

RESOLUTION TO ESTABLISH A SEPARATE COVID-19 VIRUS FUND TO TRACK EXPENSES

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

Ladies and Gentlemen:

- 1 WHEREAS, Polk County experienced widespread Covid-19 virus; and
- 2
- 3 WHEREAS, Polk County will incur expenses related to employee overtime, absenteeism
- 4 equipment and materials; and
- 5
- 6 WHEREAS, it is anticipated that Polk County may be eligible for some amount of Covid-19
- 7 virus related cost reimbursement and a separate fund will help keep expenses separate,
- 8 distinct and easily identifiable; and.
- 9
- 10 WHEREAS, Polk County financial policies require that the County Board must approve
- 11 establishing a new financial fund; and
- 12
- 13 WHEREAS, a Covid-19 virus related fund will help auditors more easily examine virus
- 14 related activities when completing the 2020 audit; and
- 15
- 16 NOW, THEREFORE, BE IT RESOLVED, that Polk County Board of Supervisors authorizes
- 17 the establishment of a special revenue fund to accumulate the expenses that Polk County that
- 18 would keep our Citizens and Employees safe and reduce the spread of Covid-19 virus.
- 19
- 20 NOW, THEREFORE, BE IT RESOLVED, that the current funding for this special revenue
- 21 fund would come from the General Fund Balance up to or until such time that other funding
- 22 for these expenses is available.
- 23
- 24 NOW, THEREFORE, BE IT RESOLVED, that expenses incurred due to this Covid-19 virus
- 25 official pandemic will be approved by the Administrator for funds spent on necessary
- 26 services and goods to protect Polk County.
- 27

BY: _____
Brad Olson, Supervisor, District #1

Doug Route, Supervisor, District #2

Dean Johansen, Chair,
Supervisor, District #3,

Chris Nelson, Supervisor, District #4

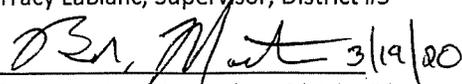
James Edgell, Supervisor, District #8

Kim O'Connell, Supervisor, District #9

Larry Jepsen, Supervisor, District #10

Jay Luke, 1st Vice Chair,
Supervisor, District #11

Tracy LaBlanc, Supervisor, District #5



Brian Masters, Supervisor, District #6

Michael Larsen, Supervisor, District #12

Russell Arcand, Supervisor, District #13

Michael Prichard, Supervisor, District #7

John Bonneprise, 2nd Vice Chair,
Supervisor, District #14

Joe Demulling, Supervisor, District #15

County Administrator's Note:

Establishing a separate fund to track Covid-19 Virus related activities is consistent with best practice, County Policy, and guidance from our auditors.

Recommended.



Vince Netherland
Polk County Administrator

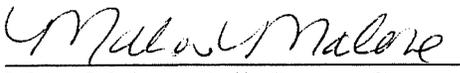
Fiscal Impact Note:

A capital project fund will be used to track the Covid-19 virus expenses covered by the general fund unassigned fund balance. Total amount of fund balance required will depend on if qualified costs reach the threshold of \$ _____ and, at that time, Polk County can pursue partial reimbursements from the State of Wisconsin.



Maggie Wickre, Finance Director

Approved as to Form and Execution:



Malia Malone, Polk County Corporation Counsel

Legal Impact Note:

This Resolution has no legal impact other than to require the creation of the separate account for expense tracking.

Excerpt of Minutes

At its regular business meeting on the 20th of March 2020, the Polk County Board of Supervisors acted upon Resolution No. 10 -20: Resolution to Establish a Separate COVID-19 Virus Fund to Track Expenses.

- Adopted by a majority of the members present by a vote of _____ in favor and _____ against.
- Adopted by unanimous voice vote.
- Adopted as amended. See Below.
- Defeated
- Other:

Insert amendment to resolution according to minutes:

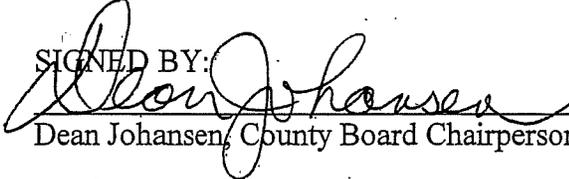
Line 1

WHEREAS, Polk County may experience widespread Covid-19 virus; and

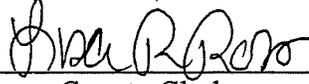
Lines 16 -18

NOW, THEREFORE, BE IT RESOLVED, that Polk County Board of Supervisors authorizes the establishment of a special revenue fund to accumulate the expenses incurred by Polk County to keep our Citizens and Employees safe and reduce the spread of Covid-19 virus.

SIGNED BY:


Dean Johansen, County Board Chairperson

ATTEST:


Lisa Ross, County Clerk

Executive Summary

On March 6th, 2020, Polk County experienced a virus called Covid-19 that resulted in an unprecedented number of _____, The County has already expended overtime and materials associated with the response and it is anticipated that there will be significant expenses related to _____. Establishing a separate financial account will enable transparency and if it is possible to attain reimbursement, it will aid staff in identifying virus related costs.

CERTIFIED COPY OF POLK COUNTY RESOLUTION

STATE OF WISCONSIN)
) SS
COUNTY OF POLK)

I, Lisa R. Ross, County Clerk for Polk County, do hereby certify that the attached hereto and incorporated herein is a full, true and correct copy of Polk County Resolution No. 10-20: Resolution to Establish a Separate COVID-19 Virus Fund to Track Expenses as adopted by the Polk County Board of Supervisors on the 20th day of March, 2020.



Lisa R. Ross, Polk County Clerk



Date