

AGENDA

Polk County Lime Quarry Committee Meeting

February 10, 2010
Co. Board Room
Balsam Lake, WI

- 11:30 am -- Opening of Meeting
- Approval of Agenda
 - Approve Minutes of January 13, 2010
 - Public Comments
 - Department Head Performance Evaluation
The committee may go into closed session pursuant to Wis. Stat. Sec. 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
 - Invoices
 - Discuss/Consideration of Permanent Lime Quarry Manager Position and Job Description
 - Employee Relations to Assist in Discussion
 - Approve Purchase of Scale Software
 - Quarry Product Sales Report
 - Discuss Expenses/Revenue History
 - Update of Operations
 - Adjourn

This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's Office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.

Polk County Lime Quarry Committee
Polk County Government Center, County Board Room
100 Polk County Plaza, Balsam Lake, Wisconsin 54810
Minutes of February 10, 2010 Meeting

Chairman Jepsen called the meeting to order at 11:28 a.m. Present were members Dean Johansen, Ted Johnson, and Kathryn Kienholz. Also present was lime quarry interim manager Moe Norby.

Agenda was changed to move discussion of a permanent manager and the evaluation of the interim manager to the end of the agenda. **Motion by Kienholz / Stoneking to approve the modified agenda; carried.**

Motion by Stoneking / Johnson to approve the minutes of the January 13 meeting; carried.

Public comment. None.

The committee reviewed the invoices for the past month. **Moved by Kienholz / Johansen to approve the invoices; carried.**

Scale software. The committee discussed purchase of scale software to automate the sales and receivables function. **Motion by Johansen / Johnson to table the purchase; carried on a 3-2 voice vote.**

Committee took a five-minute break at 11:50; meeting resumed at 11:55.

Operations. Norby would like to stop the transfer of \$6,000/month to the land reclamation fund because it comes from equity rather than being dependent on sales. He proposed having that transfer, plus the transfers to the land acquisition fund and the equipment fund, which also occur monthly, be done at year-end and then only if the quarry shows a profit. He proposed no changes to the formulas used to calculate the transfers to the various funds. Johnson stated his agreement with Norby, that the funds should be replenished only from profit and that any excess profit after that should be transferred to the county general fund. The committee also discussed how making a transfer to the general fund in January, i.e., at the beginning of the operating year, distorts the quarry's operational results and depletes cash available for operations. It was decided that this item would be placed on the March committee agenda.

Reclamation. The land that will revert to Rondeau by 2014 will need approximately 60,000 tons of fill @ ~\$5/ton, thereby costing ~\$300,000. The work of reclamation will be done as much as possible by quarry personnel, with possible help from the highway department.

Job Description. Andrea Jerrick, employee relations director, joined the meeting to discuss the job description for a permanent manager/bookkeeper position. After discussion, Jepsen directed Jerrick to finalize a draft job description for that position for the committee to review at the next meeting.

Committee calendar. The March 10 meeting schedule will be:

8:30 Land & Water

10:30 UWEX

11:30 Lime

Motion by Stoneking / Kienholz to go into closed session per Wis. Stat. §19.85(1)(c) for the purpose of considering employment promotion, compensation for performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; carried on unanimous roll call vote.

Motion by Johnson / Kienholz to return to open session; carried.

Moved by Stoneking / Kienholz to adjourn; carried. Committee adjourned at 1:25 p.m.