



POLK COUNTY, WISCONSIN

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Dana Frey, County Administrator
 100 Polk Plaza, Suite 220, Balsam Lake, WI 54810
 Phone (715) 485-9212 Email dana.frey@co.polk.wi.us

AGENDA AND NOTICE OF MEETING

GENERAL GOVERNMENT COMMITTEE

Government Center
 County Board Room
 Balsam Lake, WI 54810
 Monday, August 18, 2014, 1:00 p.m.

Purpose: *Review and Action on selected items as listed below*
Documents: *Minutes of July 10th, Monthly reports and fee schedules*

ITEM	LEAD PERSON
Call to order	Committee Chair
Approval of agenda	
Approval of minutes for July 10, 2014 General Government	
Public comment	
New business	County Administrator
1. Questions on issues as contained in written monthly reports	
2. Recommendation on 2015 fee schedules	
3. 2015 budget issues (as needed)	
4. Resolution to Adopt Draft Master Fee Schedule for 2015 Budget Proposal	Gretchen Sampson, PH Director
5. Resolution to Authorize Wisconsin Hospital Emergency Preparedness Program Grant and Professional Service Contract	
6. Resolution to Create Highway Utility Plowing Fee	Steve Warndahl, Highway Commissioner
7. New hiring process presentation	Andrea Jerrick, ER Director
8. Authorize draft of resolution for county board regarding reimbursements associated with lake districts. Review resolution 11-12 and discuss further recommendations to create record of participation with affiliated organizations. Discuss reimbursement and feasibility of ad hoc committees, with emphasis on citizen member participation and reimbursement.	Chair
9. Discussion and Recommendation to County Board Concerning Increasing Act 150 Payments to 100%.	
10. Resolution to Disallow Claims for Compensation and Reimbursement of Supervisors Appointed to Serve as PILRD Board Commissioners under Section 33.28, Wis. Stats.	Jeff Fuge, Corporation Counsel
Future agenda items and Adjourn	Committee members

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. The committee may consider matters noticed herein in any order regardless of the placement of such items on this notice.



POLK COUNTY, WISCONSIN

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DEPARTMENT OF ADMINISTRATION

Dana Frey, County Administrator
100 Polk Plaza, Suite 220, Balsam Lake, WI 54810
Phone (715) 485-9212 Email dana.frey@co.polk.wi.us

Monthly Report, July 2014

Public financial management

Current

- Received the Distinguished Budget Presentation Award from the Government Finance Officers Association for 2013. Polk County is likely again the smallest county in the region to be so recognized.
- Representation on the Wisconsin Counties Association Finance and Taxation Steering Committee
- Department budget meetings for preparation of the 2015 budget

Upcoming

- Submission of the 2015 budget recommendation and capital improvement plan

Recruitment, selection and supervision of department heads

Current

- Regular monthly individual and all department head meetings to coordinate activities and disseminate information

Upcoming

- Completion of core training program for department heads
- Develop new performance appraisal process
- Develop new position classification system

Preparation of materials for Board review and action

Current

- Presentation of the Condition of the County report for 2014 at the July Board meeting
- Preparation of the fee schedule and property inventory for the August Board meeting

Upcoming

- Boardroom technology upgrade
- Submission of 2015 fee schedule and 2014 property inventory

Policy implementation and oversight

Current

- Work with individual committees on redrafting their sections of Policy 10 to facilitate better committee operations

Programs implemented by this department and related goals:

1. Public financial management: Maintain financial discipline and allocate funds as effectively as possible following priorities set by the County Board
2. Recruitment, selection, and supervision of department heads: To maintain the high standards of professionalism and competence of senior staff as well as to help staff improve overall efficiency and effectiveness.
3. Preparation of materials for Board review and action: The Board receives information to support its decision making in a timely and orderly manner.
4. Policy implementation and oversight: All Board policies, state and federal laws enforced.



POLK COUNTY, WISCONSIN

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INFORMATION TECHNOLOGY DEPARTMENT

Todd Demers, Director of Information Technology

100 Polk Plaza, Suite 205, Balsam Lake, WI 54810

Phone (715) 485-9220 Email toddd@co.polk.wi.us

Monthly Report, July 2014

HIPPA / HITECH Compliance

Current

- Collected current data on our ePHI repositories throughout the departments that are considered covered entities. We will update our evaluation of each entity and inject the new test methods as outlined in the SRA toolkit.
- Conference staff on review of ePHI repositories to confirm we have a full repository list. As we apply updated security filters and rules, we need to be sure our action affects all ePHI data repositories.
- Update the HITECH rules manual (HRM) to reflect the additional analysis language from health and human services.

Upcoming

- Complete the full scale risk analysis, assessment and implementation of security measures as prescribed by HHS and departmental feedback (August - October)
- Update the HRM documentation to reflect our findings, evaluations and mitigation test results (November - December)
- Distribute completed HRM to all county departments for review and feedback (December)

Technical Support

Current

- Receive confirmation from the Department of Administration on the new repair / replacement budget fee schedule. This new schedule was added to the I.T. budget for 2015 and will be submitted for approval, along with the countywide 2015 budget. The new fee schedule adequately covers the annual fees associated with timekeeping, employee issues and payroll.

- Ordered two (2) multi-function products (MFPs) for Public Health and have prepared to send the Xerox MFPs back to vendor. The estimated delivery date is Friday, July 25th, 2014. This will reduce the costs of leasing agreements and additional maintenance contracts from outside vendors.
- I.T. completes an average of 392 work order per month in a courteous and professional manner and to mitigate future problems with countywide equipment.

Upcoming

- Completing 2015 draft 2 of I.T. Budget (August)
- Return the expired leased MFPs to Xerox (August)

Network Administration

Current

- Reconfigured our network to include WiFi capabilities to supervisors and staff for board / committee meetings as well as web access through public access wireless technology. This strategy will assist supervisors and staff access to web-based information during their meetings.
- I.T. has worked collaboratively with Buildings, Law Enforcement and various departments to collect information on equipment that was damaged due to a lightning storm during the week of June 16th. All equipment has been diagnosed and analyzed by outside professional firms and we have received their damage reports. Lightning was the determined cause for each piece of equipment that was analyzed.
- Completed the shovel-ready plan to duplicate our telephone communication infrastructure. Submit plan to Buildings for review, approval and budgeting. The cost is approximately \$9000 and I.T. is working with Buildings on project. The duplicated network would eliminate disruption to the current hardware phone system. This project is on hold until funding is secured.

Upcoming

- Re-commission the T1 circuit between Highway as part of the new hardware –to-virtual replica ring for telecommunications and fail-over redundancy between Highway, Justice Center and Government Center (Contingent on Buildings approving the project – August)
- File a formal insurance claim to the county insurance firm to cover costs of damaged equipment due to the lightning storm during the week of June 16th. (August)

Programming & Analysis

Current

- Complete the second I.T. Monthly Activity report which is due July 25th.
- Performed site visits of four (4) neighboring counties who have contracted with Netsmart for the new Avatar HSD solution. We will use the remaining days of July to compile and

analyze the information collected from those counties. This information gives us insight on the features and functionality of the Avatar HSD solution software and prepares us for implementation.

- The new county website <http://www.co.polk.wi.us> has gone LIVE on June 27th. This is a result of restructuring our focus from how we provide services to accentuate the needs of the citizens we serve. Our vision is to make the website Polk County first tool supporting the concept of a “one-stop shop” for citizens.

Upcoming

- Completing the budget reports (Draft 2) for administration as currently prescribed (August)
- Work with Administration on Financial Edge invoicing automation & reporting (July / August)
- Completing the review and required changes in the Netsmart statement of work (S.O.W.) and upcoming contract with and for human services (August)
- Working on upgrading Kronos to the new version 7 for better data collection and reporting (September)

Programs implemented by this department and related goals:

5. HIPPA/HITECH Compliance: Ensure that protected health information of our clients and employees is managed consistent with federal guidelines.
6. Technical support: Provide professional technical support to all departments and work to reduce the cost of equipment and energy to operate.
7. Network administration: Provide a high-speed and secure network to meet new demands.
8. Programming and analysis: Improve efficiency and effectiveness of government through software solutions.

**POLK COUNTY GOVERNMENT
DEPARTMENT OF EMPLOYEE RELATIONS**

Andrea Jerrick, Employee Relations Director
100 Polk County Plaza, Suite 229, Balsam Lake, WI 54810
Phone: 715-485-9123 Email: andrea.j@co.polk.wi.us

Monthly Report, July 2014

Employee Wellness and Safety

Current

- Completing summer wellness activities including physical challenges and nutrition guidance
- Researching and designing healthy options vending program

Upcoming

- Wellness vendor evaluation (August)
- Wellness Fair (September)
- Evaluation of worker's compensation carrier insurance (July/August)
- Employee Wellness Website (September)
- Safety Assessment by WC Provider's Risk Control Services (August)
- Assess and design training opportunities to enhance employee safety (September)

Compensation and Benefits

Current

- Enhancing information available to employees about their benefits through the ADP portal (Completed)
- Revised communications about benefits on NeoGov site to support recruitment efforts
- Implementation of lower starting wages for new hires to align with market (ongoing)

- Development of 2015 staffing budget projections (July/August)
- NeoGov site adapted to new County webpage set up (August)

Upcoming

- Development of 2015 compensation and benefits communications materials for 2014-5 benefit fair

Labor Relations

Current

- Coordination with Golden Age Manor to increase paperless staffing change process (paperwork related to new hires, status changes, separations)
- Establishing ADP system parameters to allow all benefit/payroll related changes to occur in a paperless process and initiated by employee (Completed—July, 2014)

Upcoming

- Paperless 2015 online benefit enrollment with enrollment data fed directly to carriers (August-November)
- Upgrade to Kronos timekeeping system (August)

Employment, Recruitment/Retention, Position Development

Current

- Support and coordination of ongoing management training sessions—development of workgroup for next training modules and staff training opportunities (in progress)
- Revision of job descriptions to focus on knowledge, skills, abilities, organizational impact (KSAO) and behavioral competencies; and, interview process modified to evidence-based behavioral interviewing method. (ongoing)

Upcoming

- Participation/Resource for Employee Development workgroup (in progress)
- Expansion of recruitment efforts to include recruitment through social media (August/September)
- Development of management toolkit for on-boarding and managing employees (June – December)

- Ongoing revision of job descriptions

Policy Development and Legal Compliance

Current

Department	Type of Fee	2014 Fee Rate	2015 Fee Rate	Comments/Authority
Corp Counsel	Attorney Fees	\$300	\$300	Wis. Stat. Sec. 814. 01(1)

Polk County Clerk - 2015 Fee Schedule

	2014	2015	
Marriage License Fee	80	80	
Marriage Waiver Fee	10	10	
Passport Application Fee	25	25	(Set by US Dept. of State)
Passport Photo Fee	10.5	10.5	
Temp. Plate Fee	5	5	(Set by DOT)
DMV Plates, Tabs & Titles	17.8	17.8	(Set by TriVIN)
Large Assembly Permits	100	100	(Per Day Fee)
SVRS Support Fees:			
Population 1-599	300	300	
Population 600-999	400	400	
Population 1000 -1499	500	500	
Population 1500-1999	600	600	
Population 2000 -2999	700	700	

Special Elections requested by Municipalities are charged \$100 plus .25 per eligible voter from that district.

No changes made from previous year.

Resolution No. ____-14

Resolution to Adopt Draft Master Fee Schedule for 2015 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 2015 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 2015 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 2015 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	August 19, 2014
Submitted By:	
Review By County Administrator: <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only <hr/> Dana Frey, County Administrator	Review By Corporation Counsel: <input type="checkbox"/> Approved as to Form <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only <hr/> Jeffrey B. Fuge, Corporation Counsel

Resolution No. ____-14

Resolution to Authorize Wisconsin Hospital Emergency Preparedness Program Grant and Professional Service Contract

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, in the event that grant funds become available at a time when inclusion in the regular budget process is impractical, the County Administrator must approve the application for any grant with notification to the appropriate county standing committee; and

WHEREAS, where the expenditure of grant funds would exceed the amount approved by the County Board in the budget process, the Polk County Board of Supervisors may amend such authorized appropriations as provided by Wisconsin Statute Section 65.90(5)(a); and

WHEREAS, the Polk County Health Department has incurred expenses for the provision of professional services related to the Wisconsin Hospital Emergency Preparedness Program, which is a grant-funded program having a grant period of July 1, 2014 through June 30, 2015; and

WHEREAS, the Wisconsin Hospital Emergency Preparedness Program provides financial and technical assistance to hospitals and other facilities throughout the state to enhance healthcare preparedness for public health emergencies; and

WHEREAS, the Polk County Health Department is the fiscal agent for the Wisconsin Hospital Emergency Preparedness Program, Region 1, and there is a need to complete the grant application and contracts as necessary to serve as fiscal agent.

NOW, THEREFORE, BE IT RESOLVED that pursuant to Wisconsin Statute Section 65.90(5), the Polk County Board of Supervisors does amend the operating and capital budget for the calendar year 2014 as follows:

1. The Polk County Board of Supervisors does hereby authorize the application for a grant through the Wisconsin Hospital Emergency Preparedness Program for purposes of the grant year of July 1, 2014 through June 30, 2015.

2. The Polk County Board of Supervisors does hereby authorize and appropriate additional revenues and expenditures for the Polk County Health Department in the amount of \$102,481.00 for the provision of professional services necessarily incurred for the provision of professional services for the purpose of providing requisite tasks as fiscal agent under the program for Region 1.

3. The Polk County Board of Supervisors authorizes and directs the Polk County Health Director to complete and administer the grant application, grant contract and professional services contract as it relates to the provision of fiscal agent responsibilities in the Wisconsin Hospital Emergency Preparedness Program, Region 1.

BE IT FURTHER RESOLVED that the Polk County Clerk is directed to cause to be published notification of this amendment in a timely fashion consistent with Wisconsin Statute Section 65.90(5)(a).

Funding Source/ Funding Amount:	Grant Award: \$122,145
Date Reviewed as to Appropriations:	
Committee Recommendation as To Appropriation:	
Effective Date:	Upon Passage
Dated Submitted To County Board	August 19, 2014
Submitted By:	
Review By County Administrator:	Review By Corporation Counsel:
<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only	<input type="checkbox"/> Approved as to Form <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended

<p>_____</p> <p>Dana Frey, County Administrator</p>	<p><input type="checkbox"/> Reviewed Only</p> <p>_____</p> <p>Jeffrey B. Fuge, Corporation Counsel</p>
<p>Acknowledgement of County Board Action</p>	
<p>Mark As Appropriate:</p> <p>At its regular business meeting on _____, ____, 2014, the Polk County Board of Supervisors considered and acted on the above resolution, Resolution No. ____ - ____: Resolution to Authorize Wisconsin Hospital Emergency Preparedness Program Grant and Professional Service Contract, as follows:</p> <p><input type="checkbox"/> Adopted by a vote of two thirds of the entire membership _____ in favor and _____ against.</p> <p><input type="checkbox"/> Defeated by a vote of _____ in favor and _____ against.</p> <p><input type="checkbox"/> Action Deferred by Procedural Action, as follows: _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>SIGNED BY:</p> <p>_____</p> <p>William F. Johnson, IV, County Board Chairperson</p> <p>Attest: _____</p> <p style="text-align: center;">Carole T. Wondra, County Clerk</p>	

Resolution to Create Highway Utility Plowing Fee

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

Ladies and Gentlemen:

WHEREAS, pursuant to Resolution No. 44-13, the Polk County Board of Supervisors authorized and approved various fees for services over which the County has discretion; and

WHEREAS, pursuant to Policy 880, Section 4.c., Budget Preparation and Execution, amendments to the Fee Schedule following adoption of the annual budget are to be made in the same manner as any amendment to the annual budget, including those amendments to the Fee Schedule would not otherwise require a budget amendment under state law as provided pursuant to Wisconsin Statute Section 65.90(5)(a); and

WHEREAS, the Polk County Board of Supervisors desires to encourage private investment in internet and communications access in Polk County; and

WHEREAS, the fee amount contained in the 2014 budget for trenching cables for distances greater than 1320 feet exceeds the cost to the County attributable to inspection of such activities when utilities use a plowing technique, rather than a trenching technique for cable installation and is therefore a disincentive to such investment; and

WHEREAS, it is appropriate to amend the 2014 budget for the provision of a fee on the inspection service provided by the County Highway Department related to the installation of utilities, specifically for plowing cable in excess of 1320 feet; and

WHEREAS, the actual and direct cost for inspection of highway right-of way related to installation of plowing cable in excess of 1320 feet is a cost of \$50 per 1000 linear feet.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors establishes, effective July 21, 2014, a County Highway –Utility Permit Fee for plowing cable in excess of 1320 feet in the amount of \$50.00 per 1000 linear feet.

BE IT FURTHER RESOLVED, notwithstanding language in Section 4.c. of Policy 880 to the contrary, the Fee Schedule as approved in Resolution No. 44-13 shall be amended to reflect the fee authorized in this resolution.

Funding Source/ Funding Amount:	
Date Reviewed as to Appropriations:	
Committee Recommendation as To Appropriation:	
Effective Date:	July 21, 2014/ Upon Passage and Timely Publication
Dated Submitted To County Board	August 19, 2014
Submitted By:	
Review By County Administrator: <ul style="list-style-type: none"> <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only <hr/> Dana Frey, County Administrator	Review By Corporation Counsel: <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/> Jeffrey B. Fuge, Corporation Counsel

Acknowledgement of County Board Action
Mark As Appropriate: At its regular business meeting on August 19, 2014, the Polk County Board of Supervisors considered and acted on the above resolution, Resolution No. ____-14 Resolution to Establish Highway Plowing Fee

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

Resolution No. ____-14

Resolution to Disallow Claims for Compensation and Reimbursement of Supervisors Appointed to Serve as PILRD Board Commissioners Under Section 33.28, Wis. Stats.

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

Ladies and Gentlemen:

WHEREAS, pursuant to Wisconsin Statute Section 33.22(1), the Public Inland Lake Rehabilitation Districts (PILRDs) have autonomy in fulfilling their purpose and goals; and

WHEREAS, pursuant to Wisconsin Statute Section 33.30 (4)(c), electors and property owners within a PILRD determine at the annual PILRD meeting the compensation to be paid the district board commissioners as provided under Section 33.28(5); and

WHEREAS, pursuant to Wisconsin Statute Sections 33.22 (3), (4r), and 33.30, PILRDs are authorized to develop, approve, fund and implement a budget as necessary to fulfill their purposes and conduct their respective operations, including, but not limited to, providing for the compensation and reimbursement of persons serving on PILRD Board of Commissioners; and

WHEREAS, persons appointed and confirmed by the County Board to serve as a PILRD board commissioner would be eligible for compensation from the PILRD for his or her service as commissioner on the respective PILRD Board of Commissioners.

WHEREAS, it is in the interest of the County to promote the autonomy of those organizations that partner with the County on common initiatives in a manner that also promotes accountability, reduces or avoid conflict of interest and liability of the County and increases the efficient use of tax dollars through avoidance or removal of unnecessary duplication of expenditure.

WHEREAS, pursuant to Wisconsin Statute Section 59.52(12), the Polk County Board of Supervisors has the discretion to allow or disallow any claim that may be submitted to the County for compensation and or reimbursement.

NOW, THEREFORE BE IT RESOLVED, that, pursuant to Wisconsin Statute Section 59.52(12), the Polk County Board of Supervisors shall consider as disallowed any claim submitted by a Supervisor that seeks payment from the County for compensation or reimbursement related to the service of such Supervisor as a PILRD Board Commissioner.

BE IT FURTHER RESOLVED that this standing resolution shall apply to any such claim submitted on or after August 19, 2014.

Funding Source/ Funding Amount:	Not Applicable
Date Reviewed as to Appropriations:	Not Applicable
Committee Recommendation as To Appropriation:	Not Applicable
Effective Date:	August 19, 2014/ Upon Passage
Dated Submitted To County Board	August 19, 2014
Submitted By:	
Review By County Administrator: <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only _____ Dana Frey, County Administrator	Review By Corporation Counsel: <input type="checkbox"/> Approved as to Form <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only _____ Jeffrey B. Fuge, Corporation Counsel
Acknowledgement of County Board Action	
Mark As Appropriate: At its regular business meeting on August 19, 2014, the Polk County Board of Supervisors considered and acted on the above resolution, Resolution No. ____-14: Resolution to Disallow Claims for Compensation and Reimbursement of Supervisors Appointed to Serve as PILRD Board Commissioners Under Section 33.28, Wis. Stats., as follows: <input type="checkbox"/> Adopted by a vote of _____ in favor and _____ against. <input type="checkbox"/> Adopted by majority voice vote. <input type="checkbox"/> Defeated by a vote of _____ in favor and _____ against. <input type="checkbox"/> Defeated by majority voice vote <input type="checkbox"/> Action Deferred by Procedural Action, as follows: _____	

SIGNED BY:

William F. Johnson, IV, County Board Chairperson

Attest: _____

Carole T. Wondra, County Clerk

Resolution to Provide Annual Funding for Library Services to Public Libraries in Polk County

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

Ladies and Gentlemen:

WHEREAS, Polk County provides annual funding for library services to public libraries in Polk County and to each public library in an adjacent county in an amount set forth in Wisconsin Statute § 43.12; and

WHEREAS, Polk County adopted a Plan for Library Service in August, 2013, which sets forth the funding for library services consistent with Wisconsin Statute § 43.12. The County's Plan provides in part as follows:

Wisconsin Statutes Section 43.12 provides that, by March 1 of each year, the County shall pay to each municipal library in the County an amount that is equal to at least 70% of the amount computed by multiplying the number of loans reports under paragraph 2 by the amount that results from dividing the total operational expenditures of the library during the calendar year for which the number of loans are reported, not including capital expenditures or expenditures of federal funds by the total number of loans of material made by the library during the calendar year for which the loans are reported.

Polk County will, at a minimum, provide funding as set out above. The funding plan will be determined as part of the County's annual budget; and

WHEREAS, the Polk County Public Libraries provide materials and services to rural residents in Polk County; and

WHEREAS, the Polk County Plan for Library Services recommends increased funding for library services from 70% to 100% for all Polk County public libraries;

WHEREAS, in order to provide funding for library services, Polk County may levy a tax to provide funds for such services, pursuant to Wisconsin Statutes § 43.64(1); and

WHEREAS, a municipality that has a public library may apply for exemption from the county tax if the municipality levies a local tax for library services in an amount that is equal to what the county would have provided, pursuant to Wisconsin Statutes § 43.64(2); and

WHEREAS, on _____, 2014, the _____ Committee held discussion and recommended setting the following funding for libraries:

Set reimbursement for Polk County municipal libraries at 100% of 1997 Act 150 funding.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors levy funding for library services as stated above.



MINUTES
General Government Committee
County Board Room
Balsam Lake, WI 54810
1:00 p.m., Monday, August 18th, 2014

Meeting called to order by Committee Chair Hallberg @ 1:00 PM.

Members present

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

Also Present Tammy Peterson, Executive Secretary; Dana Frey, County Administrator; Jeff Fuge, Corporate Counsel and Gretchen Sampson, Director of Public Health.

Approval of Agenda- Chairman Hallberg called for a motion to approve agenda. **Motion made by** (Schmidt/ Jepsen) to approve agenda after moving number 9 to the top for discussion. Motion carried by voice vote.

Approval of Minutes- Chairman called for a motion to approve the minutes of the July 10th, 2014. **Motion made by** (Schmidt/Jepsen) to approve minutes. Motion carried by voice vote.

Public Comment – None

New Business

Chairman Josh Hallberg spoke on Discussion and Recommendation to County Board Concerning Increasing Act 150 Payments to 100%.

Librarians present, Tiffany Meyer, James Nalen , Linda Heimstead and Director at Indianhead Federated Library System John Thompson.

Motion made by (Jepsen/ Sample) to withdraw. Motion carried by voice vote.

Administrator Dana Frey announced the County has received the Distinguished Budget Presentation Award presented from Government Finance Officers Association (GFOA).

Administrator Frey addressed monthly reports, recommendation on 2015 fee schedule and 2015 budget issues.

Mr. Frey spoke on Resolution to Adopt Draft Master Fee Schedule for 2015 Budget Proposal. **Motion made by** (Sample/ Jepsen) to recommend to County Board. Motion carried by voice vote.

Director of Public Health Gretchen Sampson spoke on draft Resolution to Authorize Wisconsin Hospital Emergency Preparedness Program Grant and Professional Service Contract.

Corporate Counsel Jeff Fuge requested Administrator Dana Frey and Chairman Josh Hallberg into closed session.

CLOSED SESSION 2:23PM

SESSION RECONVENED 2:28PM

Administrator Frey requested Ms. Sampson to try to receive Direct Compensation from the state.

Administrator Frey discussed the Resolution to Create Highway Utility Plowing Fee. **Motion made by** (Sample/ Schmidt) to move to County Board. Motion carried by voice vote.

Director of Employee Relations Andrea Jerrick and Darlene Kusmirek gave presentation on new hiring process.

Chairman Josh Hallberg spoke on Authorize draft of resolution for county board regarding reimbursements associated with lake districts. Review resolution 11-12 and discuss further recommendations to create record of participation with affiliated organizations. Discuss reimbursement and feasibility of ad hoc committees, with emphasis on citizen member.

There was no act upon 11-12 and more discussion and review is recommended for draft of resolution for County Board regarding reimbursements associated with lake districts.

Corporation Counsel Jeff Fuge discussed Resolution to Disallow Claims for Compensation and Reimbursement of Supervisors Appointed to Serve as PILRD Board Commissioners under Section 33.28, Wis. Stats. **Motion made by** (Hallberg/ Sample) to recommend for review at County Board. Motion failed by tie vote, 2 in favor and Schmidt/ Jepsen against.

Future agenda items- 2015 budget and breakdown of the Information Technology 392 work orders. Such as how resolved, training, hardware or software.

Adjourn - Motion made by (Jepsen/Sample) to adjourn. Meeting adjourned 4:06 PM.