



POLK COUNTY , WISCONSIN

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

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. 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 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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****THIRD AMENDED**** AGENDA AND NOTICE OF MEETING

General Government Committee

Thursday, October 8, 2020 at 10:00 a.m.

A quorum of the County Board may be present

Virtual, Open Meeting via Webex Video Conference or Phone

- Amendments:** ¹ Subject matters added, revised or struck by Amended Notice of Meeting
² Subject matters added, revised or struck by Second Amended Notice of Meeting
³ Subject matters added, revised or struck by Third Amended Notice of Meeting

Webex Virtual Meeting Info:

Meeting Number (access code): **146 030 0519**

Password: GMeeting

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

Materials: September 25, 2020 Minutes, 2020 Work Plan

1. Call to order
2. Approval of Agenda
3. Approval of Minutes for September 25, 2020
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. Presentation by, discussion with, and possible action regarding request for funding for Polk County Tourism.
9. Presentation by, discussion with, and possible action regarding request for funding from ¹Polk County Museum
10. Update regarding COVID-19 Budget
11. Updates regarding Space Analysis and Bonding
12. Discussion and possible action regarding Recycling Center
13. ³ ~~Review, Discussion and possible action regarding Proposed Operating and Capital Budget~~
14. ³ ~~Discussion and possible action on **Res 39-20**: Resolution to Hold a Public Hearing on the 2021 Budget Proposal next added meeting~~
15. ³ Discussion and possible action on **Res 47-20**: Resolution Adopting Revision to Polk County Personnel Policies Chapter 8, Sections 1.2(d) and 2.4(a)
16. Discussion with Terry Hauer and John Klatt regarding Broadband in Polk County
17. ³ ~~Discussion and possible action regarding request for funding of the Polk County Museum and Historical Society.~~ ³(combined with agenda item #9)
18. Discussion and possible action on ³**Res 48-20**: Resolution to set library service rates for calendar year 2021 regarding increasing municipal library reimbursement rates from 90% to 95%.
19. Discussion and possible action regarding appointment of Board Supervisor (by Chairman Nelson) as a liaison to Polk County Historical Society and Museum.

20. Update from Chairman Nelson ²~~and Discussion~~ regarding ²meeting held between City of St. Croix Falls, the Fair Society, Administrator Netherland and Chairman Nelson concerning Fairgrounds and Fair Society MOU negotiations
21. ²~~**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 session, 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.~~
22. ²~~Reconvene in Open Session~~
23. ²~~*Announcements on actions taken in closed session, if any, and to consider and act upon matters noticed for consideration or action as noticed in Closed Session description.~~
24. Review and Update 2020 Work Plan
25. ³ Discussion and possible action regarding date, time of adding an additional Special General Government Committee Meeting regarding budgetary matters. (Agenda Items #13 & 15 as noticed and struck on this 3rd amended agenda to be included as subject matters on added, Special Meeting agenda)
26. Identify Subject Matters for ³~~next~~ upcoming meeting on November 5, 2020 at 10:00 a.m.
27. Adjourn

Items on the agenda not necessarily presented in the order listed. 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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****SECOND AMENDED**** AGENDA AND NOTICE OF MEETING

General Government Committee

Thursday, October 8, 2020 at 10:00 a.m.

A quorum of the County Board may be present

Virtual, Open Meeting via Webex Video Conference or Phone

Amendments: ¹ Subject matters added, revised or struck by Amended Notice of Meeting

² Subject matters added, revised or struck by Second Amended Notice of Meeting

Webex Virtual Meeting Info:

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Password: GGmeeting

➤ Join Online: <https://polkwi.webex.com>

➤ Join by Phone: 1-408-418-9388

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12. Discussion and possible action regarding Recycling Center
13. Review, Discussion and possible action regarding Proposed Operating and Capital Budget
14. Discussion and possible action on **Res 39-20**: Resolution to Hold a Public Hearing on the 2021 Budget Proposal
15. Discussion with Terry Hauer and John Klatt regarding Broadband in Polk County
16. Discussion and possible action regarding request for funding of the Polk County Museum and Historical Society.
17. Discussion and possible action regarding appointment of Board Supervisor (by Chairman Nelson) as a liaison to Polk County Historical Society and Museum.
18. Discussion and possible action regarding increasing municipal library reimbursement rates from 90% to 95%.
19. Update from Chairman Nelson ² ~~and Discussion~~ regarding ² meeting held between City of St. Croix Falls, the Fair Society, Administrator Netherland and Chairman Nelson concerning Fairgrounds and Fair Society MOU negotiations

20. ~~2**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 session, 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.~~

21. ~~2 Reconvene in Open Session~~
22. ~~2*Announcements on actions taken in closed session, if any, and to consider and act upon matters noticed for consideration or action as noticed in Closed Session description.~~
23. Review and Update 2020 Work Plan
24. Identify Subject Matters for Next Meeting, November 5, 2020 at 10:00 a.m.
25. Adjourn

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****AMENDED**** AGENDA AND NOTICE OF MEETING

General Government Committee

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17. Discussion and possible action regarding appointment of Board Supervisor (by Chairman Nelson) as a liaison to Polk County Historical Society and Museum.
18. Discussion and possible action regarding increasing municipal library reimbursement rates from 90% to 95%.
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20. ****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.

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13. Review, Discussion and possible action regarding Proposed Operating and Capital Budget
14. Discussion and possible action on **Res 39-20**: Resolution to Hold a Public Hearing on the 2021 Budget Proposal
15. Discussion with Terry Hauer and John Klatt regarding Broadband in Polk County (Per Chris and Vince)
16. Discussion and possible action regarding request for funding of the Polk County Museum and Historical Society.
17. Discussion and possible action regarding appointment of Board Supervisor (by Chairman Nelson) as a liaison to Polk County Historical Society and Museum.
18. Discussion and possible action regarding increasing municipal library reimbursement rates from 90% to 95%.
19. Update and Discussion regarding Fairgrounds and Fair Society MOU negotiations
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regarding Polk County Fairgrounds Grandstand Project and Memorandum of Understanding with the Fair Society as noted on the agenda.

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MINUTES OF THE GENERAL GOVERNMENT COMMITTEE

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

8:30 a.m. Friday, September 25th, 2020

This meeting was available for viewing through Webex videoconference and teleconference

***Minutes remain draft until approved at next meeting**

Meeting called to order by Chair Arcand at 8:30 a.m.

Members present:

Attendee Name	Title	Status
Russ Arcand	Chair	Present
Dan Ruck	Vice Chair	Present
Mike Prichard	Supervisor	Present
Fran Duncanson	Supervisor	Present
Chris Nelson	Supervisor	Present

Also present: Lisa Ross, County Clerk; Emil Norby, Highway Commissioner/Division Head; Rod Polk, Facilities Management; Vince Netherland, County Administrator; Members and volunteers of the Polk County Museum and Historical Society; Members of the Public. Supervisor Chris Nelson joined the meeting at 8:37 a.m.

Approval of Agenda

Chair Arcand called for a motion to approve the amended agenda as published. **Motion** (Duncanson/Ruck) to approve the amended agenda. Chair Arcand called for a voice vote on the motion to approve the agenda as amended. **Motion** to approve the amended agenda carried by unanimous voice vote.

Approval of Minutes

Chair Arcand called for a motion to approve the minutes of the September 10, 2020 meeting as published. **Motion** (Duncanson/Ruck) to approve the minutes. Chair Arcand called for a voice vote on said motion. **Motion** to approve the minutes of the September 10, 2020 meeting carried by unanimous voice vote.

Disclosure of Committee Member Conflicts of Interest

Time was given for Committee Members to disclose Conflicts of Interest regarding matters noticed on the agenda. No Conflicts of Interest were disclosed.

Public Comment – No public comment was received by the committee.

Receipt of Information from Supervisors Not Seated as Committee Members – No information was received by the committee from Supervisors not seated as a committee member.

Announcements and Committee Information – Supervisor Prichard and Administrator Netherland provided announcements and committee information to the Committee.

Presentation and Discussion regarding budget with Polk County Museum/Historical Society. – Tom Magnifici, Greta Palmberg and Bernie Demaris presented information regarding budget and request for

funding for the Polk County Museum and Historical Society. The Committee engaged in discussion with Museum and Historical Society.

Discussion and Presentation regarding broadband was struck from the agenda and tabled until the October 8th General Government Committee meeting.

General Government Division Director, Chad Roberts provided the Committee with a review and report of General Government Division Draft Budgets and the funding of Outside Agencies. The Committee engaged in discussion regarding the Draft Budgets and the funding of Outside Agencies.

Chair Arcand called for a 5 minute recess at 10:45 a.m. The Committee reconvened in open session at 10:50 a.m.

Review and Recommendation of Master Fee Schedule as presented by General Government Division Director Roberts. Chairman Arcand called for a motion to bring **Resolution No. 38-20**: Resolution to Adopt Master Fee Schedule for 2021 Budget Proposal to the floor for discussion. **Motion** (Nelson/Duncanson) to move Resolution No. 38-20 to the full County Board with recommendation for passage. Chair Arcand called for a voice vote on said motion. **Motion** carried by unanimous voice vote.

The committee reviewed and updated 2020 Work Plan.

Next meeting: Thursday, October 8, 2020 at 10:00 a.m.

Items for next agenda:

1. Recycling Center Discussion and Possible Action
2. Receipt, Review and Recommendation of Fee Schedule
3. Discussion and Consideration of County Board Priorities in General Government
4. Capital Improvement Planning
5. COVID-19 Budget Update
6. Space Analysis Update and Bonding Updates
7. **Closed session: Update and discussion regarding Fair Society MOU negotiations
8. Discussion regarding broadband with Terry Hauer, Executive Director of Polk County Economic Development Corp.
9. Discussion and possible action regarding Request for funding of the Polk County Museum and Historical Society.
10. Appointment of Board Supervisor as a liaison to Historical Society and Museum
11. Presentation by, discussion with and possible action regarding request for funding for Polk County Tourism.

Adjourn

Chair Arcand called for a motion to adjourn. **Motion** (Nelson/Duncanson) to adjourn. Chair Arcand called for a voice vote on the motion to adjourn. **Motion** carried by unanimous voice vote. Meeting adjourned 11:16 a.m.

Respectfully submitted,

Lisa Ross
County Clerk

GENERAL GOVERNMENT COMMITTEE

2020 WORK PLAN

Date	Scheduled Agenda Items	Program Evaluation and Upcoming Issues
January	<ul style="list-style-type: none"> ▪ Finalize 2020 Work Plan 	<ul style="list-style-type: none"> ▪ Updates regarding hiring for Deputy Administrator positions. ▪ Updates regarding hiring for I.T. Director/Consultant position.
February		
March	<ul style="list-style-type: none"> ▪ Recycling Center Update, Res. No. 37-19 ▪ Sale of Woodley Dam Property ▪ Discussion on future budget to support County Parks & Trails 	
April	<ul style="list-style-type: none"> ▪ Fair Society MOU 	
May		<ul style="list-style-type: none"> ▪ I.T. Developments, Laptop follow-up/paperless initiative
June	<ul style="list-style-type: none"> ▪ Lime Quarry Finance Update ▪ Laptop follow-up/paperless initiative ▪ Sale of Woodley Dam Property ▪ Recycling Center Report & Update and Rewrite of Recycling Center Resolution No. 37-19 	Review of 2020 Operating and Capital Budget Book, Scheduling of Program Reviews, Discussion Regarding Strategic Planning, Discussion and Identification of Priorities
July	<ul style="list-style-type: none"> ▪ Annual reports ▪ Annual Audit Results 	
August	<ul style="list-style-type: none"> ▪ Review and recommendations on fee schedule 	<ul style="list-style-type: none"> ▪ Governor’s Budget and impact on government programs
September		<ul style="list-style-type: none"> ▪ Consideration of County Board priorities in General Government
October	<ul style="list-style-type: none"> ▪ Capital Improvement Planning ▪ Annual budget review – County Board Budget development/recommendation ▪ Annual budget and budget amendment recommendations 	
November	<ul style="list-style-type: none"> ▪ Budget technical amendments 	
December	<ul style="list-style-type: none"> ▪ Develop 2021 work plan 	

2020 Work Plan Topics

- Review of Lime Quarry
- Government Center security
- Customer Service
- Procedures & Policy regarding reviews MOU’s and funding of outside agencies
- Fair Society MOU
- **Standing Agenda Items:** Update on Space Analysis, COVID-19 Budget Update

ROLL CALL Board Members	Aye	Nay	Exc.
Olson			
Route			
Warhdahl			
Nelson (Chairperson)			
LaBlanc			
Ruck			
Prichard			
Kelly			
O'Connell			
Middleton			
Luke (2 nd Vice Chair)			
Duncanson			
Arcand			
Bonneprise (Vice Chair)			
Demulling			

Resolution No. 47-20

**RESOLUTION ADOPTING REVISIONS TO POLK COUNTY
PERSONNEL POLICIES CHAPTER 8, SECTIONS 1.2(D) AND 2.4(A)**

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

2
3 **WHEREAS**, Polk County has a Personnel Policy that was last modified by
4 the Polk County Board of Supervisors in March of 2016 and it is in need of
5 some revision; and

6
7 **WHEREAS**, it is in the interest of the County to update the Policy to be
8 compatible with the Divisional structure adopted by the County in Resolutions
9 80-18 and 22-19; and

10
11 **WHEREAS**, Polk County's Policy refers to the Human Resources
12 Department as "Employee Relations" because that was the name of the
13 Department at the time the Policy was drafted; and

14
15 **WHEREAS**, Federal regulations limit the County's requirement to offer
16 certain elective benefits to employees who work an average of 30 hours or
17 more per week; and

18
19 **NOW, THEREFORE, BE IT RESOLVED**, that the Polk County Board of
20 Supervisors authorizes the County Administrator to revise the Personnel Policy
21 to reflect the following:

- 22
- 23 1. Elective benefit eligible employees will be defined as those employees
- 24 who work an average of 30 hours per week (1560 annually).
- 25 2. Any reference to the "Employee Relations" department will be change
- 26 to "Human Resources".

BOARD ACTION

Vote Required: Majority Vote of a Quorum

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 will have a small positive fiscal impact by slightly reducing the employer-portion of the cost of elective benefits for a small segment of the employee population.

This Resolution also assists with legal compliance and is recommended.

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

Resolution No. 49-20

**RESOLUTION TO IMPROVE AND MODIFY THE
RECYCLING PROGRAM IN POLK COUNTY TO PHASE OUT THE
RECYCLING CENTER AND TRANSITION TO A COORDINATED
COUNTY PROGRAM FOR RECYCLING**

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

BOARD ACTION

Vote Required: Majority Vote of a Quorum

Motion to Approve _____ Adopted

1st _____ Defeated

2nd _____

Yes: _____ No: _____ Exc: _____

Reviewed by:
Melba F. Malone, Corp. Counsel

Reviewed by:
Vince Netherland, Administrator

Reviewed by:
[Signature], Finance

FISCAL & LEGAL IMPACT:

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

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

2
3 **WHEREAS**, Polk County owns and operates a recycling center as a part of
4 the County's recycling program authorized under Wisconsin Statute § 287.09;
5 and

6
7 **WHEREAS**, Polk County's Board of Supervisors has an interest, as
8 expressed in Resolution 37-19, in modifying the recycling program; and

9
10 **WHEREAS**, the County is not obligated to be a direct service provider and
11 operate a recycling center; and

12
13 **WHEREAS**, the recycling center is likely to need significant capital
14 investment to maintain and improve the safety compliance and efficient
15 processing of recyclable material.

16
17 **NOW, THEREFORE, BE IT RESOLVED**, that the Polk County Board of
18 Supervisors authorizes the County Administrator to work with staff and subject
19 matter experts to put forward a plan to improve county-wide recycling by
20 utilizing private service providers and facilities throughout the County and to
21 close the existing recycling center; and

22
23 **BE IT FURTHER RESOLVED**, that the Administrator must include a
24 detailed proposal for the transition from the current program to a program
25 wherein the County is a coordinator of recycling services for the County's
26 residents, visitors and businesses, but not a direct service provider.

27
28 **BE IT FURTHER RESOLVED**, the plan should include a deadline of one
29 year from the date of this Resolution to have the plan implemented, to the
30 extent that is practicable.

31