

Polk County Executive Committee
Polk County Government Center, 100 Polk County Plaza,
County Board Room
Balsam Lake, Wisconsin
Thursday, July 7, 2016 at 9:00 a.m.

(A quorum of the County Board may be present. Pursuant to Section 19.89, Supervisors of the Polk County Board who are not committee members may be present in the noticed closed session.)

Order of Business

(The Committee may take up any subject matter noticed herein at anytime during the meeting regardless of the location of such subject matter on the meeting notice at the time of issuance.)

(Open Session)

Order of Business:

1. Call to Order
2. Adoption of the Agenda
3. Adoption of the Minutes of the February 25, 2016 meeting
4. Public Comment
5. Recommendations Concerning the Establishment and Authority of the Highway Facility Steering Committee.
6. Recommendation Concerning Annual Employee Evaluation of County Administrator.
 - a. Closed Session; Pursuant to Wisconsin Statute Sections 19.36 (10)(d) and 19.85(1)(c) the Committee may convene in closed session for the purpose of deliberating on and formulating recommendations to be provided to the County Board of Supervisors concerning the performance of the County Administrator. Any action of the committee on such matter will remain closed and or sealed, pursuant to Sections 19.36 (10)(d) and 19.85(1)(c), until the County Board of Supervisors takes action to finalize said performance evaluation.

Following said closed session, the Committee will reconvene in open session to consider and/act on any matter noticed herein, including reconvening in closed session as herein noticed.

7. Calendar: Next Meetings and Agenda Items
8. Adjourn

This meeting is open the public according to WI 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.

Resolution No: ____-16
**Resolution to Confirm the Establishment and the Authority of a
Highway Facility Steering Committee**

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

Gentlemen:

WHEREAS, the Polk County Board of Supervisors is responsible for the maintaining the condition of Polk County's infrastructure; and

WHEREAS, the current Polk County Highway Department facility was built in 1933, 83 years ago, and despite intervening repairs and maintenance is functionally obsolete, inefficient, and its location and design is potentially hazardous for employees and the public; and

WHEREAS, replacement or major renovation of that facility is the most critical infrastructure need facing Polk County government; and

WHEREAS, the Polk County Board of Supervisors is also responsible for management of the County's financial resources, especially the property tax; and

WHEREAS, through prudent management, including early payoff of debt, the Polk County has reduced its debt service obligation to a sustainable level; and

WHEREAS, Polk County is now in a position to prudently address this critical infrastructure need without an increase in debt service and, consequently, without a property tax increase for that debt service, and

WHEREAS, an investment of this size warrants a thorough review of all options and costs, a review best conducted at the committee level, and

WHEREAS, such a project would span the jurisdiction of more than one standing committee.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors confirms the establishment of a Highway Facility Steering Committee, composed of _____<Insert Number> Supervisors who shall be appointed by the County Board Chairperson, subject to confirmation of the County Board.

BE IT FURTHER RESOLVED that the Polk County Board of Supervisors authorizes the Highway Facility Steering Committee; as follows:

1. To make recommendations relating to the construction, remodeling or renovation of the Highway Facility as a public improvement project; including, but not limited to the financing of said project, overall project authorization and project implementation; and
2. To enter into on behalf of the County preliminary agreements for the sale or purchase of real estate relating to that facility, subject to approval by the full County Board.

BE IT FURTHER RESOLVED that this committee report to the Polk County Board of Supervisors on a monthly basis.

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	July 19, 2016
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 the 19th of July, 2016, the Polk County Board of Supervisors considered and acted on the above resolution, Resolution No. __-16: Resolution to Confirm the Establishment and the Authority of a Highway Facility Steering Committee , as follows: <input type="checkbox"/> Adopted by simple majority of the board of supervisors by a vote of _____ in favor and _____ against. <input type="checkbox"/> Adopted by unanimous vote. <input type="checkbox"/> Defeated by a vote of _____ in favor and _____ against. <input type="checkbox"/> Defeated by voice vote. <input type="checkbox"/> Action Deferred by Procedural Action, as follows: _____ _____ _____	
SIGNED BY: _____ Dean Johansen, County Board Chairperson Attest: _____ Carole T. Wondra, County Clerk	



MINUTES

Executive Committee

Government Center County Board Room

Balsam Lake, WI 54810

9:00 a.m. Thursday, July 7, 2016

Open Session

Meeting called to order by County Board Chair Dean Johansen.

Members present

Attendee Name	Title	Status
Dean Johansen	Supervisor (Chairman)	Present
Craig Moriak	Supervisor	Present
Jay Luke	Supervisor	Present
Chris Nelson	Supervisor	Present
John Bonneprise	Supervisor	Absent

Also Present Carole Wondra, County Clerk, Dana Frey, County Administrator, Corporation Counsel, Jeff Fuge & Andrea Jerrick, Deputy Administrator/Employee Relations Director.

Approval of Agenda- Motion (Luke/Moriak) to approve agenda. Agenda approved unanimously.

Approval of Minutes- Motion (Johansen/Moriak) to approve the Feb. 25, 2016 minutes. Motion carried unanimously.

Public Comment – None offered

Committee Business

Chairman Johansen called on Administrator Frey to address the committee on the issue of Establishment & Authority for a Highway Facility Steering Committee. Committee discussed the charges to the proposed committee along with number of members needed. Motion (Luke/Bonneprise) to approve Resolution to Confirm the Establishment and the Authority of a Highway Facility Steering Committee. Motion (Luke/Nelson) to amend the resolution by:

Authorizing the Executive Committee to Perform the Highway Facility Steering Functions.

Motion to amend the resolution and make the necessary changes to the resolution authorizing the Executive Committee to Perform the Highway Facility Steering Functions, carried by unanimous voice vote.

Motion to approve the resolution as amended and send to county board, carried by unanimous voice vote. Corporation Counsel revised the resolution to conform to the amended version.

Chairman Johansen called for a motion to convene into closed session: Motion (Luke/Bonneprise) to convene into closed session for the purpose of deliberating on and formulating recommendations to be provided to the county Board of Supervisors concerning the performance of the County Administrator. Motion carried by unanimous voice vote. Roll call was taken by the clerk with all committee members present and staff members as follows: County Clerk Carole Wondra, Employee Director Andrea Jerrick and Corporation Counsel Jeff Fuge.

Closed Session

Open Session

Meeting reconvened in open session. Upon reconvening in open session Chairman Johansen announced that the committee took action to reconvene in open session.

Motion (Bonneprise/Luke) to adjourn. Motion carried unanimously. Meeting adjourned 10:30 a.m.