

**POLK COUNTY
EXECUTIVE COMMITTEE**

Polk County Government Center
100 Polk County Plaza , 2nd Fl. West Conf. Room
Balsam Lake, WI 54810

July 21, 2009

4:00 p.m.

Open Session

(A quorum of the County Board or Governing Committees may be present.)

1. Call to order
2. Accept Agenda
3. Approval of Minutes of the Previous Meeting (April 16, 2009)
4. Public Comments
5. Oversight of Golden Age Manor Building
6. Review of Budgetary Rankings
7. Policy 881 – Staffing and Programming Guidance
 - a. Consideration of programming and services priorities for future staffing/budget needs
 - b. Feasibility and/or amount of increased revenues (fees/rates).
 - c. Feasibility and potential costs of new services.
 - d. Recommendations on increased or decreasing revenue sources.
 - e. Consideration of allowing services to be provided by private industries within Polk County.
 - f. Consideration of outsources specific services.
 - g. Consideration of services and efforts between departments.
 - h. Other staffing/programming options.

Adjournment (Agenda not necessarily presented in this order.)

Copies to: County Clerk

*This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715/485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made.
Requests are confidential.*

Minutes from the Polk County Executive Committee Meeting
July 21, 2009
Government Center West Conference Room
4:00 pm

Present: Bryan Beseler, Gary Bergstrom, Russell Arcand, Marvin Caspersen, Bob Dueholm, Larry Jepsen, Neil Johnson, Mick Larsen, Jay Luke, Kim O'Connell and Diane Stoneking.

Chairman Beseler called the meeting to order at 4:00 pm.

Motion (Luke/Dueholm) to approve the agenda. Motion carried by unanimous voice vote.

Motion (Larsen/Luke) to approve the minutes from the April 16, 2009 executive meeting.

Motion carried by unanimous voice vote.

Public Comments were given.

Handouts were given to the executive board on job descriptions for the Director of Parks, Buildings and Solid Waste and also the Nursing Home Administrator. Discussion followed regarding the overseeing of the Golden Age Manor Buildings and who is responsible for their upkeep. **Motion (Luke/Stoneking) to take the job descriptions back to their governing committees for clarification. Motion carried** by unanimous voice vote.

Chairman Beseler reviewed the findings of the Budget Survey Rankings.

Chairman Beseler opened up the discussion of the Policy 881 Staffing and Programming Guidelines. Ideas of merging committees, reducing the size of the county board and hiring of an administrator were mentioned. **Motion (Arcand/Caspersen) to ask the Departments to look at implementing a 4 day work week plan. Motion carried** by unanimous voice vote. **Motion (Bergstrom/Jepsen) to ask Departments to evaluate current staffing as it relates to the services provided. Noting what services and programs can run on what they can afford. Motion carried** by voice vote.

Motion (Jepsen/Johnson) to have personnel look into furloughs (unpaid holidays) as a possible means of cutting expenses. Motion carried by voice vote. **Motion (Bergstrom/Larsen) for Polk County to agree to have matching cost reductions for the non-represented and union employees. Motion carried** by voice vote.

Consideration of Services and Efforts between departments was discussed. Supr. Jepsen commented that a joint meeting of Highway and Lime is forthcoming and will look into the combining efforts of those two departments. Also, discussed was the possible combining of the finance and accounting departments through out the county. **Motion (Bergstrom/Caspersen) to recommend to the County Board to combine the financial functions. Motion carried** by voice vote.

Motion (Stoneking/Jepsen) to have Personnel encourage early retirement as a cost saving option. Motion carried by unanimous voice vote.

Motion (Beseler/Jepsen) to recommend that any decrease in outside non-levy revenue be directly reflected as an equal decrease in expenditures. Motion carried by unanimous voice vote.

Motion (Dueholm/Stoneking) to ask Department heads to approach budgets and staffing, with regards to the remaining options that were not discussed, with common sense. Motion carried by unanimous voice vote.

Motion (Caspersen/Jepsen) to adjourn.
Meeting adjourned 6:15pm.