

BUFFALO COUNTY MINUTES

Committee of the Board:

Finance Committee

Date of the Meeting:

April 20, 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. Logan Olson, and Ms. Lisa Schuh (Teams).

Public Comments regarding Agenda Items: None.

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

Review/Discussion/Action regarding a Solid Waste Hauling Permit Application – Bob Fort: Mr. Engfer explained the applicant has been working on the zoning issues he had and has paid the past permit fee. He recommends approving the application. The permit is an annual process and can be revoked during the year if there are issues with performance. Mr. Bruegger made a motion to approve the permit, seconded by Mr. Weiss. Carried.

Review/Discussion/Action regarding A Resolution to Update Personnel Policy 110- Cell Phones: This policy change would take the reimbursement from \$10.00 to \$25.00 for using a personal cellphone for work. If an employee is issued a county cellphone it would cost the county at least \$50.00. The estimated cost would be \$1,900.00 per year. There is an application to complete prior to being granted the reimbursement. This would be effective in May 2023 if the department has the funds in their budget or January 1, 2024, with the new budget year if it was not budgeted. 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 – Section 82.08 of Statutes: A discussion was held on the size of the culvert and how Highway reviewed the area to see if it was still being used as a cattle pass. 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 Purchase a Digital Message Board, Signs, and Emergency Traffic Control Trailer: The price of the message board, signs and trailer has risen since they

were originally discussed and funds allocated to their purchase. Mr. Weiss made a motion to approve the resolution, seconded by Mr. Michaels. Carried.

Review/Discussion/Action regarding Monthly Vendor Invoices/Vouchers/ Employment Payroll and Investment Report: Invoices for repairs to squad cars and how the insurance deductible works were reviewed. Mr. Weiss made a motion to approve the invoices and vouchers, seconded by Mr. Bruegger. Carried.

Ms. Anibas explained the changes she made to the financial report. She is trying to make it less confusing to read but will maintain the more detailed report if anyone wants that.

Chairperson Report: None.

Administrative Coordinator Report: Mr. Engfer reported the generator project is ahead of schedule. However, with Mr. Woda's workload he will be unable to pour the cement himself and will contract to get the job done. The project will still remain within the allocated amount.

The heating and ventilation system controls were designed by WHV, Inc. and need updating. The cost is \$1,725.00 and Mr. Woda feels his budget may be over by this. Mr. Engfer recommends taking this from the Maintenance budget to show an accurate budget at the end of the year.

The broadband projects were discussed. If the towns that have not requested funds yet do so, the allocated amount could be over \$100,000.00. However, the timeline to plan the broadband project and have it completed is very short.

The Flyway Trail project (Phase 2) is costing more than expected but will be covered by the Flyway Trail Committee. There have been several washouts on Phase 1 of the trail. Mr. Engfer reached out to the engineer questioning if it was an engineer flaw. There is a culvert in the road where the washout is occurring but no culvert in the trails. The water has no choice but to go over the trail and damage it.

Next month a resolution for over and under payment policy will be brought forward. This will allow the County to waive an underpayment by a specified amount or keep an overpayment by that same amount.

Public Comment Unrelated to Agenda Items: Mr. Bruegger had a question about where the funds would come for the Law Enforcement camera request. The costs were reviewed and options are CAPX2020 or ARPA funding.

The committee discussed ways to balance the budget for next year and areas to keep a close eye on.

Mr. Weiss reminded the committee that a remonumentation loan will need to be approved for the Town of Canton. This will come forward from the Land Management Committee.

Next Date and Time: The next regular meeting will be Thursday, May 18th at 8:30 a.m.

Adjournment: Mr. Bruegger made a motion to adjourn at 9:50 a.m., seconded by Mr. Weiss. Carried.

Respectfully Submitted,

Roxann Halverson
Buffalo County Clerk