

FINANCE COMMITTEE MEETING MINUTES

The Polk County Finance Committee met in the Second Floor East Conference Room of the Polk County Government Center at 2:00 p.m. on November 21, 2007.

Present: Gerald Newville Mick Larsen
 Gary Bergstrom Neil Johnson

Absent: Larry Jepsen

Also Present: Tonya Weinert
 Jeff Fuge
 Members of the Public
 Members of the Press

Chair Gerald Newville called the meeting to order at 2:07 p.m.

Moved by Larsen/Johnson to approve the Amended Agenda dated November 21, 2007. Motion carried by voice vote.

Moved by Bergstrom/Larsen to approve the previous minutes of November 7, 2007 with the amendment of listing Neil Johnson as being absent. Motion carried by voice vote.

Corporate Counsel Jeff Fuge requested that "*Pending Resolutions*" as listed on the Agenda be clarified to cover other Resolutions on other County Boards. The committee discussed upcoming Finance Committee Meetings and pending Resolutions.

The committee members agreed that the next Finance Meeting will be held on December 5, 2007 at 2:00 p.m.

Fuge left the meeting at 2:11 p.m.

Treasurer

Treasurer Amanda Nissen submitted *Treasurer's Office Updated Dated November 21, 2007* for the committee member's review. Nissen reported on the tax calculation process, Outstanding Tax Certificates, Interest Earned on Tax Certificates, Cash Balance and Monthly Interest in Checking Account, Investments and Sales Tax.

Fuge joined the meeting at 2:14 p.m.

Nissen further reported that the cash receipts had not been balanced for the month of October yet, and that sales tax was up slightly from last year.

Information Technology

Information Technology Director Todd Demers submitted *Finance Report for Committee Dated 11-14-2007* for the committee member's review. Demers reported on the Web Server update, the PCSAM (Polk County Security Account Matrix) concept, the Email compromise, IT maintenance, the cabling and installation of the Swanson Commissary Kiosks in the jail areas that will become an integrated piece of the New World Jail Management System and the Surveillance System upgrade.

Fuge left the meeting at 2:22 p.m.

Department of Administration

Finance Director Tonya Weinert reported on the status of getting the 2008 Budget loaded in the system at year end, long-term financing for the capital loan of \$500,000, working with Stifel, Nicolaus & Company and Moody's. Weinert further reported that there will be a Finance Group meeting on December 4, 2007 for the purpose of updating the staff with year-end processes, accruals and the auditor schedules. Weinert also reported that all employee reimbursements will be issued through the Payroll Department effective January 1, 2008.

Fuge rejoined the meeting at 2:31 p.m.

Moved by Larsen/Johnson to approve Bills and Vouchers numbered 233611 through 234338 dated November 21, 2007. Motion carried by voice vote.

Human Resources Director Andrea Jerrick joined the meeting at 2:44 p.m.

Moved by Larsen/Bergstrom pursuant to Wisconsin Statute Section 19.85(1)(e), (f), and (g) to go into closed session. Roll call vote: Johnson, aye; Bergstrom, aye; Larsen, aye; Jepsen, aye; Newville, aye. 5-0, Motion carried. Also present in the closed session were the following individuals: Tonya Weinert, Jeff Fuge, Andrea Jerrick and Debra Bergstrom.

Moved by Larsen/Johnson to go back into open session. Motion carried by voice vote.

Moved by Johnson/Larsen to adjourn. Motion carried by voice vote.

Meeting adjourned at 4:45 p.m.
