



## POLK COUNTY , WISCONSIN

[WWW.CO.POLK.WI.US](http://WWW.CO.POLK.WI.US)

Lisa Ross, County Clerk

100 Polk Plaza, Suite 110, Balsam Lake, WI 54810

Phone (715) 485-9226 | Email: [county\\_clerk@co.polk.wi.us](mailto:county_clerk@co.polk.wi.us)

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### INFORMATION FOR PUBLIC AND MEDIA REGARDING POLK COUNTY VIRTUAL MEETINGS JULY 1, 2020

All County Board and Committee meetings are broadcast live via WebEx. Public can attend meetings in person in the West Conference Room of the Polk County Government Center or on-line through WebEx. Public comment can be made from the West Conference Room or through WebEx. Webex meeting information can be found:

1. On the attached meeting agenda
2. By selecting the respective committee meeting on our online Meetings Calendar at:  
<https://www.co.polk.wi.us/meeting>.

#### **PUBLIC COMMENT**

If you wish to make public comment through WebEx, no later than 24 hours in advance of the meeting e-mail the County Clerk at [countyclerk@co.polk.wi.us](mailto:countyclerk@co.polk.wi.us). Provide your name, the meeting you plan to comment during and the agenda topic you plan to comment on. Public comment will be taken first from those in attendance in the West Conference Room and then remotely in the order of the request received.

Due to potential technical difficulties, please consider submitting written comments for consideration to: [countyclerk@co.polk.wi.us](mailto:countyclerk@co.polk.wi.us) or by mail to: **Polk County Government Center, 100 Polk County Plaza – Suite 110, Balsam Lake, WI 54810**. Written comments received less than 24 hours prior to meetings may not be received and reviewed by Supervisors before the meeting.



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## Notice of Meeting and Agenda Polk County Executive Committee

Virtual, Open Meeting via Webex Video Conference or Phone

Thursday, October 8, 2020 at 8:30 a.m.

A quorum of the County Board may be present

### **Webex Virtual Meeting Info:**

Meeting Number (access code): **146 708 6292**

Password: **EXECmeeting**

- Join Online: <https://polkwi.webex.com>
- Join by Phone: 1-408-418-9388

### **Order of Business:**

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

1. Call to Order
2. Adoption of the Agenda
3. Adoption of the Minutes of the September 10, 2020 Meeting
4. Disclosure of Committee Member Conflicts of Interest regarding matters noticed on this agenda
5. Public Comment – 3 minutes – not to exceed 30 minutes total
6. Receipt of Information From Supervisors Not Seated as Committee Members
7. Announcements and Committee information
8. Discussion and possible action regarding **Resolution No. 34-20**: Resolution to Amend Ordinance 13-20: Polk County Board of Supervisors Rules of Order Ordinance Concerning the process of filling County Board Supervisor Vacancies
9. Discussion and possible action regarding possible change of Executive Committee Meetings day and/or time
10. Review of MOU List distributed at September 10 meeting
11. Discussion regarding public comments at County Board meetings.
12. Discussion on Fairgrounds with Fair Society

### **13. Closed Session: County Administrator Performance Review**

Closed Session: Pursuant to Wisconsin Statute Sections 19.36 (10)(d) and 19.85(1)(c) and (e), the Committee may convene in Closed for the purpose of deliberating on and formulating recommendations to be provided to the County Board of Supervisors concerning the performance evaluation of the County Administrator as noted on the agenda

### **14. Closed Session: Update and Discussion regarding Fairgrounds and Fair Society MOU negotiations**

Closed Session: Pursuant to Wisconsin Statute Section 19.85(1)(e), the County Board may convene in closed session for the purpose of deliberating or negotiating regarding

Polk County Fairgrounds Grandstand Project and Memorandum of Understanding with the Fair Society as noted on the agenda.

**Following said Closed Sessions, the County Board will reconvene in Open Session to an announcement on actions taken in closed session, if any, and to consider and act upon matters noticed herein for consideration or action.**

15. Identify Subject Matters for Next Meeting November 5, 2020

16. Adjourn

This meeting is open the public according to Wisconsin 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.



# POLK COUNTY, WISCONSIN

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## MINUTES OF THE EXECUTIVE COMMITTEE MEETING

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

9:00 a.m. Thursday, Thursday, September 10, 2020

This meeting was available for viewing through Webex videoconference and teleconference

Committee Members present: Russ Arcand, Kim O'Connell, Jay Luke, John Bonneprise, and Chris Nelson

Others present: Vince Netherland, County Administrator; Chad Roberts, General Government Division Director; Emil Norby, Public Works Division Director & Highway Commissioner; Lisa Ross, County Clerk; Malia Malone, Corporation Counsel; Supervisor Fran Duncanson, and Supervisor Doug Route. Supervisor Mike Prichard joined the meeting at 9:10 a.m.

Chairman Arcand called the meeting to order at 9:01 a.m.

Chairman Arcand called for a motion to adopt the amended agenda. **Motion** (Bonneprise/Luke) to adopt the September 10, 2020 amended agenda. **Motion** carried by unanimous voice vote.

Chairman Arcand called for motion to adopt the August 13, 2020 minutes of the Executive committee. **Motion** (O'Connell/Nelson) to adopt the minutes of August 13, 2020. **Motion** carried by unanimous voice vote.

Disclosure of Committee Member Conflicts of Interest regarding matters noticed on this agenda. Chair Arcand stated that Supervisors with a conflict of interest should raise their hands at the time the agenda item is called to disclose any conflicts of interest.

Public Comment – 3 public comments were received via WebEx.

Receipt of Information from Supervisors not seated as Committee Members on Matters Noticed on Agenda – 3 Supervisors not seated as Committee Members spoke to matters noticed on the agenda.

Announcements and/or Committee Information – None.

The Committee received an update from County Administrator Netherland regarding the investigation to save the Clam Falls Dam. The County Administrator shall report future updates regarding the investigation to save the Clam Falls Dam to the Environmental Services Committee.

The Committee discussed the Proposed Amended Nuisance **Ordinance 30-20**: Proposed Amended Polk County Nuisance and Human Health Hazard Ordinance for consideration of referral to appropriate Committee. The Ordinance had already been added to the Health & Human Services Board agenda.

The Committee engaged in discussion regarding the roles of supervisors and staff with regard to committee proceedings. A detailed orientation for all County Board Supervisors will be planned for the near future. Discussion of a possible tour of County facilities for County Board Supervisors. After the orientation is completed a meeting of the Committee Of the Whole to be added to discuss and address organizational matters including the Rules of Order.

Chairman Arcand called for discussion on public comments vs. written public comments. The Committee engaged in discussion regarding the decorum of public comments that have been made and nature of comments deemed offensive or inappropriate. The Committee discussed possible change to format of public comments offered during County Board meetings.

The Committee engaged in discussion regarding annual review of County Administrator as per the Rules of Order. County Administrator's review to be completed in Closed Session at October Executive Committee meeting. October Executive meeting to start at 8:30 a.m.

The Committee tabled the discussion of **Resolution No. 34-20**: Resolution to Amend Ordinance 13-20: Polk County Board of Supervisors Rules of Order Ordinance Concerning the process of filling County Board Supervisor Vacancies until the October Executive Meeting

Chad Roberts, Division Director provided list of MOU's (Memorandums of Understanding) to the Committee for their review. Discussion regarding MOU list tabled until October meeting.

**Matters for next Executive Committee Meeting Thursday, October 8, at 8:30 a.m. –**

**Resolution No. 34-20**: Resolution to amend Ordinance No. 13-20: Polk County Board of Supervisors Rules of Order Ordinance – Concerning the process of filling County Board Supervisor Vacancies, Closed Session on Review of County Administrator.

At 10:05 a.m. General Government Committee Chairman Arcand called the General Government Committee meeting to order.

Chair Arcand called for a motion to suspend the Rules of Order and convene as a quorum of the County Board as noticed on both agendas for the purpose of having a joint Closed Session as members of both Committees are present, the times of the meetings are back-to-back and agendas share the same Closed Session topics. **Motion** (Bonneprise/O'Connell) to suspend the Rules of Order to convene as a quorum of the County Board. Chair Arcand called for a voice vote on said motion. **Motion** carried by unanimous voice vote.

**Motion** (Nelson/Bonneprise) to convene in Closed Session as a quorum of the County Board. Chair Arcand called for a roll call vote on said motion. **Motion** carried by majority vote with 7 in favor and 1 opposed. (Opposed: Prichard)

\*\* Closed Session 10:07 a.m. \*\* (Minutes separate and under seal)

Present for Closed Session included Nine County Board Members: Chairman of General Government and Executive Committees, Russ Arcand; General Government Vice Chair, Dan Ruck via Webex; Vice Chair of Executive Committee, Kim O'Connell and Supervisors: Chris Nelson, Michael Prichard, Fran Duncanson, Doug Route, John Bonneprise, and Jay Luke. Also present were: Vince Netherland, County Administrator; Lisa Ross, County Clerk; Malia Malone, Corporation Counsel; Chad Roberts, General Government Division Director and Emil Norby, Highway Commissioner/Division Head.

\*Reconvened in Open Session at 10:38 a.m.\*

**Motion** (Luke/Nelson) to adjourn Executive Committee Meeting. **Motion** carried by unanimous voice vote. Meeting adjourned at 10:40 a.m.

Respectfully submitted,

Lisa R. Ross,  
County Clerk

**Resolution No. 34-20**

**RESOLUTION TO AMEND THE POLK COUNTY BOARD RULES OF ORDER TO MODIFY THE PROCEDURE FOR FILLING A VACANCY ON THE COUNTY BOARD**

1 **TO THE POLK COUNTY BOARD OF SUPERVISORS:**

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**WHEREAS**, the Polk County Board of Supervisors adopted Rules of Order at their bi-annual organizational meeting in April of 2020 creating Ordinance 13-20 and as amended on May 5, 2020 and

**WHEREAS**, the Rules are silent on the procedure for filling a mid-term vacancy on the Board that may arise; and

**WHEREAS**, the County as a self-organized county may determine a procedure for filling vacancies pursuant to Wisconsin Statute § 59.10(1)(d); and

**WHEREAS**, because the Rules are silent on the issue, the procedure for filling vacancies defaults to the methods outlines in Wisconsin Statute 59.10(3)(e), which puts a significant authority in a county board chairperson to select a replacement; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Polk County Board of Supervisors hereby amends Ordinance 13-20 to add the following language in Article 7:

“9. The Chairperson shall consult with the Executive Committee prior to nominating a qualified elector to fill a mid-term vacancy on the Board in addition to the procedure outlined in Wisconsin Statute § 59.10(3)(e).”

| ROLL CALL Board Members           | Aye | Nay | Exc. |
|-----------------------------------|-----|-----|------|
| Olson                             |     |     |      |
| Route                             |     |     |      |
| Warndahl                          |     |     |      |
| Nelson (Chairperson)              |     |     |      |
| LaBlanc                           |     |     |      |
| Ruck                              |     |     |      |
| Prichard                          |     |     |      |
| Kelly                             |     |     |      |
| O'Connell                         |     |     |      |
| Middleton                         |     |     |      |
| Luke (2 <sup>nd</sup> Vice Chair) |     |     |      |
| Duncanson                         |     |     |      |
| Arcand                            |     |     |      |
| Bonneprise (Vice Chair)           |     |     |      |
| Demulling                         |     |     |      |

**BOARD ACTION**

Vote Required: A two-thirds vote of a Quorum

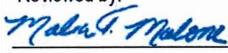
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Motion to Approve Adopted

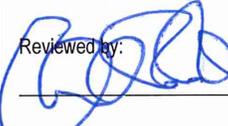
1st \_\_\_\_\_ Defeated

2nd \_\_\_\_\_

Yes: \_\_\_\_\_ No: \_\_\_\_\_ Exc: \_\_\_\_\_

Reviewed by:  
 , Corp. Counsel

Reviewed by:  
 , Administrator

Reviewed by:  
 , Finance

**FISCAL & LEGAL IMPACT:**  
 This Resolution has no fiscal or significant legal impact on County operations and only modifies internal procedures for filling a mid-term vacancy on the Board.

**Certification:**

I, Lisa Ross, Clerk of Polk County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the \_\_\_ day of \_\_\_\_\_, 2020 by the Polk County Board of Supervisors.

\_\_\_\_\_  
 Lisa Ross  
 County Clerk, Polk County

**Committee** \_\_\_\_\_

Recommended  
 Not Recommended  
 Neutral