

FINANCE COMMITTEE MEETING MINUTES

The Polk County Finance Committee met in the Second Floor North Conference Room of the Polk County Government Center at 2:00 p.m. on January 25, 2006.

Present: Ralph Johansen Tim Kufalk Robert Blake
 Gerald Newville Gary Bergstrom

Also Present: Sharon Schiebel
 Members of the Press
 Members of the Public

Chair Johansen called the meeting to order.

Moved by Newville/Bergstrom to approve the agenda as published but with moving item 6 on the agenda to item 2. Motion carried by voice vote.

Public Comments

Greg Westigard questioned the Golden Age Manor Budget for 2005 and the committee responded.

Tax Exempt Financing

Tom Mayfield of Minnesota Investment Services Company and John S. Tremble, Vice President of Finance of the St. Croix Regional Medical Center requested the finance committee on behalf of Polk County to serve as a conduit issuer for the refinancing and financing of the St. Croix Falls Regional Medical Center 13 million request, or a portion thereof. **Moved by Newville/Blake to authorize Polk County to serve as a Conduit Issuer for the St. Croix Falls Regional Medical Center in the amount of five (5) million dollars. Motion carried by voice vote. (Kufalk abstained.)**

Land and Water Resources

Jeff Timmons responded to the committee's questions regarding the Nonmetallic Mining Reclamation.

Treasurer

Amanda Nissen distributed the Treasurer's Report dated January 26, 2006. Nissen reported on Certificates of Deposit up for renewal, the tax collection process, sales tax and the errors by the State of Wisconsin in their reporting process to the county levels. She further reported on interest in the checking account and the state investment fund.

Information Technology

Todd Demers distributed his Finance Report for the committee's review and reported on server needs for Law Enforcement, Optical Imaging, Videoconferencing using Internet Protocols, training for 2006, the GIPAW BOD meeting and email performance. Demers requested that 2005 funds be used for 2006 Microsoft Class Training. **Moved by Blake/Bergstrom to authorize \$4,195.00 be used from Information Technology's 2005 budget for 2006 training. Motion carried by voice vote.**

County Clerk

Cathy Albrecht handed out proposals from Xerox and E.O Johnson for a new leased Copy Machine for the County Clerk's office. **Moved by Newville/Blake to go with Xerox for 48**

months and with first right of refusal at the end of the 48-month lease agreement. Motion carried by voice vote.

Register of Deeds

Laurie Anderson reported that an error had been found on the Quotation form from Excel Binding, Inc. for the preservation and repair of the vital record indexes. Anderson stated that the total should have been \$1,636.95 more than the Quote read. Johansen suggested Anderson ask for a ten (10) percent reduction from \$1,636.96. **Moved by Kufalk/Bergstrom that no more than \$8026.15 be approved for the 2006 Budget and no more than \$1,636.96 be transferred from the Contingency Fund to the Register of Deeds line item 816 budget for the purpose of repairing the vital record indexes. Motion carried by voice vote.**

Administration

Schiebel handed out *Resolution - Legal Expense Coverage* for the committee's review. **Moved by Newville/Blake to approve "Resolution - Legal Expense Coverage - Legal Endorsement Coverage Claims Procedure." Motion carried by voice vote.**

Schiebel updated the committee with the status of the Land Information Orthophotography project. She also handed out financial information regarding the Lime Quarry and showed that the 2005 expenses had dropped substantially from 2004.

Blake reported that Human Services had purchased \$3,000.00 worth of chairs because they had funds left over in their 2005 office supply budget. Kufalk questioned the Responsibility Based Training for Extension and Schiebel reported that the training was a statewide theme for 2006. The committee briefly discussed possible locations for a halfway house including the county owned house in Osceola and the old jail. Kufalk reported that the Animal Control Ordinance was coming before the Public Protection Committee for the fourth time.

Blake reported that the Executive Committee would be reviewing County Board Rules and Policies and would be making recommendations to the new County Board Members. He also reported that the Finance Director position was in the process of being re-advertised.

Closed Session

Moved by Newville/Blake to go into closed session under 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, department head evaluation. Roll call vote: Kufalk, aye; Bergstrom, aye; Newville, aye; Johansen, aye; Blake, aye. 5-0, Motion carried unanimously.

Moved by Newville/Kufalk to go into open session. Motion carried by voice vote.

Bills and Voucher

The committee members reviewed bills and vouchers that had been paid since the previous Finance Meeting.

Moved by Blake/Bergstrom to adjourn. Motion carried by voice vote.

Meeting adjourned at 5:15 p.m.