

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 October 8, 2008.

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

Chairman Gary Bergstrom called the meeting to order at 2:00 p.m.

Moved by Larsen/Masters to accept the Agenda as published. Motion carried by voice vote.

Moved by Masters/Larsen to approve the previous Minutes of October 1, 2008. Motion carried by voice vote.

Public Comments

A public comment was heard from by Supervisor Ken Sample of Amery, Wisconsin regarding Human Services.

A public comment was heard from by Supervisor Larry Jepsen of Osceola, Wisconsin regarding the Lime Quarry.

Treasurer

Treasurer Amanda Nissen handed out "Resolution - Void Tax Certificates" for the committee member's review. **Moved by Larsen/Masters to approve "Resolution - Void Tax Certificates" and to recommend approval by the full County Board. Motion carried by voice vote.**

Kathryn Kienholz joined the meeting at 2:13 p.m.

County Forester

Supervisor Mick Larsen on behalf of Forester Paul Pedersen handed out the following resolutions: "Resolution - Forest Land Purchase" and "Resolution - 2009 Forest Variable Acreage Share Loan" for the committee member's review. **Moved by Larsen/Kienholz to approve "Resolution - Forest Land Purchase" and "Resolution - 2009 Forest Variable Acreage Share Loan." Motion carried by voice vote.**

Investment Update

Institutional Capital Management President Bob Moore handed out investment portfolio information for the committee member's review. Moore reported on cash flow analysis, the economy market, money market, certificates of deposit and securities. Moore further reported that as the economy was weakening, it was important to protect the county's cash balances and that Polk County was safe with banks and agencies looking good - and exercised caution with money market funds. Finance Director Tonya Weinert reported that the Finance Committee was recommending reductions for the 2009 budget hoping to better position themselves for 2010. Moore stated that Polk County managed assets very well and that the County was in a better financial situation than most. The committee members requested Moore give a financial overview at the October 28 County Board Meeting.

2009 Budget Discussion/Recommendation/s

Supervisor Ken Sample of Amery, Wisconsin handed out information showing tax distribution from 2005 - 07. Kienholz reported on Human Service comparables. The committee members discussed grant-funded positions and mandated programs.

Moved by Larsen/Kienholz to apply \$150,000 from the Human Services fund balance to offset the Human Services 2009 budget. Motion carried by voice vote.

Moved by Kienholz/Masters to approve the transfer of not more than \$225,000 from the General Fund balance to offset the 2009 budget deficit. Motion carried by voice vote.

Moved by Larsen/Masters to recommend the following additional adjustments to the 2009 Budget Requests as follows: District Attorney - to upgrade the Legal Assistant Position to a Paralegal Position based on the State's allocation of an additional attorney, as long as outside funding can be secured; Department of Administration - an additional reduction in the amount of \$24,450.00; Employee Relations - a reduction in the amount of \$2,000.00; Human Services - a reduction in the Advertising Expense by \$7,850.00 to a total of \$3,000.00, a reduction in Employee Mileage Expense by \$15,175.00 to a total of \$100,000.00, a reduction in Office Equipment Expense by \$15,000.00 to a total of \$2,075.00, to apply \$150,000.00 of Fund Balance from Fund 211 to reduce their levy request, to reduce the overall personnel costs by \$350,000.00 based on historical staffing patterns and turnovers; Land Information - an additional reduction of \$5,000.00; Law Enforcement - an additional reduction of \$32,000.00; Library - a reduction of \$54,200.00; Historical Society/Museum - funding allocation Levy in the amount of \$18,000.00; Economic Development - to reduce funding the 2009 Levy request by \$10,000.00; Lime - a total transfer to the General Fund in the amount of \$200,000.00 suggesting a hiring freeze to save in personnel costs and sharing staff with the Highway Department in peak times; General Fund - to utilize \$225,000.00 of the General Funds to balance the 2009 Budget; and to recommend freezing Management step increases for one year for an estimated savings of \$49,500.00. Motion carried by voice vote.

Moved by Masters/Kienholz to bring forward "Notice of Publication for the 2009 Budget." Motion carried by voice vote.

Moved by Larsen/Kienholz to approve Vouchers numbered 247043 - 247319. Motion carried by voice vote.

The committee members discussed a two-year budget for future years.

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

Meeting adjourned at 7:55 p.m.
