

**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.

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Resumed 4:06 p.m.

**Motion (Beseler/Larsen) to rescind previous recommendation to reduce Land and Water \$69,000.00. Roll call vote; Voting yes: Beseler, Bergstrom, Larsen. Voting no: Master. Motion carried.**

**Motion (Larsen/Beseler) to restore \$148,000.00 to Human Services. Motion carried by unanimous voice vote.**

**Motion (Beseler/Larsen) to designate \$335,950.00 of undesignated fund toward CIP for 2010 budget. Motion carried by unanimous voice vote.**

Motion (Bergstrom/Masters) to adjourn.

Adjourned 7:45 p.m.