

## 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 November 26, 2008.

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

Vice Chair Mick Larsen called the meeting to order at 2:00 p.m.

**Moved by Beseler/Masters to approve the Second Amended Agenda with the deletion of Items numbered 4, 5 6 & 7. Motion carried by voice vote.**

**Moved by Masters/Larsen to approve the previous Minutes of November 5, 2008. Motion carried by voice vote.**

The committee members discussed upcoming calendar events and agreed to hold their next meeting on December 3, 2008 to commence at 2:00 p.m.

### Information Technology

Information Technology Director Todd Demers reported on the status of the IT Department including expenditures, new Phone System in Dispatch, system Center Configuration Manager (SCCM), Desktop Videoconferencing, Virtual Private Networking (VPN), the 2008 IT Inventory and the FundWare upgrade.

### Treasurer

Treasurer Amanda Nissen reported on *Resolution - Transfer of Tax-Forfeited Land to the Village of Osceola*.

Supervisor Kathryn Kienholz joined the meeting at 2:12 p.m.

### County Clerk

County Clerk Cathy Albrecht reported a deficit in her 2008 budget due to various ballot styles that needed to be created. Larsen requested the matter be put on the December 3, 2008 Agenda. Albrecht introduced Carol Wondra who will be taking office as the County Clerk on January 5, 2009. She also updated the committee members with other personnel changes that had or will be taking place in the office of the County Clerk.

### Highway Department

Director of Parks, Buildings and Solid Waste Debbie Peterson reported that the Property Committee had approved \$51,423.77 for the replacement roof of the North Shed located at the Highway facility. **Moved by Beseler/Larsen to approve the transfer of \$51,423.77 for the Highway North Shed roof replacement and for said funds to be transferred from the Contingency Fund.** Discussion followed. **Motion carried by voice vote.**

### Department of Administration

Finance Director Tonya Weinert reported on the following: A county-wide bookkeeper's meeting has been scheduled for December 8, 2008, the 2009 budget numbers were in the process of being entered and that staffing changes and movements were occurring within her department. She further reported that the auditors would be in-house the first two weeks in February 2009 for pre-audit work and that they were scheduled for the first two weeks in April 2009 for audit work.

**Moved by Beseler/Masters to approve Vouchers numbered 248482- 249324. Motion carried by voice vote.**

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

Meeting adjourned at 2:29 p.m.