

BUFFALO COUNTY MINUTES

Committee of the Board:

Finance Committee

Date of the Meeting:

May 18, 2023

Chair Dennis Bork called the meeting to order at 8:45 a.m.

Members Present: Mr. Dennis Bork, Mr. William Bruegger, Mr. Brian Michaels, Mr. Max Weiss, and Mr. Chris Lindstrom (arrived at 9:01 a.m.).

Others Present for All or Parts of the Meeting in Person: Mr. Lee Engfer, Ms. Roxann Halverson, Ms. Tina Anibas (Teams), Mr. Chris Woda, Mr. Dave Rynders, and Ms. Lisa Schuh.

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. Weiss. Carried.

Review/Discussion/Action regarding An Ordinance to Adopt an Overpayment and Underpayment Policy: Mr. Engfer explained this would create an ordinance/policy for all departments to follow in regard to the return of overpayment of funds or the retention of underpayment of funds. Mr. Bruegger made a motion to approve the ordinance, seconded by Mr. Weiss. Carried.

Review/Discussion/Action regarding A Resolution to Recognize and Honor the Retirement of Ms. Kim Postl: Ms. Postl has worked for Buffalo County for 11 years. 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 storage of vehicles at Snappers, gas for Law Enforcement, lease of vehicles, transportation fees for the Coroner, and the bike trail were discussed. Mr. Weiss made a motion to approve the invoices, seconded by Mr. Michaels. Carried.

Chairperson Report: None.

Administrative Coordinator Report: Mr. Engfer gave his report.

- Phase 2 of the Flyway Trail is overbudget and behind schedule. Phase 1 of the trail has had some washout problems and the Flyway Trail Committee would like to pave the trail. They had applied for a grant, but the trail does not meet the

width requirements of the grant. The area of the trail that keeps washing out should have culverts installed.

- The wellness equipment will be sold or disbursed soon. The Annex building was offered to the County, but it needs a lot of work to be ADA compliant and usable for office space.
- The new water fountains are being installed.
- Two computer servers recently went down. The system needs to be updated but there is an expense with doing so.
- Itechra has been spending more than the budgeted 60 hours a month on IT assistance. They have now begun charging for any hours above the contracted amount. A discussion was held on ways to reduce these expenses.
- The financial audit is about 2/3 done.
- An Emergency Declaration was discussed for the recent flooding to help with financial costs associated with the damage.
- There has been a tentative agreement reached with the USDA lease. The lease amount will go from \$15.00 per square foot to \$18.50 per square foot.
- The DNR lease is being negotiated.
- A training day for employees is being worked on.
- Act 4 giving Jailers the option to enter into a protective class was discussed.

Public Comment Unrelated to Agenda Items: Mr. Woda discussed the generator. He had gotten an email that it would be delivered earlier than expected, but that timeframe has already passed and it is not delivered yet. He obtained new bids for the electric installation and Brightside Electric came in the lowest at \$9,000.00.

Next Date and Time: The next regular meeting will be Thursday, June 15th at 8:30 a.m.

Adjournment: Mr. Bruegger made a motion to adjourn at 10:03 a.m.

Respectfully Submitted,

Roxann Halverson
Buffalo County Clerk