



# POLK COUNTY, WISCONSIN

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Sharon Jorgenson, County Clerk  
100 Polk Plaza, Suite 110, Balsam Lake, WI 54810  
Phone (715) 485-9226 Email Sharon.Jorgenson @co.polk.wi.us

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## Minutes

### General Government Committee

County Board Room  
Balsam Lake, WI 54810  
3:00 P.M. Thursday, October 12, 2017

Meeting called to order by Chair Masters at 3:00 P.M.

Members present:

Attendee Name	Title	Status
Brian Masters	Chair	Present
Russ Arcand	Vice Chair	Present
Dean Johansen	Supervisor	Absent
Larry Jepsen	Supervisor	Present
Chris Nelson	Supervisor	Present

Also present: Stephanie Fansler, Deputy County Clerk; Dana Frey, County Administrator; Andrea Jerrick, Deputy County Administrator/Employee Relations Director; Jeff Fuge, Corporation Counsel; Maggie Wickre, Finance Director; Emil Norby Highway Commissioner; and members of the public and of the press.

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

**Approval of Minutes-** Chair Masters called for a motion to approve the minutes of the September 14, 2017 meeting. **Motion** (Masters/Jepsen) to approve September 14, 2017 minutes. **Motion** carried by unanimous voice vote.

**Public Comment** –One public comment received.

**Announcements-**Committee received information from Administrator Frey regarding the Highway resolutions - they have been through the other committees.

- a. Commissioner Norby talked about construction bid packet #2.
- b. Supervisor Nelson shared information about his visit to the Polk County Information Center and expressed his concern about the information received at the September 14, 2017 committee, from the Tourism director having no ties to what the committee requested. Nelson asked the record reflect that he thought the information received from the Tourism Director was misleading.

**Discussion Items-**Finance options for the new Highway facility. Administrator Frey provided an in-depth Power Point presentation of options for financing the construction of the New Highway facility.

**Action Items –**

Recommendation on the 2018 capital and operation budget including amendments to the administration’s recommendation:

- **Motion** (Arcand/Jepsen) to recommend \$25,000 for computer and board room technology for the board members carried by unanimous voice vote.
- **Motion** (Arcand/Jepsen) to not recommend \$10,000 for County Clerk office security (redundant) carried by unanimous voice vote.
- **Motion** (Nelson/Arcand) to not recommend \$10,000 to provide planning assistance to Salvation Army (non-compliance with outside agency policy) carried on voice vote of 3-1.
- **Motion** (Jepsen/Masters) to recommend all 5 IT technical amendments carried by unanimous voice vote.
- **Motion** (Nelson/Masters) to recommend a reduction in the Tourism budget by \$14,000 failed on a 2-2 voice vote.
- **Motion** (Masters/Arcand) to not recommend \$2,500 for Tourism to create a new web site carried on a 3-1 voice vote.
- **Motion** (Jepsen/Masters) to recommend the General Government budget as amended and recommend passage to the full Polk County Board carried on a 3-1 voice vote.
- **Motion** (Jepsen/Masters) to recommend passage of all other committee budgets, as presented, to the full County Board carried by unanimous voice vote.

Ordinance 58-17- **Motion** (Jepsen/Masters) Amending Ordinance to Declare the County of Polk Self-Organized and recommend passage to the full Polk County Board. Discussion. Motion failed on a 1-3 voice vote.

Resolution 59-17 **Motion** (Jepsen/Arcand) to Affirming Polk County as Sponsor and Managing Coordinator of the Stower Seven Lakes State Trail and recommend passage to the full county board. **Motion** carried by unanimous voice vote.

Resolution 60-17 – **Motion** (Nelson/Arcand) to authorize Demolition of Polk County Fairground Grandstand. Discussion. **Motion** (Jepsen/Masters) to amend the resolution as follows: Page1, line 22, strike “public improvement project” and insert “the County Administrator to collect bids”. Page 1, line 22, after “Fairgrounds” insert “with options to salvage material as practical”. Page 1, strike lines 23 through 24.

**Motion** carried by unanimous voice vote. **Motion** (Nelson/Arcand) to recommend passage of Resolution 60-17, as amended, to the full Polk County Board carried by unanimous voice vote.

Resolution 66-17- **Motion** (Nelson/Masters) to recommend Resolution to Authorize Lease Agreement with the WI DOT. Discussion. **Motion** (Jepsen/Nelson) to amend the resolution by adding Road Salt Storage Facility after line 22. Motion carried by unanimous voice vote. **Motion** (Nelson/Masters) to recommend Resolution to Authorize Lease Agreement with the WI DOT, as amended, carried by unanimous voice vote. **Motion** (Jepsen/Masters) to send this resolution on to the Executive Committee without a recommendation. Motion carried by unanimous voice vote.

Resolution 68-17-**Motion** (Jepsen/Masters) to send resolution to Adopt Project Budget and to Authorize Expenditures for Highway Garage Project on to the Executive Committee without recommendation. Motion carried by unanimous voice vote.

Resolution 71-17 – **Motion** (Arcand/Masters) to recommend Resolution 71-17 to Transfer Funds from the Sales Tax Fund to the General Fund and to Transfer General Fund Unassigned Fund Balance to the Highway Facility Capital Project Account. Discussion. **Motion** (Nelson/Masters) to amend the resolution by adding \$1,000,000 of cash from the General Fund was defeated by 2-2 voice vote. Motion to recommend Resolution 71-17 to the full Polk County Board was defeated by a voice vote of 2-2.

Resolution 69-17 – By unanimous consensus of the members present, the committee recommended Resolution 69-17 Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$18,385,000 General Obligation Promissory Notes, Series 2017 be sent to the Executive Committee.

Resolution 72-17 – **Motion** (Arcand/Nelson) to recommend resolution 72-17 Authorizing Involvement in Opioid Litigation, to the full Polk County Board. Motion carried by unanimous voice vote.

Identification of Subject Matters for Upcoming Meetings – none identified.

**Motion** (Arcand/Jepsen) to adjourn. Chair Masters declared the meeting adjourned at 6:30 P.M.

Respectfully submitted

Stephanie M. Fansler,  
Deputy Polk County Clerk



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## **\*AMENDED\* AGENDA AND NOTICE OF MEETING**

### **GENERAL GOVERNMENT COMMITTEE**

Government Center, 100 Polk County Plaza, Balsam Lake, WI 54810

County Board Room

Thursday, October 12<sup>th</sup>, 2017 at 3:00 p.m.

A quorum of the County Board may be present

Materials: September 14<sup>th</sup>, 2017 Minutes

- 3:00 1. **Call to order**
- a. Approval of agenda
  - b. Approval of minutes for September 14<sup>th</sup>, 2017
- 3:05 2. **Public comment (3 minutes)**
- 3:10 c. **Announcements and committee information**
- a. Updates on Highway Facility
  - b. Presentation on Polk County Tourism Statistics and Facts & Tourism Building Agreement
- d. **Discussion items**
- a. Financing options for new Highway facility
- e. **Action Items**
- a. Recommendation on the 2018 capital and operating budget including amendments to the Administration recommendation
  - b. Ordinance No. 58-17: Amending Ordinance to Declare the County of Polk Self-Organized (County Board Compensation for Term 2018-2020)
  - f. Resolution No. 59-17: Resolution Affirming Polk County as Sponsor and Managing Coordinator of the Stower Seven Lakes State Trail
  - g. Resolution No. 60-17: Resolution to Authorize Demolition of Polk County Fairground Grandstand
  - h. ~~\*Resolution No XX 17: Authorization for the Issuance of General Obligation Bonds for the Construction of a Highway Facility, Refinancing of 2005 General Obligation Bonds and Designation of the Executive Committee to Accept Bids Within Specified Parameters. [This is a working title; the resolution will be distributed later this week after bond counsel review. Note that bond counsel may divide this resolution into two or more separate resolutions.]~~
  - i. \*Resolution No. 66-17: Resolution to Authorize Lease Agreement with Wisconsin Department of Transportation (Road Salt Storage Facility)
  - j. \*Resolution No. 68-17: Resolution to Adopt Project Budget and to Authorize Expenditures for Highway Garage Project
  - k. \*Resolution No. 71-17: Resolution to Transfer Funds from the Sales Tax Fund to the General Fund and to Transfer General Fund Unassigned Fund
- Brian Masters
- Dana Frey

Balance to the Highway Facility Capital Project Account

- I. \*Resolution No. 69-17: Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not To Exceed \$18,385,000 General Obligation Promissory Notes, Series 2017.
- m. \*Resolution No. 72-17: Resolution Authorizing Involvement in Opioid Litigation

5:30 3. **Identification of Subject Matters for Upcoming Meetings**

4. **Adjourn**

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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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- 3:10 3. **Announcements and committee information**
- a. Updates on Highway Facility
  - b. Presentation on Polk County Tourism Statistics and Facts & Tourism Building Agreement
4. **Discussion items**
- a. Financing options for new Highway facility
5. **Action Items**
- a. Recommendation on the 2018 capital and operating budget including amendments to the Administration recommendation
  - b. Ordinance No. 58-17: Amending Ordinance to Declare the County of Polk Self-Organized (County Board Compensation for Term 2018-2020)
  - c. Resolution No. 59-17: Resolution Affirming Polk County as Sponsor and Managing Coordinator of the Stower Seven Lakes State Trail
  - d. Resolution No. 60-17: Resolution to Authorize Demolition of Polk County Fairground Grandstand
  - e. Resolution No XX-17: Authorization for the Issuance of General Obligation Bonds for the Construction of a Highway Facility, Refinancing of 2005 General Obligation Bonds and Designation of the Executive Committee to Accept Bids Within Specified Parameters. **[This is a working title; the resolution will be distributed later this week after bond counsel review. Note that bond counsel may divide this resolution into two or more separate resolutions.]**
- 5:30 6. **Identification of Subject Matters for Upcoming Meetings**
7. **Adjourn**

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## Minutes

### General Government Committee

County Board Room  
Balsam Lake, WI 54810  
10:00 a.m. Thursday, September 14<sup>th</sup>, 2017

Meeting called to order by Chair Masters at 10:01 a.m.  
Members present

Attendee Name	Title	Status
Brian Masters	Chair	Present
Russ Arcand	Vice Chair	Present
Dean Johansen	Supervisor	Present
Larry Jepsen	Supervisor	Present
Chris Nelson	Supervisor	Present

Also present: Sharon Jorgenson, County Clerk; Dana Frey, County Administrator; Andrea Jerrick, Deputy County Administrator/Employee Relations Director; Jeff Fuge, Corporation Counsel; Pete Johnson, Sheriff; Wes Revels, Chief Deputy; Darlene Kusmirek, Employee Relations Manager; Colleen Gifford, Tourism Director; and member of the press.

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

**Approval of Minutes-** Chair Masters called for a motion to approve the minutes of the August 10<sup>th</sup>, 2017 meeting. **Motion** (Jepsen/Johansen) to approve August 10<sup>th</sup>, 2017 minutes. Chair Masters called for a voice vote on the motion to approve August 10<sup>th</sup>, 2017 minutes. **Motion** carried by unanimous voice vote.

**Public Comment** – Time was given for public comment. No public comment was received.

### Announcements

Committee received Polk County Tourism guide and presentation from Colleen Gifford, Polk County Tourism director regarding tourism outreach efforts, staffing of tourism center, and strategic plan. Tourism Department is requesting additional funding from Polk County of \$2500.00 for new website development. Committee received Income and Expense Statement and Additional Funding Request form for 2018 Budget. Committee requests copy of tourism agreement for building and facts on tourism statistics for next meeting.

Committee received handout on budget ceilings, information on budget process, budget recommendations, and changes in budget ceilings from Administrator Frey.

**\*CLOSED SESSION\* -- 11:19 a.m. – (Minutes Separate and under seal)**

**Motion** (Jepsen/Johansen) to go into closed session pursuant to Wisconsin Statute Section 19.85(1)(e) at 11:19 a.m. Chair Masters called for a voice vote on the motion to go into closed session. **Motion** carried by unanimous voice vote.

\*Reconvened in Open Session at 12:20 p.m.\*

### **Future Agenda Items**

Next meeting Thursday, October 12<sup>th</sup>, 2017 at 10:00 a.m.

### October meeting items:

Recommendation on options for financing for highway facility, Closed session for WPPA – Sergeant’s Labor agreement

Other items remaining on Work Plan: Paper Reduction, Capital improvement planning, IT developments and innovation, Employment issues and trends.

### **Adjourn**

**Motion** (Johansen/Jepsen) to adjourn. Chair Masters called for a voice vote on the motion to adjourn. **Motion** carried by unanimous voice vote.

Meeting adjourned 12:28 p.m.

Respectfully submitted,

Sharon E. Jorgenson  
County Clerk

# Department of County Clerk

Sharon Jorgenson, Polk County Clerk

## DEPARTMENT REVENUE AND EXPENDITURES BY ECONOMIC CLASSIFICATION

	2016 Actual	2017 Budget	2018 Projected Budget	2018 Working Budget	Difference
<b>Revenue</b>					
General Property Tax	363,709	339,822	341,611	351,130	9,519
License & Fees	19,115	24,294	24,294	24,294	-
Public Charge for Services	28,916	26,100	26,100	26,100	-
Intergovernmental Revenue	36,579	34,500	38,000	38,000	-
<b>Total Revenue</b>	<b>448,319</b>	<b>424,716</b>	<b>430,005</b>	<b>439,524</b>	<b>9,519</b>
<b>Expense</b>					
Personnel Services	268,268	277,441	281,987	285,226	3,239
Contractual Services	67,404	45,759	45,363	51,644	6,281
Supplies & Expenses	66,199	78,916	80,055	80,054	(1)
Fixed Charges	1,956	2,100	2,100	2,100	-
Grants, Contributions, Indem	17,043	20,500	20,500	20,500	-
<b>Total Expenditures</b>	<b>420,870</b>	<b>424,716</b>	<b>430,005</b>	<b>439,524</b>	<b>9,519</b>
<b>Net Revenue and Expenditures</b>	<b>27,449</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Explanations for changes in Budget Amounts are as follows:

**REVENUES:**

General Property Tax	Increase in levy
Other Taxes	
State Aids	
Public Charge for Services	
Intergovernmental Revenue	
Misc Revenue	

**EXPENSES:**

Personnel Services	Staffing changes
Contractual Services	Changes to IT Global Hardware and Computer repair/replace
Supplies & Expenses	
Fixed Charges	
Grants, Contributions, Indem	
Capital Outlay	
Cost Reallocation	

## EMPLOYMENT BY JOB CLASSIFICATION

	2016 Budget	2017 Budget	2018 Budget	2019 Budget
<b>FTE Employees</b>				
Officials/Administrators	1	1	1	1
Administrative Support	1.45	1.45	1.45	1.45
<b>Total</b>	<b>2.45</b>	<b>2.45</b>	<b>2.45</b>	<b>2.45</b>

# Department of County Treasurer

Amanda Nissen, Polk County Treasurer

## DEPARTMENT REVENUE AND EXPENDITURES BY ECONOMIC CLASSIFICATION

	2016 Actual	2017 Budget	2018 Projected Budget	2018 Working Budget	Difference
<b>Revenue</b>					
General Property Tax	37,352	50,831	57,620	44,587	(13,033)
Other Taxes	19	25	25	25	-
State Aids	110,375	103,000	103,000	103,000	-
Fine and Forfeitures	18,480	32,000	32,000	32,000	-
Public Charge for Services	483	175	175	175	-
Misc Revenue	56,235	100,000	100,000	100,000	-
<b>Total Revenue</b>	<b>222,943</b>	<b>286,031</b>	<b>292,820</b>	<b>279,787</b>	<b>(13,033)</b>
<b>Expense</b>					
Operating Expense					
Personnel Services	206,741	221,636	227,508	210,697	(16,811)
Contractual Services	13,958	17,003	17,258	21,037	3,779
Supplies & Expenses	34,608	44,112	44,774	44,773	(0)
Fixed Charges	2,234	2,880	2,880	2,880	-
Grants, Contributions, Indem	619	400	400	400	-
<b>Total Expenditures</b>	<b>258,159</b>	<b>286,031</b>	<b>292,820</b>	<b>279,787</b>	<b>(13,033)</b>
<b>Net Revenue and Expenditures</b>	<b>(35,216)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Explanations for changes in Budget Amounts are as follows:

**REVENUES:**

	Increase in levy
General Property Tax	
Other Taxes	
State Aids	
Public Charge for Services	
Intergovernmental Revenue	
Misc Revenue	

**EXPENSES:**

	Staffing changes
Personnel Services	
Contractual Services	IT Global Hardware and computer repair/replace
Supplies & Expenses	
Fixed Charges	
Grants, Contributions, Indem	
Capital Outlay	
Cost Reallocation	

## EMPLOYMENT BY JOB CLASSIFICATION

	2016 Budget	2017 Budget	2018 Budget	2019 Budget
<b>FTE Employees</b>				
Officials/Administrators	1	1	1	1
Administrative Support	2	2	2	2
<b>Total</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>

# Department of Corporation Counsel and Child Support

Jeff Fuge, Corporation Counsel   Malia Malone, Child Support Director

## DEPARTMENT REVENUE AND EXPENDITURES BY ECONOMIC CLASSIFICATION

	2016 Actual	2017 Budget	2018 Projected Budget	2018 Working Budget	Difference
<b>Revenue</b>					
General Property Tax	282,502	303,665	322,818	309,247	(13,571)
State Aids	558,527	519,511	519,511	519,511	-
Public Charge for Services	746	3,320	3,710	3,710	-
<b>Total Revenue</b>	<b>841,775</b>	<b>826,496</b>	<b>846,039</b>	<b>832,468</b>	<b>(13,571)</b>
<b>Expense</b>					
Personnel Services	757,695	759,095	779,650	758,275	(21,375)
Contractual Services	27,719	40,374	40,337	48,141	7,804
Supplies & Expenses	17,115	26,827	25,852	25,852	0
Fixed Charges	-	200	200	200	-
Capital Outlay	19,029	-	-	-	-
<b>Total Expenditures</b>	<b>821,558</b>	<b>826,496</b>	<b>846,039</b>	<b>832,468</b>	<b>(13,571)</b>
<b>Net Revenue and Expenditures</b>	<b>20,217</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Explanations for changes in Budget Amounts are as follows:

### REVENUES:

General Property Tax	Reduction in levy
Other Taxes	
State Aids	
Public Charge for Services	
Intergovernmental Revenue	
Misc Revenue	

### EXPENSES:

Personnel Services	Staffing changes
Contractual Services	IT Global Software and Computer repair/replace
Supplies & Expenses	
Fixed Charges	
Grants, Contributions, Indem	
Capital Outlay	
Cost Reallocation	

## EMPLOYMENT BY JOB CLASSIFICATION

	2016 Budget	2017 Budget	2018 Budget	2019 Budget
<b>FTE Employees</b>				
Officials/Administrators	1	1	1	1
Professionals	2	2	2	2
Technicians/Para-Professionals	5			
Administrative Support	1	6	6	6
First/Mid Level Officials and Managers				
<b>Total</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>

# Department of Administration

Maggie Wickre, Finance Director

## DEPARTMENT REVENUE AND EXPENDITURES BY ECONOMIC CLASSIFICATION

	2016 Actual	2017 Budget	2018 Proposed Budget	2018 Working Budget	Difference
<b>Revenue</b>					
General Property Tax	1,041,628	1,287,427	940,333	121,973	(818,360)
Other Taxes	3,604,909	3,391,120	3,516,120	3,616,120	100,000
State Aids	654,735	597,556	597,556	597,556	-
Public Charge for Services	4,161	24,000	24,000	24,000	-
Misc Revenue	368,473	328,985	340,285	481,885	141,600
Other Financing Sources	3,482,708	4,244,971	3,415,428	3,422,200	6,772
<b>Total Revenue</b>	<b>9,156,614</b>	<b>9,874,059</b>	<b>8,833,722</b>	<b>8,263,734</b>	<b>(569,988)</b>
<b>Expense</b>					
Operating Expense	5,942				-
Personnel Services	635,989	700,335	714,651	704,029	(10,622)
Contractual Services	83,141	1,360,334	261,313	264,616	3,303
Supplies & Expenses	6,206	14,464	14,681	14,681	-
Fixed Charges	246,745	366,600	366,600	366,600	-
Debt Service	3,325,316	2,258,255	3,200,000	2,823,126	(376,874)
Grants, Contributions, Indem	675,681	693,316	693,316	753,481	60,165
Capital Outlay	179,190	90,000	150,000	404,000	254,000
Cost Reallocation	2,954,094	3,904,178	3,060,000	3,150,000	90,000
<b>Total Expenditures</b>	<b>8,112,303</b>	<b>9,387,482</b>	<b>8,460,561</b>	<b>8,480,533</b>	<b>19,972</b>
<b>Net Revenue and Expenditures</b>	<b>1,044,311</b>	<b>486,577</b>	<b>373,161</b>	<b>(216,799)</b>	

Explanations for changes in Budget Amounts are as follows:

**REVENUES:**

General Property Tax	
Other Taxes	Increase in sales tax revenue
State Aids	
Public Charge for Services	
Intergovernmental Revenue	
Misc Revenue	Increase in interest on bank accounts
Other Financing Sources	Increase on internal revenue

**EXPENSES:**

Personnel Services	Staffing Changes
Contractual Services	IT Global Hardware and Computer Repair and replace
Supplies & Expenses	
Fixed Charges	
Debt Services	Decrease in Assoc Wealth Interest, reduction in paying agent charges debt issuance costs and assoc. wealth principal. Increase in Bond 2018 and TIF 2017 #3
Grants, Contributions, Indem	Increase in ACT 150
Capital Outlay	GAM Boiler, Court Video Upgrade, Citizen Centered Government
Cost Reallocation	Increase Pop Carry Over fund and Transfer to General Government

## EMPLOYMENT BY JOB CLASSIFICATION

	2015 Budget	2016 Budget	2017 Budget	2018 Budget	2019 Budget
<b>FTE Employees</b>					
Officials/Administrators	1	1	1	1	1
Professionals	2	1			
Administrative Support	1.6	3	3.5	3.5	3.5
First/Mid Level Officials and Managers			1.05	1.05	1.05
<b>Total</b>	<b>4.6</b>	<b>5</b>	<b>5.55</b>	<b>5.55</b>	<b>5.55</b>

# Department of Information Technology

Todd Demers, Director

DEPARTMENT REVENUE AND EXPENDITURES BY ECONOMIC CLASSIFICATION					
	2016 Actual	2017 Budget	2018 Purposed Budget	2018 Working Budget	Difference
<b>Revenue</b>					
General Property Tax	627,537	675,744	580,067	678,914	98,847
Intergovernmental Revenue	271,347	271,002	271,853	468,245	196,392
<b>Total Revenue</b>	<b>898,884</b>	<b>946,746</b>	<b>851,920</b>	<b>1,147,159</b>	<b>295,239</b>
<b>Expense</b>					
Personnel Services	454,737	490,466	503,923	503,479	(443)
Contractual Services	379,449	338,825	320,130	492,226	172,096
Supplies & Expenses	13,571	27,455	27,867	14,164	(13,703)
Cost Reallocation					-
Capital Outlay		90,000	-	137,290	137,290
<b>Total Expenditures</b>	<b>847,757</b>	<b>946,746</b>	<b>851,920</b>	<b>1,147,159</b>	<b>295,239</b>
<b>Net Revenue and Expenditures</b>	<b>51,127</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Explanations for changes in Budget Amounts are as follows:

**REVENUES:**

General Property Tax	
Other Taxes	
State Aids	
Public Charge for Services	
Intergovernmental Revenue	Increase in Inter-Dept IT charges
Misc Revenue	

**EXPENSES:**

Personnel Services	Staffing Changes
Contractual Services	Computer repair/replace and IT Global Hardware expenses
Supplies & Expenses	Computer hardware expenses reduced
Fixed Charges	
Grants, Contributions, Indem	
Capital Outlay	Court video upgrade
Cost Reallocation	

EMPLOYMENT BY JOB CLASSIFICATION				
	2016 Budget	2017 Budget	2018 Budget	2019 Budget
<b>FTE Employees</b>				
Officials/Administrators	1	1	1	1
Professionals	1			
Technicians/Para-Professionals	3	4	4	4
<b>Total</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

# Department of Employee Relations

Andrea Jerrick, Director

DEPARTMENT REVENUE AND EXPENDITURES BY ECONOMIC CLASSIFICATION					
	2016 Actual	2017 Budget	2018 Proposed Budget	2018 Working Budget	Difference
<b>Revenue</b>					
General Property Tax	383,737	400,683	411,770	393,808	(17,962)
Public Charge for Services	(50)	-	-	-	-
Intergovernmental Revenue	6,284,453	6,076,760	6,076,760	6,076,760	-
Misc Revenue	9,826	384,075	384,075	384,075	-
Other Financing Sources	21,677	21,677	21,677	21,677	-
<b>Total Revenue</b>	<b>6,699,643</b>	<b>6,883,194</b>	<b>6,894,281</b>	<b>6,876,319</b>	<b>(17,962)</b>
<b>Expense</b>					
Operating Expense					
Personnel Services	382,809	384,559	395,080	374,215	(20,864)
Contractual Services	59,172	69,706	70,152	73,055	2,903
Supplies & Expenses	8,186	8,095	8,216	8,215	(1)
Fixed Charges	5,497,611	6,420,834	6,420,834	6,420,834	-
Grants, Contributions, Indem	-	-	-	-	-
<b>Total Expenditures</b>	<b>5,947,778</b>	<b>6,883,194</b>	<b>6,894,281</b>	<b>6,876,319</b>	<b>(17,962)</b>
<b>Net Revenue and Expenditures</b>	<b>751,865</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Explanations for changes in Budget Amounts are as follows:

**REVENUES:**

General Property Tax	
Other Taxes	
State Aids	
Public Charge for Services	
Intergovernmental Revenue	
Misc Revenue	

**EXPENSES:**

Personnel Services	Staffing Changes
Contractual Services	IT Global Hardware & Computer repair and replace
Supplies & Expenses	
Fixed Charges	
Grants, Contributions, Indem	
Capital Outlay	
Cost Reallocation	

EMPLOYMENT BY JOB CLASSIFICATION				
	2016 Budget	2017 Budget	2018 Budget	2019 Budget
FTE Employees				
Officials/Administrators	1	2	2	2
Professionals	1	1	1	1
Administrative Support	2	0.95	0.95	0.95
<b>Total</b>	<b>4</b>	<b>3.95</b>	<b>3.95</b>	<b>3.95</b>

Ordinance No. 58-17  
Amending Ordinance to Declare the County of Polk Self-Organized

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

Ladies and Gentlemen:

WHEREAS, pursuant to Ordinance No. 48-13, the Polk County Board of Supervisors declared Polk County a self-organized county; and

WHEREAS, pursuant to Wisconsin Section 59.10(1)(c), a county board of supervisors of a self-organized county has broad discretion to determine the compensation of supervisors; and

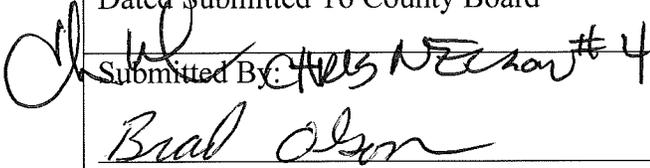
WHEREAS, it is in the interest of the County to establish a maximum amount of annual compensation for supervisors when setting the compensation for supervisors elected for the 2018-2020 term at the annual meeting to be held on or before November 14, 2017.

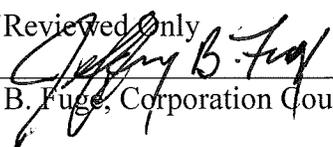
NOW, THEREFORE BE IT ORDAINED that, pursuant to Wisconsin Statute Section 59.10(1), the Polk County Board of Supervisors amends the Ordinance to Declare the County of Polk Self-Organized and creates Paragraph 3.d., to read as follows:

3. d. The maximum total amount of compensation of salary and/or per diems and reimbursements of travel and mileage expense that a supervisor, other than the chairperson, receive in any year may not exceed six thousand (\$6, 000.00) dollars.

BE IT FURTHER ORDAINED that the above amendment shall be effective with the first day of the 2018-2020 term of the Polk County Board of Supervisors.

(History: Ord. No. 48-13, December 17, 2013; Amended, Ordinance No. 58-17, October 17, 2017).

Funding Source/ Funding Amount:	Not Applicable
Date Reviewed as to Appropriations:	Not Applicable
Committee Recommendation as To Appropriation:	Not Applicable
Effective Date:	April 17, 2018
Dated Submitted To County Board	First Reading: September 19, 2017 Second Reading: October 17, 2017
Submitted By:  Brad Olson, Supervisor District#1	
Review By County Administrator: <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended	Review By Corporation Counsel: <input checked="" type="checkbox"/> Approved as to Form <input type="checkbox"/> Recommended

<input checked="" type="checkbox"/> Reviewed Only <input type="checkbox"/> _____ Dana Frey, County Administrator	<input type="checkbox"/> Not Recommended <input checked="" type="checkbox"/> Reviewed Only  Jeffrey B. Fuge, Corporation Counsel
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Acknowledgement of County Board Action

Mark As Appropriate:

At its regular business meeting on the \_\_\_\_ of \_\_\_\_\_ 2017, the Polk County Board of Supervisors considered and voted on Ordinance No. 58-17: Amending Ordinance to Declare the County of Polk Self-Organized, , as follows:

- Enacted by simple majority of the board of supervisors by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ against.
- Enacted by unanimous vote.
- Defeated by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ against.
- Defeated by voice vote.
- Action Deferred by Procedural Action, as follows: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SIGNED BY:

\_\_\_\_\_  
Dean Johansen, County Board Chairperson

Attest: \_\_\_\_\_  
Sharon Jorgenson, County Clerk

Certification of Publication

Ordinance No. 58-17: Amending Ordinance to Declare the County of Polk Self-Organized was published, pursuant to Wisconsin Statutes § 59.14(1), in the Inter-County Leader on the \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Sharon Jorgenson, County Clerk

Dated: \_\_\_\_\_

1 Resolution No. 59-17  
2 Resolution Affirming Polk County as Sponsor and Managing Coordinator of  
3 The Stower Seven Lakes State Trail

4 TO THE HONORABLE BOARD OF SUPERVISORS OF THE COUNTY OF POLK,  
5 WISCONSIN:

6 Gentlemen:

7 WHEREAS, the Wisconsin Department of Natural Resources (WDNR) administers the State Trail  
8 System, through which Polk County has entered into agreements for the cooperative development,  
9 administration and management of Stower Seven Lakes State Trails (Trail); and

10 WHEREAS, in receiving State Trail grants, Polk County has served as sponsor and managing  
11 coordinator for the Trail and has the responsibility to prepare all necessary cooperative plans,  
12 specifications and environmental reports, including citizen participation, for the Trail, and submit them  
13 to WDNR for written approval prior to the commencement of any development or improvement of the  
14 Trail and before implementing any change in use of the Trail; and

15 WHEREAS, in adopting Polk County Resolution No. 43-17, the Polk County Board of Supervisors  
16 expressed its intent for the Polk County to continue as sponsor and managing coordinator of the Trail  
17 and to undertake the initiative of developing a cooperative trail plan for Trail as a multi-use, multi-  
18 season trail;

19 WHEREAS, the initial agreements entered into by WDNR and Polk County for the coordinated  
20 management of the Trail have lapsed; and

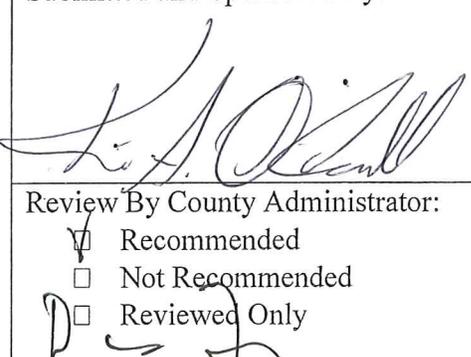
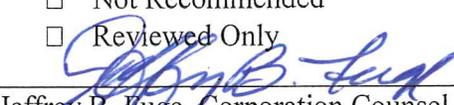
21 WHEREAS, it is in the interest of Polk County to continue as sponsor and managing coordinator of  
22 the Trail.

23 NOW, THEREFORE BE IT RESOLVED that the Polk County Board of Supervisors affirms the  
24 commitment of Polk County to serve as sponsor and managing coordinator of the Stower Seven Lakes  
25 State Trail and to perform or carry-out all responsibilities of sponsor and managing coordinator of the  
26 Trail consistent with applicable federal and state law, regulatory provisions and grant conditions.

27 BE IT FURTHER RESOLVED that the Polk County Board of Supervisors agrees to the terms of the  
28 Memorandum of Understanding and Cooperative Easement, attached hereto.

29 BE IT FURTHER RESOLVED that the Polk County Board of Supervisors authorizes the Parks and  
30 Recreations Director to execute and administer on behalf of Polk County the Memorandum of  
31 Understanding and Cooperative Easement.

Resolution No. 59-17  
 Resolution Affirming Polk County as Sponsor and Managing Coordinator of  
 The Stower Seven Lakes State Trail

Funding Source/ Funding Amount:	
Date Reviewed as to Appropriations:	
Committee Recommendation as To Appropriation:	Passage
Effective Date:	Upon Passage
Dated Submitted To County Board	First Reading – September 19, 2017
Submitted and Sponsored By:	<hr/> <hr/>
Review By County Administrator: <input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only  Dana Frey, County Administrator	Review By Corporation Counsel: <input checked="" type="checkbox"/> Approved as to Form <input checked="" 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 ____ of _____, 2017, the Polk County Board of Supervisors considered and acted on the above resolution, Resolution No. <u>59</u> -17: Resolution Affirming Polk County as Sponsor and Managing Coordinator of The Stower Seven Lakes State Trail, 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: _____ Sharon Jorgensen, County Clerk	

**MEMORANDUM OF UNDERSTANDING  
BETWEEN POLK COUNTY AND  
THE STATE OF WISCONSIN, DEPARTMENT OF NATURAL RESOURCES**

**I. Introduction**

The purpose of this Memorandum of Understanding (MOU) is to set forth the agreements and understandings which have been reached between Polk County (County) and the State of Wisconsin Department of Natural Resources (Department) regarding the development, and operation of approximately 13.48 miles of former rail corridor located in Polk County formerly known as the Amery to Dresser State Trail and now known as the Stower-Seven Lakes State Trail (Trail). The property on which the Trail is located (Property) is presently owned by the Department, and has been operated by the County and/or the Friends of the Amery-Dresser State Trail since 2010.

The Department is interested in preserving former rail corridors for trail purposes and in creating trails for public use. The County has developed the Trail through earlier agreements with the Department, and is interested in continuing to maintain and operate the Trail as a public recreational trail. The County and the Department agree to work together to achieve their mutual goals as set forth below, and they agree that this MOU and the trail easement it references shall replace and supersede all earlier agreements between the Department and the County that pertain to the Trail.

**II. Description of the Property**

The property subject to this MOU is described generally as the grade from Amery to a point just southeast of Dresser, Wisconsin. An exact legal description of the property is attached to this document as Exhibit A and a map of the Property attached hereto as Exhibit B. The trail easement referred to in this MOU, when executed, shall include and incorporate this MOU and all of its exhibits.

**III. Consideration**

The Department has acquired the grade from Amery to Dresser from the corridor owner. The DNR will execute a trail easement with the County for the purposes contained in this document. The County will operate, repair, and maintain the Trail. The Department will not acquire additional land for the Trail through the eminent domain process.

**IV. Obligations of the Department**

1. The Department will convey by easement to the County the right to develop, continue to operate, repair, and maintain the Trail as a component of the State Trail System. The County accepts the property "as is" on the date of conveyance.
2. The Department represents that it has made reasonable inquiry and has no reason to believe that hazardous waste, noxious waste, or any other condition of the land subject to this MOU exists that would inhibit the ability of the County to possess and

improve the property as contemplated by this MOU. If, however, such prohibitive conditions are discovered, either the Department shall take all steps reasonably necessary to remove such conditions or the intent of this MOU being frustrated, the MOU shall terminate.

3. The Department will work with the County to identify funding sources for the development and repair of the Trail.
4. The Department will continue to designate the Trail as a "State Trail" under section NR 51.73, Wis. Adm. Code. The Trail will be included in any appropriate list of State Trails.
5. The Department will continue to make its Adopt-A-Trail program available to the County. The Department has an application process for groups interested in adopting a section of State Trail. This program is similar to the Department of Transportation's Adopt-A-Highway program.
6. The Department and the Natural Resources Board, with input from the County, will determine the allowable hunting, fishing, and trapping opportunities on the Property pursuant to section 29.089, Wis. Stats.

#### **V. Obligations of the County**

1. The County, with the assistance of the Department, will coordinate and prepare a plan for the Trail that describes trail management and development within two years of the conveyance of the easement. Specific recreational uses will be determined through the planning process. Per section NR 44.04 (13), Wis. Adm. Code this cooperatively prepared plan is not required to comply with Chapter NR 44, Wis. Adm. Code; however, the plan shall be consistent with Chapter NR 44, Wis. Adm. Code to the extent practicable.
2. The plan must include, at a minimum:
  - a. A public notification and participation process allowing for public comments on the draft plan.
  - b. A list of allowed trail uses, including where and when they are allowed (e.g. snowmobiles allowed from Hwy Y to the Main Street trailhead, only when snow cover is 6" or greater). Year-round bicycling is encouraged and may be allowed in conjunction with snowmobiling. Walking must be allowed on the Property at all times (section NR 1.61, Wis. Adm. Code).
  - c. A list of hunting, fishing, and trapping activities and areas as determined by the Department and Natural Resources Board pursuant to section 29.089, Wis. Stats. (shown on a map).
  - d. A list of existing and anticipated support facilities (e.g. restrooms, parking lots).
  - e. A map showing locations of existing and anticipated support facilities and use zones.
  - f. Projected development costs.

- g. Plans to address any identified environmentally sensitive or culturally or historically significant areas.
  - h. A set of management alternatives for the Trail, with a preferred alternative (the alternative that will be used) identified.
  - i. An estimated number of users per year.
  - j. The name and address of the office that will be managing the Trail.
  - k. An emergency action plan to include protocols and procedures for responding to reports of potentially hazardous conditions on the Trail.
  - l. The identification of desired vegetation types along the Trail.
3. The County will participate in or conduct public meetings, which are necessary for the establishment and development, management, and improvements of the Trail project, including for any major changes to the trail plan, such as eliminating or adding allowed trail uses or authorizing special events not addressed by the trail plan. Attempts should be made to comply with the intent of Chapter NR 44 Wis. Adm. Code as it relates to public participation.
  4. The Department, via its Division Administrator, shall have final review of and approval authority over the plan.
  5. The County shall, maintain, repair, and operate the Trail located within the County for recreational purposes, as funding becomes available.
  6. The County agrees that the development, construction, maintenance, and repair of the Trail will meet or exceed Department trail standards and any applicable standards mandated by state or federal law. The County further agrees that in operating the Trail, the County will comply with all applicable state and federal laws.
  7. The County shall comply with statutory inspection requirements pursuant to section 23.115(2), Wis. Stats., further described in Department Manual Code 2527.20, and shall provide the Department with a copies of all inspection reports.
  8. Vegetative management.
    - a. Trees
      1. Forest cover. Trees on the Property remain the property of the Department. Any proposed commercial timber sale must be reviewed by the Department. Although cooperative state trails are specifically excluded from forest certification, sustainable forestry practices are encouraged to maintain desired forest cover types. Depending on the desired cover type, different commercial or non-commercial practices may be used. When active management is proposed, the County shall coordinate review of the proposed management activity with appropriate Department staff.
      2. Hazard tree management. Hazard trees should be identified during the biannual property inspections (further described in Section V. 8. herein). If the volume of hazard trees is too large for County staff to handle, it agrees to consider contracting a commercial sale or other approach.

- b. Non-tree vegetation including saplings, shrubs, and herbaceous vegetation
    - 1. Management for routine trail maintenance. A minimum maintained (clear) shoulder of at least 2 feet on either side of the trail tread (the traveled portion of the trail) is recommended. Acceptable maintenance techniques can include mowing, brushing, chainsaw work, and or pesticide application.
    - 2. Habitat conversion or establishment. If there is an opportunity to develop or enhance native habitat types, as established in the trail plan, the County will consult with the Department in the development of habitat projects. Such projects may include developing a prairie on a larger block of land within the trail right-of-way or along the trail corridor. Projects will be considered for approval by the Department if they are not adverse to existing laws or Department policy, and if they do not negatively impact an existing use.
  - c. Pesticide application. Any pesticide application should be in accordance with Department Manual Code 4230.1 concerning DATCP (Department of Agriculture, Trade and Consumer Protection) certification and Department policy. The Department shall be notified of any proposed pesticide application in early fall of the year preceding the proposed application, to ensure that the required process can be followed for pesticide use on Department lands (Department Manual Code 4230.1).
9. The County shall secure and comply with all federal, state and local permits and licenses required for the construction, installation, operation, maintenance, repair, and/or reinstallation of the Trail including, without limitation, zoning, building, health, environmental permits or licenses. The County shall indemnify the Department against payment of the costs therefore and against any fines or penalties that may be levied for the County's failure to procure or to comply with such permits or licenses, and the County shall pay any remedial costs to cure violations of federal, state or local laws. The Department agrees to cooperate with the County in securing any such permits or licenses by providing information and data upon request.
10. The County agrees that any signage or display material relating to the Trail shall clearly identify the property is a State Trail owned by the Department and under the management and control of the County. No commercial advertising shall be allowed on the Property, unless the signage is placed in accordance with Department policy. The County may allow signs providing directional information about Trail-related services. No specific business names, commercial logos or fonts, trademarks, or other advertising shall appear in signage within the Trail corridor. The Department reserves the right to remove non-compliant signage located on the Property. In the event that the Department's signage policy is modified, the above section on signage shall automatically reflect the modification.
11. The County, in connection with this MOU, shall open Trail-related facilities to the general public subject to reasonable rules and regulations, fees, and charges, as outlined below, for the management and operation of the Trail.

A. Rules and regulations.  
Pursuant to section NR 45.02, Wis. Adm. Code, the Department retains management, supervision, and control over the Property for the purpose of enforcing Chapter NR 45, Wis. Adm. Code, when needed to protect the public or the Property. Daily routine enforcement remains the responsibility of the County. The County and other local units of government may adopt Chapter NR 45, Wis. Adm. Code provisions by ordinance.

B. Admission Fees.  
The County must use the Department's trail pass fee program if it charges a fee for use of the Trail. If admission fees are charged, the State Trail Pass (both annual and daily), the conservation patron license, and senior citizen recreation card issued by the Department shall be honored without additional admission charges. The County shall agree to waive all admission fees on State Parks Open House Day, whose date as determined by the Department, and on National Trails Day. National Trails Day is the first Saturday in June.

If the County uses the Department's trail pass fee program, the County may retain a commission that must be used for Trail operations and maintenance as provided for in section 27.01 (8m), Wis. Stats. A separate Trail Pass Sales Agreement between the County and the Department will be executed, detailing the sales and remittance procedures. The County may use sub-vendors to sell the passes.

If section 27.01(8) or (8m), Wis. Stats., is modified, this section on admission fees shall automatically reflect the modification.

12. In the exercise of its rights herein, including but not limited to the operation of the Property as a Trail, the County shall not discriminate against any member of the public on the basis of age, race, creed, color, handicap, sex, marital status, arrest or conviction records, ancestry, sexual orientation, or membership in the National Guard, state defense force or any other reserve successors or designees.
13. The County may enter into an agreement with a Friends Group which meets the criteria in section NR 1.71, Wis. Adm. Code, and Department policy to carry out the County's duties under this MOU. In recognition of the status of this Trail as a State Trail, the County agrees that the Department shall also be a co-signer of any Friends agreement.
14. The County may enroll volunteers in the Department's Adopt-A-Trail program, in accordance with Department policies and procedures.
15. The County will indemnify and hold harmless the Department and its employees against all claims, damages, costs, and expenses, including reasonable attorney's fees, arising from the performance of this MOU by the County, its agents, contractors, servants, licensees, permittees, or employees. In case any action or proceeding is

brought against the Department or its employees by reason of any such claim, the County, upon notice from the Department, will defend such action or proceeding.

## **VI. General**

1. This MOU is subject to all applicable laws and regulations.
2. This MOU may be revised or amended by mutual written agreement of the Department and the County.
3. The Department must approve, and has sole discretion over, all land transactions, crossings, and easements for the Property but the County will be the first point of contact for inquiries from the public and/or private entities on these matters. Guidelines relating to easements for driveway and road crossings will be provided to the County. If a request conforms to the guidelines, it will be referred to the Department. If a request does not conform to Department guidelines, the County will deny the request. The Department retains the right to issue other non-conflicting easements, leases, or permits but shall make every effort to not enter into agreements that would physically alter the Trail or its uses. All proceeds from these transactions shall be payable to the Department.
4. An annual meeting between the County and Department will take place to review development and acquisition progress, operational problems and maintenance standards needing attention and to exchange ideas and information for the good of the Trail project.
5. This MOU shall not be construed as creating a public debt on the part of the Department in contravention of Article VIII, Wisconsin Constitution and all payments or obligations hereunder are subject to the availability of future appropriations.
6. The County assumes complete responsibility for the development, operation, maintenance, and repair of the Trail. The Department has no obligation to develop, operate, maintain, or repair the Trail at any time.
7. This MOU does not create an employment or agency relationship between the Department and the County, any employees or agents of the County, or any third parties.

## **VII. Termination**

1. County. The County may terminate this MOU by providing to Department ninety (90) days written notice of said termination. In the event the County terminates this MOU or the easement from the Department, the County will assume compliance responsibility for any state or federal grant obtained for Trail development and support purposes.



Document Number	Document Title
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State of Wisconsin  
 Department of Natural Resources  
 P.O. Box 7921  
 Madison, WI 53707

**COOPERATIVE STATE TRAIL  
 EASEMENT**

Section 23.09(10), Wis. Stats.  
 Form 2200-161

**THIS EASEMENT** made by and between the State of Wisconsin, Department of Natural Resources (hereinafter referred to as the "Department") and Polk County (hereinafter referred to as the "County").

**RECITALS**

**WHEREAS**, the Department has acquired the former Amery to Dresser railroad corridor for the purpose of developing, constructing, operating, maintaining and repairing a recreational trail on said lands (hereinafter referred to as the "Trail");

**WHEREAS**, the Trail is identified in the legal description marked as Exhibit "A" attached hereto and made a part hereof and the maps marked as Exhibit "B" attached hereto and made a part hereof;

**WHEREAS**, prior to the acquisition of the Trail, the Department and the County entered into a Memorandum of Understanding for the purpose of allowing the County to develop, construct, operate, maintain and repair said Trail;

**NOW, THEREFORE**, the Department, for mutual benefits and consideration, the sufficiency of which are hereby acknowledged, does hereby convey to the County, a nonexclusive easement for the purpose of developing, constructing, operating, maintaining and repairing the Trail.

It is understood by the Department and the County that this grant of non-exclusive easement is subject to the following conditions:

1. The County shall have the right to develop, construct, maintain, operate and repair, a recreational trail on the above-described lands located within the corridors of the former railroad grade, now known as the "Stower-Seven Lakes State Trail" for the purpose of bicycling, walking, snowmobiling or other mutually agreed upon compatible uses, as determined through the trail planning process as referenced in the Memorandum of Understanding signed \_\_\_\_\_, 2017, marked as Exhibit "C", attached hereto and made a part hereof.
2. The County agrees the Trail will be remain open for public use. If the Trail ever ceases to be used for recreational trail purposes for a period of 2 years, then all easement rights, title and interest to the eased premises shall automatically revert to and revest in the Department without necessity of reentry.
3. The County shall open the Trail and its associated facilities to the general public subject to reasonable rules and regulations, fees, and charges, as the County deems necessary for the management and operation of the recreational trail. Admission fees, if any, charged by the County shall not exceed those established in s. 27.01(7), Wis. Stats. Other fees shall remain similar to those contained in Chapter NR 45, Wisconsin

Recording Area  
 Return: Department of Natural Resources  
 Bureau of Facilities & Land – LF/6  
 P.O. Box 7921  
 Madison, WI 53707-7921  
 Attn: Closing Officer (E- )

Parcel Identification Number (PIN):

Administrative Code. The fees collected shall be split between the Department and the County and spent in accordance with s. 27.01(8m), Stats. If admission fees are charged, the conservation patron license and senior citizen card issued by the Department shall be honored without additional admission charges.

4. Development of the Trail shall conform to Department state recreational trail standards.
5. All fencing, surveying, signing, and similar activities which are related to the development, maintenance and operation of the Trail shall be the responsibility of the County.
6. This easement shall be nonexclusive, and the Department retains the right to sell, lease or convey other easements, including utility easements in and to the eased property, to one or more person(s), company(s) or entity(s), provided that any such subsequent use, lease or conveyance does not interfere with the rights granted hereunder. The Department must approve, and has sole discretion over, all land transactions, trail crossings, and easements for the trail corridor, but the County will be the first point of contact for inquiries from the public and/or private entities on these matters. Guidelines relating to easements for the driveways and road crossings will be provided to the County. If requests conform to the guidelines, they will be referred to the Department for executing an easement, lease, or agreement. If the requests do not conform to Department guidelines, the County will deny the request. All proceeds from these transactions shall be payable to the Department. If the Department conveys any additional easements within the above-described property, the Department will require the respective grantees to restore the recreational trail to the satisfaction of the County.
7. The County shall secure and comply with all federal, state and local permits and licenses required for the construction, installation, operation, maintenance and repair of the recreational trail including, without limitation, zoning, building, health, environmental permits or licenses, and shall indemnify the Department against payment of the costs therefor and against any fines or penalties that may be levied for failure to procure or to comply with such permits or licenses as well as any remedial costs to cure violations thereof. The Department agrees to cooperate with the County in securing any such permits or licenses by providing information and data upon request.
8. The County will not permit any mortgage, pledge, security interest, lien or encumbrance, including without limitation tax liens or encumbrances and liens or encumbrances with respect to work performed or equipment furnished in connection with the construction, installation, repair, maintenance or operation of the recreational trail or any portion of the eased premises.
9. The County agrees to record this easement and to pay all transfer taxes, recording costs or fees, or any similar expense in connection with the recording or filing of this easement.
10. In the exercise of its rights herein, including but not limited to the operation of the eased property as a recreational trail, the County shall not discriminate against any member of the public on the basis of age, race, creed, color, handicap, sex, marital status, arrest or conviction records, ancestry, sexual orientation, or membership in the National Guard, state defense force or any other reserve component of the military forces of the United States.
11. The Department reserves no control over the employment, discharge, compensation of or services rendered by the County employees or contractors, and the County shall be and remain an independent party, and nothing herein shall be construed as inconsistent with the status or as creating or implying any partnership or joint venture between the County and Department and employees of the County or employees of any contractor shall not be considered Department employees.

12. In connection with the performance of any work under the easement, the County agrees not to discriminate against any employee or applicant for employment because of age, handicap, physical condition, developmental disability as defined in s. 51.01(5), Stats., race, religion, sex, color, sexual orientation or national origin regarding employment, upgrading, demotion or transfer, recruitment or recruitment advertising, lay off or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The County agrees to take affirmative action to ensure employment opportunities for persons with physical disabilities.
13. The Department and the County agree that the provisions of Chapter NR 45, Wisconsin Administrative Code, remain applicable to the subject property. Pursuant to s. NR 45.01(1), Wisconsin Administrative Code, the Department retains management, supervision, and control over the property for the purpose of enforcing Chapter NR 45, Wisconsin Administrative Code, when needed to protect the property. Daily routine enforcement remains the responsibility of the County.
14. Initial work to address boundary disputes, encroachment, trespass and other claims shall be the responsibility of the County. Since the County is more familiar with the trail, the County shall act as the first point of contact to identify boundary disputes, encroachments, trespass and other claims and inform the respective landowners of the same. The Department upon mutual agreement of both parties may enter into agreements for remnants of the property not needed for recreational trail purposes. Any such agreements may be subject to approval of the Natural Resources Board and the Governor and also subject to item 17 below. Should any of the adjacent landowners challenge County's and/or the State of Wisconsin's right to develop this trail by way of court action in either State or Federal court, or by other judicial or administrative challenge, the State will fully defend its rights to develop, in conjunction with the County, the trail which is the subject of this easement agreement.
15. The County agrees to save, hold harmless, defend, and indemnify the Department, and all of its officers, employees agents against any and all liability, claims, and costs of whatever kind and nature, for injury to or death of any person or persons, and for loss or damage to any property (state or other) occurring in connection with or in any way incident to or arising out of the County's occupancy, use, service, operation, or performance of work in connection with this easement, except for any liability, claim or cost resulting from the negligent or intentional acts or omissions of the Department, its officers, employees or agents.
16. This easement shall be in effect as of the date it is signed by both the Department and the County (whichever signs second).
17. Conveyance of this easement may be encumbered by federal or state railroad interest and subject to future restoration and reconstruction of the right-of-way for rail purposes consistent with Section 208 of the National Trails System Act Amendment of 1983, Publ. L. No. 98-11 (16 U.S.C. 1247(d)) or Wis. Stat. s. 85.09, including possible termination of this easement, and subject to reservations, exceptions and leases, agreements and permits authorized by the former railroad company or owners, or the Department prior to the execution of this easement. The Department shall provide written notice of the necessity for the reestablishment of railroad or future highway project, which may result in the termination of this easement upon the discretion of the railroad or WisDOT. The County shall: (1) not materially change the grade or topography of the Trail; (2) not construct and install or remove any permanent improvement which violates American Railway Engineering and Maintenance-of-Way Association ("AREMA"), or its successors, published practices and procedures or would make such reestablishment of railroad impracticable; and (3) not allow the installation of any facility, above or below grade that does not conform to AREMA's standards or clearances for railroad.

END OF CONDITIONS



Resolution No. 60-17

Resolution to Authorize Demolition of Polk County Fairground Grandstand

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

Gentlemen:

WHEREAS, in September 2016, the Parks and Recreation Department conducted a structural evaluation of the existing Polk County Grandstand utilizing the services of Short Elliot Hendrickson, Inc. (SEH); and

WHEREAS, in its structural condition report dated October 19, 2016, SEH identified a number of structural elements in the Grandstand that are not adequate for minimum design loads and recommended a list of extensive repairs and offered the option of complete demolition and replacement with a code compliant and accessible structure as the more economically viable alternative; and

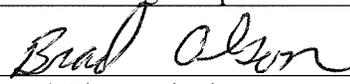
WHEREAS, the Polk County Fair Society has considered the report and recommendations of SEH and has requested the County to demolish and replace the existing Grandstand; and

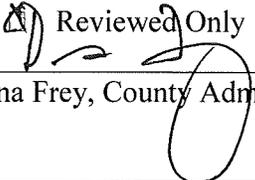
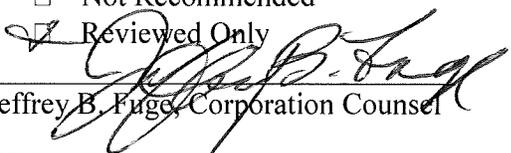
WHEREAS, the Environmental Services Committee and the General Government Committee had recommended the demolition of the existing grandstand when proposing Resolution No. 2-17; and

WHEREAS, it is in the interest of the County to demolition the grandstand in a timely manner to allow for the planning of Polk County Fairs in 2018 and subsequent years.

NOW, THEREFORE BE IT RESOLVED that the Polk County Board of Supervisors authorizes a public improvements project for the demolition of the grandstand at the Polk County Fairgrounds.

BE IT FURTHER RESOLVED that the County Administrator is authorized to let, negotiate and administer the demolition contract authorized herein in accordance with Wisconsin Statute Section 59.52(29).

Funding Source/ Funding Amount:	
Date Reviewed as to Appropriations:	
Committee Recommendation as To Appropriation:	Passage
Effective Date:	Upon Passage
Dated Submitted To County Board	First Reading – September 19, 2017
Submitted and Sponsored By:	 Brad Olson, District
Review By County Administrator:	Review By Corporation Counsel:

<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input checked="" type="checkbox"/> Reviewed Only  Dana Frey, County Administrator	<input checked="" type="checkbox"/> Approved as to Form <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input checked="" type="checkbox"/> Reviewed Only  Jeffrey B. Fuge, Corporation Counsel
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Acknowledgement of County Board Action

Mark As Appropriate:

At its regular business meeting on the \_\_\_\_ of \_\_\_\_\_, 2017, the Polk County Board of Supervisors considered and acted on the above resolution, Resolution No. 60-17: Resolution to Authorize Demolition of Polk County Fairground Grandstand; as follows:

- Adopted by simple majority of the board of supervisors by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ against.
- Adopted by unanimous vote.
- Defeated by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ against.
- Defeated by voice vote.
- Action Deferred by Procedural Action, as follows: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_

SIGNED BY:

\_\_\_\_\_  
 Dean Johansen, County Board Chairperson

Attest: \_\_\_\_\_  
 Sharon Jorgensen, County Clerk