

Buffalo County Minutes

Committee: Committee of the Board

Meeting Date: Wednesday, April 5, 2023

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

Members Present:

Mr. Dennis Bork, Mr. Steven Nelson, Ms. Mary Anne McMillan Urell, Mr. Dwight Ruff, Ms. Carol McDonough, and Mr. Max Weiss.

Others Present for All or Portions of the Meeting: Mr. Lee Engfer, Ms. Roxann Halverson, Mr. Colin Severson, Ms. Carri RENCHIN, Ms. Carol Burmeister, Ms. Tina Anibas, Mr. Dave Rynders, Ms. Lisa Schuh (Teams), and Mr. Dave Brommerich (Teams).

Public Comments: None.

Minutes of the Previous Meeting: Mr. Weiss made a motion to approve the minutes, seconded by Ms. McMillan Urell. Carried.

Review/Discussion/Action regarding ARPA Funds: Mr. Engfer distributed a spreadsheet that showed the allocations of ARPA funds. The Committee discussed items that were approved and those items that could be removed from the allocation wish list. Ms. McMillan Urell made a motion to explore the costs of a new phone system and computer purchases and bring those costs back, seconded by Mr. Ruff. Carried. A discussion was held on a timeline to receive bids and get the projects done. Ms. McMillan Urell made a motion to rescind the prior motion, seconded by Mr. Ruff. Carried. Mr. Weiss made a motion to approve up to \$165,000.00 for a new phone system and computer upgrades and to move forward for Finance approval, if bids come back greater than \$165,000.00 the entire project will need to return to this committee for further review, seconded by Ms. McMillan Urell. Carried.

The highway signs and sign trailer had been approved by the minutes and not resolution. The cost for the items since the last discussion has increased. Mr. Ruff made a motion to approve the purchase of the highway signs and sign trailer, seconded by Ms. McMillan Urell. Carried.

Review/Discussion/Action regarding CAPX2020 Funds: Mr. Engfer explained there is \$590,363.48 unpledged. The amounts pledged and spent were reviewed. Economic Development would like to put \$50,000.00 towards loaning money to startup businesses, but this was sent back to EDC from the Finance to create a policy on how the loan program will work. The Land Information Council would also like to use the funds to complete the remonumentation project. A discussion was held on how much it

would cost to expedite the remonumentation project. Mr. Ruff made a motion to work with Mr. Jasperson on costs to expedite remonumentation and bring back to the committee, seconded by Ms. McMillan Urell. Carried.

Review/Discussion/Action regarding Opioid Funds: Opioid funds are limited in what they can be used for. DHHS, CJS, and Law Enforcement can utilize the funds. Mr. Rynders would like to create a working group to decide what the best use of the funds would be. There is no deadline to have the funds spent by.

Review/Discussion/Action regarding the County Board Chair Responsibility During County Board Supervisor Vacancy: Chair Bork discussed the Rules of Government as to how the Chair fills in during a vacancy. The Rules of Government state the Chair fills the vacancy on committees to create a quorum. Ms. McMillan Urell made a motion to require a one day notification to the Chair if they are needed for a quorum on a committee (unless there is an emergency), seconded by Mr. Ruff. Carried. Filling the vacant position was discussed. A two week timeline to advertise any vacancy will need to be reviewed and adopted at a future meeting.

Review/Discussion/Action regarding the Committee Reports and Goals: A discussion was held on how to inform the Board of Supervisors more of what committees are doing. Having committee chairs read the resolutions and give an explanation as to the need for the resolution before a vote is taken was one requested change to the current procedures. Making sure Supervisors are fully reading their packets prior to each meeting and having all documents included in the packet (not handed out at the meeting) was another request. This will be discussed at the County Board to see how other Supervisors would like to get more information.

Review/Discussion/Action regarding the Hiring Process: Mr. Engfer discussed the budget issues and the need to review each job opening prior to filling them. There may be positions that could be absorbed by other staff and not refilled. Critical positions were discussed and the need to process those vacancies immediately. A list of those critical and non-critical positions will be brought back to a future meeting.

Chair Report: None.

Administrative Coordinator Report: Mr. Engfer reported on the Local Assistance and Tribal Assistance funds the County will be receiving. Buffalo County will receive \$100,000.00 and the funds do not have many requirements for use. The Wellness Committee has not been active recently and there is equipment in the building next door. There are approximately six people that use the equipment. It has been requested to sell the equipment and use the funds in the account to purchase new drinking fountains with filters and water bottle filling options. He will present this to the HR Committee. The bricks behind the LP tanks in the parking lot are falling off the wall. This will need to be repaired soon.

Public Comment: Mr. Nelson discussed inviting the Committee Chair from the Assembly Forestry Committee and Rep. Treig Pronschinske to the next County Board meeting to discuss MFL.

Ms. McMillan Urell attended an Economic Development meeting in Fountain City. There was good attendance and discussion on how to get visitors to visit all of Buffalo County.

Next Meeting Date: The next meeting date will be determined at a later time.

Adjournment: Mr. Weiss made a motion to adjourn at 11:10 a.m.

Respectfully Submitted:

Roxann Halverson
Buffalo County Clerk