

FINANCE COMMITTEE AGENDA

Polk County Government Center
Second Floor **East** Conference Room
100 Polk County Plaza
Balsam Lake, WI 54810

June 10, 2009 1:00 p.m.

Open Session

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

Call to order
Accept Agenda
Approval of Minutes of the Previous Meeting
Public Comments
Committee Calendar/Agenda/s

The Committee may take up any matter on this agenda at any time during the meeting regardless of the location of such item on the agenda.

1. Annual Audit Review with LarsonAllen
2. Lime Quarry – Judy Glenna
 - Equipment Purchase
3. Hwy Department –
 - Equipment Purchase
4. Resolution – 2010 Budget Staffing Reductions
5. 2010 Budget Discussion
 - Personnel Costs
 - 2010 Capital Improvement Requests
 - 2009 Re-Projections
 - Executive Meeting June 12, 2009
 - County Board Directives
6. Department of Administration/Finance - Tonya Weinert
 - Office Update
 - Bills and Vouchers
7. Committee Observations

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.

FINANCE COMMITTEE MEETING MINUTES

The Polk County Finance Committee met in the Second Floor East Conference Room of the Polk County Government Center at 1:00 p.m. on June 10, 2009.

Present for Finance: Gary Bergstrom Brian Masters Bryan Beseler
Kathryn Kienholz Mick Larsen

Also Present for Finance: Tonya Weinert Steve Tracey Trenton Fast
Doug Host

Chairman Gary Bergstrom called the meeting to order at 1:05 pm

Moved by Mick Larsen/ Brian Masters to approve the Agenda as published. Motion carried by voice vote.

Moved by Brian Masters / Kathryn Kienholz to approve the Minutes of June 3rd meeting. Motion carried by voice vote.

No Public Comments

Committee Calendar/ Agenda/s: June 12th, Executive meeting has been canceled. June 24th, next Finance meeting at 2:00. Kathryn Kienholz will be on vacation.

Annual Audit Review with LarsonAllen

Auditors Doug Host, Steve Tracy and Trent Fast from LarsonAllen LLP were present. Auditors handed out Golden Age Manor Financial Statements and Supplementary Information, 2008 GAM Audit Results and Board of Directors Home's Internal Controls statement. Auditors discussed and answered questions on hand outs.

Auditor Doug Host handed out several schedules and graphs explaining the County's financial position for 12/31/2008 and provided highlights of the 2008 Audit. Mr. Host discussed and answered questions. LarsonAllen are in their final stages of reviewing and printing the Comprehensive Annual Financial Report (CAFR). Hope to have everything completed by June 22nd. Host and Tracy commented several times on the great job the County did and the significant improvements that have occurred over the past 3 years.

Lime Quarry

Finance Director Tonya Weinert spoke about the equipment RFP. Bids were opened this morning. Staff will be reviewing and providing a recommendation to their Committee on a loader. This will be brought to the Finance Committee during July as required by the Purchasing Policy.

Hwy Department

Steve Mullenbach from the Highway Department discussed 2 equipment purchases; vegetation mowers with side shift systems for \$59,000.00 and a 3,000 gallon storage tank for \$32,200.00. Ms Weinert stated Highway Department has the fund in their budget and it was part of the 2009 CIP. This was presented as informational per the Purchasing Policy.

2010 Budget Discussion

Chairman Gary Bergstrom discussed resolution 2010 Budget Staffing Reductions. Bergstrom stated we have to look at retirements, attrition and possible lay offs with consolidations to obtain savings such as Lime & Highway.

Weinert stated 2009 re projections are in except 2 departments. At this point there are no large unexpected changes. The Departments with larger fuel consumptions are experiencing some cost savings with the recent fall in gas prices but the prices are starting to climb again for the summer season. No spikes or cuts in revenue are expected at this time for 2009.

Weinert handed out May 2009 (Unaudited) Annual Operational Recap of General Fund. Polk County Salaries as a % of Total Operating expenses are at 73%, St Croix County 70% and Barron County 49%. This does not include GAM or Lime Quarry.

Department of Administration/Finance

Weinert discussed 2009 re projections, the estimated \$3M shortfall, and other items that were being collected for Tuesday June 16th County Board meeting.

Bills and Vouchers Moved by Brian Masters / Mick Larsen to approve Vouchers numbered 256602-256702 dated 6/10/09. Motion carried by voice vote.

Committee Observations

Brian Mastes handed out Cost Saving Suggestions provide by AFSCME. Masters discussed other options and opportunities; stating the concepts of Cost Saving Suggestions are intended to provide the County Board with ideas to consider prior to consideration of eliminating services or staff to achieve needed cost reductions. Bergstrom agreed and stated he hoped his resolution would stir conversations as well providing ideas, but keep in mind we have to set dates and move forward.

Adjournment @ 4:23 PM. Moved by Brian Masters / Bryan Beseler to adjourn. Motion Carried by voice vote.

(Agenda not necessarily presented in this order.)

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