

BUFFALO COUNTY MINUTES

Committee of the Board: Finance Committee

Date of the Meeting: April 28, 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. Brad Schmidtknecht, Mr. Dennis Bork, Mr. Max Weiss, Mr. William Bruegger, and Mr. Brian Michaels.

Others Present for All or Parts of the Meeting in Person and Via Teams: Ms. Roxann Halverson, Ms. Lisa Schuh, Mr. Dave Rynders, Mr. David Danzinger, and Mr. Marvin Rieck (Teams).

Public Comments regarding Agenda Items: None.

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

Review/Discussion/Action regarding the Appointment of the Economic Development Committee Members: Chair Bork asked if anyone would like to serve on the EDC Committee. Mr. Schmidtknecht, Mr. Weiss, and Mr. Michaels showed interest in serving. Mr. Bruegger made a motion to appoint Mr. Schmidtknecht, Mr. Weiss, and Mr. Michaels to the EDC Committee, seconded by Mr. Schmidtknecht. Carried.

Review/Discussion/Action regarding an Unbudgeted Invoice from a Land Conservation Cost-Share Project: The invoice for removal of the berm was discussed. The Finance Committee would like more information as to why the berm was not included in the cost-share project. Mr. Schmidtknecht made a motion to table this item pending information from the Land Conservation Department, seconded by Mr. Bruegger. Carried.

Review/Discussion/Action regarding Filling the Building and Grounds Manager Position: Chair Bork indicated that Mr. Rieck gave his notice to resign from the position for Building and Grounds Manager. The Committee would like the position description reviewed. Mr. Weiss made a motion to approve filling the position and having the HR Committee review the position description, seconded by Mr. Michaels. Carried.

Review/Discussion/Action regarding Payout of PSLB/PTO: The requirement for Department Managers to give a 30 day notice of resignation and other employees to give a 2 week notice in order to be paid out for PTO and PLSB was discussed. The resignation in the DHHS Department gave no notice and will not be eligible for any PTO/PSLB payout. The Building and Grounds Manager gave a 3 week and 1 day notice. A discussion was held. The Committee agreed that the 30 day requirement was not met, and no payout would occur per the employee policy manual.

Review/Discussion/Action regarding Monthly Vendor Invoices/ Vouchers/ Employee Payroll/Funds Investment Report: Ms. Schuh explained how to read the invoice report to the Finance Committee members. The bills on this report have already been paid due to the delay in the meeting. This is not normally done. Mr. Bruegger made a motion to approve the invoices, seconded by Mr. Schmidtknecht. Carried.

Review/Discussion regarding Committee Chair Report: Chair Bork reported that the 2020 Audit has been received. A copy will be given to members for review. When the 2021 Audit is completed a representative will come and give a presentation. The water sampling project was discussed. It was decided to bring this issue to the full Board to see if there is interest in continuing with the project.

Review/Discussion regarding Public Comments Unrelated to the Agenda: None.

The next meeting will be May 19th at 8:30 a.m.

Adjourned: Mr. Schmidtknecht made a motion to adjourn, seconded by Mr. Bruegger at 9:48 a.m.

Respectfully submitted,

Roxann Halverson
Buffalo County Clerk