

**Polk County Board of Supervisors**  
100 Polk County Plaza, Balsam Lake, Wisconsin  
Polk County Government Center, County Board Room

**Tuesday,**  
**December 20, 2016, 2016 at 6:00 p.m.**  
Regular Business Meeting

Open Session

Order of Business:

1. Call to Order
2. Receipt of Evidence and Opinion on Proper Notice
3. Roll Call
4. Pledge of Allegiance
5. Time of Reflection
6. Consent Agenda:
  - a. Consideration of noticed agenda for December 20, 2016 meeting;
  - b. Consideration /corrections to the published minutes November 15, 2016 County Board Meeting
7. Public Comments – 3 minutes per person – not to exceed 30 minutes total
8. Administrator's Report
9. Approval of the 2017 Polk County Forest Annual Work Plan
10. Proposed Resolutions & Ordinances
  - a. **Resolution No. 44:16: Resolution to Authorize 2017 Capital Purchase Contracts and Multi-Year Service Agreements for E911 Upgrade Project**
12. Supervisors Reports
13. Adjourn

*This meeting is open to the public in accordance with Wisconsin State Statute 19.83. Polk County is committed to providing equal opportunity access to all public meetings. Persons with disabilities in need of specific accommodations may contact the County Clerk's office at 715-485-9226. Please provide a 24 hour advance notice so all reasonable accommodations can be made.*

## 1 Resolution No. 44-16

2 Resolution to Authorize 2017 Capital Purchase Contracts and Multi-Year Service Agreements for  
3 E911 Upgrade Project4 TO THE HONORABLE SUPERVISORS OF THE COUNTY BOARD OF THE COUNTY OF  
5 POLK:

6 Gentlemen:

7 WHEREAS, the Polk County Sheriff's Department maintains an enhanced 911 (E911) system for the  
8 receipt and dispatch of emergency communications; and9 WHEREAS, installed in 2009, the E911 software and related equipment have become obsolete and  
10 requires upgraded replacement; and11 WHEREAS, in adopting the County budget for 2017, the Polk County Board of Supervisors  
12 authorized the appropriation and allocation of funds needed to make the needed capital purchases and  
13 procure the related service agreements for the E911 upgrade project; and14 WHEREAS, the budget execution and purchasing provisions of the County Finance policy require  
15 that all expenditures for capital assets must be made so that delivery occurs on or before December  
16 31 in the year in which the purchase was authorized; and17 WHEREAS, to ensure that E911 upgrade project will be characterized as a 2017 expense, it is in the  
18 interest of the County that the Polk County Board of Supervisors authorize the signing of the E911  
19 project upgrade contracts with effective dates in December 2016 and to require that the actual  
20 purchase of deliverables and receipt of deliverables take place commencing on or after January 1,  
21 2017.22 NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors authorizes the  
23 County Finance Director to enter into and to sign on behalf of Polk County the contracts for the  
24 purchase of equipment, software and professional and support services for the E911 upgrade project,  
25 as follows:

- 26 1. Motorola Solutions Communications System Agreement, Purchase and Installation of
- 
- 27 Radio/Dispatch Equipment and Related Service, Multi-Year Supportive Service 2017-2026;
- 
- 28 2. Alcatel-Lucent (Nokia) Microwave Network Upgrade, Professional Installation and 10-year
- 
- 29 Support Service; and
- 
- 30 3. CenturyLink Centurion E911 Equipment and Installation Services, and Multi-year Supportive
- 
- 31 Services 2017-2026.

32 BE IT FURTHER RESOLVED that the Polk County Board of Supervisors directs that the  
33 performance of such contracts shall commence on or after January 1, 2017 with actual purchase of  
34 equipment, software and services and the receipt of such deliverables to take place no earlier than  
35 said date, irrespective of an effective date of 2016 of the contracts authorized herein.

Funding Source/ Funding Amount:	Polk County Sheriff Departmental Budget 2017 Capital Purchases: \$1,121,766 Multi-Year Services: \$464,692
Date Reviewed as to Appropriations:	2017 Budget Process
General Government Committee Recommendation as To Appropriation:	Passage-2017 Budget Process
Effective Date:	Upon Passage
Dated Submitted To County Board	December 20, 2016
Submitted By:	<u>Bob Matore 12/8/16</u>
Review By County Administrator: <input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only	Review By Corporation Counsel: <input checked="" type="checkbox"/> Approved as to Form <input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only
<u>Dana Frey</u> Dana Frey, County Administrator	<u>Jeffrey B. Fuge</u> Jeffrey B. Fuge Corporation Counsel

Acknowledgement of County Board Action

Mark As Appropriate:

At its regular business meeting on December 20, 2016, the Polk County Board of Supervisors considered and acted on the above resolution, Resolution No. \_\_\_-16: Resolution to Authorize 2017 Capital Purchase Contracts and Multi-Year Service Agreements for E911 Upgrade Project, as follows:

- Adopted by simple majority of present board of supervisors by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ against.
- Adopted by unanimous vote.
- Defeated by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ against.
- Defeated by voice vote.

BY:

Jay Luke  
Jay Luke, County Board Vice Chairperson

Craig Moriak  
Craig Moriak, County Board Second Vice Chairperson

Attest: Carole T. Wondra  
Carole T. Wondra, County Clerk

# 2017 ANNUAL WORK PLAN



## **POLK COUNTY FORESTRY DEPARTMENT**

### **GOVERNING COMMITTEE**

ENVIRONMENTAL SERVICES

Kim O'Connell – Chairperson

Craig Moriak – Vice Chair

Jim Edgell

Brad Olson

Warren Nelson

Dale Wood

### **FOREST ADMINISTRATOR**

Jeremy Koslowski

### **WI-DNR LIAISON FORESTER**

Paul Heimstead

Following is the annual Polk County Forest work plan for the calendar year 2017. The plan gives direction and meaning to the proposed County Forest budget, and further defines and supplements the County Forest Comprehensive Land Use Plan and emphasizes the current needs of the County Forest program. This plan is needed to comply with Wis. Statute 28.11(5) and Chapter NR47.75 of the Wisconsin Administrative Rules for the administration of the County Forest Administrator Grant program.

**REFERENCES**

1. Annual Integrated Planning Meeting held on September 22, 2016.
2. Polk County Fifteen Year Comprehensive Land Use Plan (2006-2020)

## **THE POLK COUNTY FOREST MISSION STATEMENT**

Natural resources, such as those provided by the Polk County Forest (PCF), are the base for addressing the ecological and socioeconomic needs of society. The mission of the Polk County Forest is to manage, conserve and protect these resources on a sustainable basis for present and future generations.

PCF resources should be protected from natural catastrophes such as fire, insect and disease outbreaks, and from human threats such as encroachment, over-utilization, environmental degradation, and excessive development. While managed for environmental needs including watershed protection, protection of rare plant and animal communities, and maintenance of plant and animal diversity, these same resources must also be managed and provide for sociological needs, including provisions for recreational opportunities and the production of raw materials for wood-using industries.

Management must balance local needs with broader state, national and global concerns through integration of sound forestry, wildlife, fisheries, endangered resources, water quality, soil, and recreational practices. Management will provide a variety of products and amenities for the future through the use of sustainable forest management practices.

## POLK COUNTY FOREST

The Polk County Forest is 17,166.10 acres in size and includes acreage in seven townships throughout Polk County.

The following list shows the acreage of forest land by its type classification:

Forest Type Acreage	Forest Type	Forest Type Description	Stands	Acres	Percent of Forested Acres	Percent of Recon Acres
	A	ASPEN	122	3,732	23 %	22 %
	BW	WHITE BIRCH	2	15	0 %	0 %
	MR	RED MAPLE	2	23	0 %	0 %
	NH	NORTHERN HARDWOODS	21	541	3 %	3 %
	O	OAK	54	3,539	22 %	21 %
	OX	SCRUB OAK	143	4,125	26 %	24 %
	PJ	JACK PINE	76	2,341	15 %	14 %
	PR	RED PINE	53	1,444	9 %	8 %
	PW	WHITE PINE	6	134	1 %	1 %
	SB	BLACK SPRUCE	1	4	0 %	0 %
	SH	SWAMP HARDWOODS	2	57	0 %	0 %
	SW	WHITE SPRUCE	2	27	0 %	0 %
	T	TAMARACK	4	67	0 %	0 %
	<b>Total:</b>		<b>488</b>	<b>16,049</b>	<b>99 %</b>	<b>93 %</b>
Non-Forest Type Acreage	Forest Type	Forest Type Description	Stands	Acres	Percent of Non-Forested Acres	Percent of Recon Acres
	G	UPLAND GRASS	11	57	6 %	0 %
	GH	HERBACEOUS VEGETATION	4	15	2 %	0 %
	ICG	CAMPGROUND	1	19	2 %	0 %
	ITS	SNOWMOBILE AND/OR HORSE TRAIL	1	21	2 %	0 %
	K	MARSH	2	51	5 %	0 %
	KB	MUSKEG BOG	3	46	5 %	0 %
	KEV	EMERGENT VEGETATION	5	179	18 %	1 %
	KG	LOWLAND GRASS	2	19	2 %	0 %
	KH	LOWLAND HERBACEOUS VEGETATION	1	100	10 %	1 %
	L	WATER	3	74	7 %	0 %
	LB	LOWLAND BRUSH	3	64	6 %	0 %
	LBA	LOWLAND BRUSH - ALDER	7	105	11 %	1 %
	LM	MINOR LAKE	6	126	13 %	1 %
	LMS	MINOR STREAM	2	57	6 %	0 %
	ROW	RIGHT OF WAY	8	37	4 %	0 %
	UB	UPLAND BRUSH	3	29	3 %	0 %
	<b>Total:</b>		<b>62</b>	<b>999</b>	<b>102 %</b>	<b>4 %</b>

\*Percentages may not sum to 100% due to rounding

The following list shows current and future anticipated forest stand conditions:

Timber Text	Acres Past	Acres Present	Acres Future
	(1977)	(2016)	
ASPEN	1,896	3,732	3,607
BLACK SPRUCE	0	4	4
JACK PINE	6,260	2,341	2,644
NORTHERN HARDWOODS	2,941	541	3,442
OAK	1,887	3,539	734
RED MAPLE	0	23	74
RED PINE	324	1,444	1,452
SCRUB OAK	877	4,125	3,752
SWAMP HARDWOODS	24	57	57
TAMARACK	97	67	67
WHITE BIRCH	0	15	6
WHITE PINE	0	134	219
WHITE SPRUCE	0	27	27
<b>Total :</b>	<b>14,306</b>	<b>16,049</b>	<b>16,085</b>

### TIMBER SALE ADMINISTRATION

Timber sale administration is an extremely important part of forest management. The Forest Administrator is responsible for the set-up, sale, contract compliance, and record keeping on all County Forest sales. Most PCF sales are sold as combination mill scale for pulp products and woods scaled for logs although we are now trying to sell more lump sum sales to help ease the burden of administration.

### ANNUAL DNR TIME STANDARDS

Each year, the DNR provides Polk County a certain number of technical assistance hours to use on the County Forest. Every five years, these 'time standards' are set and then become the minimum hours the DNR will provide the county during each DNR fiscal year (July 1-June 30). The Forest Administrator meets with various DNR staff during the Annual Integrated Planning Meeting and part of the discussion revolves around the availability of DNR staff for the upcoming year. Currently the DNR provides a minimum of 536 hours per year of assistance on the PCF. Historically, the DNR has met or exceeded the 'time standards' each year. These hours are needed by Polk County to address the ever increasing workload on the County Forest.

### TIMBER SALE PLANNING AND ESTABLISHMENT

Timber harvests that are properly designed and implemented are vital to maintaining a healthy and vigorous forest. There are many social, environmental and economic benefits derived from a managed harvest program. Professional implementation of proper forest management and harvest techniques is essential. The timber harvest goal is to produce a sustained yield of forest products using harvest techniques that are suited to regeneration and growth needs of each forest type. The goal is to develop a regulated harvest in which the same number of acres or same volume of wood could be harvested each year in perpetuity. Compartment reconnaissance information will be used as a guide to determine stands where timber harvests are needed.

The goal for 2017 will be to setup and sell the following number of acres per timber type. These acreage goals are based on the long term average harvest and will vary from year to year. These acreage goals do not include salvage sales that may occur due to unforeseen circumstances.

15 Year Average (acres)	Forest Type Description
16	ASPEN
1	WHITE BIRCH
25	NORTHERN HARDWOODS
181	OAK
78	SCRUB OAK
87	JACK PINE
54	RED PINE
9	WHITE PINE
<b>451</b>	

Information about specific timber sale establishment plans may be obtained by contacting the Polk County Forestry Department directly at the following:

Polk County Forestry Department  
 100 Polk County Plaza, Suite 40  
 Balsam Lake, WI 54810  
 (715) 485-9265  
[Jeremy.Koslowski@co.polk.wi.us](mailto:Jeremy.Koslowski@co.polk.wi.us)

### FOREST RECONNAISSANCE

The goal for the PCF is to have all recon less than 20 years old. Currently, all forest reconnaissance is less than 20 years old on the County Forest. Forest reconnaissance is done following the completion of a timber sale and when a stand is physically entered and subsequently re-scheduled for a later harvest date. In addition to these on-going updates, in 2017 we will work towards entirely updating at least one compartment.

Property Name	Acres of Recon by age and % of Total Acres*											
	Total Acres	Forested Acres	< 5 years		5-10 years		11-15 years		16-20 years		21-30 years	
			(acres)	(%)	(acres)	(%)	(acres)	(%)	(acres)	(%)	(acres)	(%)
POLK COUNTY FOREST	17,048	16,049	5,784	33.93	6,992	41.01	3,829	22.46	424	2.49	0	0.00
<b>Total:</b>	<b>17,048</b>	<b>16,049</b>	<b>5,784</b>	<b>33.93</b>	<b>6,992</b>	<b>41.01</b>	<b>3,829</b>	<b>22.46</b>	<b>424</b>	<b>2.49</b>	<b>0</b>	<b>0</b>

\*Acreage for stands with no stand exam date are not included.

### TIMBER STAND IMPROVEMENT

Timber stand improvement (TSI) projects that are most likely to happen for 2017 include hand release of naturally regenerated and planted Red Pine on PCF located in the Town of Sterling. More surveys of potential project areas must be done before any projects will be established. Decisions on TSI are typically made in the spring of the year.

## **REFORESTATION**

In 2017, we will be planting approximately 100 acres over 6 different sites in Sterling Township. These sites have been planted in the past with limited success. We will be using approximately 100,000 Jack Pine seedlings.

Currently, we collect our own Jack Pine seed and use the seed for growing seedlings which then get planted back into Polk County Forest. We will continue to collect Jack Pine seed each year and continue to have that seed grown into seedlings for planting. All future Jack Pine plantings will be stock from our own seed source.

For the second year in a row, PCF acquired Deer Damage Tags from the WI-DNR to use on 4 regeneration sites. These sites have been heavily browsed by deer in recent years and this has not allowed for adequate regeneration of the hand planted stock. The tags were valid from January thru March and the program was administered by the Forest Administrator's office. Fall regeneration surveys have shown promising numbers after the first 2 years of the program. Once the seedlings establish themselves above the browse line, the program can be discontinued. This program should continue at least one more year.

## **FOREST PROTECTION**

We will continue to cooperate with the WI-Department of Natural Resources by:

1. Improving and maintaining fire lanes
2. Continue annual meetings to evaluate County Forest operations
3. Support fire suppression efforts when needed
4. Monitor insect and disease issues and take appropriate action when necessary

## **COUNTY FOREST ROADS**

PCF receives state aid money for the maintenance of 7.61 miles of primary roads. These roads are maintained as needed. Plans for 2017 include improving road crossings in Sterling Township and adding additional gravel to sustain current traffic levels.

The County Forest has many miles of secondary forest roads that have been built primarily by logging contractors in conjunction with timber sales. These roads are now serving a wide range of uses including the hauling of forest products, snowmobile trails, horse trails, and hunter/walking trails. Many of the new logging roads are bermed or gated to restrict motorized use. These roads are either seeded or allowed to naturally re-vegetate.

## **LAND ACQUISITION**

Lands within the County Forest boundaries or areas of special or unique values may be recommended to the County Board for acquisition as they become available and upon a determination by the County Administrator and the Environmental Services Committee that ownership of those lands is beneficial to the people of Polk County.

## **SURVEYING**

We will continue our property line maintenance and establishment with the aid of the County Surveyor. Surveys are generally needed to prevent trespass or to clarify boundaries in order to continue management.

## **WILDLIFE HABITAT PROJECTS**

Polk County will continue to develop and implement projects in cooperation with DNR wildlife personnel. This year we will continue efforts to naturally regenerate Jack Pine in the Sterling Township, with the aid of "nickel per acre" wildlife grants.

## MISCELLANEOUS

- A. Issue firewood cutting permits.
- B. Respond to public inquiries and issues as they arise.
- C. Increase signage on the Forest to identify boundaries, roads, and natural features.
- D. Work with other departments (i.e. Land & Water) for education classes for students and adults.
- E. Recreation: The Forest Administrator is also the Parks Assistant. Work includes assisting with the oversight and management of the maintenance and operation of the county's park and recreation areas, public lake accesses, ski areas, and system of snowmobile, ATV, hiking and biking trails. Accomplishing this broad range of activities requires: attending meetings, clearing trails, writing permits, writing grants, and increasing overall county recreational opportunity awareness. Currently the Polk County Forest supports organized ATV/UTV, horse, snowmobile, and hiking trails (including the Ice Age Trail).
- F. Attend all Wisconsin County Forest Association meetings and continue technical training sessions to aid in the management of the County Forest.
- G. Forest Certification: Polk County will continue its commitment to be qualified for Sustainable Forestry Initiative (SFI) certification and make changes as necessary to comply with corrective actions.
- H. Investigate and address easement, land trade requests and encroachments as they arise.

## GRANTS AND FUNDING

### County Forest Administration Grant

Polk County receives this grant annually. The grant pays 50% of administrator's salary and up to 50% of benefits so long as benefits don't exceed 40% of salary. In addition, covers a portion of Polk County's WCFA membership dues each year.

### Wildlife Habitat Grant

Polk County receives this grant annually. The grant pays \$0.05 per County Forest acre to be used for wildlife habitat development on the County Forest.

### County Forest Road Aid

Pays \$360.00 per mile of County Forest road for maintenance and improvement projects.

### Interest Free Loans (2)

#### Variable Acreage Share Loan and Project Loans

These loans are interest free and are paid back at 20% of annual stumpage revenues. These loans are used to aid in a wide variety of projects on the County Forest and for land purchases.

### County Forest Sustainable Forestry Grant

Funds short term, unanticipated sustainable forestry projects. Funding awarded on a competitive basis.

### Polk County Funds

The Forestry Department begins each year with a *negative* levy amount. The department typically covers all of its expenses and most (if not all) of the negative levy amount through timber sales, grant funding and miscellaneous revenues.

# **POLK COUNTY BOARD OF SUPERVISORS**

## *Minutes of the Regular Meeting*

*December 20, 2016*

Polk County Government Center – County Board Room  
Balsam Lake, WI 54810

Vice Chairman Luke called the regular December 20, 2016 meeting of the Polk County Board of Supervisors to order at 6:00 p.m.

Vice Chairman Luke recognized County Clerk for purposes of receiving evidence of proper notice. The County Clerk stated that the notice of meeting was properly posted in three public buildings, published in a legal newspaper in accordance with Wisconsin statute Section 985.02 and posted on the county website the week of December 12, 2016. In addition, the Office of the County clerk distributed on December 8, 2016 copies of such notice of meeting and proposed resolutions to supervisors in accordance with Article 3, Section 2 of the County Board Rules of Order. The County Board received the verbal opinion of Corporation Counsel that the initial advance written meeting notice, posted and published, as described by the clerk satisfied the applicable provision of Wisconsin Open Meetings Law and the applicable procedural provisions of the Polk County Board Rules of Order.

Vice Chairman Luke recognized the County Clerk for purposes of taking roll call. 14 County Board Supervisors were present. Chairman Johansen was excused.

Vice Chairman Luke led the County Board in the Pledge of Allegiance.

Vice Chairman Luke asked for volunteers to offer a Time of Reflection. Vice Chairman Luke recognized Supervisor Masters for receipt of the Time of Reflection.

Vice Chairman Luke called to the floor, approval of the Consent Agenda. **Motion (Bonneprise/Moriak) to approve the Consent agenda as published. Motion carried** unanimously by voice vote.

Time was given for public comment.

Administrator Frey presented his monthly report.

Vice Chairman Luke called to the floor approval of the 2017 Polk County Forest Annual Work Plan. **Motion (Jepsen/O'Connell) to approve the 2017 Polk County Forest Annual Work Plan as presented.** Polk County Forest Administrator, Jeremy Koslowki addressed the plan. **Motion to approve the 2017 Polk County Forest Annual Work Plan carried** by unanimous voice vote.

Chairman Johansen called to the floor, Resolution No. 44-16. **Vice Chairman Luke called for a motion to approve Resolution No. 44-16, Resolution to Authorize 2017 Capital Purchase Contracts and Multi-Year Service Agreements for #911 Upgrade Project. Motion (Masters/Jepsen) to approve Resolution No. 44-16.** Administrator Frey addressed the resolution. **Motion to approve Resolution No. 44-16 carried,** by unanimous voice vote. Resolution Adopted.

Time was given for Supervisors Reports.

Motion (Bonneprise/Masters) to adjourn. Motion carried by unanimous voice vote.

Vice Chairman Luke declared meeting adjourned 6:45p.m.

Respectfully submitted,

Carole T. Wondra, Polk County Clerk