



POLK COUNTY, WISCONSIN

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AGENDA AND NOTICE OF MEETING

GENERAL GOVERNMENT COMMITTEE

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

County Board Room

Thursday, October 13th, 2016 at 10:00 a.m.

A quorum of the County Board may be present

Materials: September 8th, 2016 minutes

- 10:00 1. Call to order
- A. Approval of agenda
 - B. Approval of minutes for September 8th, 2016
- 10:05 2. Public comment (3 minutes)
- 10:10 3. Announcements and committee information Dana Frey
4. Action items
- 10:20 A. Develop Recommendations and Proposed Amendments Concerning the 2017 County Budget in Functional and Overall Areas Assigned to the Committee: County Clerk; Information Technology; Treasurer; Corporation Counsel; Employee Relations; and Administration
- Discussion items Dana Frey
- A. Major Purchase Report
- 11:15 Upcoming Matters
- A. Additional items for future agendas
 - B. 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



MINUTES
General Government Committee
County Board Room
Balsam Lake, WI 54810
10:00 a.m., Thursday, September 8th, 2016

Meeting called to order by Committee Chair Masters@ 10:00 a.m.

Members present

Attendee Name	Title	Status
Brian Masters	Chair	Present
Russ Arcand	Vice Chair	Present
Dean Johansen	Supervisor	Present
Larry Jepsen	Supervisor	Present
Chris Nelson	Supervisor	Present

Also present Tammy Peterson, Executive Assistant, Malia Malone, Corporation Counsel and Finance Director, Maggie Wickre

Approval of Agenda- Chairman called for a motion to approve the agenda. **Motion** (Jepsen/ Arcand) to approve the agenda. Motion carried by unanimous voice vote.

Approval of Minutes- Chairman called for a motion to approve the minutes of August 11th, 2016 minutes. **Motion** (Jepsen/ Masters) to approve the minutes. Motion carried by unanimous voice vote.

Public Comment: none

New Business:

Chair Masters asked if there were any announcements or committee information. Ms. Wickre stated nothing at this time.

John Will and Susan Lockwood from WITC discussed options on further higher education. Mr. Will stated they are in the process of working on a long range facility plan. This includes utilizing public facilities and work places for programs, providing mechanical systems and equipment.

Supervisor Nelson stated he would like WITC to do a better job in marketing to get the information out there for the public.

Supervisor Nelson discussed the Salvation Army Serenity House Lease Agreement for Purposes of Developing Recommendations on Terms Appropriate for 2017-2022 Renewal Lease Term. Mr. Nelson would like to come up with a restructure of cost for leases. Chief of Balsam Lake, Tom Thompson and president of the Balsam Lake village board Gino D 'Agostino were present and answered questions. The committee requested a list of service calls going back to 2012 to present from both the village and dispatch center. Ms. Malone will speak to Jill Stoffel, Communication Administrator of Law Enforcement to receive list. Chief Thompson will provide the list for the village.

Ms. Wickre spoke on the Authorization of Contingency Fund Transfer for Law Enforcement Communication's 911 Logger/Recorder emergency replacement. **Motion** (Nelson/ Johansen) to move to County Board. **Motion** carried by unanimous voice vote.

Maggie explained the Committee Responsibilities in Development and Adoption of County Budget.

Future items: Next meeting: October 13th, 2016 @ 10:00 a.m.

Adjourn - **Motion** (Johansen/ Nelson) to adjourn. Meeting adjourned 10:57 a.m.



MINUTES

General Government Committee

County Board Room
Balsam Lake, WI 54810
10:00 a.m., Thursday, October 13th, 2016

Meeting called to order by Committee Chair Masters@ 10:01 a.m.

Members present

Attendee Name	Title	Status
Brian Masters	Chair	Present
Russ Arcand	Vice Chair	Present
Dean Johansen	Supervisor	Present
Larry Jepsen	Supervisor	Absent
Chris Nelson	Supervisor	Present

Also present Tammy Peterson, Executive Assistant, Dana Frey, County Administrator, Andrea Jerrick, and Deputy County Administrator

Approval of Agenda- Chairman called for a motion to approve the agenda. **Motion** (Johansen/Arcand) approve the agenda. Motion carried by unanimous voice vote.

Approval of Minutes- Chairman called for a motion to approve the minutes of September 8th, 2016 minutes. **Motion** (Arcand/Johansen) to approve the minutes. Motion carried by unanimous voice vote.

Public Comment: none

New Business:

Mr. Frey presented a PowerPoint on the roles and responsibilities of the General Government Committee.

Ms. Jerrick presented the 2017 annual budget as amended for County Clerk, Information Technology, Treasurer, Corporation Counsel, Employee Relations and Administration.

Motion (Johansen/ Arcand) to recommend approval of the Administration Department technical amendments. Motion carried unanimously.

Motion (Nelson/ Johansen) to recommend approval of the 911 Equipment Replacement amendment to the 2017 budget. Motion carried unanimously.

Motion (Johansen/ Arcand) to recommend approval of the Business Office and Government Center Security amendment in the amount of 150,000, 40,000 parking lot lighting and 50,000 for roof and bins, capital outlay. Roll call taken, Johansen and Arcand yes and Nelson and Masters, no. Motion failed.

Motion (Johansen/Arcand) to recommend funding for the Recycling Center roof repair and Government Center lighting project in the amount of 90,000. Motion failed, 2 to 2.

Motion (Nelson/Arcand) to recommend Technical Amendment 1. Amendment to adjust 2017 Budget to Levy Limit. Motion carried unanimously.

Motion (Johansen/ Masters) to recommend Technical Amendment 2. Recommend approval of Library ACT 150 for 2017 . Motion carried unanimously.

Motion (Johansen/ Masters) to recommend approval of the Technical Amendment 3. Recommend approval of Highway Bridge Aid 2017. Motion carried unanimously.

Motion (Arcand/ Nelson) to recommend Technical Amendment #4. Amendment to adjust state highway aid . Motion passed by 3 yes and 1 no.

Motion (Johansen/ Masters) to recommend Amendment 10. Highway construction materials funding . Motion failed, 3 no and 1 yes.

Motion (Johansen/ Masters) to recommend approval of Amendment 8. Amendment to Provide Funding to the Community Referral Agency in the amount of 10,000 to the County Board. Motion carried unanimously.

Motion (Arcand/ Johansen) to recommend approval of the Administration Department 2017 budget as amended. Motion carried unanimously.

Motion (Arcand/ Masters) to recommend approval of County Clerk Department technical amendments. Motion carried unanimously.

Motion (Johansen/ Arcand) to recommend approval of the County Clerk Department 2017 budget as amended. Motion carried unanimously.

Motion (Arcand/ Johansen) to recommend approval of Treasurer Department technical amendments. Motion carried unanimously.

Motion (Masters/ Johansen) to recommend approval of the Treasurer Department 2017 budget as amended. Motion carried unanimously.

Motion (Arcand/ Johansen) to recommend approval of Information Corporation Counsel Department technical amendments. Motion carried unanimously.

Motion (Johansen/ Masters) to recommend approval of the Corporation Counsel Department 2017 budget as amended. Motion carried unanimously.

Motion (Johansen/ Masters) to recommend approval of Employee Relations Department technical amendments. Motion carried unanimously.

Motion (Arcand/ Johansen) to recommend approval of the Employee Relations Department 2017 budget as amended. Motion carried unanimously.

Motion (Johansen/Masters) to recommend approval of Information Technology Department technical amendments. Motion carried unanimously.

Motion (Nelson/Johansen) to recommend approval of Amendment 9. Amendment to Provide Funding for upgrading Storage Area Network. **Motion** carried unanimously.

Motion (Arcand/ Masters) to recommend approval of the Information Technology Department 2017 budget as amended. Motion carried unanimously.

Motion (Nelson/ Johansen) to recommend approval of Amendment 1. Amendment to fund reverse 911 system. Motion carried unanimously.

Motion (Nelson/ Arcand) to recommend approval of Amendment 2. Amendment to Fund Highway ATV Signage. Motion carried unanimously.

Motion (Arcand/ Nelson) to recommend approval of Amendment 3. Amendment to Increase Economic Development Funding. Motion carried unanimously.

Motion (Nelson/ Arcand) to recommend approval of Amendment 4. Amendment to Increase Tourism Funding. Motion passed 3 to 1.

Motion (Johansen/ Masters) to recommend approval of Amendment 5. Amendment to Fund Repair to the Polk County Museum Building. Motion carried unanimously.

Motion (Johansen/ Masters) to recommend approval of Amendment 6. Amendment to Fund Electrical Repairs at the Polk County Fairgrounds in the amount of 75,000. Motion carried unanimously.

Motion (Nelson/ Arcand) to recommend approval of Amendment 7. Amendment to Add Additional Economic Support Staffing. Motion carried unanimously.

Motion (Johansen/ Arcand) to recommend approval of Amendment 11. Amendment to Increase Funding for WestCAP. Motion Yes 2 and no 2. Motion failed on a 2 to 2 vote.

Mr. Frey provided a handout and discussed the Major Purchase Report, a listing of all Polk County purchases of over \$25,000 in the previous quarter as required by the County Financial Policy. He also addressed Policy 10, Duties and Responsibilities of Governing Committees, and stated that a draft of a rewrite will be distributed to committees in November. He also noted that this redraft will recommend that committees develop an annual work plan.

Future items: Next meeting: November 10th, 2016 @ 10:00 a.m.

Adjourn - **Motion** (Johansen/ Masters) to adjourn. Meeting adjourned 1:08 p.m.