

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 March 5, 2008.

Present: Neil Johnson Larry Jepsen Duana Bremer
 Mick Larsen Gary Bergstrom

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

Chair Neil Johnson called the meeting to order at 2:05 p.m.

Moved by Larsen/Bergstrom to move Agenda items 10 and 11 to items 1 and 2 and to approve the Agenda as published. Motion carried by voice vote.

Moved by Jepsen/Bremer to approve the Finance Minutes of February 27, 2008. Motion carried by voice vote.

The Committee members discussed upcoming calendar events.

Moved by Larsen/Jepsen to go into closed session pursuant to Wis. Stats. Sec. 1985(1)(c), (f) and (g). Roll call vote: Larsen, aye; Bremer, aye; Bergstrom, aye; Jepsen, aye; Johnson, aye. 5-0, Motion carried unanimously.

Present in closed session with committee members Jeff Fuge, Darlene Kusmirek and Mindy Dale

Moved by Bremer/Bergstrom to go into open session. Motion carried by voice vote.

Moved by Larsen/Jepsen to go into closed session pursuant to Wis. Stats. Sec. 1985(1)(e). Roll call vote: Larsen, aye; Bremer, aye; Bergstrom, aye; Jepsen, aye; Johnson, aye. 5-0, Motion carried unanimously.

Moved by Bremer/Bergstrom to go into open session. Motion carried by voice vote.

Reserves and Designations

Finance Director Tonya Weinert explained the difference between "Reserves" and "Designations" and reported that "Reserves" have outside legal binding contract/s whereas "Designations" are at the County's discretion and would fall under management's intent based on availability of dollars. She further reported that the unaudited 2007 County Budget was showing a shortfall of \$522,000, of which \$588,032 was the Golden Age Manor losses in 2005 and 2006. She further reported that the Golden Age Manor is presently showing a loss of \$188,000 for the year 2007 for operations.

Clerk of Court

Clerk of Court Lois Hoff had requested funding in the amount of \$12,000 for new office furniture. Weinert explained that there were no carry over dollars from her 2007 budget because of shortfalls in other departmental budgets. Hoff reported that the cost would be \$12,240.18 if wiring could be saved, otherwise the total cost would be \$14,688.00. Corporation Counsel Jeff Fuge reported there was a Resolution going to the full County Board for funding of the new office furniture of which funds in the amount of \$12,000 would be taken from the Contingency Fund. Hoff agreed that the \$12,000 was not enough. Jepsen reported that the amount should have read "not to exceed \$15,000." **Moved by Bergstrom/Jepsen to recommend the full County Board not approve funding for the Clerk of**

Court's new office furniture due to the serious nature of the Highway Facility/Building issues and upcoming unknown costs. Motion carried by voice vote.

Veteran Service Office Vehicle

Weinert on behalf of Veteran Service Office Director Rick Gates reported that he would like to purchase a small vehicle to accommodate handicapped (wheelchair) individuals requiring transportation. Weinert stated Gates would be interested in taking a loan from the General Fund to purchase a vehicle, and then could make monthly payments back to the General Fund from his 2008 Budget. Weinert reported Gates would be bringing the matter to the next Finance Committee meeting.

Policy 310 - Budget Overruns Policy

Discussed was had regarding the policy and how it is to be applied.

Resolution - Future Compensation of County Board Members

Fuge and the Committee members discussed Resolution - Future Compensation of County Board Members. **Moved by Jepsen/Bergstrom to leave the Compensation of County Board Members the same.** Discussion was held including allowing mileage for the Administrative Coordinator portion of duties that are assigned to the County Board Chairperson. **Moved by Bergstrom/Larsen (with Fuge's input) to add in under salary provisions contained in Resolution 125-99 the compensation of the County Board Chairperson shall also include, notwithstanding the mileage provisions of Policy 512, mileage reimbursement at the IRS rate per mile for any travel needed to carry out the duties and functions of the County Board Chairperson, including, but not limited to, the designation of the Administrative Coordinator and to recommend approval by the full County Board. Motion carried by voice vote.**

Moved by Bergstrom/Jepsen to eliminate the line cap meeting line in Resolution 125-99. Motion carried by voice vote.

Resolution - Future Compensation of Citizen Members of Standing Committees and Boards

Fuge and the Committee members discussed Resolution - Future Compensation of Citizen Members of Standing Committees and Boards. **Moved by Bergstrom/Jepsen to approve Resolution- Future Compensation of Citizen Members of Standing Committees and Boards. Moved by Bergstrom/Jepsen to amend the previous motion to include the elimination of *Furthermore, be it resolved that no member shall receive not more than 100 per diem payments in any calendar year.* Moved by Jepsen/Bergstrom to amend the previous motion to include *Furthermore, be it resolved that beginning with the term of office starting in April 2008 citizen members shall be compensated at the rate of \$40.00 per day for special committee meetings and other special meetings.* Motion carried by voice vote.**

Internal Controls (Checks and Balances)

Weinert handed out several documents discussing the internal controls for the committee's review and then discussion and possible action at the Finance Committee scheduled for March 19th.

Consideration of Reorganization of Department of Administration and County Clerk's Office.

Fuge handed out a legal opinion drafted by his office in 2004 that provided the course of action brought to the table as a means to complete the reorganization which was consistent with Weinert's course of action and square with the legal opinion provided for in 2004. Johnson reported he had requested County Clerk Albrecht to be present at the meeting for the purpose of a question/answer session due to the absent Finance Committee members at the previous Finance Meeting. Albrecht reported that the reorganization was not a new concept and that in 2004 the Executive Committee had discussed the possibility of combining the departments. Bergstrom reported that if payroll was to be moved under the County Clerk then the County Clerk should have a deep accounting background. Bergstrom further expressed concern over generating more problems because of lack of expertise. Albrecht reported that sometimes expertise doesn't have to be at the top and gave the example of Human Services that's what staff is for. Bergstrom and Committee members further discussed elected positions vs. hired positions. Chairman Johnson once again stated this discussion was for gathering information only; as it is an agenda item for the

County Board meeting scheduled for March 11th. Jepsen reported that the matter would be going before the full County Board for discussion but that it would need to come back to the Finance Committee for recommendation before any action could be taken.

Moved by Jepsen/Bremer to revisit *Resolution Future Compensation of County Board Members and Resolution Future Compensation of Citizen Members of Standing Committees and Boards* for the purpose of combining language. Motion carried by voice vote.

Moved by Larsen/Bergstrom to approve *Resolution Compensation of County Board Members and Citizen Committee Members* and to recommend approval by the full County Board. Motion carried by voice vote.

Moved by Bergstrom/Jepsen to delete *Resolution Future Compensation of County Board Members and Resolution Future Compensation of Citizen Members of Standing Committees and Boards* and previous motions and amendments relating thereto. Motion carried by voice vote.

Moved by Larsen/Bremer to approve bills and vouchers numbered 238559 - 238931. Motion carried by voice vote.

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

Meeting adjourned at 7:55 p.m.
