

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 August 13, 2008.

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

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

Chairperson Gary Bergstrom called the meeting to order at 2:12 p.m.

Moved by Larsen/Beseler to strike *County Clerk* and to accept the Agenda as published. Motion carried by voice vote.

Information Technology

Information Technology Director Todd Demers handed out *Finance Report for Committee Dated 7-23-08 and 8-13-08* for the committee member's review. Demers reported on expenditures, the FSC and LEMS project that was completed, the Email Archiving Project, SCCM (System Center Configuration Manager), the New Application specialist in Law Enforcement, Training, the 2009 budget process and performance reviews for his staff.

Forester

Supervisor Mick Larsen on behalf of Forester Paul Pedersen reported on *Resolution - Withdrawal and Sale of County Forest Lane Located in the Town of Sterling*. Larsen reported that the item was added to the Finance Agenda as an advisory matter as the Property Committee had already approved the Resolution.

Policy 513 - Cellular Devices

Finance Director Tonya Weinert and the committee members discussed *Policy 513 - Cellular Devices*. Due to insurance purposes, the committee members disagreed with recommendations made by the Personnel Committee in reference to Policy 513. After discussion, the committee members agreed to amend the fee to \$10.00 and to recommend the changes to Policy 513 be amended on the floor at the next County Board meeting.

County Investments

Weinert updated the committee members with a possible debt policy for the County. She distributed a copy of the *Quarterly Investment Portfolio Report for Quarter Ending June 30, 2008* from Bob Moore, President of Institutional Capital Management for the committee member's review.

Department of Administration

Weinert reported that *Internal Auditor* would be added to the August 27, 2008 Finance Committee Agenda as the opinion from the Attorney General's office had been received. Weinert requested permission for out of county travel in September of 2008 rather than attending the WCA in October. **Moved by Kienholz/Beseler to approve Weinert to travel to Alexandria, MN in September 2008 for MN GFOA Conference. Motion carried by voice vote.**

Moved by Larsen/Masters to approve Vouchers numbered 244462 - 245148.

2009 Proposed Budget Presentations

Discussion was held regarding the proposed cuts that had been recommended by the Personnel Committee.

Register of Deeds Laurie Anderson submitted her 2009 proposed Budget to the committee members for their review. Anderson reported her 2009 proposed Budget was coming in at \$6,300 less than her 2008 adopted Budget, due to the restoration book project.

Land & Water Resources

Land & Water Resources Director Tim Ritten presented his 2009 proposed Budget to the committee members for their review. Ritten reported his 2009 proposed Budget was \$3,750 less than his 2008 adopted Budget.

Weinert and committee members discussed inter-departmental charge backs. **Moved by Kienholz/Masters to eliminate all non-recoupable inter-departmental charges.** Further discussion was held. **Kienholz withdrew her motion and Masters withdrew his second to the motion.**

Aging Department

Aging Department Director Kari Flom presented her 2009 proposed Budget to the committee members for their review. Flom reported her 2009 proposed Budget was coming in at \$23,825 more than her 2008 adopted Budget. Flom reported she was going to revisit her 2009 proposed Budget numbers.

Veteran Service Office

Veteran Service Office Director Rick Gates submitted his 2009 proposed Budget to the committee members for their review. Gates reported his 2009 proposed Budget was \$7,475 more than his 2008 adopted Budget.

Public Health

Public Health Director Gretchen Sampson submitted her 2009 proposed Budget to the committee members for their review. Sampson reported the following: The Public Health 2009 proposed levy request was up \$10,218, or up 2.58% from her 2008 adopted Budget. The Home Care 2009 proposed levy request was \$317,120, or up 2.45% from the county levy allocation from the 2008 adopted Budget. The Birth to Three 2009 proposed levy request was \$124,692, or up 14.8% from the county levy allocation from the 2008 adopted Budget. The Immunization 2009 proposed levy request was \$5,525. The Environmental Health 2009 proposed levy request was \$15,495 which was an increase of \$929 over the 2008 levy allocation.

Golden Age Manor

Golden Age Manor Gary Taxdahl submitted his 2009 proposed Budget to the committee members for their review. Due to the unknown projections, the committee members agreed to view the Golden Age Manor's 2009 proposed Budget with a zero dollar impact on the 2009 Budget.

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

Meeting adjourned at 8:16 p.m.
