

Polk County Finance Committee

Meeting date: October 9, 2013

Start time: 2:00 p.m.

Est. end time: 4:00 p.m.

Location: 2nd Floor East Conference Room, Government Center Building

Purpose: Report on 2014

Meeting documents:

- None

1. Standing items

1.1 Call meeting to order

1.1 Approve agenda

1.2 Approve minutes of previous meeting

Finance Committee Chair/ 5 minutes

2. Public comment

3 minutes each/30 minutes total

3. Old business

None

4. New business

4.1 2014 Budget Overview

4.2 Treasurer 2014 Budget Recommendation

4.3 County Clerk 2014 Budget Recommendation

4.4 I.T. 2014 Budget Recommendation

4.5 Department of Admin 2014 Budget Recommendation

4.6 Amendment Court Commissioner

4.7 Cancellation of Outstanding Orders

Dana Frey/ 60 minutes

Amanda Nissen/ 5 minutes

4.8 Resolution to Hold a Public Hearing on the 2014 Budget Proposal Dana Frey/20 min

4.9 Resolution to Release 2013 Compensation Adjustment Dana Frey/ 10 minutes

5. Ending items

5.1 Review action items (if any)

5.2 Committee member comments

5.3 Set next meeting date/agenda items

5.4 Adjourn

Chair /5 minutes

Committee / 5 minutes

Chair /5 minutes

(Agenda not necessarily presented in this order) 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

DEPARTMENT OF ADMINISTRATION FINANCE COMMITTEE MEETING

October 9, 2013

Polk County Government Center 2nd Floor, East Conference Room

Gary Bergstrom, Finance Committee Chair called the meeting to order at 2:00 pm

Present for Finance Committee: Kathy Kienholz, Kristine Hartung, Gary Bergstrom, George Stroebel, and Joe Demulling.

Also present: Dana Frey, County Administrator

Maggie Wickre, Finance Manager

Newly appointed Finance Committee member Joe Demulling was introduced by County Board Chairman, William Johnson. Joe is appointed to replace Committee Member Neil Johnson.

Motion by Stroebel/Kienholz to approve the agenda: carried by voice vote.

Motion by Kienholz/Stroebel to approve the minutes of September 4, 2013 meeting; carried by voice vote.

Public Comment: Nancy Anderson addressed the Committee on Golden Age Manor.

Old Business: None

New business

2014 Budget Overview

Administrator, Dana Frey, discussed expected technical changes to the budget. So far, some state notices of aids have been higher than expected, but we are waiting for further procedural changes to see what the total effect will be to the 2014 budget before this resolution goes to County Board in November for consideration.

I.T. 2014 Budget Recommendations

I.T. Department Head, Todd Demers, reviewed next year's budgeted projects and discussed new cost effective measures that will be implemented.

Treasurer 2014 Budget Recommendation -

Treasurer, Amanda Nissen, gave an update on the execution of cost savings and citizen convenience procedures in this department.

County Clerk 2014 Budget Recommendation –

Administrator Frey stated that the 2014 budget in this office remains the same except for a small additional funding increase needed for elections.

Department of Admin 2014 Budget Recommendation

Administrator Frey has no additional recommendations for this department.

Cancellation of Outstanding Orders

Treasurer, Amanda Nissen, handed out the Resolution for Cancellation of Outstanding Orders which is outstanding checks over two years old that would cancel to the general fund. This resolution will go to County Board in November. **Motion by Stroebel/Hartung to approve resolution and forward to County Board; carried by voice vote.**

Amendment Court Commissioner

Administrator Frey stated that this amendment would continue the family court commissioner at half time and incorporate funding in the budget under Circuit Court. **Motion by Hartung/Kienholz to approve; carried by voice vote.**

Resolution to Hold a Public Hearing on the 2014 Budget Proposal

Administrator Frey explained in detail the attached 2014 Budget Notice to be published in the newspaper (s). **Motion by Hartung/Kienholz to approve resolution and forward to County Board; carried by voice vote.**

Resolution to Release 2013 Compensation Adjustment

Administrator Frey explained this resolution and why such a resolution needs to go to County Board before the release of 2013 employee compensation. **Motion by Hartung/Stroebel to change the present resolution wording on line 6: “to provide for compensation increase or bonus for 2013”; carried by voice vote. Motion by Hartung/Kienholz to approve resolution with line changes and forward to county board; carried by voice vote.**

Motion to adjourn by Kienholz/Hartung at 3:40 PM; carried by voice vote.

Next meeting: November 6th, 2013 @ 2:00 p.m.