Q1	05/04/2026	WRRWC Q1 CHARGES	230.22.54305.813.0000	7,733.04
CHIPPEWA CO DHS	2026 Q1	05/04/2026	WRRWC Q1 CHARGES	230.22.54305.813.0000	8,561.58
CHIPPEWA CO DHS	2026 Q1	05/04/2026	WRRWC Q1 CHARGES	230.22.54305.813.0000	1,395.00
CHIPPEWA CO DHS	2026 Q1	05/04/2026	WRRWC Q1 CHARGES	230.22.54500.813.0000	3,410.00
CHIPPEWA CO DHS	2026 Q1	05/04/2026	WRRWC Q1 CHARGES	230.22.54501.827.0000	10,759.92
EAU CLAIRE CO DHS	47207724	03/31/2026	MAR 2026 - 180 DAY SECURE...	230.22.54511.832.0000	17,825.00
EAU CLAIRE CO DHS	47207899	04/30/2026	APR 2026 - FOSTER CARE	230.22.54511.832.0000	17,250.00
Fund 230 - HUMAN SERVICES FUND Total:					116,181.55
Fund: 700 - HIGHWAY FUND					
WI DEPT OF TRANSPORTATI...	395-0000437460	05/21/2026	PROJECT ID: 39572900070 C...	700.71.53182.349.0000	108,107.05
Fund 700 - HIGHWAY FUND Total:					108,107.05
Grand Total:					363,260.32

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	97,374.97
190 - AMERICAN RESCUE PLAN	41,596.75
230 - HUMAN SERVICES FUND	116,181.55
700 - HIGHWAY FUND	108,107.05
Grand Total:	363,260.32

Account Summary

Account Number	Account Name	Expense Amount
100.42.52710.219.0000	JAIL: OTHER PROFESSIO...	3,482.97
100.42.52710.345.0001	JAIL: OUT OF COUNTY I...	34,140.00
100.44.51930.511.0000	ADMIN MISC: PROP & LI...	59,752.00
190.00.52627.999.0000	AMERICAN RESCUE PLAN	41,596.75
230.22.54300.810.0000	DHS: MHBG - CRISIS INT...	2,961.63
230.22.54305.805.0000	DHS: COMM MENTAL H...	634.80
230.22.54305.812.0000	DHS: COMM MENTAL H...	23,589.00
230.22.54305.813.0000	DHS: COMM MENTAL H...	39,751.20
230.22.54500.813.0000	DHS: TAX LEVY - CBRF	3,410.00
230.22.54501.827.0000	DHS: BCA - IMD INPATIE...	10,759.92
230.22.54511.832.0000	DHS: JJ YOUTH AIDS - DE...	35,075.00
700.71.53182.349.0000	HWY CNTY BRIDGE CONS...	108,107.05
Grand Total:		363,260.32

Project Account Summary

Project Account Key	Expense Amount
None	250,040.40
10373219 (DC)	35,075.00
A LUTH - IMD	10,759.92
B CRAW - AODA	3,410.00
D BAUER - CBRF	13,500.00
M GOET - AFH	23,589.00
M SEND - CBRF	24,856.20
M SEND - MED MANAGE	634.80
R DECK - CBRF	1,395.00
Grand Total:	363,260.32

Authorization Signatures

Highway Committee Approval Signatures

*May 2026 Financial Report**Tina Anibas, Buffalo County Treasurer*

Investment Notes				
4/8/2026	Closed Land Grants LGIP			
4/15/2026	From WISC PMA to General \$425,000			
4/17/2026	From WISC PMA to General \$100,000			
4/22/2026	From WISC PMA to General \$100,000			
4/23/2026	From WISC PMA to General \$400,000			
	GENERAL CASH			\$9,316,326.19
	WAUMANDEE CDARS/CDS			\$1,000,000.00
	TOTAL GENERAL FUNDS			\$10,316,326.19
	CAPX CDARS			\$675,000.00
	TAX DEED			\$8,673.19
	LAND RECORDS			\$235,922.63
	VEHICLE REPLACEMENT			\$46,496.23
	HEALTH INSURANCE			\$79,489.92
	DEBT SERVICE			\$200,946.99
	RECYCLING			\$98,364.47
	ORTHO/LIDAR			\$61,190.63
	OPIOID FUNDS			\$218,596.84
	COMMUNITY BLOCK GRANT FUNDS			\$26,997.37
	LAND INFO GRANTS			\$0.00
	2021 AMERICAN RESCUE FUNDS			\$276,524.77
	2024 NOTE FUNDS			\$709,049.15
	TOTAL OTHER FUNDS			\$2,637,252.19
	SALES TAX 2026 YEAR TO DATE	Jan		\$107,628.12
	YEAR TO DATE INTEREST			\$92,848.39
	TOTAL RECEIPTS			\$2,330,233.58
	TOTAL DISTRIBUTED			\$2,000,261.41
	UNPAID TAX REPORT PAYABLE			
	2023-2024 Delinquent			\$190,653.13
	2025 Delinquent			\$438,345.79
	2025 Postponed			\$5,088,818.27
	TOTAL OUTSTANDING TAXES			\$5,717,817.19



Vendor Purchasing Report

For Date Range 04/01/2026 - 04/30/2026

Vendor Set: Vendor Set 01

Vendor	Name	Volume
01001	STATE OF WI (FINES)	39,630.16
01009	SECURIAN FINANCIAL GROUP INC	2,048.93
01010	BANK OF ALMA (FED-STATE-S S)	139,590.05
01012	TDS TELECOM	49.84
01013	FRONTIER	159.48
01014	XCEL ENERGY	4,227.55
01018	U S POST OFFICE	106.00
01019	TOWN OF ALMA	1,171.67
01020	TOWN OF BELVIDERE	1,869.63
01021	TOWN OF BUFFALO	4,064.45
01022	TOWN OF CANTON	2,224.70
01023	TOWN OF CROSS	4,852.38
01024	TOWN OF DOVER	3,865.03
01025	TOWN OF GILMANTON	2,426.98
01026	TOWN OF GLENCOE	3,943.49
01027	TOWN OF LINCOLN	922.31
01028	TOWN OF MAXVILLE	2,255.79
01029	TOWN OF MILTON	4,023.05
01030	TOWN OF MODENA	1,038.07
01031	TOWN OF MONDOVI	2,630.91
01032	TOWN OF MONTANA	1,955.49
01033	TOWN OF NAPLES	4,893.56
01034	TOWN OF NELSON	5,234.77
01035	TOWN OF WAUMANDEE	6,282.22
01036	VILLAGE OF COCHRANE	9,285.08
01037	VILLAGE OF NELSON	4,875.85
01038	CITY OF ALMA	14,356.53
01039	CITY OF BUFFALO CITY	9,126.42
01040	CITY OF FOUNTAIN CITY	10,640.97
01041	CITY OF MONDOVI	42,416.97
01044	AMERICAN LUTHERAN HOME	2,656.96
01048	WI DEPT OF JUSTICE - TIME	2,333.25
01088	FOUNTAIN CITY FORD	53.50
01095	PARTS HOUSE INC	2,004.62
01098	WI DEPT OF JUSTICE	7.00
01106	INTERSTATE BUILDING SUPPLY INC	41.95
01129	DSFS FISCAL	3,300.00
01149	TREMPEALEAU CO SHERIFF	18,384.53
01213	MISSISSIPPI WELDERS SUPPLY INC	2,216.44
01274	BUFFALO CO TREASURER	6.00
01309	WI DEPT OF ADMINISTRATION	1,372.00
01319	PEPIN CO TREASURER	15.90
01336	ALMA AREA SCHOOLS	49,843.54
01339	NATIONWIDE RETIREMENT SOLUTION	9,481.95
01403	MIDWEST NATURAL GAS INC	373.25
01410	WPPA-LEER	470.00
01468	NTEC	159.34
01473	PEPIN CO DHS	19,856.51
01534	RONCO ENGINEERING COMPANY	81.43
01535	BUFFALO CO REGISTER OF DEEDS	23.00
01539	GILMANTON AREA SCHOOLS	32,625.57
01540	ARCADIA SCHOOL DISTRICT	15,928.58

Vendor Purchasing Report

For Date Range 04/01/2026 - 04/30/2026

Vendor Set: Vendor Set 01

Vendor	Name	Volume
01541	DURAND UNIFIED SCHOOLS	21,835.23
01542	INDEPENDENCE PUBLIC SCHOOLS	2,351.79
01543	MONDOVI PUBLIC SCHOOLS	92,510.91
01544	CHIPPEWA VALLEY TECH COLLEGE	19,527.07
01545	WESTERN TECHNICAL COLLEGE	21,646.36
01546	COCHRANE-FT CITY SCHOOLS	137,792.85
01591	MONDOVI HARDWARE COMPANY	89.98
01647	WI DEPT OF TRANSPORTATION	28,463.88
01680	WI COUNTY CLERK'S ASSOCIATION	140.00
01683	WI DEPT OF ADMINISTRATION	4,687.22
01689	WI CLERK OF CIRCUIT COURT ASSN	170.00
01707	FASTENAL COMPANY	844.90
01711	BUFFALO CO SNOWMOBILE ASS'N	7,886.81
01728	LOCAL GOV'T INVESTMENT POOL	1,568.00
01729	BUFFALO CO HISTORICAL SOCIETY	5,000.00
01732	CHILDREN'S SERVICE SOCIETY OF WI	3,137.20
01746	GUNDERSEN TRI-COUNTY MEMORIAL	34.25
01800	BUFFALO CO TREASURER(125 PLAN)	12,601.74
01964	SCHINDLER ELEVATOR COMPANY	810.70
02037	STATE BAR OF WISCONSIN	96.50
02068	SLABY SEPTIC SERVICE LLC	240.00
02100	TOM'S LOCK SERVICE	8.00
02162	DEPARTMENT OF WORKFORCE DEVELOPMENT	3,005.37
02298	NAPA AUTO PARTS MONDOVI	266.57
02370	COCHRANE COOPERATIVE TELEPHONE	3,098.47
02391	DARRELS REPAIR LLC	56.50
02419	USDA, APHIS, GENERAL	2,312.57
02431	WI COUNTY MUTUAL INSURANCE COR	10,154.02
02525	RIVERLAND ENERGY COOP	1,303.99
02541	AT&T	4,547.20
02609	LACKORE ELECTRIC	470.78
02723	SANOFI VACCINES US INC	855.33
02790	REDWOOD TOXICOLOGY LAB INC	39.48
02988	SNAPPER'S COUNTRY MUFFLERS LLC	510.74
03010	WI SCTF	395.28
03086	MILESTONE MATERIALS	227.97
03718	B & S EXPRESS	100.23
03807	BADGER STATE INDUSTRIES	199.37
03822	ROCK OIL REFINING INC	176.25
03848	KATI HANSON	32.11
03892	ARING EQUIPMENT EXCHANGE	174.67
04002	KWIK TRIP INC	6,463.81
04107	ALLAN L MORGAN	1,446.68
04160	PEHLER OIL LLC	1,927.27
04217	TRY MEDIATION INC	314.67
04294	BANK OF ALMA (R E TRSF FEES)	26,348.16
04564	BANK OF ALMA (WRS)	87,487.54
04577	MAYO CLINIC	2,000.00
04643	JAY & DEE'S SPECIAL T'S LLC	5,926.59
04723	CESA 10	6,408.25
04768	A & J MOBILITY	13,533.50
04859	JERRY BAIER & SONS INC	1,367.50
04881	FARRELL EQUIP & SUPPLY CO INC	24.70
04893	WASTE TRANSPORT LLC	757.33
04896	DODGE FUEL COMPANY LLC	6,349.31
04946	SOUTHERN WISCONSIN INTERPRETIN	562.50
05013	PERSONNEL EVALUATION INC	25.00
05025	COMMAND CENTRAL	1,139.95

Vendor Purchasing Report

For Date Range 04/01/2026 - 04/30/2026

Vendor Set: Vendor Set 01

Vendor	Name	Volume
05040	SAFELITE FULFILLMENT INC	739.88
05118	ANCOM TECHNICAL CENTER	2,310.00
05250	LABORATORY CORPORATION OF	188.25
05396	GUNDERSSEN LUTHERAN MED CEN INC	34.27
05446	VERIZON WIRELESS	25.02
05516	BANK OF ALMA (SALES TAX)	387.88
05525	EAU CLAIRE CO DHS	16,100.00
05726	BAYCOM INC	2,935.00
05750	JOHN DEERE FINANCIAL	349.30
05775	PRECISE MOBILE RESOURCE MGMT	242.00
05829	LEXIPOL LLC	2,364.77
05886	ARCADIA MOTORS CHRYSLER-DODGE-	91.86
05912	FLEETPRIDE	173.57
05923	HARTLAND FUEL PRODUCTS LLC	4,343.10
05939	UWO CASHIER'S OFFICE	1,416.00
06013	DEPARTMENT OF TRANSPORTATION	1,200.00
06079	NUSS TRUCK & EQUIPMENT	662.51
06100	WI MISSISSIPPI RIVER PKWY COMM	2,000.00
06114	CAMPION, BARROW & ASSOCIATES	509.60
06158	PINE RIVER GROUP	6,726.40
06214	ST CROIX CO CHILD SUPPT AGENCY	488.88
06339	LISA A PLUNKETT	1,479.63
06358	PRODUCTIVITY PLUS ACCOUNT	368.59
06374	THE PARENTING PLACE	420.48
06429	SUGARLOAF FORD LINCOLN INC	43,098.50
06441	LOFFLER COMPANIES INC	847.50
06488	FREEDOM PSYCHOLOGICAL SERVICES	4,070.00
06496	FIDLAR TECHNOLOGIES INC	13,377.91
06502	MARSHALL J BALES MD	666.00
06507	YOGESH CHAND PAREEK MD	500.00
06532	MAXVILLE TRUCK & REPAIR	75.00
06564	MF INTERPRETING LLC	125.00
06565	BI INCORPORATED	2,704.00
06567	DONNA MAE'S PANTHER CAFE	11,168.00
06680	CINTAS CORPORATION	387.36
06700	KELLY J. SWAN	1,026.44
06702	RETRIEVER LLC	540.00
06709	ENTERPRISE FM TRUST	13,148.37
06735	KIESLER POLICE SUPPLY INC	1,259.01
06751	BRUCE A KEES	104.00
06763	JEANNIE M CZAPLEWSKI	89.50
06769	ROBERT F TRAUN	89.50
06788	US BANK	8,539.92
06837	MIDTOWN BUILDING SUPPLY	27.20
06846	CLAIRE WATERS	111.25
06907	MARY LISOWSKI	78.64
06909	DELTA DENTAL OF WISCONSIN	6,417.23
06920	LIONBRIDGE TECHNOLOGIES LLC	4.95
06923	K BUCK CLINICAL SERVICES LLC	5,766.17
06926	BILSKI & FRENCH LLC	447.13
06934	MEDIA ONE INC	622.90
06936	GREATAMERICA FINANCIAL SERVICES CORPORATION	768.98
06937	GREEN CIRCLE RECYCLING LLC	3,345.78
06939	AUTH CONSULTING & ASSOC INC	5,909.60
06949	LOST PIRATE, LLC	3,315.52
06992	MURPHY LAW OFFICE LLC	760.00
07021	ALCIVIA	762.84
07022	BUFFALO RIVER JOHNS LLC	90.00

Vendor Purchasing Report

For Date Range 04/01/2026 - 04/30/2026

Vendor Set: Vendor Set 01

Vendor	Name	Volume
07037	ELIZABETH A HOFFMASTER	86.60
07047	AT&T MOBILITY LLC	2,457.77
07083	LOBERG LAW OFFICE LLP	705.00
07088	TALON PROTECTION AGENCY INC	1,055.00
07107	MELISSA PANKONIN	100.00
07111	PERRY J PRONSHINSKE	93.85
07112	1ST CHOICE PEST SOLUTIONS INC	80.00
07128	ODP BUSINESS SOLUTIONS LLC	754.72
07149	CANON FINANCIAL SERVICES INC	1,201.12
07158	MACKENZIE DREGNEY	45.00
07166	EMPLOYEE BENEFITS CORPORATION	10,759.39
07173	PAMELA LARSON	1,152.00
07180	QUADIENT LEASING USA INC	212.70
07193	TOP PACK DEFENSE LLC	3,859.17
07195	ADVENT FINANCIAL SYSTEMS LLC	120.00
07204	BIANCA MULLEN	149.00
07205	TRANSUNION RISK AND ALTERNATIVE DATA SOLUTION	200.00
07219	JOSE PAEZ	1,302.00
07221	PAINT CREEK NURSERY	5,878.35
07235	QUELLA INVESTIGATIONS LLC	621.30
07240	CHAD GLIDDEN	723.43
07241	STEPHEN S SCHIFFLI	175.61
07295	CARDIO PARTNERS INC	207.00
07296	JAMEY E DAVIS	102.55
07308	ALLEGIANCE BENEFIT PLAN MANAGEMENT INC	337,512.91
07315	FRONTIER PRECISION INC	12,250.00
07326	BUFFALO CO TREASURER (SELF INS)	217,942.00
07344	NEIGHBORHOOD FAMILY CLINICS INC	2,113.00
07404	AMERICAN HERITAGE LIFE INSURANCE COMPANY	914.91
07423	SUN LIFE	270.47
07485	VISION DESIGN GROUP INC	740.00
07492	GFL SOLID WASTE MIDWEST LLC	71.71
07493	ASCENDANCE TRUCKS, LLC	684.33
07496	US BANK	496.76
07523	GIONIS & MURTAUGH LAW OFFICE LLC	400.00
07620	ABIGAIL SODERBERG	751.41
07653	WINONA CONVENTION & VISITORS BUREAU	2,200.00
07708	JOSIE PACE	517.50
07722	MUTUAL OF OMAHA INSURANCE COMPANY	2,947.08
07727	CINDY BRENNER	487.50
07749	ROYTEK ENTERPRISES LLC	115.00
07755	ELNOR KENT	1,023.75
07777	CONSERVATORSHIP OF MARTIN HENELY	750.26
07842	CHRISTIAN SERVANTS HOME CARE LLC	110.00
07844-LE	AMAZON CAPITAL SERVICES, INC.	867.40
07847	12 PANEL NOW	1,245.00
07868	UP NORTH RECYCLING, LLC	100.00
07938	TODD RIVETTE	605.81
07939	TONY KATULA	760.00
07955	CATHERINE M EVERSON	865.82
07962	WIN IT SERVICES	71,076.47
07975	ALLIED COOPERATIVE	4,998.51
08000	DAVID W CARLSON JR	1,100.00
08013	SUSAN SCHWAB	936.17
08014	PIERCE COUNTY PUBLIC HEALTH	441.45
08030	TRANSCENDENT TECHNOLOGIES, LLC	11,334.00
08040	KOSTNER, KOSLO & BROVOLD LLC	14,945.14
08045	STEVE SCHOFIELD	2,544.50

Vendor Purchasing Report**For Date Range 04/01/2026 - 04/30/2026****Vendor Set: Vendor Set 01**

Vendor	Name	Volume
08061	ALICE F. ANIBAS	400.00
08065	WABASHA COUNTY	45.00
08069	ELECTIONSOURCE	78.20
08070	ANITA JANDA	50.00
08071	BRENDA BONESTEEL	12.10
08072	MEGHAN MATHIS	40.00
08073	MELANIE PRONSCHINSKE	50.00
08074	LESLIE TAYLOR	840.00
08076	MACY EMBERSON	275.00
08080	COALITION FOR CHILDREN, YOUTH & FAMILIES	136.60
08081	EREK SANDOVAL	25.32
08085	HONEST SAFETY CONSULTING	3,000.00
Vendor Set Vendor Set 01 Total:		1,949,770.53