

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 27, 2008.

Present:	Gary Bergstrom	Brian Masters	Mick Larsen
Absent:	Bryan Beseler	Kathryn Kienholz	
Also Present:	Tonya Weinert	Members of the Public	
	Jeff Fuge	Members of the Press	

Chairperson Gary Bergstrom called the meeting to order at 2:24 p.m.

Moved by Larsen/Masters to strike item 3 from the Agenda and then to approve as published. Motion carried by voice vote.

Moved by Masters/Larsen to approve the previous Minutes of August 21, 2008 with the following amendments: To eliminate the public comments, to add the following statements to the Finance Committee Recommendations Round #1 August 21, 2008 as they did not print out: Under Clerk of Circuit Court, add *Public Protection denied the increase of staff, and ROD wouldn't be able to function with the reduction*; Under Human Services, add *...appear to have an estimated service cost of \$62 - \$68 vs. Polk at \$76*; Under Library to delete the rest of the paragraph ending with *...Levy Cap*; Under Lime Quarry to remove the quotes from the word *outside*; Under Public Health to delete *review how quickly the staff can be reduced anticipating a phase out period in an effort to maximize the savings* and replace with *cease from taking additional referrals*. Motion carried by voice vote.

Public Comments

A public comment was heard from by Robert Blake of the Township of Lorraine regarding the 2009 budget.

Committee Calendar

The Committee members requested Human Resources Director Andrea Jerrick request a Joint Meeting with the Personnel Committee to be held on September 3, 2008 to commence at 4:00 p.m.

Treasurer

Treasurer Amanda Nissen handed out "Treasurer's Office Update dated August 27, 2008" and reported on the following: General office update information; outstanding July 2008 Tax Certificates in the amount of \$75,227.95; interest earned on Tax Certificates in the amount of \$16,187.81; cash balance and monthly interest in the Checking Account in the amount of \$35,130,321.75; investments and sales tax.

County Investments/Update

Nissen handed out "Charles Schwab Institutional Account of Polk County" for the committee member's review. Nissen reported on the Certificate of Deposit bidding status scheduled for August 28, 2008.

Treasurer

Nissen and the committee members discussed upcoming budget appeals. Nissen handed out the following job descriptions for the committee member's review: *Deputy County Treasurer* and *Real Property Lister* and reported both job descriptions had gone to job study for updating.

County Clerk

County Clerk Cathy Albrecht explained her 2009 proposed Budget line item - Election. Albrecht reported she would have an additional \$2800 to add to the HAVA Equipment line. Finance Director Tonya Weinert requested Albrecht email the budget change to her for the update. Albrecht handed out "Postal System

WSCA Pricing" for the committee's review. Albrecht reported the Lease with the current system was expiring. **Moved by Larsen/Masters to approve the proposed WSCA Postage Meter Lease for the County Clerk's office. Motion carried by voice vote.** Weinert requested Albrecht make a copy of the new signed Lease for the Auditor File and also for whoever will be preparing the County Clerk's budget next year. Weinert also requested Albrecht adjust the Rental Equipment line item in her 2009 Budget and email back to her for the update. Albrecht reported that she has all office procedures at hand and they can be found in her office.

Human Services

Human Services Director Richard Kammerud handed out "Resolution - Aging and Disabilities Resource Center" and "Intergovernmental Cooperation Agreement By and Between Burnett County, Polk County and St. Croix Chippewa Indians of Wisconsin" for the committee member's review. **Moved by Masters/Larsen to approve Resolution - Aging and Disabilities Resource Center and Intergovernmental Cooperation Agreement By and Between Burnett County, Polk County and St. Croix Chippewa Indians of Wisconsin and to forward on to the Personnel Committee with recommended approval. Motion carried by voice vote.**

Resolution - Creation of County Auditor

Corporate Counsel Jeff Fuge reported that he had received the Attorney General's opinion from Madison in regard to the creation of County Auditor. Jerrick reported that Fuge had revised the original Resolution with the statutory references that needed to be included and that she had revised the Finance Director Job Description. **Moved by Masters/Larsen to rescind the previous Resolution - Creation of County Auditor. Motion carried by voice vote. Moved by Larsen/Masters to approve the new Resolution - Restructure of the Department of Administration and to forward on to the Personnel Committee with recommended approval. Motion carried by voice vote. Moved by Masters/Larsen to approve Polk County Wisconsin Job Description Finance Director as submitted from the Employee Relations Department and to forward on to the Personnel Committee for their recommended approval. Motion carried by voice vote.**

Analysis of Profitability of Lime Quarry and Possible Recommendation/s

The committee members and Fuge discussed the Lime Quarry, the Executive Committee, the Personnel Committee and recommendations made in the Finance Meeting of August 21, 2008.

Fuge left the meeting at 4:29 p.m.

The Finance Committee directed Weinert to draft an RFP (Request for Proposal) that would review or provide direction/information on valuation of mineral rights, leasing options versus outright sale and to make recommendations to push out to other groups and also to work with the Highway Commissioner and other Department Heads as resources to develop, analyze and respond to the automation/consolidation of the highway department and to report back to the Finance Committee on September 10, 2008 as to the status of the above directives.

Department of Administration

Weinert reported on 2009 Budget updates and the most recent Department Head meeting. Weinert reported they were still in need of finding more than \$250,000 for the 2009 Budget.

Moved by Larsen/Masters to approve Vouchers 245149 - 245824 for payment. Motion carried by voice vote.

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

Meeting adjourned at 4:50 p.m.