



POLK COUNTY, WISCONSIN

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AGENDA AND NOTICE OF MEETING

PUBLIC SAFETY & HIGHWAY COMMITTEE

Government Center, 100 Polk County Plaza, Balsam Lake, WI 54810

County Board Room

Tuesday, December 6th, 2016 at 2:00 p.m.

A quorum of the County Board may be present

Materials: November 1st, 2016

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| 2:00 | 1. Call to order | |
| | A. Approval of agenda | |
| | B. Approval of minutes for November 1 st , 2016 | |
| 2:05 | 2. Public comment (3 minutes) | |
| 2:10 | 3. Announcements and committee information | Dana Frey |
| 2:15 | 4. Discussion Items: | |
| | A. Development and Revised Duties & Responsibilities of Governing Committees | Dana Frey |
| | B. Development and Adoption of 2017 Committee Work Plan | |
| 2:45 | 5. Identification of Subject Matters for Upcoming Meetings | |
| 2:55 | 6. Adjourn | |

This meeting is open to the public according to Wisconsin State Statue 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.



MINUTES
PUBLIC SAFETY AND HIGHWAY COMMITTEE
Government Center County Board Room
Balsam Lake, WI 54810
2:00 p.m. Tuesday, November 1st, 2016

Meeting called to order by Committee Chair Jay Luke at 2:00 p.m.

Members present

Attendee Name	Title	Status
Jay Luke	Chair	Present
John Bonneprise	Vice Chair	Present
Doug Route	Supervisor	Present
Joe Demulling	Supervisor	Present
Larry Jepsen	Supervisor	Present

Also present Tammy Peterson, Executive Assistant and Andrea Jerrick, Deputy County Administrator/ Employee Relations Director, Jeff Fuge, Corporation Counsel and Emil Norby, Highway Commissioner

Approval of Agenda- Chairman called for a motion to approve agenda. **Motion** (Bonneprise / Demulling) to approve agenda. **Motion** carried by unanimous vote.

Approval of Minutes- Chairman called for a motion to approve the minutes of October 4th, 2016. **Motion** (Jepsen/ Demulling) to approve the minutes. **Motion** carried by unanimous vote.

Public Comment- None

New Business

Ms. Jerrick updated the committee with announcements and information.

Andrea requested Mr. Norby to speak on the County Rd M project.

Mr. Norby updated the committee on the process of the County Rd M project. The RFP has been made available and will close at the end of month. A scoring sheet will be handed out at the next meeting and Norby will collect and combine data and bring back the top 5 for review and then it will be submitted to the state.

Ms. Jerrick asked the committee if there are any questions or feedback on the 2017 annual budget as amended for Law Enforcement, Clerk of Court, District Attorney, Corporation Counsel, and Highway Department. None at this time.

Mr. Fuge distributed a memorandum and a redraft from County Administrator Frey on the revisions to Policy 10 (Duties & Responsibilities of Governing Committees). Fuge went over the roles and responsibilities of the committee. Fuge recommended for the committee to read the material , write down questions and return to him by next meeting.

Ms. Jerrick provided handouts such as: 2017 Work Plan, Programs and Subprograms and key issues identifications made by committee previously. Jerrick requested the committee to include these as they read the revisions of Policy 10.

Mr. Geno Agostino, Chairman of the Village of Balsam Lake spoke on the Highway property.

Supervisor Bonneprise announced there is a WCHA meeting on November 8th in Hayward.

Future meeting and items: Next meeting is Tuesday, December 6th, 2016 @ 2:00 p.m. Redraft of Policy 10 (Duties & Responsibilities of Governing Committees) and County Rd M Project.

Motion (Bonneprise/ Route) to adjourn. Meeting adjourned 2:57 p.m.

**PUBLIC SAFETY & HIGHWAY COMMITTEE
2016 WORK PLAN**

Date	Scheduled Agenda Items	Program Evaluation and Upcoming Issues	Recognitions or Announcements
May	Elect officers		
June	Finalize 2016 work plan		
July	Annual reports		
August	Review and recommendations on fee schedule		
September	Annual budget overview		
October	Annual budget amendment recommendations		
November			
December	Develop 2017 work plan		



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Members present

Attendee Name	Title	Status
Jay Luke	Chair	Present
John Bonneprise	Vice Chair	Present
Doug Route	Supervisor	Present
Joe Demulling	Supervisor	Present
Larry Jepsen	Supervisor	Present

Also present Tammy Peterson, Executive Assistant, Dana Frey, County Administrator, Andrea Jerrick, Deputy County Administrator/ Employee Relations Director and Emil Norby, Highway Commissioner.

Approval of Agenda- Chairman called for a motion to approve agenda. **Motion** (Demulling/Route) to approve agenda. **Motion** carried by unanimous vote.

Approval of Minutes- Chairman called for a motion to approve the minutes of November 1st, 2016. **Motion** (Route/ Jepsen) to approve the minutes. **Motion** carried by unanimous vote.

Public Comment- None

New Business

Mr. Norby provided nine proposals concerning County Rd M. He requested committee to take home and review each one, fill out the score sheet and sign by December 20th.

Mr. Frey updated the committee with announcements and information. Retirement party for Carole Wondra and Laurie Anderson will be December 21st. The 2017 pay schedule including reimbursement deadlines are in inner office mailboxes.

Dana provided several handouts such as: 2017 draft Work Plan with potential issues, overall organization General Code, and subchapters on Committee, Boards and Commissions. Mr. Frey spoke on the draft Duties & Responsibilities of Governing Committees, the adoption of 2017 Committee Work Plan and the need for work plan development.

Dana offered to have Deputy Administrator Jerrick present her study on Law Enforcement staffing to the committee in January.

Future meeting and items: Next meeting is Tuesday, January 3rd, 2017 @ 2:00 p.m.

Motion (Jepsen/ Demulling) to adjourn. Meeting adjourned 2:59 p.m.