



POLK COUNTY, WISCONSIN

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Dana Frey, County Administrator
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AGENDA AND NOTICE OF MEETING

***AMENDED**

GENERAL GOVERNMENT COMMITTEE

Government Center

County Board Room

Balsam Lake, WI 54810

Thursday, September 10th, 2015 10:00 a.m.

Purpose: Review and action on selected items as listed below

Documents: Minutes of August 13th, 2015

ITEM	LEAD PERSON
Call to order	Committee Chair
Approval of agenda Approval of minutes for August 13 th , 2015	
Public comment	
New business	
1. Selection of Committee Officers	Committee Chair
2. Resolution to Adopt Draft Master Fee Schedule for 2016 Budget 3. *Property Inventory	County Administrator/ Dana Frey
4. **Closed Session: Pursuant to Wisconsin Statute Section 19.85(1)(e), the Committee may convene in closed session for purposes of considering collective bargaining strategy, review and/or negotiation of labor agreement benefits/contracts including negotiation of WPPA – Field Services labor agreement commencing January 1, 2016; the conduct of said specified public business, due to competitive or bargaining reasons, require a closed session. Following the closed session, the Committee will convene in open session to give an announcement on matters considered in closed session and to consider and act upon matters noticed herein for consideration and action in open session.	Employee Relations Director/ Andrea Jerrick

Old business	
5. Development of Recommendations Concerning the County Board departmental budget – Continued Deliberations.	Committee Chair
6. Future agenda items: October 8 th , 2015	Committee Chair

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



MINUTES

General Government Committee

County Board Room

Balsam Lake, WI 54810

10:00 a.m., Thursday, August 13th, 2015

Meeting called to order by Committee Chair Sample@ 10:00 AM.

Members present

Attendee Name	Title	Status
Ken Sample	Chair	Present
Russ Arcand	Vice Chair	Present
Larry Jepsen	Supervisor	Present
Josh Hallberg	Supervisor	Present
Pat Schmidt	Supervisor	Present

Also present Tammy Peterson, Executive Secretary, Dana Frey, County Administrator, Andrea Jerrick, Director of Employee Relations, Amanda Nissen, Treasurer, Maggie Wickre, Finance Manager, Rhoda Hatzenbeller, Bookkeeper, Jenelle Lindquist, Fiscal Intermediate Support and Pete Johnson, Sheriff

Approval of Agenda- Chairman Sample called for a motion to approve agenda. **Motion** (Schmidt/ Hallberg) to approve agenda. Motion carried.

Approval of Minutes- Chairman called for a motion to approve the minutes of July 9th, 2015. **Motion** (Jepsen/ Schmidt) to approve minutes. Motion carried by unanimous voice vote.

Public Comment None

Old Business

The committee continued to review and discuss the Resolution 07-15, 2015 budget expenditures on account number 51110 and questionnaires.

Administrator Frey provided a PowerPoint.

New Business

CliftonLarsonAllen Auditor, Brock Geyen handed out and presented the 2014 County financial audit. This includes single audit, summary, and CAFR.

Director of Employee Relations, Andrea Jerrick discussed the 2014-15 WWPA field services contract. **Motion** (Acand/Jepsen) to consent to the Sheriff solely exercising his or her authority in employment-related decisions as prescribed within the language outlined in Article 4, Section 2 of the Polk County – WPPA Local 2014-2015 Polk County Field Services Association contract. Motion carried by unanimous voice vote.

Administrator Frey spoke on the Resolution To Authorize Cancellation of Outstanding Orders. **Motion** (Schmidt/Jepsen) to move to County Board as presented. Motion carried by unanimous voice vote.

Chair Sample informed the Committee that he is resigning as committee chair effective with the adjournment of the Committee meeting.

Future agenda items: Next meeting will be on September 10th, 2015 .The committee would like #4 to be on the agenda again for further discussion and County property.

Adjourn - Motion (Sample/Hallberg) to adjourn. Meeting adjourned 12:45 PM.

Resolution No. ____-15

Resolution to Adopt Draft Master Fee Schedule for 2016 Budget Proposal

TO THE HONORABLE SUPERVISORS OF THE COUNTY BOARD OF THE COUNTY OF POLK:

Ladies and Gentlemen:

WHEREAS, pursuant to Polk County Policy 880, Budget Preparation and Execution, the Polk County Board of Supervisors adopts a fee schedule that incorporates any fees or charges, including fees for services over which the County Board has discretion; and

WHEREAS, consistent with said policy, the departments have submitted their respective fee data consisting of past year fee rate, current year fee rate, proposed rate, past year actual revenues, current year projected revenues, forward year estimated revenues and an estimate of the actual costs of providing the service to which the fee relates; and

WHEREAS, upon review of the data received, the County Administrator recommends the Polk County Board of Supervisors adopt the Master Fee Schedule as attached hereto and incorporated herein for purposes of the 2016 operating and capital budget recommendation.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors approves the draft Fee Schedule attached hereto and incorporated herein for purposes of inclusion and incorporation in the 2016 budget recommendation by the County Administrator.

BE IT FURTHER RESOLVED that the projected revenues from those fees reflected in said schedule shall be incorporated into the 2016 proposed budget and both fees and revenues therefrom may be amended in the same manner as said proposed budget.

Funding Source/ Funding Amount:	Not Applicable
Date Reviewed as to Appropriations:	Not Applicable
Committee Recommendation as To Appropriation:	Not Applicable
Effective Date:	Upon Passage
Dated Submitted To County Board	September 15, 2015

Submitted By:	
<p>Review By County Administrator:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only <hr/> <p>Dana Frey, County Administrator</p>	<p>Review By Corporation Counsel:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Approved as to Form <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only <hr/> <p>Jeffrey B. Fuge, Corporation Counsel</p>

Acknowledgement of County Board Action

Mark As Appropriate:

At its regular business meeting on 15th of September, 2015, the Polk County Board of Supervisors considered and acted on the above resolution, Resolution No. ____-15: Resolution to Adopt Draft Master Fee Schedule for 2016 Budget Proposal, as follows:

- Adopted by a vote of _____ in favor and _____ against.
- Adopted by majority voice vote.
- Defeated by a vote of _____ in favor and _____ against.
- Defeated by majority voice vote
- Action Deferred by Procedural Action, as follows: _____

SIGNED BY:

William F. Johnson, IV, County Board Chairperson

Attest: _____

Carole T. Wondra, County Clerk

MINUTES FOR GENERAL GOVERNMENT COMMITTEE
Sept. 10, 2015 10:00 a.m.
Polk County Gov. Center, Balsam Lake, WI 54810

Meeting called to order at 10:00 a.m. by Supr. Arcand. Members present: Supervisors, Arcand, Hall, Schmidt and Jepsen. Supr. Sample was absent at the start of the meeting but later joined.

Motion (Schmidt/Jepsen) to approve the amended agenda. Motion carried by unanimous voice vote.
Motion (Jepsen/Schmidt) to approve the minutes of the August 13, 2015 Gen. Gov meeting. Motion carried by unanimous voice vote.

No public comment offered.

New Business:

1. Selection of Committee Officers

Motion (Hallberg/Schmidt) to appoint Russ Arcand as the chair of the General Government Committee. Motion carried by unanimous voice vote.

2. Resolution to Adopt Draft Master Fee Schedule for 2016 Budget

Administrator Frey presented the proposed Master Fee Schedule for 2016. Motion (Jepsen/Schmidt) to approve the fee schedule and forward to the full county board. Motion carried by unanimous voice vote.

3. Property Inventory

Administrator Frey presented the annual list of Polk County Owned property.

Motion (Jepsen/Schmidt) to move into closed session pursuant to Wisconsin Statute Section 19.85(1)(e), for the purpose of considering collective bargaining of Law Enforcement Employee Field Services Division. By a unanimous roll call vote, committee convened into closed session.

4. *Closed Session*

Open Session

5. Development of Recommendations concerning the county Board Departmental Budget– Continued Deliberations

Discussion of follow up to facts gathered at the Committee of the Whole meeting held on Tuesday, Sept. 1, 2015. Several areas need further input from Administrator and Corporation Counsel. Ideas under consideration: a possible recommendation of a change in policy for ad hoc committees and consideration of establishing sunset rules for all outside committees/programs. Due to time sensitivity of budget matters, decision to meet on Sept. 24 and Oct. 8 to make recommendations to the county board in October.

Motion (Jepsen/Sample) to adjourn. Motion carried unanimously. Meeting adjourned at 1:20 p.m.