

FINANCE COMMITTEE MEETING MINUTES

The Polk County Finance Committee met in the Second Floor West Conference Room of the Polk County Government Center at 2:00 p.m. on June 11, 2008.

Present: Mick Larsen Brian Masters
Bryan Beseler Kathryn Kienholz

Absent: Gary Bergstrom

Also Present: Tonya Weinert
Members of the Public
Members of the Press

Vice Chairman Mick Larsen called the meeting to order at 2:05 p.m.

Moved by Beseler/Masters to approve the Agenda as published. Motion carried by voice vote.

Moved by Masters/Kienholz to approve the previous Minutes of May 28, 2008 with the amendment of under "County Clerk" to replace "Albrecht received funds but failed to deposit them in to the non-lapsing account resulting in a shortage of \$1050" with "Albrecht received funds which were not put into a non-lapsing account resulting in a shortage of \$1050." Motion carried by voice vote.

The Committee members discussed upcoming calendar events/agendas.

Chairman Gary Bergstrom joined the meeting at 2:10 p.m.

Information Technology

Information Technology Director Todd Demers reported on "Finance Report for Committee Dated 6-11-2008" including updates regarding the PDC (Primary Domain Controller) Server Replacement; FSG (LEMS developers) and LEMS (Law Enforcement Management System); Old Identix System; Ghosting Integrator Computer; Document Management; Email Archiving Project; HIPAA (Health Insurance Portability and Accountability Act) Records Destruction Training and Advance Technical Support. Demers handed out *Information Technology 2009 Budget Process and 2009 Staffing Analysis Plan* for the Committee's review. Demers also reported on the Repair and Replacement Fund and Service Agreement Fees. Demers reported he would need to increase his 2009 budget by \$62,000 in order to cover Service Agreement Fees.

County Clerk

County Clerk Cathy Albrecht handed out "Polk County Clerk 2007 Annual Report" for the Committee's review. **Moved by Larsen/Masters to accept the County Clerk's 2007 Annual Report and to forward on to the full County Board for their approval. Motion carried by voice vote.**

Larsen questioned whether there was a policy/procedure manual in the County Clerk's office and Albrecht reported there was some paperwork on file and that she would be happy to train the new elected official in November/December of 2008. Albrecht reported she would be attending the County Clerk's Association seminar next week and that she would also be receiving the remainder of her office furniture next week.

Department of Administration

Finance Director Tonya Weinert on behalf of Parks, Buildings and Recycling Director Deb Peterson reported that *Resolution - To Approve Energy Savings Performance Contract to Johnson Controls Pursuant to Wis. Stats. Sec. 66.0133* would be coming before the full County Board at their next meeting.

Resolution to Develop Bargaining Policy and Guidelines

Discussion was held regarding the above Resolution. **Moved by Larsen/Kienholz to not support Resolution to Develop Bargaining Policy and Guidelines. Motion carried by voice vote.**

Department of Administration

Weinert reported that *Resolution Authorizing and Approving a Master Equipment Lease/Purchase Agreement* would come before the full County Board providing *Resolution - To Approve Energy Savings Performance Contract to Johnson Controls Pursuant to Wis. Stats. Sec. 66.0133* passed and that she was able to retain the interest rate of 4.03 percent for 12 annual payments. She further reported that 2008 budgets were tracking well with the only caveat being fuel expenses and that staff and departments were working to project and determine the new cost giving the rising rates, and that she would be bringing those numbers back to the Finance Committee June 23, 2008. Weinert handed out *Department of Administration 2009 Staffing Plans* for the Committee's review.

2009 Budget Discussion

The Committee members discussed the upcoming 2009 Budget and schedule.

Department of Administration

Moved by Masters/Beseler to approve Vouchers numbered 242219 - 242685 and dated June 11, 2008. Motion carried by voice vote.

Moved by Beseler/Masters to adjourn. Motion carried by voice vote.

Meeting adjourned at 4:16 p.m.
