

**Notice of Agenda
(Second Amended: October 2, 2009)**

FINANCE COMMITTEE
Polk County Government Center
Second Floor **East** Conference Room
100 Polk County Plaza
Balsam Lake, WI 54810
October 7, 2009 2:00 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. ***** Department of Administration

Status of Departmental Operations
Reauthorization of Finance Director/County Auditor

Review of Position Description of Finance Director/Internal County Auditor and make recommendations for changes to description for Interim Finance Director/County Auditor

Status of Interim Finance Director/Internal County Auditor

*****Leave of Absence – The Finance Committee may convene in closed session pursuant to Section 19.85(1)(c) to consider a leave of absence request of an employee of the Department of Administration. Following said closed session, the Finance Committee would reconvene in open session for the purpose of acting on said request and to consider other matters noticed on this notice of agenda.

2. *****Treasurer-

Item 1: Financial and Office Report
Item 2: Action on bank bid

3. 2010 Budget Discussion / Recommendations / Possible Action

- County Board Recommendations & Guidelines
- Finance & Personnel Committees' Recommendations & Guidelines
- *****Report from Corporation Counsel on Recommendation to Transfer Polk County Museum
- 2010 Capital Improvement Plan (CIP) and Long-term Financing Options
- Department Budgets

Aging

Clerk of Circuit Court

Corporation Counsel

County Clerk

County Forester

County Treasurer

Department of Administration

District Attorney

Employee Relations

Extension

Family Court Commissioner
 Highway Department
 Human Services
 Aging & Disability Resource Center (ADRC)
 Information Technology
 Land Information
 Land & Water Resources
 Law Enforcement & Emergency Gov
 Library
 Medical Examiner
 Parks & Buildings, Fair & Museum
 Public Health
 Regional Planning, Economic Development, Information
 Center
 Register of Deeds
 Veteran Services
 Golden Age Manor
 Lime Quarry

- Other Budget Components

Adjournment

(Agenda not necessarily presented in this order.) Copies to: Sent 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
October 7, 2009

The meeting was held in the East Conference Room of the Government Center. The meeting was called to order at 2:10 pm by Chairman Bergstrom.

Members present were: Bryan Beseler, Brian Masters, Mick Larsen and Chair Gary Bergstrom. Absent: Kathryn Kienholz. Others in attendance: Maggie Wickre and Jamie Carlson representing the Dept. of Administration.

Motion (Masters/Larsen) to accept the amended agenda. Motion to accept the amended agenda, carried by unanimous voice vote.

Motion (Masters/Larsen) to approve the Finance minutes from 8/26/09, 9/1/09, 9/16/09 and 9/28/09. Corporation Counsel, Jeff Fuge noted that closed session minutes were not included with the 9/28/09 minutes, and that they would have to be approved at a later date. Motion to approve the minutes as presented, approved by unanimous voice vote.

Corporation Counsel, Jeff Fuge, addressed the current status of the vacancy of the Financial Director/Internal County Auditor and the temporary appointment of Maggie Wickre to that position.

Motion (Masters/Larsen) to accept the appointment of Maggie Wickre as Financial Director/Internal Auditor. Motion carried by unanimous voice vote.

Corporation Counsel, Jeff Fuge, informed the committee that it would be proper for Finance to sponsor a resolution making a temporary reassignment of payroll duties for the Department of Administration.

Motion (Larsen/Masters) to reassign the payroll duties of Department of Administration to Employee Relations Department, with restoration of those duties upon appointment of the Finance Director on a permanent basis. Motion carried by unanimous voice vote.

Maggie Wickre updated the Finance committee on the current financial status of County.

County Treasurer, Amanda Nissen, addressed the committee to present an update on the Treasurer's Office. Amanda Nissen and Chairman Bergstrom presented Bank Analysis and Bank Bids as received from Anchor Bank, Bank Mutual, Bremer Bank and RiverBank.

Motion (Masters/Beseler) to keep the RiverBank as the Polk County Financial Institution. Motion carried by unanimous voice vote.

Chairman call for 5 minute a break.

Chairman Bergstrom updated those in attendance on the handouts regarding the budget.

Public Comments were given.

Discussion followed regarding the 2010 Budget.

Chairman call for a break to move to West Conference Room for the 4:00 Joint meeting of Personnel/Finance.