



# POLK COUNTY, WISCONSIN

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## Notice of Meeting and Agenda Polk County Board of Supervisors

Tuesday, June 16, 2020

\*\*Supervisors' County Priority Setting Workshop 3:00 p.m.

**Regular Business Meeting of the Polk County Board of Supervisors 6:00 p.m.**

Virtual, Open Meeting via Webex Video Conference or Phone

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

Meeting Number (access code): **146 563 9399**

Password: **PCboard**

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

➤ Join by Phone: **1-408-418-9388**

**\*\* From 3:00 – 5:00 p.m., members of the County Board will meet for a County Priority Setting Workshop. No Action will be taken by the Board during the Workshop. The business meeting of the County Board of Supervisors will convene at 6:00 p.m.**

### **Order of Business:**

1. Call to Order
2. Receipt of Evidence and Opinion on Proper Notice
3. Roll Call
4. Pledge of Allegiance
5. Disclosure of Board Member Conflicts of Interest Regarding Matters Noticed On this Agenda
6. Approval of Agenda
7. Matters Offered For Adoption on Consent Agenda:
  - a. Consideration/corrections to the published minutes from May 19, 2020 County Board Meeting
8. Public Comments –3 minutes per person –not to exceed 30 minutes total
9. County Board Chair Report
  - a. Supervisor's Reports from Outside Meetings Attended
10. Administrator's Report – Vince Netherland
11. Confirmation of Appointments
12. Presentation of Report on Resolution 03-20: Extending Moratorium on Swine CAFO's
13. Discussion(s) Proposed Resolutions, Ordinances and Other Board Action:
  - On Recommendation by Public Safety & Public Works Committee:
    - a. Discussion and possible action of Resolution 15-20: Accepting the Donation by Robert C. Brown Jr. of Drone to Sheriff's Department
    - b. Discussion and possible action of Resolution 16-20: Accepting the Donation from CJCC 501(C)(3) for the Purchase of Technology for Sheriff's Office Jail Programs
    - c. Discussion and possible action of Resolution 17-20: Accepting the Donation from Northern Pines Mounted Search and Rescue
  - On Recommendation or without Recommendation by General Government Committee:
    - d. Discussion and possible action of Resolution 18-20: Resolution to Create Parks and Trails Advisory Group (TAG)
    - e. Discussion and possible action Resolution No. 19-20: Resolution to Increase Purchasing Levels in Financial Policy Section of General Code

## Polk County Board of Supervisors

14. Discussion and possible action concerning future operations at Polk County Lime Quarry
15. Update and Discussion Regarding Viresco (formerly Green Whey)

The Committee may convene in closed session on matters noticed under #14 and #15 as follows:

**\*\*Closed Session\*\***

The Committee may convene in closed session pursuant to Wisconsin Statute 19.85(1)(e), for the purpose of deliberating or negotiating specified public business for competitive or bargaining reasons.

16. Supervisors' Announcements
17. 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.***



**Polk County Board of Supervisors**  
Polk County Government Center - County Board Room  
100 Polk County Plaza, Balsam Lake, Wisconsin

**Minutes of the Regular Meeting of the Board of Supervisors**  
**Tuesday, May 19, 2020**

This meeting was available for viewing through Webex videoconference and teleconference

Chairman Nelson called the May 19, 2020 special session via Webex video conference of the Polk County Board of Supervisors to order at 6:03 p.m.

Chairman Nelson recognized the County Clerk for purposes of receiving evidence of proper notice. The County Clerk stated that the notice of meeting was properly posted in the Government Center Building, posted on the County website, and was distributed to supervisors and media contacts on Friday May 8, 2020 at 7:44 p.m. The notice and agenda was also published in a legal newspaper the week of May 11, 2020. The Amended Agenda was posted in the Government Center, posted on the County website, and copies of such notice of meeting distributed to the Supervisors and media via email or mail on Friday May 15, 2020. In accordance with Wisconsin Statute Section 985.02 and with Article 3, Section 2 of the County Board Rules of Order.

The County Board received opinion from Corporation Counsel Malone that the initial advance written notice, posted and published as described by the Clerk satisfied the applicable provision of Wisconsin Open Meetings Law and the applicable procedural provisions of the Polk County Board Rules of Order.

Chairman Nelson recognized the County Clerk for purposes of taking roll call. Fourteen County Board Supervisors were present representing a quorum. Chairman Nelson and Supervisors: Doug Route, Chris Nelson, Tracy LaBlanc, Brian Masters, Jim Edgell, Kim O'Connell, Amy Middleton, Jay Luke, Fran Duncanson, Russ Arcand, John Bonneprise and Joe Demulling, Steve Warndahl were present at the government center. Supervisors: and Michael Prichard attended the virtual meeting via Webex. Absent: Brad Olson. Supervisor Olson arrived at the meeting in person at 6:05 p.m.

Chairman Nelson called upon Supervisor Bonneprise for introduction of person to lead the County Board in the Pledge of Allegiance for tonight's meeting. Sheriff Brent Waak led the County Board in the Pledge of Allegiance.

Time was given for Committee Members to disclose any conflicts of interest regarding matters noticed on the agenda. Corporation Counsel Malone provided legal opinion to the Board stating Supervisors employed by taxing jurisdictions should abstain from voting on Resolution 14-20, agenda item 12c.

Chairman Nelson called to the floor consideration and approval of the amended agenda. **Motion** (Masters/O'Connell) to strike agenda items# 13 and #14 and closed session from agenda and to approve agenda as amended. These items have not made any progress in the

General Government or Executive Committee meetings, no updates for the County Board at this time. Chairman Nelson called for a voice vote on the motion to adopt the amended agenda as corrected. **Motion** carried by unanimous voice vote.

Chairman Nelson called to the floor for approval of the Consent Agenda. **Motion** (Warndahl/Demulling) to adopt the Consent Agenda as noticed. Chairman Nelson called for a voice vote on the motion to adopt the Consent Agenda. **Motion** carried by unanimous voice vote. Matters adopted under the Consent Agenda: Minutes from April 21, 2020, May 1, 2020 and May 5, 2020 County Board sessions adopted as published.

Time was given for public comment. No public comments were received by County Board.

Time was given for the County Board Chairperson's report. Chairman Nelson provided information regarding receiving weekly updates from municipalities, Village Mayors Town Chairs.

Time was given for Supervisor's reports regarding outside meetings attended. Supervisors Bonneprise, Edgell and Duncanson gave updates on the Health & Human Services Board Meeting. Supervisors O'Connell gave updates on Environmental Services Committee Meeting. Supervisor Edgell provided an announcement that the Housing Committee will be meeting this Thursday.

Administrator Netherland addressed the board with the Administrator's Report. Updates regarding COVID-19 statistics and budget, Supervisors and upcoming goal setting exercises and meetings, and an update on the CJCC (Criminal Justice Collaborating Counsel) Don Wortham interim coordinator of CJCC.

Administrator Netherland announced the appointments of Sabrina Meddaugh, Dr. Arne Laugs and Bill Alleva as citizen members to the Health & Human Services Board. And Tom Magnafici as citizen member to the West Central WI Regional Planning Committee. **Motion** (LaBlanc/Demulling) to confirm appointments carried by majority voice vote. Chairman Nelson called for voice vote on motion. Motion passed by majority voice vote.

Chairman Nelson called for a motion to bring Resolution 04-20 to the floor. **Motion** (Masters/Warndahl) to bring to the floor **Resolution 04-20**: Resolution Declaring Polk County Wisconsin A Second Amendment Sanctuary County. Chairman Nelson called upon Sheriff Waak and Supervisor Masters to provide information regarding the resolution. The Board engaged in discussion on the resolution. Supervisor Masters called for the question to adopt Resolution 04-20. Chairman Nelson called for a roll call vote on the motion to adopt Resolution No. 04-20. **Motion** carried by majority roll call vote of 10 in favor and 5 opposed. (Supervisors Opposed: Prichard, Edgell, Middleton, Luke, Duncanson)

Chairman Nelson called for a motion to bring Resolution 06-20 to the floor. **Motion** (Masters/O'Connell) to bring to the floor **Resolution 06-20**: Resolution In Support Of Mandatory Minimum Sentences And A Three Strikes Law In Wisconsin. Chairman Nelson relinquished the gavel to First Vice Chairman Bonneprise as the sponsor of Resolution 06-20 and for the purpose of comment. Vice Chair Bonneprise called upon Chairman Nelson to provide information regarding the resolution. The Board engaged in discussion on the

resolution. **Motion** (Prichard/Nelson) to amend lines 33 and 34 by adding the words “violent” before the word criminal and “felony” after the word criminal to read,  
“that requires mandatory incarceration for violent criminal felony convictions after a defendant has already had two violent criminal felony convictions within the 10 years prior.”

Vice Chair Bonneprise called for a voice vote on motion to amend resolution. **Motion** carried by majority voice vote. Supervisor Masters called the question to adopt Resolution 06-20 as amended. Vice Chair Bonneprise called for a voice vote on the motion to adopt Resolution No. 06-20 as amended. **Motion** carried by unanimous voice vote.

Vice Chair Bonneprise relinquished the gavel to Chairman Nelson.

Chairman Nelson called for a motion to adopt Resolution 14-20. **Motion** (Olson/Warndahl) to adopt **Resolution 14-20**: Resolution Regarding Act 185 to Defer July Property Tax Payments to October 2020. Chairman Nelson called upon General Government Division Director, Chad Roberts, and County Treasurer, Amanda Nissen, to provide information regarding the resolution. The Board engaged in discussion on the resolution. Chairman Nelson called for a roll call vote on the motion to adopt Resolution No. 14-20. **Motion** defeated by lack of majority roll call vote with 2 in favor and 10 opposed and 3 abstentions.  
(Supervisors abstaining from voting: LaBlanc, Masters and Duncanson.  
Supervisors opposed: Route, Warndahl, Nelson, Prichard, Edgell, O’Connell, Middleton, Luke, Bonneprise and Demulling)

Time was given for Supervisors announcements. No announcements were received.

Chairman Nelson called for a motion to adjourn. **Motion** (Bonneprise/Masters) to adjourn. Chairman Nelson called for a voice vote on the motion to adjourn. **Motion** to adjourn carried by unanimous voice vote. Chairman Nelson declared meeting adjourned 7:55 p.m.

Next Meeting: 6:00 p.m., Tuesday, June 16, 2020

Respectfully submitted,

Lisa R. Ross, Polk County Clerk

**Resolution No. 15-20**

**RESOLUTION ACCEPTING THE  
DONATION BY ROBERT C. BROWN, JR.**

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

**BOARD ACTION**

Vote Required: Majority 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:**

The resolution results in a positive fiscal impact to the County in that, the equipment needed to conduct County operations in regard to a drone search and rescue program will not be purchased with budgeted or general fund dollars, but rather donated funds. It allows the County to legally accept the donation.

**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**, a Polk County resident, Robert C. Brown, Jr., has offered to

4 donate \$7,750.00 to be used toward the purchase of technology equipment

5 for use by the Polk County Sheriff's Office in the interest of public safety;

6 and

7

8 **WHEREAS**, the donated funds will be used to purchase one Instant Eye

9 Robotics Aircraft aerial drone and accompanying accessories to include

10 batteries, controllers and cameras; and

11

12 **WHEREAS**, The Polk County Jail will benefit from the donated

13 equipment as it will provide for the ability to provide enhanced support for

14 search and rescue operations and other authorized and legal law

15 enforcement activities; and

16

17 **WHEREAS**, the use of drone programs has become a widespread and

18 commonly accepted practice in law enforcement throughout the region, state

19 and country; and

20

21 **WHEREAS**, the Polk County Sheriff's Office strives to employ the most

22 efficient and advanced methods and technologies to protect the citizens of

23 our county; and

24

25 **WHEREAS**, the Polk County Sheriff's Office has worked with Robert C.

26 Brown, Jr. to facilitate this donation.

27

28 **NOW, THEREFORE, BE IT RESOLVED**, the Polk County Board of

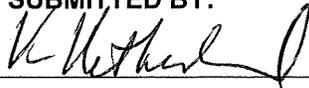
29 Supervisors accepts the donation of seven thousand seven hundred and fifty

30 dollars (\$7,750.00) from Robert C. Brown, Jr. for the purposes of

31 purchasing the above listed equipment for use by the Polk County Sheriff's

32 Office.

**SUBMITTED BY:**



**RESOLUTION ACCEPTING THE DONATION FROM CJCC 501(C)(3)**

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

**BOARD ACTION**

Vote Required: Majority Vote of a Quorum

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Motion to Approve                      Adopted

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

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

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

Reviewed by: [Signature] Corp. Counsel

Reviewed by: [Signature] Administrator

Reviewed by: [Signature] Finance

**FISCAL & LEGAL IMPACT:**

The resolution results in a positive fiscal impact to the County in that, the equipment needed to conduct County operations in regard to jail programming will not be purchased with budgeted or general fund dollars, but rather donated funds. It allows the County to legally accept the donation.

**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**, the 501(c)(3) organization, Criminal Justice Coordinating

4 Council (CJCC), has offered to donate \$3,300.00 to be used toward the

5 purchase of technological equipment for use at the Polk County Jail ; and

6

7 **WHEREAS**, the donated funds will be used to purchase technological

8 equipment including; portable television and computer stand, computer with

9 wireless capability, 60” HDTV, Wireless keyboard and mouse, wireless

10 pointer, HDMI hub, USB speakers, four wifi access points, network cable,

11 and other miscellaneous cables and parts; and

12

13 **WHEREAS**, The Polk County Jail will benefit from the donated

14 equipment as it will provide for the implementation of various programming

15 within the jail such as music therapy, GED classes, parenting classes,

16 substance abuse recovery classes, and other programming that will benefit

17 inmates; and

18

19 **WHEREAS**, the Polk County Sheriff’s Office has worked with the

20 501(c)(3) CJCC organization to facilitate this donation.

21

22 **NOW, THEREFORE, BE IT RESOLVED**, the Polk County Board of

23 Supervisors accepts the donation of three thousand three hundred dollars

24 (\$3,300.00) from the 501(c)(3) organization CJCC for the purposes of

25 purchasing the above listed equipment for use in the Polk County Jail.

**SUBMITTED BY:**

[Signature]

**Resolution No. 17-20**

**RESOLUTION ACCEPTING THE  
DONATION FROM NORTHERN PINES  
MOUNTED SEARCH AND RESCUE**

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

**BOARD ACTION**

Vote Required: Majority Vote of a Quorum

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Motion to Approve      Adopted

1st \_\_\_\_\_      Defeated

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

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

Reviewed by:  
*[Signature]* Corp. Counsel

Reviewed by:  
*[Signature]* Administrator

Reviewed by:  
*[Signature]* Finance

**FISCAL & LEGAL IMPACT:**

The resolution results in a positive fiscal impact to the County in that, the equipment and training needed to conduct search and rescue operations will not be funded with budgeted or general fund dollars, but rather donated funds. It allows the County to legally accept the donation.

**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

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

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3 **WHEREAS**, the organization, Northern Pines Mounted Search and  
4 Rescue, has offered to donate \$1,000.00 to be used toward the purchase of  
5 equipment or training costs for the Polk County Sheriff's Office; and

6

7 **WHEREAS**, the donated funds will be used to purchase equipment or  
8 provide training related to the search and rescue operations of the Polk  
9 County Sheriff's Office; and

10

11 **WHEREAS**, The Polk County Sheriff's Office will benefit from the  
12 donated funds as it will allow the Sheriff's Office to enhance abilities and  
13 techniques in the area of search and rescue; and

14

15 **WHEREAS**, the Polk County Sheriff's Office has worked with the  
16 Northern Pines Mounted Search and Rescue organization to facilitate this  
17 donation.

18

19 **NOW, THEREFORE, BE IT RESOLVED**, the Polk County Board of  
20 Supervisors accepts the donation of one thousand dollars (\$1,000.00) from  
21 the Northern Pines Search and Rescue for the purposes of purchasing the  
22 above listed equipment or provide the relative training for use by the Polk  
23 County Sheriff's Office.

**SUBMITTED BY:**  
*[Signature]*

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

Recommended

Not Recommended

Neutral

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

**Resolution No. 18-20**

**RESOLUTION TO CREATE PARKS AND TRAILS ADVISORY GROUP**

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

**WHEREAS**, the Polk County Board of Supervisors has the authority to appoint committees made up of members of the board or electors of the county, or both, to research topics and provide recommendations; and

**WHEREAS**, Polk County owns seven (7) parks, maintains over 400 miles of trails and trail-based recreational activity that has increased over time; and

**WHEREAS**, investment in Recreation/Tourism/Parks was ranked as the 2<sup>nd</sup> highest priority by the County Board of Supervisors and included in the 2020 Budget Allocation (table 2); and

**WHEREAS**, currently, there are established trail user groups that represent activities such as: ATV/UTV, bicycling, cross country skiing, equestrian, hiking/walking/running, camping, and snowmobiling; and

**WHEREAS**, there is a need to establish and build relationships with trail and park user stakeholder groups; and

**WHEREAS**, there is a need to better understand the recreational needs and build collaborations with other government entities (Cities, Villages, Towns and School Districts); and

**WHEREAS**, Polk County desires input and collaboration from all user groups and all government entities on future recreational development that will promote economic development and tourism; and

**WHEREAS**, the operations, maintenance, and future development of Polk County Parks/Trails would benefit from direct input from trail user stakeholder groups and local municipalities; and

**WHEREAS**, opportunities exist to leverage additional recreational funding toward trail and park planning; and

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**BOARD ACTION**

Vote Required: Majority Vote of a Quorum

Motion to Approve      Adopted

1st \_\_\_\_\_      Defeated

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

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

Reviewed by: Malya T. Malcom, Corp. Counsel

Reviewed by: [Signature], 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

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**WHEREAS**, Polk County needs to ensure that all recreation demands are being addressed and that its residents and visitors are being adequately served by quality recreation facilities: and

**WHEREAS**, Polk County businesses rely on recreational opportunities and amenities to stay competitive in recruitment and retention of employees; and

**WHEREAS**, the recreational amenities in Polk County have a competitive advantage over neighboring counties such as: St. Croix and Chisago Counties (MN); and

**WHEREAS**, Polk County has the opportunity to develop and enhance recreational amenities by utilizing techniques such as: trail interlinks, corridor development, easement acquisition, contingent on long range planning; and

**WHEREAS**, County staff, the Trail Advisory Group (TAG), in collaboration with a professional consultant, will develop a comprehensive parks and trail recreational plan; with an initial estimated project cost of \$50,000.00. Hence, the cost to Polk County will be \$50,000.00.

**NOW, THEREFORE, BE IT RESOLVED**, that the Polk County Board of Supervisors does authorize the creation of a Trails Advisory Group, as described below:

1. Membership and Appointments.
  - a. This group shall have two (2) County Board Supervisors appointed by County Administrator for the term of two (2) years and shall be non-voting members of the group; and
  - b. One of the County Board Supervisors will serve as chairperson and the other County Supervisor will serve as vice-chair
  - c. This group shall have one (1) representative of nominated by trail stakeholder user group. Initial appointments shall be provided by the stakeholder groups and approved by County Administrator. Each stakeholder member shall be a voting member of the group; and
  - d. In addition, the initial appointments, half shall be for one-year terms, the other half for two-

86 year terms. Thereafter, the appointments to the  
87 group shall be for two-year terms.

88

89

2. Duties. The group shall have the following duties:

90

a. Serve as the steering committee for the  
91 development of the comprehensive parks and  
92 trail recreational plan.

93

b. Review and provide recommendations on the  
94 annual operations and maintenance of the Polk  
95 County parks and trails.

96

c. Review, research, and provide  
97 recommendations on park and trail-based  
98 issues posed by the Environmental Services  
99 Committee.

100

d. Review, research, and provide  
101 recommendation to full County Board of  
102 Supervisors on future outdoor recreation  
103 opportunities.

104

e. Will serve as the main advisory group to the full  
105 County Board or ES Committee when  
106 approached for trail and park related activities  
107 and development.

108

109

3. Meetings and Agendas.

110

a. The group shall meet monthly, or more often,  
111 as needed.

112

b. The Polk County Parks and Trails Coordinator  
113 will attend said meetings, act as liaison for the  
114 ESC, take and distribute meeting minutes and,  
115 along with other staff, run the meeting.

116

c. Agenda are organized by the Parks and Trails  
117 Coordinator through suggestions from ESC,  
118 TAG Members/Chairperson(s), Environmental  
119 Services Director, and the County  
120 Administrator.

121

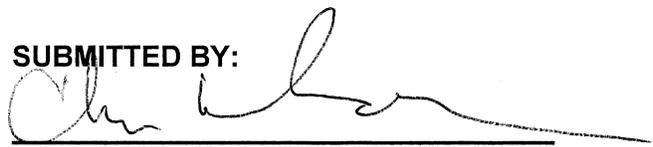
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**BE IT FURTHER RESOLVED**, that the Polk County Board of  
Supervisors does agree to pay its share of the eligible costs for a  
professional consultant for development of the plan, as outlined  
above.

**SUBMITTED BY:**



Amy Middleton by J. Ross 6/4/202

**Resolution No. 19-20**

Resolution to Increase Purchasing Levels in  
Financial Policy Section of General Code

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

**BOARD ACTION**

Vote Required: Majority Vote of a Quorum

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Motion to Approve      Adopted

1st \_\_\_\_\_      Defeated

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

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

Reviewed by:  
*M. F. Malone*, Corp. Counsel

Reviewed by:  
*[Signature]*, Administrator

Reviewed by:  
*[Signature]*, Finance

**FISCAL & LEGAL IMPACT:**  
This resolution does not create any fiscal impact to the County. It is merely an amendment to the existing purchasing policies.

**This resolution has no legal impact other than modifying County policies.**

**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

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

2  
3 **WHEREAS**,; Polk County Board of Supervisors adopted the Financial Section  
4 of General Code on March 15, 2016 which included the 5.1 Budget Preparation  
5 and Execution Subsection and 5.2 Purchasing Subsection

6  
7 **WHEREAS**,; each subsection of the General Code adopted defines the  
8 administration and requirements for budget and purchasing for Polk County  
9 Divisions.

10  
11 **WHEREAS**,; the adoption of this policy serves as the guidance for  
12 procurement in all Polk County Divisions and Departments and this guidance  
13 assures that a uniform competitive process has been implemented and used for  
14 all goods and services purchased with Polk County funds.

15  
16 **WHEREAS**,; these guidelines were developed in 2016 to mirror the anticipated  
17 Uniform Guidance Rules proposed by the Federal Government for federal grant  
18 spending. The Office of Federal Financial Management issued a memorandum  
19 in June, 2018 changing the micro-purchasing guideline from \$3,500 to \$10,000.

20  
21 **WHEREAS**,; the purchasing levels in this Financial Code subchapter 5.2:  
22 Purchasing, Section 4: Standard procurement procedure, subsections are as  
23 follows:

- 24  
25 4.05 Orders less than \$3,000 – standard purchasing,  
26 4.06 Orders greater than or equal to \$3,000 and less than \$7,500 - informal  
27 bids  
28 4.07 Orders greater than \$7,500 and less than \$15,000 – formal bids  
29 4.08 Orders greater than or equal to \$15,000 RFP

30  
31 **THEREFORE**,; the Department of Administration recommends these  
32 purchasing levels and subsequent requirements for bidding be adjusted to:

- 33  
34 4.05 Orders less than \$10,000 - standard purchasing  
35 4.06 Orders greater than or equal to \$10,000 and less than \$25,000 – informal  
36 bids  
37 4.07 Orders greater than \$25,000 and less than \$50,000 – formal bids  
38 4.08 Orders greater than or equal to \$50,000 – RFP

39  
40 **THEREFORE**,; likewise section 2: considerations in purchasing. 2.03  
41 Contracting authority: contracts over \$50,000 would now be approved by the  
42 County Administrator.

43  
44 **BE IT FURTHER RESOLVED**,; the Financial Sections of General Code  
45 approved March 15, 2016 will be adjusted to reflect only the dollar level in  
46 purchase in subchapter 5.2: Purchasing, Section 4 : Standard procurement  
47 procedure, subsections 4.05 - 4.08.

48  
49 **SUBMITTED BY:** \_\_\_\_\_