



POLK COUNTY, WISCONSIN

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CORRECTED MINUTES OF THE GENERAL GOVERNMENT COMMITTEE
Government Center, 100 Polk County Plaza, Balsam Lake, WI 54810
10:00 a.m. Thursday, May 14, 2020

This meeting was available for viewing through Webex videoconference and teleconference

*Corrections of the May 14, 2020 minutes

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

Committee Members Present:

Attendee Name	Title	Status
Brian Masters	Chair	Present
Russ Arcand	Vice Chair	Present
Fran Duncanson	Supervisor	Present
Michael Prichard	Supervisor	Present
Chris Nelson	Supervisor	Present

Also present: Lisa Ross, County Clerk; Emil Norby, Highway Commissioner/Division Head; Malia Malone, Corporation Counsel; Vince Netherland, County Administrator; and Chad Roberts, General Government Division Director; County Treasurer, Amanda Nissen; and two members of the Polk County Fair Society.

Approval of Agenda

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

Approval of Minutes

Chair Masters called for a motion to approve the minutes of the March 12, 2020 meeting as published. **Motion** (Masters/Arcand) to approve the minutes. Chair Masters called for a voice vote on said motion. **Motion** to approve the minutes of the March 12, 2020 meeting carried by unanimous voice vote.

Election of Committee Officers- Nominated for **Committee Chair** was Supervisor Russ Arcand. Chair Masters asked if there were any additional nominations. Nominations declared closed. By unanimous voice vote, Supervisor Arcand was elected Chair. Nominated for **Committee Vice Chair** was Supervisor Brian Masters. Chairman Arcand asked if there were any additional nominations. Nominations declared closed. By unanimous voice Supervisor Masters was elected Vice Chair.

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.

Public Safety & Public Works Division Director Emil Norby presented information and Power Point Presentation to the Committee regarding the Recycling Center analysis. *Update on information regarding a rewrite of recycling ordinance to be added to the next meeting agenda.

Administrator Netherland and General Government Division Director Roberts provided the committee with information and updates regarding COVID-19 budget. Updates on COVID-19 budget to be added as a standing agenda item.

Chair Arcand called for a change in agenda to allow Fair Society Committee representatives to take the floor and address the topic of Agenda Item #12 the Memorandum of Understanding (MOU) between Polk

County and Polk County Fair Society. Fair Society requests a meeting with their accountant, committee member Tracy LaBlanc and General Government Division Director Chad Roberts. Fair Society also requests a seat at the table when their current MOU is reviewed and rewritten.

Administrator Netherland and Supervisor Nelson provided the committee with information and update regarding planning in order to support our parks and trails.

Public Safety & Public Works Division Director, Emil Norby provided the committee with information and update regarding building security/remodel update. Division Director Norby has a meeting scheduled with Wold Associates. Updates on building security and remodel to be added as a standing agenda item.

Chair Arcand called for a motion to bring to the floor to discussion **Resolution 14-20:** Resolution Authorizing Taxation Districts to Waive Interest and Penalties on Property Tax Payment Installments. **Motion** (Masters/Duncanson) to bring Resolution 14-20 the floor for discussion and possible action. **Motion** passed by unanimous voice vote. Administrator Netherland, General Government Division Director Chad Roberts and Treasurer Amanda Nissen provided reports and information regarding Resolution 14-20 to the Committee. Discussion. Chairman Arcand called for a motion to move Resolution 14-20 to the County Board either with or without a recommendation. **Motion** (Masters/Arcand) to move **Resolution 14-20:** Resolution Authorizing Taxation Districts to Waive Interest and Penalties on Property Tax Payment Installments to the County Board with a neutral position on recommendation for passage. Chairman Arcand called for voice vote on motion. **Motion** passed by unanimous roll call vote.

Chairman Arcand called for a motion to convene in closed session as noticed on the agenda. **Motion** (Masters/Duncanson) to convene in closed session. Chairman Arcand called for a roll call vote on Motion. **Motion** to convene in closed session carried by unanimous roll vote.

**** Closed Session 12:10 p.m.** (Minutes separate and under seal)**

Members present for the closed session included Committee Members: Brian Masters, Russ Arcand, Michael Prichard, Fran Duncanson, and Chris Nelson. Also present: Lisa Ross, County Clerk; Vince Netherland, County Administrator; Emil Norby, Public Safety & Public Works Division Head; Chad Roberts, General Government Division Director and Amanda Nissen, County Treasurer.

*Reconvened in Open Session at 12:40 p.m.

Next meeting: Thursday, June 11, 2020 at 10:00 a.m.

Items for next agenda: Recycling Center Update and Rewrite of old Recycling Ordinance, Lime Quarry Financial Update, Update on sale of Woodley Dam Property, Discussion regarding Laptops/paperless initiative, **Standing agenda items:** COVID-19 Budget Update, Space Analysis Update

Adjourn

Chair Arcand called for a motion to adjourn. **Motion** (Masters/Nelson) to adjourn. Chair Arcand called for a voice vote on the motion to adjourn. **Motion** carried by unanimous voice vote. Meeting adjourned 12:42 p.m.

Respectfully submitted,

Lisa R. Ross
County Clerk



POLK COUNTY, WISCONSIN

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

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

GENERAL GOVERNMENT COMMITTEE

Thursday, May 14, 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

Webex Virtual Meeting Info:

Meeting Number (access code): **960 971 908**

Password: **514GenGov**

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

Because of the nature of this virtual meeting, there will not be an option for public comment; however, members of the public who would like to make a written comment prior to the meeting may email their comments to: countyclerk@co.polk.wi.us You may also mail in comments to the topics, however they may not be received and provided to the Supervisors by the date of the meeting.

The mailing address is: POLK COUNTY GOVERNMENT CENTER

100 POLK PLAZA, STE. 110

BALSAM LAKE, WI 54810

Materials: March 12, 2020 Minutes, 2020 Work Plan, Resolution 14-20

Call to order – Chairman Masters

1. Approval of Agenda
2. Approval of Minutes for March 12, 2020
3. ¹ Election of Committee Officers
 - a. Chairman
 - b. Vice Chairman
4. Receipt of Information from Supervisors Not Seated as Committee Members
5. Organizational Matters: Recommendations Concerning Committee Duties, Responsibilities and Assigned Functions
6. Report on Recommendation Regarding Recycling Center Analysis from Highway Commissioner, Emil Norby
7. Budget Update Regarding COVID-19
8. Plan to support our parks and trails update
9. Building security/remodel update
10. ¹ Discussion and Possible Action regarding Resolution No. 14-20: Resolution Authorizing Taxation Districts to Waive Interest and Penalties on Property Tax Payments Installments
11. ¹ Update and Discussion Regarding Viresco (formerly Green Whey)
12. Update on Fair Society MOU negotiations.

The Committee may convene in closed session on matters noticed under #11 and #12, as follows:

****Closed Session****

Pursuant to Wisconsin Statute 19.85(1)(e), the Committee may convene in closed session for the purposes of considering bargaining strategy between the County and the Fair Society regarding a Memorandum of Understanding. The Committee may come out of closed session to allow the Committee to seek information from any Fair Society representative that may attend the meeting. Subsequent, the Committee may return to closed session for further bargaining strategy discussions.

¹ The Committee may convene in closed session pursuant to Wis. Stat. 19.85(1)(e) for conducting specified public business that has competitive or bargaining reasons that require a closed session. Specifically, Viresco (formerly Green Whey).

Following the closed session the Committee will convene in open session to make an announcement on matters considered in closed session and to take up, consider and act upon in open session those subject matters noticed herein for consideration or action in open session.

13. Identification of Subject Matters for Upcoming Meetings

14. Adjourn

This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.

The background features abstract, overlapping geometric shapes in various shades of green, ranging from light lime to dark forest green, creating a modern, eco-friendly aesthetic.

Polk County Recycling

Recycling - current conditions

- ▶ National issues
- ▶ Markets still low
- ▶ Material quantities - slight increase but shift in products
- ▶ Use of Levy dollars

- ▶ Looking for new revenues, vendors
- ▶ Improving processes
- ▶ Shifting hours for summer
- ▶ Staffing- levels with seasonals/ look at Endeavors

- ▶ Improvement from last year 53% improvement in levy used

Policy Question??

- ▶ How do we want to serve the Polk County Residents Recycling Needs??
- ▶ Survey- Take a ways—
- ▶ Analysis - findings and options

Four options :

- ▶ Option 1- Optimize Existing Dual-Stream Recyclables Processing System
- ▶ Option 2- Convert Facility to a Single-Stream Transfer Operation and Contract for Processing/Marketing to a Private MRF Company
- ▶ Option 3- Close the Entire Recycling Center
- ▶ Option 4 - Optimize Existing Dual-Stream Processing System without Labor or Capital Changes

Table 5-1
Summary of Cost Estimates
(\$ per year, unless noted otherwise)

Cost Item	Current System	Option 1 Optimize Existing Dual-Stream System	Option 2 Convert to Single-Stream Transfer	Option 4 Optimize Existing Dual-Stream System Without Capital or Labor Changes
<i>Assumed Total Tons per Year</i>	<i>1,700</i>	<i>1,900</i>	<i>1,900</i>	<i>1,900</i>
Costs:				
Estimated County Staff Labor	\$155,000	\$247,000	\$43,000	\$155,000
Estimated Endeavors Labor	\$101,000	\$134,000	\$0	\$101,000
Annualized Capital	\$24,000	\$27,000	\$34,000	\$24,000
Transfer Haul	NA	NA	\$19,000	NA
Private MRF Processing Fee	NA	NA	\$152,000	NA
Subtotal Costs	\$280,000	\$408,000	\$244,000	\$280,000
Revenues:				
Gross Revenue from Direct Sale of Material	\$136,000	\$152,000	NA	\$152,000
Recycling Tipping Fees (350 "merchant" tons/year X \$20/ton)	NA	\$7,000	\$7,000	\$7,000
Revenue Share from Private MRF	NA	NA	\$61,000	NA
Net Cost (before State Grant)	(\$144,000)	(\$249,000)	(\$176,000)	\$121,000
State Aid WI DNR Grant (Processing & Marketing Share)	\$82,000	\$142,000	\$100,000	\$82,000
TOTAL NET COST	(\$62,000)	(\$107,000)	(\$76,000)	\$39,000
<i>Total Net Cost per Ton (\$/ton)</i>	<i>\$36</i>	<i>\$56</i>	<i>\$40</i>	<i>\$21</i>
<i>Productivity Rate (tons per hour of operation)</i>	<i>1.1 tons per hour of sorting</i>	<i>0.9 tons per hour of sorting</i>	<i>1.2 tons per hour of transfer</i>	<i>1.2 tons per hour of sorting</i>

What to look at:

- ▶ Public Needs---Back to Survey
- ▶ Capital Outlay Still there
- ▶ Staffing
- ▶ We are not alone in this issue
- ▶ What can we do in the short term -long Term