



**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, June 18, 2019**

Chairman Johansen called the June 18, 2019 regular session of the Polk County Board of Supervisors to order at 6:01 p.m.

Chairman Johansen 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 (June 7, 2019), and published in a legal newspaper in accordance with Wisconsin Statute Section 985.02 the week of June 10, 2019. In addition, the Office of the County Clerk distributed on June 7, 2019 copies of such notice of meeting and proposed resolutions to supervisors via e-mail or mail in accordance with Article 3, Section 2 of the County Board Rules of Order.

The County Board received opinion via email 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 Johansen recognized the County Clerk for purposes of taking roll call. Thirteen County Board Supervisors were present representing a quorum. Absent and excused was Supervisor Demulling. Supervisor Nelson joined the meeting at 6:10 p.m. bringing the total number of Supervisors present to fourteen.

Chairman Johansen led the County Board in the Pledge of Allegiance.

Chairman Johansen called to the floor for a time of reflection. Supervisor Johansen offered a time of reflection offering thoughts and wishes for a speedy recovery for Supervisor Demulling after his recent surgery.

Chairman Johansen called to the floor consideration and approval of the Agenda as published. **Motion** (Bonneprise/Jepsen) to adopt the Agenda. Chairman Johansen called for a voice vote on the motion to adopt the Agenda as published. **Motion** carried by unanimous voice vote.

Chairman Johansen called to the floor for approval of the Consent Agenda. **Motion** (Masters/LaBlanc) to adopt the Consent Agenda as noticed. Chairman Johansen 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 May 21, 2019 County Board session adopted as published.

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

Time was given for the County Board Chairperson's report. The County Board received information regarding meetings and ceremonies attended by the Chair and notification of upcoming meetings of the Criminal Justice Collaboration Council scheduled for 6/20/19 at Noon and the Wisconsin Counties Annual Conference scheduled for September 22-24, 2019 in Wisconsin Dells.

Time was given for Supervisor's reports regarding outside meetings attended. Supervisors Jepsen and Bonneprise gave updates on outside meetings attended.

Chairman Johansen called upon Administrator Osborne for the Administrator's report. The County Board received an update regarding the status of Green Whey. Village of Turtle Lake will not be purchasing Green Whey at this point. The County Board received updates on the State of Wisconsin Budget process regarding budget items approved by the joint finance committee that impact the County's budget. The vote on the final approval of State of Wisconsin budget is pending.

The County Board received information from Administrator Osborne regarding Polk County's budget process and deadlines.

The County Board received information from Administrator Osborne regarding a letter received from a citizen stating concerns about the Board of Adjustment. Administrator Osborne noted changes have been made to the Board of Adjustment to address previous issues including: new procedure for screening Board of Adjustment candidates by Environmental Services Committee, elimination of automatic re-appointments to Board of Adjustment, change in some committee members, implementation of a Code of Conduct for all citizen committee members, and changes implemented in regard to site visits. In addition, Administrator Osborne and Corporation Counsel have attended all recent Board of Adjustment meetings and noted a high level of professional decorum during the meetings.

The County Board received a hand-out and information from Community Services Director Tonya Eichelt regarding plans for a Centralized Reception area for Behavioral Health and Public Health.

The County Board received an update on the Fairgrounds study from Administrator Osborne. Cedar Corporation will be in attendance at the Polk County Fair and submit the Fairgrounds study results in August.

The County Board received an update regarding the Clam Falls Dam from Administrator Osborne. Representatives from Renewable World Energies and Northwestern Wisconsin Electric will attend the July Board of Supervisors meeting and have indicated they do not want

to complete the study on the Clam Falls dam if Polk County does not intend to take ownership of the dam.

Chairman Johansen called for a motion to convene as Committee of the Whole at 6:50 p.m. **Motion** (Jepsen/Route) to convene as Committee of the Whole. Chairman Johansen called for a voice vote on said motion. **Motion** to convene as Committee of the Whole carried by unanimous voice vote.

Committee of the Whole engaged in discussion regarding prioritization of budget items and policy issues as identified by committees.

Chairman Johansen called upon Administrator Osborne regarding the prioritization of budget items. Administrator Osborne called upon County Planner Tim Anderson to assist with the prioritization process. The Committee of the Whole received information from County Planner Tim Anderson regarding the process of establishing and ranking priorities for Polk County as identified by each committee. The prioritization of policy issues identified by the County Board guides the Administrator and County departments in the annual budget process. Supervisors ranked their top five priorities of the issues identified. County Planner Anderson will tally and report the results.

Chairman Johansen called for a motion to adjourn Committee of the Whole session and reconvene in legislative session of the Board. **Motion** (Bonneprise/Larsen) to adjourn Committee of the Whole session. Chairman Johansen called for a voice vote on the motion to adjourn and reconvene in legislative session. **Motion** carried by unanimous voice vote. Committee of the Whole adjourned 7:23 p.m.

Chairman Johansen called the County Board back into legislative session at 7:23 p.m.

Chairman Johansen called to the floor **Resolution No. 24-19**: Resolution to Accept Donation of Land from Robert Johnson. Chairman Johansen called for a motion to adopt Resolution No. 24-19. **Motion** (O'Connell/Olson) to adopt Resolution No. 24-19. Chairman Johansen called upon Supervisor O'Connell to provide information to the County Board regarding the resolution. County Board engaged in discussion regarding the resolution. Supervisor Prichard noted that the County should not be responsible for appraisal cost in the interest of best practices. Supervisor Masters expressed agreement regarding use of best practices. Chairman Johansen called for a voice vote on the motion to adopt Resolution No. 24-19. **Motion** to adopt Resolution No. 24-19 carried by unanimous voice vote. **Resolution No. 24-19**: Resolution to Accept Donation of Land from Robert Johnson adopted.

Chairman Johansen called to the floor **Resolution No. 25-19**: Resolution Authorizing the Continuation of the Stower Seven Lakes Trail and the Cattail Trail (Polk County Segment) Master Planning Process. Chairman Johansen called for a motion to adopt Resolution No. 25-19. **Motion** (Masters/Route) to adopt Resolution No. 25-19. Chairman Johansen called upon

Supervisor O'Connell to provide information to the County Board regarding the resolution. County Board engaged in discussion regarding the resolution.

Chairman Johansen called for a voice vote on the motion to adopt Resolution No. 25-19.

**Motion** to adopt Resolution No. 25-19 carried by majority voice vote with two dissenting.

**Resolution No. 25-19:** Resolution Authorizing the Continuation of the Stower Seven Lakes Trail and the Cattail Trail (Polk County Segment) Master Planning Process adopted.

Chairman Johansen called to the floor **Resolution No. 26-19:** Resolution Encouraging Wisconsin Counties Association to Work with Wisconsin State Legislature to Provide for Additional Programs for Combating and Treatment of Methamphetamine Abuse. Chairman Johansen called for a motion to adopt Resolution No. 26-19.

**Motion** (Jepsen/Bonneprise) to adopt Resolution No. 26-19. Chairman Johansen called upon Supervisor Jepsen to provide information to the County Board regarding the resolution.

Chairman Johansen called for a voice vote on the motion to adopt Resolution No. 26-19.

**Motion** to adopt Resolution No. 26-19 carried by unanimous voice vote.

**Resolution No. 26-19:** Resolution Encouraging Wisconsin Counties Association to Work with Wisconsin State Legislature to Provide for Additional Programs for Combating and Treatment of Methamphetamine Abuse adopted.

Chairman Johansen called to the floor **Resolution No. 27-19:** Resolution to Amend 2019 Budget to Incorporate Carry-Forward Funds from 2018. Chairman Johansen called for a motion to adopt Resolution No. 27-19. **Motion** (Masters/O'Connell) to adopt Resolution No. 27-19.

Chairman Johansen called upon Administrator Osborne to provide information to the County Board regarding the resolution. Administrator Osborne provided amounts for lines 49 and 53 of Resolution No. 27-19. The amount of \$688,337.00 will be added on Line 49 for transfer from general fund undesignated fund balance to Department of Children and Families/Department of Health Services for operational deficit in 2018 and \$907,527.00 will be added on Line 53 for amount transferred from Highway Facility Project to general fund undesignated fund balance. Board engaged in discussion regarding the resolution.

**Motion** (Masters/Luke) to amend Resolution No. 27-19 to add line items in the amount of \$22,000.00 for replacing the air handler at Recycling Center and \$76,000.00 for Government Center Security Project carried forward from 2018 budget allocations.

Supervisor Route referenced concern regarding continued spending and repairs for Recycling Center due to aging infrastructure and other issues.

Supervisor Masters called for a point of order. Chairman Johansen declared discussion was in order as it referenced the budget item for the recycling center.

Chairman Johansen called for a voice vote on the motion to amend Resolution No. 27-19 for air handler at Recycling Center and Government Center Security Project.

**Motion** to amend Resolution No. 27-19 carried by majority voice vote with three dissenting.

Chairman Johansen called for a voice vote on the motion to adopt Resolution No. 27-19 as amended.

**Motion** to adopt Resolution No. 27-19 as amended carried by majority voice vote with one dissenting.

**Resolution No. 27-19:** Resolution to Amend 2019 Budget to Incorporate Carry-Forward Funds from 2018 adopted as amended.

Chairman Johansen called for a motion for a recess. **Motion** (Route/Edgell) to take a recess at 7:52 p.m. Chairman Johansen called for a voice vote on said motion. **Motion** to take a recess carried by unanimous voice vote.

Chairman Johansen called for a motion to reconvene in legislative session at 8:03 p.m. Motion (Bonneprise/Masters) to reconvene in legislative session. Chairman Johansen called for a voice vote on said motion. Motion to reconvene in legislative session carried by unanimous voice vote.

Chairman Johansen called to the floor for a motion to convene in Closed Session.

**Motion** (Prichard/Luke) to convene in closed session for purposes and on statutory basis pursuant to Wisconsin Statute Section 19.85(1)(g), 19.36(10)(d), 19.85(1)(c) and 19.85(1)(e) and as noticed on the agenda. Chairman Johansen called for a voice vote on said motion. **Motion** to convene in closed session carried by unanimous voice vote.

**\*\* Closed Session 8:04 p.m.\*\* (Minutes separate and under seal)**

Chairman Johansen asked that the record reflect those present for closed session: Supervisors Brad Olson, Doug Route, Tracy LaBlanc, Brian Masters, Chris Nelson, Michael Prichard, Jim Edgell, Kim O'Connell, Larry Jepsen, Michael Larsen, Jay Luke, Russ Arcand, John Bonneprise and Chairman Johansen. Also present were, Sharon Jorgenson, County Clerk; Malia Malone, Corporation Counsel; and Andrea Jerrick, Deputy Administrator/Employee Relations Director.

\*Reconvened in Open session: 9:02 p.m.

Chairman Johansen called for a motion in regard to the Village of Luck request for cost sharing for repairs of the Butternut Dam. **Motion** (Masters/Arcand) to reject the Village of Luck request for cost sharing for repairs of the Butternut Dam.

Chairman Johansen called for a roll call vote on said motion.

**Motion** to reject the Village of Luck request for cost sharing for repairs of the Butternut Dam carried by roll call vote with 11 voting to reject and 3 dissenting (voting no on the motion: Supervisors Olson, Route and Nelson).

Time was given for Supervisors announcements.

Chairman Johansen called for a motion to adjourn. **Motion** (Bonneprise/Masters) to adjourn. Chairman Johansen called for a voice vote on the motion to adjourn. **Motion** to adjourn carried by unanimous voice vote. Chairman Johansen declared meeting adjourned 9:08 p.m.

Respectfully submitted,

Sharon E. Jorgenson, Polk County Clerk

Resolution No. 24-19

RESOLUTION to Accept Donation of Land from Robert Johnson.

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

Ladies and Gentlemen:

WHEREAS, Robert Johnson has made the request to donate to Polk County 120 acres of land located in the Town of Sterling, T.36N R.19W section 15 SENW, NESW, SWSW.

WHEREAS, the donation is conditioned upon the said land be enrolled in the Polk County Forest program according to Wisconsin State Statute 28.11.

WHEREAS, the donation is adjacent to existing County Forest Land.

WHEREAS, the donation is also conditioned upon the said land being appraised for a donation value. The appraisal cost are the responsibility of the Polk County Forestry Department.

WHEREAS, the Polk County Environmental Services Committee has recommended that the County accept the donation of the above referenced 120 acres and that that the County manage said lands for forestry purposes and all other purposes consistent with the Polk County Forest.

WHEREAS, it is in the interest of the County to accept the donation of Robert Johnson and manage said lands for forestry purposes.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to Wisconsin Statute Section 59.52(6)(a), the Polk County Board of Supervisors does on behalf of Polk County, accept the donation of 120 acres of land in the Town of Sterling from Robert Johnson.

BE IT FURTHER RESOLVED that the Polk County Board of Supervisors directs and authorizes that the appropriate county officials and officers to prepare and execute any and all documents associated with the donation and conveyance of said lands from Robert Johnson to Polk County.

BE IT FURTHER RESOLVED, that the Polk County Board of Supervisors directs that the Polk County Forestry Department to update the fifteen year Polk County Forest Comprehensive Land Use Plan to include the above said property.

BY: \_\_\_\_\_

Brad Olson, Supervisor, District #1

Doug Route, Supervisor, District #2

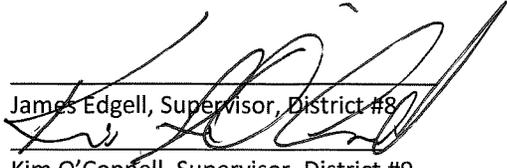
Dean Johansen, Chair,  
Supervisor, District #3,

Chris Nelson, Supervisor, District #4

Tracy LaBlanc, Supervisor, District #5

Brian Masters, Supervisor, District #6

Michael Prichard, Supervisor, District #7

  
James Edgell, Supervisor, District #8

Kim O'Connell, Supervisor, District #9

Larry Jepsen, Supervisor, District #10

Jay Luke, 1<sup>st</sup> Vice Chair,  
Supervisor, District #11

Michael Larsen, Supervisor, District #12

Russell Arcand, Supervisor, District #13

John Bonneprise, 2<sup>nd</sup> Vice Chair,  
Supervisor, District #14

Joe Demulling, Supervisor, District #15

*County Administrator's Note:*

All potential donations are vetted by staff in terms of possible use, taxes lost versus revenue gained, consistency with long term plans, and overall effect on the community. This donation successfully meets those criteria.

Recommended.

  
Nick Osborne  
County Administrator

*Fiscal Impact Note:*

This generous donation of 120 acres adjacent to our current forestland comes to Polk County only with a cost of a small appraisal fee. However, future timber sales would produce income for continued improvement of our county forest.

  
Maggie Wickre, Finance Director

Approved as to Form and Execution:

  
Malia T. Malone, Corporation Counsel

*Legal Impact Note:*

Other than transfer of ownership of the land, including all liabilities and benefits of ownership, there is no legal impact to the county.

Excerpt of Minutes

42 At its regular business meeting on the 18 of June 2019, the Polk County Board of  
43 Supervisors acted upon Resolution No. 24-19: Resolution  
44 \_\_\_\_\_  
45 \_\_\_\_\_

- Adopted by a majority of the members present by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ against.
- Adopted by unanimous voice vote.
- Adopted as amended. See Below.
- Defeated
- Other: \_\_\_\_\_

Insert amendment to resolution according to minutes:

SIGNED BY:  ATTEST:   
Dean Johansen, County Board Chairperson Sharon Jorgenson, County Clerk

Executive Summary

Robert Johnson approached Forest Administrator Mark Gossman with a 120 acre donation in East Sterling township section 15, SWSW, NESW, and SENW.

- The land has access by way of other County Forest lands and also easement.
- The land is currently enrolled in the MFL program. 2018 taxes collected for the 120 acres were \$1,224.00. The asessed value in 2018 was \$224,000.
- The donation can be removed from the MFL program and enrolled into the Polk County Forest acreage.
- This adjacent property is consistent with the Polk County 15 year Comprehensive Land Use Plan in terms of adding property.
- Approximate appraisal cost is \$1,500. The Forestry Department has funds in the 2019 budget.

**CERTIFIED COPY OF POLK COUNTY RESOLUTION**

STATE OF WISCONSIN

COUNTY OF POLK

I, Sharon E. Jorgenson, Polk County Clerk do hereby certify that the attached hereto and incorporated herein is a full, true and correct copy of Resolution No. 24-19: Resolution to Accept Donation of Land from Robert Johnson adopted by the Polk County Board of Supervisors at its regular business meeting held on June 18, 2019.

 6/18/19

Sharon E. Jorgenson, Polk County Clerk

Date

1 RESOLUTION NO. 25-19

2 Resolution Authorizing the Continuation of the Stower Seven Lakes Trail and the Cattail Trail  
3 (Polk County Segment) Master Planning Process  
4

5 TO THE HONORABLE SUPERVISORS OF THE COUNTY BOARD OF THE COUNTY OF  
6 POLK;

7  
8 Ladies and Gentlemen:

9 WHEREAS, in coordination with the Wisconsin Department of Natural Resources (hereinafter  
10 "WDNR"), Polk County manages and operates the Stower Seven Lakes Trail; and

11 WHEREAS, Polk County and the WDNR entered into a Memorandum of Understanding that, in  
12 part, requires Polk County to conduct a planning process that substantially conforms to the  
13 requirements of NR 44.04; and

14 WHEREAS, Polk County passed Resolution 28-18, a Resolution Providing for Comprehensive  
15 Planning Process for Stower Seven Lakes State Trail Plan and Cattail Trail (Polk County  
16 Segment) Plan, that delegated authority to the Environmental Services Committee to engage in  
17 and conduct a comprehensive trail plan development process for the Trails; and

18 WHEREAS, Resolution 28-18 further authorized the Environmental Services Committee to form  
19 an advisory subcommittee, including various community members to assist with the planning  
20 process; and

21 WHEREAS, the advisory committee and the Environmental Services Committee conducted a  
22 planning process resulting in a formal recommendation from the Committee to the full County  
23 Board in October of 2018; and

24 WHEREAS, Polk County Board of Supervisors, in Resolution 75-18, forwarded a Proposed  
25 Master Plans for the Stower Seven Lakes Trail and the Cattail Trail (Polk County Segment) to  
26 the WDNR; and

27 WHEREAS, WDNR brought up potential deficiencies with the Proposed Master Plan for the  
28 Stower Seven Lakes Trail in a letter dated, November 20, 2018; and

29 WHEREAS, Polk County Board of Supervisors passed Resolution 13-19, a Resolution  
30 Rescinding Resolution No. 75-18, procedurally, placing the planning process for both Plans back  
31 to the Environmental Services Committee for further planning.

32 NOW, THEREFORE, BE IT RESOLVED that, the Polk County Board of Supervisors directs  
33 staff to assist the Environmental Services Committee by issuing a Request for Proposals (RFP)  
34 seeking expert consulting services in the area of trail master planning.

35 NOW, THEREFORE, BE IT FURTHER RESOLVED that, the RFP should provide for  
36 assistance in ensuring that the Master Plan for the Stower Seven Lakes Trail, as recommended by  
37 the Environmental Services Committee, meets all of the requirements of the MOU with the  
38 WDNR and NR 44.04.

39 NOW, THEREFORE, BE IT FURTHER RESOLVED that, the RFP can require consideration of  
40 what can be salvaged from the current DRAFT Master Plan for the Stower Seven Lakes Trail  
41 and incorporating the uses as recommended by the Environmental Services Committee.

42 NOW, THEREFORE, BE IT FURTHER RESOLVED that, the planning process and the Plans  
43 for the Cattail Trail (Polk County Segment) and the Stower Seven Lakes Trail will be acted upon  
44 separately and distinctly.

Offered on the 18 day of June, 2019.

BY:

\_\_\_\_\_  
Brad Olson, Supervisor, District #1

\_\_\_\_\_  
Doug Route, Supervisor, District #2

\_\_\_\_\_  
Dean Johansen, Chair,  
Supervisor, District #3,

\_\_\_\_\_  
Chris Nelson, Supervisor, District #4

\_\_\_\_\_  
Tracy LaBlanc, Supervisor, District #5

*Brian Masters 6/16/19*  
\_\_\_\_\_  
Brian Masters, Supervisor, District #6

\_\_\_\_\_  
Michael Prichard, Supervisor, District #7

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James Edgell, Supervisor, District #8

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Kim O'Connell, Supervisor, District #9

\_\_\_\_\_  
Larry Jepsen, Supervisor, District #10

\_\_\_\_\_  
Jay Luke, 1<sup>st</sup> Vice Chair,  
Supervisor, District #11

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Michael Larsen, Supervisor, District #12

\_\_\_\_\_  
Russell Arcand, Supervisor, District #13

\_\_\_\_\_  
John Bonneprise, 2<sup>nd</sup> Vice Chair,  
Supervisor, District #14

\_\_\_\_\_  
Joe DeMulling, Supervisor, District #15

*County Administrator's Note:*

The actions noted in the resolution and further explained in the executive summary would allow the County to submit a plan consistent with DNR requirements.

Recommended.

*Nick Osborne*  
\_\_\_\_\_

Nick Osborne  
County Administrator

*Fiscal Impact Note:*

The expected expense of a trail consultant could be absorbed in the 2019 budget. Addition snowmobile maintenance could be covered by snowmobile grants.

Maggie Wickre  
Maggie Wickre, Finance Director

*Legal Impact Note:* The resolution clarifies procedurally what next steps should be taken by County Staff to complete the requirements of the MOU with the WDNR and NR 44.04 for both of the Trail Plans.

Approved as to form and execution

Malia T. Malone  
Malia T. Malone, Corporation Counsel

Excerpt of Minutes

45 At its regular business meeting on the 18 day of June 2019, the Polk County Board of  
46 Supervisors acted upon Resolution No. 25 -19: Resolution Authorizing the Continuation of the  
47 Stower Seven Lakes Trail Master Planning Process

- Adopted by majority voice vote
- Adopted by simple majority of the board of supervisors by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ against.
- Adopted by unanimous voice vote.
- Adopted as amended. See Below.
- Other: \_\_\_\_\_

Insert amendment to resolution according to minutes:

SIGNED BY:

ATTEST:

Dean Johansen  
Dean Johansen, County Board Chairperson

Sharon Jorgenson  
Sharon Jorgenson, County Clerk

### Executive Summary

In 2018, consistent with Chapter 44 of Wisconsin Administrative Code and Polk County's memorandum of understanding with the Wisconsin Department of Natural Resources (DNR), Polk County sought to amend its plans for the Stower Seven Lakes Trail and the Cattail Trail. The Environmental Services Committee (ESC), and a citizen advisory subcommittee, evaluated management and use alternatives, issued a public survey, held public meetings to solicit comments, and ultimately recommended passage for a plan that allowed for the uses of silent sports, equestrians (secondary use), and snowmobiles during snow covered periods. The County Board amended the plan to add All Terrain Vehicles (ATVs) as an allowable use and recommended the development of a parallel silent sports only trail separate from the original trail. In November 2018, the DNR sent the County a letter noting deficiencies in the submitted plan. As a result, County Board later voted to rescind the final resolution. Thus, the County Board action still in place is the original plan and resolution adopted by ESC.

The attached resolution includes plans to solicit a consultant with the ultimate goal of determining what parts of the original plan, consistent with the uses identified by the ESC, can be salvaged and certifying that the plan complies with all applicable laws and regulations to ensure acceptance by the DNR. Also, the resolution notes the separation of the Stower Seven Lakes Trail and Cattail Trail plans. This is an administrative action to ensure action on one plan does not affect the other.

**CERTIFIED COPY OF POLK COUNTY RESOLUTION**

STATE OF WISCONSIN

COUNTY OF POLK

I, Sharon E. Jorgenson, Polk County Clerk do hereby certify that the attached hereto and incorporated herein is a full, true and correct copy of Resolution No. 25-19: Resolution Authorizing the Continuation of the Stower Seven Lakes Trail and the Cattail Trail (Polk County Segment) Master Planning Process adopted by the Polk County Board of Supervisors at its regular business meeting held on June 18, 2019.

 6/18/19  
Sharon E. Jorgenson, Polk County Clerk                      Date

Resolution No. 26 -19

Resolution Encouraging Wisconsin Counties Association to work with Wisconsin State Legislature to provide for Additional Programs and Funding for Combating and Treatment of Methamphetamine Abuse

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

Ladies and Gentlemen:

WHEREAS, methamphetamine has been and continues to be an epidemic level problem in Polk County and throughout much of the State; and

WHEREAS, methamphetamine can be directly linked to approximately 70% of the out of home placements performed by child protective services in Polk County and the issue affects many other areas of human services activities, creating an unprecedented need for services and demonstrating a pronounced lack of funding; and

WHEREAS, the substantial caseload volume of methamphetamine cases has created an unparalleled burden on personnel and resources in law enforcement and the judicial system; and

WHEREAS, in recent years, methamphetamine has been routinely forgotten when creating new programs or allocating funding for substance abuse at the state and federal level; and

WHEREAS, county resources alone are insufficient to tackle a problem of this scope and magnitude; and

NOW, THEREFORE, BE IT RESOLVED that Polk County calls on the State of Wisconsin to establish grants to increase funding for prevention programs, narcotics enforcement equipment and personnel, special prosecutors, and judicial personnel such as court commissioners.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the State of Wisconsin consider approving additional funding to expand existing programs such as treatment courts funded by Treatment Alternatives and Diversion.

NOW, THEREFORE, BE IT FURTHER RESOLVED that BadgerCare standards be altered to cover substance abuse services in a jail setting and drug screening determined to be more than medically necessary, but recognized as a methamphetamine treatment best practice and supported by evidence based decision making.

41 NOW, THEREFORE, BE IT FURTHER RESOLVED that the Polk County Clerk be directed  
42 to send a copy of this resolution to the Polk County legislative delegation, Governor Tony  
43 Evers, and the Wisconsin Counties Association.  
44

Offered on the 6 day of June, 2019

BY: \_\_\_\_\_

Brad Olson, Supervisor, District #1

\_\_\_\_\_  
Doug Route, Supervisor, District #2

\_\_\_\_\_  
Dean Johansen, Chair,  
Supervisor, District #3,

\_\_\_\_\_  
Chris Nelson, Supervisor, District #4

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Tracy LaBlanc, Supervisor, District #5

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Brian Masters, Supervisor, District #6

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Michael Prichard, Supervisor, District #7

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James Edgell, Supervisor, District #8

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Kim O'Connell, Supervisor, District #9

Larry Jepsen  
Larry Jepsen, Supervisor, District #10

\_\_\_\_\_  
Jay Luke, 1<sup>st</sup> Vice Chair,  
Supervisor, District #11

\_\_\_\_\_  
Michael Larsen, Supervisor, District #12

\_\_\_\_\_  
Russell Arcand, Supervisor, District #13

\_\_\_\_\_  
John Bonneprise, 2<sup>nd</sup> Vice Chair,  
Supervisor, District #14

\_\_\_\_\_  
Joe Demulling, Supervisor, District #15

*County Administrator's Note:*

Recommended

Nick Osborne

Nick Osborne

County Administrator

*Fiscal Impact Note:*

Advisory only. No immediate direct impact.

Maggie Wickre

Maggie Wickre, Finance Director

Approved as to Form and Execution:

Malia T. Malone

Malia T. Malone, Corporation Counsel

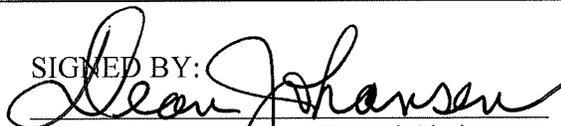
*Legal Impact Note:* No legal impact.

Excerpt of Minutes

45 At its regular business meeting on the 18 of June 2019, the Polk County Board of  
46 Supervisors acted upon Resolution No. 26-19: Resolution  
47 \_\_\_\_\_  
48 \_\_\_\_\_

- Adopted by a majority of the members present by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ against.
- Adopted by unanimous voice vote.
- Adopted as amended. See Below.
- Defeated
- Other: \_\_\_\_\_

Insert amendment to resolution according to minutes:

SIGNED BY:   
Dean Johansen, County Board Chairperson

ATTEST:   
Sharon Jorgenson, County Clerk

## Executive Summary

Polk County and much of Northern Wisconsin has seen a dramatic rise in methamphetamine cases in recent years. This is demonstrated by a correspondingly intense strain on the human services, law enforcement, and judicial system. Local budget resources are insufficient and further State level programming and funding is needed to help address this problem.

**CERTIFIED COPY OF POLK COUNTY RESOLUTION**

STATE OF WISCONSIN

COUNTY OF POLK

I, Sharon E. Jorgenson, Polk County Clerk do hereby certify that the attached hereto and incorporated herein is a full, true and correct copy of Resolution No. 26-19: Resolution Encouraging Wisconsin Counties Association to work with Wisconsin State Legislature to Provide for Additional Programs and Funding for Combating and Treatment of Methamphetamine Abuse adopted by the Polk County Board of Supervisors at its regular business meeting held on June 18, 2019.

 6/18/19

Sharon E. Jorgenson, Polk County Clerk

Date

1 Resolution No. 27-19

2 Resolution to Amend 2019 Budget to Incorporate  
3 Carry-forward Funds from 2018

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

6 Ladies and Gentlemen:

7 WHEREAS, events occur after the adoption of the annual budget that affect various program  
8 activities and their appropriations for a given budget year, and

9 WHEREAS, the annual budget resolution provides for restricted, committed and assigned fund  
10 carryovers, and

11 WHEREAS, some of the programs, projects, and activities that were planned for the 2018 budget  
12 year did not take place, were not completed, or are on-going and it is appropriate and necessary to  
13 carry-over the appropriation for 2018 into the next budget year, and

14 WHEREAS, the financial impact of these delays could not be determined at the time the adopted  
15 2019 budget resolution was adopted and therefore money could not be re-allocated at that time,  
16 and

17 WHEREAS, the Finance Director has compiled a list designating those programs, projects,  
18 activities, and corresponding such 2018 funds that should be carried forward and re-appropriated  
19 in the 2019 budget, and

20 WHEREAS, Wisconsin Statutes and county policies authorizes and requires that the county board  
21 take official action to approve the designation, carry-over, and the re-appropriation of funds in the  
22 interest of full financial disclosure.

23 NOW, THEREFORE, BE IT RESOLVED that the following appropriations from the  
24 General Fund/ADRC that were unexpended on December 31, 2018 due to delays or other  
25 considerations be assigned and appropriated for the year ending December 31, 2018 and  
26 that the 2019 budget be amended accordingly,

- 27
- 28 • Buildings, Parks, and Recycling Department:
    - 29 ○ \$200,000 in the building improvement account for Jail Controller project not
    - 30 completed in 2018
    - 31 ○ \$17,849 in the building conservation project account for Magnor Lake dock and
    - 32 Atlas Dam repairs; and
    - 33 ○ \$11,580 in forest maintain roads account - restricted; and
    - 34 ○ \$658 in forest wildlife habitat account - restricted.
  
  - 35 • Administration: \$12,070 in the employee recognition account (vending machine fund).
  - 36 With the 2019 budget of \$4,080, \$7,990 is posted to the adjusted budget - assigned.
  
  - 37 • Law Enforcement: \$6,034 in the law enforcement federal forfeiture account - restricted.

- 38 • Tax Deed Sales minus expenses to reserved for debt service: \$57,045 - assigned
- 39 • Veteran's Service Office:
  - 40 ○ \$5,780 in the veteran service grant account - restricted; and
  - 41 ○ \$27,953 in the veteran relief account - restricted.
- 42 • ADRC
  - 43 ○ \$80,173 in ADRC for State of Wisconsin designation transportation account -
  - 44 assigned.

45 Asset Fund

- 46 • \$254,000 for Golden Age Boiler budgets in the Asset Fund in 2018 be redistributed
- 47 to the budget in 2019 – not completed in 2018.

48 General Fund Balance

- 49 • \$ 688,337.00 (~~Final dollar amount to be identified at General Government meeting~~) will
- 50 be transferred from general fund undesignated fund balance to Department of
- 51 Children and Families/Department of Health Services for operational deficit in 2018.

52 Highway Facility Project

- 53 • \$ 907,527.00 (~~Final dollar amount to be identified at General Government meeting~~)
- 54 transferred to general fund undesignated fund balance.

55 BE IT FURTHER RESOLVED that the Finance Director is directed to record such information in  
 56 the official books of the County for the year ended December 31, 2018 and for the year ending  
 57 December 31, 2019 as may be required.

BY:

\_\_\_\_\_  
 Brad Olson, Supervisor, District #1

\_\_\_\_\_  
 James Edgell, Supervisor, District #8

\_\_\_\_\_  
 Doug Route, Supervisor, District #2

\_\_\_\_\_  
 Kim O'Connell, Supervisor, District #9

\_\_\_\_\_  
 Dean Johansen, Chair,  
 Supervisor, District #3,

\_\_\_\_\_  
 Larry Jepsen, Supervisor, District #10

\_\_\_\_\_  
 Chris Nelson, Supervisor, District #4

\_\_\_\_\_  
 Jay Luke, 1<sup>st</sup> Vice Chair,  
 Supervisor, District #11

\_\_\_\_\_  
 Tracy LaBlanc, Supervisor, District #5,  
*Tracy LaBlanc* 6/6/19  
 Brian Masters, Supervisor, District #6

\_\_\_\_\_  
 Michael Larsen, Supervisor, District #12

\_\_\_\_\_  
 Russell Arcand, Supervisor, District #13

\_\_\_\_\_  
 Michael Prichard, Supervisor, District #7

\_\_\_\_\_  
 John Bonneprise, 2<sup>nd</sup> Vice Chair,  
 Supervisor, District #14

\_\_\_\_\_  
 Joe Demulling, Supervisor, District #15

County Administrator's Note:

Recommended

Nick Osborne  
Nick Osborne  
County Administrator

Fiscal Impact Note:

These amounts are assigned, restricted, or committed by State/Federal Agencies or by resolution of the County Board. Other amounts are 2018 projects not completed. The above use of fund balance that will be designated as reserve general fund balance will also be reported our annual audit.

Maggie Wickre  
Maggie Wickre, Finance Director

Approved as to Form and Execution:

Malia T. Malone  
Malia T. Malone, Corporation Counsel

Legal Impact Note: This resolution brings the County's accounting practices in-line with State law and best practices.

Excerpt of Minutes

58 At its regular business meeting on the 18 of June 2019, the Polk County Board of  
59 Supervisors acted upon Resolution No. 27 -19: Resolution  
60 \_\_\_\_\_  
61 \_\_\_\_\_

- Adopted by a majority of the members present by a vote of 13 in favor and 1 against.
- Adopted by unanimous voice vote.
- Adopted as amended. See Below.
- Defeated
- Other: \_\_\_\_\_

Insert amendment to resolution according to minutes: (see below)

SIGNED BY: Dean Johansen  
Dean Johansen, County Board Chairperson

ATTEST: Sharon Jorgenson  
Sharon Jorgenson, County Clerk

AMENDMENT TO RESOLUTION NO. 27-19:

- Buildings, Parks, and Recycling Department:
  - \$22,000 for replacement of air handler at the Recycling Center
  - \$76,000 for Government Center Security Project

Executive Summary

According to 3.08 Polk County Financial Policy:

Year End Reconciliation

If it is determined after the close of a fiscal year that it is necessary to adjust various accounts and funds to provide a more transparent accounting of revenues and expenditures or to adjust for final financial results, the county administrator must prepare and submit a resolution to the County Board that authorizes such adjustments.

**CERTIFIED COPY OF POLK COUNTY RESOLUTION**

STATE OF WISCONSIN

COUNTY OF POLK

I, Sharon E. Jorgenson, Polk County Clerk do hereby certify that the attached hereto and incorporated herein is a full, true and correct copy of Resolution No. 27-19: Resolution to Amend 2019 Budget to Incorporate Carry-Forward Funds from 2018 adopted by the Polk County Board of Supervisors at its regular business meeting held on June 18, 2019.

 6/18/19

Sharon E. Jorgenson, Polk County Clerk

Date

STATE OF WISCONSIN    )  
                                  ) SS  
COUNTY OF POLK        )

I, Sharon E. Jorgenson, County Clerk for Polk County, do hereby certify that the foregoing minutes are a true and correct copy of the County Board Proceedings of the Polk County Board of Supervisor's Session held on June 18, 2019.

  
Sharon E. Jorgenson   6/18/19  
Polk County Clerk



## POLK COUNTY, WISCONSIN

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

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

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

**Tuesday, June 18, 2019**

Regular Business Meeting, 6:00 p.m.

Open Session

#### Order of Business:

1. Call to Order
2. Receipt of Evidence and Opinion on Proper Notice
3. Roll Call
4. Pledge of Allegiance
5. Time of Reflection
6. Approval of Agenda
7. Matters Offered For Adoption on Consent Agenda:
  - a. Consideration/corrections to the published minutes from May 21, 2019 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 Committee Meetings Attended
10. Administrator's Report, Nick Osborne
  - a. Green Whey Report
  - b. Budget Process Update
  - c. Board of Adjustment Update
  - d. Centralized Reception
  - e. Other

\*\*Following the Administrator's Report, the County Board will convene as the Committee of the Whole on matters noticed herein. The Committee of the Whole may receive information, deliberate and provide the County Board with recommendation concerning such noticed Subject matters. The Committee of the Whole may not take final action on such matters. Once the Committee of the Whole adjourns and the County board reconvenes to conduct legislative activity, the County Board may take action on such matters noticed herein and recommended by the Committee of the Whole, only upon two-thirds majority vote of members present to take up and act upon such matters.

11. Committee of the Whole:
  - a. County Board prioritization of Budget items/policy issues identified by committees
12. Adjournment of Committee of the Whole
13. Following adjournment of the Committee of the Whole, the County Board will reconvene as a legislative body to take up, consider and act upon the subject matters identified herein, as follows:
14. Reconvene as County Board
15. Motion to Act on Matters Considered and Recommended by the Committee of the Whole, as notice in #11, above.

## 16. Proposed Resolution and Ordinances:

On Report and Request of Environmental Services Committee:

- a. Resolution No. 24-19: Resolution to Accept Donation of Land from Robert Johnson
- b. Resolution No. 25-19: Resolution Authorizing the Continuation of the Stower Seven Lakes Trail and the Cattail Trail (Polk County Segment) Master Planning Process

On Report and Request of Public Safety & Highway Committee and Health & Human Services Board:

- c. Resolution No. 26-19: Resolution Encouraging Wisconsin Counties Association to work with Wisconsin State Legislature to Provide for Additional Programs for Combating and Treatment of Methamphetamine Abuse (Signed Resolution Copy to follow via email on 6/10/19)

On Report and Request of General Government Committee

- d. Resolution No. 27-19: Resolution to Amend 2019 Budget to Incorporate Carry-Forward Funds from 2018

## 17. Discussion and Possible Action on Cost Share Proposal for Butternut Dam

## 18. Performance Evaluation of the County Administrator

**\*\*Closed Session\*\*** (minutes separate and under seal)

The Committee may convene in closed session on matters noticed under #17 and #18, as follows:

Pursuant to Wisconsin Statute Section 19.85(1)(g), the Board may convene in closed session to receive a legal opinion from its attorney concerning a litigation strategy that the Board may adopt concerning anticipated claims and pending litigation.

Pursuant to Wisconsin Statute Sections 19.36 (10)(d) and 19.85(1)(c) and (e), the Board may convene in closed session for the purpose of deliberating concerning the employment agreement and performance of the County Administrator. Any action of the Board on such matter will remain closed and or sealed, pursuant to Sections 19.36 (10)(d).

Following closed session, the Board will convene in open session to give announcement of actions taken in closed session and to take up for consideration and action matters noticed on this meeting notice.

## 19. Supervisors Announcements

## 20. 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-***

Polk County Board of Supervisors

***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 21, 2019

Vice Chairman Luke called the May 21, 2019 regular session of the Polk County Board of Supervisors to order at 6:00 p.m.

Vice Chairman Luke 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 (May 10, 2019), and published in a legal newspaper in accordance with Wisconsin Statute Section 985.02 the week of May 13, 2019. In addition, the Office of the County Clerk distributed on May 10, 2019 copies of such notice of meeting and proposed resolutions to supervisors via e-mail or mail in accordance with Article 3, Section 2 of the County Board Rules of Order.

The County Board received opinion via email from Corporation Counsel Malone that the initial advance written notice and the amended agendas, 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.

Vice Chairman Luke recognized the County Clerk for purposes of taking roll call. Thirteen County Board Supervisors were present representing a quorum. Absent and excused were Supervisor Demulling and Chairman Johansen. Supervisor Olson joined the meeting at 6:10 p.m.

Vice Chairman Luke led the County Board in the Pledge of Allegiance.

Vice Chairman Luke called to the floor for a time of reflection. Supervisor Masters offered thanks for a good bill of health and to the supervisors for their support.

Vice Chairman Luke called to the floor consideration and approval of the Agenda as published. **Motion** (Bonneprise/Larsen) to adopt the Agenda. Vice Chairman Luke called for a voice vote on the motion to adopt the Agenda as published. **Motion** carried by unanimous voice vote.

Vice Chairman Luke called to the floor for approval of the Consent Agenda. **Motion** (Masters/Jepsen) to adopt the Consent Agenda as noticed. Vice Chairman Luke 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 16, 2019 County Board session adopted as published.

Time was given for public comment. Public comment was received by County Board.

Vice Chairman Luke called upon Steve Geiger, Interim Land Director and Supervisor O'Connell to provide information to the County Board regarding the Johnson property donation. The donated land would be incorporated into the Forestry Plan.

Time was given for the County Board Chairperson's report. No report was received from the Vice Chair.

Time was given for Supervisor's reports regarding outside meetings attended. Supervisor Nelson reported on Northern Region Trail Advisory Council meeting attended and his recent trip on the entire Gandy Dancer trail, providing photos depicting minimal trail damage overall. Supervisors reported on other meetings attended.

Vice Chairman Luke called upon Administrator Osborne to provide information regarding appointments. Administrator Osborne announced the appointment of Rose Kromrey to the Aging Advisory Committee for the remaining three year term ending December 2021.

Vice Chairman Luke called for a motion to confirm said appointment. **Motion** (Bonneprise/LaBlanc) to confirm the appointment of Rose Kromrey to the Aging Advisory Committee for the remaining three year term ending December 2021.

Vice Chairman Luke called for a voice vote on the motion to confirm said appointment. **Motion** to confirm appointment of Rose Kromrey to the Aging Advisory Committee for the remaining three year term ending December 2021 carried by unanimous voice vote.

Vice Chairman Luke called upon Administrator Osborne for the Administrator's report. The County Board received information regarding strategic planning. UW Extension and county staff will be assisting with priorities and planning.

The County Board received updates regarding the Stower Seven Lakes Trail from Administrator Osborne. ARRA funds received of approximately \$600,000 would likely have to be repaid if the trail is motorized. More follow up will be done to determine exact amount that may have to be repaid. Outside expertise/consultant may be brought in to provide assistance with the master trail plan.

The County Board received an introduction to new Assistant Corporation Counsel Joseph Loso.

The County Board received information regarding the Court Appointed Special Advocate (CASA) Program from Corporation Counsel Malone. The program provides a special volunteer advocate who assists and represents on behalf of the best interests of children in need who have experienced abuse or neglect. The State of Wisconsin has applied for a grant for the CASA Program.

The County Board received information regarding a test run of videotaping of the Health & Human Services Board meeting from Administrator Osborne. Problems with audio need to be resolved to provide a quality recording for the public. County Board received June calendar from Administrator Osborne regarding agenda deadlines and due dates.

Vice Chairman Luke called for a motion to convene as Committee of the Whole at 6:42 p.m. **Motion** (Nelson/Jepsen) to convene as Committee of the Whole. Vice Chairman Luke called for a voice vote on said motion. **Motion** to convene as Committee of the Whole carried by unanimous voice vote.

Committee of the Whole engaged in discussion regarding the Clam Falls Dam offer.

The County Board received information from Administrator Osborne and Interim Land Director Geiger regarding the background of dams in Polk County. Of 114 dams in Polk County, Polk County owns two dams: the Atlas Dam built in 1874, acquired by the County in 1968 and the Kennedy Dam acquired in 1973. The County Board received statistics regarding repair costs and hazard ratings of Atlas Dam and Kennedy Dam, as well as removal costs of the former Woodley Dam.

County Board received information from Scott Geddes, Polk County Land & Water Department Engineer regarding the responsibilities of dam ownership. Responsibilities include: Assumption of liability of dam and any damages, annual inspection, significant hazard rating requires inspections by a consultant every 3 to 4 years, emergency action plan, maintaining inspection documents, maintaining level and flow of dam, visits to dam after weather events, and ultimate responsibility for future repairs, abandonment and/or removal of dam.

The County Board reached a general consensus that the engineering stability analysis and report should be completed before any decisions would be made in regard to ownership of the Clam Falls Dam.

Committee of the Whole engaged in discussion and possible recommendations regarding the Division Structure, Budgets and Staffing plans. The County Board received information from Administrator Osborne regarding the Division Structure.

Vice Chairman Luke called for a motion to adjourn Committee of the Whole session and reconvene in legislative session of the Board. **Motion** (Bonneprise/Larsen) to adjourn Committee of the Whole session. Vice Chairman Luke called for a voice vote on the motion to adjourn and reconvene in legislative session. **Motion** carried by unanimous voice vote. Committee of the Whole adjourned 7:35 p.m.

Vice Chairman Luke called for a motion for a recess. **Motion** (Bonneprise/Route) to take a recess at 7:35 p.m. Vice Chairman Luke called for a voice vote on said motion. **Motion** to take a recess carried by unanimous voice vote.

Vice Chairman Luke called the County Board back into legislative session at 7:45 p.m.

Vice Chairman Luke called to the floor **Ordinance No. 23-19**: To Enact Amended Polk County Chapter 18 Subdivision Ordinance.

Vice Chairman Luke called for a motion to adopt Ordinance No. 23-19.

**Motion** (O'Connell/Edgell) to adopt **Ordinance No. 23-19**.

**Motion** to adopt **Ordinance No. 23-19** carried by majority voice vote with Supervisor Nelson abstaining from voting. **Ordinance No. 23-19**: To Enact Amended Polk County Chapter 18 Subdivision Ordinance adopted.

Vice Chairman Luke called to the floor **Resolution No. 22-19**: Resolution Adopting the Division Structure Implementation Plan. Vice Chairman Luke called for a motion to adopt Resolution No. 22-19. **Motion** (Masters/Bonneprise) to adopt Resolution No. 22-19. County Board engaged in discussion regarding the resolution.

Vice Chairman Luke called for a voice vote on the motion to adopt Resolution No. 22-19.

**Motion** to adopt Resolution No. 22-19 carried by majority voice vote with one opposed.

**Resolution No. 22-19**: Resolution Adopting the Division Structure Implementation Plan adopted.

Vice Chairman Luke called to the floor for a motion to convene in Closed Session.

**Motion** (Masters/Larsen) to convene in closed session for purposes and on statutory basis pursuant to Wisconsin Statute Section 19.85(1)(g) as noticed on the agenda. Vice Chairman Luke called for a voice vote on said motion. **Motion** to convene in closed session carried by unanimous voice vote.

\*\* Closed Session 8:02 p.m.\*\* (Minutes separate and under seal)

Vice Chairman Luke asked that the record reflect those present for closed session: Supervisors Brad Olson, Doug Route, Tracy LaBlanc, Brian Masters, Chris Nelson, Michael Prichard, Jim Edgell, Kim O'Connell, Larry Jepsen, Michael Larsen, Russ Arcand, John Bonneprise and Vice Chairman Luke. Also present were, Sharon Jorgenson, County Clerk; Malia Malone, Corporation Counsel; and Andrea Jerrick, Deputy Administrator/Employee Relations Director.

\*Reconvened in Open session: 8:14 p.m.

Vice Chairman Luke called for a motion in regard to the Public Administration Associates request/offer. **Motion** (Larsen/LaBlanc) to reject the request/offer from Public Administration Associates. Vice Chairman Luke called for a voice vote on said motion.

**Motion** to reject request/offer from Public Administration Associates carried by unanimous voice vote.

Time was given for Supervisors announcements.

Vice Chairman Luke called for a motion to adjourn. **Motion** (Masters/LaBlanc) to adjourn. Vice Chairman Luke called for a voice vote on the motion to adjourn. **Motion** to adjourn carried by unanimous voice vote. Vice Chairman Luke declared meeting adjourned 8:17 p.m.

Respectfully submitted,

Sharon E. Jorgenson, Polk County Clerk

**COUNTY BOARD PRIORITIES AND RESULTANT KEY STRATEGIES  
WITH BUDGET ALLOCATIONS**

<b>Rank</b>	<b>Area</b>	<b>Budget Allocation or Key Strategies</b>
<b>1</b>	Transportation/Road Conditions/Infrastructure	Highway building included in capital budget recommendation
	Recreation/Tourism/Parks	Additional funding approved for ATV road usage; Additional funding for tourism promotion; Funding for electrical systems upgrade for County Fair
	Substance abuse problems/issues	Restructuring and improvements to Behavioral Health department (includes AODA services)
	Communications and services/Rural Broadband	Funding for 911 system upgrades and reverse 911 system
	New Highway Shop	<i>Included in capital budget recommendations</i>
<b>2</b>	Economic Development	Additional funding for Polk County Economic Development Corporation
<b>3</b>	Senior Citizens and Veterans	Increase information and assistance through ADRC Offer new cooking and nutrition classes at meal sites Expand outreach for veterans
<b>4</b>	Educational Opportunities	Lease of County space by Unity School District for non-traditional education program Administration initiative to improve Coordination with Indianhead Technical College to provide services to residents
	Updating county services for the future and improving services	Funding for 911 system upgrades
<b>5</b>	Mental Health	Restructuring and improvements to Behavioral Health department
	Maintain and Improve Water Quality	Explore new watershed councils and recruit potential council members
	Land use balance	Promote and encourage orderly land use development by guiding a strategic planning process
<b>6</b>	Public Protection	Funding for 911 system upgrades and reverse 911 system
	Relationship of county with municipalities-both positive & negative	Administration initiative to improve communication with cities, villages, towns and school districts within Polk County
<b>7</b>	Marketing and promotion of the county	Additional funding for Polk County Economic Development Corporation
	Impact of Stillwater Bridge	Maintain and enhance County GIS Enterprise by using LiDAR datasets with increased accuracy to improve land use
	Youth leaving the county	Administration initiative to improve Coordination with Indianhead Technical College to provide services to residents Additional funding for Polk County Economic Development Corporation
<b>8</b>	Public health concerns	Release new Community Health Improvement Plan and continue to facilitate workgroups that address implementation

# Budget Priorities

Addendum Attachment for General Government Committee Meeting

## Recycling Center- Infrastructure, Staffing, and Operational Challenges

1. Aging equipment both product and facility/ Equipment failure
2. Staffing Shortage
3. Determine how to operate recycling center to meet customer needs and adjust to changing market

## Facilities- Infrastructure, Staffing, Long Term Operational Strategies

1. Develop long term capital plan
2. Reactive versus proactive maintenance
3. Staffing shortage

# Budget Priorities

## General Government Division

- Communicating across generations through multiple modes and mediums
  - Focus on various new or existing technology platforms, yet preserving use of existing mediums (layers of communication)
  - Concentrating on the language of our communication to adapt messaging to various target groups
- Significant and long-term labor market issues – ability to attract and retain right talent and skill set
  - Availability of affordable housing
  - Offering of internships, retention/attraction of college-age to area
  - Provision of cross-training (internal) to fill gaps
  - Lack of sufficient staffing/resources (internal) for peak workload times (elections)
  - Employee burn-out
  - Responsive and dynamic total rewards package flexible enough to meet demands of 5 generation workforce yet affordable and competitive
- Limitations with existing technology causing barriers in expansion of internal/external customer service
  - Telecommuting and flexibility
  - Cost of updating IT systems and infrastructure
  - Demands of public to receive service online, use of credit cards
- Public knowledge of services County provides
  - Lack of education/public relations geared towards informing and engaging citizens
  - Conflicting dynamics in promotion of County as good place to work – public image versus total rewards/engagement of employees
- Aging county infrastructure

## Corporation Counsel/Child Support:

### Substance Abuse Effect on Operations

1. Increasing CHIPS and TPR case load primarily related to methamphetamine
2. CHIPS cases staying open longer, also related to methamphetamine
3. Increase in Indian Child Welfare Act Cases, which are more complex and require more time/resources than non ICWA cases, primarily related to the turnover in Indian Child Welfare workers for the St. Croix Band of Chippewa Indians. This is likely to increase considering the turmoil facing the tribe currently due to the criminal matters impacting the tribe.
4. Increase in the request for 3 party petitions (mental commitments initiated by family/friends), primarily related to alcohol and methamphetamine

### Responding/Interacting with Public

5. Delivery of external customer service based upon generational and technological changes:

- a. Need to communicate with child support case participants by alternative means (text message, Facebook messenger, etc.). Many case participants do not have voicemail or their voicemail is full and they communicate by text message or other means.
- b. Responsiveness to customer needs beyond normal business hours. Many case participants work during the day.

## Updating County Services for the Future and Improving Services

6. Social and economic barriers to employment for non-custodial parents (NCP)
  - a. Many NCPs do not have valid driver's license
  - b. Poverty/lack of skills/lack of education impeding NCPs ability to secure employment
  - c. Lack of availability of employment opportunities that provide a living wage

## Finding and Retaining High Quality Employees

7. Employee Turnover and succession, and ability to attract new employees
  - a. Lack of flexibility to offer compensation packages that are competitive with other jurisdictions within commuting distances

# Budget Priorities

## Budget Priorities for Veteran Services

### Technology Limitations

- Filling out forms by hand at home visits

### Improving Communication with Outside Agencies

- Local hospitals and clinics not properly billing VA

### Improving Relationships with Other Government Agencies

- The VA not paying for authorized community care

## Community Services Division (CSD) Budget Priorities

The two core/root issues impacting the Polk County citizens that CSD serves are **substance use** and **mental illness**.

The issues of substance abuse and mental illness spawn operational issues for CSD under the categories listed below.

### Substance Abuse, Unfunded Mandates

- CSD's focus is on helping those currently experiencing issues related to substance use and mental illness. As these numbers have increased, staff has been added, but key leadership roles have not yet been filled (e.g., DCF Director), and processes/systems are not yet in place to assure maximum efficiency and effectiveness.
- Because the focus is on helping those who currently require mandated services, *primary prevention* has not been prioritized; consequently some CSD units/depts are in reactive mode, and prevention-focused efforts such as Polk United are have no operational budget.

### Staffing Issues

- CSD departments such as DCF have experienced dramatic change over the past (year) in terms of leadership, scope of work, and staffing. There is concern within DCF that client-to-staff ratios remain too high; a priority for the new DCF Director will be to determine if process changes can deliver increased efficiency.
- CSD staff could use more training. This is due to being required to provide mandated services that strain staff for time and limit funding.

### Technology

- Phone system, information technology, equipment, and office furniture could be more functional to improve operations.

## Unmet Community Needs

- There are unmet community needs in the County/region that have a negative impact on the populations that CSD serves, including:
  - Lack of transportation resources
  - Lack of low income housing
  - Lack of local providers/resources such as crisis beds, adult family homes etc.
  - Lack of local crisis services, especially for children under age 10, vulnerable adults and elderly
  - Lack of services and/or access to services for youth and families not mandated/connected to funded programs
  - Lack of resources for high need and volatile children
  - Lack of quality and/or regulated child care

## Improve Marketing and Promotion of the County

- County residents not aware of CSD services including those related to prevention

# Budget Priorities

Addendum Attachment for Public Safety & Highway Committee

## Public Works Division

### Highway- Maintain and Improve Transportation Infrastructure, Staffing, Operational Challenges

1. Flat levy
2. County C.I.P., State STP program- underfunded mandates
3. Aging asphalt- micro thin overlays done 9-10 years ago coming due
4. Public demand for winter road conditions, (bare roads)
5. Current economy-limited applicants for positions, more projects than staff time having to manage overtime.
6. Rise in material and Equipment costs.

# Budget Priorities

## Circuit Court and Clerk of Courts

### Budget Priorities:

1. State and local funds are not sufficient to cover program costs- unfunded mandates
2. Opioid/drug/alcohol related cases have congested the court calendars
3. Technology investment to improve court operations
4. Staff pay/Retention

## Polk County Sheriff's Office

### Budget Priorities:

- Reduce the risk to and liability of the Polk County Government and the men and women of the Polk County Sheriff's Office through modernization and the introduction of best practices to the safety and security of the Polk County Jail.
- Eliminate gaps in coverage and interoperability of communications systems by providing effective, modern and P25 standard compliant communications capabilities to the men and women of the Polk County Sheriff's Office as well as external stakeholders.
- Increase the safety of the men and women of the Polk County Sheriff's Office as well as the citizens of and visitors to Polk County by upgrading and modernizing essential police weapons systems and protective systems
- The Sheriff's Office is presently unprepared to introduce and employ Incident Based Reporting as mandated by both State and Federal requirements

# Budget Priorities

Addendum Attachment for Environmental Services Committee Meeting on 6/12/19

## Lime Quarry- Infrastructure and Operational Challenges

1. Equipment is near end of life
2. Determine how to operate lime quarry to meet customer needs and adjust to changing market

# Budget Priorities

## PARKS, TRAILS AND FORESTRY

### Trails and Parks

- Quality of responsiveness and service to parks and trails stakeholders due to workload and increased demand for service
- Complete repairs as required and appropriately plan for future Parks needs.

## LAND INFORMATION AND ZONING

### Surveyor/Land Information/GIS

- Update aging Digital ortho imagery infrastructure, respond to changes in the industry and what customers need and expect.

### Zoning

- Maintain quality services and support policies that lead to improved development practices

## LAND AND WATER RESOURCES

### Protecting Land and Water Assets

Protect water quality in lakes

Protect ground water through erosion control and best practices in agriculture

Protect land and water in Polk County from invasive species

## Register of Deeds

### Technology Challenges

- Unindexed Scanned Images
  - Scanned images from approximately 1933 to mid-1995 are imaged, but not indexed.
  - Unindexed documents are unavailable via on-line Laredo and Tapestry programs by grantor/grantee or legal description.
- Unscanned Images Prior to 1935
  - Documents prior to 1933 are not available via on-line Laredo and Tapestry program.
  - In the event of a natural disaster, these documents would be lost forever.

- Lack of Off Site Back-Up Server for Document Preservation
  - In the event of a cyber-attack or natural disaster, there is no off site back-up server that I have been made aware of. My understanding is that our documents are backed up on a separate server, but are kept on site. This puts all of the documents at risk whether it be a cyber-attack or natural disaster.

Resolution No. 24-19

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RESOLUTION to Accept Donation of Land from Robert Johnson.

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

Ladies and Gentlemen:

WHEREAS, Robert Johnson has made the request to donate to Polk County 120 acres of land located in the Town of Sterling, T.36N R.19W section 15 SENW, NESW, SWSW.

WHEREAS, the donation is conditioned upon the said land be enrolled in the Polk County Forest program according to Wisconsin State Statue 28.11.

WHEREAS, the donation is adjacent to existing County Forest Land.

WHEREAS, the donation is also conditioned upon the said land being appraised for a donation value. The appraisal cost are the responsibility of the Polk County Forestry Department.

WHEREAS, the Polk County Environmental Services Committee has recommended that the County accept the donation of the above referenced 120 acres and that that the County manage said lands for forestry purposes and all other purposes consistent with the Polk County Forest.

WHEREAS, it is in the interest of the County to accept the donation of Robert Johnson and manage said lands for forestry purposes.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to Wisconsin Statute Section 59.52(6)(a), the Polk County Board of Supervisors does on behalf of Polk County, accept the donation of 120 acres of land in the Town of Sterling from Robert Johnson.

BE IT FURTHER RESOLVED that the Polk County Board of Supervisors directs and authorizes that the appropriate county officials and officers to prepare and execute any and all documents associated with the donation and conveyance of said lands from Robert Johnson to Polk County.

BE IT FURTHER RESOLVED, that the Polk County Board of Supervisors directs that the Polk County Forestry Department to update the fifteen year Polk County Forest Comprehensive Land Use Plan to include the above said property.

BY: \_\_\_\_\_

Brad Olson, Supervisor, District #1

\_\_\_\_\_  
Doug Route, Supervisor, District #2

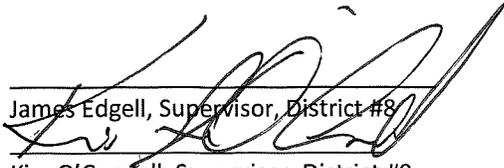
\_\_\_\_\_  
Dean Johansen, Chair,  
Supervisor, District #3,

\_\_\_\_\_  
Chris Nelson, Supervisor, District #4

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Tracy LaBlanc, Supervisor, District #5

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Brian Masters, Supervisor, District #6

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Michael Prichard, Supervisor, District #7

  
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James Edgell, Supervisor, District #8

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Kim O'Connell, Supervisor, District #9

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Larry Jepsen, Supervisor, District #10

\_\_\_\_\_  
Jay Luke, 1<sup>st</sup> Vice Chair,  
Supervisor, District #11

\_\_\_\_\_  
Michael Larsen, Supervisor, District #12

\_\_\_\_\_  
Russell Arcand, Supervisor, District #13

\_\_\_\_\_  
John Bonneprise, 2<sup>nd</sup> Vice Chair,  
Supervisor, District #14

\_\_\_\_\_  
Joe Demulling, Supervisor, District #15

*County Administrator's Note:*

All potential donations are vetted by staff in terms of possible use, taxes lost versus revenue gained, consistency with long term plans, and overall effect on the community. This donation successfully meets those criteria.

Recommended.

  
\_\_\_\_\_  
Nick Osborne

County Administrator

*Fiscal Impact Note:*

This generous donation of 120 acres adjacent to our current forestland comes to Polk County only with a cost of a small appraisal fee. However, future timber sales would produce income for continued improvement of our county forest.

  
\_\_\_\_\_  
Maggie Wickre, Finance Director

Approved as to Form and Execution:

  
\_\_\_\_\_  
Malia T. Malone, Corporation Counsel

*Legal Impact Note:*

Other than transfer of ownership of the land, including all liabilities and benefits of ownership, there is no legal impact to the county.

Excerpt of Minutes

42 At its regular business meeting on the \_\_\_\_ of \_\_\_\_\_ 2019, the Polk County Board of  
43 Supervisors acted upon Resolution No. 24-19: Resolution  
44 \_\_\_\_\_  
45 \_\_\_\_\_

- Adopted by a majority of the members present by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ against.
- Adopted by unanimous voice vote.
- Adopted as amended. See Below.
- Defeated
- Other: \_\_\_\_\_

Insert amendment to resolution according to minutes:

SIGNED BY:

ATTEST:

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

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

Executive Summary

Robert Johnson approached Forest Administrator Mark Gossman with a 120 acre donation in East Sterling township section 15, SWSW, NESW, and SENW.

- The land has access by way of other County Forest lands and also easement.
- The land is currently enrolled in the MFL program. 2018 taxes collected for the 120 acres were \$1,224.00. The assed value in 2018 was \$224,000.
- The donation can be removed from the MFL program and enrolled into the Polk County Forest acreage.
- This adjacent property is consistent with the Polk County 15 year Comprehensive Land Use Plan in terms of adding property.
- Approximate appraisal cost is \$1,500. The Forestry Department has funds in the 2019 budget.

RESOLUTION NO. 25-19

Resolution Authorizing the Continuation of the Stower Seven Lakes Trail and the Cattail Trail  
(Polk County Segment) Master Planning Process

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

Ladies and Gentlemen:

WHEREAS, in coordination with the Wisconsin Department of Natural Resources (hereinafter  
“WDNR”), Polk County manages and operates the Stower Seven Lakes Trail; and

WHEREAS, Polk County and the WDNR entered into a Memorandum of Understanding that, in  
part, requires Polk County to conduct a planning process that substantially conforms to the  
requirements of NR 44.04; and

WHEREAS, Polk County passed Resolution 28-18, a Resolution Providing for Comprehensive  
Planning Process for Stower Seven Lakes State Trail Plan and Cattail Trail (Polk County  
Segment) Plan, that delegated authority to the Environmental Services Committee to engage in  
and conduct a comprehensive trail plan development process for the Trails; and

WHEREAS, Resolution 28-18 further authorized the Environmental Services Committee to form  
an advisory subcommittee, including various community members to assist with the planning  
process; and

WHEREAS, the advisory committee and the Environmental Services Committee conducted a  
planning process resulting in a formal recommendation from the Committee to the full County  
Board in October of 2018; and

WHEREAS, Polk County Board of Supervisors, in Resolution 75-18, forwarded a Proposed  
Master Plans for the Stower Seven Lakes Trail and the Cattail Trail (Polk County Segment) to  
the WDNR; and

WHEREAS, WDNR brought up potential deficiencies with the Proposed Master Plan for the  
Stower Seven Lakes Trail in a letter dated, November 20, 2018; and

WHEREAS, Polk County Board of Supervisors passed Resolution 13-19, a Resolution  
Rescinding Resolution No. 75-18, procedurally, placing the planning process for both Plans back  
to the Environmental Services Committee for further planning.

NOW, THEREFORE, BE IT RESOLVED that, the Polk County Board of Supervisors directs  
staff to assist the Environmental Services Committee by issuing a Request for Proposals (RFP)  
seeking expert consulting services in the area of trail master planning.

35 NOW, THEREFORE, BE IT FURTHER RESOLVED that, the RFP should provide for  
36 assistance in ensuring that the Master Plan for the Stower Seven Lakes Trail, as recommended by  
37 the Environmental Services Committee, meets all of the requirements of the MOU with the  
38 WDNR and NR 44.04.

39 NOW, THEREFORE, BE IT FURTHER RESOLVED that, the RFP can require consideration of  
40 what can be salvaged from the current DRAFT Master Plan for the Stower Seven Lakes Trail  
41 and incorporating the uses as recommended by the Environmental Services Committee.

42 NOW, THEREFORE, BE IT FURTHER RESOLVED that, the planning process and the Plans  
43 for the Cattail Trail (Polk County Segment) and the Stower Seven Lakes Trail will be acted upon  
44 separately and distinctly.

Offered on the \_\_\_ day of \_\_\_\_\_, 2019.

BY:

\_\_\_\_\_  
Brad Olson, Supervisor, District #1

\_\_\_\_\_  
James Edgell, Supervisor, District #8

\_\_\_\_\_  
Doug Route, Supervisor, District #2

\_\_\_\_\_  
Kim O'Connell, Supervisor, District #9

\_\_\_\_\_  
Dean Johansen, Chair,  
Supervisor, District #3,

\_\_\_\_\_  
Larry Jepsen, Supervisor, District #10

\_\_\_\_\_  
Chris Nelson, Supervisor, District #4

\_\_\_\_\_  
Jay Luke, 1<sup>st</sup> Vice Chair,  
Supervisor, District #11

\_\_\_\_\_  
Tracy LaBlanc, Supervisor, District #5

\_\_\_\_\_  
Michael Larsen, Supervisor, District #12

*Brian Masters 6/6/19*  
\_\_\_\_\_  
Brian Masters, Supervisor, District #6

\_\_\_\_\_  
Russell Arcand, Supervisor, District #13

\_\_\_\_\_  
Michael Prichard, Supervisor, District #7

\_\_\_\_\_  
John Bonneprise, 2<sup>nd</sup> Vice Chair,  
Supervisor, District #14

\_\_\_\_\_  
Joe DeMulling, Supervisor, District #15

*County Administrator's Note:*

The actions noted in the resolution and further explained in the executive summary would allow the County to submit a plan consistent with DNR requirements.

Recommended.

*Nick Osborne*  
\_\_\_\_\_  
Nick Osborne  
County Administrator

*Fiscal Impact Note:*

The expected expense of a trail consultant could be absorbed in the 2019 budget. Addition snowmobile maintenance could be covered by snowmobile grants.

Maggie Wickre  
Maggie Wickre, Finance Director

*Legal Impact Note:* The resolution clarifies procedurally what next steps should be taken by County Staff to complete the requirements of the MOU with the WDNR and NR 44.04 for both of the Trail Plans.

Approved as to form and execution

Malia T. Malone  
Malia T. Malone, Corporation Counsel

Excerpt of Minutes

45 At its regular business meeting on the \_\_\_\_\_ day of \_\_\_\_\_ 2019, the Polk County Board of  
46 Supervisors acted upon Resolution No. 25-19: Resolution Authorizing the Continuation of the  
47 Stower Seven Lakes Trail Master Planning Process

- Adopted by majority voice vote
- Adopted by simple majority of the board of supervisors by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ against.
- Adopted by unanimous voice vote.
- Adopted as amended. See Below.
- Other: \_\_\_\_\_

Insert amendment to resolution according to minutes:

SIGNED BY:

ATTEST:

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

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

Executive Summary

In 2018, consistent with Chapter 44 of Wisconsin Administrative Code and Polk County's memorandum of understanding with the Wisconsin Department of Natural Resources (DNR), Polk County sought to amend its plans for the Stower Seven Lakes Trail and the Cattail Trail. The Environmental Services Committee (ESC), and a citizen advisory subcommittee, evaluated management and use alternatives, issued a public survey, held public meetings to solicit comments, and ultimately recommended passage for a plan that allowed for the uses of silent sports, equestrians (secondary use), and snowmobiles during snow covered periods. The County Board amended the plan to add All Terrain Vehicles (ATVs) as an allowable use and recommended the development of a parallel silent sports only trail separate from the original trail. In November 2018, the DNR sent the County a letter noting deficiencies in the submitted plan. As a result, County Board later voted to rescind the final resolution. Thus, the County Board action still in place is the original plan and resolution adopted by ESC.

The attached resolution includes plans to solicit a consultant with the ultimate goal of determining what parts of the original plan, consistent with the uses identified by the ESC, can be salvaged and certifying that the plan complies with all applicable laws and regulations to ensure acceptance by the DNR. Also, the resolution notes the separation of the Stower Seven Lakes Trail and Cattail Trail plans. This is an administrative action to ensure action on one plan does not affect the other.

## RESOLUTION NO. 75-18

Resolution Authorizing the Submission of the Proposed Master Plans for the Stower Seven Lakes Trail and the Cattail Trail (Polk County Segment) to the Wisconsin Department of Natural Resources

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

Ladies and Gentlemen:

WHEREAS, in coordination with the Wisconsin Department of Natural Resources (hereinafter "WDNR"), Polk County manages and operates the Stower Seven Lakes Trail and the Polk County Segment of the Cattail Trail without valid trail plans; and

WHEREAS, the Wisconsin Administrative Code NR 44.04 requires the WDNR to develop a Master Plan for the trails; and

WHEREAS, Polk County and the WDNR entered into a Memorandum of Understanding that, in part, requires Polk County to conduct a planning process that substantially conforms to the requirements of NR 44 as it relates to participation

WHEREAS, at the March 20, 2018 meeting, the Polk County Board of Supervisors adopted Resolution 28-18, authorizing a comprehensive trail plan development process for the Stower Seven Lakes State Trail and the Cattail Trail within the borders of Polk County; and

WHEREAS, in accordance with Resolution 28-18, the Environmental Services Committee (hereinafter "ESC") formed a Trail Planning Subcommittee (hereinafter "Subcommittee") to develop and provide advisory recommendations to the ESC in the course of the comprehensive trail planning process; and

WHEREAS, in accordance with Resolution 28-18, the Subcommittee followed the comprehensive planning process consistent with Chapter NR 44, Wis. Adm. Code and operated within the memorandum of understanding between Polk County and the Wisconsin Department of Natural Resources by identifying issues related to management and use; submitting suggestions to the county regarding future management and use of these properties; identifying and evaluating proposed property goals and objectives; evaluating management and use alternatives; developing an online survey for public input with the assistance of staff; holding one public hearing on the trail plans; and holding one open house on the recommendations of the trail plans; and

WHEREAS, the Subcommittee has completed its process and has made their recommendations to the ESC; and

WHEREAS, on September 5, 2018 the ESC received the recommendations developed by the Subcommittee; and

37 WHEREAS, the ESC considered the Subcommittee’s recommendations and developed a  
38 proposed Master Plan for the Stower Seven Lakes Trail and a proposed Master Plan for the  
39 Cattail Trail (Polk County segment).

40 NOW, THEREFORE, BE IT RESOLVED that, the Polk County Board of Supervisors receives  
41 the proposed “Master Plan for the Stower Seven Lakes Trail” (attached hereto and incorporated  
42 as Exhibit 1) and the “Master Plan for the Cattail Trail (Polk County segment)” (attached hereto  
43 and incorporated as Exhibit 2).

44 BE IT FURTHER RESOLVED that, the Polk County Board of Supervisors authorizes and  
45 directs the Polk County Department of Parks, Forestry Buildings & Solid Waste to submit the  
46 incorporated and attached proposed Master Plans to the WDNR for final approval.

Offered on the 16<sup>st</sup> day of October, 2018.

BY:

\_\_\_\_\_  
Brad Olson, Supervisor, District #1

\_\_\_\_\_  
James Edgell, Supervisor, District #8

\_\_\_\_\_  
Doug Route, Supervisor, District #2

\_\_\_\_\_  
Kim O’Connell, Supervisor, District #9

\_\_\_\_\_  
Dean Johansen, Chair,  
Supervisor, District #3,

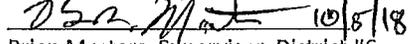
\_\_\_\_\_  
Larry Jepsen, Supervisor, District #10

\_\_\_\_\_  
Chris Nelson, Supervisor, District #4

\_\_\_\_\_  
Jay Luke, 1<sup>st</sup> Vice Chair,  
Supervisor, District #11

\_\_\_\_\_  
Tracy LaBlanc, Supervisor, District #5

\_\_\_\_\_  
Michael Larsen, Supervisor, District #12

  
\_\_\_\_\_  
Brian Masters, Supervisor, District #6

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Russell Arcand, Supervisor, District #13

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Michael Prichard, Supervisor, District #7

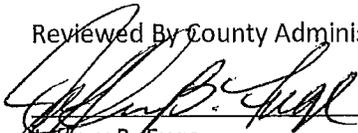
\_\_\_\_\_  
John Bonneprise, 2<sup>nd</sup> Vice Chair,  
Supervisor, District #14

\_\_\_\_\_  
Joe DeMulling, Supervisor, District #15

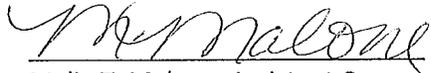
*Fiscal Impact:* The proposed resolution presents an unknown fiscal impact due to uses recognized in the proposed trail plans that differ from present actual use. If the plans receive approval by the Wisconsin Department of Natural Resources, the County may incur expenses to develop and manage the respect trails for those additional uses.

*Legal Impact:* The resolution has minimal legal impact. The plans referenced and incorporated into the resolution are subject to the review and approval of the Wisconsin Department of Natural Resources before finalization.

Reviewed By County Administrator:

  
Jeffrey B. Fuge  
Interim County Administrator

Approved as to Form and Execution:

  
Malia T. Malone, Assistant Corporation Counsel

Excerpt of Minutes

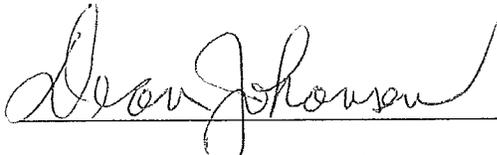
At its regular business meeting on the 16<sup>th</sup> day of October 2018, the Polk County Board of Supervisors acted upon Resolution No. 75-18: Resolution Authorizing the Submission of the Proposed Master Plans for the Stower Seven Lakes Trail and the Cattail Trail (Polk County Segment) to the Wisconsin Department of Natural Resources, as follows:

- Adopted by majority voice vote
- Adopted by simple majority of the board of supervisors by a vote of 11 <sup>ballot</sup> in favor and 4 against.
- Adopted by unanimous voice vote.
- Adopted as amended. See Below/Attached
- Other: \_\_\_\_\_

Insert amendment to resolution according to minutes: see attached.

SIGNED BY:

ATTEST:

  
Dean Johansen, County Board Chairperson

  
Sharon Jorgenson, County Clerk

**STOWER SEVEN LAKES  
STATE RECREATION TRAIL**

**POLK COUNTY, WISCONSIN**

**MASTER PLAN  
June, 2018**

**Polk County Environmental Services Committee**

**Kim O'Connell-Chairman  
Brad Olson -Vice Chairman  
Jim Edgell  
Doug Route  
Tracy LaBlanc**

**Department of Natural Resources**

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## Introduction and Executive Summary

This draft Stower Seven Lakes Trail Master Plan is a modification of the 2004 Master Plan in order to reflect current uses allowed and prohibited on the trail. Aspects of this draft are currently incomplete and will be developed by the Subcommittee, as part of the trail planning process chosen by the Environmental Services Committee of the Polk County Board of Supervisors. Throughout the process, updates to this plan will be made as decisions are approved by the Subcommittee. See the Public Participation section of this plan for more details on the process.

This Master Plan represents the strategy of Polk County as well as various trail advocates and user groups, and the Wisconsin Department of Natural Resources (WDNR) for the development, operation, and maintenance of a 13.48 mile railroad corridor presently known as the Stower Seven Lakes Trail. The trail is located on a former Minneapolis St. Paul and Sault Ste. Marie Railroad right-of-way which begins two miles east of Dresser and extends into the City of Amery, Wisconsin. Within the City of Amery, the corridor width ranges from 60 feet wide to 180 feet wide, whereas in the rural branch of the corridor, the trail width is consistently 100 feet wide. The trail consists of approximately 174 acres and generally runs in a west to east direction. Map 1 shows the regional location of the trail. Map 2 shows the location of the trail in Polk County.

The trail right-of-way was acquired from Wisconsin Central Limited in 2003 by the WDNR under the Stewardship Program. Subsequently, a Memorandum of Understanding (MOU) was signed by the Wisconsin Department of Natural Resources (WDNR) and the County of Polk (Appendix A). Under the terms of the MOU, the WDNR will grant a trail easement to Polk County as well as designate the trail as a "State Trail" under section NR 51.73, Wis. Adm. Code. The WDNR will also complete an environmental review of the property pursuant to s. 1.11, Stats., and Chapter NR 150, Wis. Adm. Code. In addition, the WDNR will work with Polk County to identify funding sources for the development and repair of the trail. Under this same MOU, Polk County will be responsible for the development, operation, repair, and maintenance of the trail.

The trail will be developed in phases depending on trail usage and funding availability.

## II. Goals and Objectives\*

### A. Goals:

- Provide and preserve a recreational trail at least 13 miles in length stretching from Dresser to Amery. The all-season trail will have a dual surface to provide two-way traffic for bicycling, hiking, horseback riding and winter snowmobile use.

### B. Objectives:

- To complement present economic benefits of trails existing in Polk County and provide opportunities for economic development not reflected in current trail usage.
- To provide recreational opportunities that complement present trail opportunities in Polk County and provide recreational opportunities that presently are underrepresented in the Polk County Trail system.
- To enhance opportunities for tourism in Polk County.
- To respect the wishes and investments of landowners and communities through which the trail passes.
- To provide for recreational opportunities that promotes the health and safety of the community.
- To preserve the rural character and environmental integrity of the trail.
- To anticipate the urbanization of the area through which the trail passes and provide for possible future use of the trail as an alternative transportation system between communities.
- To provide opportunities for the greatest number of projected uses of the trail consistent with the previous objectives.

On July 31, 2018 a public hearing was held in Polk County to assess the interested public's desired uses of the trail. The information gained from these public hearings, in combination with information and input from other sources, formed the basis for the proposed recreational trail use.

### III. Proposed Management and Land Development

#### A. Land Acquisition and Ownership

- The Wisconsin Department of Natural Resources (WDNR) acquired the rail grade right-of-way from the Wisconsin Central Limited by means of Stewardship funds. The WDNR has paid all costs to acquire the property and will maintain ownership of the entire right-of-way. Under the terms of the MOA, the WDNR will convey a non-exclusive easement to Polk County and other valuable consideration. The WDNR will not issue other easements that will adversely affect the use of the property for the intended trail purposes.
- Additional property may be acquired to support trail functions and unique ecosystems.

#### B. Uses of the Trail Corridor

##### 1. Encouraged Primary Uses

- Bicycling
- Walking, Hiking, Jogging
- Dog sledding
- Nature and scenery viewing
- Snowmobiling: Snow covered periods. When permitted by the Polk County Parks department. Only groomed areas maybe traveled

##### 2. Encouraged Secondary Uses

- Cross country skiing
- Snowshoeing
- Horseback riding

##### 3. Allowed Uses

- Only Administrative and maintenance vehicles
- Pets: With restrictions including leashes, feces disposal and closed areas.
- Small electric carts used by disabled individuals during snow-free periods
- Vehicles on designated roadways and parking areas may operate within the trail corridor.
- Public Road Crossings: WDNR rules will govern this, and as landowner, WDNR will be the primary contact.
- Private Residential Crossings: WDNR rules will govern this, and as landowner, WDNR will be the primary contact.

- Private Farm and Recreation Crossings: WDNR rules will govern this, and as landowner, WDNR will be the primary contact.
- Other crossings: WDNR rules will govern this, and as landowner, WDNR will be the primary contact.
- Utilities: WDNR rules will govern this, and as landowner, WDNR will be the primary contact.

#### 4. Prohibited Uses

- Motorized Vehicles including but not limited to:
  - ATV's/UTV's every season
  - Off-highway motorcycles.
  - Hunting and trapping.
- Camping: Within the trail corridor except in designated campsites.
- Private occupancy.
- Conducting Business, Promotions or Advertising: Within the trail corridor without the express consent of the Polk County Environmental Services Committee and the WDNR.

#### C. Development Program

##### 1. Initial Development

The MOU specifies that the development of the trail is the responsibility of Polk County. The WDNR will grant an easement to Polk County for the development, maintenance and operation of the trail. It is understood that the WDNR will assist Polk County financially with trail development through available grant/aid programs.

Under the terms of the MOU, the trail will be managed by Polk County Buildings, Solid Waste and Parks Department. The planned development was phased to allow for orderly and financially affordable development.

##### 2. Development Standards

In accordance with the MOU, the trail was developed in compliance with the WDNR Design Standards Handbook, WDNR "Snowmobile Trail Signing Handbook" (Publ-AA-023), and AASHTO "Guide for the Development of Bicycle Facilities" will also be followed. All structures placed in the WDNR Right-Of-Way will need prior WDNR approval.

Associated facilities, if any, will be designed and constructed in compliance with state and local building codes and the American's With Disabilities Act.

#### D. Operation & Maintenance Program

Polk County will have the primary responsibility for the operation and maintenance of the trail in Polk County. The Buildings, Solid Waste and Park Department under the direction of the Environmental Services Committee will act as the primary agent of the County. The Friends of the Stower Seven Lakes Trail group has been established and will assist in planning and accomplishing the operation and maintenance of the trail along with the Polk County Snowmobile Council for winter snowmobile use.

The daily operation of the trail will be directed by Chapters NR 45 (State Parks and State Forests) and NR 50 (Administration of Outdoor Recreation Program Grants and State Aids). These codes will be supplemented by Polk County ordinances and park directives. Daily operation is directed and performed by the Polk County Buildings, Solid Waste and Park Department and its contractors and cooperators. Daily routine enforcement is the responsibility of Polk County.

User fees will not exceed those established in s. 27.01, Stats., and will be subject to written approval by the WDNR. The standard state trail bicycle fees will be charged and State bicycle trail passes will be honored.

User information will include maps, brochures and signing that will provide facility, service, safety and emergency information, rules, regulations and advice on a seasonal basis.

Trail maintenance is directed and performed by the Polk County Buildings, Solid Waste and Park Department and its contractors and cooperators. Primary cooperators are the Friends of the Stower Seven Lakes Trail Group who oversee trail maintenance.

#### E. Interpretation

In Polk County the trail offers many opportunities to make trail users more aware of the landscape they are traveling through. Opportunities exist to provide interpretive information on the geology, the numerous ecosystems, the native wildlife, and the cultural history of the area. Interpretation is a long-term objective that can be accomplished jointly by Polk County and local interest groups.

#### F. Wildlife Management

The trail passes through many ecosystems and will provide many opportunities to observe wildlife. Due to the limited land base, many wildlife management opportunities are precluded. Polk County will cooperate with the WDNR and other groups interested in wildlife management in making the trail

corridor available to wildlife management within the overall objectives of the master plan.

#### G. Timber and Vegetative Management

The vegetation adjacent to the trail is representative of the great natural diversity that occurs in Northwestern Wisconsin. Most species are native or are considered to be naturalized thus requiring little vegetative management. Some management will be practiced to promote aesthetics, eradicate invasive species, enhance wildlife, protect prairie and oak savannas, and protect trail users and facilities.

#### H. Management Problems

A number of management problems have been identified that will need to be dealt with as they occur. More may be updated through the trail planning process.

- Control of non-allowed uses will be achieved through a combination of public information, using Park and Sheriff's Department personnel, and peer pressure as use of the trail increases.
- Vandalism to signs, bridges and the trail surface will be addressed through regular inspections, rapid repair, enforcement, and peer pressure as the use of the trail increases.
- Trail crossings will require much attention. All existing crossing agreements will require review and modification to reflect the present and future uses. Requests for new crossings will be handled on an individual basis in accord with the WDNR "Department Design Standards Handbook". Routine inspection will insure compliance to crossing agreements and will ensure control of unauthorized crossings.
- Trespass, both to and from the trail corridor may require the use of various control options including planting, fencing, signing, surveying and law enforcement.
- Invasive species management

#### I. Recreation Needs and Justification

Following is Wisconsin's 2011-2016 Statewide Compliance Outdoor Recreation Plan (SCORP) identifying participants by participation rate (Age 16+), 5 year view of various outdoor recreation activities. The following counties are part of the Great Northwest Region: Ashland, Barron, Bayfield, Burnett, Douglas, Polk, Rusk, Sawyer, and Washburn. From the input received during this process, the following chart shows the identified recreation needs:

Activity	Percent Participating
Walk for pleasure	20.0
View/photograph natural scenery	18.3
Attend outdoor sports events	18.3
Family gathering	18.3
Visit nature centers, etc.	18.3
View/photograph other wildlife	18.3
Driving for pleasure	18.3
View/photograph wildflowers, trees, etc.	18.3

Activity	2005–2009 Participation	
	Percent Participating	Number of Participants (1,000s)
Off-highway vehicle driving	19.8	891
Trail running	18.6	773
Snowmobiling	18.3	824
Cross country skiing	8.8	396
Horseback riding on trails	6.6	297
Snowshoeing	6.1	275
Inline skating	2.5	113
Day hiking	36.7	1,652
Running or jogging	32.1	1,445
Mountain biking	30.7	1,382
Sledding	28.2	1,269

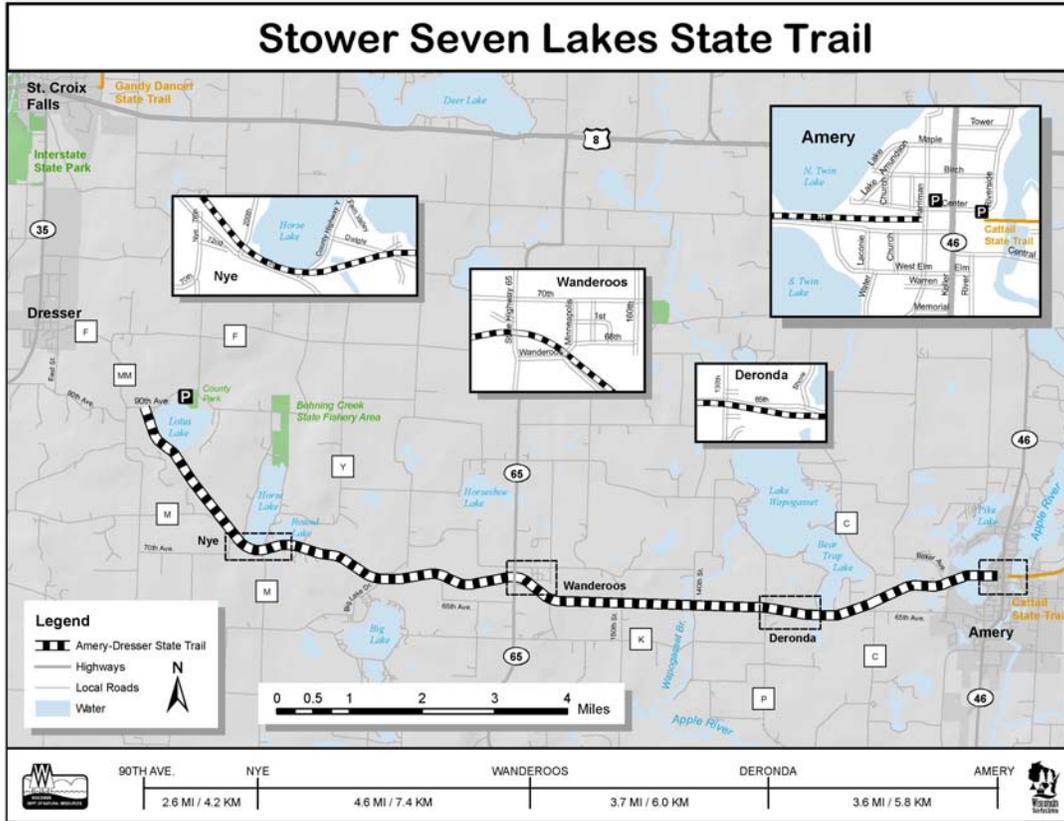
## J. Analysis of Services

The potential need and demand for trail support services and facilities such as equipment rental and service, bicycle pass outlets, food, beverages, lodging, accessories, memorabilia, etc. will occur to some degree in the future. As it is quite difficult to accurately predict either the future use of the trail or the corresponding ability of the public sector to respond to it, the recommended alternative is (b) public/private cooperation. The public sector will encourage the private sector to provide for trail user needs. When necessary, the public sector will cooperate in the provisions of support facilities and services. The issue of public participation in the provision of the trail support facilities and services should be closely reviewed at least every five years and the trail Master Plan revised accordingly.

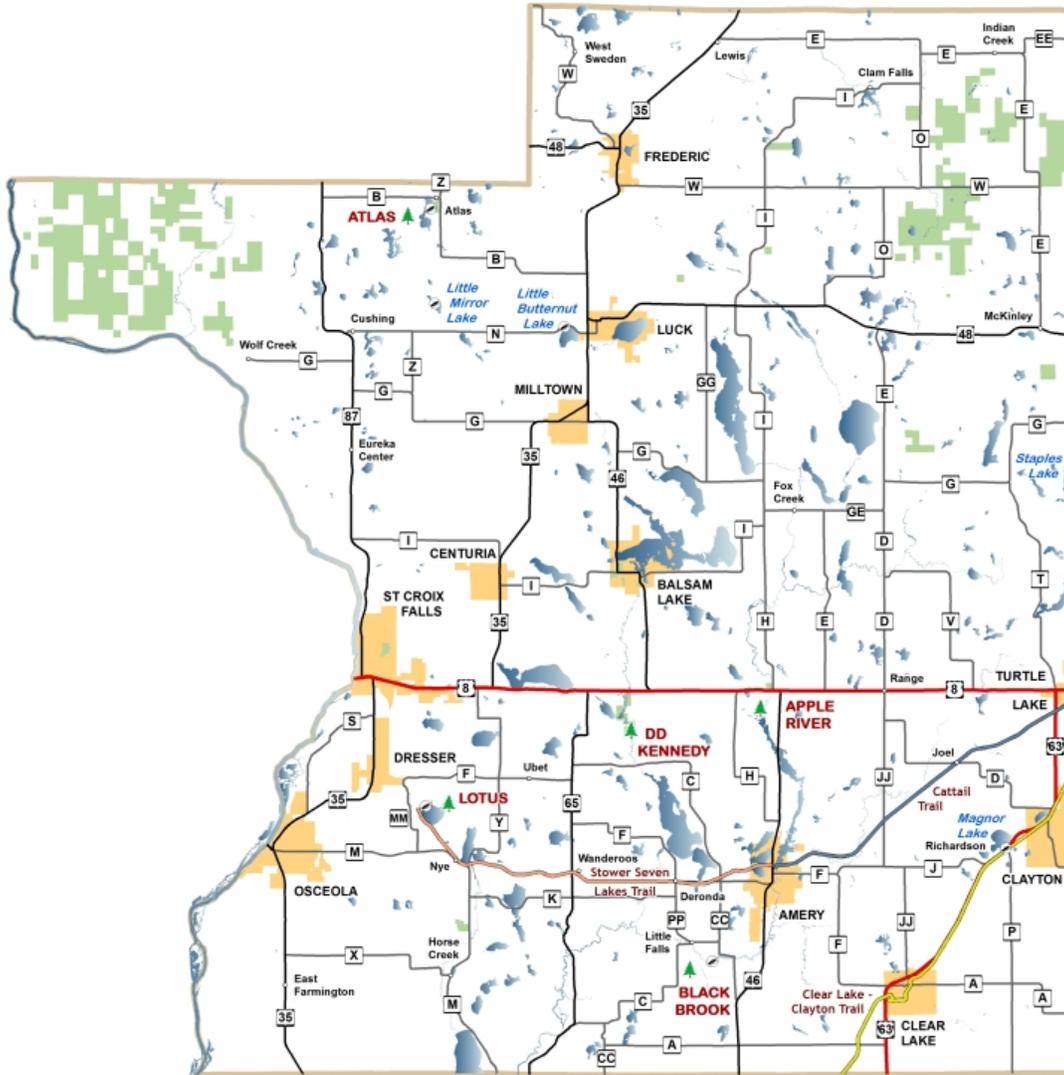
APPENDIX

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Map 1



Map 2



APPENDIX A: MOU

**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.

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 (Property). 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 Department will execute a trail easement with the County for the purposes contained in this document. The County will develop, operate, repair, and maintain the Trail.

**IV. Obligations of the Department**

1. The Department will convey by easement to the County the right to develop and to 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 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. The County shall review its Trail plan every 15 years to determine if the plan should be amended, revised or extended for another 15-year period. The County shall take measures to reasonably notify interested persons of said review, and then shall use an appropriate public involvement process to determine or examine issues related to management and use of the property and the need for plan revision. The plan shall contain a provision providing that it remains in effect until the County takes action to modify it.
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. winter bicycling is 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 snowmobile use (if allowed) 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. The County should make its best efforts to comply with the intent of Chapter NR 44, Wis. Adm. Code, as it relates to public participation.
  4. The County shall provide a copy of the completed plan, with all of its exhibits, to the Department.
  5. The County shall develop, 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 in accordance with section 23.115(2), Wis. Stats., further described in Department Manual Code 2527.20, and shall provide the Department with 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. Such work shall be coordinated with the Department.
- 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 therefor 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 and its placement are 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 is 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. 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.
16. Any contract between the County and a third party to perform duties authorized by this MOU must bind the third party to the County's obligations under this MOU.

#### **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 refrain from entering into agreements that would physically alter the Trail or limit its use. The Department shall retain all proceeds from these transactions.
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 retain compliance responsibility for any state or federal grant obtained for Trail development and support purposes.
- 2. Department. The Department may terminate this MOU or the easement with the County in the event that:
  - A. The County breached any term or condition in the MOU or the easement and said breach remains uncorrected for a period of sixty (60) days from the receipt of the Department's written notification of said breach by the County. In the event the County breached any term or condition of this MOU or the easement from the Department, the County will retain compliance responsibility for any state or federal grant assisted areas.
  - B. The Department determines that the continued use of the premises as a Trail would be inconsistent with the management needs or objectives of the Department or the State of Wisconsin. In exercising its termination rights under this provision the Department shall give the County 180 days' notice of termination and reimburse the County for developed improvements, subject to consideration of any state or federal grant funds used in the development of the improvements and the availability of future appropriations. The Department will assume compliance responsibility for any federal grant obtained for Trail development purposes.

IN WITNESS WHEREOF, Department and the County have caused this instrument to be executed in their respective names by their respective duly authorized representatives.

POLK COUNTY

By *Dean Johnson* 12/27/17  
 Dean Johnson, County Board Chair Date

By *Sharon E. Jorgenson* 12-27-17  
 Sharon E. Jorgenson, County Board Clerk Date

STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES

By *Ed Elde*  
*sp* Daniel L. Meyer, Secretary

2-28-18  
Date

12/04/17

## APPENDIX B: IMPACT ASSESSMENT

### **Executive Summary**

Polk County, P.O. Box 623, Balsam Lake, WI 54810-0623, retained Ayres Associates to conduct a Phase I Environmental Site Assessment (ESA) of the abandoned Central Ltd. railroad corridor beginning 3 miles south of Dresser and extending to Amery, in Polk County, Wisconsin. Polk County intends to use the corridor for a recreational trail.

We prepared this Phase I ESA generally following procedures established by the American Society for Testing and Materials (ASTM). The ASTM publication that documents the ESA procedures is entitled *E1527-00 Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process*. The scope of services is in Appendix A.

### **Summary of Findings**

Findings of this Phase I ESA are based on a site reconnaissance visit to view the subject property and adjoining properties, review of regulatory records and historical documents, and conducting interviews. The corridor was divided into seven separate sections for discussion purposes in the main report. Refer to Table 1 in the main report for a summary of findings for each of the seven sections along the railroad corridor. General findings are as follows:

- The subject property includes approximately 173.685 acres in portions of Sections 28, 29, 31, 32, 33, Township 33 North, Range 16 West; Sections 31, 32, 33, 34, 35, 36, Township 33 North, Range 17 West; and Sections 21, 25, 26, 27, 26, Township 33 North, Range 18 West, Polk County, Wisconsin.
- The subject property is currently owned by the Wisconsin Central Ltd. Railroad and is an abandoned railroad corridor constructed prior to the early 1900s. The railroad tracks have been removed from the subject property within the last 5 years. Right-of-way widths throughout the corridor are predominantly 100 feet with some variance in width from 40 feet to 200 feet in urban areas. The corridor runs generally in a west to east direction.
- Land use along the railroad corridor is primarily rural; however, the corridor runs through the unincorporated communities of Nye, Wanderoos, and Deronda, and the City of Amery.
- The railroad grade consists of an elevated railbed with a gravel surface. Rural sections of the corridor are covered with vegetation that is encroaching along both sides of the railbed.
- Topography is generally flat to gently sloping and varies approximately 90 feet in elevation from west to east. Surface water features include Lotus Lake, Round Lake, Horse Lake, Bear Trap Lake, Kinney Lake, Mud Lake, North and South Twin Lakes, Sucker Branch Creek, and the Apple River. The depth to ground water varies from near surface to about 10 feet below ground surface on the subject property.
- Lowlands, recreational lakes, farmland and farmsteads, woodlands, fallow grasses, and residences border rural areas of the subject property. The urban areas in Nye, Wanderoos, Deronda, and Amery include residential and commercial development.
- No building structures, aboveground storage tanks (ASTs), underground storage tanks (USTs), hazardous waste, soil staining, or stressed vegetation were observed on the subject property.

- Occasional piles of solid waste (refrigerators, freezers, and other materials) are scattered along the borders of the subject property. This waste appears to have been disposed by local residents and not by railroad use.
- This assessment did not reveal any sources of contamination originating on the subject property. Environmental records searches did reveal nine recognized environmental concerns (RECs) associated with properties that adjoin or are near the subject property. All of these properties pose a potential contamination threat to the subject property through migration from these off-site sources. Refer to Table 1 for a listing of these properties.

## Conclusions

We performed this Phase I ESA of 13.48 miles of railroad corridor beginning 3 miles south of Dresser extending to Amery, in Polk County, Wisconsin, in general conformance with the scope and limitations of ASTM Practice E 1527-00. Any exceptions to, or deletions from, this practice are described in the "Limitations and Exceptions of Assessment" section of this report. This Phase I ESA revealed evidence of 10 recognized environmental conditions (RECs) that have the potential to affect the subject property. The following is a list of the RECs:

Nye Store LUST site	Section 1	(See Figure 7 for location)
Wanderoos Gift & Grocery LUST site	Section 4	(See Figure 7 for location)
Anderson Property ERP site	Section 7	(See Figure 7 for location)
Gorres Oil Co. Bulk Plant ERP site	Section 7	(See Figure 7 for location)
Equity Cooperative DATCP site	Section 7	(See Figure 7 for location)
Superlocker LUST site	Section 7	(See Figure 7 for location)
Amoco bulk plant site	Section 7	(See Figure 7 for location)
Railroad section house site	Section 7	(See Figure 7 for location)
City of Amery LUST site (Center Street)	Section 7	(See Figure 7 for location)

These sites are within close proximity to the subject property and are still under investigation, remediation, or environmental monitoring. They pose a potential threat to soil and ground water quality on the subject property. They should not impede the use of the property as a recreational trail; however, there is a risk that excavation or installation of a potable water supply near these sites could encounter contamination.

The discarded solid waste along the subject property is a business environmental risk that should be taken into account when purchasing this property. Other than the solid waste, no environmental concerns originating from the subject property were discovered in this assessment.

## Introduction

Polk County, P.O. Box 623, Balsam Lake, WI 54810-0623, retained Ayres Associates to conduct a Phase I Environmental Site Assessment (ESA) of an approximately 13.48-mile railroad corridor beginning 3 miles south of Dresser and extending to Amery, in Polk County, Wisconsin. The Wisconsin Central Ltd. Railroad currently owns the corridor. Polk County intends to use the corridor for a recreational trail.

A book of figures (Exhibit A) supplied by Polk County is in Appendix A. The figures define the area of sale. The corridor is referred to as the subject property in this Phase I ESA report. To facilitate discussion, the corridor was divided into seven sections. The sections are as follows:

Section 1	90 <sup>th</sup> Avenue (start) to CTH Y (Nye)
Section 2	CTH Y (Nye) to Big Lake Drive
Section 3	Big Lake Drive to HWY 65 (Wanderoos)
Section 4	Hwy 65 (Wanderoos) to CTH P (Deronda)
Section 5	CTH P (Deronda) to CTH C
Section 6	CTH C to 105 <sup>th</sup> Avenue
Section 7	105 <sup>th</sup> Avenue to Apple River (finish)

Table 1 summarizes the location, length, and report figures that pertain to each section.

This Phase I ESA has generally been prepared following procedures established by the American Society for Testing and Materials (ASTM). The ASTM publication that documents the ESA procedures is entitled *E1527-00 Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process*. The scope of services is in Appendix B.

## Purpose

The purpose of this Phase I ESA is to investigate the property with respect to the potential for petroleum contamination and the range of contaminants within the scope of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). This Phase I ESA identifies recognized environmental conditions (REC). The term "recognized environmental conditions" means the presence, or likely presence, of hazardous substances or petroleum products under conditions that indicate an existing release, a past release, or a material threat of a release into the ground, ground water, or surface water of the subject property. This Phase I ESA also identifies historical recognized environmental conditions (HRECs). The term "historical recognized environmental condition" means an environmental condition that in the past would have been considered a REC; however, due to remediation or case closure, the condition is not currently considered to be a REC.

## Limitations and Exceptions of Assessment

This ESA does not include a certified asbestos survey, asbestos sampling, analyzing drinking water or painted surfaces for lead content, a naturally occurring radioactive materials (NORM) survey, or any other environmental sampling or testing (e.g., soil, water, air, building materials).

Weather conditions were overcast and warm on the day of the site reconnaissance visit and did not limit observations on the subject property. The entire property was viewed by driving a 4-wheel drive ATV along the corridor.

## Site Description

### Site Location and Property Description

The subject property covers portions of Sections 28, 29, 31, 32, 33, Township 33 North, Range 16 West; Sections 31, 32, 33, 34, 35, 36, Township 33 North, Range 17 West; Sections 21, 25, 26, 27, 28, Township 33 North, Range 18 West, in Polk County, Wisconsin. The general property location is shown on U.S. Geological Survey quadrangle maps in Figures 1, 2, and 3.

The subject property is approximately 13.48 miles long and encompasses approximately 173.685 acres. The tracks have been removed from subject property. No buildings are currently associated with the subject property. The approximate property boundaries are shown in Figures 4 through 20.

The property right-of-way width is generally 100 feet throughout the corridor. In urban areas including Nye, Wanderoos, Deronda, and Amery, the right-of-way varies from 40 feet to 200 feet in width.

### Site and Vicinity Characteristics

The entire property consists of an elevated gravel railroad grade with vegetation protruding along the length of the corridor. Vegetation included grasses, weeds, and trees.

The subject property traverses rural and urban areas in a generally west to east direction. Rural areas include occasional residences, farmsteads and farm fields, lowlands, lakes, streams, and woodlands. In urban areas, numerous residences and businesses border the property. Urban areas include Nye, Wanderoos, Deronda, and Amery. Businesses include a gas station in Nye, a bread store and storage shed in Wanderoos, Anderson Construction and Supply east of Deronda, a refurbished train depot (Bear Trap School No. 6) east of CTH C, Ferrell Gas east of 105<sup>th</sup> Avenue, and an elementary school, chiropractor, Lamperts Lumber and a closed meat packing plant and deli in Amery.

### Current and Past Uses of Subject Property

The tracks have been removed from the railroad grade and local residents are currently using the property as a recreational trail. Portions of the property have been washed out or are partially overgrown by vegetation. In the past, the property was used as an active railroad track to haul freight. Before the property was a railroad, it was either undeveloped or used as farmland. The subject property does not currently have any building structures or improvements other than culverts, bridges, and utility crossings.

### Current and Past Uses of Neighboring Properties

Current land uses on neighboring properties include the following:

Section 1—Farmland, lowland, fallow grasses, recreational lakes, commercial, woodland and residential

Section 2—Recreational lake, lowland, farmland, woodland, fallow grasses, and residential

Section 3—Farmland, woodland, lowland, fallow grasses, and residential

Section 4—Lowland, farmland, woodland, fallow grasses, residential, and commercial

Section 5—Lowland, farmland, recreational lake, woodland, fallow grasses, and commercial

Section 6—Woodland, lowland, fallow grasses, residential, and a refurbished train depot

Section 7—Farmland, lowland, fallow grasses, recreational lakes, commercial, woodland, and residential, and includes the City of Amery

The general area has historically been farmland, woodland, and lowland with commercial areas near Nye, Wanderoos, Deronda, and Amery. Occasional residences have historically been located along the corridor and have become more numerous in recent years.

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APPENDIX C: RESOLUTION

1 Resolution No. 28-18  
2 Resolution Providing for Comprehensive Planning Process for Stower Seven Lakes State Trail Plan  
3 and Cattail Trail (Polk County Segment) Plan

4 TO THE HONORABLE CHAIRPERSON AND SUPERVISORS OF THE COUNTY BOARD OF  
5 THE COUNTY OF POLK:

6 Ladies and Gentlemen:

7 WHEREAS, in coordination with the Wisconsin Department of Natural Resources (WDNR), Polk  
8 County manages and operates the Stower Seven Lakes State Trail and the Polk County segment of  
9 the Cattail Trail without a valid trail plan for the use of either trail as otherwise required by  
10 applicable Natural Resources regulation and specific provisions of the respective memorandum of  
11 understanding with WDNR; and

12 WHEREAS, it is beneficial to the citizens of Polk County and other users of these trails and in the  
13 interest of the County for Polk County to continue as sponsor and managing coordinator of the  
14 Stower Seven Lakes State Trail and the Polk County segment of the Cattail Trail; and

15 WHEREAS, the Environmental Services Committee has recommended to the County Board to  
16 provide for a comprehensive trail plan development process involving the two connected trails of the  
17 Stower Seven Lakes State Trail and the Polk County segment of the Cattail Trail, and to conduct  
18 such comprehensive process in accordance with Natural Resources administrative regulations  
19 concerning trail plan development, including, but not limited to Chapter NR 44 and the applicable  
20 provisions of the memorandum of understanding for each respective trail.

21 NOW, THEREFORE, the Polk County Board of Supervisors resolves as follows:

22 1. Resolution No. 43-17, Authorizing the Development of a Multi-Use, Multi-Season Trail  
23 Management Plan for Stower Seven Lakes Trail, is rescinded.

24 2. Resolution 59-17, Affirming Polk County As Sponsor and Managing Coordinator of The  
25 Stower Seven Lakes State Trail, is amended, at Lines 23-28, as follows:

26 "NOW, THEREFORE BE IT RESOLVED that the Polk County Board  
27 of Supervisors affirms the commitment of Polk County to serve as  
28 sponsor and managing coordinator of the Stower Seven Lakes State Trail  
29 and the Polk County segment of the Cattail Trail and to perform or  
30 carry-out all responsibilities of sponsor and managing coordinator of the  
31 Trail each such trail consistent with applicable federal and state law,  
32 regulatory provisions, and grant conditions, and terms and conditions of  
33 the respective memorandum of understanding.

34 BE IT FURTHER RESOLVED that the Polk County Board of  
35 Supervisors agrees to the terms of the Memorandum of Understanding  
36 and Cooperative Easement, attached hereto, concerning the Stower  
37 Seven Lakes State Trail."

- 38 3. The Environmental Services Committee is authoriz  
 39 a comprehensive trail plan development process fo  
 40 for the Stower Seven Lakes State Trail and a trail pla  
 41 Trail.
- 42 4. The Environmental Services Committee is  
 43 subcommittee to develop and provide advisory re  
 44 course of the comprehensive trail planning pro  
 45 formation of the trail plans that would be presen  
 46 Committee.
- 47 5. Such subcommittee shall be composed of 5, 7 or  
 48 by the Environmental Services Committee.
- 49
- 50 6. The membership of the subcommittee shall incl  
 51 Services Committee, who shall serve as sui  
 52 authorized representative of the Friends of th  
 53 remaining members as persons who are affected  
 54 and operation of either the Stower Seven Lakes S  
 55 the Cattail Trail.
- 56 7. Notwithstanding present resolution to the contr  
 57 may receive per diem compensation as deter  
 58 Committee has formed the subcommittee and app
- 59 8. The comprehensive planning process authoriz  
 60 through such process shall be consistent with C  
 61 extent practicable and the applicable terms a  
 62 understanding between Polk County and the Wis  
 63 Department.
- 64 9. The provisions of Resolution No. 59-17 not affec

*Fiscal Note: This resolution does not require additional the 2017 fiscal year to carry out the organizational matter the organizational matters can be covered with the bud department designated to administer and manage the tra and preparation for public involvement participation eve addressed when the Environmental Services Committee pr*

*Legal Note: The resolution presents no legal impu administrative regulation and contractual obligations c operation of the respective trails.*

Signed and sponsored by:

Brad Olson, Supervisor, District #1

Doug Route, Supervisor, District #2

Dean Johansen, Chair,  
Supervisor, District #3,

Chris Nelson, Supervisor, District #4

Tracy LaBlanc, Supervisor, District #5

Brian Masters, Supervisor, District #6

Michael Prichard, Supervisor,  
District #7

James Edgell, Supervisor, District #8

Kim O'Connell, Supervisor, District #9

Larry Jepsen, 2<sup>nd</sup> Vice Chair,  
Supervisor, District # 10

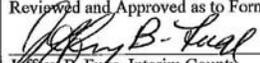
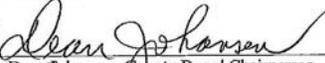
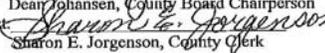
Jay Luke, 1<sup>st</sup> Vice Chair,  
Supervisor, District #11

Kate Isakson, Supervisor, District #12

Russell Arcand, Supervisor, District #13

John Bonneprise, Supervisor, District #14

Joe DeMulling, Supervisor, District #15

Effective Date:	Upon Passage
Dated Submitted To County Board	March 20, 2018
Reviewed and Approved as to Form:	Fiscal Impact and Legal Impacts: As stated in the resolution.
 Jeffrey B. Fyge, Interim County Administrator/Corporation Counsel	
At its regular business meeting on the 20th day of March, 2018, the Polk County Board of Supervisors acted on Resolution No.28-18: Resolution In Resolution Providing for Comprehensive Planning Process for Stower Seven Lakes State Trail Plan and Cattail <del>State</del> Trail (Polk County Segment) Plan , as follows:	
<input checked="" type="checkbox"/> Adopted by simple majority of the board of supervisors by a vote of <u>8</u> in favor and <u>6</u> against. <i>1 absent</i>	
<input type="checkbox"/> Enacted by unanimous vote.	
<input type="checkbox"/> Defeated	
SIGNED BY:  Dean Johansen, County Board Chairperson	
Attest:  Sharon E. Jorgenson, County Clerk	



Resolution No. 27-19Resolution to Amend 2019 Budget to Incorporate  
Carry-forward Funds from 2018

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

Ladies and Gentlemen:

WHEREAS, events occur after the adoption of the annual budget that affect various program activities and their appropriations for a given budget year, and

WHEREAS, the annual budget resolution provides for restricted, committed and assigned fund carryovers, and

WHEREAS, some of the programs, projects, and activities that were planned for the 2018 budget year did not take place, were not completed, or are on-going and it is appropriate and necessary to carry-over the appropriation for 2018 into the next budget year, and

WHEREAS, the financial impact of these delays could not be determined at the time the adopted 2019 budget resolution was adopted and therefore money could not be re-allocated at that time, and

WHEREAS, the Finance Director has compiled a list designating those programs, projects, activities, and corresponding such 2018 funds that should be carried forward and re-appropriated in the 2019 budget, and

WHEREAS, Wisconsin Statutes and county policies authorizes and requires that the county board take official action to approve the designation, carry-over, and the re-appropriation of funds in the interest of full financial disclosure.

NOW, THEREFORE, BE IT RESOLVED that the following appropriations from the General Fund/ADRC that were unexpended on December 31, 2018 due to delays or other considerations be assigned and appropriated for the year ending December 31, 2018 and that the 2019 budget be amended accordingly,

- Buildings, Parks, and Recycling Department:
  - \$200,000 in the building improvement account for Jail Controller project not completed in 2018
  - \$17,849 in the building conservation project account for Magnor Lake dock and Atlas Dam repairs; and
  - \$11,580 in forest maintain roads account - restricted; and
  - \$658 in forest wildlife habitat account - restricted.
- Administration: \$12,070 in the employee recognition account (vending machine fund). With the 2019 budget of \$4,080, \$7,990 is posted to the adjusted budget - assigned.
- Law Enforcement: \$6,034 in the law enforcement federal forfeiture account - restricted.

38 • Tax Deed Sales minus expenses to reserved for debt service: \$57,045 - assigned

39 • Veteran's Service Office:

40 ○ \$5,780 in the veteran service grant account - restricted; and

41 ○ \$27,953 in the veteran relief account - restricted.

42 • ADRC

43 ○ \$80,173 in ADRC for State of Wisconsin designation transportation account -  
44 assigned.

45 Asset Fund

46 • \$254,000 for Golden Age Boiler budgets in the Asset Fund in 2018 be redistributed  
47 to the budget in 2019 – not completed in 2018.

48 General Fund Balance

49 • \$\_\_\_\_\_ (Final dollar amount to be identified at General Government meeting) will  
50 be transferred from general fund undesignated fund balance to Department of  
51 Children and Families/Department of Health Services for operational deficit in 2018.

52 Highway Facility Project

53 • \$\_\_\_\_\_ (Final dollar amount to be identified at General Government meeting)  
54 transferred to general fund undesignated fund balance.

55 BE IT FURTHER RESOLVED that the Finance Director is directed to record such information in  
56 the official books of the County for the year ended December 31, 2018 and for the year ending  
57 December 31, 2019 as may be required.

BY: \_\_\_\_\_  
Brad Olson, Supervisor, District #1

\_\_\_\_\_  
Doug Route, Supervisor, District #2

\_\_\_\_\_  
Dean Johansen, Chair,  
Supervisor, District #3,

\_\_\_\_\_  
Chris Nelson, Supervisor, District #4

\_\_\_\_\_  
Tracy LaBlanc, Supervisor, District #5,  
*Tracy LaBlanc 6/6/19*  
\_\_\_\_\_  
Brian Masters, Supervisor, District #6

\_\_\_\_\_  
Michael Prichard, Supervisor, District #7

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James Edgell, Supervisor, District #8

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Kim O'Connell, Supervisor, District #9

\_\_\_\_\_  
Larry Jepsen, Supervisor, District #10

\_\_\_\_\_  
Jay Luke, 1<sup>st</sup> Vice Chair,  
Supervisor, District #11

\_\_\_\_\_  
Michael Larsen, Supervisor, District #12

\_\_\_\_\_  
Russell Arcand, Supervisor, District #13

\_\_\_\_\_  
John Bonneprise, 2<sup>nd</sup> Vice Chair,  
Supervisor, District #14

\_\_\_\_\_  
Joe Demulling, Supervisor, District #15

Executive Summary

According to 3.08 Polk County Financial Policy:

Year End Reconciliation

If it is determined after the close of a fiscal year that it is necessary to adjust various accounts and funds to provide a more transparent accounting of revenues and expenditures or to adjust for final financial results, the county administrator must prepare and submit a resolution to the County Board that authorizes such adjustments.

County Administrator's Note:

Recommended

*Nick Osborne*

Nick Osborne  
County Administrator

Fiscal Impact Note:

These amounts are assigned, restricted, or committed by State/Federal Agencies or by resolution of the County Board. Other amounts are 2018 projects not completed. The above use of fund balance that will be designated as reserve general fund balance will also be reported our annual audit.

*Maggie Wickre*

Maggie Wickre, Finance Director

Approved as to Form and Execution:

*Malia T. Malone*

Malia T. Malone, Corporation Counsel

Legal Impact Note: This resolution brings the County's accounting practices in-line with State law and best practices.

Excerpt of Minutes

58 At its regular business meeting on the \_\_\_\_ of \_\_\_\_\_ 2019, the Polk County Board of  
59 Supervisors acted upon Resolution No. 27-19; Resolution  
60 \_\_\_\_\_  
61 \_\_\_\_\_

- Adopted by a majority of the members present by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ against.
- Adopted by unanimous voice vote.
- Adopted as amended. See Below.
- Defeated
- Other: \_\_\_\_\_

Insert amendment to resolution according to minutes:

SIGNED BY:

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

ATTEST:

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