

## Buffalo County Minutes

<b><u>Committee/Board:</u></b>	Finance Committee
<b><u>Date of Meeting:</u></b>	Wednesday, May 16, 2018
<b><u>Electronic and Hard Copy Filing Date:</u></b>	Wednesday, May 23, 2018

Mr. Hillert called the meeting to order at 1:00 p.m.

**Board Members Present:** Ms. Mary Anne McMillan Urell, Mr. Donald Hillert, Mr. Larry Grisen, Ms. Nettie Rosenow, and Mr. David Danzinger.

**Others Present for All or Parts of the Meeting:** Ms. Sonya Hansen, Ms. Roxann Halverson, Mr. Bruce Fuerbringer, Mr. Mark Lange, Ms. Tina Anibas, Mr. Dave Rynders, Mr. Jason Poser, Mr. Steve Weiss, and Ms. Diane Prenot.

**Public Comments Regarding Posted Agenda Items:** None.

**Minutes:** Mr. Grisen made a motion to approve the minutes, seconded by Mr. Danzinger. Carried.

**Review/Discussion/Action regarding the Approval of the CDBG Demolition Bid: Election of the Finance Committee Chair:** Mr. Fuerbringer explained that a request for bids was advertised and he called companies to let them know of the project. Only one bid was received from Reglin & Hesch. Since the RFP was posted the Highway Department indicated that they could remove the berm at a savings. The cost to demo the two homes would be \$39,000.00 and this is above the funds that are available. Mr. Fuerbringer has been in contact with the State and was told that this would not be a problem and there are more funds available. The deadline to get the demolition done is June 30<sup>th</sup>. Mr. McMillan Urell made a motion to approve the bid of \$39,000.00 from Reglin & Hesch, seconded by Mr. Grisen. Carried.

**Review/Discussion/Action regarding the Approval of the Fountain City Tax Deed Bid:** Ms. Halverson explained the high bid on the tax deed property was for \$40,500.00 with approximately \$17,500.00 in expenses. The high bidder is Bergh Construction from Hayward, WI. The house is in bad shape and needs to be fixed up and placed back on the tax roll. Mr. Danzinger made a motion to approve the high bid of \$40,500.00, seconded by Mr. Grisen. Carried.

**Review/Discussion/Action regarding the Proposals on Buffalo County Uniform Sign Replacement:** Ms. Hansen explained there were two bids received for sign replacement. The bids were based on 4,500 signs. The bid from Sign Up is \$216,180.00 and the bid from Lange Enterprise is \$275,850.00. These prices included GPS location of each sign. Mr. Lange provided a sample of his sign and post for the Committee. Sign Up was unable to attend the meeting. Mr. Lange indicated that they are redoing address signs for Marathon County and would not be able to install new

signs in Buffalo County until 2019. However they could have the signs made and sorted this year. A discussion was held regarding having an intern do the GPS mapping and photos of the sign placement. Mr. Poser suggested that the intern could also GPS locate the sewer and wells in the county while locating the signs. He felt this information would be helpful in the event of flooding and locating contaminated wells. The Committee would like to see a sample of the Sign Up sign to see if the quality is there with the price being less than Lange. Mr. Lange cautioned on the materials used for the signs. He explained to the Committee that Lange Enterprises uses 3M grade high intensity prismatic signs. They last longer and are reflective. The Committee also discussed how the signs would be paid for. Would CAPX funds pay for the entire project? Would towns need to pay for half of the signs? Could the cost be placed on the tax roll? Mr. Grisen made a motion to table this items for further information, seconded by Ms. McMillan Urell. Further discussion was held on the intern going out and using GPS to locate the signs and make notes of problem address areas. Ms. Rosenow made a motion to have an intern GPS locate the signs and note problem areas at a cost not to exceed \$5,000.00, seconded by Mr. Danzinger. Carried.

**Review/Discussion/Action regarding a Request from Fair Association for Purchase of Bleachers:** Mr. Weiss explained that the Fair Association was approached by the School District of Durand to purchase the aluminum bleachers at their football field. The Fair Association felt it was a good deal so they purchased them. They will need to install cement pads and then reconstruct the bleachers at the fairgrounds. The Fair also shares bleachers with the Mondovi School District. The school is looking to sell their portion to the fair and purchase their own bleachers. Mr. Weiss indicated they are looking for a loan from the County to be paid back over 10 years. A discussion was held on possible interest rates for the loan. Mr. Danzinger made a motion to loan the Fair Association \$80,000.00 from CAPX funds to be paid back over 10 years at an interest rate equal to the CD interest the county receives, with the rate adjusting annually (subject to full County Board approval), seconded by Ms. McMillan Urell. Carried.

**Review/Discussion/Action regarding A Resolution to Approve Transfer of \$49,790 Working Capital to Chippewa County to Support Western Region Recovery and Wellness Consortium Provider Reimbursement:** Mr. Dave Rynders explained the consortium and how it helped with saving levy money for Buffalo County. He further explained how Chippewa is the lead county in the consortium and the program takes approximately 2-years to be fully reimbursed for services. Chippewa County is requesting each county to pay their share of the services with that money being refunded if they leave the consortium. Mr. Grisen made a motion to approve the resolution, seconded by Mr. Danzinger. Carried.

**Review/Discussion/Action regarding A Resolution to Correct Typographical Error in Policy 103 Overtime & Compensatory Time of the Highway Department Overtime Section of the Buffalo County Employee Handbook:** Ms. Hansen explained when the resolution was passed it inadvertently affected how Highway would be paid for overtime or compensatory time. Ms. McMillan Urell made a motion to approve the resolution, seconded by Mr. Grisen. Carried.

**Review/Discussion/Action regarding A Resolution to Designate Public Depository and Authorizing Withdrawal of County Moneys:** Ms. Anibas explained the bank requires this resolution be updated every few years to correctly show the accounts, number of signatures required and who may sign. Ms. Rosenow made a motion to approve the resolution, seconded by Mr. Danzinger. Carried.

**Review/Discussion/Action regarding an Update on Highway Flood Damage Reimbursement:** Ms. Prenot explained how the reimbursement from the State for the flood damage is going. She has been assured that they will receive the money, but not all of it has been paid yet. She will keep in contact with the State to get the reimbursement back for the county.

**Review/Discussion/Action regarding a Review of the Purchasing Policy & Procedures:** Mr. Grisen would like the Purchasing Policy reviewed to see if there is a way to allow departments with their committee chair to purchase items that would show a significant savings without having to wait to go through all the committee meetings and county board. He explained a situation that Highway had. There was a grader on an auction that was ending soon but there was not enough time to go through committee to receive approval to bid and purchase the grader. The savings would have been approximately \$100,000.00. Ms. Hansen explained there are avenues that this can be addressed. She also explained that there is language that the auditors would like added to the policy.

**Review/Discussion/Action regarding the Sale of County Owned Property Acquired under CDBG-EAP Grant:** Ms. Hansen explained that three properties were purchased through the EAP grant. These properties can be sold, but nothing can ever be built on them again. Ms. McMillan Urell made a motion to sell the properties through WI Surplus, at the discussed minimum bid, and pending Finance approval, seconded by Mr. Grisen. Carried.

**Review/Discussion/Action regarding the Approval of CDBG-EAP Project 18-04:** Ms. Hansen explained this would be the last project to approve. The cost of the repairs is \$15,539.00. Ms. McMillan Urell made a motion to approve CDBG-EAP Project 18-04, seconded by Mr. Grisen. Carried.

**Review/Discussion regarding the Review of CAPX2020 Disbursements:** The Committee reviewed the CAPX2020 funds that have been spent or pledged out. There is \$1,080,170.80 left of CAPX2020 funds.

**Review/Discussion regarding the 2017 Unaudited Financial Update:** The Committee reviewed a financial spreadsheet. Ms. Hansen indicated that there were less fund transfers than originally budgeted for and revenues were higher than expected.

**Review/Discussion/Action regarding an Update on the Buffalo County Humane Association Financial Report:** Ms. Halverson reviewed the report she received from the treasurer of the Humane Association. She also distributed a report that was given out at the Humane Association monthly meeting. The report given at their monthly

meeting shows better detail of activity. Ms. Halverson will ask for this report to be given on a quarterly basis.

**Review/Discussion/Action regarding the Monthly Vendor Invoices, Vouchers, Employee Payroll and Funds Investment Report:** Invoices were reviewed. Mr. Grisen made a motion to approve the invoices, seconded by Mr. Danzinger. Carried. A discussion was held on the CAPX CD that will be coming due soon. It was decided to invest \$500,000.00 in a 2-year CD and see if \$100,000.00 could be added to the money market.

**Review/Discussion/Action regarding the Chairperson Report:** None.

**Review/Discussion/Action regarding Administrative Coordinator Report:** Ms. Hansen gave her report.

- Placing the cost of \$15.00 on the tax roll for the septic pumping notice was discussed. Ms. Anibas has reviewed the statutes, consulted with other treasurers and the Department of Revenue and found that this should only be allowed if it was passed by Ordinance not by resolution. Ms. Hansen spoke with Corp. Counsel and he feels that how we have it is fine.
- Mr. Mau is finishing up the Elk Creek cleanup.
- A recycling agreement has been reached with the City of Mondovi. It will be effective June 1<sup>st</sup> at the cost of \$5,100.00 per year.
- The overtime report was reviewed.
- The Opioid Lawsuit is moving forward.
- Our attorney filed a motion to dismiss the lawsuit filed against Buffalo County by a sovereign citizen living in Puerto Rico.

**Public Comments:** Mr. Danzinger explained there would be a meeting of BBC Recycling tonight. They would like to discuss long term planning and set some goals to stay in recycling. He also explained that Land Information is transferring money to the Surveyor to do more remonumentation. The surveyor is also asking for a deputy for his office. The visitors guide is in the printing process and should be ready for Memorial Day. There were enough ads sold to cover the cost. There will be receipt books given to Ms. Goodman and Ms. Halverson to track where each book is placed. There was a meeting to annex part of the Flury property to Buffalo City for a sand loading station. There is proposed to be 4 trucks per hour 365 days per year coming out of the facility. The Town of Belvidere will be fighting this annexation.

**Adjournment:** Mr. Grisen made a motion to adjourn at 4:50 p.m., seconded by Ms. McMillan Urell. Carried.

Respectfully Submitted,

Roxann M. Halverson  
Buffalo County Clerk