

BUFFALO COUNTY MINUTES

Committee of the Board: Finance Committee – Budget Presentations

Date of the Meeting: September 5, 2023

Chair Dennis Bork called the meeting to order at 8:00 a.m.

Members Present: Mr. Dennis Bork, Mr. Max Weiss, Mr. William Bruegger, Mr. Brian Michaels, and Mr. Chris Lindstrom.

Others Present for All or Parts of the Meeting in Person: Mr. Lee Engfer, Ms. Roxann Halverson, Mr. Bob Platteter, Ms. Felicia Decker, Mr. Dave Rynders, Ms. Misty Rustad, Ms. Danielle Schalinske, Ms. Carri Renchin, Sheriff Mike Osmond, Ms. Carol Burmeister, Ms. Renee Pronschinske, Mr. Tom Bilski, Mr. Cale Severson, Ms. Tina Anibas, Ms. Julie Vollmer, Ms. Brenda Berning, Mr. Lucas Teska, Mr. Anthony Pfaff, and Ms. Patricia Malone.

Public Comments regarding Agenda Items: None.

The Committee May Go into Closed Session to Discuss a Constitutional Officer Position: Mr. Weiss made a motion to go into closed session, seconded by Mr. Bruegger. Mr. Bork – yes, Mr. Weiss – yes, Mr. Lindstrom – yes, Mr. Michaels – yes, and Mr. Bruegger – yes. Carried.

The Committee May Return to Open Session: Mr. Bruegger made a motion to return to open session, seconded by Mr. Lindstrom. Mr. Bruegger – yes, Mr. Bork – yes, Mr. Weiss – yes, Mr. Michaels – yes, and Mr. Lindstrom – yes. Carried.

Review/Discussion/Action regarding 2024 Budget Presentations:

Highway Department: Mr. Platteter gave the presentation for the 2024 Highway Budget. He reviewed road work costs, machinery replacement, and how equipment funds are earned and used.

Veterans Service Office: Ms. Decker reviewed her budget, noting extra funding and grants she will receive to help with clerical staff and serving area Veterans.

DHHS, Agent of the State and ADRC: Ms. Rustad and Mr. Rynders presented the 2024 DHHS, Agent of the State and ADRC budgets. The majority of the ADRC budget is handled by Pepin County. The portion that Buffalo County budgets for is the Elderly Benefit Specialist.

The Agent of the State budget is covered by licensing and inspection fees for restaurants, bars, grocery stores and other companies.

The DHHS budget was reviewed. Salaries and benefits were increased due to the wage study. The largest expense is for out of home placements. The budget includes three desks and seven laptops. The Economic Support Consortium will need more funding as the State funding has decreased.

Sheriff's Office: Sheriff Osmond discussed the Patrol and Jail budget. He reviewed equipment that needs to be replaced. He would like to create a plan to rotate replacement so the expense is spread over time and not all in one year when the equipment reaches the end of life. Leased vehicles and fuel expenses were discussed. The Jail is short one Communications/Corrections Officer. Other expenses (salary, benefits, and maintenance contracts) have increased slightly. Sheriff Osmond discussed raising revenues to help with costs in the Jail budget.

Coroner: Mr. Engfer explained the budget for the most part is the same as 2023.

County Board: Mr. Engfer and Ms. Halverson explained the per diem and salary that comparable counties are paying. Any increases will need to be approved by the Committee of the Board to move forward. Other expenses were reviewed.

Economic Development Committee: Mr. Engfer discussed the funds for the EDC webpage, working with neighboring counties for a regional EDC partnership, and making sure all areas of Buffalo County are covered by any promotions that are done.

A break was taken from 12:00 p.m. until 1:00 p.m.

Register of Deeds Office: Ms. Burmeister indicated that there were not many changes to her budget. She explained how \$8.00 from each recording is put into the Land Information Fund to use for Land Records Modernization.

Judge's Office: Ms. Pronschinske reviewed revenues and expenses. Medical fees and GAL fees have been raised.

Clerk of Court: Ms. Vollmer gave the 2024 budget presentation. She has included a personal translator to help serve those that are unable to speak English. Also included in the budget are two sit-to-stand desks. The budget also includes a \$75 monthly fee to Transunion to be able to find driver license numbers or social security numbers for debt collection.

District Attorney/Victim Witness: Mr. Bilski reviewed the District Attorney's Office budget. He has shown an increase in postage and included the purchase of two desks in the amount of \$6,300 for himself and Mr. Adam Sticht.

The Victim Witness budget is partially reimbursed by the State.

Community Justice Services: Ms. Berning explained the only levy funds to her office is the \$5,000 in-kind contribution as required by the grant program. Offender fees cover some of the costs as well.

Emergency Management and Risk Management: Mr. Teska gave an overview of the grants and matching funds for the program. Wages are slightly higher due to the wage study.

Land Management/Non-Metallic Mining/ Land

Conservation/Zoning/Surveyor/Land Information: Mr. Severson began with the Non-Metallic Mining budget. The budget covers training, equipment, vehicle fees, lodging, and cellphone plans. The fees will be reviewed at the end of the year to see if they need to be raised or lowered to cover the costs of the program.

The Surveyor budget will cover expenses for remonumentation and some funds coming from CAPX.

The Land Information budget does not have much change. The Strategic Initiative Grant has been reduced to \$10,000.

The Zoning budget shows permit revenues at the same level as 2023. Expenses are up slightly for wages, cellphone plans and postage.

Land Conservation was reviewed. The state allocations for programming and expenses were discussed.

Recycling: Mr. Pfaff gave the Recycling budget. Wages have increased due to the wage study. The price received for recyclables has decreased, therefore the single stream program will cost more.

UW-Extension: Ms. Malone discussed the reduction in revenue due to changes in the pesticide training program. Wages and benefits have increased due to the wage study. The contract amount will decrease as an employee will retire at the end of the year and the State will propose a different model going forward.

Treasurer's Office: Ms. Anibas gave her presentation for the Treasurer's Office. She explained how her department brings in more revenue than expenses. Ms. Anibas discussed the new financial system and the work that is going into it.

County Clerk's Office: Ms. Halverson explained the County Clerk budget is up due to salaries and 2024 is a four election year, with a very contested race in November.

Building and Grounds: Mr. Engfer reviewed budget items that had decreased and ones that have increased.

Administration Office/Computer: Mr. Engfer reviewed library, computer, insurance, and salary expenses.

Items presented by all offices/departments were reviewed for possible changes.

Mr. Engfer explained some issues with the courthouse water softener and quotes he will bring forward at the next meeting. The new generator is up and running. The old one will be advertised soon. He is also getting prices on some window replacements.

Public Comment Unrelated to Agenda Items: None.

Next Date and Time: The next regular meeting will be Thursday, September 21st, 8:30 a.m.

Adjournment: Mr. Bruegger made a motion to adjourn at 3:45 p.m.

Respectfully Submitted,

Roxann Halverson
Buffalo County Clerk