

# 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 25, 2009.

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

Also Present for Finance:    Tonya Weinert            Amanda Nissen            Todd Demers  
   Carole Wondra            Steve Warndahl            Members of Public  
   Members of Press

Chairman Gary Bergstrom called the meeting to order at 2:01 pm

**Moved by Gary/Mick to approve the Agenda as published. Motion carried by voice vote.**

**Moved by Mick/Kathryn to approve the previous Minutes of March 11, 2009 meeting. Motion carried by voice vote.**

## **No Public Comments**

### County Clerk's Office

Carole Wondra Department Head stated training is all caught up. March 24th was the last day in Eau Claire. They are processing everything now.

### Budget Workshop

Bob Kazmierski handed out the Retreat Agenda scheduled for March 27th at Oak Forest meeting room. Bob then discussed the need and role of table hosts during the group sessions. The Finance Committee were happy to assist with this process act be Table Hosts. The Finance Director will float as a resource.

Jeff Fuge, Corporation Counsel joined the meeting at 2:15pm.

### Information Technology

Information Technology Department Head, Todd Demers handed out his Finance Report and the Status of the IT Department report dated 3-25-2009. Todd Demers handed out Current policies and procedures for email applications and management. Todd described concerns of security measurements, no control of private computers, no blocked websites and extended emails to outside citizens. Todd's recommendation is to "Tune up System" and bring forward a draft plan and policy for review by the Finance Committee. Jeff Fuge provided results of survey that was sent out to Corp Councils in the state of WI in regards to how other counties provide email accounts to County Board Supervisors and citizen members of committees. Only 14 counties replied. It was decide the Todd would move forward and address the Finance Committee at their next meeting.

### Treasurer's Office

Treasurer Amanda Nissen stated her office update report as of 3-11-2009 have the same numbers. No changes. Amanda Nissen and Tonya Weinert continue to work with the banks analyzing the status and limits. They are reviewing the collateral, FDIC insurance, and charters. Amanda and Tonya have moved 2 million dollars since March to Treasuries. Amanda handed out worksheet of outstanding Tax Certificates, collection years. Amanda is working on Spreadsheets in regards to property taxes and will update at next meeting.

#### Golden Age Manor Capital Needs / Requests Funding

Supervisor Gerald Neville, as a representative of the GAM Board, brought forward GAM's Capital Improve (CIP) requests. Apollo Tub will be purchased in 2009 for \$16,000. Motion by Kathryn/ Beseler for short term loan for carpet, windows and timekeeping system. Approximate cost \$300,000. Tonya Weinert reported she would like to see this as a 5 year loan and not a 10 year due to depreciation of the items. There was discussion on the HVAC Loan. Tonya Weinert has requested a final payoff. Supervisor Neville reported a resolution as been drafted for where funding sources. After lengthy discussion the motion passed 4 to 1.

#### Highway Department

Steve Warndahl handed out Bid Summary datasheet on various costs. Crawler/Dozer approximately \$70,000. Crack Seal Melter \$49,206.65. Hot Air Lance \$2,560.00, Pavement Cutter \$17,590.00 and Power Broom approximately \$31,000.00. The Power Broom is already in budget. Steve requested that we purchase melter, lance and cutter for \$69,356 ourselves. Plow truck is now being used in Drivers Education in Frederic. No booth at Polk County Fair now to save money.

#### Department of Administration

Finance Director/County Auditor Tonya Weinert reported that her office is working and preparing for the Auditors to arrive the first part of April. Tonya Weinert introduced The new employee for Accounts Payable in the Department of Administration which started on March 16, 2009. Tonya Weinert handed out Estimated 5 year CIP plan 2009-2013. Tonya reported and copied Resolution 44-08. Tonya stated 2009 funding and budgets are being reviewed, some Departments have contacted the DOA to say some of their expected revenue sources will not be available for 2009 as planned. So business plans with in those Departments may need to be focused to meet the revenue shortfalls. Gary Bergstrom commented on sending the state a message asking how this makes sense of mandated unfunded programs. Mick agreed. We have received notification the Hwy Facility and Amery to Dresser trail are stage 2 of the process for the Stimulus Package. That her along with Deb Peterson will be filing the next set of requirements.

**Moved by Beseler/Gary to approve Vouchers numbered 253306-253982 dated 3/25/09. Motion carried by voice vote.**

**Moved by Kathryn/Bergstrom to adjourn. Motion carried by voice vote.**

Meeting adjourned 4:24 p.m.

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