



POLK COUNTY, WISCONSIN

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Sharon Jorgenson, County Clerk
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MINUTES

PUBLIC SAFETY AND HIGHWAY COMMITTEE

County Board Room
Balsam Lake, WI 54810
2:00 P.M. Tuesday, November 7, 2017

Meeting called to order by Chair Luke at 2:00 p.m.

Committee Members Present:

Attendee Name	Title	Status
Jay Luke	Chair	Present
John Bonneprise	Vice Chair	Present
Doug Route	Supervisor	Present
Joe Demulling	Supervisor	Present
Larry Jepsen	Supervisor	Present

Also present Sharon Jorgenson, County Clerk; Dana Frey, County Administrator; Emil Norby, Highway Commissioner; and member of the press.

Approval of Agenda-Chair Luke called for a motion to approve agenda. **Motion** (Bonneprise/Route) to approve the agenda. **Motion** carried by unanimous voice vote.

Approval of Minutes- Chair Luke called for a motion to approve the minutes of the October 3, 2017 meeting. **Motion** (Demulling/Route) to approve the minutes. **Motion** to adopt October 3, 2017 minutes carried by unanimous voice vote.

Public Comment

Time was given for public comment. No public comment was received.

Announcements and Committee Information

Committee received information and announcements from Administrator Frey regarding upcoming resolutions.

Discussion Items

- A. Committee received status report/updates from Emil Norby, Highway Commissioner regarding Highway Facility project. Sand is being moved in for the foundation. Everything is on schedule.

- B. Committee received draft copy of Policy 10 from Administrator Frey and information regarding updating Policy 10 and amending or updating the Rules of Order.
- C. Committee received 2018 Work Plan Draft with suggested agenda items.

Action Items

- A. Committee received and reviewed Resolution 75-17: Resolution to Adopt the Polk County Operating and Capital Budget for the Calendar Year 2018 and To Set the 2018 Tax Levy. No action was necessary on the Resolution at this time due to no additional amendments.

Matters for Upcoming Meetings

December: Resolution No. 73-17: Resolution Approving the Update of the Natural Hazard Mitigation Plan for Polk County and Resolution No. 77-17: Resolution to Amend 2017 Budget to Incorporate Purchase of Search and Rescue Drone and Force to Force Training Equipment Funded by Federal Forfeiture Revenue; 2018 Work Plan development

Next meeting: Tuesday, December 5, 2017 at 2:00 p.m.

Upcoming conferences/meetings: December 4 & 5 Professional Development at Wausau, WI, Road school –highway conference set for January 2018 at Chula Vista, Wisconsin Dells, WI, NACE (National Association of County Engineers) Conference set for April 2018 at Chula Vista, Wisconsin Dells, WI

Chair Luke called for a motion to adjourn. **Motion** (Bonneprise/Demulling) to adjourn. **Motion** carried by unanimous voice vote. Chair Luke declared meeting adjourned at 2:40 p.m.

Respectfully submitted,

Sharon Jorgenson, County Clerk



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AGENDA AND NOTICE OF MEETING

PUBLIC SAFETY & HIGHWAY COMMITTEE

Government Center, 100 Polk County Plaza, Balsam Lake, WI 54810
County Board Room
Tuesday November 7th, 2017 at 2 p.m.
A quorum of the County Board may be present

Materials: October 3rd, 2017 Minutes
Functional Classification information

- | | | |
|--------|---|------------------------|
| 2:00PM | 1. Call To Order | |
| | A. Approval of agenda | |
| | B. Approval of minutes for October 3 rd , 2017 | |
| 2:05PM | 2. Public comment (3 minutes) | |
| 2:10PM | 3. Announcements and committee information | Dana Frey |
| 2:20PM | 4. <u>Discussion Items:</u> | |
| | A. Highway Facility update | Moe Norby |
| | B. Redraft of Policy 10 (Duties & Responsibilities of Governing Committees) | Dana Frey
Dana Frey |
| | C. 2018 Committee Work Plan Draft | |
| | 5. <u>Action Items :</u> | |
| | A. Resolution No. 75-17: Resolution to Adopt the Polk County Operating and Capital Budget for the Calendar Year 2018 and To Set the 2018 Tax Levy (amendments as needed) | Dana Frey |
| 2:45PM | 5. Identification of Subject Matters for Upcoming Meetings | |
| 3:00PM | 6. 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.



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MINUTES

PUBLIC SAFETY AND HIGHWAY COMMITTEE

County Board Room
Balsam Lake, WI 54810
2:00 P.M. Tuesday, October 3rd, 2017

Meeting called to order by Chair Luke at 2:00 p.m.

Committee Members Present:

Attendee Name	Title	Status
Jay Luke	Chair	Present
John Bonneprise	Vice Chair	Present
Doug Route	Supervisor	Present
Joe Demulling	Supervisor	Present
Larry Jepsen	Supervisor	Present

Also present Sharon Jorgenson, County Clerk; Dana Frey, County Administrator; Andrea Jerrick, Deputy Administrator; Emil Norby, Highway Commissioner; and member of the press.

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

Approval of Minutes- Chair Luke called for a motion to approve the minutes of the September 7th, 2017 meeting minutes. **Motion** (Jepsen/Route) to approve the minutes. **Motion** carried by unanimous voice vote.

Public Comment

Time was given for public comment. No public comment was received.

Announcements and Committee Information

Committee received information and announcements from Administrator Frey.

Discussion Items

- A. Committee received status report/updates from Emil Norby, Highway Commissioner regarding Highway Facility project. Informational conference for contractors was held October 3, 2017 regarding Bid Package 2 with 16 contractors attending. Bid Package two is due on 10/13/17. Work will start on former Bishop Building on 10/9/17.

Action Items

- B. Committee received Resolution 57-17: Resolution Delegating to Highway Commissioner Approval Authority for Functional Classification Changes and information from Highway Commissioner Norby regarding purpose of resolution. **Motion** (Demulling/Jepsen) to approve and recommend passage of Resolution 57-17 to County Board. Chair Luke called for a voice vote on the motion. **Motion** to approve and move Resolution 57-17 to County Board carried by unanimous voice vote.
- C. Committee received hand-out outlining Technical Amendments and Policy Amendments to 2018 Budget Ceilings from Administrator Frey. Committee received information regarding amendments from Administrator Frey. **Motion** (Jepsen/Demulling) to approve technical amendments for Highway Department as presented and move to County Board. Chair Luke called for a voice vote on the motion. **Motion** to approve and move Highway Technical amendments to County Board carried by unanimous voice vote.

Committee received information regarding Policy Amendments – Highway Policy 1: State Aid Increase. **Motion** (Route/Jepsen) to approve Policy Amendment to Highway Policy 1: State Aid Increase (\$190,000) and move to County Board. Chair Luke called for a voice vote on the motion. **Motion** to approve Policy Amendment – Highway Policy 1: State Aid Increase and move to County Board carried by unanimous voice vote.

Motion (Bonneprise/Route) to approve Highway Policy 2: Funding for ATV Signs to provide funding for 10 new ATV segments on County Highways at \$1000 each and move to County board. Chair Luke called for a voice vote on the motion. **Motion** to approve and move Policy Amendment- Highway Policy 2: Funding for ATV Signs to County Board carried by unanimous voice vote.

Motion (Jepsen/Bonneprise) to approve Technical Amendments: Law Enforcement Technical 1 and Law Enforcement Technical 2 and move technical amendments for Law Enforcement to County Board. Chair Luke called for a voice vote on the motion. **Motion** to approve Technical Amendments for Law Enforcement: Law Enforcement Technical 1 and Law Enforcement Technical 2 and move to County Board carried by unanimous voice vote.

Motion (Bonneprise/Demulling) to approve and move Policy Amendments for Law Enforcement Policy 1: Funding for long-range rifles and Law Enforcement Policy 2 – Funding for electronic law library to County Board. Chair Luke called for a voice vote on the motion. **Motion** to approve Policy Amendments: Law Enforcement Policy 1 and Law Enforcement Policy 2 and move to County Board carried by unanimous voice vote.

Motion (Jepsen/Bonneprise) to approve and move Technical Amendments for Clerk of Court to County Board. Chair Luke called for a voice vote on the motion. Motion carried by unanimous voice vote.

Motion (Route/Bonneprise) to approve Policy Amendment: Clerk of Court Policy 1 and move to County Board and to postpone recommendation on Clerk of Court Policy 2 amendment to County Board. Chair Luke called for a voice vote on the motion. **Motion** to approve Clerk of Court Policy 1 Amendment and move to County Board and postpone recommendation to County Board on Clerk of Court Policy 2 Amendment carried by unanimous voice vote.

Motion (Bonneprise/Jepsen) to approve and move District Attorney Technical Amendments to County Board. Chair Luke called for a voice vote on the motion. **Motion** to approve District Attorney Technical amendments and move to County Board carried by unanimous voice vote.

Motion (Bonneprise/Jepsen) to approve and move technical amendments regarding Corporation Counsel budgetary changes to County Board. Chair Luke called for a voice vote on the motion. **Motion** to approve Corporation Counsel Technical amendments and move to County Board carried by unanimous voice vote.

- D. Committee received Resolution 66-17: Resolution to Authorize Lease Agreement with Wisconsin Department of Transportation (Road Salt Storage Facility) and information regarding resolution from Highway Commissioner Norby. Recommendation on Resolution 66-17 was discussed. **Motion** (Bonneprise/Route) to approve and recommend passage of Resolution 66-17 to County Board at October 17, 2017 meeting. Chair Luke called for a voice vote on the motion to approve and recommend passage of Resolution 66-17 to County Board. **Motion** to approve and recommend passage of Resolution 66-17 to County Board carried by unanimous voice vote.

Matters for Upcoming Meetings

November: Next meeting: Tuesday, November 7th, 2017 at 2:00 p.m.

Budget

Upcoming conferences/meetings: October 31 – Highway Commissioner Meeting, Hayward, WI.
Road school –highway conference set for January 2018 at Chula Vista, Wisconsin Dells, WI

Chair Luke called for a motion to adjourn. **Motion** (Bonneprise/Jepsen) to adjourn. **Motion** carried by unanimous voice vote. Chair Luke declared meeting adjourned at 3:02 p.m.

Respectfully submitted,

Sharon Jorgenson, County Clerk

PUBLIC SAFETY & HIGHWAY COMMITTEE
2018 WORK PLAN

Date	Scheduled Agenda Items	Program Evaluation and Upcoming Issues
January	Finalize 2018 work plan	
February	ATV route recommendations	
March		Highway Access Control policy Review and revision
April	Consideration/reconsideration of County Board priorities in transportation and public safety	
May	Jail tour Review of dispatch/911 in Wisconsin	
June		
July	Annual reports	Highway Utility Policy Review
August	Review and recommendations on fee schedule	Tour of New Highway Facility
September	Annual budget review	
October	Annual budget amendments	
November	Budget technical amendments	
December	Develop 2019 work plan	

Subchapter 1.3: Committees, Boards and Commissions

1.01. **Scope.** This subchapter applies to all standing committees, committees, boards and commissions created by the Polk County Board of Supervisors.

1.02. **Definitions.** For purposes of this subchapter, the following terms have the meaning given:

- a. *Committee* means a standing committee, board or commission created by the Polk County Board of Supervisors.
- b. *Ad hoc committee* means a committee consisting of county board supervisors, or county board supervisors and representatives of the general public, assigned a specific policy-related task or project for a specific period of time.
- c. *County Board* means the Polk County Board of Supervisors.
- d. *Uniform Chart of Accounts* means the State of Wisconsin Uniform Chart of Accounts as in effect at any time.
- e. *Program* means a related set of activities aimed at a common objective or purpose.
- f. *Functional classification* means the apportionment of programs in compliance with the Uniform Chart of Accounts using the terminology therein.

1.03. **General duties and responsibilities.** Consistent with Wisconsin Statutes section 59.18 as in effect at any given time, a committee is primarily responsible for developing policy recommendations to the County Board on programs over which the committee has oversight responsibility based on functional classification. Each committee has the duties and responsibilities as provided in the following sections.

- a. **Legislation.** Review and make a recommendation to the County Board on all proposed resolutions and ordinances assigned to that committee. This review may incorporate a public hearing or any other action to obtain public input at the discretion of the chair. Following such review, a committee must vote whether to recommend an ordinance or resolution be adopted or not adopted by the County Board and whether that resolution be amended; alternatively a committee may vote to make no recommendation to the County Board. A committee may also vote re-refer a resolution or ordinance to another standing committee. The chair of the committee must report on that committee recommendation to the County Board at such time that resolution is considered either verbally or in writing.
- b. **Budget.** Consistent with financial policies, review and make recommendations on the budget proposed by the county administrator for each program for which the committee has oversight responsibility. This review may incorporate a public hearing or any other action to obtain public input at the discretion of the chair. A committee must vote to recommend that County Board adopt, not adopt, or amend the proposed budget for these programs; alternatively a committee may vote to make no recommendation to the County Board. The chair of the committee must report on that committee recommendation to the County Board at such time that budget is considered.
- c. **Program evaluation.** Periodically evaluate or oversee the evaluation of programs for which the committee has oversight for compliance with policy as set by the

County Board, relevance of the program, relative importance of the program, and its efficiency and effectiveness in achieving results. The results of such evaluations must be provided to the County Board and public.

- d. **Outside agency oversight.** Define the purpose, responsibilities and the desired outcomes related to participation on outside boards, councils or commissions by a County Board Supervisor as assigned by this subchapter, reporting to the County Board on these matters on at least an annual basis.
- e. **Policy priorities.** Annually review policy priorities as determined by the County Board and make recommendations to the County Board on any amendment to these policy priorities including inclusion of a new priority, deletion of an existing priority, or amendment to any existing priority.
- f. **Policy implementation.** Annually review the key strategies and key performance indicators as developed by the relevant department to implement these policy priorities, assess progress toward that implementation and make recommendations to the county administrator as to their adjustment and related management direction including a review of annual reports on assigned programs.
- g. **Intergovernmental relations.** Review pending state and federal legislation that may affect programs over which the committee has oversight responsibility and assist the County Board in developing a coordinated response to this legislation including any communication with the legislature, congress or the governor, including assigning a member as a liaison to regional and state organizations as recommended by the committee and authorized by the County Board.

1.04. **Committee organization and meetings.** Unless previously noticed, committee meetings are to be held monthly at a set time at the Government Center. Although committees may meet jointly, two committees may not independently meet at the same time without the consent of the county board chair. The following sections govern the organization and structure of committee meetings.

- a. **Organization.** At the first meeting of each committee following the organizational meeting held in April of even numbered years, a committee must elect officers consisting of committee chair, vice chair, and secretary and establish a schedule for regular monthly meetings to be held at the same day of the month and time, including alternative or second meeting dates in each month. Where possible, committee meetings should be held on Tuesday or Thursday after 5:00 P.M.
- b. **Cancellation.** The committee chair may cancel or reschedule a committee meeting for reasons of weather, lack of a quorum, schedule conflict, lack of committee business, or other operational reasons. Every effort should be made to provide at least four days' notice of any cancellation or rescheduling.
- c. **Work plan.** To implement these priorities, a committee must organize activities around a set calendar and, by December of each year, adopt a work plan for the following year listing objectives for that year including programs to be evaluated and any special presentations or meetings. This action must include an evaluation of progress against the previous year's work plan.

- d. **Agenda.** The committee chair must oversee the preparation of the agenda for all committee meetings. The county clerk must circulate a copy of the agenda and all relevant ordinances and resolutions plus related supporting documentation noticed in the agenda to committee members at least four calendar days before the meeting. As possible, committee agendas should include approximate time for agenda items for the convenience of the public and other observers and participants.
 - e. **Convening a meeting.** The chair shall call the meeting to order at the scheduled time, determining whether a quorum is present. If a quorum is not present, the committee may not convene and business may not be conducted. The chair must preserve order and decorum.
 - f. **Public comment.** Public comment at committee meetings is allowed after the speaker has been formally recognized by the chair. Each person must identify themselves by name and municipality of residence before addressing the committee. Each person has three minutes to make their presentation. ~~Only county employees~~ The committee clerk or supervisors may distribute is responsible for the distribution of literature or handouts provided for the committee. The chair has the responsibility to conduct the public comment period in an orderly and respectful manner.
 - g. **Subcommittees.** A committee may create subcommittees to be composed of members of the Polk County Board of Supervisors or citizens as the committee deems expedient in carrying out its responsibility.
- 1.05. **Ad hoc committees.** The chair of the County Board may appoint an ad hoc committee for a specific policy-related project or program and to produce a specific report to the County Board. The term of that committee ends with the official acceptance of that report by the County Board or the end of the County Board term, whichever is sooner. To the extent possible, ad hoc committees must establish regular monthly meeting dates and times.

1.06.

1.07. **Environmental Services Committee.** The Environmental Services Committee is responsible for the policy oversight of programs implemented under the functional classifications of conservation, development, recreation and education. In addition, the committee must:

- a. Perform duties and responsibilities as assigned by Wisconsin Statutes sec. 92.07 relating to land conservation functions except as superseded by sec. 59.18.
- b. Oversee the University Extension Program as established under Wisconsin Statutes sec. 59.56(3).
- c. Review and authorize claims for damage to domestic animals by dogs pursuant to Wisconsin Statutes sec. 174.11.
- d. Provide policy guidance for the implementation of the following County ordinances: Board of Adjustment Procedures, Comprehensive Land Use (Zoning), Floodplain, Lower St. Croix Riverway, Sanitary, Shoreland Protection Zoning, Subdivision, Telecommunication Towers and Related Facilities and Small Wind Energy Systems.
- e. Hear and recommend to the County Board action on applications for district changes under the Polk County Zoning Ordinance.
- f. Review and approve major subdivision plats as required under the Subdivision Ordinance.
- g. Hear and rule on subdivision variance requests under the Subdivision Ordinance.
- h. Hear and rule on special exception requests consistent with county ordinance.
- i. Oversee the Community Development Block Grant program (CDBG) including:
 - i. Those portions of the CDBG program Polk County offers;
 - ii. Review of relevant applications;
 - iii. Approval of the Housing Procedures Manual;
 - iv. Making of emergency loan awards; and
 - v. Determining any need for additional funds and making application for those funds.
- j. Oversee policy as implemented through funding for outside agencies including:
 - i. Gandy Dancer Trail Commission
 - ii. Northern Regional Trail Advisory Committee
 - iii. Polk County Economic Development Corporation
 - iv. Polk County Fair Society
 - v. Polk County Museum
 - vi. Polk County Tourism Council
 - vii. Renewable Energy Committee
 - viii. Revolving Loan Fund/EDC Loan Committee
 - ix. River Country Resource Conservation & Development Council
 - x. West CAP

xi. West Central Wisconsin Regional Planning Committee

1.08. General Government Committee. The General Government Committee is responsible for the policy oversight of programs under the functional classification of general government. In addition, the committee must:

- a. Perform all functions described within budget and financial management policies and state law including making recommendations on the size and financing of the overall County budget.
- b. Negotiate all labor contracts for Polk County and recommend to the County Board the approval of these agreements.
- c. Represent Polk County at each union labor-management meeting as requested.
- d. Recommend to the full County Board constitutionally elected officials' salaries.
- e. Oversee policy as implemented through funding for outside agencies including:
 - i. Arnell Memorial Humane Society
 - ii. Indianhead Federated Library System
 - iii. Polk County Library Planning Committee

1.09. Board of Health and Human Services. The Community Services Committee is responsible for the policy oversight of implemented under the functional classifications of health and human services. In addition, the committee must:

- a. Assist the Public Health Department in assessment of community health needs.
- b. Attend as possible public health legislative events, regional Board of Health trainings and agency professional advisory committee meetings.
- c. Understand, respect, and adhere to federal regulations, Wisconsin Statutes and rules of confidentiality to which the Health and Human Services Board must adhere.
- d. Oversee policy as implemented through funding for outside agencies including:
 - i. Polk County Housing Authority
 - ii. Kinship of Polk County
 - iii. Community Referral Agency

1.010. Public Safety and Highway Committee. The Public Safety and Highway Committee is responsible for the policy oversight of programs implemented under the functional classifications of public safety and of highways. In addition, the committee must:

- a. Provide a forum for the Polk County Circuit Court judges to discuss issues involving the court system and public safety.
- b. Serve as the grievance committee pursuant to Wisconsin Statutes §59.26(8).
- c. Conduct an annual tour of the Polk County jail and make recommendations to the County Board for any policy changes relating to that program.
- d. Assign a member of the committee to serve as a liaison to the Polk County

Criminal Justice Collaborating Council, Inc.

- e. Oversee policy as implemented through funding for outside agencies including:
 - i. County Criminal Justice Collaborative
 - ii. Local Emergency Planning Committee

Resolution No. 75- 2017

Resolution to Adopt the Polk County Operating and Capital Budget for the Calendar Year 2018 and To Set the 2018 Tax Levy

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE POLK COUNTY BOARD OF SUPERVISORS:

Ladies and Gentlemen:

- 1 WHEREAS, it is the responsibility of the Polk County Board of Supervisors to adopt a
2 budget for the operation and fiscal management of the County of Polk for the year
3 commencing January 1, 2018; and
- 4 WHEREAS, pursuant to Wisconsin Statute Section 59.18(5) and Policy 880, *Budget*
5 *Preparation and Execution*, the County Administrator did prepare, submit and offer for
6 review proposed 2018 budget by the County Board at its meeting of September 13, 2017;
7 and
- 8 WHEREAS, as part of the proposed 2018 budget, the County Administrator did submit a
9 staffing plan with respect to each county department in accordance with Polk County
10 Policy No. 881, *Staffing and Position Administration*; and
- 11 WHEREAS, each county board standing committee has reviewed the proposed budget
12 for every department and forwarded that budget with any recommendations to the
13 General Government Committee; and
- 14 WHEREAS, the Polk County Board of Supervisors did consider amendments to the
15 budget at its meeting of October 17, 2017; and
- 16 WHEREAS, on October 25, 2017, the Polk County Board of Supervisors did publish for
17 public review a summary of the proposed 2018 budget and did notice and conduct a
18 public hearing on the proposed 2018 budget in conformity with the laws of the State of
19 Wisconsin; and
- 20 WHEREAS the Wisconsin Department of Revenue delivers the Statistical Report on
21 Equalized Value of Polk County for 2018 and the Polk County Board of Supervisors
22 accepted the report on November 14, 2017, which sets the Equalized Value of Polk
23 County for taxing purposes at \$4,376,021,300 exclusive of value in Tax Increment
24 Districts; and
- 25 WHEREAS, for purposes of satisfying the requirements of the state imposed county tax
26 levy rate limit formula, the budget for 2018 is in compliance with Wisconsin Statute
27 Sections 59.605 and 66.0602; and
- 28 WHEREAS, the Polk County Budget for the Calendar Year 2018 is a financial plan for
29 the operational needs of the County and was developed in accordance with the Uniform

1 Chart of Accounts for Wisconsin Municipalities and the pronouncements of the
2 Governmental Accounting Standards Board(GASB); and

3 WHEREAS, this resolution constitutes Polk County Operating and Capital Budget for the
4 Calendar Year 2018 and is defined as the County Budget pursuant to Wisconsin Statute
5 Section 65.90.

6 NOW, THEREFORE, BE IT RESOLVED that in accordance with Wisconsin Statute
7 Section 65.90, the Polk County Board of Supervisors does hereby adopt the 2018
8 Operating and Capital Budget of the County of Polk, in the amount of \$ **53,135,321**
9 including departmental appropriations and revenues and use of fund balance as amended
10 following the public hearing held on November 14, 2017.

11 BE IT FURTHER RESOLVED that the Polk County Board of Supervisors does
12 authorize and appropriate such revenues and expenditures for calendar year 2018 as
13 designated in the Operating and Capital Budget for calendar year 2018.

14 BE IT FURTHER RESOLVED that the Polk County Board of Supervisors directs that all
15 appropriations for 2017 shall lapse to the general fund as undesignated fund balance at
16 the end of calendar year 2017 and that any other fund balance determined to exist at the
17 end of 2017 shall be transferred to general fund balance to the extent said appropriation
18 has not been expended or appropriation or other fund balance been determined by the
19 County Administrator to be nonspendable, restricted, committed, or assigned as defined
20 by GASB Rule 54.

21 BE IT FURTHER RESOLVED that the Polk County Board of Supervisors affirms the
22 existence of the committed or assigned fund balances in the attached documentation.

23 BE IT FURTHER RESOLVED that, notwithstanding any other policy to the contrary, the
24 Polk County Board of Supervisors adopts the submitted departmental staffing plans and
25 authorizes for calendar year 2018 those positions and the corresponding expenditures
26 identified in said staffing plans and that any position not so identified will be considered
27 eliminated from the 2018 department budget.

28 BE IT FURTHER RESOLVED that the 2018 fee schedule as incorporated in the 2018
29 budget is hereby adopted, including rentals for the use of County-owned property.

30 BE IT FURTHER RESOLVED that Wisconsin State taxes, in conformity with and as
31 provided in Wisconsin Statute Section 70.58, be levied in the amount of \$0 for State
32 Forestation on taxable property of Polk County.

33 BE IT FURTHER RESOLVED that the Polk County Board of Supervisors levies against
34 all real property within Polk County for 2017, as follows:

35 A. County Levy:

36 1. General County Operations: \$ 19,046,216

37 2. Debt Levy: \$ 2,808,126

38 Total 2018 County Levy \$ 21,854,342

39 B. State Required Levy on Behalf of Other Agencies

1	3. Town Bridge Construction:	\$ <u>25,288</u>
2	4. Library Support – Act 150:	\$ <u>749,481</u>
3	5. Total 2018 Levy, All Purposes:	\$ <u>22,629,111</u>

4 BE IT FURTHER RESOLVED that the County Administrator is authorized to make any
5 technical corrections to the budget that are necessary for the County Budget to comply
6 with all state law and regulations.

7 BE IT FURTHER RESOLVED that the department heads of the various County
8 departments are authorized to enter into and to execute on behalf of the respective County
9 department intra-county cooperative agreements and service agreements that are
10 authorized and necessary under federal and state programs to provide services to other
11 County departments and to secure and to account for reimbursements for those expenses
12 that incurred by other County departments in the performance of services required by
13 those cooperative agreements or service agreements.

14 BE IT FURTHER RESOLVED that notwithstanding any policy to the contrary, with the
15 adoption of this resolution the Polk County Board of Supervisors authorizes departments
16 to apply for and accept any grant incorporated in this budget and identified on the grant
17 schedule attached hereto and incorporated herein or any revenue incorporated in this
18 budget and to accept, with the concurrence of the County Administrator, any contract
19 with the State of Wisconsin whose revenues and expenditures are incorporated in this
20 budget.

21 BE IT FURTHER RESOLVED that Polk County Board of Supervisors authorizes the
22 Parks, Buildings and Solid Waste Director to act on its behalf to submit an application to
23 the Department of Natural Resources for financial assistance under Wisconsin Statutes
24 sec. 287.23 and Wisconsin Administrative Code chapters NR 542, 544 and 549, to sign
25 necessary documents and to submit a final report.

26 BE IT FURTHER RESOLVED that the Polk County Board of Supervisors authorizes the
27 Parks, Buildings and Solid Waste Director or her/his designee to act on behalf of the
28 County of Polk to submit an application to the State of Wisconsin Department of Natural
29 Resources for any financial aid that may be available and incorporated in this budget, to
30 submit reimbursement claims along with necessary supporting documentation within six
31 months of project completion date, to submit necessary signed documents and to take
32 necessary action to undertake, direct and complete the approved project.

33 BE IT FURTHER RESOLVED that the County of Polk will comply with state or federal
34 rules for the programs to the general public during reasonable hours consistent with the
35 type of facility; and will obtain from the State of Wisconsin Department of Natural
36 Resources or the National Park Service, as appropriate, approval in writing before any
37 change is made in the use of the project site.

38 BE IT FURTHER RESOLVED that the Polk County Board of Supervisors authorizes and
39 directs the Director of Polk County Land and Water Resources Department to act on behalf
40 of the County to submit requests and applications for grants funding or financial assistance

1 from the Wisconsin Department of Natural Resources with respect to the specific grant
2 and or financial assistance program, as follows:

- 3 1. The Aquatic Invasive Species Control Grant Program;
- 4 2. The Lake Management Grant Program; and
- 5 3. The Lake Protection and Classification Grant Program.

6 BE IT BE IT FURTHER RESOLVED that the Polk County Board of Supervisors approves
7 and authorizes on behalf of the County of Polk an application for grant funding or financial
8 assistance under each respective identified program.

9 BE IT FURTHER RESOLVED that the Polk County Board of Supervisors authorizes the
10 Director of the Polk County Land and Water Resources Department to act on behalf of
11 the County of Polk as grant administrator to sign and submit an application to the State of
12 Wisconsin for financial aid for aquatic invasive species control purposes, lake planning
13 purposes, and lake protection purposes; to sign a grant agreement between the county and
14 the DNR as well as other necessary documents; to take necessary action to undertake,
15 direct, and complete an approved aquatic invasive species control grant, an approved lake
16 planning grant, and an approved lake protection grant; to submit quarterly and/or final
17 reports to the DNR to satisfy the grant agreement; and to submit reimbursement claims
18 along with necessary supporting documentation within six months of project completion
19 date.

20 BE IT FURTHER RESOLVED that the Polk County Board of Supervisors affirms that
21 Polk County will meet the obligations under any aquatic invasive species control grant,
22 lake planning grant, and lake protection grant including timely publication of the results,
23 compliance with state rules for the program, and will meet the financial obligations under
24 the grant including the prompt payment of the required County's commitment to the
25 project costs of 25 to 33 percent depending on the program.

26 BE IT FURTHER RESOLVED that the Polk County Land and Water Resources
27 Department desires to receive grant funding from the Wisconsin Department of Natural
28 Resources (WDNR) –Target Runoff Management (TRM) program pursuant to ss. 281.65
29 or 281.66, Wis. Stats., and chs. NR151, 153, and 155, Wis. Adm. Code, for the purpose
30 of implementing measures to control nonpoint source water pollution and the Landowner
31 agrees to contribute the local share (also called the “match”) needed for projects that are
32 ultimately grant-funded by the WDNR.

33
34 BE IT FURTHER RESOLVED that the Polk County Board of Supervisors authorizes the
35 Director of the Land and Water Resources Department to submit a signed grant
36 application to the WDNR; to submit a signed Environmental Hazard Assessment form to
37 the WDNR, if applicable; to sign a grant agreement between Polk County and the
38 WDNR; to submit signed quarterly and final report forms to the WDNR; and to submit
39 signed grant reimbursement requests to the WDNR.

40
41 BE IT FURTHER RESOLVED that the Polk County Board of Supervisors authorizes
42 and directs the Director of the Polk County Land and Water Resources Department to

1 apply for and administer Joint Allocation Plan Staffing and Cost Share Grants, Farmer
2 Written Nutrient Management Program Grants, and Producer Led Watershed Protection
3 Grants from the Wisconsin Department of Agriculture, Trade, and Consumer Protection
4 and the Wisconsin Department of Natural Resources under the Nonpoint Source
5 Program, pursuant to Wisconsin Statutes Chapters 92 and 281, and as outlined in the
6 Administrative Rule ATCP 50.

7
8 BE IT FURTHER RESOLVED that the Polk County Sheriff can apply and administer
9 the County/Tribal Law Enforcement Assistance grant for 2018 from the State of
10 Wisconsin Department of Justice. In accordance with Section 165.90 of the Wisconsin
11 Statutes a county/tribal law enforcement assistance program is created and the Polk
12 County Sheriff is responsible for the formulation of a joint plan for 2018.

13
14 BE IT FURTHER RESOLVED that, pursuant to Section 66.0303, the Polk County Board
15 of Supervisors authorizes the Polk County Medical Examiner to contract on behalf of
16 Polk County with Anoka County, Minnesota for the procurement of medical examiner
17 services.

18
19 BE IT FURTHER RESOLVED the Polk County Board of Supervisors authorizes the
20 Polk County Conservationist to submit a signed grant application to the WDNR; to
21 submit a signed Environmental Hazard Assessment form to the WDNR, if applicable; to
22 sign a grant agreement between Polk County and the WDNR; to submit signed quarterly
23 and final report forms to the WDNR; and to submit signed grant reimbursement requests
24 to the WDNR.

25
26 BE IT FURTHER RESOLVED that, pursuant to Section 28.11(5)(b), the Polk County
27 Board of Supervisors authorizes the approval of the 2018 Polk County Forest Annual
28 Work Plan and budget developed by the Polk County Forest Administrator and presented
29 to the Environmental Services Committee on November 1, 2017, hereby attached.

30 BE IT FURTHER RESOLVED that Polk County Board of Supervisors authorizes and
31 delegates to the discretion to the Golden Age Manor Administrator to, after consultation
32 with the County Administrator, to provide for and to implement a compensation increase
33 or bonus for 2018, should projections indicate that the ending balance, after receipts of all
34 state aid, exceeds \$50,000.

35
36 BE IT FURTHER RESOLVED that Polk County Board of Supervisors authorizes the
37 Polk County Administrator to hold allocation of resources for UW Extension for vacant
38 positions until such time as the Polk County Board of Supervisors makes a determination
39 as to services to be provided Polk County through UW Extension.

40 BE IT FURTHER RESOLVED that the complete budget, as adopted, be placed on file in
41 the office of the County Clerk and County Administrator.

Funding Amount and Source: As Provided in Submitted, Received and Amended
2018 Budget Proposal of Polk County

Date General Government Committee Advised: November 9, 2017

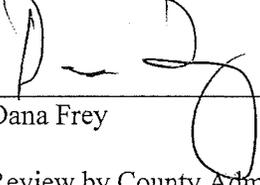
General Government Committee Recommendation: _____

Effective Date: Upon Passage Unless Specified Herein

Date Submitted to County Board: November 14, 2017

County Board Action: _____

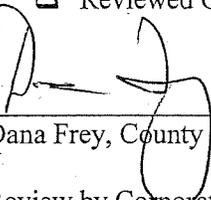
Submitted Upon Recommendation by the County Administrator



Dana Frey

Review by County Administrator:

- Recommended
- Not Recommended
- Reviewed Only



Dana Frey, County Administrator

Review by Corporation Counsel:

The above-resolution is approved as to form. It is the recommendation of the Corporation Counsel that the Polk County Board of Supervisors adopt the above resolution.

- As Approved as to Form*
- Recommended
 - Not Recommended
 - Reviewed Only



Jeffrey B. Fuge, Corporation Counsel

COUNTY BOARD ACTION

At its annual business meeting on November 14, 2017, the Polk County Board of Supervisors did, pursuant to Section 65.90 and after public hearing on the same, adopt the above-entitled resolution, Resolution No. 75- 2017: Resolution to Adopt the Polk County Operating and Capital Budget for the Calendar Year 2018 and To Set the 2018 Tax Levy, by a majority vote of _____ in favor and _____ against.

Dean Johansen, County Board Chairperson

Attest:

Sharon Jorgenson, Polk County Clerk

Attachment 1

General Fund Restricted or Assigned Funds Budgeted in 2018

	Restricted	Assigned
Administration – Employee Recognition		10,000
Buildings, Parks, Recycling – Conservation Project	10,463	

TABLE 3

SUMMARY BY ECONOMIC CLASSIFICATION

2015 - 2020

SUMMARY	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Revenue				
General Property Tax	21,170,122	21,470,176	21,611,424	21,854,342
Other Taxes	688,441	726,906	536,145	586,145
State Aids	11,193,431	11,193,752	11,054,703	10,954,664
License & Fees	347,374	382,203	322,653	443,623
Fine and Forfeitures	189,551	176,913	219,050	209,050
Public Charge for Services	11,639,526	11,913,469	12,092,008	12,053,445
Intergovernmental Revenue	3,176,143	3,075,161	2,973,805	3,080,715
Misc Revenue	899,457	587,978	524,823	678,761
Other Financing Sources	5,307,560	3,625,322	4,332,111	3,509,340
Unknown Revenue	0	14,658	0	0
Total Income	54,611,604	53,166,536	53,666,722	53,370,085
Expense				
Personnel Services	29,217,363	29,504,655	30,268,488	30,705,150
Operating - 000	1,836,111	2,312,991	1,887,338	1,868,653
Contractual Services	8,056,782	7,902,629	9,302,283	8,509,215
Supplies & Expenses	3,825,976	4,196,146	4,313,375	4,695,310
Fixed Charges	1,440,869	1,561,803	1,595,840	1,574,743
Debt Service	5,550,207	3,325,316	2,258,255	2,823,126
Grants, Contributions, Indel	1,244,882	1,539,218	1,199,723	1,244,787
Capital Outlay	963,760	629,866	879,229	2,449,631
Cost Reallocation	1,881,585	622,767	1,350,936	445,435
Total Expense	54,017,535	51,595,390	53,055,466	54,316,050
Net Revenue and Expenditures	594,069	1,571,146	611,257	(945,965)

TABLE 3
SUMMARY BY ECONOMIC CLASSIFICATION

2015 - 2020

SUMMARY	2015 Actual	2016 Actual	2017 Budget	2018 Budget
FTE				
Professionals	89.41	88.10	71.21	70.22
Technicians/Para-Professionals	68.65	55.70	48.57	47.41
Administrative Support	66.18	77.40	82.00	82.00
Skilled Craft/Service Maintenance	120.99	123.45	125.75	125.91
Protective Service Workers	54.94	56.44	56.44	58.44
Officials/Administrators	22.60	21.60	38.60	40.60
Total	422.77	422.69	422.57	424.58

Attachment 1

General Fund Restricted or Assigned Funds Budgeted in 2018

	Restricted	Assigned
Administration – Employee Recognition		10,000
Buildings, Parks, Recycling – Conservation Project	10,463	

Department	Type of Fee	2018 Fee Rate
District	Restitution Surcharge - percentage of total	0.10
Attorney	DJOC Fee	150.00
	District Attorney Fees (as stated below)	
	Discovery Photocopies	
	State Public Def per page	0.20
	Private Bar per page	0.50
	Discovery CD/DVD	
	State Public Def each	5.00
	Private Bar each	10.00
	101-06-46110	
	Discovery Photograph Reprints	
	State Public Def each max for 5x7 smaller	0.50
	State Public Def each max for 5x7 larger	1.00
	Private Bar each any size	2.00
	Discovery Counter Copies	
	State Public Def each	0.20
	Private Bar each	2.00
County Clerk		
	Marriage License Fee	80.00
	Marriage Waiver Fee	10.00
	Passport Agent Fee	25.00
	Passport Photo Fee	10.50
	Temp Plate Fee- Counter Fee	5.00
	DMV Tabs & Plates per Application	17.30
	Large Assembly Permits	100.00
	SVRS Support Fees - population based	
	Population 1-599	300.00
	Population 600-999	400.00
	Population 1000-1499	500.00
	Population 1500-1999	600.00
	Population 2000-2999	700.00
	Any Special Election plus \$.25 per eligible voter	100.00
	excess HAVA fee posted to SVRS fee 2016	
	Park fees total	
Parks	Camping Fee per night	15.00
	camping fee electric per night	25.00

	Shelter reservations	40.00
	State Bike Passes	
	Annual Pass	25.00
	Daily Pass	5.00
Solid Waste	Solid Waste Revenue	
	Appliances Solid Waste	18.00
	Gas Ammonia appliance over 4'	204.00
	Gas Ammonia appliance under 4'	116.00
	Air conditioners	33.00
	Plastic Water Heaters	33.00
	Commercial Air conditioners	523.00
	Commercial Hot water	72.00
	Commercial Appliance per cu.ft.	
	Water softeners	28.00
	All Electronics	.45/lb
	Small Appliances	5.00
	Bulbs 4' and under	0.85
	5'and over	1.00
	Compacts	0.85
	U Shaped	0.85
	Broken Bulbs	4.00
	Ultra Violet	8.00
	HID	4.00
	Ballast	4.00
	Propane cylinders 4-40 lb	8.00
	Propane cylinders 100 lb	14.00
	Oil filters	0.75
	Tires per lb	0.15
	Off Road Tire per lb	0.30
	Car and Truck with Rim	plus 2.00 2.5/lb
	Heavy Truck Rim	12.00 plus .15 for rim and tire
	Confidential Shredding per lb.	.15/lb
	Mattress	15.00
Register of Deeds	Recording Real Estate Documents	30.00
	Plats/Subdivisions/Condo	50.00
	Transportation Project Plats	25.00
	Document Copies - per page	\$2.00/\$1.00
	Vital Records per person/per copy	\$20.00/\$3.00
	Real Estate Transfer Fees	\$3 per 1000

	Laredo Contract & Copy Fees	
	Tapestry Searches & Copy Fees	n/a
Treasurer	Tax Deed Fee	175.00
Treasurer	Copies	0.25
Law	Civil Process	
	Paper Service	75.00
	Writ of Eviction/Assistance	100.00/65.00
	Writ of Replevin	100.00/65.00
	Writ of Execution	100.00/65.00
	Notarized Affidavit	10.00
	Sheriff's Sale Foreclosure/Execution	150.00
	Jail Division	
	Out-of-County Huber Fees/day	25.00
	Huber Fees /day	15.00
	Out of County Boarding/day	45.00
	Booking Fees	25.00
	Alarm Fees	
	False Alarm Fees 1st/2nd/3rd/subsequent	0/50.00/50.00/100/0
	Records	
	Digital Audio Media (create/duplicate)	40.00/10.00
	Digital Video Media (create/duplicate)	30.00/10.00
	Digital Photo Media (duplicate)	10.00
	Paper Photo Sheet	2.00
	Paper Copies	0.25
	Drug Kits	5.00
	Outside Requests for Services	
	Fees 1st hours/2nd and subsequent hours	100.00/65.00
General	ABC for Health Rent	\$4,800.00
Public Health	Case Management (rate is per hour; includes B-3/PNCC)	\$50.00
	Influenza Vaccination	\$30.00
	Pneumonia Vaccination	
	Hepatitis B	\$60.00
	Mantoux	\$15.00
	Jail Nurse (rate is per hour)	\$50.00
	Jail LPN (rate is per hour)	\$40.00
	School Nursing (1st 12 hours exempt)	\$50.00
	Speech Therapy Visit (Birth to 3)	\$150.00
	Occupational Therapy Visit (Birth to 3)	\$150.00

Reproductive Health	Nursing Services	
	New - 10"	\$33.00
	New - 20"	\$55.00
	New - 30"	\$67.00
	New - 45"	\$84.00
	Est - 5"	\$18.00
	Est - 10"	\$33.00
	Est - 15"	\$45.00
	Est - 25"	\$52.00
	New Prevention 12 - 17	\$80.00
	New Prevention 18 - 39	\$80.00
	New Prevention 40 - 64	\$80.00
	Est Prevention 12 - 17	\$65.00
	Est Prevention 18 - 39	\$65.00
	Est Prevention 40 - 64	\$65.00
	Lab Services	
	Chlamydia	\$62.00
	GC	\$62.00
	VDRL	\$28.50
	Hepatitis C	\$55.00
	Herpes	\$135.00
	Hemoglobin	\$10.00
	U/A gluc	\$10.00
	U/A Chem	\$10.00
	KOH	\$15.00
	HPV DNA	\$62.00
	Thin Prep	\$45.00
	HIV	\$35.00
	Pregnancy Test	\$13.00
	Colletion/Handl	\$10.00
	Injection Fee	\$8.00
	Destruction of lesions	
	HPV tx 14	\$52.00
	HPV tx 15+	\$60.00
Supplies		
Nuva Ring	\$50.00	
Oral Contraceptives	\$40.00	
Depo Provera	\$100.00	
Evra Patch	N/A	
Condoms per 12	\$11.00	

	Fe Condoms	\$5.50
	Plan B	\$60.00
	Antibiotics	
	Metronidazole	\$25.00
	Azithromycin	\$25.00
	Ceftriaxon	\$25.00
	Fluconazol	\$10.00
Environmental Health		
	Restaurant (License Fee+State Surcharge) Total	
	Prepackaged	\$116.00
	Simple	\$253.00
	Moderate	\$363.00
	Complex	\$594.00
	Temp	\$100.00/\$50.00/\$25.00
	Pre-inspection	
	Prepackaged	\$150.00
	Simple	\$200.00
	Moderate	\$300.00
	Complex	\$400.00
	Other	
	Church	SAME AS REGULAR LICENSING FEES FOR THESE
	Caterer	
	Civic or Fraternal	
	Schools	
	Simple Food Service	
	Moderate Food Service	
	Lodging (License Fee+State Surcharge) Total	
	5-30 Rooms	\$226.00
	31-99 Rooms	\$308.00
	100-199 Rooms	\$391.00
	200+ Rooms	\$539.00
	Bed/Breakfast - 8 or less Rooms	\$143.00
	Tourist Rooming House 1-4 Rooms	\$143.00
	Pre-inspection	
	5-30 Rooms	\$200.00
	31-99 Rooms	\$250.00
	100-199 Rooms	\$350.00
200+ Rooms	\$450.00	
Bed & Breakfast	\$150.00	
Tourist Rooming House	\$150.00	

Recreational Facilities (License Fee + State Surcharge) Total		
Campground 1-25 Sites		\$193.00
Pre-inspection		\$200.00
Special Event Campground 1-25 Sites		\$175.00
Campground 26-50 Sites		\$275.00
Pre-inspection		\$250.00
Special Event Campground 26-50 Sites		\$250.00
Campground 51-100 Sites		\$336.00
Pre-inspection		\$300.00
Special Event Campground 51-100 Sites		\$305.00
Campground 100-199 Sites		\$391.00
Pre-inspection		\$350.00
Special Event Campground 100-199 Sites		\$355.00
Campground 200+ Sites		\$451.00
Pre-inspection		\$400.00
Special Event Campground 200+ Sites		\$410.00
Rec/Ed Campground		\$556.00
Pre-inspection		\$400.00
Swimming Pool		\$165.00
Tattoo/Body Piercing		\$149.00
Pre-inspection		\$140.00
Combination Tattoo/Piercing		\$242.00
Pre-inspection		\$145.00
DNR Transient Well Program (Fee per well tested)		\$40.00
Radon Kits		\$8.00
Serve Safe Course		
Initial Certification		\$130.00
ENV HEALTH	DATCP Licenses	New Program 07/01/2017
	Very Large Potentially Hazardous Food	\$754.00
	Medium/Large Potentially Hazardous Food	\$754.00
	Large Potentially Hazardous Food	\$754.00
	Small Potentially Hazardous Food	\$292.00
	Very Small Potentially Hazardous Food	\$66.00
	Large Non Potentially Hazardous Food	\$209.00
	Very Small Non Potential Hazardous Food	\$66.00
	Non Processing	\$50.00
Medical Examiner	Medical Examiner Fees	
	Cremation Fee/Records Disinterment	175.00
	Death Certificate Signing Fee	100.00
	Release of Med Records	50.00

Golden Age Manor	Semi Private Room skilled care	225.00
	Private Room skilled care	242.00
	Semi Private Room- Judy's Cottage (Secure/Alzheimers)	235.00
	Private Room- Judy's Cottage (Secured/Alzheimers)	252.00
	Intensive Skilled care	235.00
Community Services	Psychiatric Services/hr	325.00
	Psychotherapy (Masters Level Clinician)/hr	200.00
	Psychotherapy (Bachelors Level Clinician)/hr	200.00
	Group Therapy/hr	50.00
	OWI Assessment (Self-pay in advance, No Sliding Fee)/hr	300.00
	IDIP Intoxicated Driver Intervention Program)	250.00
	Voluntary AODA Assessment/hr	250.00
	Assessment (Masters Level Clinician)/hr	250.00
	Assessment (Bachelors Level Clinician)/hr	250.00
	Group Sessions/hr	50.00
	Crisis Intervention per hour	175.00
	Crisis Intervention per diem	350.00
	Case Management/CSP	175.00
	Standard UA Test	
	Alcohol Test	
	Marjuanna Test	
	Add oxycodone to any of the above	
	Marjuanna Test	
	Add oxycodone to any of the above	
	Confirmation Drug Test	
	Smart Start Install	300.00
	Smart Start Download	
	Smart Start Disconnect	
	Drivers Safety Plan Reinstatement	150.00
	Drivers Safety Plan Extension	\$75.00
	Monthly Room and Board, Owner Operated Adult Family Home	\$623.00
	Monthly Room and Board, Corporate AFH/CBRF	\$727.00
	Monthly/Room and Board, RCAC	\$828.00
Veteran Services	N/A	
Extension	Education Workshops/person	10.00-40.00
	Pesticide Applicator Trainin/person	35.00
	Annual Bee (\$1.00 a yard, max \$5.00)	1.00
	Family Living- Divorce Education/person	30.00

	Bulletins/Educational Materials	actual price
LWRD	Manure Pit Permit Fee	675.00
	Nonmetallic Mining Reclamation	
		100.00
		190.00
		386.00
		582.00
		777.00
		900.00
		967.00
	New Mine Reclamation Plan Review Fee	560.00
	Plan Review Fee for Amended Plans	370.00
	Expedied New Mine Reclamation Plan Review Fee	2234.00
	Reclamation Plan Review Fee Hard Rock Quarry Mine & Frac Sand Mine (zoned)	8937.00
	Sand Mine (unzoned)	13405.00
	Storm Water Erosion Control	
		288.00
		230+28/unit
		459+39/lot
		691+112/acre>2
		575+23/lot
		0.18/ft
	Conservation Fees From Other Counties	wages & benefits =10%
	LWRD Charge for Services	wages & benefits =10%
	Tree Sales	1.20
		1.20
		1.20
		1.20
		1.20
		1.20
		1.30
		1.20
		1.20

		1.20
		1.20
		11.50
		10.00
Lime Quarry		
	50-59 /ton	9.50
	60-69 /ton	11.00
	Slag/ton	6.00
	Class 5/ton	8.25
	Class 5 (discount)/ton	7.46
	Deco/ton	13.50
	2"Clean/ton	12.75
	3/4" Clean/ton	15.50
	3" Clean/ton	12.75
	Trail & Paddock Mix (3/8" -)/ton	7.50
	Rip Rap/ton	32.00
	Pit Run/ton	20.00
	3/4 " Unclassified/ton	10.00
	Boulders/ton	40.00
	Flat Rock/ton	40.00
	Utility Rock/ton	12.00
	2" Unclassified/ton	10.00
	Unclassified Deco/ton	10.00
	Packer Blend/ton	11.00
	Pickups	25.00
	Rental Income	3000.00
LAND	Conventional Septic Tank Fee	440.00
INFORMATION	Holding Tank Septic Fee	620.00
	In-Ground Pressure, Mound, Experimental System	440.00
	Sanitary Reconnection Fee (established 8/18/2015)	150.00
	Sanitary Inspection	250.00
	Non-plumbing Sanitary System (Privy, Composting & Incinerating Toilet)	150.00
	Wis. Fund Grant Application for Sewer System Replacement	125.00
	Land Use	
	Houses, Commercial, Special Exceptions	390.00
	Signs	200.00
	501C-3 Signs	50.00
	Additions to Dwellings	260.00

	Additioins to Dwellings - 144 sq ft or less	75.00
	Accessory Buildings	155.00
	Accessory Buildings 144 sq ft or less	75.00
	Accessory Structures (retaining walls,stairs)	75.00
	Temporary Permit	210.00
	Run-off Rating Review	100.00
	Removal of vegetation in buffer zone, Landscaping	50.00
	Telecommunication Tower 120ft or less	500.00
	Telecommunication Tower 121ft to 160ft	1200.00
	Telecommunication Tower 161ft to 200ft	2100.00
	Telecommunication Tower 201ft & Up	3000.00
	Bunkhouse	390.00
	Seasonal Travel Trailer Permit	210.00 + 150.00
	Permitted Uses	390.00
	Grading and Filling	390.00
	Permit for Wireless Comm. Facility	350.00
	Plat Review / per lot - Preliminary Plat	600, +50/lot
	Plat Review / per lot - Final Plat	600.00
	Plat Review / Metes & Bounds Description - Combo Lots	400.00
	Minor Plat Certified Survey Map	400.00
	Subdivision Ord / WLIA Land Records Fees/document	6.00
	Subdivision Ord / WLIA Land Records Internet /document	2.00
	Subdivision Ord / Base Mapping/parcel	11.00
	Hearings - Committee	500.00
	Hearings - Board of Adjustment	500.00
	GIS Mapping Fees	
	Plotted - Drawing or Aerial Photos, etc...	
	8 1/2" X 11"	5.00
	11" X 17"	7.50
	18" X 18" or 16" X 21"	12.00
	24" X 24"	15.00
	30" X 30" or 21" X 33"	20.00
	36" X 36" or 33" X 43"	35.00
	Laser Printer (8 1/2" X 11" - 8 1/2" X 14" - 11" X 17")	1.00
	Standard Copier (8 1/2" X 11" - 8 1/2" X 14" - 11" X 17")	0.25
	Digital Data	
	Parcel Data	time/material
	All Other GIS Data/per MB	time/material
	<i>Orthophotos: Natural Color 2015 (6" Resolution)</i>	
	Tif image, per 2X2 section tile, per image tile	50.00

	MrSID image, per 2X2 section tile, per image tile	25.00
	Tif image, per 2X2 section tile, per town	350.00
	MrSID image, full county	750.00
	Tif image, full county (portable hard drive necessary)	1000.00
	<i>Orthophotos: Natural Color 2010 (12" Resolution)</i>	
	Tif image, per 2X2 section tile, per image tile	50.00
	MrSID image, per 2X2 section tile, per image tile	25.00
	Tif image, per 2X2 section tile, per town	350.00
	MrSID image, full county	750.00
	Tif image, full county (portable hard drive necessary)	1000.00
	<i>Orthophotos: Natural Color 2006 (12" Resolution)</i>	
	Tif image, per 1X2 section tile, per image tile	25.00
	Tif images, per 1X2 section tiles, per town	350.00
	MrSID image, per town	100.00
	MrSID image, full county	750.00
	Tif image, full county (portable hard drive necessary)	1000.00
	<i>Orthophotos: B&W 2001 (18" Resolution)</i>	
	Tif image, per 3X3 section tile, per image tile	15.00
	Tif images, per 3X3 section tiles, per town	40.00
	MrSID image, full county	500.00
	<i>Orthophotos: B&W 1996 (1 Meter)</i>	
	Tif image per town tile, per image tile	40.00
	Tif image, per town tile, per town	40.00
	Tif images, per town tile, full county	500.00
	<i>LIDAR (Light Detection and Rangin) Data: 2015</i>	
	2-foot contours, per 5,000' x 5,000' tile	20.00
	2-foot contours, entire county	200.00
	Bare Earth, per 5,000' x 5,000' tile	20.00
	Bare Earth, entire county	200.00
	Classified Point Cloud, per 5,000' x 5,000' tile	20.00
	Classified Point Cloud, entire county	200.00
	Hydro-flattened breaklines, entire county	100.00
	Digital Elevation Model (DEM), per 5,000' x 5,000' tile	20.00
	Digital Elevation Model (DEM), entire county	200.00
	Digital Surface Model (DSM), per 5,000' x 5,000' tile	20.00
	Digital Surface Model (DSM), entire county	200.00
	Intensity Images, per 5,000' x 5,000' tile	20.00
	Intensity Images, entire county	200.00
	Bundled LiDAR, entire county	500.00
Corporation Counsel	Attorney Fees	300.00
Child Support Agency	Non-IV-D SVCS	25.00

Forestry	Personal Firewood Permit	\$8/cord
Highway	Access Permits	
	Housing Developments	515.00
	Residential	295.00
	Field Access	180.00
	Field Visit Only	100.00
	Minor Modifications	55.00
	Utility Permits	
	Basic Permit	50.00
	Open Cut Pavement	250.00
	*Bore Pre & Post Inspections	0.00
	*Trenching	0.00
	*Imp in Hwy Intersections	0.00
	*Plowing	0.00
	Oversize Overwidth Permits	
	Single Trip	30.00
	Multiple Trips	110.00
	Housemoving	50.00

Polk Co Dept Number	Dept Grant Contact Person	Polk Co Dept Description	State ID Number	Federal CFDA ID Number	Start Date of Grant	End Date of Grant	2018 Budget Amount	2018 Local Match	Comments
		TIEOUT DURING TAXES					\$8,587,808.50		
		TIEOUT DURING TAXES					\$1,382,480.63		
2	JOBIE	STATE AID COURTS			1/1/2018	12/31/2018	\$140,205.00		This varies every year.
2	JOBIE	ST AID GUARDIAN AD LITEM			1/1/2018	12/31/2018	\$34,500.00		This varies every year.
5	BELINDA	VICTIM/WITNESS ASSISTANCE PROGRAM	455.532		1/1/2018	12/31/2018	\$65,791.49		
7	DEBBIE	ST AID CLEAN SWEEP	115.040000		1/1/2018	12/31/2018	\$14,000.00		
7	DEBBIE	ST AID RECYCLING	370.670000		1/1/2018	12/31/2018	\$159,674.00		
7	DEBBIE	ST AID CONSERVATION PROJECT	370.563000		1/1/2018	12/31/2018	\$2,450.00	\$2,450.00	This is in Forestry
7	DEBBIE	ST AID SNOWMOBILE TRAILS	370.575		7/1/2017	6/30/2018	\$85,850.00		
7	DEBBIE	ST AID ATV/UTV	370.577		7/1/2017	6/30/2018	\$25,440.00		
9		FED AID LIEU OF TAXES		N/A	1/1/2018	12/31/2018	\$5,000.00		
9		PILT PAYMENTS FR DISTRICTS		N/A	1/1/2018	12/31/2018	\$80,000.00		
9		RESOURCE AID PAYMENT	370.566000		1/1/2018	12/31/2018	\$18,000.00		
11	KATHY	HAZARD MITIGATION GRANT			1/1/2018	6/30/2018	\$23,180.06		
11	KATHY	ST AID LEPC TRAINING		20.703	1/1/2018	12/31/2018	\$500.00		
11	PETE	ST AID LE DNA SAMPLES	455.221000		1/1/2018	12/31/2018	\$900.00		
11	PETE	ST AID LAW ENFORCEMENT TRAINING	455.231000		1/1/2018	12/31/2018	\$9,280.00		
11	PETE	ST AID INDIAN LAW ENF GRANT	455.263		1/1/2018	12/31/2018	\$15,700.00		
11	PETE	ST AID WATER PATROL	370.550000		1/1/2018	12/31/2018	\$12,000.00		
11	PETE	ST AID SNOWMOBILE PATROL	370.552		5/1/2017	4/30/2018	\$3,500.00		
11	KATHY	ST AID LEPC EMER PLAN	465.337		10/1/2017	9/30/2018	\$11,330.00		

Polk Co Dept Number	Dept Grant Contact Person	Polk Co Dept Description	State ID Number	Federal CFDA ID Number	Start Date of Grant	End Date of Grant	2018 Budget Amount	2018 Local Match	Comments
11	KATHY	ST AID EMERG GOV'T EMA		97.042	10/1/2017	9/30/2018	\$44,713.00		
11	KATHY	EMA EMERG FOOD & SHELTER		97.024	1/1/2018	12/31/2018	\$3,000.00		
11	PETE	ST AID LAW ENF ATV	370.551		5/1/2017	4/30/2018	\$8,812.00		
11	PETE	BOARD OF PRISONERS REV	410.XXX		1/1/2018	12/31/2018	\$85,944.32		
14	GRETCHEN	ST AID FLORIDE SUPPLEMENT	435.151734		1/1/2018	12/31/2018	\$3,682.00		
14	GRETCHEN	ST AID MOUTH RINSE	435.151735		1/1/2018	12/31/2018	\$100.00		
14	GRETCHEN	ST AID BIOTERRORISM CONSORTIUM		93.069	1/1/2018	12/31/2018	\$152,702.25		
14	GRETCHEN	ST AID BIRTH TO 3	435.550		1/1/2018	12/31/2018	\$88,837.00	\$128,073.00	
14	GRETCHEN	ST AID FARMERS MARKET	435.154720		1/1/2018	12/31/2018	\$1,484.00		Split up with program code
14	GRETCHEN	WIC PEER COUNSEL	10.557		1/1/2018	12/31/2018	\$10,816.00		
14	GRETCHEN	ST AID WIC	10.557000		1/1/2018	12/31/2018	\$177,655.00		
14	GRETCHEN	FIT FAMILY		93.507	10/1/2017	9/30/2018	\$18,292.00		Split up with program code
14	GRETCHEN	ST AID W1 WINS	435.158127		1/1/2018	12/31/2018	\$19,841.00		
14	GRETCHEN	MJC TOBACCO GRANT		93.243	1/1/2018	12/31/2018	\$119,194.00		
14	GRETCHEN	ST AID FAMILY PLANNING	435.159321		1/1/2018	12/31/2018	\$45,537.00		
14	GRETCHEN	ST AID IMMUNIZATION		93.268	1/1/2018	12/31/2018	\$12,476.00		
14	GRETCHEN	ST AID MATERNAL CHILD HEALTH	435.159320		1/1/2018	12/31/2018	\$18,038.00		
14	GRETCHEN			157010	7/1/2017	6/30/2018	\$58,253.00		
14	GRETCHEN	ST AID PREVENTION HEALTH SERVICES		93.991	1/1/2018	8/30/2018	\$7,103.00		
14	GRETCHEN	ST AID LEAD GRANT	435.157720		1/1/2018	12/31/2018	\$4,593.00		

Polk Co Dept Number	Dept Grant Contact Person	Polk Co Dept Description	State ID Number	Federal CFDA ID Number	Start Date of Grant	End Date of Grant	2018 Budget Amount	2018 Local Match	Comments
14	GRETCHEN	ST AID RADON GRANT		66.032	1/1/2018	12/31/2018	\$9,600.00		
16	BONNIE	BCA	437.356100		1/1/2018	12/31/2018	\$591,899.00		3561
16	BONNIE	BCA	437.356100	93.667	1/1/2018	12/31/2018	\$68,605.00		
16	BONNIE	KINSHIP BENEFIT GRANT		93.558	1/1/2018	12/31/2018	\$94,495.00		3377
16	BONNIE	KINSHIP CARE GRANT		93.558	1/1/2018	12/31/2018	\$7,610.00		3380
16	BONNIE	GRC IM FUNDS	435.283000		1/1/2018	12/31/2018	\$94,559.00		
16	BONNIE	FED SHARE IM FUNDS & CO MOE		93.778	1/1/2018	12/31/2018	\$416,464.00		
16	BONNIE	PPACA			1/1/2018	12/31/2018	\$300,371.00		
16	BONNIE	WHEAP GRANT	505.371000		10/1/2017	9/30/2018	\$83,861.00		
16	BONNIE	YOUTH AIDS	437.341300	93.645	1/1/2018	12/31/2018	\$379,655.00		3413
16	BONNIE	SAFE & STABE FAMILIES		93.556	1/1/2018	12/31/2018	\$42,827.00		3306
16	BONNIE	CHILD COP CLTS	435.367000		1/1/2018	12/31/2018	\$127,245.00		
16	BONNIE	CIP GRANT	437.341000		7/1/2017	6/30/2018	\$7,090.00		3410
16	BONNIE	CHILD CARE		93.596	1/1/2018	12/31/2018	\$27,544.00		831
16	BONNIE	CHILD CARE		93.558	1/1/2018	12/31/2018	\$53,985.00		852
16	BONNIE	IV-E FOSTER PARENT TRAINING PASS THRU		93.658	1/1/2018	12/31/2018	\$2,276.00		3395
16	BONNIE	CST		73.958	1/1/2018	12/31/2018	\$60,000.00		
16	BONNIE	CLTS OTHER ADMIN GPR	435.877000		1/1/2018	12/31/2018	\$11,520.00		
16	BONNIE	CLTS OTHER ADMIN FED	435.878000	93.778	1/1/2018	12/31/2018	\$12,214.78		
16	BONNIE	CLTS GPR AUTISM	435.880000		1/1/2018	12/31/2018	\$4,480.00		
16	BONNIE	CLTS FED	435.881000	93.778	1/1/2018	12/31/2018	\$4,480.00		
16	BONNIE	JJ AODA	437.341100	93.645	1/1/2018	12/31/2018	\$7,688.00		3411
16	BONNIE	CHILDCARE CERTIFICATION FEE COLLECTED		93.596	1/1/2018	12/31/2018	\$15,399.00		
16	BONNIE	BCA	435.561000	93.667	1/1/2018	12/31/2018	\$664,770.00		
16	BONNIE	BCA	435.561000	93.667	1/1/2018	12/31/2018	\$17,259.00		
16	BONNIE	BCA	435.561000		1/1/2018	12/31/2018	\$552,972.00		
16	BONNIE	WIMCR			1/1/2018	12/31/2018	\$27,200.00		

Polk Co Dept Number	Dept Grant Contact Person	Polk Co Dept Description	State ID Number	Federal CFDA ID Number	Start Date of Grant	End Date of Grant	2018 Budget Amount	2018 Local Match	Comments
16	BONNIE	WIMCR			1/1/2018	12/31/2018	\$16,227.00		
16	BONNIE	WIMCR			1/1/2018	12/31/2018	\$45,009.00		
16	BONNIE	WIMCR			1/1/2018	12/31/2018	\$84,447.00		
16	BONNIE	WIMCR			1/1/2018	12/31/2018	\$124,568.00		
16	BONNIE	MH BLOCK GRANT		93.958	1/1/2018	12/31/2018	\$17,164.00		569
16	BONNIE	COMMUNITY MH			1/1/2018	12/31/2018	\$137,286.00		
16	Bonnie	SUBSTANCE ABUSE BLOCK GRANT		93.959	1/1/2018	12/31/2018	\$68,628.00		570
16	BONNIE	METH GRANT		93.959	1/1/2018	12/31/2018	\$60,000.00		544
16	BONNIE	MENDOTA			1/1/2018	12/31/2018	\$25,000.00		
16	BONNIE	WINNEBAGO			1/1/2018	12/31/2018	\$75,000.00		
16	BONNIE	COMPREHENSIVE COMM SERVICES			1/1/2018	12/31/2018	\$15,000.00		
16	BONNIE	COMPREHENSIVE COMM SERVICES			1/1/2018	12/31/2018	\$200,558.00		
16	BONNIE	COMPREHENSIVE COMM SERVICES			1/1/2018	12/31/2018	\$12,592.00		
16	BONNIE	TAD GRANT			1/1/2018	12/31/2018	\$66,300.00		
16	BONNIE	DEMENTIA CRISIS GRANT	G-2017-9676-48		1/1/2018	12/31/2018	\$30,243.00		
16	BONNIE	STATE/CO MATCH	435.681000		1/1/2018	12/31/2018	\$12,000.00		
16	BONNIE	APS GRANT	435.312000		1/1/2018	12/31/2018	\$37,856.00		
16	BONNIE	ALZHEIMER GRANT	435.381000		1/1/2018	12/31/2018	\$21,902.00		
16	BONNIE	ELDER ABUSE GRANT	435.560490		1/1/2018	12/31/2018	\$18,024.00		
18	RICK	ST AID VETERANS SERVICE OFFICE	485.001		7/1/2017	6/30/2018	\$10,000.00		
18	RICK	ST AID TRANSPORTATION GRANT	485.001		7/1/2017	6/30/2018	\$4,000.00		
21	GAIL	UW EXTENSION					\$6,753.00		
22	PATTI JO	ST AID LAND/WATER RESOURCE	115.15		1/1/2018	12/31/2018	\$145,834.00		
22	PATTI JO	ST AID WILDLIFE DAMAGE	370.553000		1/1/2018	12/31/2018	\$60,200.00		
22	PATTI JO	ST AID LONG TRADE 1	370.663000		2/15/2016	6/30/2019	\$6,500.00	\$2,145.00	
22	PATTI JO	ST AID LONG TRADE 2	370.663000		2/15/2016	6/30/2019	\$6,500.00	\$2,145.00	
22	PATTI JO	ST AID MAGNOR LAKE	370.663000		TBD	TBD	\$10,000.00	\$3,300.00	

Polk Co Dept Number	Dept Grant Contact Person	Polk Co Dept Description	State ID Number	Federal CFDA ID Number	Start Date of Grant	End Date of Grant	2018 Budget Amount	2018 Local Match	Comments
22	PATTI JO	ST AID BALSAM LAKE	370.663000		TBD	TBD	\$7,500.00	\$2,475.00	
22	PATTI JO	ST AID AIS5	370.663000		TBD	TBD	\$10,000.00	\$2,500.00	
22	PATTI JO	ST AID HEALTHY LAKES	370.663000		2/15/2017	6/30/2018	\$2,000.00	\$990.00	
24	SARA	ST AID LAND INFO	505.118000		1/1/2018	12/31/2018	\$1,000.00		
24	SARA	ST AID LAND INFO	N/A		1/1/2018	12/31/2018	\$50,000.00		WLIP Strategic Initiative Grant; Potential for additional money from base budget if recording fees are less than \$100,000
24	SARA	LAND/ZONING			1/1/2018	12/31/2018	\$10,000.00		
27	JEFF	ST AID TITLE IV-E		93.658	1/1/2018	12/31/2018	\$14,480.00		
27	JEFF	ST AID INDIRECT COST REIMB		437.7502	1/1/2018	12/31/2018	\$54,073.00		
27	JEFF	ST AID CHILD SUPPORT		93.563	1/1/2018	12/31/2018	\$450,958.00		
28	JEREMY	ST AID FOREST ADMINISTRATOR	370.572		1/1/2018	12/31/2018	\$48,980.27	\$51,621.53	Annual grant pays for half of salary, benefits and WCFA dues.
28	JEREMY	ST AID CO FOREST ROADS	370.563000		1/1/2018	12/31/2018	\$2,465.00		Annual grant pays for maintenance of 7.61 miles of county forest roads
28	JEREMY	STATE AID WILDLIFE HABITAT	370.564		1/1/2018	12/31/2018	\$857.00		Annual grant used for wildlife habitat projects
28	JEREMY	ST AID FORESTRY	370.567000		1/1/2018	12/31/2018	\$8,350.00		Annual loan used for operating expenses on county forest
29	KATHY	ST AID CTHS	N/A		1/1/2018	12/31/2018	\$1,780,664.00		
29	KATHY	ST AID LOCAL ROAD IMPROVEMENT	N/A		1/1/2018	12/31/2018	\$6,400.00		
30		SHARED TAXES FROM STATE	N/A		1/1/2018	12/31/2018	\$87,500.00		
30		SHARED TAXES FROM STATE	N/A		1/1/2018	12/31/2018	\$495,317.00		
30		ST AID EXEMPT COMPUTER	N/A		1/1/2018	12/31/2018	\$14,739.00		
36	LAURA	ST AID NUTRITION	435.XXX	93.044	1/1/2018	12/31/2018	\$75,887.00	\$8,338.00	
36	LAURA	ST AID NUTRITION	435.560350	93.045	1/1/2018	12/31/2018	\$203,284.00	\$22,587.00	
36	LAURA	ST AID NUTRITION	435.560360	93.045	1/1/2018	12/31/2018	\$51,170.00	\$5,686.00	
36	LAURA	ST AID NUTRITION	435.XXX	93.043	1/1/2018	12/31/2018	\$5,909.00	\$657.00	
36	LAURA	ST AID NUTRITION	435.XXX	73.052	1/1/2018	12/31/2018	\$30,161.00	\$10,054.00	

Polk Co Dept Number	Dept Grant Contact Person	Polk Co Dept Description	State ID Number	Federal CFDA ID Number	Start Date of Grant	End Date of Grant	2018 Budget Amount	2018 Local Match	Comments
36	LAURA	ST AID NUTRITION	435.560381		1/1/2018	12/31/2018	\$11,426.00		
36	LAURA	ST AID NUTRITION	435.560024		1/1/2018	12/31/2018	\$56,430.00	\$6,270.00	
36	LAURA	ST AID NUTRITION	435.560330		1/1/2018	12/31/2018	\$13,907.00	\$1,545.00	
36	LAURA	ST AID NUTRITION	435.XXX	93.324	1/1/2018	12/31/2018	\$6,075.00		
36	LAURA	ST AID NUTRITION	435.XXX	93.053	1/1/2018	12/31/2018	\$39,488.00		
36	LAURA	ST AID NUTRITION	435.560327		1/1/2018	12/31/2018	\$7,729.00		
36	LAURA	ST AID ELDERLY/HANDIC TRANSPORTATION	395.101000		1/1/2018	12/31/2018	\$117,668.00	\$23,059.00	
36	LAURA	ST AID ACRC	435.560100	93.778	1/1/2018	12/31/2018	\$784,158.00		

2018 ANNUAL WORK PLAN



POLK COUNTY FORESTRY DEPARTMENT

GOVERNING COMMITTEE

ENVIRONMENTAL SERVICES

Kim O'Connell – Chairperson

Brad Olson – Vice Chair

Jim Edgell

Tracy LaBlanc

Kate Isakson

Dale Wood – Citizen Member

FOREST ADMINISTRATOR

Jeremy Koslowski

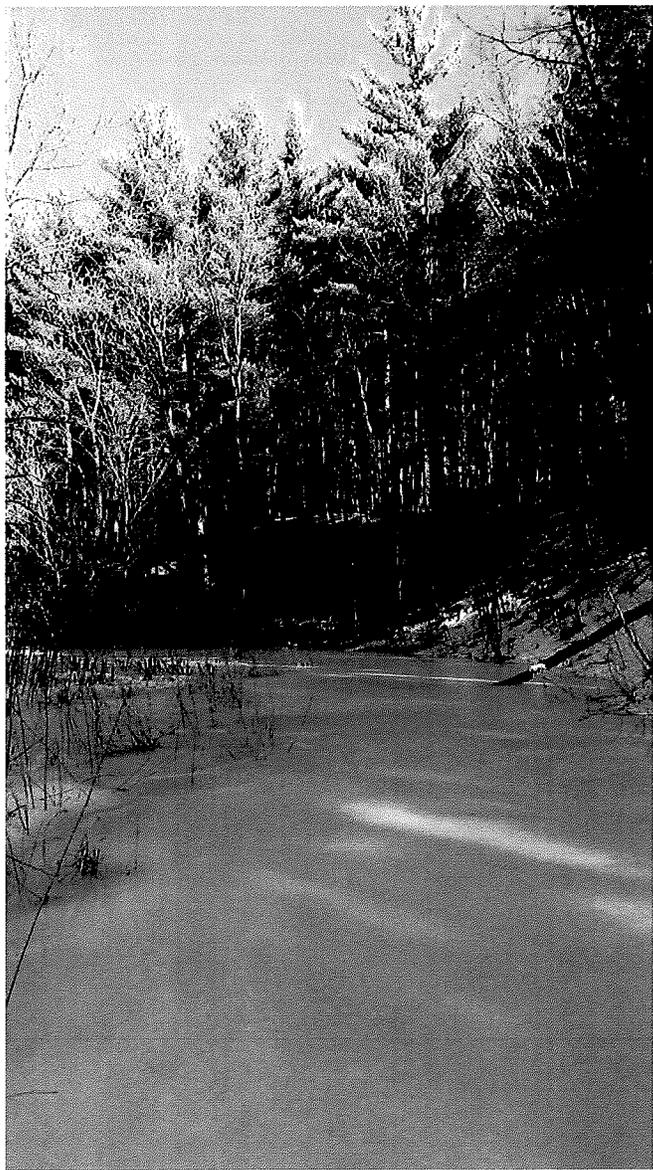
WI-DNR LIAISON FORESTER

Paul Heimstead

Following is the annual Polk County Forest work plan for the calendar year 2018. The plan gives direction and meaning to the proposed County Forest budget, and further defines and supplements the County Forest Comprehensive Land Use Plan and emphasizes the current needs of the County Forest program. This plan is needed to comply with Wis. Statute 28.11(5) and Chapter NR47.75 of the Wisconsin Administrative Rules for the administration of the County Forest Administrator Grant program.

REFERENCES

1. Annual Integrated Planning Meeting held on September 12, 2017.
2. Polk County Fifteen Year Comprehensive Land Use Plan (2006-2020)

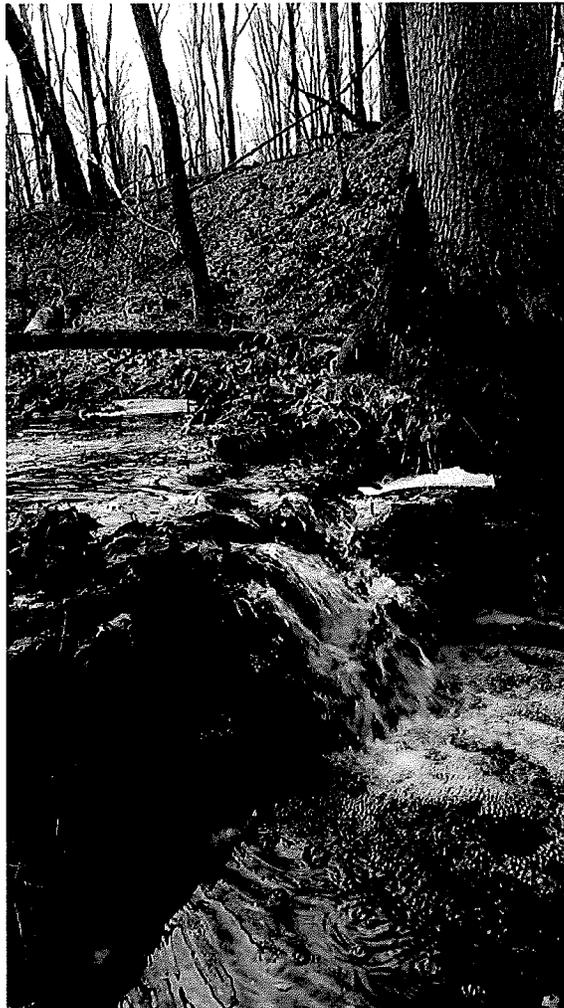


THE POLK COUNTY FOREST MISSION STATEMENT

Natural resources, such as those provided by the Polk County Forest (PCF), are the base for addressing the ecological and socioeconomic needs of society. The mission of the Polk County Forest is to manage, conserve and protect these resources on a sustainable basis for present and future generations.

PCF resources should be protected from natural catastrophes such as fire, insect and disease outbreaks, and from human threats such as encroachment, over-utilization, environmental degradation, and excessive development. While managed for environmental needs including watershed protection, protection of rare plant and animal communities, and maintenance of plant and animal diversity, these same resources must also be managed and provide for sociological needs, including provisions for recreational opportunities and the production of raw materials for wood-using industries.

Management must balance local needs with broader state, national and global concerns through integration of sound forestry, wildlife, fisheries, endangered resources, water quality, soil, and recreational practices. Management will provide a variety of products and amenities for the future through the use of sustainable forest management practices.



POLK COUNTY FOREST

The Polk County Forest is 17,166.10 acres in size and includes acreage in seven townships throughout Polk County.

The following list shows the acreage of forest land by its type classification:

Forest Type Acreage	Forest Type	Forest Type Description	Stands	Acres	Percent of Forested Acres
	A	ASPEN	122	3,716	23 %
	BW	WHITE BIRCH	2	15	0 %
	MR	RED MAPLE	3	34	0 %
	NH	NORTHERN HARDWOODS	22	597	4 %
	O	OAK	56	3,508	22 %
	OX	SCRUB OAK	147	4,108	25 %
	PJ	JACK PINE	81	2,417	15 %
	PR	RED PINE	51	1,405	9 %
	PW	WHITE PINE	6	134	1 %
	SB	BLACK SPRUCE	1	4	0 %
	SH	SWAMP HARDWOODS	4	86	1 %
	SW	WHITE SPRUCE	2	27	0 %
	T	TAMARACK	4	67	0 %
Total:			501	16,118	100 %

Non-Forest Type Acreage	Forest Type	Forest Type Description	Stands	Acres	Percent of Non-Forested Acres
	G	UPLAND GRASS	10	48	5 %
	GH	HERBACEOUS VEGETATION	4	15	2 %
	ICG	CAMPGROUND	1	19	2 %
	K	MARSH	2	51	5 %
	KB	MUSKEG BOG	3	46	5 %
	KEV	EMERGENT VEGETATION	5	179	18 %
	KG	LOWLAND GRASS	2	19	2 %
	KH	LOWLAND HERBACEOUS VEGETATION	1	100	10 %
	L	WATER	3	74	8 %
	LB	LOWLAND BRUSH	3	64	7 %
	LBA	LOWLAND BRUSH - ALDER	7	105	11 %
	LM	MINOR LAKE	6	126	13 %
	LMS	MINOR STREAM	2	57	6 %
	ROW	RIGHT OF WAY	8	39	4 %
	UB	UPLAND BRUSH	3	29	3 %
Total:			60	971	101 %

The following list shows current and future anticipated forest stand conditions:

Timber Text	Acres Past	Acres Present	Acres Future
	(1977)	(2017)	
ASPEN	1,896	3,716	3,591
BLACK SPRUCE	0	4	4
JACK PINE	6,260	2,417	2,678
NORTHERN HARDWOODS	2,941	597	3,440
OAK	1,887	3,508	761
RED MAPLE	0	34	64
RED PINE	324	1,405	1,446
SCRUB OAK	877	4,108	3,756
SWAMP HARDWOODS	24	86	86
TAMARACK	97	67	67
WHITE BIRCH	0	15	6
WHITE PINE	0	134	219
WHITE SPRUCE	0	27	27
Total :	14,306	16,118	16,145

TIMBER SALE ADMINISTRATION

Timber sale administration is a vital part of effective forest management. The Forest Administrator is responsible for the establishment, sale, contract compliance, closeout, and all record keeping on County Forest timber sales. Most PCF sales are sold as combination mill scale for pulp products and woods scale for logs. PCF is shifting to more lump sum sales to lower the burden of office work required during administration of the timber sales.

ANNUAL DNR TIME STANDARDS

Each year, the WI-DNR provides Polk County a certain number of technical assistance hours to use on the County Forest. Every five years, these 'time standards' are set and then become the minimum hours the DNR will provide the county during each DNR fiscal year (July 1-June 30). The Forest Administrator meets with various DNR staff during the Annual Integrated Planning Meeting and part of the discussion revolves around the availability of DNR staff and resources for the upcoming year. Currently the DNR provides a minimum of *536 hours per year of assistance on the PCF at no cost*. Historically, the DNR has met or exceeded the 'time standards' each year. These hours are needed by Polk County to address the ever increasing workload on the County Forest.

TIMBER SALE PLANNING AND ESTABLISHMENT

Timber harvests that are properly designed and implemented are vital to maintaining a healthy and vigorous forest. There are many social, environmental and economic benefits derived from a managed harvest program. Professional implementation of proper forest management and harvest techniques is essential. The timber harvest goal is to produce a sustained yield of forest products using harvest techniques that are suited to regeneration and growth needs of each forest type. The goal is to develop a regulated harvest in which the same number of acres or same volume of wood could be harvested each year in perpetuity. Compartment reconnaissance information will be used as a guide to determine stands where timber harvests are needed.

The goal for 2018 will be to setup and sell the following number of acres per timber type. These acreage goals are based on the long term average harvest and will vary from year to year. These acreage goals do not include salvage sales that may occur due to unforeseen circumstances such as: insect and disease outbreaks, weather phenomena, and wildland fire.

15 Year Total (acres)	15 Year Average (acres)	Forest Type Description
271	18	ASPEN
9	1	WHITE BIRCH
436	29	NORTHERN HARDWOODS
2,610	174	OAK
1,079	72	SCRUB OAK
1,255	84	JACK PINE
778	52	RED PINE
134	9	WHITE PINE
6,572	439	

Information about specific timber sale establishment plans may be obtained by contacting the Polk County Forestry Department directly at the following:

Polk County Forestry Department
 100 Polk County Plaza, Suite 40
 Balsam Lake, WI 54810
 (715) 485-9265
Jeremy.Koslowski@co.polk.wi.us

FOREST RECONNAISSANCE

The goal for the PCF is to have all recon less than 20 years old. Currently, all forest reconnaissance is less than 20 years old on the County Forest. Forest reconnaissance is done following the completion of a timber sale and when a stand is physically entered and subsequently re-scheduled for a later harvest date. In addition to these on-going updates, in 2018 we will work towards entirely updating at least one of the 34 compartments of the PCF.

Property Name	Total Acres	Forested Acres	Acres of Recon by age and % of Total Acres*									
			< 5 years		5-10 years		11-15 years		16-20 years		21-30 years	
			(acres)	(%)	(acres)	(%)	(acres)	(%)	(acres)	(%)	(acres)	(%)
POLK COUNTY FOREST	17,089	16,118	6,167	36.09	6,893	40.34	2,710	15.86	1,300	7.61	0	0.00
Total:	17,089	16,118	6,167	36.09	6,893	40.34	2,710	15.86	1,300	7.61	0	0

TIMBER STAND IMPROVEMENT

Timber stand improvement (TSI) projects that are most likely to happen for 2018 include hand release of naturally regenerated and planted Red Pine on PCF located in the Town of Sterling. More surveys of potential project areas must be done before any projects will be established. Decisions on TSI are typically made in the spring of the year.

REFORESTATION

In 2018 funds and resources allocated for planting will be used to conduct site prep work (power disc trenching) on approximately 100 acres. Sites for pre-sale blade scarification for natural Jack Pine regeneration will be identified and completed. Bud capping of some existing sites may also be accomplished in the fall but will need to be identified after snowmelt.

Currently, we collect our own Jack Pine seed from the PCF. This seed is sourced for growing seedlings which are used in our planting operations. We will continue to collect native Jack Pine seed each year and have that seed grown into seedlings for planting. All future Jack Pine plantings will be stock grown from our own seed source. PCF currently has a 'seed bank' of roughly ½ million seeds.

For the third year in a row, PCF acquired Deer Damage Tags from the WI-DNR to use on specific regeneration sites. These sites have been heavily browsed by deer in recent years and this has not allowed for adequate regeneration of the hand planted stock. The tags were valid from January thru April and the program was administered by the Forest Administrator's office. Fall regeneration surveys have shown promising numbers after the first 3 years of the program. Early indications show we have had success on 3 of the 4 original sites. Once the seedlings establish themselves above the browse line and the site is considered fully stocked, the program can be discontinued. This program will continue.

FOREST PROTECTION

We will continue to cooperate with the WI-Department of Natural Resources by:

1. Improving and maintaining fire lanes
2. Continue annual meetings to evaluate County Forest operations
3. Support fire suppression efforts when needed
4. Monitor insect and disease issues and take appropriate action when necessary

COUNTY FOREST ROADS

PCF receives state aid money for the maintenance of 7.61 miles of primary roads. These roads are maintained as needed. Plans for 2018 include brushing, grading and hauling additional gravel to sustain current traffic levels.

The County Forest has many miles of secondary forest roads that have been built primarily by logging contractors in conjunction with timber sales. These roads are now serving a wide range of uses including the hauling of forest products, snowmobile trails, horse trails, and hunter/walking trails. Many of the new logging roads are bermed or gated to restrict motorized use. These roads are either seeded or allowed to naturally re-vegetate.

LAND ACQUISITION

Lands within the County Forest boundaries or areas of special or unique values may be recommended to the County Board for acquisition as they become available and upon a determination by the County Administrator and the Environmental Services Committee that ownership of those lands would be beneficial to the citizens of Polk County.

SURVEYING

We will continue our property line maintenance and establishment with the aid of the Polk County Surveyor's office. Surveys are generally needed to prevent trespass, eliminate encroachments or to clarify boundaries in order to continue forest management activities.

WILDLIFE HABITAT PROJECTS

Polk County Forest will continue to develop and implement projects in cooperation with WI-DNR wildlife personnel. This year we will continue efforts to naturally regenerate Jack Pine in the Sterling Township, with the aid of “nickel per acre” wildlife grants.

MISCELLANEOUS

- A. Issue firewood cutting and miscellaneous gathering permits.
- B. Respond to public inquiries and issues as they arise.
- C. Increase signage on the Forest to identify boundaries, roads, and natural features.
- D. Provide education classes for students and adults and work with other internal departments for natural resource education opportunities.
- E. Recreation: The Forest Administrator is also the Parks Assistant. Work includes assisting with the oversight and management of the maintenance and operation of the county’s parks and recreation areas, public lake accesses, ski areas, and system of snowmobile, ATV, hiking and biking trails. Accomplishing this broad range of activities requires: attending meetings, clearing trails, permitting, grant writing, and acting as a trail liaison between interest groups and Polk County. Currently the Polk County Forest supports organized ATV/UTV, horse, snowmobile, and hiking trails (including the nationally designated Ice Age Trail).
- F. Attend all Wisconsin County Forest Association meetings and continue technical training sessions to aid in the management of the County Forest.
- G. Forest Certification: Polk County will continue its commitment to be qualified for Sustainable Forestry Initiative (SFI) certification and make changes as necessary to comply with corrective actions.
- H. Investigate and address easement, land trade requests and encroachments as they arise.

GRANTS & FUNDING

County Forest Administration Grant

Polk County receives this grant annually. The grant pays 50% of administrator's salary and up to 50% of benefits so long as benefits don't exceed 40% of salary. In addition, covers a portion of Polk County's WCFA membership dues each year.

Wildlife Habitat Grant

Polk County receives this grant annually. The grant pays \$0.05 per County Forest acre to be used for wildlife habitat development on the County Forest.

County Forest Road Aid

Pays \$360.00 per mile of County Forest road for maintenance and improvement projects.

Interest Free Loans (2)

Variable Acreage Share Loan and Project Loans

These loans are interest free and are paid back at 20% of annual stumpage revenues. These loans are used to aid in a wide variety of projects on the County Forest and for land purchases. Neither loan has been applied for in 2018.

County Forest Sustainable Forestry Grant

Funds short term, unanticipated sustainable forestry projects. Funding awarded on a competitive basis.

Polk County Funds

The Forestry Department begins each year with a *negative levy amount*. The department typically covers all of its expenses and most (if not all) of the negative levy amount through timber sales, grant funding and miscellaneous revenues.